



# **Board of Trustees Meeting**

Wednesday, June 8, 2022  
6:30 p.m.

*Via Zoom Technology*

**Packet # 1**

**NLACRC Board of Trustees Calendar  
Fiscal Year 2021-22**

~ June 2022 ~						
◀ May						July ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			<b>1</b> 11:00am-1:00 pm Consumer Advisory Committee Meeting	<b>2</b> 9:30 am Vendor Advisory Committee Meeting (break-out groups)	<b>3</b>	<b>4</b> Shavuot (begins at sundown)
<b>5</b> Shavuot	<b>6</b> Shavuot (no work)	<b>7</b>	<b>8</b> 5:30 pm Board Packet Review  6:00 pm Board Dinner (San Fernando Valley Office)  6:30 pm Board Meeting (San Fernando Valley Office)	<b>9</b>	<b>10</b>	<b>11</b>
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>
<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>
<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>		

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

**NLACRC Board of Trustees Calendar  
Fiscal Year 2022-23**

~ July 2022~						
◀ June						August ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4 <b>Independence Day</b> (NLACRC closed)	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20 <u>6:00 pm</u> Consumer Services Committee Meeting  <u>7:00 pm</u> Government & Community Relations Committee Meeting	21 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	22	23
24 Parents Day	25	26	27 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting  <u>6:15 pm</u> Administrative Affairs Meeting  <u>7:15 pm</u> Executive Committee Meeting	28	29	30

**Note:** The Board is “dark” in July and the Self-Determination Committee will not meet.

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

North Los Angeles County Regional Center  
**Board of Trustees Meeting - *Via Zoom***  
Wednesday, June 8, 2022  
**6:30 p.m.**

~ **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. Curtis Wang, Board Member
  - B. Emmanuel Gutierrez, Consumer Services Manager
5. **Public Input & Comments** (3 minutes)
6. **Consent Items**
  - A. Approval of Agenda (*Packet 1, Page 4*)
  - B. Approval of May 11<sup>th</sup> Board Meeting Minutes (*Packet 1, Page 8*)
7. **Committee Action Items**
  - A. **Strategic Planning Committee – Marianne Davis**
    1. Strategic Plan Presentation – Ami Sullivan, Kinetic Flow (*Packet 1, Page 21*)
      - a. Strategic Plan Summary Matrix – Jesse Weller (*Packet 1, Page 66*)
    2. Approval of Critical Calendar for FY2022-23 (*Packet 1, Page 73*)
  - B. **Administrative Affairs Committee – Ana Quiles**
    1. Approval of Contracts
      - a. Mazor, Jewel PL2095-605 (*Packet 1, Page 74*)
      - b. Angel Wings PL2104-055 (*Packet 1, Page 80*)
      - c. Assisted Healthcare Services 854 Amendment H32822 (*Packet 1, Page 86*)
      - d. Ballsbridge Academy Inc. PL2089-612 (*Packet 1, Page 90*)
      - e. Ballsbridge Academy Inc. PL2089-615 (*Packet 1, Page 101*)
      - f. W&W Joint Ventures, Inc. PL2107-113 (*Packet 1, Page 111*)
      - g. CPP/CRDP Funding for FY2021-22, TBD-999 (*Packet 1, Page 121*)

- h. The Sheridan Group – SCV Expansion Project (*Packet 1, Page 124*)
- i. Software Management Consultants, Inc. “SMCI” Data Warehouse Project (*Packet 1, Page 130*)
- j. Software Management Consultants, Inc. “SMCI” EDMS Project Management (*Packet 1, Page 140*)
- k. Software Management Consultants, Inc. “SMCI” EDMS SQL Developer Network Architect\_FY2022-23 (*Packet 1, Page 143*)

**2. Executive Session**

- a. RingCentral, Inc
- 3. Approval of Critical Calendar for FY2022-23 (*Packet 1, Page 146*)
  - 4. Approval to Authorize an Officer to Secure Insurance Coverage for FY2022-23 (*Packet 1, Page 148*)
  - 5. Approval for Loan Revision and Revolving Note Agreement (*Packet 1, Page 149*)
  - 6. Approval for Disbursement Instructions (*Packet 1, Page 150*)
  - 7. Approval for Credit Line Budget for FY2022-23 – Alan Darby

**C. Executive Committee – Lety Garcia**

- 1. Approval of Board of Trustees Critical Calendar for FY2022-23 (*Packet 1, Page 151*)
- 2. Approval of Executive Committee Critical Calendar for FY2022-23 (*Packet 1, 159*)
- 3. Approval of Committee Assignments for FY2022-23 (*Packet 1, Page 162*)
- 4. Approval of Board Training Plan for FY2022-23 (*Packet 1, Page 163*)
  - a. Saddler Consulting Proposal – Ruth Janka (*Packet 1, Page 164*)
- 5. Approval of Board Goals for FY2022-23 (*Packet 1, Page 171*)
- 6. Approval of Board Budget for FY2022-23 (*Packet 1, Page 172*)
- 7. Approval of Draft Inclusion, Equity, and Diversity Board Policy – Jesse (*Packet 1, Page 173*)

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

- 1. Approval of Critical Calendar for FY2022-23 (*Packet 1, Page 178*)

**E. Government Community Relations Committee – Jeremy Sunderland**

1. Approval of Critical Calendar for FY2022-23 (*Packet 1, Page 182*)
2. Approval of Disability Community Organization, Service Provider, and Elected Representative Visit Policy and related Framework for Strategy Implementation – Ruth Janka (*Packet 1, Page 184*)
3. Approval of Support Letters for Legislative Bills – Jennifer Williamson, Robert Dhunrop
  - a. Assembly Bill 2145 (*Packet 1, Page 186*)
  - b. Assembly Bill 2262 (*Packet 1, Page 187*)
  - c. Assembly Bill 2378 (*Packet 1, Page 188*)
  - d. Senate Bill 882 (*Packet 1, Page 189*)
  - e. Senate Bill 1016 (*Packet 1, Page 190*)

**F. Additional Action Items**

Administrative Affairs Committee – Ana Quiles

1. Approval of Contracts
  - a. The Nurture Collective (PL2094-999) – Alan Darby (*Packet 1, Page 191*)
  - b. Sonia Villanueva Weeks (P33028-610) – Alan Darby (*Packet 1, Page 224*)

**G. Election Results – Lillian Martinez**

8. **Executive Director’s Report** – Ruth Janka (*Packet 1, Page 256*)
9. **Self-Determination Program (SDP)** – Jesse Weller
  - A. SDP Report (*Packet 1, Page 262*)
10. **Administrative Affairs Committee** – Ana Quiles
  - A. Minutes of the May 25<sup>th</sup> Meeting - *deferred*
  - B. FY 2021-22 Financial Report (*Packet 1, Page 266*)
  - C. Human Resources Report (*Packet 1, Page 292*)
11. **Association of Regional Center Agencies** – Angelina Martinez
12. **Consumer Advisory Committee** – Caroline Mitchell
  - A. Minutes of the June 1<sup>st</sup> Meeting – *deferred*
13. **Consumer Services Committee** – Gabriela Herrera
  - A. Minutes of the May 18<sup>th</sup> Meeting – *deferred*

14. **Executive Committee** – Lety Garcia
  - A. Minutes of the April 27<sup>th</sup> Meeting – *(Packet 1, Page 294)*
  - B. Minutes of the May 25<sup>th</sup> Meeting – *deferred*
  
15. **Government & Community Relations Committee** – Jeremy Sunderland
  - A. Minutes of the May 18<sup>th</sup> Meeting – *deferred*
  
16. **Nominating Committee** – Angelina Martinez
  - A. Redacted Minutes of the April 6<sup>th</sup> Meeting
  - B. Redacted Minutes of the April 18<sup>th</sup> Meeting
  
17. **Strategic Planning Committee** – Marianne Davis
  - A. Minutes of the May 2<sup>nd</sup> Meeting *(Packet 1, Page 304)*
  - B. Minutes of the May 23<sup>rd</sup> Meeting – *deferred*
  - C. Minutes of the May 31<sup>st</sup> Meeting – *deferred*
  
18. **Vendor Advisory Committee** – Ruth Janka
  - A. Minutes of the May 5<sup>th</sup> Meeting – *(Packet 1, Page 310)*
  - B. Minutes of the June 2<sup>nd</sup> Meeting - *deferred*
  - C. Jynny Retzinger Award Presentation
  
19. **Old Business/New Business**
  - A. Board and Committee Meeting Attendance Sheets *(Packet 1, Page 322)*
  - B. Board and Committee Meetings Time Report *(Packet 1, Page 333)*
  - C. Updated Acronyms Listing *(Packet 1, Page 337)*
  - D. Meeting Evaluation *(Packet 1, Page 343)*
  
20. **Announcements/Information/Public Input**
  - A. Cafecito Entre Nos, June 9<sup>th</sup> at 11:00 am
  - B. Alianza de Hombres, June 14<sup>th</sup> at 7:00 pm
  - C. Aprendiendo Entre Nos, June 16<sup>th</sup> at 10:00 am
  - D. FFRC Generic Services Series #7, Medi-Cal Waivers, June 16<sup>th</sup> at 10:00 am
  - E. Town Hall, Transition to Adulthood (What's Next), June 16<sup>th</sup> at 1:30 pm
  - F. Filipino Support Group, June 20<sup>th</sup> at 6:30 pm
  - G. Cultivar y Crecer, June 24<sup>th</sup> at 6:30 pm
  - H. Cafecito Entre Nos, July 14<sup>th</sup> at 11:00 am
  - I. Cafecito Entre Nos, August 11<sup>th</sup> at 11:00 am
  - J. Next Board Meeting: Wednesday, August 10<sup>th</sup> at 6:30 p.m. via Zoom
  
21. **Adjournment**

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

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting via Zoom on **May 11, 2022**.

Trustees Present

Leticia Garcia  
Jeremy Sunderland  
Marianne Davis  
Ana Quiles  
Lillian Martinez  
Nicholas Abrahms  
Cathy Blinn  
Sylvia Brooks- Griffin  
David Coe  
Jennifer Koster  
Caroline Mitchell  
Lillian Martinez  
Rocio Sigala  
Curtis Wang  
Alma Rodriguez

Trustees Absent

Angelina Martinez  
Gabriela Herrera  
Sharroll Jackson

Guests Present

Lawya Rangel  
Fernando Gomez-ICC  
Perla Zuniga - DDS  
Karina Andrade- ARCA  
Ana-Paula Ferreira-  
Independent Facilitator  
Lia Cervantes-Lerma -SCDD  
Lucy Paz – Interpreter  
Shelley Hash - Interpreter  
Jasmine Barrios- Minutes Services  
Suzanne Paggi  
Josefina Romo  
Anthony Zepeda  
Gladys Lizarraga  
Andrew Ramirez  
Kimberly Bermudez  
Priscilla  
Gabriela A LaTorre  
Mary Angela Flores  
Teresa Ortega  
Monica Corona

Guests Present

Gabriela Topete  
Karla Reyes  
Lorenza Reyes  
Mary Angela Flores-  
ICC  
Hilda

Staff Present

Ruth Janka  
Clarence Foster  
Dr. Jesse Weller  
Liliana Windover  
Lizeth Chavez  
Gabiella Eshrati  
Alan Darby  
Cristina Preuss  
Jazmin Zimmerman  
Natalia Langarica  
Donna Rentsch  
Ana Maria Parthenis-  
Rivas

1. **Call to Order & Welcome** – Leticia Garcia, Board President called the meeting to order at 6:30 p.m.
  
2. **Housekeeping**
  - A. Spanish Interpretation Available  
Lizeth Chavez provided instructions for translation in English. Lilliana Windover provided instructions for translation in Spanish.
  
  - B. Public Attendance  
Lety requested that any public attendees provide their name in the chat.
  
  - C. Monthly Submission for Childcare/Attendance Care Billing  
Board members reminded to submit monthly billing for respite.
  
3. **Board Member Attendance** – Lizeth Chavez, Executive Administrative Assistant  
  
Lizeth Chavez took attendance of Board Members



Rocio Sigala, Board of Trustees Member

Rocio grew up in L.A. and lives in the Lancaster area. She has been married for almost 20 years and has two children, one of whom has autism. Rocio shared information on her background as a nurse who co-founded a non-profit organization to improve the lives of individuals with developmental disabilities. Rocio serves on the Consumer Services Committee and the Government and Community Relations Committee. In addition, Rocio was recently appointed as the Self-Determination Board Liaison. She believes it is vital sustaining a positive relationship between NLACRC and the families the organization serves. She is looking forward to continuing to serve the community.

Clarence Foster, Chief Human Resources Officer

Clarence is the new Chief of H.R., filling the previously-held role by Michele Marra. Clarence shared his background in H.R., spanning over 30 years. He has worked with companies in the for-profit sector, such as Nissan, Yamaha, and L'Oreal. Clarence describes himself as a visionary and shares his core values of H.R.: "in H.R., we put people FIRST." FIRST serves as an acronym for family, internal customer service, respect, systems, and tradition. These are critical factors related to H.R. and how it can operate effectively. He is excited to serve NLACRC in this new role.

**5. Public Input & Comments**

Ruth Janka notified the Board of the recent passing of Jennifer Kaiser. Jennifer was a former Executive Administrative Assistant for NLACRC, which she held for 31 years. She worked for 3 Executive Directors and provided an insurmountable amount of support to the Board. There are currently no details on funeral services, but Ruth will share them when they become available. Leticia shared condolences and stated that Jennifer contributed significantly to the Board and will be missed.

**6. Consent Items**

A. Approval of Agenda (Packet 1, Page 4)

**M/S/C** (C. Wang/J. Koster) To approve the agenda as presented.

B. Approval of April 13<sup>th</sup> Board Meeting Minutes (Packet 1, Page 8)

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

**7. Executive Session**

A. Executive Director Compensation

**M/S/C** (L. Martinez /J. Sunderland) To Enter the Executive Session.

Members of the Board entered the Executive Session at 6:41 p.m. and returned at 6:49 p.m.

**M/S/C** (J. Sunderland / J.Koster) To Exit the Executive Session.

## 8. Committee Action Items

### A. Administrative Affairs Committee – Ana Quiles

#### 1. Approval of Contracts

- a. Sister Care HLO997-862– Alan Darby (*Packet 1, Page 18*)  
New POS contract - providing in-home respite services, a 5-year contract, effective June 1, 2022, to May 21, 2027. The total annual cost of the contract is \$655,488. The total value of the contract over the 5-year term is \$3,277,422.
- b. Master Board Resolution re: EBSH Rate Changes -Alan Darby (*Packet 1, Page 22*)  
This resolution would allow NLACRC to execute agreements or amendments to comply with statutes to implement and adjust rates for an EDSH – which became effective April, 1,2022.
- c. Maya Borna – 2020 Median Rates– Alan Darby (*Packet 1, Page 26*)  
New POS agreement providing early-start specialized therapeutic services for consumers from birth to 36 months. This is a 5-year contract, effective May 1, 2022- April 30, 2027. The total annual cost of the contract is \$761,157. The total value of the contract over the 5-year term is \$3,805,786. The fiscal impact of this contract is based on a projected average of serving 58 consumers per month receiving 10 hours of service per month.
- d. Master Board Resolution re: 04/01/22 Rate Increase- Alan Darby  
This resolution would allow NLACRC to sign new POS contracts and execute all service provider agreements and amendments when they are to adjust rates specifically for enhanced behavioral support homes.

Due to conflicts of interests, the Board held two separate votes for the approval of the contracts.

**M/S/C** (N. Abrahms /C. Blinn) To approve the contract for Sister Care  
Abstentions: Lillian Martinez, Ana Quiles, Rocio Sigala, and Sylvia Brooks-Griffin

**M/S/C** (C. Wang/C. Blinn) To approve the contract for Maya Borna and to approve both Master Board Resolutions.

#### 2. Revised Organizational Chart – Ruth Janka (*Packet 1, Page 35*)

There were two minor changes made to the Organizational Chart to reflect the appropriate direct supervisor for two positions within management. The Quality Improvement Manager reports to the Chief Consumer and Community Services Officer, whereas the chart reflected that position reporting to the Community Services Director. The Nursing Services Supervisor reports to the Medical

Services Manager whereas the chart reflected that position reporting to the Clinical Director.

Leticia inquired if there has been any interest from candidates for the Chief Consumer and Community Services Manager as there are many responsibilities that fall under that position. Ruth stated that interviews for this role would be conducted this week.

**M/S/C** (S. Brooks-Griffin /M. Davis) To approve the revised Organizational Chart.

3. ARCA Dues for Fiscal Year 2022-23 – Alan Darby (*Packet 1, Page 36*)

The Board recommended paying the annual ARCA dues for FY 2022-23 totaling of \$106,405. There was no increase in the amount from FY 2021-22.

**M/S/C** (R. Sigala/C. Mitchell) To approve the annual payment for ARCA dues.

B. Executive Committee – Leticia Garcia

1. Approval of Bylaws Change – Article VII, Section 5.4 & 10.a – Ruth Janka (*Packet 1, Page 37*)

This is related to the Consumer Advisory Committee regarding the number of meetings the Committee Members must attend to remain active members. The Nominating Section of the bylaws was changed to align with the Consumer Advisory Committee Policy regarding attendance. The policy states that members must participate in 5 Consumer Advisory Committee Meetings during 12 months. The current bylaws list four meetings as the requirement. The bylaws will be changed to reflect five meetings.

**M/S/C** (C. Mitchell/C. Blinn) To approve the changes to the Bylaws.

2. Board Master Calendar for F.Y. 2022-23- Ruth Janka (*Packet 1, Page 40*)

Leticia stated that it was previously agreed that the Board would return to in-person Board Meetings when NLACRC staff returned to the office full time and wanted to get feedback from the Board regarding resuming in-person meetings. Ruth stated that the staff is on-site two days per week, working towards a hybrid model with three days on-site and two days of remote work but are not in the office full-time. Marianne Davis stated that she enjoyed the convenience of Zoom for Board Meetings and the lack of commute; several other members agreed with this sentiment. Rocio Sigala shared that she felt Board Meetings via Zoom were helpful for members and the public who have easier access to attend. Jeremy said that although there is a lot of convenience with Zoom, and it has provided a lifeline during the pandemic, there is a personal element that is lost when meeting virtually. Ruth mentioned that the Vendor Advisory Committee is considering two in-person meetings per year and the rest via Zoom; she noted that this is a potential solution. Leticia stated that it is in the bylaws that NLACRC

can host hybrid meetings both in-person and on Zoom. The Board will take time to think about these options and re-visit this topic at the June Board Meeting.

The rest of the Master Board calendar was reviewed as listed in the packet.

**M/S/C** (J. Sunderland/A. Quiles) To accept the Board Master Calendar as presented.

3. Proposed Board Member Training: Saddler Consulting Proposal – Ruth Janka (*Packet 1, Page 52*)

The current proposal is from Saddler Consulting and includes two 8-hour pieces of training over two days. The contents of this training include leadership and a DISC team building workshop which is a tool to help individuals identify their style of work and communication. The proposal is for 20 individuals, and the cost is \$24,460. The program is entirely customizable, and items can be added or subtracted based on the needs of the Board. Ruth recommends including NLACRC leadership staff in the team building portion of the training to build and foster connections. She also stated that this program would require in-person attendance and will take place once the new Board has been seated. Ruth noted that including leadership staff would be an additional cost and that there is funding available for this in Operations or from surplus from previous years.

Ana Quiles is concerned that a 2-day program would be too much for some members. Recommended looking into a 1-day training and a virtual option for those unable to attend in-person. Rocio inquired about the potential price difference between in-person and virtual training. Clarence Forster stated that the training is geared towards Board Members specifically. Clarence will get an updated proposal from Saddler, including information on the in-person versus virtual meetings, options for a 1-day training, and potential outdoor venues to present at the next Executive Committee Meeting.

4. Board Budget vs. Expenses – Alan Darby (*Packet 1, Page 58*)

Total YTD Expenses through April 19, 2022, were \$40,724.07, about 40% of the approved budget of \$101,500. The Board Training cost of \$24,460 would fall under category 8 with a budget of only \$8,000. The money would have to be utilized from another line item. Leticia stated that she is waiting to find out the final cost of the Board Dinner from which there may be some money left over to put towards the training. Alan reminded the Board that there was only one month left for this budget and that the remaining cost for the training could be pieced together. A recommendation can be made regarding the Board Training cost after Alan ensures there are no remaining expenses.

C. Nominating Committee – Angelina Martinez

Angelina Martinez was not present. Instead, Leticia Garcia reviewed agenda items as presented in the packet on her behalf.

1. Critical Calendar for F.Y. 2022-23 (Packet 1, Page 59) Leticia reviewed the calendar items presented in the packet.

**M/S/C** (J. Sunderland /A. Quiles) To accept the Critical Calendar as presented.

2. Slate of Officers, Nominees, and Re-Nominees for F.Y. 2022-23 (*Packet 1, Page 62*)

Leticia reviewed all of the Nominees for the Slate of Officers, Nominees, Re-Nominees for the Board, and Committee Nominees and Re-Nominees for the Vendor Advisory Committee as presented in the packet. She noted that the new Board would consist of 19 Board Members with three open positions. 3 of the 19 filled positions are held by consumers, which is below the required 25% per current requirements. There will be a continued focus on recruiting consumers to serve on the Board.

Marianne Davis stated that she wished to withdraw her candidacy for both the ARCA Delegate and ARCA Alternate positions as she feels there are plenty of qualified candidates.

Ana Quiles stated that she wished to withdraw her candidacy for the ARCA Alternate position as she also feels there are plenty of qualified candidates.

Ruth stated that any position with more than one candidate requires a ballot vote to be sent to Board Members. Ballots will be sent out 1-2 weeks before the June 11<sup>th</sup> meeting, where the votes will be announced, and new officers/nominees confirmed.

**M/S/C** (J. Sunderland/C. Blinn) To approve the revised Slate of Officers, Nominees, and Re-Nominees for F.Y. 2022-23.

**D. Post-Retirement Medical Trust Committee – Leticia Garcia**

1. Recommendation for Disbursement to CalPERS from UAL Trust – Alan Darby

Alan discussed the prepayment of \$610,542 to NLA's 2022-23 CalPERS obligation. By prepaying, NLACRC will save approximately \$21,000, which is a 3.5% interest savings. The recommendation is to make the disbursement from the UAL Trust to CalPERS.

Alan Darby also made the recommendation to deposit \$610,542 from the Center's Operational Funds into the UAL Trust.

Alan Darby stated that there was no recommendation to make a contribution to the PRMT trust at this time.

**M/S/C** (C. Mitchell /M. Davis) To approve the recommendation of prepayment to CalPERS from the Trust in the amount stated and repay the amount from operational funds.

E. Strategic Planning Committee – Marianne Davis

Marianne wanted to share that there was a recent Committee retreat from which the Strategic Plan was drafted. The draft is currently in the commenting phase, and feedback is being received from staff on how it can be revised. Ruth added that five priority areas make up the Strategic Plan.

1. **Critical Calendar for F.Y. 2022-23** (*Packet 1, Page 64*)

Leticia recommended that the calendar item Annual Review for the Strategic Plan be removed from the August 2022 calendar as the finalized Strategic Plan will not take effect until that month.

**M/S/C** (C. Blinn /C. Mitchell) To approve the revised Critical Calendar.

**9. Association of Regional Center Agencies** – Angelina Martinez

Angelina Martinez was not present; Ruth stated on her behalf that there is nothing to report as there has not been an ARCA meeting since March. The details of that meeting were presented at the April Board meeting. The next ARCA meeting is currently scheduled for June 16 & 17<sup>th</sup>.

**10. Executive Director's Report** - Ruth Janka (*Packet 1, Page 65*)

Ruth summarized the report's contents as presented in the packet; highlights are outlined below.

Legislation – The State Senate is looking to direct California's revenues to achieve an equitable economy overall and ensure that middle-class and struggling families are not left behind. This plan would accelerate the rate increases, require regular updates to rates for developmental services providers, and ensure increases are targeted to direct care workers. This is all a part of the Senate Budget plan that still requires assembly approval to make it into the primary revision but is a good start.

DDS Quality and Incentives Workgroup – this group met April 16<sup>th</sup> to review performance measures including Prevention and Wellness, Employment, Workforce, early intervention, and informed Choice and Satisfaction. The Regional Center Performance Measures Workgroup is scheduled to meet on May 19, 2022.

ARCA continues to advocate for the Core Staffing Formula revision, which will increase regional center operations funding. ARCA is also undergoing an update to its bylaws and recently conducted a webinar on Social Recreation Services.

State Council on Developmental Disabilities (SCDD) hosts virtual training on Mondays

in May, not including May 30<sup>th</sup>. The topics include: "Disability Awareness & Self-Advocacy Strategies and "How to be an Effective Board or Committee Member."

COVID-Related Updates – As of May 3, 2022, current hospitalizations are at 236 with a 1.9% positivity rate for the rolling 7-day average. L.A. County Public Health has terminated the universal masking requirement for school and childcare settings. However, masking requirements will continue indoors for public transit, healthcare settings, correctional facilities, and shelters. Service Provider Sites are considered healthcare settings and must continue masking standards. NLACRC Service Provider staff members, under the health order, are expected to continue to mask. Until the health order is rescinded, NLACRC will continue to mask when in contact with consumers, family members or visitors from the public.

As of April 22, 2022, DDS Directive extends waivers and allows continued service delivery in the areas of alternative services, extension of Early Start services, waiver of building requirements, and continued repurposing of waived FMS fees towards the purchase of additional Self-Determination services. There has been some miscommunication to consumers regarding the termination of services at the end of May, further fueled by the independent decision of other Regional Centers to discontinue services. The miscommunication is being addressed, and any future changes will be communicated before the termination of services.

Rate Reform – NLACRC has been issuing rate letters to providers effective April 1, 2022. Providers have 60 days to notify DDS if the rate they believe the rate that they have been issued is in error.

Camp, Social Recreation, and Non-Medical Therapies - all Case Management staff have been trained regarding the planning process for Camp, Social Recreation, and Non-Medical Therapy services held by Dr. Weller. Over 100 attendees came to the Town Hall on April 21<sup>st</sup>. NLACRC has requested applicants for vendorization for specific areas as listed in the packet, and so far, five proposals have been received. Ruth also thanked Rocio Sigala for connecting Dr. Weller with the City of Palmdale, who has expressed interest in developing recreation programming in the non-medical therapy sector.

Community Resource Development - Requested a proposal for two specialized residential facilities, each with a 4-single occupancy bedroom and a mobile Mental Health Clinic Crisis Support Service. Twenty-four entities attended an Information Meeting on April 20<sup>th</sup>, and four entities were interested in developing a mobile mental health service. Deadline for proposals is May 11<sup>th</sup>.

School Transition Liaison -Regional Centers state-wide will implement a 12-month School Transition Liaison to support the transition from Early Start to School Services. Liaisons will work on collaborative partnerships, promote inclusive options for consumers transitioning to pre-school, assist in developing materials to improve the transition process, and have regular coordination calls with DDS. This position will not carry cases.

Language Access and Cultural Competency Plan - Regional Centers will be submitting a Language Access and Cultural Competency Plan to DDS, due June 15<sup>th</sup>. The plan is to identify documents that would be translated into the various languages of the area and identify orientations that should be provided in multiple languages to meet the

community's needs, conduct regular and periodic language assessments, and develop a Language and Cultural Profile of the community.

Cultural Competency Diversity, Equity, and Inclusion Initiative -Final draft of the Inclusion, Equity, and Diversity policy are going before the Board. The policy includes an acknowledgment of social inequity, Vision, Values and Mission Statements, definitions, purpose, policy objectives, professional staff conduct, recruitment, hiring, promotion and retention, disciplinary and remedial actions, etc.

Staffing- NLACRC currently has 685 authorized positions and 613 filled as of April 30<sup>th</sup>. There are 30 vacant CFC positions and 42 non-case management positions. In April, 15 new staff members were onboarded, 14 new hires were onboarded May 9<sup>th</sup>, and an additional four new hires will be onboarded on May 23<sup>rd</sup>. The Center continues to experience turnover and is working on retention strategies.

Town Halls - The next Town Hall will be May 19, 2022, at 1:30 p.m. The topic is How to Prepare for IPP and IFSP Meetings. Presenters include Gabriela Eshrati and Cristina Preuss, Community Services Directors. This meeting will also address issues surrounding the termination of authorizations on May 31<sup>st</sup>.

Quality Assurance – In April, 93 residential visits were conducted, 66 were unannounced, and ten annual reviews and only 1 Corrective Action plan were issued. Consumer Data - 31,191 consumers and applicants served in April, 4,721 of whom were from Early Start.

Special Incident Reporting- 65 incidents were reported in April, 8 occurred months prior. No death COVID related, and there were no notable trends to report.

Ana stated that she is concerned about the amount of support provided to the Antelope Valley regarding the Parent-to-Parent Support Group. The group was meeting twice a month, but it has been cut down to once a month. Ana inquired about what other options are available from Family Focus in this area. Ruth stated that she would discuss this matter with Family Focus.

- A. Update on COVID Hours and Extension in Services  
Ruth stated that services should continue unless reflected in the Individual Program Planning, which the Service Coordinator will initiate. Some services are being assessed for continuation, but there is no general termination. All miscommunications are being addressed. NLACRC expects that any decision not being made will be extended to ensure that agreement is there to decide on services.

**11. Self Determination Program (SDP) – Dr. Jesse Weller (*Packet 1, Page 90*)**

- A. Dr. Weller reviewed the SDP Report as presented in the packet.  
Highlights include that as of May 1<sup>st</sup>, 471 participants have completed Orientation, 123 certified budgets that have been certified, and 18 budgets in the certification process. In addition, 103 Spending plans have been approved, 20 more spending plans are in progress, and one individual opted out of the program after enrollment. NLACRC is currently recruiting for three positions. Dr. Weller will get the exact locations for those



positions. Services in the SDP Spending plan must comply with the HCBS Final Rule. In addition, regional Centers and FMS agencies must assess and confirm that services comply. The team is currently working on logistics to roll out a Virtual SDP Orientation before the end of May, working with the I.T. department to best implement this process.

Self Determination Support Group – 1st Wednesday of each month. Facilitated by Autism Society of Los Angeles. Next meeting: June 1, 2022, from 6:00–7:30 p.m.

SDP Local Volunteer Advisory Committee Meeting- Thursday, May 19, 2022, from 7–9 p.m. at the San Fernando Valley office; everyone is welcome to attend. A quorum of Committee Members will need to participate in in-person.

**12. Administrative Affairs Committee – Ana Quiles**

Ana reviewed the information as presented in the packet.

- A. Minutes of the March 30<sup>th</sup> Meeting (*Packet 1, Page 95*)
- B. Minutes of the April 27<sup>th</sup> Meeting - *deferred*
- C. F.Y. 2021-22 Financial Report – Alan Darby (*Packet 1, Page 103*)

The March 2022 financial report showed that the center's expenses for the month of March 2022 totaled \$55.8M (est). That total is comprised of monthly POS expenditures of \$49.7M (est) and OPS of \$6.M (est).

YTD expenses, which is July 1<sup>st</sup> 2021- March 31, 2022 total \$471.7M (est), which is made up of POS expenses of \$428.1M (est) and OPS expenses of \$43.5M (est).

Projected annual expenses are \$\$688.5M (est).

The percentage of Administrative vs. Direct Allocation expenses must be below 15% on an annual basis.

As of April 20, 2022, the percentage was 14.4%.

- D. Human Resources Report - Ana Quiles (*Packet 1, Page 129*)

At the last Committee meeting, adding data to the Human Resources Report to show the staffing allocation at each location was discussed. For example, if there are 16 open positions in Antelope Valley, what percentage of staff operates on the site. Clarence is currently working on this and will present the information at the next Administrative Affairs Committee Meeting.

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

Caroline reviewed the information as presented in the packet.

- A. Minutes of the April 6<sup>th</sup> Meeting (*Packet 1, Page 131*)
- B. Minutes of the May 4<sup>th</sup> Meeting (*Packet 1, Page 133*)

Caroline noted that a C.A. State Senator was scheduled to speak at this meeting but, due to scheduling conflicts, had to reschedule to the next Committee Meeting

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

Gabriela was not present, and Leticia Garcia reviewed agenda items on her behalf as presented in the packet.

- A. Minutes of the April 20<sup>th</sup> meeting - *deferred*
- B. 3<sup>rd</sup> Quarter Consumer Diagnostic Report *(Packet 1, Page 135)*
- C. 3<sup>rd</sup> Quarter Consumer Diagnostic Report by Age *(Packet 1, Page 139)*
- D. 3<sup>rd</sup> Quarter Consumer Intake Report *(Packet 1, Page 140)*
- E. 3<sup>rd</sup> Quarter Exceptions Report *(Packet 1, Page 141)*
- F. 3<sup>rd</sup> Quarter NOA's/Appeals Report F.Y. 21-22 *(Packet 1, Page 143)*
- G. 3<sup>rd</sup> Quarter Appeals Report by Ethnicity/Office F.Y. 21-22 *(Packet 1, Page 147)*
- H. 3<sup>rd</sup> Quarter NOA's by Ethnicity/Location/Services & Age Range FY 21-22 *(Packet 1, Page 148)*
- I. 3<sup>rd</sup> Quarter 4731 Report *(Packet 1, Page 151)*
- J. 3<sup>rd</sup> Quarter Community Resource Development Plan (CRDP) Report *(Packet 1, Page 152)*

**15. Executive Committee – Leticia Garcia**

Leticia reviewed the information as presented in the packet.

- A. Committee Interest for F.Y. 2022-23  
An email has been sent out for interest; Leticia has received about half of the Board Member's preferences, and the deadline to submit is Friday, May 13<sup>th</sup>.
- B. Minutes of the March 30<sup>th</sup> Meeting *(Packet 1, Page 154)*
- C. Minutes of the April 27<sup>th</sup> Meeting – *deferred*

**16. Government & Community Relations - Jeremy Sunderland**

- A. Minutes of the April 20<sup>th</sup> meeting - *deferred*

**17. Nominating Committee – Angelina Martinez**

Angelina Martinez was not present, and Leticia Garcia reviewed agenda items on her behalf as presented in the packet.

- A. Redacted Minutes of the April 6<sup>th</sup> Meeting- *deferred*
- B. Redacted Minutes of the April 18<sup>th</sup> Meeting – *deferred*

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

Leticia reviewed the information as presented in the packet.

- A. Minutes of the April 27<sup>th</sup> Meeting- deferred
- B. Statement of Current PRMT Trust Value (*Packet 1, Page 162*)
- C. Statement of Current CalPERS UAL Trust Value

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

- A. Minutes of the March 28<sup>th</sup> Meeting (*Packet 1, 188*)  
The meeting packet included the minutes; please see Marianne with any questions.
- B. Minutes of the May 2<sup>nd</sup> Meeting – *deferred*
- C. Strategic Plan Update – previously discussed under Item 8, Section E.

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

Sharroll Jackson was not present, and Leticia Garcia reviewed agenda items on her behalf as presented in the packet.

- A. Minutes of the April 7<sup>th</sup> Meeting – (*Packet 1, Page 194*)
- B. Minutes of the May 5<sup>th</sup> Meeting- *deferred*

**21. Old Business/New Business (*Packet 1, Page 109*)**

Leticia reviewed the information as presented in the packet.

- A. Board and Committee Meeting Attendance Sheets (*Packet 1, Page 201*)

Updated attendance sheets are always included in the meeting packet. Board members cannot miss five meetings on a rolling 12-month period.

- B. Board and Committee Meetings Time Report (*Packet 1, Page 214*)

- C. Updated Acronyms Listing (*Packet 1, Page 216*)

An updated list of acronyms is included in the board meeting packet.

- D. Meeting Evaluation (*Packet 1, Page 222*)

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

- A. Town Hall: May 19<sup>th</sup> at 1:30 p.m., Topic: How to Prepare for IPP/IFSP Meetings
- B. Alianza de Hombres, May 10<sup>th</sup> at 7:00 pm
- C. Cafecito Entre Nos, May 12<sup>th</sup> at 11:00 am
- D. Filipino Support Group, May 16<sup>th</sup> at 6:30 p.m.
- E. NLACRC Self-Advocacy Group Meeting, May 17<sup>th</sup> at 10:45 a.m.
- F. Self-Determination Advisory Committee, May 19<sup>th</sup> at 6:30 p.m.
- G. Cultivar y Crecer, May 20<sup>th</sup> at 6:30 pm
- H. Next Board Meeting: Wednesday, June 8th at 6:30 p.m. via Zoom.

### **Public Input:**

Suzanne Paggi, a CAC member, received an email regarding transportation to the Board Dinner. Lizeth stated that transportation for consumers will be provided and that she is currently working with the company providing this service. Suzanne is on the list of consumers who need transportation, and Lizeth will reach out to her before the end of the week with the information. Suzanne also suggested in-person hangouts for June and December when there are no Board Meetings. Leticia stated that this would be considered.

Fernando Gomez from the Integrated Community Collaborative stated that the ICC had been a partner of NLACRC for about three years, working together on issues that deal with disparities and barriers. Fernando congratulated the Board on an outstanding job and partnership. NLACRC is innovative and engaging and sets the standards for reaching the community. Fernando thanked the Board and NLACRC for their continued support and collaboration. Jeremy Sunderland stated that Fernando is a past president of ARCA and has been instrumental in such a relationship.

Jeremy Sunderland wanted to express his condolences on the loss of Jennifer Kaiser. He stated that Jennifer was light and provided a heart to the organization and would be missed. Curtis Wang also expressed his condolences, stating that he has known Jennifer for a long time and that she will be missed. Finally, Jennifer Koster added to the condolences for Jennifer Kaiser's family.

Lillian Martinez also expressed condolences to Jennifer Kaiser's family. She also wanted to expand on Fernando's statement. As a parent of a child with disparity issues, she said that it is a reality and welcomes Fernando to the Board Meeting and community.

### **23. Adjournment**

Leticia adjourned the meeting at 8:41 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 (NLACRC)



## 2022 - 2026 Strategic Plan

*-- Where we want to go, Where we want to grow --*



*NLACRC empowers people  
with developmental disabilities  
to have opportunities to achieve their fullest potential  
in all aspects of life.*

---



*Dignity and Respect*

*Inclusion and Belonging*

*Equity*

*Empowerment*

*Creativity and Innovation*



# North Los Angeles County Regional Center

## Welcome to your Regional Center!

- Opened its doors in 1974
- Serves 30,000+ individuals in the San Fernando, Santa Clarita and Antelope Valleys of Los Angeles County
- Evaluates, Plans, Supports, and Purchases Services for people at risk of developing developmental disabilities, or who have a developmental disability (Autism, Cerebral Palsy, Down Syndrome, Epilepsy, and/or Intellectual Disabilities), and their families
- Employs more than 600 staff in three offices
- Contracts with 1200+ vendors
- Governed by a 20-member Board of Trustees

## Our Values

*– the beliefs that guide our work and relationships:*

- Dignity and Respect
- Inclusion and Belonging
- Equity
- Empowerment
- Creativity and Innovation

## Our Vision

*– the difference we would like to make in our world:*

NLACRC empowers people  
with developmental disabilities  
to have opportunities to achieve their fullest potential  
in all aspects of life.

## Our Mission

*– what we do and for whom:*

NLACRC's mission is to create a community (including families)  
where each individual with a developmental disability  
has the opportunity to live  
a healthy, productive and inclusive life.



# Our Strategic Plan

## North Los Angeles County Regional Center's (NLACRC) 2022-26 Strategic Plan!

A **Strategic Plan is a roadmap** – it helps guide the organization to identify:

- where they want to go (provides direction);
- the best way to get there (provides instruction);
- what they will need to get where they want to go (identifies resources);
- milestones or outcomes – like mile markers in the road, helping us identify if we are making progress – impacting the lives of those we serve to the best of our abilities and resources; and
- when – the plan starts July 1, 2022, and ends June 30, 2026, based on the fiscal year.

The Strategic Plan has been **shaped from the input of people served and their families, the Board of Trustees, the Regional Center staff, service providers, community partners, and advocacy groups.** The Strategic Plan was adopted by Board of Trustees in June 2022. Each year Regional Center staff will present to the Board of Trustees, and the community, the progress on the Plan.

Based on the needs of our community, the Strategic Plan includes special focus on five key areas. **These areas are additional areas of focus where we would like to see a change; they are in addition to areas NLACRC focuses on each day – supporting each person served and family to the best of our ability.**





## *A Note to our Community*

*During the Fall of 2021, NLACRC's Board of Trustees, and the Center's Executive Leadership Team decided to establish a strategic plan that would direct our focus.*

*The NLACRC Strategic Plan 2022-2026 is a result of a collaborative planning effort that included people served, families, service providers, NLACRC staff and community members. In the following pages we present NLACRC's roadmap to the future to guide our focus over the next four years.*

*Our mutual commitment will ensure the success of the plan and will allow for needed adjustments along the way to respond to changing funding levels, human resources availability, and emerging needs.*

*In the plan, we identified five focus areas where NLACRC would like to make a noticeable difference optimizing services and supports for each consumer and family we support.*

*It is our intention to be a true partner in the efforts to support people with intellectual and developmental disabilities in our region. While we are person centered in our focus on the people we serve, we are also very clear that all partners are essential and equally important in ensuring people with disabilities are provided with the choices they need to self-determine the lives they choose for themselves. This plan will guide us to ensuring all people with intellectual and developmental disabilities of all ages, cultures, and backgrounds feel a sense of belonging in our communities.*

*Together we are Stronger.*

*Leticia Garcia, President, Board of Trustees*

*Ruth Janka, Executive Director*



# Recognizing the importance to our community, the plan focuses on:

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1. Diversity, Equity, Inclusion and Belonging.....Page 9
  - Inclusion
  - Training, Education and Awareness: Service Access and Equity
  - Providing Diverse Access to Information
  
2. Development & Growth of an Engaged Workforce .....Page 18
  - Training and Development
  - Health Work/Life Balance
  - Promoting Teams and Teambuilding
  
3. Employment and Day Services.....Page 25
  - Training, Education and Awareness
  - Developing Employer and Community Connections
  - Improve Information and Needs Assessment
  - Resource and Fund Development
  
4. Health and Wellness.....Page 33
  - Training, Education and Awareness
  
5. Safe, Affordable, and Accessible Housing.....Page 38
  - Training, Education and Awareness
  - Impacting the Availability of Housing
  - Innovation



# How we measure our progress:

The North Los Angeles County Regional Center Board of Trustees has a standing Strategic Planning Committee, appointed by the Board President, that meets on a regular basis and will help monitor the 2022-26 Strategic Plan's ongoing implementation.

Additionally, the Board of Trustees will evaluate the 2022-26 Strategic Plan on an annual basis. Regional Center Leadership will present to the Board updates on the Outcome Measures, Achievements under each focus area and any challenges with implementation for each focus area.

The Outcome Measures have been chosen for each focus area that would reflect the implementation of strategic planning activities, and the impact of those activities. Outcome Measures are pulled from a variety of sources and represent a number of different types of data. Furthermore, not all of the proposed Outcome Measures are currently in existence (at the writing of this report), such as the Department of Developmental Services Performance Measures, the NLACRC Individual and Family Satisfaction Survey, the NLACRC Employee Survey, and training self-assessments/evaluations, which will be used for assessment once they are fully developed. For internal Regional Center measurements, a process will have to be developed to create and monitor those measurements.

Please note that some Strategies are multi-step and a number precursory steps may need to be addressed first, such as developing and hiring a new staff position, creating a training module, or developing new relationships. While Outcome Measures are important milestones, a Strategic Plan is about progress, intentional development and moving in a specific chosen direction. Progress and improvement will continue throughout the life of this Strategic Plan, as well as beyond.

Please note that not all strategies or actions in the Strategic Plan will automatically occur or launch when the Strategic Plan is approved and adopted. Some activities may take 1-2 years to start, especially when additional staffing is needed or when positions need to be created and staffed.



# Definitions

Before diving into the Plan, here are some words and abbreviations (initials) that are used throughout this report:

- ADU – Additional Dwelling Unit
- CCL – Community Care Licensing
- CDER – Client Development Evaluation Report
- CSC – Consumer Service Coordinator
- DDS – Department of Developmental Services
- DEIB – Diversity, Equity, Inclusion and Belonging
- FHA – Family Home Agency
- FMLA – Family and Medical Leave Act
- Generic – Community resources that are not paid for by the Regional Center
- HUD – Housing and Urban Development Department
- IFSP – Individualized Family Service Plan
- IHSS – In-Home Supportive Service Program
- IPP – Individual Program Plan
- LA – Los Angeles
- NLACRC – North Los Angeles County Regional Center
- Person-Centered Planning (PCP)
- POS – Purchase of services – the money Regional Centers spend to buy services or supports for individual/families (i.e., speech therapy, employment coach)
- POS Expenditures – the total amount of Purchase of Service monies spent by a Regional Center in different categories
- POS Variance – the difference in total Purchase of Service monies that are spent on different demographic groups – the gap in Purchase of Service spending where monies do not appear to be equally spent
- QA – Quality Assurance
- Regional Center – North Los Angeles County Regional Center
- SCDD – State Council on Developmental Disabilities
- Stakeholders – people with an interest in NLACRC or with a relationship with the Regional Center such as people served and their families, the Board of Trustees, staff, service providers, advocacy and support groups,
- TBD – To Be Determined – items on which a baseline measurement is not yet available

# Diversity, Equity, Inclusion and Belonging





# What is Diversity, Equity, Inclusion and Belonging (DEIB)?

**Diversity** includes but is not limited to race, color, ethnicity, nationality, religion, socioeconomic status, veteran status, education, marital status, language, age, gender, gender expression, gender identity, sexual orientation, mental or physical ability, genetic information, and learning styles.



**Equity** includes providing the necessary supports and services to address unbalanced systemic conditions that hinder equal access.

An **inclusive environment** requires mutual respect, effective relationships, clear communication, explicit understandings about expectations and critical self-reflection. We value each other's contributions and hold the conviction that only from diverse backgrounds and divergent points of view can we find the best solutions.

**Belonging** is an emotional state that is the goal of Diversity, Equity, and Inclusion. It is feeling comfortable without having to check any part of yourself at the door consciously or unconsciously.



*References for the data above can be found under "Resources" in this Plan.*



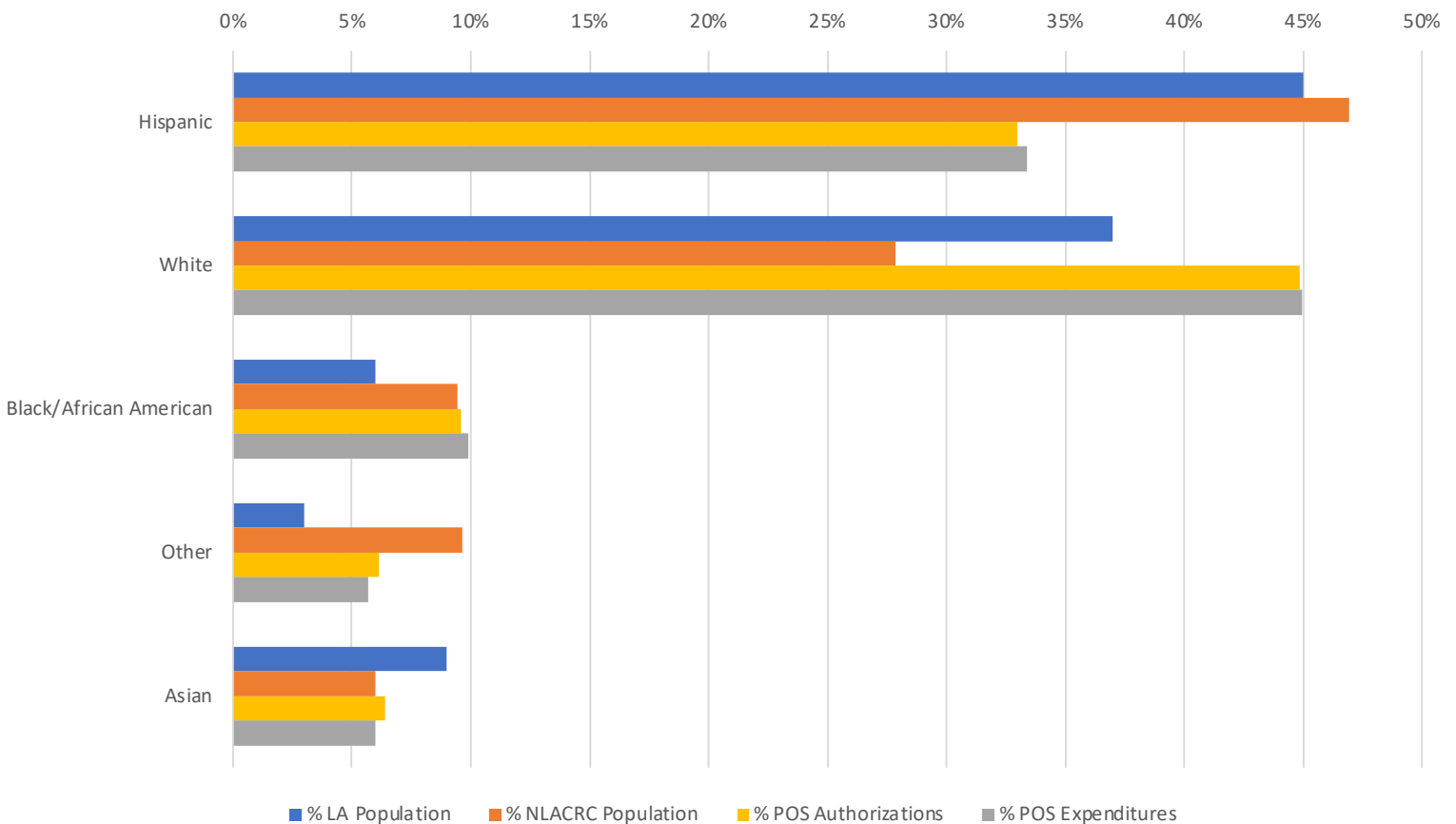
# Why Diversity, Equity, Inclusion and Belonging (DEIB)?

Los Angeles is one of California's most diverse counties.

Within NLACRC catchment areas, individuals and families of Hispanic/Latino descent make up 47% of the population served, yet they only receive 33% of the Purchase of Service Expenditures.



Purchase of Service Expenditures for NLACRC, 2021



LA Population reference can be found in the Resources (LA Almanac); NLACRC population, POS Authorizations and POS Expenditures can be found in NLACRC's presentation: Discussion of Fiscal Year 2020-21, Purchase of Service Expenditure Data: March 10, 2022, March 15, 2022.



# Why Diversity, Equity, Inclusion and Belonging (DEIB)?

These inequities extend beyond the Regional Center, but impact people served by the Regional Centers, their families, staff and other stakeholders on a daily basis and may impact every aspect of people's lives.



- According to the U.S. Bureau of Labor Statistics, in 2019, only 19.3% of people living with disabilities were employed. Those who are working are often only able to obtain part time and/or temporary work which does not usually include access to health care benefits
- People with disabilities are twice as likely to live in poverty and earn a median income one-third less than those who do not have a disability
- In Los Angeles County, COVID-19 rates for the Latino/Hispanic population were at 46.4%, while White was 23.7%, Asian 11.5%, and African American 8.3%
- Median household income for White households are \$87,393, Asian households are \$78,972, Hispanic household income is \$57,125, and African-American household income is \$48,519 in Los Angeles County
- Poverty rates range from 20.7% for Black/African American individuals, to 16.8% for Hispanic individuals, 10.6% for Asian individuals and 9.7% for White individuals in Los Angeles County
- Higher education rates in Los Angeles County range from 52.5% for Asian individuals and 50.5% for White individuals, to 27.3% for Black individuals, and 12.9% for Hispanic individuals
- Hispanic/Latino individuals in Los Angeles County are at least two times more likely to lack health insurance at 13.1% without health insurance to 6.5% for Black/African Americans, 5.5% for Asians and 4.7% for Whites
- Inequities in pay per hour exist for people of color who on average make substantially less than the minimum wage





# How do we impact DEIB?

*North Los Angeles County Regional Center  
...is committed to building and cultivating a culture that embraces diversity, equity, inclusion, and a sense of belonging. NLACRC is committed to continually expand and improve this community and culture with effective plans, metrics, and timelines.*



## Strategies:

- Inclusion
  - ✓ *ensuring everyone is welcome and represented.*
- Training, Education and Awareness: Service Access and Equity
  - ✓ *ensure people served are fully aware of all service options and experience true individualized person-centered planning.*
- Providing Access to Information
  - ✓ *ensuring all information and communications are equally and meaningfully available.*

## Our Goal:

*NLACRC values and nurtures a culture in which staff, clients, families, and community partners experience a sense of belonging with consideration and appreciation for differences.*



# Impacting DEIB: Inclusion

*North Los Angeles County Regional Center will work: ...to ensure all people including marginalized populations are welcome, involved, have representation, a role, and ownership in their local Regional Center, that the Regional Center engages in outreach to all people, and that the Regional Center meets people's service/support needs.*



## Specific Strategies:

In increasing the impact of DEIB, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Review** existing and upcoming policies and guidelines to ensure they are reflective of the DEIB values and are culturally inclusive, as well as develop – where needed – new policies and guidelines that support the goal of creating a true culture of diversity, equity inclusion, and belonging at the Regional Center and for all of those who interact with the Regional Center.
- **Review** policies and practices for inclusion with regards to the composition of the Board of Trustees and Board Committees to ensure all views are represented and help serve to inform decision making in policies.
- **Establish** focus groups to reflect on what is working, what is needed, and future actions in regard to DEIB, as well as, work to better understand the POS expenditure variance and unmet needs; analyzing data to understand and work towards a data-driven solution with clear objectives, metrics and timelines.
- **Advocate** at the state level for updated approaches to services and service delivery, system level equity, diversity, culturally competent planning, and POS Variance.
- **Explore** Leadership Training for Self-Advocates/Family Advocates and Board Members to build stronger, diverse self-advocacy base to continually educate community and state leaders.
- **Work** to ensure the diversity of NLACRC's workforce is reflective of the community.



# Impacting DEIB: Training, Education and Awareness

*North Los Angeles County Regional Center will:*

*...work to provide equal access and equitable purchase of services for all individuals/families, which starts with the awareness of service options, and true person-centered, individualized planning, creating a culture of openness and choice – optimal and advantageous.*



## Specific Strategies:

In increasing the impact of DEIB, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Expand** training for people served/families that support their education, their rights, and determining their role and relationship with the Regional Center.
- **Train/provide** New Orientation training for adults/consumers when an individual transitions to managing their own services/supports, including major milestones, including reaching 18 years of age, transitioning from high school, and reaching retirement.
- **Create** an understandable Personal Plan tailored to each client that they can keep and review regularly and which documents their progress as a metric. **Train** CSCs to use Personal Plans with each person served.
- **Develop** best practices training and training methods, including training assessments, for staff that builds trust and long-standing relationships between Regional Center staff and consumers with measurable results.
- **Partner** with diverse organizations in our community to help raise awareness of the Regional Center and its services and supports to ensure equal access and opportunity for those that may be eligible for Regional Center services. Outreach may include medical and maternity community and local clinics, school districts and early education programs, Los Angeles LGBT Center, and others.
- **Develop** outreach materials and efforts:
  - Early Start Outreach Postcards
  - Early Start and School-age educational and testimonial video
  - Explore creation of a Parents Speaker Bureau to act as community liaison



# Impacting DEIB: Providing Access to Information

*North Los Angeles County Regional Center will:  
...work to ensure all information is available to all people served that is linguistically, culturally, socio-economically, and technologically diverse to ensure information is equally available and accessible, ensuring we do not leave behind those who do not have or use technology.*



## Specific Strategies:

In increasing the impact of DEIB Goals, NLACRC will follow a number of strategies, which will include, but are not limited to:

- **Define** a Multi-cultural Communication Plan that embraces target audiences.
- **Ensure** all staff have access to Multi-Cultural Communication Plan training and supports, including bilingual supports to ensure all communications use the most appropriate language and culturally aligned terms and definitions.
- **Create** focus groups to review and evaluate major communication efforts for individuals and families to ensure materials are meeting the Multi-cultural Communication Plan.
- **Conduct** quality assurance using a sampling of Individual Program Plans for training opportunities.



# How to measure our impact?

*North Los Angeles County Regional Center will assess our impact on DEIB by looking at a number of Outcome Measures:*



Outcome Measure	2022	2023	2024	2025	2026
Inclusion: Number of Policies/Guidelines Reviewed for DEIB	TBD				
Inclusion: Board Composition is Reflective of Community (Y/N)					
Inclusion: POS data by Age Band, Location, Primary Language, Primary Ethnicity					
Training: Communication (Individual/Family Satisfaction Survey)	3.53				
Training: Overall Services & Supports Rating (Individual/Family Satisfaction Survey)	3.33				
Training: Goals Met (Individual/Family Satisfaction Survey)					
Training: Person-Centered (Individual/Family Satisfaction Survey)	TBD				
Training: Number of Individual/Family Empowerment Trainings	TBD				
Access: Speak Primary Language (Individual/Family Satisfaction Survey)	TBD				
Access: Culturally-Appropriate and Integrative (Individual/Family Satisfaction Survey)	TBD				

# Development & Growth of an Engaged Workforce





# Why Development & Growth of an Engaged Workforce?

North Los Angeles County Regional Center supports nearly 30,000 individuals with developmental disabilities or at risk of developing developmental disabilities, and their families, through the efforts of 560 staff in eight (8) different departments and three (3) locations. However, due to the current labor shortage, relatively low staff pay/benefits packages, high workloads, and poorly developed career paths, the Regional Center currently has more than 70 open positions, a 12-15% monthly turn-over rate and additional open positions coming from budgetary reliefs.



Not only have these factors contributed to relatively low staff morale and additional turnover, but the end result is the ability of staff, due to the demands of their jobs, to provide high levels of internal and external customer service (returned phone calls or emails, in-depth planning and follow-through, etc).

With regards to NLACRC staff:

- Only 23% of staff feel they are fairly compensated
- Fewer than half of all staff (44%) feel they had the opportunity to learn and grow in the past year
- Monthly turn-over is averaging 13%
- There are currently 70 open positions + growth positions due to State budget changes
- In the past 18 months, 132 employees have left NLACRC
- Client satisfaction drops drastically when CSCs turn-over frequently, as do client outcomes
- More than 1 million employees left California's workforce with an additional 1.7 million people taking early retirement due to COVID-19 pandemic
- Since January 1, 2022 (until May 2022), NLACRC has brought on 83 new staff



# How do we address Development & Growth of an Engaged Workforce?

*North Los Angeles County Regional Center will:*

*...become an employer of choice for employees who desire a rewarding, challenging and long-term career.*

*...provide a healthy work/life balance, growth and development opportunities to staff, developing a supportive, rewarding and collaborative work environment to promote full engagement and retention.*



## Strategies:

- Training and Development
  - ✓ training for all staff on skills to help their workload be consistently accurate, more efficient, provide growth development paths.
- Healthy Work/Life Balance
  - ✓ exploring options for remote work, reducing work/case load and improving hiring practices.
- Promoting Teams and Teambuilding
  - ✓ training on team building and empowering teams to better balance workloads and provide support.

*Our Goal:*

*NLACRC is developing a deeply rooted community and organizational culture that results in employee engagement, collaboration, and satisfaction where high quality staff feel supported, valued, and respected.*





# Impacting Development and Growth: Training and Development

*North Los Angeles County Regional Center will:  
...work to support staff to develop and grow within the Regional Center by creating expanded training and mentoring opportunities in order to develop consistent accuracy and messaging to individuals and families, develop knowledge and skill sets, and work with staff to identify and develop individual career paths.*



## Specific Strategies:

In working to meet the Retention of Staff goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Provide** formal training within each department – initial & ongoing training in skill development, education and system knowledge, etc. ensuring accuracy in communicating with individuals, families, and other key stakeholders regarding services and supports policies, procedures and changes to policies, as well as reflecting the organization’s core values.
- **Develop** consistency in onboarding procedures across departments.
- **Create, provide and market** pathways for career advancement and professional development.
- **Align** employee selection, onboarding, training, and evaluations with our organizational values.



# Impacting Engaged Workforce: Healthy Work/Life Balance

*North Los Angeles County Regional Center will:*

- ...work to create balanced, accomplishable workloads to allow staff to better maintain a healthy work life balance that allows more time to learn, grow and develop, as well as promotes higher employee engagement and retention.*
- ...work to and maximize the use of the staff time and decrease manual intense workloads to better support staff in all areas.*



## Specific Strategies:

In working to meet the Retention of Staff goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Examine** the impact of Healthy Work/Life Balance including remote and hybrid work options on job satisfaction and retention.
- **Review** technology to provide quantitative data metrics.
- **Interview** staff to find manual-intense workload areas that can be streamlined.
- **Support** Supervisors to do their job more efficiently by eliminating manual labor.
- **Practice** quality hiring practices.
- **Examine** Exit Interviews in depth and create Action Plans from feedback, when possible.
- **Re-launch** an annual Employee celebration to share successes and accomplishments.



# Impacting our Workforce: Promoting Teams and Teambuilding

*North Los Angeles County Regional Center will:  
...work to connect and empower teams to work together to facilitate a  
connected, empowered team culture and facilitate creative problem  
solving and resolution, creating greater efficiencies*



## Specific Strategies:

In working to meet the Retention of Staff goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Assess** workload issues by job classifications and address workload imbalance.
- **Explore** team structure by areas of expertise, knowledge, skill-base, and/or experience.
- **Utilize** Information Technology to help build/support team structures.
- **Create** training tools database to support supervisors in training their teams.
- **Create** opportunities for staff to be involved in cross-departmental efforts.



# How to measure our impact?

*North Los Angeles County Regional Center will assess our impact on **Development & Growth of an Engaged Workforce** by looking at a number of Outcome Measures:*



Outcome Measure	2022	2023	2024	2025	2026
Training: Overall CSC Relationship (Individual/Family Satisfaction Survey)	3.43				
Training: Culture of Mutual Respect (Employee Satisfaction Survey)	3.49				
Training: Benefit from Training (Employee Satisfaction Survey)	3.76				
Training: Had an Opportunity to Learn & Grow (Employee Satisfaction Survey)	3.27				
Work/Life: Turn-over Rate					
Work/Life: Caseload Ratios (by team/unit)					
Work/Life: Workload (Employee Satisfaction Survey)	TBD				
Work/Life: Most Days I really Like my job. (Employee Satisfaction Survey)	3.91				
Work/Life: Employee Engagement Scores (Employee Satisfaction Survey)	TBD				
Teams: My Department works effectively as a Team (Employee Satisfaction Survey)	TBD				
Teams: Have Well-Functioning Computer/Information Systems (Employee Satisfaction Survey)	4.28				
Teams: Number of Open Positions					

# Employment and Day Programs





# Why Employment and Day Programs?

North Los Angeles County Regional Center holds the belief that all adults who are capable and want to contribute to their communities should have an opportunity to do so. Furthermore, having a contributing, meaningful and engaging form of employment or a day activity creates a sense of purpose and connection, as well as, providing a valuable piece of mental wellness.



- Currently, of the 15,633 adults with developmental disabilities served by NLACRC, 13.4% (2,096) have jobs or are employed
- An additional 4,337 (27.7%) people served are supported to participate in Day Programs
- While some adults served by the Regional Center have outside work, volunteer positions, or other meaningful day activities, NLACRC together supports only 6,433 (41.1%) to have jobs or participate in day activities; many adults are without a meaningful, contributing day activity



*NLACRC data was pulled from the SANDIS/POS Expenditure Data; External References for the data above can be found under "Resources" in this Plan.*



# How do we impact Employment and Day Programs?

*North Los Angeles County Regional Center will:*

*...provide services and supports based on that individual's needs and goals. NLACRC will support individuals by planning, helping to find training, employment or other skill or work-related needs, for any individual that wants to pursue meaningful day pursuits.*



## Strategies:

- Training, Education and Awareness
  - ✓ working to educate our community on what meaningful employment is and how to sustain it.
- Developing Employer and Community working to increase employment options by increasing the employer pool.
- Improve Information and Needs Assessment
  - ✓ working to provide information to ensure people have opportunities for independent employment options.
- Resource and Fund Development
  - ✓ working to increase independent employment options.

*Our Goal:*

*NLACRC will ensure that every individual served has the opportunity to obtain preferred and desired employment or participate in meaningful activities.*

*Ensuring everyone who wants to be employed has a chance to do so.*



# Impacting Employment: Training, Education and Awareness

*North Los Angeles County Regional Center will:*

*...help our community understand that competitive employment can mean different things – different types of employment, different hours, etc. Communicating that employment is a much more expansive realm that first comes to mind as a “job”.*

*...provide education and training to all stakeholders to help awareness of job options, including different fields, types of work, work programs, and will connect individuals to providers who can best fit them to the jobs they desire.*



## Specific Strategies:

In working to impact Employment and Day Program goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Ensure** individuals and families know what their employment and meaningful day opportunities are. Support individuals and families to think creatively about what employment might mean to them.
- **Support** individuals to sustain employment once achieved, including helping individuals understand the benefit of employment support/service to help individuals succeed.
- **Continue** to train staff on employment/day opportunities, assessing of employment goals, creative planning and personal growth (life skills, vocational skills, education, job development and growth) for each individual - transition age youth (approximately at 14 years of age) through retirement.





# Impacting Employment: Developing Employer and Community Connections

*North Los Angeles County Regional Center will:  
...work to increase employment options by increasing the employer pool.*



## Specific Strategies:

In working to impact Employment and Day Program goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Gather** information about employment opportunities in our catchment and collaborate with community partners to educate local businesses regarding the availability of a pool of prospective employees in our system.
- **Help** connect the Regional Center with employers in our local communities and educate employers on how NLACRC and people served can benefit their company and their workforce.
- **Utilize** the 1-year workforce grant to hire a specialist level position to do outreach activities in the business community about the benefits of hiring individuals with developmental disabilities and support development of relationships between providers and community employers.
- **Increase utilization** of incentives to promote employment and vocational outcome.



# Impacting Employment: Improve Information and Needs Assessment

*North Los Angeles County Regional Center will:  
...work to increase awareness of existing employment options.*



## Specific Strategies:

In working to impact Employment and Day Program goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Host** annual “Meeting of the Minds” employment resources – potential partner agencies, providers, and other potential employment partners to share resources, brainstorm job creation and development.
- **Explore** utilization of the 1-year workforce employment grant staff to develop and implement an employment “hotline”.



# Impacting Employment: Resource and Fund Development

*North Los Angeles County Regional Center will:  
...work to increase employment options through the creation of new  
options.*



## Specific Strategies:

In working to impact Employment and Day Program goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Connect** people served/families with Small Business Administration (SBA), Los Angeles County (or other vendors) workshops on starting your own business.
- **Collaborate** with service providers and partners to increase independent employment by supporting, where possible, providers to explore grant opportunities for Micro Enterprises.



# How to measure our impact?

*North Los Angeles County Regional Center will assess our impact on Employment and Day Programs by looking at a number of Outcome Measures:*



Outcome Measure	2022	2023	2024	2025	2026
Training: Number of people in Competitive Employment (Employment Report)					
Training: Number of people in Incentive Employment (Employment Report)					
Training: Number of people in Paid Internships (Employment Report)					
Training: Number of people in Day Services (POS Expenditure)					
Training: IPP in addressing your needs (Individual/Family Satisfaction Survey, age 14+)	3.35				
Connections: Number of Vendors who receive CEI Incentives					
Connections: Number of Organizations NLACRC partners or connects with around employment					
Information: Number of Employment Meetings Hosted					
Resources: Number of Providers Partnered with to explore independent employment for people served					

# Health and Wellness





# Why Health and Wellness?

North Los Angeles County Regional Center recognizes the great importance of health and wellness – physical, mental and emotional. Stress, anxiety, depression are experienced by at least 80% of all adults and is listed as the number one concern of high school students. Additionally, people who tend to experience particularly high rates of stress are: ethnic minorities, women, single parents, and people who act as family health caregivers. That stress has been exacerbated by the COVID-19 pandemic/epidemic over the past two years. Additionally, Among adults who need mental health or substance use care, some groups are more likely to face barriers to accessing care, including uninsured people, underinsured people, and communities of color.



- About 33 percent of people report feeling extreme stress
- 77 percent of people experience stress that affects their physical health
- 73 percent of people have stress that impacts their mental health
- 48 percent of people have trouble sleeping because of stress
- 80 percent of people feel stress at work
- More than three in ten adults in the U.S. have reported symptoms of anxiety and/or depressive disorder since May 2020
- Among adults in California who reported experiencing symptoms of anxiety and/or depressive disorder, 29.9% reported needing counseling or therapy but not receiving it in the past four weeks, compared to the U.S. average of 26.9%
- In California, 71.0% (2,061,000) of adults with mild mental illness, 64.6% (1,023,000) of adults with moderate mental illness, and 39.1% (533,000) of adults with serious mental illness in the past year, did not receive mental health treatment



# How do we address Health and Wellness?

*North Los Angeles County Regional Center will:*

*...foster a healthy environment - physical, mental, and emotional - promoting Mental Wellbeing and connections for all stakeholders.*



## Strategies:

- Training, Education and Awareness
  - ✓ training for all stakeholders on health and wellness, especially mental health, awareness and related generic supports and connections.

*Our Goal:*

*NLACRC recognizes the importance of health, physical, mental and emotional wellbeing, and openly promotes a healthy, balanced lifestyle and culture for all stakeholders.*



# Impacting Health and Wellness : Training, Education and Awareness

*North Los Angeles County Regional Center will:  
...work to expand awareness in our communities and for all stakeholders  
of what resources are available and promoting use of those resources  
through awareness, training, and education.*



## Specific Strategies:

In working to impact Health and Wellness goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Provide** training on general mental health conditions, generic resources and crisis services to individuals and families, Regional Center staff, providers and other community stakeholders and partners.
- **Engage** individuals/families in mental health discussions through expanding support groups with additional support provided, if requested, via guest speaker or other.
- **Connect** with Family Focus Resource Center (CSUN), State Council on Developmental Disabilities (SCDD), others on existing Health & Wellness resources that can be used in communications for *News You Can Use*, social media, townhalls, Cafecito or other training opportunities.
- **Develop** a taskforce/committee on mental health or explore existing taskforces.
- **Explore** the feasibility of creating a staff position of mental health specialist position to facilitate engagement with case management to help raise awareness of mental health issues, early warning signs/needs, etc.
- **Promote** use of Human Resource Employee Assistance Program (EAP) services to support employee health and wellness.





# How to measure our impact?

*North Los Angeles County Regional Center will assess our impact on **Health and Wellness** by looking at a number of Outcome Measures:*



Outcome Measure	2022	2023	2024	2025	2026
Training: Number of trainings/ attendees					
Training: Number of Newsletter/Social Media mentions addressing Health and Wellness					
Training: Utilization of EAP					

# Safe, Affordable, and Accessible Housing





# Why Housing?

North Los Angeles County Regional Center holds the belief that housing – safe, affordable and accessible housing - is one of the most basic needs for any person. It is the foundation of stability, mental wellness, community, and a springboard for employment and relationships. However, people with developmental disabilities are often without true housing options and may find their only option a more restrictive group home, skilled nursing facility, or remaining in their family's home.



People with developmental disabilities, and their families, residing in the San Fernando, Santa Clarita and Antelope Valleys face daily realities that include:

- The median home price for San Fernando Valley was \$964,928; \$775,828 for homes in Santa Clarita; and \$481,817 in the Antelope Valley
- Rental prices average from \$2,368 in the Santa Clarita Valley to \$2,192 in the San Fernando Valley and \$1,753 in the Antelope Valley
- Meanwhile, HUD (Housing and Urban Development) vouchers typically provide allowances of \$1,500 per month for rent
- While Section 8 housing vouchers may pay as much as \$3,231 for a three-bedroom apartment, the list for Section 8 housing now sits at 11 years



*References for the data above can be found under "Resources" in this Plan.*



# How do we impact Housing?

*North Los Angeles County Regional Center will:  
...work to provide services, support and tools to help each person served achieve their housing goals to the best of our abilities.*



## Strategies:

- Training, Education and Awareness
  - ✓ *training for all stakeholders on housing options and related generic supports.*
- Impacting the Availability of Housing
  - ✓ *advocating for legislation and changes to requirements that impact housing availability for people served.*
- Innovation
  - ✓ *exploring creative messaging, staffing, and partnerships that further increase housing options.*

### *Our Goal:*

*NLACRC is meeting the various needs for housing for all people served to promote positive life outcomes for individuals.*



# Impacting Housing: Training, Education and Awareness

*North Los Angeles County Regional Center will:  
...work to raise awareness and educate people served, and their families, Regional Center staff, and interested stakeholders about all housing options, the role of generic services in supporting housing goals and all available resources.*



## Specific Strategies:

In working to impact Housing goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Train** people served/families of all housing options and generic services.
- **Train** CSCs to ensure staff are aware of all housing options and generic services that support housing choices; and that CSCs engage in milestone planning that supports people served as they increase their independence. Milestone planning may include identifying needed resources, skill development, financial considerations, different housing options, and milestones.
- **Utilize** outreach – brochures, NLACRC.org or other platforms – to increase awareness of information on housing options and generic supports for pursuing housing goals.



# Impacting Housing: Impacting the Availability of Housing

*North Los Angeles County Regional Center will:  
...work to increase housing options for people served, and their families.*



## Specific Strategies:

In working to impact Housing goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Support and work** with ARCA to support legislation that provides for greater housing options , including Additional Dwelling Units (ADUs), for people we serve.
- **Advocate** for updates for Community Care Licensing through Department of Social Services to increase the advantage of housing options.
- **Continue to apply** for housing development funding through the Department of Developmental Services (DDS), including for use of development of Family Home Agencies (FHA)s, as needed and available.



# Impacting Housing: Innovation

*North Los Angeles County Regional Center will:  
...work creatively with providers to find solutions to housing options  
and available financial models.*



## Specific Strategies:

In working to impact Housing goals, NLACRC will follow a number of strategies, which include, but are not limited to:

- **Explore** creating a position for a Community Housing Liaison to be a bridge between our community, housing experts and internal needs.
- **Collaborate** creatively with providers to find solutions to housing options and financial availability.
- **Collaborate** with providers to create provider succession planning and retain housing options within our community.
- **Develop** and promote knowledge and awareness of housing trusts, housing endowments and other.



# How to measure our impact?

*North Los Angeles County Regional Center will assess our impact on **Housing** by looking at a number of Outcome Measures:*



Outcome Measure	2022	2023	2024	2025	2026
Training: Number of Individuals/Families trained in Housing Options					
Training: Number of CSCs trained in Housing Options					
Training: IPP Discussed Housing Options (Individual/Family Satisfaction Survey, ages 22+)			TBD		
Impacting: Number of Legislative Efforts/Contributions					
Impacting: Quarterly Meeting with CCL (Y/N)					
Impacting: Number of Foster Home Agencies					
Innovation: Number of Housing Trusts, Endowments					
Innovation: Number of Providers with a Succession Plan (Provider Survey)			TBD		
Innovation: Number of Times a Person Moved (CDER, Q12, # positive)					
Innovation: Do you want to keep living (CDER, Q19, # Positive)					





# Resources

## Diversity, Equity, Inclusion and Belonging:

- <http://publichealth.lacounty.gov/docs/RacialEthnicSocioeconomicDataCOVID19.pdf>
- <http://www.laalmanac.com/social/so722.php>
- <https://www.nami.org/Your-Journey/Identity-and-Cultural-Dimensions/People-with-Disabilities>

## Retention of Staff:

- <https://calmatters.org/newsletters/whatmatters/2022/01/california-unemployment-worker-shortage/>
- <https://spectrumnews1.com/ca/la-west/business/2021/09/27/california-s-labor-shortage-isn-t-temporary--economist-says>

## Health and Wellbeing:

- <https://www.kff.org/statedata/mental-health-and-substance-use-state-fact-sheets/california/>
- <https://www.therecoveryvillage.com/mental-health/stress/related/stress-statistics/#:~:text=According%20to%20The%20American%20Institute,that%20impacts%20their%20mental%20health>

## Housing:

- <https://www.zillow.com/san-fernando-ca/home-values/>
- <https://www.zillow.com/santa-clarita-ca/home-values/>
- <https://www.zillow.com/palmdale-ca/home-values/>
- <https://www.rentcafe.com/average-rent-market-trends/us/ca/santa-clarita/>
- <https://www.rentcafe.com/apartments-for-rent/us/ca/los-angeles/san-fernando-valley/>
- <https://www.rentcafe.com/average-rent-market-trends/us/ca/palmdale/>
- <https://laist.com/news/section-8-waiting-list>

**Focus Area 1 - Diversity, Equity, Inclusion and Belonging (DEIB)**

Sub Area	Specific Strategy	Dept/Position	Year 1-5	Goal/Objective	Metrics
Inclusion	<ul style="list-style-type: none"> <li>Review existing and upcoming policies and guidelines to ensure they are reflective of the DEIB values and are culturally inclusive, as well as develop – where needed – new policies and guidelines that support the goal of creating a true culture of diversity, equity inclusion, and belonging at the Regional Center and for all of those who interact with the Regional Center.</li> </ul>	DEIB Unit/HR	Year 1 - Upcoming policy Year 2 - Existing policy	Ensure policies and guidelines reflects DEIB values.	<b>Quantitative Metric:</b> Ensure all existing and upcoming policies reflect Inclusion, Equity, and Diversity values.
	<ul style="list-style-type: none"> <li>Review policies and practices for inclusion with regards to the composition of the Board of Trustees and Board Committees to ensure all views are represented and help serve to inform decision making in policies.</li> </ul>	HR	Year 2 - Existing Policy	Promote inclusion in composition, committees, and workgroups.	<b>Quantitative Metric:</b> Ensure Board Composition meets statutory requirements and both Board and committee Compositions reflect Inclusion, Equity, and Diversity values.
	<ul style="list-style-type: none"> <li>Establish focus groups to reflect on what is working, what is needed, and future actions in regard to DEIB, as well as work to better understand the POS expenditure variance and unmet needs; analyzing data to understand and work towards a data-driven solution with clear objectives, metrics and timelines.</li> </ul>	DEIB Supervisor / Consumer Services Committee	Year 1	Partner with stakeholders to reduce disparities and to develop data-driven solutions with metrics and timelines.	<b>Quantitative Metric:</b> Establish focus groups of what is working, what is needed; analyze Purchase of Service Expenditure data by service type and age, ethnicity, location; track the increase in purchase of services in diverse communities. <b>Qualitative Metric:</b> Surveys and feedback from the community and in partnership with support groups and community based organizations.
	<ul style="list-style-type: none"> <li>Advocate at the state level for updated approaches to services and service delivery, system level equity, diversity, culturally competent planning, and POS Variance.</li> </ul>	DEIB Supervisor	Year 2	Advocacy will occur at the systems level	<b>Quantitative Metric:</b> Add system level advocacy to NLACRC's legislative platform that reflects equity, diversity, and culturally competent planning; track number of events related to advocacy.
	<ul style="list-style-type: none"> <li>Explore Leadership Training for Self-Advocates/Family Advocates and Board Members to build stronger, diverse self-advocacy base to continually educate community and state leaders.</li> </ul>	DEIB Supervisor	Year 1	Self-Advocates and Family-Advocates will be trained to build a diverse community.	<b>Quantitative Metric:</b> Implement Leadership Training for Self-Advocates/Family Advocates and Board Members; track the number of trainings conducted. <b>Qualitative Metric:</b> Pre and Post Survey on knowledge related to leadership training
Training, Education & Awareness: Service Access & Equity	<ul style="list-style-type: none"> <li>Expand training for people served/families that support their education, their rights, and determining their role and relationship with the Regional Center.</li> </ul>	DEIB	Year 1-2	Training and Information will be provided to people served/families	<b>Quantitative Metric:</b> number of trainings offered. <b>Qualitative Metric:</b> Feedback/Survey on role and relationship with NLACRC.
	<ul style="list-style-type: none"> <li>Train/provide New Orientation training for adults/consumers when an individual transitions to managing their own services/supports, including major milestones, including reaching 18 years of age, transitioning from high school, and reaching retirement.</li> </ul>	Case Management	Year 2 - Add training position (Aging Adult Specialist)	New Staff Orientation (NSOs) will be implemented	<b>Quantitative Metric:</b> number of NSOs offered. <b>Qualitative Metric:</b> Survey on knowledge of transition/adult services.
	<ul style="list-style-type: none"> <li>Create an understandable Personal Plan tailored to each client that they can keep and review regularly and which documents their progress as a metric. Train CSCs to use Personal Plans with each person served.</li> </ul>	PCP Consultant	Year 2 - Need to complete Cultural Competency training & secure PCP Consultant/training	Staff will be trained on Person Centered Planning	<b>Quantitative Metric:</b> Track the total number of Person Centered Plan created. <b>Qualitative Metric:</b> Survey that will include the usefulness of the plan.
	<ul style="list-style-type: none"> <li>Develop best practices training and training methods, including training assessments, for staff that builds trust and long-standing relationships between Regional Center staff and consumers with measurable results.</li> </ul>	DEIB	Year 2 - Empathy training	Expand on Inclusion, Equity, and Diversity to be empathic and sensitive	<b>Quantitative Metric:</b> staff empathy training and ongoing trainings that incorporate themes related to empathy. <b>Qualitative Metric:</b> Survey on satisfaction with experiences with regional center.

Outreach	<ul style="list-style-type: none"> <li>Partner with diverse organizations in our community to help raise awareness of the Regional Center and its services and supports to ensure equal access and opportunity for those that may be eligible for Regional Center services. Outreach may include medical and maternity community and local clinics, school districts and early education programs, Los Angeles LGBT Center, and others.</li> </ul>	DEIB	Year 1-2	Expand partnerships in the community that will help raise awareness and create access and opportunities.	<b>Quantitative:</b> track the number of organizations where there is partnership or outreach (point in time) prior to the implementation of the Strategic Plan and then track new partnerships or expansion of existing partnerships.
	<ul style="list-style-type: none"> <li>Develop outreach materials and efforts: <ul style="list-style-type: none"> <li>- Early Start Outreach Postcards</li> <li>- Early Start educational and testimonial video</li> <li>- Explore creation of a Parents Speaker Bureau to act as community liaison- Target genetic council centers and services (never too early!).</li> </ul> </li> </ul>	DEIB/Outreach/Public Info	Year 1-2 - Video production is time consuming 12-18 months. - Coord. Parent Bureau requires staffing	NLACRC will continue to develop outreach materials, both electronically and physically to ensure access in areas where technology is limited.	<b>Quantitative Metric:</b> implement recommended strategies and recommendations for new outreach areas; track the number of materials and locations <b>Qualitative Metric:</b> Survey or Feedback from Community or Board Members at Government and Community Relations Committee or Consumer Services Committee.
Providing Diverse Access Information	<ul style="list-style-type: none"> <li>Define a Multi-cultural Communication Plan that embraces target audience.</li> </ul>	DEIB	Year 1	Increase Awareness of Multi-Cultural Language Access Plan	<b>Quantitative Metric:</b> implement a Cultural Competency and Language Access Plan; track the number of materials and resources available by language. <b>Qualitative Metric:</b> Utilize existing feedback and surveys for areas of need and implement specific strategies and timelines for implementation.
	<ul style="list-style-type: none"> <li>Ensure all staff have access to Multi-Cultural Plan that embraces target audiences training and supports, including bilingual supports to ensure all communications use the most appropriate language and culturally aligned terms and definitions. REWORDED</li> </ul>	DEIB	Year 1 - Plain language consultant	Increase Staff Awareness on Language Access and Commonly Used Terms	<b>Quantitative Metric:</b> track the number of trainings, handouts, guidelines available for staff.
	<ul style="list-style-type: none"> <li>Create focus groups to review and evaluate major communication efforts for individuals and families to ensure materials are meeting the Multi-cultural Communication Plan. REWORDED</li> </ul>	DEIB/Public Info	Year 2 - Language Access & Cultural Competency Plan	Communications, brochures, pamphlets, and materials will be in easy to read format and be culturally sensitive.	<b>Quantitative Metric:</b> track the number of materials that are utilized by name. <b>Qualitative Metric:</b> Feedback from focus groups, Language Access Plan, or from NLACRC's Disparity
	<ul style="list-style-type: none"> <li>Conduct quality assurance for a sampling Individual Program Plans for training opportunities. Case management for the position</li> </ul>	Case Management	Year 2	Quality assurance	<b>Quantitative Metric:</b> Sample IPPs for training opportunities

**Focus Area 2 - Development & Growth of an Engaged Workforce**

Sub Area	Specific Strategy	Dept/Position	Year 1-5	Goal/Objective	Metrics
Training and Development	• Provide formal training within each department – initial & ongoing training in skill development, education and system knowledge, etc. ensuring accuracy in communicating with individuals, families, and other key stakeholders regarding services and supports policies, procedures and changes to policies, as well as reflecting the organization's core values.	HR	Year 2	Increase knowledge, skills, and abilities of all employees.	<b>Quantitative Metric:</b> Track number of training hours via Human Resource Scorecard/Learning Management System. <b>Qualitative Metric:</b> Training Evaluation Pre/Post Surveys
	• Develop consistency in onboarding procedures across departments.	HR	Year 1	Consistency in Onboarding Process	<b>Quantitative Metric:</b> Formalize procedures, track current NSO classes per month. <b>Qualitative Metric:</b> Training Evaluation Pre/Post Surveys
	• Create/provide and market pathways for career advancement and professional development.	HR	Year 2-3	Provide pathways for careers advancement and professional development.	<b>Quantitative Metric:</b> Create additional pathways for respective positions where feasible organizationally.
	• Align employee selection, onboarding, training, and evaluations with our organizational values.	HR	Year 1	Promote organizational values in all facets of the onboarding process.	<b>Qualitative Metric:</b> Sample employees to see if they are aware of values; incorporate values into talent acquisition, performance management, and training.
HEALTHY WORK/LIFE BALANCE	• Examine the impact of Healthy Work/Life Balance including remote and hybrid work options on job satisfaction and retention.	HR	Year 2	Increase healthy work life balance and satisfaction.	<b>Quantitative Metrics:</b> Analysis of Health Assessment Index from Broker and retention metrics. <b>Qualitative Metric:</b> Satisfaction Surveys
	• Review technology to provide quantitative data metrics.	IT	Year 2	Assess current systems related to technology.	<b>Quantitative Metric:</b> review metrics on existing technology to assess effectiveness and limitations.
	• Interview Staff to find manual-intense workload areas that can be streamlined.	IT/Training	Year 2	Gather input from staff on how to streamline work	<b>Qualitative Metric:</b> Interview staff for workload efficiencies.
	• Support Supervisors to do their job more efficiently by eliminating manual labor.	Training	Year 2 - New CM software	Gather input from leadership on how to streamline work	<b>Qualitative Metric:</b> Interview Supervisors for workload efficiencies.
	• Practice quality hiring practices.	HR	Year 1	Expand upon best practices for hiring	<b>Quantitative Metric:</b> Staff retention data <b>Qualitative Metric:</b> Survey from new hires about their onboarding experience.
	• Examine Exit Interviews in depth and create Action Plans from feedback, when possible.	HR	Year 1	Enhance efforts to understand the factors related to exit and apply strategies to foster retention.	<b>Qualitative Metric:</b> review the themes and/or areas reported and apply strategies to address areas that need improvement.
	• Re-launch an annual Employee celebration to share successes and accomplishments.	HR	Year 2	Employee recognition	<b>Quantitative Metric:</b> Tracking the annual celebration. <b>Qualitative Metric:</b> Successes and accomplishments
Promoting Teams and Teambuilding	• Assess workload issues by job classifications and address workload imbalance.	HR	Year 1-2	Review classifications and workload imbalances.	<b>Quantitative Metric:</b> Caseload Ratio Data and measure reduction in caseload by projected staff growth.
	• Explore team structure by areas of expertise, knowledge, skill-base, and/or experience.	HR	Year 1-2	Assess current team structures	<b>Qualitative Metric:</b> Review current structures based on expertise, knowledge, skill base, and experience.
	• Utilize Information Technology to help build/support team structures.	IT	Year 2	Increase use of effective technology.	<b>Qualitative Metric:</b> Survey from staff on areas that could benefit from IT solutions
	• Create training tools database to support supervisors in training their teams.	Training	Year 1	Promote training tools and resources for a growing workforce.	<b>Quantitative Metric:</b> Number of training tools available
	• Create opportunities for staff to be involved in process review, revision or creation.	HR	Year 2	Solicit staff to be involved and to help improve processes.	<b>Qualitative Metric:</b> Survey staff

### Focus Area 3- Employment and Day Services

Sub Area	Specific Strategy	Dept/Position	Year 1-5	Goal/Objective	Metrics
Training, Education and Awareness	Ensure individuals and families know what their employment and meaningful day opportunities are. Support individuals and families to think creatively about what employment might mean to them.	Employment Specialist	Year 1-2	Increase awareness on potential opportunities	<b>Quantitative Metric:</b> track the number of resources provided on employment and day services through News You Can Use, Social Media, and other employment-related publications; track employment reports in Consumer Services Committee for increase in employment for individuals who want employment
	* Support individuals to sustain employment, once achieved, including helping individuals understand the benefit of employment support/service to help individuals succeed.	Traning	Year 1-2	Supporting individuals success in employment	<b>Quantitative Metric:</b> review a sample of IPPs for support plans related to employment; track the number of trainings or workshops on benefits of employment.
	Continue to train staff on employment/day opportunities, assessing of employment goals, creative planning and personal growth (life skills, vocational skills, education, job development and growth) for each individual - transition age youth (~14 years of age) through retirement.	Employment Specialist & Quality Improvement Outcomes Manager	Year 1-2	Continued focus on staff training.	<b>Quantitative Metrics:</b> track number of staff trainings and plans created within the IPP.
Developing Employer and Community Connections	* Gather information about employment opportunities in our catchment and collaborate with community partners to educate local businesses regarding the availability of a pool of prospective employees in our system.	Employment Specialist	Year 1-2	Partner with local businesses	<b>Quantitative Metric:</b> track the number of partnerships or contacts made; utilize labor market data gathered by Department of Rehabilitation for metrics; track the publications provided. <b>Qualitative Metric:</b> Survey employers to see if they are knowledge of the benefits of hiring consumers.
	* Help connect the Regional Center with employers in our local communities and educate employers on how NLACRC and people served can benefit their company and their workforce.	Employment Specialist	Year 1-2	Increase contacts and partnerships with employers	<b>Quantitative Metric:</b> track the number of partnerships or contacts made, including the Chamber of Commerce.
	* Utilize the 1-year workforce grant to the hire a specialist level position to do outreach activities in the business community about the benefits of hiring individuals with developmental disabilities and support development of relationships between providers and	Employment Specialist	Year 1-2	Service Access and Equity	<b>Quantitative Metrics:</b> track the number of outreach activities, workshops, and calls to hotline.
	* Increase utilization of incentives to promote employment and vocational outcome.	Employment Specialist	Year 1-2	NLACRC will increase utilization of incentives to promote employment and vocational outcomes.	<b>Quantitative Metrics:</b> track the number of individuals who are competitively employed; track vendors who receive CIE incentives; sample IPPs to ensure goals/outcomes include vocational goal related to desired work and plan to include training and supports.
Improve Information and Needs Assessment	* Host an annual (or semi—annual) "Meeting of the Minds" employment resources – potential partner agencies, providers, and other potential employment partners to share resources, brainstorm job creation and development.	Employment Specialist	Year 1-2	Hosting events and partners	<b>Quantitative Metric:</b> track the event(s) held, participation, and resources shared. <b>Qualitative Metric:</b> seek feedback on if the event lead to job creation or development.
	* Explore utilization of the 1-year workforce employment grant staff to develop and implement an employment "hotline".	Employment Specialist	Year 1-2	Service Access and Equity Workforce Grant	<b>Quantitative Metrics:</b> number of calls to the hotline

Resource and Fund Development	<ul style="list-style-type: none"> <li>Connect people served/families with Small Business Administration (SBA), Los Angeles County (or other vendors) workshops on starting your own business.</li> </ul>	Employment Specialist	Year 1-2	People served/Families/Vendors will partner with SBA	<b>Quantitative Metric:</b> track the number of contacts with SBAs and number of workshops on starting businesses
	<ul style="list-style-type: none"> <li>Collaborate with service providers and partners to increase independent employment by supporting, where possible, providers to explore grant opportunities for Micro Enterprises.</li> </ul>	Employment Specialist	Year 1-2	Promote Microenterprises	<b>Quantitative Metric:</b> track the number of trainings or connections with providers; track grant opportunities for Microenterprises.

**Focus Area 4 - Health and Wellness**

Sub Area	Specific Strategy	Dept/Position	Year 1-5	Goal/Objective	Metrics
<p><b>Training, Education and Awareness</b></p>	<ul style="list-style-type: none"> <li>Provide training on general mental health conditions, generic resources and crisis services to individuals and families, Regional Center staff, providers and other community stakeholders and partners.</li> </ul>	Mental Health Specialist	Years 1-2	Training on health and wellness topics, generic resources, and crisis services for staff and community partners, including crisis services	<p><b>Quantitative Metric:</b> number of trainings offered/attendance.  <b>Qualitative Metric:</b> pre and post survey</p>
	<ul style="list-style-type: none"> <li>Engage individuals/families in mental health discussions through expanding support groups with additional support provided, if requested, via guest speaker, etc.</li> </ul>	Mental Health Specialist	Years 1-2	Promote discussions with supports groups and individuals served on health and wellness topics.	<p><b>Quantitative Metric:</b> number of support groups or trainings that were relevant to health and wellness.  <b>Qualitative Metric:</b> Survey from support groups for feedback.</p>
	<p>Connect with Family Focus Resource Center (CSUN), State Council on Developmental Disabilities (SCDD), others on existing Health &amp; Wellness resources that can be used in communications for <i>News You Can Use</i>, social media townhall, Cafecito training opportunities or other.</p>	Mental Health Specialist	Years 1-2	Include health and wellness component into grassroots outreach efforts and partnerships with stakeholders.	<p><b>Quantitative Metric:</b> number of outreach activities or trainings specific to health and wellness, number of materials provided.  <b>Qualitative Metric:</b> pre and post survey</p>
	<ul style="list-style-type: none"> <li>Develop a taskforce or committee/mental health (or explore existing taskforces).</li> </ul>	Mental Health Specialist	Years 1-2	Develop or join existing taskforce or workgroup related to health and wellness.	<p><b>Quantitative Metric:</b> implement or join an existing taskforce and track the number of meetings.  <b>Qualitative Metric:</b> Analyze themes and implement relevant strategies</p>
	<p>Explore the feasibility of creating a staff position of mental health specialist position to facilitate engagement with case management to help raise awareness of mental health issues, early warning signs/needs, etc.</p>				<p><b>Quantitative Metric:</b> Hiring of Mental Health Specialist</p>
	<p>Promote use of Human Resource Employee Assistance Program (EAP) services to support employee health and wellness.</p>	HR	Year 1 - Open Enrollment	Promotion of Employee Assistance Program	<p><b>Quantitative Metric:</b> track the number of promotions related to EAP and the number of employees who utilize EAP.</p>

Focus Area 5 - Housing

Sub Area	Specific Strategy	Dept/Position	Year 1-5	Goal/Objective	Metrics
Training, Education and Awareness	• Train people served/families of all housing options and generic services.	Housing Specialist	Year 1 and Ongoing	The community will be informed of Regional Center housing options, generic resources and supports available for housing.	<b>Quantitative Metrics:</b> Number of housing options, generic resources and supports available for information sessions hosted for community engagement and support groups (4 informational sessions for Year 1, 2 informational sessions annually for Years 2-5). <b>Qualitative Metric:</b> Pre and Post Surveys on knowledge and understanding of residential living options and resources.
	• Train CSCs to ensure staff are aware of all housing options and generic services that support housing choices; and that CSCs engage in milestone planning that supports people served as they increase their independence. Milestone planning may include identifying needed resources, skill development, financial considerations, different housing options, and milestones.	Housing Specialist & Case Management Director	Year 1 and Ongoing	All Case Management staff will be competent in facilitation and education on the options of housing.	<b>Quantitative Metrics:</b> All Service Coordinators, Specialists, Case Management Leadership, Inclusion, Equity, and Diversity Staff, including Parent and Family Support Specialists, will receive training (8 Trainings Year 1, 4 Training Years 2-5 on a quarterly basis for new staff, and 1 annual training for all case management). <b>Qualitative Metric:</b> Pre and Post Surveys on knowledge and understanding of residential living options and resources.
	Utilize outreach – brochures, NLACRC.org or other– to increase awareness of information on housing options and generic supports for pursuing housing goals.	Housing Specialist and Public Information Department	Year 1 and Ongoing	Disseminate information on housing options, generic resources and supports available for housing in multiple languages that reflect NLACRC's community.	<b>Quantitative Metrics:</b> Publication of informational materials and resources related to housing on NLACRC website and to create a section on the website to promote housing options, resources, and availability. <b>Qualitative Metric:</b> Survey to assess if the information is useful and resulted in increased knowledge of resources and supports.
Impacting the Availability of Housing	Support and work with ARCA to support legislation that provides for greater housing options , including Additional Dwelling Units (ADUs), for people we serve.	Housing Specialist and Legislative Consultant	Year 1 and Ongoing	Collaborate and partner with ARCA to sponsor and address legislation to advocate for increased housing options.	<b>Quantitative Metric:</b> Add Housing to legislative priorities
	• Advocate for updates for Community Care Licensing through Department of Social Services to better take advantage of housing options.	Community Services & Housing Specialist	Year 1 and Ongoing	Collaborate and partner with Community Care Licensing to discuss regulations	<b>Quantitative Metric:</b> Quarterly Partnership Meetings with Community Care Licensing (CCL).
	Continue to apply for housing development funding through the Department of Developmental Services (DDS), including for use of development of Family Home Agencies (FHA)s, as needed and available.	Community Services	Year 1 and Ongoing	Secure CRDP Funding for Housing Development from DDS	<b>Quantitative Metrics:</b> Number of proposal submitted by NLACRC, number of awards granted by DDS to NLACRC, and total number of new developments. <b>Qualitative Metric:</b> Identify Specialized Housing needs through survey and feedback.
Innovation	• Explore creating a position for a Community Housing Liaison to be a bridge between our community, housing experts and internal needs.	Human Resources	Year 2 (if supported by operations budget)	Hire a new position to liaison with community, experts, and with staff.	<b>Quantitative Metric:</b> Recruitment and Fulfilling position
	• Collaborate creatively with providers to find solutions to housing options and financial availability.	Housing Specialist	Year 1 and Ongoing	Develop a Housing Committee comprised of consumers, families, advocates, and providers to collaborate on innovative solutions to the housing needs and resources.	<b>Quantitative Metric:</b> Number of implemented solutions
	• Collaborate with providers to create provider succession planning and retain housing options within our community.	Housing Specialist	Year 1 and Ongoing	Implement within the Housing Committee	<b>Qualitative Metric:</b> Survey to seek feedback from providers on succession planning.
	Develop and promote knowledge and awareness of housing trusts, housing endowments and other.	Housing Specialist	Year 2	Collaboration with Board of Trustees and Parents on possible housing endowments	<b>Quantitative Metric:</b> Number of housing options, trusts, or endowments



**NLACRC**  
**Strategic Planning Committee**  
**CRITICAL CALENDAR**  
**FY2022-2023**

<b>Month</b>	<b>Activity</b>
<b>August</b>	<ul style="list-style-type: none"> <li>● Orientation for committee members</li> <li>● Review policies &amp; procedures and meeting schedule</li> <li>● Review Performance Contract</li> </ul>
<b>November</b>	<ul style="list-style-type: none"> <li>● Committee meeting</li> <li>● 2022-2025 Strategic Plan -1<sup>st</sup> Quarter Status Update</li> </ul>
<b>February</b>	<ul style="list-style-type: none"> <li>● Review public policy performance measure year-end data</li> <li>● 2022-2025 Strategic Plan -2<sup>nd</sup> Quarter Status Update</li> </ul>
<b>May</b>	<ul style="list-style-type: none"> <li>● Review Performance Contract</li> <li>● 2022-2025 Strategic Plan- 3<sup>rd</sup> Quarter Status Update</li> </ul>

[ccal.2022\_23] Approved: 5/11/2022 Updated:

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

Vendor #	Service Code	Service Code Description
N/A		

**Vendor Name:** Mazor, Jewel M., Psy.D.

**Vendor Number:** PL2095

**Service Code:** 605

**Service Code Description:** Adaptive Skills Training

**Service Address:** 18960 Ventura Blvd., Suite 400, Tarzana, CA 91356

**Service Area:** San Fernando Valley

**Service Description:**

Dr. Jewel Mazor’s LIFE Adult Program is a transdiagnostic social learning program designed to address the need for group-based services for adults between the ages of 18 – 25 years old who are struggling with adaptive skills, social functioning, executive skills, effective communication, and academic/vocational attainment.

The program can accommodate four groups of 15 participants per group. Sessions are 60 – 75 minutes in length. Online meetings will occur occasionally in the event that in-person meetings cannot take place. An online agreement must be signed to participate in any online sessions. Typical participation in the program is up to 18 months, depending on the individual needs of the individuals.

**Staffing:**

Adaptive Skills Trainer

Job Duties:

- Facilitate LIFE Programs sessions.
- Conduct intake sessions for prospective group members (outlined below).
- Draft intake reports for Regional Center review.
- Draft progress notes for each group member, again for Regional Center review.
- Provide in-person or remote (video session, telephone) consultation for group members. The purpose of these brief check-ins is to provide ongoing support outside of group sessions, provide feedback around progress made and ongoing goals for group sessions.
- Provide new-hire training and ongoing training for staff. In addition to in-person teaching (facilitated by Adaptive Skills Trainer directly), this may involve coordinating with experts in their field to provide training in specific areas. This also involves keeping track of staff participation in training activities.

Paraprofessional Counselor

Job Duties:

- Assist with group tasks and activities.
- Supervise group members to help ensure safety.

- Assist in monitoring individual progress towards goals. Occasionally, this may involve assisting with creating progress reports.

Group leaders are required to possess a PhD or PsyD in Psychology, and have at least two years of experience in the design and implementation of adaptive skills training plans. All additional staff are required to have an educational background in psychology or related fields. These individuals are considered paraprofessional staff and do not necessarily possess any specific licensure or certification. Dr. Mazor will be present for all groups and paraprofessional staff will serve a supportive role.

All staff working directly with individuals are employees of the agency and not contracted through the Regional Center.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New, Nonresidential Negotiated Rate Agreement Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Jewel M. Mazor, Psy.D.</b> Vendor Number: PL2095, Service code 605
3.	<b>The Purpose of the Contract</b>	<p>The service provider will provide adaptive skills training services pursuant to Title 17, Section 54342(a)(3), which provides that a regional center shall classify a vendor as an adaptive skills trainer if the vendor possesses the skills, training and education necessary to enhance existing consumer skills. An adaptive skills trainer may also remedy consumer skill deficits in communication, social function or other related skill areas and shall meet the following requirements:</p> <ul style="list-style-type: none"> <li>• Possess a Master’s Degree in one of the following: education, psychology, counseling, nursing, social work, applied behavior analysis, behavioral medicine, speech and language, or rehabilitation; and have at least one (1) year of experience in the design and implementation of adaptive skills training plans.</li> </ul>
4.	<b>The Contract Term</b>	Five (5) year contract effective June 1, 2022 through May 31, 2027.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$195,667.20, or \$978,336.00 over the entire five (5) year term of the contract based on the cost statement.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 30 consumers per month.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$67.94 per session rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Adaptive Skills Trainer services.

9.	<p><b>Method or Process Utilized to Establish the Rate or the Payment Amount</b></p>	<p>Negotiated rate of \$67.94 per session is based on a cost statement.</p> <p>For service providers vendored by NLACRC after July 1, 2008, the rate negotiated must comply with WIC, Section 4691.9 (b) which states that “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.”</p> <p>The provider’s stated cost of \$67.94 per session is lower than the statewide median rates of \$68.81 per session effective January 1, 200 and there is not an NLACRC median rate.</p>
10.	<p><b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b></p>	<p>This Board Resolution and contract replaces previous version presented for approval 04/27/2022.</p>

The North Los Angeles County Regional Center’s (“NLACRC”) Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement (“Contract”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

Ana Quiles, Board Treasurer	May 25, 2022 Date
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## 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 ("**Contract**") for **Jewel M. Mazor** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees' Contract Policy, the Contract between NLACRC and **Jewel M. Mazor** has been reviewed and is hereby approved by NLACRC's Board of Trustees on **June 8, 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, Chief Organizational Development Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 8, 2022  
Date

## Fiscal Impact Summary

Vendor Name: Jewel M. Mazor, PsyD

Vendor Number: PL2095

Service Code: 605

Vendor Effective Date: 06/01/2022

Contract Overview: Contract New Vendorization

Contract Term: 06/01/2022 to 05/31/2027

Direct Services (1:1 Ratio): \$67.94/session

Rate: Assessment: \$67.94/session

Rate Source, Method of Fiscal Impact Calculation: Negotiated Rate - cost statement

Projected # of Consumers/Month: 30

Projected Annual Expenditure: \$ 195,667.20

Projected Expenditure over Contract Term: \$ 978,336.00

----- Calculation -----

Average Hourly Rate	x	hours/month	x	# consumers	=	Monthly fiscal Impact	x	Remaining Months in Fiscal Year	=	Projected Fiscal Impact
\$67.94	x	8	x	30	=	\$16,305.60	x	12	=	\$195,667.20

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

<b>Vendor #</b>	<b>Service Code</b>	<b>Service Code Description</b>
HL0607	520	Independent Living Services
HL0667	510	Adult Developmental Center
PL1326	110	Supplemental Day Program Support

**Vendor Name: Angel Wings**

**Vendor Number: PL2104**

**Service Code: 055**

**Service Code Description: Community Integration Training Program**

**Service Address: 28415 Industry Dr #515, Valencia CA 91355**

**Service Area: Santa Clarita Valley**

**Service Description:**

Angel Wings will provide training enabling individuals to become increasingly self-sufficient while learning and developing transferable skills which will meet their needs and encourage the development of their self- reliance skills.

Angel Wings will provide training that creates and improves the quality of life for each consumer through community integration and participation, in the teaching, training and transferable skills provided by the individual’s goals in each IPP and ISP.

This may include:

- Utilizing Public Transportation (aka Travel Training)
- Purchasing lunch or other items
- Tours/working out at local gyms
- Street and parking lot safety
- Library/computer usage including email and face book (as permitted)
- Volunteer experience
- Socialization with peers and community members

Based on the outcomes of the skills assessment and tools, specific goals will be outlined for the consumer’s ISP. These goals will be included within the context of the activities of the Community Integration Training Program. For example, a goal to wait in line, request item from counter person, pay and put change in wallet could be accomplished during lunch if the consumer brings money or when purchasing a movie ticket or paying for bowling shoes. This goal would not be “practiced” artificially in a classroom like setting.



Goals will be measurable either in frequency (ie: travel training once a week), duration (ie: work out for thirty minutes a day) or percentage (ie: recite his address with 80% accuracy). Data collection may be taken in the form of written progress notes or specific checklists.

**Staffing:**

The staffing ratio for the Angel Wings Community Integration Training Program will be (1-2) one staff with two consumers. Angel Wings Community Integration Training Program will provide services in natural environments to groups of two or fewer consumers who require constant assistance and supervision. Angel Wings Community Integration Training Program may support consumers with physical needs providing appropriate funding is approved by Regional Center and all other entrance criteria are met. Consumers using a wheelchair must be able to transfer to a car and toilet with minimal physical assistance. Those with more intense behavioral needs will be referred to their Regional Center Case Worker for a referral elsewhere.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New Nonresidential Negotiated Rate Agreement Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Angel Wings Home Care and Independent Living Service, LLC</b> Vendor Number: PL2104, Service Code: 055
3.	<b>The Purpose of the Contract</b>	The service provider will provide Community Integration Training services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide community integration training to adult consumers that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for one or more days per week unless provided as an adjunct to other day activities included in the consumer's IPP.
4.	<b>The Contract Term</b>	Five (5) year contract effective June 1, 2022 through May 31, 2027.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$708,704.64 per year, or \$3,543,523.20 over the entire five (5) year term of the contract based on the cost statement.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 28 consumers per month.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly \$16.74 rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for community integration training services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	Negotiated hourly rate of \$16.74 is based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 "no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional

		Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is the same as the statewide median rate of \$16.74 per hour, and there is no NLACRC median rate.
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement (“**Contract**”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
May 25, 2022  
Date

## 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 **Angel Wings Home Care and Independent Living Services Agency, LLC** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **Angel Wings Home Care and Independent Living Services Agency, LLC** was reviewed and approved by NLACRC's Board of Trustees on **June 8, 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 Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 8, 2022

Date

## Fiscal Impact Summary

Vendor Name: Angel Wings Home Care and Independent Living Service Agency

Vendor Number: PL2104

Service Code: 055

Vendor Effective Date: 6/1/2022

Contract Overview: Contract new vendorization

Contract Term: 6/1/2022 TO 05/31/2027 (5 years)

Rate: \$16.74/hour (1:2 ratio)

Rate Source, Method of Fiscal Impact Calculation: Negotiated Rate - cost statement

Projected # of Consumers/Month: 28

Projected Annual Expenditure: \$708,704.64

Projected Expenditure over Contract Term: \$3,543,523.20

-----Calculation-----

Hourly Rate	x	hours/month	x	# consumers	=	Monthly fiscal Impact	x	Remaining Months in Fiscal Year	=	Projected Fiscal Impact
<u>\$16.74</u>		<u>126</u>		<u>28</u>		\$59,058.72		<u>12</u>		\$708,704.64



## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	First Amendment to Nonresidential Negotiated Rate Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Staff Assistance, Inc. dba Assisted Healthcare Services</b> Vendor No.: H32822, Service Code: 854
3.	<b>The Purpose of the Contract</b>	The service provider will provide Home Health Agency services pursuant to Title 17, Section 54342 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide home health services, and is primarily engaged in providing skilled nursing services and Home health aide services.  The purpose of the First Amendment is to add specific subcodes related to physical therapy.
4.	<b>The Contract Term</b>	Five (5) year contract effective July 1, 2018 through June 30, 2023
5.	<b>The Total Amount of the Contract</b>	H32822-854 1 <sup>ST</sup> amendment  Past actual expenditure from 07/2018 – 01/2022 is \$2,645,448.61 Projected annual cost based on the \$61,522 average monthly rate for the duration of the contract is \$738,264.73 per year. In total, over the entire five (5) year term, the fiscal impact is \$3,691,323.03.  07/2018– 01/2022: \$2,645,448.61 02/2022 – 06/2022: \$ 307, 610.30 07/2022 – 06/2023: \$ 738,264.03  Total: \$3,691,323.64
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 14 consumers per month.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized SMA rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Home Health Agency services.

9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), 17 CCR, Section 57332(b)(10).
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above First Amendment to the Nonresidential Negotiated Rate Agreement (“**Amendment**”) and is recommending an action of the Board of Trustees to **Approve** the Amendment.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
May 25, 2022  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's ("NLACRC") Board of Trustees reviewed and discussed the First Amendment to the Nonresidential Negotiated Rate Agreement ("Agreement", or "Amendment") for **Staff Assistance, Inc. dba Assisted Healthcare Services** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Amendment between NLACRC and **Staff Assistance, Inc. dba Assisted Healthcare Services** was reviewed and approved by NLACRC's Board of Trustees on **June 08, 2022**.

NLACRC's Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the 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 Amendment shall be conclusively evidenced by the execution of the Amendment by such Officer. For purposes of this authorization, an "Officer" means NLACRC's Executive Director, Deputy Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 08, 2022

Date



## Fiscal Impact Summary

Vendor Name: Staff Assistance, Inc. dba Assisted Healthcare Services  
 Vendor Number: H32822  
 Service Code: 854  
 Vendor Effective Date: 4/1/1996

Contract Overview: Contract First amendment  
 Contract Term: July 1, 2018 to June 30, 2023 (5 years)  
 Rate: various rates

Rate Source, Method of Fiscal Impact Calculation: SMA, Previous Expenditure  
 Projected # of Consumers/Month: 14  
 Projected Annual Expenditure: \$738,264.73  
 Projected Expenditure over Contract Term: \$3,691,323.64

-----Calculation-----

Previous Expenditure	No. of Months	Amount	Ave. Monthly Expenditure
FY2019	12	\$ 916,751.23	\$ 76,395.94
FY2020	12	\$ 727,352.59	\$ 60,612.72
FY2021	12	\$ 638,268.30	\$ 53,189.03
FY2022 (07-01)	7	\$ 363,076.49	\$ 51,868.07
<b>Sub total</b>	<b>43</b>	<b>\$ 2,645,448.61</b>	<b>\$ 61,522.06</b>

Projected Expenditure		
FY2022 (02-06)	5	\$ 307,610.30
FY2023	12	\$ 738,264.73
Sub total	17	\$ 1,045,875.03

<b>Projected Impact over 5 year term of contract</b>	<b>60</b>	<b>\$ 3,691,323.64</b>
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**Other Vendorizations with Vendor’s Tax Identification Number (TIN):**

Vendor #	Service Code	Service Code Description
N/A		

**Vendor Name:** Ballsbridge Behavior & Consultation Services, Inc.

**Vendor Number:** PL2089/PL2090

**Service Code:** 612/615

**Service Code Description:** Behavior Management Services

**Service Address:** 10617 Crockett St, Sun Valley, CA 91352

**Service Area:** San Fernando Valley

**Service Description:**

This provider is approved to provide Behavior Analyst (612) and Behavior Management Assistant (615) services. Please use vendor #PL2089 (612) for assessments, supervision, and in-home parent training. Use PL2090 (615) for direct in-home behavioral services and intensive ABA services. PL2089 can only be used in conjunction with PL2090. The 612 rate is established at \$70.52 hourly per individual and the 615 rate is established at \$37.97 hourly per individual.

**Staffing:**

**Behavior Technician Hiring Qualifications:** The behavior technicians will be hired based on the qualification requirement of Title 17 and poses:

- a. An undergraduate degree in child development, psychology, special education, rehabilitation, or another relevant course.
- b. A minimum of two years of experience in application of behavior analytic strategies.
- c. Completed a minimum of 2 semester courses in behavior analysis.
- d. Have a functional understanding of ABA concepts.
- e. Behavior technicians hired will undergo a 40 hours of new hire training to become registered behavior technicians prior to their assignments to consumers.
- f. Behavior technicians will have a certification in crisis prevention and intervention (CPI) Training.

**Behavior Technician Job Description:**

**Professionalism and Ethical Conduct:**

1. Comply with the BACB code of ethical conduct as outlined for registered behavior technicians.
2. Comply with the Health Information Portability and Accountability Act (HIPAA) guidelines.
3. Comply with all safety policies and procedures.
4. Comply with all Ballsbridge administrative policies and procedures of daily operation such as time keeping protocols, and cancellation notifications.
5. Maintain professional boundaries with consumers, their families, and all your colleagues.
6. Maintain respectful, open, and honest communication at all times with the Ballsbridge administrative and clinical team.
7. Maintain consistent scheduled sessions and follow through with cancellation policies.
8. Arrive on time to all scheduled appointments in the field sessions and the office meetings.
9. Arrive to all scheduled appointments with all the material required to implement programs.
10. Arrive with a professional, comfortable, and safe attire for program implementation.

11. Use a problem-solving approach and make attempts to engage in workable solutions within the boundaries of company policies, and with guidance and feedback provided by the clinical supervisor when encountering difficulties.
12. Respond promptly and cordially to all Ballsbridge emails.
13. Be responsive to the clinical supervisor's feedback regarding professionalism and ethical behaviors.
14. Be a team player: share credit for all job well done, take responsibility for all mistakes, and take a supportive stance at all times, especially when encountering difficult situations.

**Clinical Responsibilities of Ballsbridge Behavior Technicians:**

1. Implement all behavior analytic strategies as outlined in the behavior intervention plan and per instruction and guidance provided by the assigned clinical supervisor.
2. Implement all behavior analytic strategies for teaching programs as outlined in the program instructions/procedures and per instruction and guidance provided by the assigned clinical supervisor.
3. Measure and log all behaviors and skills as outlined in the behavior intervention plan, teaching program procedures, and per instruction and guidance provided by the assigned clinical supervisor.
4. Review all the information provided in the consumer binder and through other modalities with regards to program implementation such as the session agenda, program instructions, behavior intervention plan and measurement requirements.
5. Be responsive to the feedback and guidance provided by the clinical supervisor.
6. Be responsive and helpful to other team members' clinical questions and comments.
7. Complete all required training procedures and attend all training team meetings.
8. Maintain registered behavior technician certification.
9. When in doubt, make an inquiry and seek guidance and assistance.
10. Remember that safety supersedes all other purposes and objectives in program implementation.

**BALLSBRIDGE CLINICAL SUPERVISOR'S JOB DESCRIPTION**

**Clinical Supervisors' Hiring Qualifications:**

- a. Clinical supervisors will have a minimum of 2 years of experience implementing behavior analytic strategies.
- b. Clinical supervisors will be Board Certified Behavior Analysts (BCBA).
- c. Have obtained a graduate degree in special education, counseling, marriage family therapy, social work, or related degrees.
- d. Demonstrated, supervised, and evaluated skills in program design, performance monitoring, and training of registered behavior technicians.
- e. Demonstrated, supervised, and evaluated skills in conducting parent education and consultation programs.
- f. Hold a certification in Crisis Intervention and Prevention (CPI) training.

**Clinical Supervisor's Job Description:**

2. ETHICS AND PROFESSIONALISM:
  - a. Complies with the BACB ethical code of conduct.
  - b. Arrives on time to all scheduled appointments.
  - c. Establishes and maintains professional boundaries with team members, consumers, their family members, colleagues, and other professionals.
  - d. Operationally defines, records, and addresses all concerns raised by families.
  - e. Seeks advice from the clinical director in solving issues.

- f. Takes a problem-solving approach and makes attempts to engage in workable solutions within the boundaries of company guidelines and policies, with guidance from the clinical director.
  - g. Complies with policies and procedures set forth by the funding source.
  - h. Maintains credentialing requirements set forth by the BACB.
1. DATA COLLECTION and MEASUREMENT:
    - a. Develops proper data sheets for each consumer based on their teaching programs and behavior intervention plans.
    - b. Develops effective measurement procedures for teaching programs and behavior intervention plans.
    - c. Trains behavior technicians and evaluates the accuracy of their data recording based on appropriate measurement procedures.
    - d. Verifies all raw data and enters the recorded data electronically on a spreadsheet on a monthly basis.
    - e. Maintains HIPAA compliance to ensure confidentiality of the collected data.
    - f. All data files should be saved on google drive and not on a personal laptop, desk drive, or any social media modality.
  2. REPORTING OF PROGRESS:
    - a. Completes and submits the progress reports to be reviewed, edited, and approved by the clinical director according to the timeline requested by the funding source and Ballsbridge protocols.
      - i. Funding source requires submission of all progress reports a month prior to the end of the current authorization period.
      - ii. Ballsbridge requires an additional 2 days to be allowed for review of the reports by the clinical director and revisions to be made by the clinical supervisor.
    - b. The progress reports should be completed within the monthly authorized clinical supervision hours for each consumer.
    - c. All progress reports should be saved on Ballsbridge google drive.
  3. PROGRAM MATERIAL DEVELOPMENT:
    - a. Develops program instructions/procedure sheets for each program.
    - b. Develops session agendas for each consumer's programs.
    - c. Develops target sheets for each program.
    - d. Prepares appropriate material for implementation of each program.
    - e. Ensure maintenance of all program material in consumer binder.
  4. TEAM TRAINING:
    - a. Designs training material for behavior technicians and parent education programs.
    - b. Develops performance monitoring data sheets for evaluation of the implementations of each program by behavior technicians and parents.
    - c. Follows the steps of the "Behavior Skills Training" model in all training procedures.
    - d. Seeks clinical director's advice and studies current literature regarding supervision and training protocols.
    - e. Participates in developing training agenda and procedures, as well as conducting monthly team training.
    - f. Conducts weekly field training/support for behavior technicians and parents.

- g. Participates in peer reviews for training and support.

5. COMMUNICATION and COLLABORATIONS:

- a. Maintains ongoing and efficient communication with parents, colleagues, administrators, and other professionals.
- b. Responds to all Ballsbridge emails within 24 hours.
- c. Schedules and coordinates monthly clinical team meetings with the consumer families and Ballsbridge team.
- d. Follows up on all parental concerns and discussion points taking place during field visits and/or clinical team meetings.
- e. Attends to the office supervision meetings, monthly team trainings, and other scheduled Ballsbridge meetings.
- f. Collaborates with Ballsbridge colleagues, as well as all other professionals who provide services for the shared population of consumers.

6. CONDUCTING FUNCTIONAL BEHAVIOR ASSESSMENTS (FBA):

- a. Complies with the expected procedures and templates of the FBA's set forth by each funding source.
- b. Follows the billing timelines of each funding source.
- c. Collaborates with the parents, teachers, and other professionals in completion of FBAs.
- d. Includes team members in conducting FBAs for training purposes as needed and discussed with the clinical director and the administration office.
- e. Includes parents in goal writing for FBAs.
- f. Reviews FBA reports with parents before submission.
- g. Responds positively and productively to feedback provided by the clinical director and other team members with regards to completion of FBA's and goal developments.

7. CASE MANAGEMENT and ADMINISTRATIVE DUTIES:

- a. Complies with Ballsbridge policies and procedures for time keeping, scheduling, cancellation notifications and other protocols required for day-to-day operation.
- b. Participates in case assignments and scheduling of the team members with administrators.
- c. Maintains all clinical responsibilities on a weekly basis.
- d. Remains in communication with the team members on a daily basis.
- e. Remains in compliance with all procedures outlined in employee handbook.
- f. Reports timely performance monitoring data to the HR administrator for annual reviews.

Acknowledgement of the receipt, comprehension, and agreement of all expected responsibilities outlined above.

**BALLSBRIDGE CLINICAL DIRECTOR'S JOB DESCRIPTION**

**Clinical Directors' Hiring Qualifications:**

The clinical director will be recruited based on the following qualifications:

- 1) A BCBA or BCBA-D with a minimum of 2 years of experience conducting:
  - a) Supervision for BCBA interns.
  - b) Training and evaluation of RBTs.
  - c) Fulfilling responsibilities of a clinical supervisor.
  - d) Participated in a research program at a credible university.

- e) Will have completed a Crisis Intervention and Prevention (CPI) training.

**Clinical Director’s Job Description:**

1. ETHICS AND PROFESSIONALISM:

- Complies with the BACB ethical code of conduct.
- Arrives on time to all scheduled appointments.
- Establishes and maintains professional boundaries with team members, consumers, their family members, colleagues, and other professionals.
- Operationally defines, records, and addresses all concerns raised by families in a respectful manner.
- Seeks advice from relevant team members and the executive director as needed in resolving issues.
- Takes a problem-solving approach and makes attempts to engage in workable solutions within the boundaries of company guidelines and policies, with guidance from the executive director.
- Complies with the policies and procedures set forth by the funding sources.
- Maintains credentialing requirements set forth by the BACB and the funding sources.

2. DATA COLLECTION AND MEASUREMENT:

- Develops proper data sheets for each consumer based on their teaching programs and behavior intervention plans.
- Develops effective measurement procedures for teaching programs and behavior intervention plans.
- Trains behavior technicians and evaluates the accuracy of their data recording based on appropriate measurement procedures.
- Verifies all raw data and enters the recorded data electronically on a spreadsheet on a monthly basis.
- Maintains HIPAA compliance to ensure confidentiality of the collected data.
- All data files should be saved on Google Drive and not on a personal laptop, desk drive, or any social media modality.

3. REPORTING OF PROGRESS:

- Participates in peer reviews for progress report writing and feedback purposes.
- Reviews progress reports completed by clinical supervisors and provides them with proper feedback.
- Completes and submits the progress reports as needed to be reviewed, edited, and approved by the executive director according to the timeline requested by the funding source and Ballsbridge protocols.
- Funding source requires submission of all progress reports a month prior to the end of the current authorization period.
- Ballsbridge requires an additional 2 days to be allowed for review of the reports by the executive director and revisions to be made by the author of the report.
- The progress reports should be completed within the monthly authorized clinical supervision hours for each consumer.
- All progress reports should be saved on Ballsbridge google drive.

4. PROGRAM MATERIAL DEVELOPMENT:

- Develops program instructions/procedure sheets for each program.
- Develops session agendas for each consumer’s programs.

- Develops target sheets for each program.
- Prepares appropriate material for implementation of each program.
- Ensure maintenance of all program material in consumer binder.

5. TEAM TRAINING:

- Designs training material for clinical supervisors, behavior technicians, and parent education programs.
- Develops performance monitoring data sheets for evaluation of the implementation of each program by clinical supervisors, behavior technicians, and parents.
- Follows the steps of the “Behavior Skills Training” model in all training procedures.
- Seeks executive director’s advice and studies current literature regarding supervision and training protocols.
- Participates in developing training agenda and procedures, as well as conducting or assigning implementation of monthly team training to qualified team members.
- Conducts weekly field training/support for clinical supervisors, behavior technicians, and parents.
- Participates in peer reviews for training and support.

6. COMMUNICATION and COLLABORATIONS:

- Maintains ongoing and efficient communication with parents, colleagues, administrators and other professionals.
- Responds to all Ballsbridge emails within 24 hours.
- Schedules and coordinates monthly clinical team meetings with the consumer families and Ballsbridge team.
- Follows up on all parental concerns and discussion points taking place during field visits and/or clinical team meetings.
- Attends to the office supervision meetings, monthly team trainings, and other scheduled Ballsbridge meetings.
- Collaborates with Ballsbridge colleagues, as well as all other professionals who provide services for the shared population of consumers.

7. CONDUCTING FUNCTIONAL BEHAVIOR ASSESSMENTS (FBA):

- Complies with the expected procedures and templates of the FBA set forth by each funding source.
- Follows the billing timelines of each funding source.
- Collaborates with parents, teachers, and other professionals in completion of FBAs.
- Includes team members in conducting FBAs, for training purposes as needed and discussed with the clinical director and the administration office.
- Includes parents in goal writing for FBAs.
- Reviews FBA reports with parents before submission.
- Responds positively and productively to feedback provided by the executive director and other team members with regards to completion of FBA’s and goal developments.

8. CASE MANAGEMENT AND ADMINISTRATIVE DUTIES:

- Complies with Ballsbridge policies and procedures for time keeping, scheduling, cancellation notifications and other protocols required for day to day operation.
- Participates in case assignments and scheduling of the team members with administrators.
- Maintains all clinical responsibilities on a weekly basis.

- Remains in communication with the team members on a daily basis.
- Remains in compliance with all procedures outlined in employee handbook.
- Reports timely performance monitoring data to the HR administrator for annual reviews.

9 TEAM TRAINING RESPONSIBILITIES:

- a. Designs, implements, and oversees all team training procedures, including crisis prevention and intervention, RBT40 hour training, and monthly ongoing team training for behavior technicians and clinical supervisors.
- b. Develops and conducts evaluation protocols and performance monitoring procedures for registered behavior technicians, and clinical supervisors based on the behaviors skills training model.
- c. Coordinates and oversees the provision of quality assurance protocols and develop procedures to strengthen reliability and validity measures for evaluation of ABA based services utilizing various teaching methodologies such as DTT, NET, and PECS.
- d. Assists with designing new program curriculums such as for social skills group training services.

Provides weekly 1:1 consultations and group training sessions for clinical supervisors to discuss case management issues, program designs, and provisions.



## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New Nonresidential Negotiated Rate Agreement Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services</b> Vendor No.: PL2089, Service Code: 612
3.	<b>The Purpose of the Contract</b>	The service provider will provide Behavior Analyst services pursuant to Title 17, Section 54342 . The service provider will assesses the function of a behavior of a consumer and designs, implements, and evaluates instructional and environmental modifications to produce socially significant improvements in the consumer's behavior through skill acquisition and the reduction of behavior.
4.	<b>The Contract Term</b>	Five (5) year contract effective June 01, 2022 through May 31, 2027
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$ 219,751.60 per year, or \$ 1,098,758.02 over the entire five (5) year term of the contract based on Cost Statement.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 15 consumers per month.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$76.30 hourly rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Behavior Analyst services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	Negotiated hourly rate of \$ 76.30 is based on a cost statement and includes the SB 81 8.2% increase. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code

		and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is the same as the statewide median rate of \$76.30 per hour, and lower than the NLACRC median rate of \$88.04 per hour
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement (“**Contract**”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
May 25, 2022  
Date

## **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 **Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services** was reviewed and approved by NLACRC’s Board of Trustees on **June 08, 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 Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 08, 2022

Date

## Fiscal Impact Summary

Vendor Name: Ballsbridge Academy, Inc. Behavior And Education Center  
 Vendor Number: PL2089  
 Service Code: 612  
 Vendor Effective Date: 6/1/2022

Contract Overview: Contract new vendorization

Contract Term: 6/1/2022 - 5/31/2027 (5 years)

Rate: \$70.52 neg'd + SB 81 (8.2%) = \$76.30/hour

Rate Source, Method of Fiscal Impact Calculation: Negotiated Rate - cost statement

Projected # of Consumers/Month: 15

Projected Annual Expenditure: \$219,751.60

Projected Expenditure over Contract Term: \$1,098,758.02

-----Calculation-----

Hourly Rate	x	hours/month	x	# consumers	=	Monthly fiscal Impact	x	Remaining Months in Fiscal Year	=	Projected Fiscal Impact
\$76.30		16		15		\$18,312.63		<u>12</u>		\$ 219,751.60

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

Vendor #	Service Code	Service Code Description
N/A		

**Vendor Name:** Ballsbridge Behavior & Consultation Services, Inc.

**Vendor Number:** PL2089/PL2090

**Service Code:** 612/615

**Service Code Description:** Behavior Management Services

**Service Address:** 10617 Crockett St, Sun Valley, CA 91352

**Service Area:** San Fernando Valley

**Service Description:**

This provider is approved to provide Behavior Analyst (612) and Behavior Management Assistant (615) services. Please use vendor #PL2089 (612) for assessments, supervision, and in-home parent training. Use PL2090 (615) for direct in-home behavioral services and intensive ABA services. PL2089 can only be used in conjunction with PL2090. The 612 rate is established at \$70.52 hourly per individual and the 615 rate is established at \$37.97 hourly per individual.

**Staffing:**

**Behavior Technician Hiring Qualifications:** The behavior technicians will be hired based on the qualification requirement of Title 17 and poses:

- a. An undergraduate degree in child development, psychology, special education, rehabilitation, or another relevant course.
- b. A minimum of two years of experience in application of behavior analytic strategies.
- c. Completed a minimum of 2 semester courses in behavior analysis.
- d. Have a functional understanding of ABA concepts.
- e. Behavior technicians hired will undergo a 40 hours of new hire training to become registered behavior technicians prior to their assignments to consumers.
- f. Behavior technicians will have a certification in crisis prevention and intervention (CPI) Training.

**Behavior Technician Job Description:**

**Professionalism and Ethical Conduct:**

1. Comply with the BACB code of ethical conduct as outlined for registered behavior technicians.
2. Comply with the Health Information Portability and Accountability Act (HIPAA) guidelines.
3. Comply with all safety policies and procedures.
4. Comply with all Ballsbridge administrative policies and procedures of daily operation such as time keeping protocols, and cancellation notifications.
5. Maintain professional boundaries with consumers, their families, and all your colleagues.
6. Maintain respectful, open, and honest communication at all times with the Ballsbridge administrative and clinical team.
7. Maintain consistent scheduled sessions and follow through with cancellation policies.
8. Arrive on time to all scheduled appointments in the field sessions and the office meetings.
9. Arrive to all scheduled appointments with all the material required to implement programs.
10. Arrive with a professional, comfortable, and safe attire for program implementation.

11. Use a problem-solving approach and make attempts to engage in workable solutions within the boundaries of company policies, and with guidance and feedback provided by the clinical supervisor when encountering difficulties.
12. Respond promptly and cordially to all Ballsbridge emails.
13. Be responsive to the clinical supervisor's feedback regarding professionalism and ethical behaviors.
14. Be a team player: share credit for all job well done, take responsibility for all mistakes, and take a supportive stance at all times, especially when encountering difficult situations.

**Clinical Responsibilities of Ballsbridge Behavior Technicians:**

1. Implement all behavior analytic strategies as outlined in the behavior intervention plan and per instruction and guidance provided by the assigned clinical supervisor.
2. Implement all behavior analytic strategies for teaching programs as outlined in the program instructions/procedures and per instruction and guidance provided by the assigned clinical supervisor.
3. Measure and log all behaviors and skills as outlined in the behavior intervention plan, teaching program procedures, and per instruction and guidance provided by the assigned clinical supervisor.
4. Review all the information provided in the consumer binder and through other modalities with regards to program implementation such as the session agenda, program instructions, behavior intervention plan and measurement requirements.
5. Be responsive to the feedback and guidance provided by the clinical supervisor.
6. Be responsive and helpful to other team members' clinical questions and comments.
7. Complete all required training procedures and attend all training team meetings.
8. Maintain registered behavior technician certification.
9. When in doubt, make an inquiry and seek guidance and assistance.
10. Remember that safety supersedes all other purposes and objectives in program implementation.

**BALLSBRIDGE CLINICAL SUPERVISOR'S JOB DESCRIPTION**

**Clinical Supervisors' Hiring Qualifications:**

- a. Clinical supervisors will have a minimum of 2 years of experience implementing behavior analytic strategies.
- b. Clinical supervisors will be Board Certified Behavior Analysts (BCBA).
- c. Have obtained a graduate degree in special education, counseling, marriage family therapy, social work, or related degrees.
- d. Demonstrated, supervised, and evaluated skills in program design, performance monitoring, and training of registered behavior technicians.
- e. Demonstrated, supervised, and evaluated skills in conducting parent education and consultation programs.
- f. Hold a certification in Crisis Intervention and Prevention (CPI) training.

**Clinical Supervisor's Job Description:**

2. ETHICS AND PROFESSIONALISM:
  - a. Complies with the BACB ethical code of conduct.
  - b. Arrives on time to all scheduled appointments.
  - c. Establishes and maintains professional boundaries with team members, consumers, their family members, colleagues, and other professionals.
  - d. Operationally defines, records, and addresses all concerns raised by families.
  - e. Seeks advice from the clinical director in solving issues.

- f. Takes a problem-solving approach and makes attempts to engage in workable solutions within the boundaries of company guidelines and policies, with guidance from the clinical director.
  - g. Complies with policies and procedures set forth by the funding source.
  - h. Maintains credentialing requirements set forth by the BACB.
1. DATA COLLECTION and MEASUREMENT:
    - a. Develops proper data sheets for each consumer based on their teaching programs and behavior intervention plans.
    - b. Develops effective measurement procedures for teaching programs and behavior intervention plans.
    - c. Trains behavior technicians and evaluates the accuracy of their data recording based on appropriate measurement procedures.
    - d. Verifies all raw data and enters the recorded data electronically on a spreadsheet on a monthly basis.
    - e. Maintains HIPAA compliance to ensure confidentiality of the collected data.
    - f. All data files should be saved on google drive and not on a personal laptop, desk drive, or any social media modality.
  2. REPORTING OF PROGRESS:
    - a. Completes and submits the progress reports to be reviewed, edited, and approved by the clinical director according to the timeline requested by the funding source and Ballsbridge protocols.
      - i. Funding source requires submission of all progress reports a month prior to the end of the current authorization period.
      - ii. Ballsbridge requires an additional 2 days to be allowed for review of the reports by the clinical director and revisions to be made by the clinical supervisor.
    - b. The progress reports should be completed within the monthly authorized clinical supervision hours for each consumer.
    - c. All progress reports should be saved on Ballsbridge google drive.
  3. PROGRAM MATERIAL DEVELOPMENT:
    - a. Develops program instructions/procedure sheets for each program.
    - b. Develops session agendas for each consumer's programs.
    - c. Develops target sheets for each program.
    - d. Prepares appropriate material for implementation of each program.
    - e. Ensure maintenance of all program material in consumer binder.
  4. TEAM TRAINING:
    - a. Designs training material for behavior technicians and parent education programs.
    - b. Develops performance monitoring data sheets for evaluation of the implementations of each program by behavior technicians and parents.
    - c. Follows the steps of the "Behavior Skills Training" model in all training procedures.
    - d. Seeks clinical director's advice and studies current literature regarding supervision and training protocols.
    - e. Participates in developing training agenda and procedures, as well as conducting monthly team training.
    - f. Conducts weekly field training/support for behavior technicians and parents.

- g. Participates in peer reviews for training and support.

5. COMMUNICATION and COLLABORATIONS:

- a. Maintains ongoing and efficient communication with parents, colleagues, administrators, and other professionals.
- b. Responds to all Ballsbridge emails within 24 hours.
- c. Schedules and coordinates monthly clinical team meetings with the consumer families and Ballsbridge team.
- d. Follows up on all parental concerns and discussion points taking place during field visits and/or clinical team meetings.
- e. Attends to the office supervision meetings, monthly team trainings, and other scheduled Ballsbridge meetings.
- f. Collaborates with Ballsbridge colleagues, as well as all other professionals who provide services for the shared population of consumers.

6. CONDUCTING FUNCTIONAL BEHAVIOR ASSESSMENTS (FBA):

- a. Complies with the expected procedures and templates of the FBA's set forth by each funding source.
- b. Follows the billing timelines of each funding source.
- c. Collaborates with the parents, teachers, and other professionals in completion of FBAs.
- d. Includes team members in conducting FBAs for training purposes as needed and discussed with the clinical director and the administration office.
- e. Includes parents in goal writing for FBAs.
- f. Reviews FBA reports with parents before submission.
- g. Responds positively and productively to feedback provided by the clinical director and other team members with regards to completion of FBA's and goal developments.

7. CASE MANAGEMENT and ADMINISTRATIVE DUTIES:

- a. Complies with Ballsbridge policies and procedures for time keeping, scheduling, cancellation notifications and other protocols required for day-to-day operation.
- b. Participates in case assignments and scheduling of the team members with administrators.
- c. Maintains all clinical responsibilities on a weekly basis.
- d. Remains in communication with the team members on a daily basis.
- e. Remains in compliance with all procedures outlined in employee handbook.
- f. Reports timely performance monitoring data to the HR administrator for annual reviews.

Acknowledgement of the receipt, comprehension, and agreement of all expected responsibilities outlined above.

**BALLSBRIDGE CLINICAL DIRECTOR'S JOB DESCRIPTION**

**Clinical Directors' Hiring Qualifications:**

The clinical director will be recruited based on the following qualifications:

- 1) A BCBA or BCBA-D with a minimum of 2 years of experience conducting:
  - a) Supervision for BCBA interns.
  - b) Training and evaluation of RBTs.
  - c) Fulfilling responsibilities of a clinical supervisor.
  - d) Participated in a research program at a credible university.



- e) Will have completed a Crisis Intervention and Prevention (CPI) training.

**Clinical Director’s Job Description:**

1. ETHICS AND PROFESSIONALISM:

- Complies with the BACB ethical code of conduct.
- Arrives on time to all scheduled appointments.
- Establishes and maintains professional boundaries with team members, consumers, their family members, colleagues, and other professionals.
- Operationally defines, records, and addresses all concerns raised by families in a respectful manner.
- Seeks advice from relevant team members and the executive director as needed in resolving issues.
- Takes a problem-solving approach and makes attempts to engage in workable solutions within the boundaries of company guidelines and policies, with guidance from the executive director.
- Complies with the policies and procedures set forth by the funding sources.
- Maintains credentialing requirements set forth by the BACB and the funding sources.

2. DATA COLLECTION AND MEASUREMENT:

- Develops proper data sheets for each consumer based on their teaching programs and behavior intervention plans.
- Develops effective measurement procedures for teaching programs and behavior intervention plans.
- Trains behavior technicians and evaluates the accuracy of their data recording based on appropriate measurement procedures.
- Verifies all raw data and enters the recorded data electronically on a spreadsheet on a monthly basis.
- Maintains HIPAA compliance to ensure confidentiality of the collected data.
- All data files should be saved on Google Drive and not on a personal laptop, desk drive, or any social media modality.

3. REPORTING OF PROGRESS:

- Participates in peer reviews for progress report writing and feedback purposes.
- Reviews progress reports completed by clinical supervisors and provides them with proper feedback.
- Completes and submits the progress reports as needed to be reviewed, edited, and approved by the executive director according to the timeline requested by the funding source and Ballsbridge protocols.
- Funding source requires submission of all progress reports a month prior to the end of the current authorization period.
- Ballsbridge requires an additional 2 days to be allowed for review of the reports by the executive director and revisions to be made by the author of the report.
- The progress reports should be completed within the monthly authorized clinical supervision hours for each consumer.
- All progress reports should be saved on Ballsbridge google drive.

4. PROGRAM MATERIAL DEVELOPMENT:

- Develops program instructions/procedure sheets for each program.
- Develops session agendas for each consumer’s programs.

- Develops target sheets for each program.
- Prepares appropriate material for implementation of each program.
- Ensure maintenance of all program material in consumer binder.

5. TEAM TRAINING:

- Designs training material for clinical supervisors, behavior technicians, and parent education programs.
- Develops performance monitoring data sheets for evaluation of the implementation of each program by clinical supervisors, behavior technicians, and parents.
- Follows the steps of the “Behavior Skills Training” model in all training procedures.
- Seeks executive director’s advice and studies current literature regarding supervision and training protocols.
- Participates in developing training agenda and procedures, as well as conducting or assigning implementation of monthly team training to qualified team members.
- Conducts weekly field training/support for clinical supervisors, behavior technicians, and parents.
- Participates in peer reviews for training and support.

6. COMMUNICATION and COLLABORATIONS:

- Maintains ongoing and efficient communication with parents, colleagues, administrators and other professionals.
- Responds to all Ballsbridge emails within 24 hours.
- Schedules and coordinates monthly clinical team meetings with the consumer families and Ballsbridge team.
- Follows up on all parental concerns and discussion points taking place during field visits and/or clinical team meetings.
- Attends to the office supervision meetings, monthly team trainings, and other scheduled Ballsbridge meetings.
- Collaborates with Ballsbridge colleagues, as well as all other professionals who provide services for the shared population of consumers.

7. CONDUCTING FUNCTIONAL BEHAVIOR ASSESSMENTS (FBA):

- Complies with the expected procedures and templates of the FBA set forth by each funding source.
- Follows the billing timelines of each funding source.
- Collaborates with parents, teachers, and other professionals in completion of FBAs.
- Includes team members in conducting FBAs, for training purposes as needed and discussed with the clinical director and the administration office.
- Includes parents in goal writing for FBAs.
- Reviews FBA reports with parents before submission.
- Responds positively and productively to feedback provided by the executive director and other team members with regards to completion of FBA’s and goal developments.

8. CASE MANAGEMENT AND ADMINISTRATIVE DUTIES:

- Complies with Ballsbridge policies and procedures for time keeping, scheduling, cancellation notifications and other protocols required for day to day operation.
- Participates in case assignments and scheduling of the team members with administrators.
- Maintains all clinical responsibilities on a weekly basis.

- Remains in communication with the team members on a daily basis.
- Remains in compliance with all procedures outlined in employee handbook.
- Reports timely performance monitoring data to the HR administrator for annual reviews.

9 TEAM TRAINING RESPONSIBILITIES:

- a. Designs, implements, and oversees all team training procedures, including crisis prevention and intervention, RBT40 hour training, and monthly ongoing team training for behavior technicians and clinical supervisors.
- b. Develops and conducts evaluation protocols and performance monitoring procedures for registered behavior technicians, and clinical supervisors based on the behaviors skills training model.
- c. Coordinates and oversees the provision of quality assurance protocols and develop procedures to strengthen reliability and validity measures for evaluation of ABA based services utilizing various teaching methodologies such as DTT, NET, and PECS.
- d. Assists with designing new program curriculums such as for social skills group training services.

Provides weekly 1:1 consultations and group training sessions for clinical supervisors to discuss case management issues, program designs, and provisions.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New Nonresidential Negotiated Rate Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services</b> Vendor No.: PL2090, Service Code: 615
3.	<b>The Purpose of the Contract</b>	The service provider will provide Behavior Management Assistant services pursuant to Title 17, Section 54342 . The service provider will assess the function of a behavior of a consumer and will design, implement, evaluate instructional and environmental modifications to produce socially significant improvements in the consumer's behavior through skill acquisition and the reduction of behavior, under direct supervision of a Behavior Analyst or Behavior Management Consultant.
4.	<b>The Contract Term</b>	Five (5) year contract effective June 01, 2022 through May 31, 2027
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$ 346,087.74 per year, or \$ 1,730,438.70 over the entire five (5) year term of the contract based on Cost Statement.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 39 consumers per month.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$41.08 hourly rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Behavior Management Assistant services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	Negotiated hourly rate of \$41.08 is based on a cost statement and includes the SB 81 8.2% increase. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the

		provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is same as the statewide median rate of \$41.08 per hour, but lower than NLACRC median rate of \$61.51 per hour.
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above Nonresidential Negotiated Rate Agreement (“**Contract**”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

Ana Quiles, Board Treasurer	May 25, 2022 Date
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## **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 **Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services** was reviewed and approved by NLACRC’s Board of Trustees on **June 08, 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 Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 08, 2022

Date

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

<b>Vendor #</b>	<b>Service Code</b>	<b>Service Code Description</b>
PL2050	109	Supplemental Residential Program Support
PL2052	109	Supplemental Residential Program Support
PL1358	109	Supplemental Residential Program Support
HL0831	915	Adult Residential Facility (Level 4I – Staff Operated)
HL0622	915	Adult Residential Facility (Level 3 – Staff Operated)
HL0682	915	Adult Residential Facility (Level 4I – Staff Operated)
PL2057	999	Start-up Funding for CPP Costs

**Vendor Name:** W & W Joint Ventures, Inc., d.b.a. Diamond Care Facility  
**Vendor Number:** PL2107  
**Service Code:** 113  
**Service Code Description:** Specialized Residential Facility - Habilitative  
**Service Address:** 1632 Amargosa Drive  
 Palmdale, CA 95331

**Service Area:** Antelope Valley

**Service Description:**

Diamond Care Facility is a Specialized Residential Facility (SRF) that will accommodate four (3 ambulatory and 1 non-ambulatory) female consumers, ages 18 – 59 years. The program is specifically designed to foster independence, promote self-advocacy, dignity, and humane care to individuals requiring additional behavioral support in a multi-faceted approach to normalization.

Diamond Care Facility is designed to do the following:

1. Provide intensive behavioral services and supports to adults with developmental disabilities.
2. Provide individualized services and supports to meet the complex and challenging needs of the individuals served.
3. Serve consumers who are at risk of institutionalization or out-of-state placement, or who are transitioning to the community from a developmental center, other state-operated residential facility, institution for mental disease, or out-of-state placement.

Diamond Care Facility will serve a maximum of four female adults and will provide 24-hour non-medical care. The individuals served will receive behavioral supports, staffing, and supervision in a homelike setting. Services and supports will include, but are not limited to the following:

- Personal care and supervision
- Medication oversight
- Therapeutic social and recreational programming
- Home-like environment
- Individualized staffing
- Individualized supervision
- Behavior consultation
- Behavior intervention support

- Programming to reduce challenging behaviors
- Crisis intervention
- Social skills and interpersonal relationship training
- Dietary and nutritional support
- Support and training to enhance skills
- Active community participation and integration
- Meaningful daytime activities for individuals who do not attend an external day program
- Support and advocacy
- Recreation and leisure activities
- Awake overnight staff
- Assistance in accessing mental health resources
- Assistance in accessing medical care
- Implementation of restricted health care plans as relevant
- Acquisition and maintenance of adaptive equipment as necessary
- Transportation

**Staffing:**

Administrator – Job Qualifications

- At least thirty years of age
- Maintains a current administrator’s certificate from Community Care Licensing
- A minimum of 24 months experience in a residential agency serving individuals with developmental disabilities
- Has completed Residential Services Orientation (RSO) training from Regional Center per Title 17, Section 56003(b) The administrator shall complete the residential service orientation: (1) before the admission of the 1<sup>st</sup> regional center consumer or (2) When 2 or more years have lapsed since he/she last served as an administrator
- Health Clearance
- TB Clearance
- Certification in First Aid
- Certification in CPR or BLS
- Crisis management training
- Fingerprint Clearance
- Driving Record Clearance
- Must complete forty (40) hours of approved continuing education units (CEU’s) every two (2) years to maintain Administrator certification, and must complete a minimum of twelve (12) hours of approved CEU’s every twelve (12) months following date of hire to meet Title 17 requirements
- Completed DSP I and DSP II training



Administrator - Job Description

- Overall responsibility for the day-to-day operation of the agency
- Coordinating services for residents and their relatives
- On call 24 hours a day, 7 days per week to respond to emergencies.
- Responsible for keeping track of money allocated for participants on budget sheets.
- When working with residents, responsible for all duties as stated in direct support professionals position described below.

House Manager / Back-up Administrator – Job Qualifications

- At least thirty years of age
- Maintains a current administrator’s certificate from Community Care Licensing
- Completes all CEUs required to maintain the administrator certification
- A minimum of six months experience in a residential agency serving individuals with developmental disabilities
- Has completed Residential Services Orientation (RSO) training from Regional Center if less than two years administrative experience in a Regional Center vendored residential program
- Has completed professional training in the field of developmental disabilities, psychology, social work, or nursing
- Health Clearance
- TB Clearance
- Certification in First Aid
- Certification in CPR or BLS
- Crisis management training
- Direct Support Professional Training (Year One & Year Two)
- Fingerprint Clearance
- Driving Record Clearance

House Manager / Back-up Administrator - Job Description

- Responsible for the day-to-day operation of the agency when the administrator is on vacation or has a leave of absence.
- Assists in coordinating services for residents and their relatives as requested by administrator
- On call 24 hours a day, 7 days per week to respond to emergencies when administrator is on vacation or on leave.
- When working with residents, responsible for all duties as stated in direct support professionals position described below.

Direct Support Professional – Job Qualifications

- At least 18 years of age
- Possession of a high school diploma or GED
- At least six months of experience working with individuals with developmental disabilities in a residential program OR completes twelve additional hours of training during their first year of employment
- Completes CEUs and annual training requirements for DSP
- Behavioral experience is preferred
- Possession of a valid California Driver’s License

- Fingerprint clearance
- Health screening clearance
- TB clearance
- Certification in First Aid
- Certification in CPR or BLS
- Crisis management training
- Direct Support Professional Training (Year One & Year Two)
- Driving record clearance (if person will drive residents)
- Shall complete a minimum of twenty (20) hours of approved CEU's every twelve (12) months following date of hire to meet Title 17 requirements
- Knowledge of the requirements for providing the type of care and supervision needed by residents, including ability to communicate with such residents
- Act as a role model for the residents
- Must be able to communicate in English

#### Direct Support Professional - Job Description

These individuals are responsible for providing services directly to the residents residing in the program and as such have multiple duties.

- Responsible for the training, care and supervision of assigned participants
- Responsible for assisting residents in following a daily schedule of activities
- Responsible for carrying out instructional activities in accordance with each participant's IPP and ISP (including FBA)
- Responsible for collecting and recording reliable behavioral and skills data
- Responsible for taking participants out in the community as scheduled
- Responsible for recording daily progress notes
- Responsible for completing Special Incident Reports when needed
- Responsible for maintaining participants' health and safety at all times
- Responsible for notifying program administrator immediately if any significant problems occur
- Responsible for helping participants to keep their personal property clean and neat
- Responsible for maintaining resident confidentiality and respecting resident privacy
- Responsible for maintaining residents' rights
- Responsible for keeping the home neat and clean
- Responsible for helping participants to store their personal belongings
- Responsible for dispensing participant's medications as prescribed
- Responsible for completing staff orientation in their first week of hire
- Responsible for attending in-service training as scheduled
- Responsible for meeting Direct Support Professional Training (DSP) requirements by either taking the required training or passing a challenge test
- Responsible for maintaining current First Aid and CPR certification

#### **Consultants**

Diamond Care Facility will be using Mountain Light, Inc. to provide behavior consultation for all residents in the home. Dr. Catherine Lichtenberger is the executive director of Mountain Light, Inc. and a Board Certified Behavior Analyst (BCBA-D). She oversees all behavioral services. All services are individualized to meet the needs of the consumers who reside in the home. More details about consultant qualifications and duties are included later in the Job Duties and Qualifications Section.

Additional consultants may be identified based upon the needs of the individuals who reside in the home. These consultants may include, but are not limited to the following areas:

- Speech and language pathologists
- Physical therapists
- Occupational therapists
- Counselors
- Registered nurses
- Nutritionist

Behavior Consultant – Job Qualifications will meet the following Title 17 requirements.

- Behavior Consultation may be provided by an individual or a group practice who meets Title 17 requirements for vendorization as a behavior analyst (Service Code 612) or a behavior management consultant (Service Code 620). NOTE: Behavior analyst is a person who is certified through the Behavior Analyst Certification Board as a Board Certified Behavior Analyst (BCBA) or a Doctoral Level Board Certified Behavior Analyst (BCBA-D). A Behavior Management Consultant must have 2 years of experience implementing behavior intervention plans, have successfully completed 12 semester units of coursework in applied behavior analysis, and is licensed as a psychologist, clinical social worker, or Marriage and Family Therapist.
- If bachelor's level behavior consultants are used, they will be supervised by a Mountain Light BCBA or BCBA-D for a minimum of 10% of the hours of support they provide to the facility during a 6-month period. A Mountain Light BCBA or BCBA-D will review and cosign all update reports completed by bachelor's level staff.
- Residential service providers shall be responsible for keeping monthly records of behavior consultation hours received for each client.

Behavior Consultant – Job Description

Services and supports typically provided to homes include some combination of the following:

- Develop Individual Support Plan (ISP)
- Write Quarterly Reports
- Complete Functional Behavior Assessment (FBA) activities
- Develop data collection systems
- Graph and monitor consumer progress
- Design and revise behavior intervention strategies
- Provide feedback to staff
- Provide staff training
- Review referral packets
- Review Special Incident Reports (SIR)
- Attend meetings with Regional Center as requested
- Attend meetings with schools and day programs as requested

Consultant logs that document the duration of behavioral consultation services provided to each consumer in the home are updated monthly.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New - Specialized Residential Facility Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>W &amp;W Joint Ventures, Inc. (Diamond Care)</b> Vendor Number: PL2107 Service Code: 113
3.	<b>The Purpose of the Contract</b>	<p>The service provider will provide Specialized Residential Facility (SRF) services to 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, non-ambulatory).</p> <p>In place of delayed egress, the home will have a strong clinical component with an emphasis on empirically supported behavior services.</p>
4.	<b>The Contract Term</b>	Three (3) year contract term. July 1, 2022 through June 30, 2025.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is up to \$982,198.08 per year, or \$2,946,594.24 over the entire three (3) year term of the contract based on the maximum reimbursement rate, the statewide median rate of \$20,462.46 per month per consumer.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected to serve four (4) consumers per month.

7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized monthly rate of \$20,462.46.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for SRF services. Request for Proposal (RFP) process was published by NLACRC on 03/23/2021.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	The rate negotiated is based on a cost statement and will comply with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is the same as the Statewide Median Rate effective January 1, 2020 and there is no NLACRC median rate.
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	FY2020-2021 CPP start-up funds were requested from DDS to develop the SRF, and DDS approved the funding in the NLACRC FY2020-2021 CPP approved plan under project # NLACRC-2021-02. DDS approved CPP funds on 03/18/2021. NLACRC vendor number PL2057-999 provided \$300,000.00 to develop the SRF.

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above Specialized Residential Facility Agreement (“**Contract**”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
May 25, 2022  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's ("NLACRC") Board of Trustees reviewed and discussed the Specialized Residential Facility Agreement ("Agreement", or "Contract") for W &W Joint Ventures, Inc. and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and W &W Joint Ventures, Inc. was reviewed and approved by NLACRC's Board of Trustees on **June 8, 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 Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 8, 2022

Date

## Fiscal Impact Summary

Vendor Name: W &W Joint Ventures, Inc. (Diamond Care Facility)  
 Vendor Number: PL2107  
 Service Code: 113  
 Vendor Effective Date: 07/01/2022

Contract Overview: Contract new vendorization

Contract Term: 07/01/2022 - 06/30/2025

Rate: \$20,462.46/M

Rate Source, Method of Fiscal Impact Calculation: Negotiated Rate n/a

Projected # of Consumers/Month: 4

Projected Annual Expenditure: \$982,198.08

Projected Expenditure over Contract Term: \$2,946,594.24

-----Calculation-----

Monthly Rate	x	month	x	# consumers	=	Monthly fiscal Impact	x	Remaining Months in Fiscal Year	=	Projected Fiscal Impact
\$20,462.46		1		<u>4</u>		\$81,849.84		12		<u>\$982,198.08</u>

## Fiscal Impact Summary

Vendor Name: Ballsbridge Academy, Inc. Behavior And Education Center dba Ballsbridge Behavior and Consultation Services  
 Vendor Number: PL2090  
 Service Code: 615  
 Vendor Effective Date: 6/1/2022

Contract Overview: Contract new vendorization  
 Contract Term: June 01, 2022 to May 31, 2027 (5 years)  
 Rate: \$37.97 neg'd+ SB81 (8.2%) = \$41.08

Rate Source, Method of Fiscal Impact Calculation: Negotiated Rate - cost statement  
 Projected # of Consumers/Month: 39  
 Projected Annual Expenditure: \$346,057.92  
 Projected Expenditure over Contract Term: \$1,730,289.60

-----Calculation-----

Hourly Rate	x	hours/month	x	# consumers	=	Monthly fiscal Impact	x	Remaining Months in Fiscal Year	=	Projected Fiscal Impact
\$41.08	█	18	█	39	█	\$28,838.16	█	12	█	\$346,057.92



## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New/Amendment) (POS/OPS)</b>	Service Development Agreement, POS
2.	<b>Name of Vendor or Service Provider</b>	Vendor Name: TBD Project #: NLACRC-2122-02 Project #: NLACRC-2122-03 Vendor Number: TBD, Service Code: 999
3.	<b>Purpose of the Contract</b>	<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) male adult residents in single occupancy bedrooms. The homes will be 4-bed (2 ambulatory, 2 non-ambulatory), Community Care-licensed Specialized Residential Facilities (Service Code 113) for male individuals with intellectual disabilities and severe behavioral needs requiring community placement or deflection from Porterville Developmental Center, Canyon Springs, STAR, and/or IMDs.</p> <p>These homes will provide services to enable individuals with challenging service needs to remain in the community or be transitioned to a less restrictive setting. Challenging behaviors include but are not limited to physical aggression, sexually inappropriate behaviors, substance abuse, verbal aggression, trauma, and property destruction requiring specialized services and positive behavior supports. The individuals may also require forensic services, such as competency training, recidivism prevention, mental health supports, and counseling.</p> <p>Funds for these projects are associated with a contract commitment of 10-year term.</p>
4.	<b>Contract Term</b>	FY2021-2022, June 1, 2022 – March 31, 2024
5.	<b>Total Amount of the Contract</b>	<p>Each of the two contracts is for \$200,000.00 to develop one Specialized Residential Facility.</p> <p>Project #: NLACRC-2122-02: \$200,000 Project #: NLACRC-2122-03: \$200,000</p>
6.	<b>Total Number of Consumers Served</b>	Each SRF will serve a maximum of four (4) consumers.
7.	<b>Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on achievement of Performance Milestones.

8.	<b>Method or Process Utilized to Award the Contract</b>	Request for Proposal (RFP) process that was published by NLACRC on April 11, 2022.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	FY2021-2022 Community Placement Plan (CPP) and Community Resource Development Plan (CRDP) start-up funds were requested by NLACRC from DDS to develop each SRF, and DDS approved the funding in the NLACRC FY2021-2022 CPP/CRDP approved plan on April 4, 2022.
10.	<b>Exceptional Conditions or Terms: If Yes, provide explanation</b>	These projects do not have a Housing Development Organization.  Due to the CPP/CRDP approval on April 4, 2022, RFP process is ongoing and earliest anticipated applicant selection is June 8, 2022.

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the above Service Development Agreement (“**Contract**”) and is recommending an action of the Board of Trustees to **Approve** the Contract.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
May 25, 2022  
Date

## 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 Service Development Agreement (“Contract” or “Agreement”) for **Vendor (to be determined)** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Vendor (to be determined)** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **May 25, 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 Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, or Chief Human Resources 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

\_\_\_\_\_  
May 25, 2022  
Date

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Operations-New Furniture Sales Agreement
2.	The Name of Vendor or Service Provider	The Sheridan Group
3.	The Purpose of the Contract	<u>Furniture Sales Agreement:</u> Provides for new furniture and installation of same new furniture at NLACRC's Santa Clarita Valley Office. This new furniture will be added to the Santa Clarita Valley office following the conclusion of the current expansion, renovation project currently underway. This new furniture will include tables, chairs, conference room tables, etc., which will be used to furnish the new office areas, along with replacement of outdated, damaged and/or dilapidated furniture.
4.	The Contract Term	Upon signing the Furniture Sales Agreement, all office furniture to be ordered and installed onsite between 12-16 weeks.
5.	The Total Amount of the Contract	Total Contract: \$359,248.60
6.	The Rate of Payment or Payment Amount	Deposit: \$179,624.30 ( <i>50% due upon signing</i> )  Remaining Total Amount Due: \$179,624.30 ( <i>due upon successful installation of furniture</i> )
7.	Method or Process Utilized to Award the Contract.	The Facilities Manager conducted an analysis. The current provider, the Sheridan Group, is a well-respected provider of quality furniture and installation services for more than 4 years.  NLACRC has used The Sheridan Group's office products and installation services for more than 4 years. Their project managers and support staff are familiar with our Facility Department staff members, our internal renovation and expansion projects, our office locations, and our internal processes. Utilizing the Sheridan Group for purchase and installation of new furniture at the Center's SCV Office (following completion of the

No.	Description	Contract Summary
		renovation and expansion project) will contribute to ensuring a positive impact on the Center's renovation / expansion timelines, while also improving and/or adding new workplace furniture.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	NLACRC has engaged the Sheridan Group for the purchase and installation of new furniture as follows:  \$179,624.30 – 50% Deposit \$179,624.30 – Remaining Total <hr/> \$359,248.60 – Grand Total for Sheridan Group Contract

The North Los Angeles County Regional Center's ("NLACRC") Administrative Affairs Committee reviewed and discussed the Furniture Sales Agreement (the "Agreement") with the Sheridan Group ("Sheridan Group") and is recommending an action of the Executive Committee on behalf of the Board of Trustees to approve the Agreement.

\_\_\_\_\_  
Ana Quiles, Board Treasurer

May 25, 2022  
Date

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center (“**NLACRC**”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Furniture Sales Agreement between NLACRC and the Sheridan Group (“**Sheridan Group**”).

**RESOLVED THAT** in compliance with NLACRC’s Board of Directors Contract Policy, on May 25, 2022, the Furniture Sales Agreement (“**Agreement**”) between NLACRC and the Sheridan Group was reviewed and discussed by the NLACRC’s Executive Committee on behalf of the Board of Trustees. On May 25, 2022, the NLACRC Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any Officer of NLACRC to execute and deliver the Agreement 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 Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, Chief Human Resources Officer, and no one else.

**CERTIFICATION BY SECRETARY:** I certify that: (i) I am the Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; iii) the Resolution is in full force and has not been revoked or changed in any way.

---

Lillian Martinez, Board Secretary

June 8, 2022  
Date



SHERIDAN GROUP  
 2045 Pontius Ave  
 Los Angeles, CA 90025  
 SHERIDANINC.COM

## Sales Agreement

Order Number: 523633  
 Date: 05/02/2022  
 Customer Name: NORTH LOS ANGELES  
 COUNTY REGIONAL CENTER  
 Customer PO:

Account: Susan Gautereaux  
 Executive:  
 Project #:  
 Terms: 50%/40%/10%  
 Quote valid for: 30 days  
 Email: 61@sheridaninc.com

Sold To: NORTH LOS ANGELES COUNTY  
 REGIONAL CENTER  
 9200 Oakdale Ave, Suite 100  
 Chatsworth, CA 91311  
 ATTN: Taneca Lowe 818-756-6259

Ship To: NORTH LOS ANGELES COUNTY  
 REGIONAL CENTER  
 25360 Magic Mountain Parkway  
 Suite 150  
 Santa Clarita, CA 91355  
 ATTN: Taneca Lowe 818-756-6259

Item	QTY	Item Description	Unit	Extended
1	80.00 Each	DESIGN FEES Design Fees	75.00	6,000.00
2	81.00 Each	Z 6 3 101 CH B ZEPHYR CHAIR WITH ARMS, Upholstered Seat in Grade B Maharam Meld in Vast Black Mesh Back, Chrome Sled Base Mark Line For: Boardroom, private offices, IPP	484.92	39,278.52
3	4.00 Each	Z 5 3 101 CH B ZEPHYR CHAIR, ARMLESS Upholstered Seat in Grade B Maharam Meld in Vast Black Mesh Back, Chrome Sled Base Mark Line For: Boardroom, private offices, IPP	448.74	1,794.96
4	1.00 Each	ZTD ZEPHYR TRANSPORT DOLLY	696.60	696.60
5	1.00 Each	Freight Surcharge Freight Surcharge - Stylex	739.11	739.11
6	1.00 Each	PONDER 68712-- High back chair with 4-leg wood base, Finish: Chrome, Wood: Ash, Stain: TBD, W:30", D:31.25", H:42.5", SH:16.75", AH:20.5" :California Collection Faux Leather Grade C, Color- 929 Toasted Almond Mark Line For: Lactation	1,791.72	1,791.72
7	1.00 Each	CX1-SIDTAL-BK Coco Tall Side Table Black Stained Acacia Mark Line For: Lactation	495.00	495.00
8	1.00 Each	Freight Blu Dot- Freight	66.00	66.00
9	41.00 Each	1061 FT4 AR1 SC27 FG1 CS5 MB MC20 FC2 AB-- Movi, Nesting Chair, Mesh Back, Fixed Arm, Carpet Casters, Mesh Color: Onyx, Base Frame & Casters Color Silver, Assembled in Bag, Back Frame & Arms Color: Fog :Textile- SitOnIt, Spice, Peppercorn Mark Line For: Conference rooms	312.03	12,793.23



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## Sales Agreement

Order Number: 523633	Account: Susan Gautereaux
Date: 05/02/2022	Executive:
Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:
Customer PO:	Terms: 50%/40%/10%
	Quote valid for: 30 days
	Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
10	2.00 Each	1061 FT4 AR0 SC27 FG1 CS5 MB MC20 FC2 AB-- Movi, Nesting Chair, Mesh Back, Armless, Carpet Casters, Mesh Color: Onyx, Base Frame & Casters Color Silver, Assembled in Bag, Back Frame & Arms Color: Fog :Textile- SitOnIt, Spice, Peppercorn Mark Line For: Conference rooms	298.64	597.28
11	47.00 Each	POLLYCHBSL Polly Chair Sled Base-Base:Black RAL-Pale Green RAL-Shell Finish- Plastic Glides Mark Line For: Breakroom	240.78	11,316.66
12	4.00 Each	DAL12DIA Dalby 1200 Circular Table-Solid Walnut Base with Solid Walnut Veneer Top w/ Reverse Chamfer Edge Mark Line For: Breakroom	2,477.90	9,911.60
13	4.00 Each	DAL24X10 Dalby 2400x1000 Table-Solid Walnut Base w/ Walnut Veneer Top with Reverse Chamfer Edge Mark Line For: Breakroom	2,925.77	11,703.08
14	1.00 Each	PDQFTF_SM20_13651_1N0----- Credenza Closed Storage, Full Front w/4" plinth base, 96W x 26D x 31H, Top Mat: LPL1", Body Mat: LPL, Front Mat: LPL :This is same unit as BRC #65177, Q#13651_R1 :similar to FCCCZ but has 6 doors - 3 sets of double doors :AV specâ€™s. CFR-14-18 Middle atlantic :location inside rack TBD :Please include cut out in the back for ventilation and power access by leaving a 4" perimeter around the back for support. :Please include a recessed 4â€™ plinth base w/ a hole for venting. :Please added 4 holes to top for venting w/vent AGVCA Grommet- Mark Line For: Area 200	1,793.00	1,793.00





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Date: 05/02/2022	Executive:
Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:
Customer PO:	Terms: 50%/40%/10%
	Quote valid for: 30 days
	Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
16	1.00 Each	VEN500-BANQ----- Custom Booth, 3/4" plywood frame. Components CNC cut for consistency & accuracy, Length: 256 in, Depth: 27 in, Height:36 in., Seat Height: 19 in. :Seat- Foam over internal webbing :Seat Foam- Medium Firm - 50lb, 2.3 density :Base- Upholstered Smooth :Inside Back- Uph. Smooth :Legs- Std. 1" square leg, 9"H Polished Chrome :Outside Back Panel- UNFINISHED :Complete COM per one item- 20 yard(s), 8yds- Seat, Base/Back Panel Edge- 4 yard(s), Inside Back- 8 yard(s) Mark Line For: Break Room	6,435.52	6,435.52
17	1.00 Each	VEN500-BANQ----- Custom Booth, 3/4" plywood frame. Components CNC cut for consistency & accuracy, Length: 96 in, Depth: 27 in, Height:36 in., Seat Height: 19 in. :Seat- Foam over internal webbing :Seat Foam- Medium Firm - 50lb, 2.3 density :Base- Upholstered Smooth :Inside Back- Uph. Smooth :Legs- Std. 1" square leg, 9"H Polished Chrome :Outside Back Panel- UNFINISHED :Complete COM per one item- 7 yard(s), 3yds- Seat, Base/Back Panel Edge- 1 yard(s), Inside Back- 1 yard(s) Mark Line For: Break Room	2,583.49	2,583.49
18	1.00 Each	Freight Freight- Venue Industries Mark Line For: Break Room	2,902.50	2,902.50
19	1.00 Each	H-2948-86 CHROME WIRE SHELVING UNIT - 72 X 24 X 86" Mark Line For: Area 200	438.75	438.75
20	2.00 Each	H-1341-SHELF CHROME WIRE SHELVES - 72 X 24", PART OF KIT Mark Line For: Area 200	0.00	0.00
21	2.00 Each	H-1635-POST POST FOR CHROME WIRE SHELVING - 86", PART OF KIT Mark Line For: Area 200	0.00	0.00



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## Sales Agreement

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 Date: 05/02/2022  
 Customer Name: NORTH LOS ANGELES  
 COUNTY REGIONAL CENTER  
 Customer PO:

Account: Susan Gautereaux  
 Executive:  
 Project #:  
 Terms: 50%/40%/10%  
 Quote valid for: 30 days  
 Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
22	3.00 Each	H-2946-86 CHROME WIRE SHELVING UNIT - 48 X 24 X 86" Mark Line For: Area 200	302.50	907.50
23	6.00 Each	H-1635-POST POST FOR CHROME WIRE SHELVING - 86" , PART OF KIT Mark Line For: Area 200	0.00	0.00
24	3.00 Each	H-1206-SHELF ADDITIONAL CHROME WIRE SHELVES - 48 X 24", PART OF KIT Mark Line For: Area 200	0.00	0.00
25	1.00 Each	H-3189C ADDITIONAL CHROME WIRE SHELVES - 72 X 24" Mark Line For: Area 200	186.25	186.25
26	1.00 Each	H-1341-SHELF CHROME WIRE SHELVES - 72 X 24", PART OF KIT Mark Line For: Area 200	0.00	0.00
27	3.00 Each	H-3187C ADDITIONAL CHROME WIRE SHELVES - 48 X 24" Mark Line For: Area 200	115.00	345.00
28	3.00 Each	H-2152-SHELF CHROME WIRE SHELVES - 48 X 24", PART OF KIT Mark Line For: Area 200	0.00	0.00
29	2.00 Each	H-6745GR ULINE SIX TIER LOCKERS - 1 WIDE, UNASSEMBLED, 12" WIDE, 18" DEEP, GRAY Mark Line For: Area 200	237.50	475.00
30	1.00 Each	Freight Freight - Uline Mark Line For: Area 200	112.20	112.20
31	31.00 Each	CONF-2SDS-PB-14CCG---S-~ Conform Dual Static Arm w/ 14" Pole Base, Silver -S:Silver ~:No Selection ~:No Selection	229.67	7,119.77



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## Sales Agreement

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Date: 05/02/2022	Executive:
Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:
Customer PO:	Terms: 50%/40%/10%
	Quote valid for: 30 days
	Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
32	1.00 Each	LE2548/LL06----- FLOOR MOBILE LECTERN, UNION COLLECTION, 25"W x 19"D x 48"H :Ext/int material- Laminate- Formica 9282-NG Natural Riftwood :Top material- Laminate- Pencil stop finish- painted to match laminate :Work surface slope- 7.5°, Work surface grommet- 1 ,Adj shelf w/grommet- 2, Bottom grommet- 1 :Grommet finish- PGB Black Plastic, 3" hd casters- CONCEALED; NON-LOCKING :Option It3- Gooseneck Task Light, Option mp12- 12" Microphone :Option e01- Elf Pwr/Data EM6 Black Matte Mark Line For: 1st Floor Boardroom	2,518.81	2,518.81
33	1.00 Each	LAMUP Laminate Upcharge, Formica 9282-NG Natural Riftwood Mark Line For: 1st Floor Boardroom	189.41	189.41
34	1.00 Each	Freight Nevins Freight Mark Line For: 1st Floor Boardroom	228.05	228.05
35	16.00 Each	27.238.112 HITCH SLATE	71.94	1,151.04
36	11.00 Each	27.222.144 SANDSTONE TANZANITE	39.00	429.00
37	1.00 Each	Surcharge Surcharge	254.00	254.00
39	7.00 Each	100146983 Palissade Cone Table - 27.5" - Anthracite Mark Line For: Break Room	480.00	3,360.00
40	1.00 Each	FREIGHT Freight - Design Within Reach	42.00	42.00
41	10.00 Each	EVERYWHERE TABLE 30 x 60 flip top tables with 6 power logics add Fabric modesty panel Mark Line For: Boardroom 1st Floor	1,003.13	10,031.30
42	22.00 Each	SETU CHAIRS SETU CHAIRS Mark Line For: Board Room, 1st Floor	624.63	13,741.86



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Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:
Customer PO:	Terms: 50%/40%/10%
	Quote valid for: 30 days
	Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
43	1.00 Each	HEADWAY TABLE 48 x 72 conference table Power not included Mark Line For: Conference Room 1st Floor	1,991.93	1,991.93
44	1.00 Each	HEADWAY TABLE 48 x 96 conference table Power not included Mark Line For: Conference Room 1st Floor	2,076.69	2,076.69
45	1.00 Each	HEADWAY TABLE 60 x 300 conference table Power not included Mark Line For: Conference Room 1st Floor	6,948.96	6,948.96
47	3.00 Each	EVERYWHERE TABLES 30 x 66 tables Mark Line For: IPP Area 1st Floor	401.14	1,203.42
50	1.00 Each	CANVAS Workstations 1 - 11 Duplicate style from Lancaster As per Look Book 3: of the desk tops to be Sit / Stand desks Mark Line For: 200, 2nd Floor	41,123.72	41,123.72
51	1.00 Each	HEADWAY 48 x 96 conference table Power not included Mark Line For: Conference Room, 2nd Floor	2,076.69	2,076.69
52	1.00 Each	CANVAS 3: private offices 1: Ushape 2: L shaped, as per Look Book Mark Line For: 200, 2nd Floor	7,351.07	7,351.07
53	16.00 Each	VERUS CHAIRS Verus Ergo Chairs Mark Line For: 2nd Floor	585.56	9,368.96
54	1.00 Each	CANVAS Workstations 1 - 11 Duplicate style from Lancaster Mark Line For: 260, 2nd Floor	41,392.76	41,392.76
55	15.00 Each	VERUS CHAIRS Verus Ergo Chairs Mark Line For: 2nd Floor	585.56	8,783.40
56	1.00 Each	CANVAS 4 private offices 4: U shape 1: round table Mark Line For: 260, 2nd Floor	15,828.81	15,828.81



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## Sales Agreement

Order Number: 523633	Account: Susan Gautereaux
Date: 05/02/2022	Executive:
Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:
Customer PO:	Terms: 50%/40%/10%
	Quote valid for: 30 days
	Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
57	1.00 Each	CANVAS Canvas reconfiguration - take existing stations and separate 2 stations . Finishes to match existing Santa Clarita finishes	633.07	633.07
58	1.00 Each	LABOR Labor to receive DIRECT to site and install Herman Miller Canvas product during normal business hours M-F as per drawings.  2nd Floor Suite 200 (2) Telemarketing/hotel workstations 5x5, 46"h panels wall attached, double monitor arms, 2-chairs Tag: A & B (8) Workstations 6x7, 46"h panels, double monitor arms, 8-chairs (3) Workstations 6x7, 46"h panels, sit-stand table, double monitor arm, 3-chairs Tag: 2, 5, 8 (1) U-shape private office, double monitor arms, 3-chairs Tag: PO-01 (2) L-shape private offices, double monitor arms, 6-chairs Tag: PO-02, PO-03 (1) Conference table 48"x96", 8-chairs (1) Lounge chairs, 1-side table Tag: Mother's room Industrial shelving 9'x9'x80"h (RDI) Tag: Storage Room (12) Lockers (RDI) Suite 260 (8) Workstations 6x7, 46"h panels, double monitor arms, 8-chairs (3) Workstations 6x7, 46"h panels, sit-stand table, double monitor arms, 3-chairs  Add grommet holes to be drilled on site	24,857.00	24,857.00



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## Sales Agreement

Order Number: 523633  
 Date: 05/02/2022  
 Customer Name: NORTH LOS ANGELES  
 COUNTY REGIONAL CENTER  
 Customer PO:

Account: Susan Gautereaux  
 Executive:  
 Project #:  
 Terms: 50%/40%/10%  
 Quote valid for: 30 days  
 Email: 61@sheridaninc.com

Item	QTY	Item Description	Unit	Extended
59	1.00 Each	<p>LABOR</p> <p>Labor to receive DIRECT to site and install Herman Miller Canvas product during normal business hours M-F as per drawing. Some product will ship to CBI warehouse.</p> <p>1st Floor</p> <p>(1) Table 48x72, 5-chairs Meeting Room</p> <p>(1) Table 48x96, 8-chairs Boardroom</p> <p>(10) flip top tbles 30x60, 22-Stylex chairs, 57-stacking chairs</p> <p>(1) Podium (RDI) Unit Meeting Room</p> <p>(1) Conference table 60" x 300" 3-pcs</p> <p>(1) Credenza 26x96 (RDI)</p> <p>(22) Conf chairs</p> <p>Note: Does not include grommet cuts or install power units</p> <p>Lunch Room</p> <p>(1) Banquet lounge seating 22"long,</p> <p>(2) Banquet lounge seating 7' long</p> <p>(7) Small round tables 30"</p> <p>(4) Round tables 48"</p> <p>(4) Rectangle tables 40x95</p> <p>(48) Stacking chairs</p> <p>IPP Offices</p> <p>(3) Tables 30x66, 12-chairs</p> <p>Workstations 5, 6, 7, &amp; 8</p> <p>(4) Existing workstations to teardown and re-install includes new parts.</p> <p>46"h panels, double monitor arms, 4-chairs</p>	12,558.80	12,558.80



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## Sales Agreement

Order Number:	523633	Account	Susan Gautereaux
Date:	05/02/2022	Executive:	
Customer Name:	NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:	
Customer PO:		Terms:	50%/40%/10%
		Quote valid for:	30 days
		Email:	61@sheridaninc.com

<b>PRODUCT SUBTOTAL</b>	\$280,863.83
<b>FREIGHT SUBTOTAL</b>	\$4,089.86
<b>LABOR SUBTOTAL</b>	\$37,415.80
<b>SERVICE SUBTOTAL</b>	\$6,254.00
<b>SALES TAX</b>	\$30,625.11
<b>GRAND TOTAL</b>	<b>\$359,248.60</b>
Required Deposit 50.0% :	\$179,624.30

**PLEASE REVIEW THIS SALES AGREEMENT AND NOTIFY US PROMPTLY OF ANY CORRECTIONS REQUIRED**

### Financing Options For Your Consideration

We are pleased to offer the following finance proposal to help facilitate the acquisition of your new furniture solution. Our goal is to offer the best possible payment structure to meet your current and ongoing financing needs. We can provide a wide range of financing options and customized terms. Below, you will find the monthly payment amount for this proposal, for the typical 60 month term. This proposed financing is subject to credit approval by LEAF Commercial Capital, Inc. or its affiliates and the execution of mutually acceptable lease documentation. Does not include applicable sales tax. If you are interested in learning more about this option, please contact your The Sheridan Group representative.

**Total Monthly Payment Amount: \$ 7,026.90**

### Terms and Conditions of Sale

**Sales Tax** – Sales tax rates are subject to change without notice. The correct sales tax will be charged based on the DATE when the items are delivered/installed.

**General**- It is mutually understood and agreed that Sheridan Group's services and obligations are limited in scope to those items of work as set forth in the scope of this proposal and that Sheridan Group shall not be held responsible for breach of these services as a result of an act of God, strikes, work stoppages or any other delay beyond the control of Sheridan Group.

**Payment Terms**- The Buyer agrees to pay each invoice upon receipt. The Buyer agrees to pay the additional sum of one and one-half percent (1-1/2%) per month for any balance not received by Sheridan Group (SG) within 30 days from date of invoice. Acceptance by SG of any partial or late payment, or SG's failure to object to any default shall not constitute a waiver of outstanding balances due.

**Additional Services**- This agreement does not provide for services not specifically called out in this document. Such services as painting/markings of furniture on the floor, field measure, inventory documentation of existing furniture, CADD/Specification work due to more than two changes to a floor plan, cleaning or repair of furniture necessitated by contractor or others related damage/dirt/debris/use, can be quoted based on hourly rates and estimated hours.

**Reimbursable Expenses**- Reimbursable expenses include, but are not limited to: travel expenses, printing expenses, express shipping charges, and are billed at cost.

**Lead Time**- Lead time estimates are based on the manufacturer's published production time in effect at the date of the proposal plus



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Los Angeles, CA 90025  
SHERIDANINC.COM

## Sales Agreement

Order Number:	523633	Account	Susan Gautereaux
Date:	05/02/2022	Executive:	
Customer Name:	NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:	
Customer PO:		Terms:	50%/40%/10%
		Quote valid for:	30 days
		Email:	61@sheridaninc.com

order processing and transit time. Lead times may vary based on time elapsed for receipt of Buyer's acceptance.

**Buyer Request Cancellation or Changes** - Requests for changes/revisions after order entry, must be reviewed by Sheridan Group to determine feasibility, cost ramifications and lead time impact. You may change or cancel an order **ONLY** with our prior written consent. Products are made to order and non-returnable after fabrication, shipment & delivery. Order changes and cancellations might be subject to price adjustment and/or restocking fees. Buyer agrees to pay all costs incurred by Sheridan Group as a result of the implementation of a revision. On-site changes order requests will incur charges as appropriate.

**Delays**- In the event that construction delays, or other causes not within SG's control, force postponement of the installation, the furnishings will be stored until installation can be resumed, and will be considered accepted by the Buyer for purposes of payment. Transfer and Storage charges incurred shall be paid by Buyer.

**Freight Claims**- Claims for transportation damage will be processed by the Buyer if product is shipped direct to the Buyer's facilities or other directed location, and received by Buyer. Claims for transportation damage will be processed by SG if product is shipped to SG's facilities or Buyer's facility and received by SG; any damaged merchandise will be repaired or replaced. Buyer will not withhold payment to SG because of freight damage.

**Installation**- Unless otherwise stated, the rates quoted are based on the following conditions: Non-Union labor, normal working hours (no over-time), elevator access directly into staging/installation area, site free and clear of conflicting trades. Site must include lighting and appropriate environmental conditions, priority use of elevators during off-loading, related trash removal, and loading dock availability. Hardwiring of electrical is not included and must be supplied by licensed electrician. Buyer will be available for final walk-through/punch list sign off.

**Punch List**- If necessary, after installation SG will prepare a punch list noting items requiring additional attention. Punch list items unusable, due to damaged product or manufacturer's delay of delivery, may be temporarily deducted from invoice. Payment for all products delivered and installed in good condition is to be made in full. In no case is payment to be withheld for acceptable products should any portion of the total job be unacceptable or undelivered. Payment for completed punch list items is due upon receipt of invoice for remaining balance.

**Insurance**- Once product has been delivered to Buyer's facility, Buyer agrees to take immediate full responsibility for full insurance coverage in SG's favor against the risks of fire, theft and physical damage until such time that invoice is paid in full. If Buyer authorizes SG to perform services on Buyer's existing furniture (i.e. refinishing, reconditioning, reupholstering) and SG is required to remove the furniture from Buyer's premises, Buyer agrees to provide proof of insurance for Buyer's existing furniture and further agrees to hold SG harmless and indemnified for any damages done to their existing furniture.

**Fabric/Leather/Finishes**- Yardages/square-footages quoted for fabrics/leathers are approximate and subject to variation by virtue of actual physical measure and/or pattern or mill overruns. Any additional such fabric/leather shall be billed to Buyer at stated unit prices, payable upon receipt of invoice. SG will not be responsible for damages due to fading, sun rot, cleaning, or abnormal wear. SG does not guarantee uniformity of any product's finish or color.

**Ownership**- SG shall have a security interest in and retain title to all product purchased hereunder until Buyer has fully performed all of its obligations under this agreement, including any future add-ons, late and extension charges, time charges and all other charges permitted by this agreement or by law. So long as SG continues to have such a security interest and retain title, Buyer shall, with regard to all such product, assume full risk of loss or damage, pay any discharge taxes and liens promptly, maintain in good order and make all repairs, use only for lawful purposes, use and keep only at the location delivered, sell, encumber or otherwise transfer part or all thereof only with the prior written consent of SG.

**Claims and Warranties**- SG shall pass all manufacturers warranties to Buyer. Other than the manufacturer's warranty, SG makes no other warranty, either express or implied, as to any matter whatsoever, including without limitation, the product's condition, or fitness for any particular use or purpose.

**Enforcement Costs**- Buyer shall pay all costs, charges, expenses, fees, and disbursements incurred by SG in taking and reselling the product, collecting any sums which may be due from Buyer, or any other enforcement of terms defined in this agreement.





SHERIDAN GROUP  
2045 Pontius Ave  
Los Angeles, CA 90025  
SHERIDANINC.COM

### Sales Agreement

Order Number: 523633	Account	Susan Gautereaux
Date: 05/02/2022	Executive:	
Customer Name: NORTH LOS ANGELES COUNTY REGIONAL CENTER	Project #:	
Customer PO:	Terms:	50%/40%/10%
	Quote valid for:	30 days
	Email:	61@sheridaninc.com

**Entire Agreement-** This instrument constitutes the entire agreement between the Buyer and SG .

**⚠ WARNING:** Some or all of the products listed on this document were manufactured with chemicals that the State of California determined are a Health risk. For more information go to [www.P65Warnings.ca.gov/furniture](http://www.P65Warnings.ca.gov/furniture).

CLIENT ACCEPTANCE – Signature indicates acceptance of this sales agreement and it’s terms and conditions.

\_\_\_\_\_  
Client Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
PO Number

## CONTRACT SUMMARY AND BOARD RESOLUTION

No.	DESCRIPTION	CONTRACT SUMMARY
1.	Contract Overview: (New or Amendment) (POS or OPS)	Operations New Agreements for Consulting Services
2.	Name of Vendor or Service Provider	Software Management Consultants, Inc. (“ <b>SMCI</b> ”)
3.	Purpose of the Contract	Vendor will perform the following services: <ul style="list-style-type: none"> <li>• Main programmer for the Data Warehouse;</li> <li>• Develops and maintains the Data Warehouse that feeds reporting services, EDMS, SharePoint and all other applications;</li> <li>• Develops jobs to pull in data from other sources (ETL) into the Data Warehouse; and</li> <li>• Generates reports and programs to utilize the data from the Data Warehouse.</li> </ul>
4.	Contract Term(s)	July 1, 2022, through June 30, 2023 (1 year term)
5.	Total Amount of the Contracts	\$237,360.00
6.	Rate of Payment or Payment Amount	\$19,780.00 per month
7.	Method or Process Utilized to Award the Contract	The IT Director solicited proposals from various vendors and determined that SMCI’s proposal best met NLACRC’s business needs and strategic plan goals. Additionally, IT Director also identified a substantial cost savings amount with the vendor’s existing knowledge of NLACRC internal operations, including familiarity with existing IT infrastructure, systems, databases, and other similar key factors.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No  If yes, provide explanation	\$268,104.00: Project Manager and Business Analyst \$246,852.00: SQL Developer/Network Architect \$237,360.00: Data Warehouse Project <hr/> \$752,316.00: Total Amount (all SMCI contracts)

The North Los Angeles County Regional Center’s (“**NLACRC**”) Administrative Affairs Committee reviewed and discussed the RingCentral Agreement (“**Agreement**”) and is recommending an action of the Board of Trustees to **Approve** the Agreement.

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Ana Quiles, Board Treasurer

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May 25, 2022

## CONTRACT SUMMARY AND BOARD RESOLUTION

The North Los Angeles County Regional Center (“**NLACRC**”) Board of Trustees reviewed and discussed the Consulting Services Agreement between NLACRC and Software Management Consultants, Inc. (“**SMCI**”)

**RESOLVED THAT** in compliance with NLACRC’s Board of Directors Contract Policy, on June 8, 2022, the Consulting Services Agreement (“**Agreement**”) between NLACRC and SMCI was reviewed and discussed by the NLACRC Board of Trustees. The NLACRC Board of Trustees hereby authorizes and designates any Officer of NLACRC to execute and deliver the Agreement 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 Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, or Chief Human Resources Officer, and no one else.

**CERTIFICATION BY SECRETARY:** I certify that: (i) I am the Board Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; (iii) the Resolution is in full force and has not been revoked or changed in any way.

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Lillian Martinez, Board Secretary

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June 8, 2022

## CONTRACT SUMMARY AND BOARD RESOLUTION

No.	DESCRIPTION	CONTRACT SUMMARY
1.	Contract Overview: (New or Amendment) (POS or OPS)	Operations New Agreements for Consulting Services
2.	Name of Vendor or Service Provider	Software Management Consultants, Inc. (" <b>SMCI</b> ")
3.	Purpose of the Contract	<p>Vendor will perform the following services:</p> <ul style="list-style-type: none"> <li>• Business Analysis and Project Management for the upgrade and maintenance of the EDMS system and any integration with that system;</li> <li>• Working with the business to automate workflows to change their existing work processes, including the creation of forms to support workflows;</li> <li>• Integration of applications such as eSignatures, portals, SharePoint;</li> <li>• Coordination of scanning with outside service;</li> <li>• Tracking of the expenses related to EDMS; and</li> <li>• Project status reports, Project Plans, Project Documentation.</li> </ul>
4.	Contract Term(s)	July 1, 2022, through June 30, 2023 (1 year term)
5.	Total Amount of the Contracts	\$268,104.00
6.	Rate of Payment or Payment Amount	\$22,342.00 per month
7.	Method or Process Utilized to Award the Contract	The IT Director solicited proposals from various vendors and determined that SMCI's proposal best met NLACRC's business needs and strategic plan goals. Additionally, IT Director also identified a substantial cost savings amount with the vendor's existing knowledge of NLACRC internal operations, including familiarity with existing IT infrastructure, IT systems, IT databases, and other similar key factors.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No  If yes, provide explanation	\$268,104.00: Project Manager and Business Analyst \$246,852.00: SQL Developer/Network Architect \$237,360.00: Data Warehouse Project <hr/> \$752,316.00: Total Amount (all SMCI contracts)

The North Los Angeles County Regional Center's ("**NLACRC**") Administrative Affairs Committee reviewed and discussed the RingCentral Agreement ("**Agreement**") and is recommending an action of the Board of Trustees to **Approve** the Agreement.

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Ana Quiles, Board Treasurer

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May 25, 2022

## CONTRACT SUMMARY AND BOARD RESOLUTION

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**CERTIFICATION BY SECRETARY:** I certify that: (i) I am the Board Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; iii) the Resolution is in full force and has not been revoked or changed in any way.

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Lillian Martinez, Board Secretary

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June 8, 2022

## CONTRACT SUMMARY AND BOARD RESOLUTION

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1.	Contract Overview: (New or Amendment) (POS or OPS)	Operations New Agreements for Consulting Services
2.	Name of Vendor or Service Provider	Software Management Consultants, Inc. (" <b>SMCI</b> ")
3.	Purpose of the Contract	Vendor will perform the following services: <ul style="list-style-type: none"> <li>• Leads SQL Development and the development of Architecture to support EDMS, SharePoint and all integration points with the IBM;</li> <li>• SharePoint Maintenance, Upgrade and Development including applications that ride on this platform such as the policy &amp; procedure site, the Teams site, the Training site, etc.;</li> <li>• Supports integration with the IBM and its applications as well as the pull of data from SANDIS and UFS into the data warehouse and feeding of data to other systems; and</li> <li>• Develops and supports our banking and reporting applications.</li> </ul>
4.	Contract Term(s)	July 1, 2022, through June 30, 2023 (1 year term)
5.	Total Amount of the Contracts	\$246,852.00
6.	Rate of Payment or Payment Amount	\$20,571.00 per month
7.	Method or Process Utilized to Award the Contract	The IT Director solicited proposals from various vendors and determined that SMCI's proposal best met NLACRC's business needs and strategic plan goals. Additionally, IT Director also identified a substantial cost savings amount with the vendor's existing knowledge of NLACRC internal operations, including familiarity with existing IT infrastructure, systems, databases, and other similar key factors.
8.	Method or Process Utilized to Establish the Rate or the Payment Amount	Usual & Customary Rate
9.	Exceptional Conditions or Terms: Yes/No If yes, provide explanation	<p>\$268,104.00: Project Manager and Business Analyst</p> <p>\$246,852.00: SQL Developer/Network Architect</p> <p>\$237,360.00: Data Warehouse Project</p> <hr/> <p>\$752,316.00: Total Amount (all SMCI contracts)</p>

The North Los Angeles County Regional Center's ("**NLACRC**") Administrative Affairs Committee reviewed and discussed the RingCentral Agreement ("**Agreement**") and is recommending an action of the Board of Trustees to **Approve** the Agreement.

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Ana Quiles, Board Treasurer

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May 25, 2022



## CONTRACT SUMMARY AND BOARD RESOLUTION

The North Los Angeles County Regional Center (“**NLACRC**”) Board of Trustees reviewed and discussed the Consulting Services Agreement between NLACRC and Software Management Consultants, Inc. (“**SMCI**”)

**RESOLVED THAT** in compliance with NLACRC’s Board of Directors Contract Policy, on June 8, 2022, the Consulting Services Agreement (“**Agreement**”) between NLACRC and SMCI was reviewed and discussed by the NLACRC Board of Trustees. The NLACRC Board of Trustees hereby authorizes and designates any Officer of NLACRC to execute and deliver the Agreement 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 Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Financial Officer, or Chief Human Resources Officer, and no one else.

**CERTIFICATION BY SECRETARY:** I certify that: (i) I am the Board Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; iii) the Resolution is in full force and has not been revoked or changed in any way.

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Lillian Martinez, Board Secretary

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June 8, 2022

**NLACRC**  
**Administrative Affairs Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

<b>Month</b>	<b>Activity</b>
<b>July</b>	AA Orientation for new committee. AA Review policies & procedures, board audit section, and meeting schedule. C Review center's contract with DDS. C Are there any changes to the center's contract that require committee attention_or change in Board Policy? C Has the center's contract been signed? F Review approved critical calendar for new fiscal year. F Status report on new credit line and cash flow. HR Review 4 <sup>th</sup> quarter human resources report. L Quarterly legal update (Executive session).
<b>August</b>	I Review Center's insurance coverage for the new fiscal year. PRMT Review 4 <sup>th</sup> quarter fees report on U.S. Bank transactions. UAL Review 4 <sup>th</sup> quarter fees report on U.S. Bank & Highmark Capital transactions. AA Review action log from previous fiscal year. HR Ensure personnel policies in compliance with DDS contract.
<b>September</b>	HR Review 1 <sup>st</sup> quarter human resources report.
<b>October</b>	AA Contract Process Training (Operations & Purchase of Services) C Status report on lease agreements. L Quarterly legal update (Executive session).
<b>November</b>	PRMT Review 1 <sup>st</sup> quarter fees report on U.S. Bank transactions. UAL Review 1 <sup>st</sup> quarter fees report on U.S. Bank & Highmark Capital transactions.
<b>December</b>	(The committee does not meet in December.)
<b>January</b>	F Review Purchase of Services ("POS") projection of surplus/deficit. HR Review 2 <sup>nd</sup> quarter human resources report. L Quarterly legal update (Executive session).
<b>February</b>	F Review annual CPA audited financial statement. F Review management letter, if any. F Review management response to letter, as needed. F Review auditor's response to management response letter, as needed.

**NLACRC**  
**Administrative Affairs Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

<i>Month</i>	<i>Activity</i>
	PRMT Review 2 <sup>nd</sup> quarter fees report on U.S. Bank transactions. UAL Review 2nd quarter fees report on U.S. Bank & Highmark Capital transactions.
<b>March</b>	L CPA presentation on IRS Form 990 tax return. HR Review 3 <sup>rd</sup> quarter human resources report.
<b>April</b>	F Establish credit line for upcoming fiscal year - yes/no? L Quarterly legal update (Executive session) F Review and make recommendation to Board regarding ARCA dues for upcoming fiscal year
<b>May</b>	AA Review and approve draft critical calendar for upcoming fiscal year PRMT Review 3 <sup>rd</sup> quarter fees report on U.S. Bank transactions UAL Review 3rd quarter fees report on U.S. Bank & Highmark Capital transactions. I Recommend to the Board to authorize an officer to secure insurance in June for next fiscal year. F Status report on current credit line and cash flow F Establish credit line for the budget year for upcoming fiscal year
<b>June</b>	(The committee does not meet in June.)
<b>Monthly or as needed</b>	F Review budget allocation from DDS F Review budget amendments AA Committee trainings F Review statewide regional center POS Report F Review contracts F Review Audit Report(s) conducted by various entities of the Center L Update on pending litigation HR Report on union-related issues

**LEGEND**

AA: Administrative Affairs	HR: Human Resources	L: Legal
C: Contract	I: Insurance	F: Fiscal
PRMT: Post-Retirement Medical Trust	<u>UAL</u> : CalPERS Unfunded Accrued Liability Trust	

**Administrative Affairs Recommendation to the Board of Trustees**

The North Los Angeles County Regional Center (“**NLACRC**”) Administrative Affairs Committee is recommending the Board of Trustees to authorize the Executive Director, the Deputy Director, or the Chief Financial Officer to execute insurance binders and purchase insurance for Fiscal Year 2022-2023 (July 1, 2022 through June 30, 2023) through its insurance broker, Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc. (“Gallagher”).

\_\_\_\_\_  
Ana Quiles, Board Treasurer

\_\_\_\_\_  
Date

**BOARD RESOLUTION FOR INSURANCE**

**RESOLVED** that the Board of Trustees of the North Los Angeles County Regional Center authorizes the Executive Director, the Deputy Director, or the Chief Financial Officer to execute insurance binders and purchase insurance for Fiscal Year 2022-2023 (July 1, 2022 through June 30, 2023) through its insurance broker, Arthur J. Gallagher & Co. Insurance Brokers of CA, Inc.

**CERTIFICATION BY SECRETARY:** I certify that (i) I am the Secretary of the NLACRC; (ii) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by Board of Trustees; and iii) the Resolution is in full force and has not been revoked or changed in any way.

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

\_\_\_\_\_  
Date

**CORPORATE RESOLUTION FOR**  
**LOAN REVISION & REVOLVING NOTE AGREEMENT**

**Resolved** that Board of Trustees of the North Los Angeles County Regional Center ("NLACRC") authorizes the Executive Director, the Deputy Director, and the Chief Financial Officer to execute the "Revolving Note Agreement" with City National Bank, which increases the Revolving Credit Commitment from \$55,000,000.00 to \$60,000,000.00 and establishes a Revolving Line of Credit in the amount of \$60,000,000 during the period July 1, 2022 through June 30, 2023.

**Certification:** I certify that: (1) I am the Board Secretary of NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by the NLACRC's Board of Trustees; (3) the Resolution is currently in effect, and has not been revoked or amended or changed in any way. I authorize City National Bank to accept this document by facsimile transmission and agree that my signature appearing on this application in facsimile will have the same legal force and effect as my original signature

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Lillian Martinez, Board Secretary

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Date

**CORPORATE RESOLUTION**  
**FOR DISBURSEMENT INSTRUCTIONS**

**Resolved** that Board of Trustees of the North Los Angeles County Regional Center ("NLACRC") authorizes the Executive Director, the Deputy Director, Chief Financial Officer, and the Director of Finance, to make disbursement requests from the Revolving Line of Credit.

**Resolved** that Board of Trustees of the NLACRC authorizes the Executive Director, the Deputy Director, and the Chief Financial Officer to execute the Disbursement Instructions with City National Bank.

**Certification:** I certify that: (1) I am the Board Secretary of NLACRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by the NLACRC's Board of Trustees; (3) the Resolution is currently in effect, and has not been revoked or amended or changed in any way. I authorize City National Bank to accept this document by facsimile transmission and agree that my signature appearing on this application in facsimile will have the same legal force and effect as my original signature.

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

\_\_\_\_\_  
Date

North Los Angeles County Regional Center  
Board of Trustees

**CRITICAL CALENDAR FOR FY 2022-23**

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**JULY**

New Board officers, Board members, and Vendor Advisory Committee members are seated.

Consumer Services & Government/Community Relations meetings & orientations

Quarterly Post-Retirement Medical Trust Committee meeting & orientation

Administrative Affairs Committee meeting & orientation

- Review DDS Contract

Executive Committee meeting & orientation

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**AUGUST**

*(All committees review their actions from the previous year.)*

Quarterly Strategic Planning Committee meeting & orientation

- Establish annual goals and metrics

Consumer Advisory Committee meeting & orientation

Nominating Committee meeting & orientation

Vendor Advisory Committee meeting & orientation

- A group photograph is taken for the center's website.

Board of Trustees meeting (San Fernando Valley Office)

- A group photograph is taken for the center's website.
- The chief human resources officer reviews the board's responsibilities and the process surrounding the executive director's performance evaluation with the board president.
- All board members review the center's Whistleblower policy and sign the acknowledgment.
- Review DDS Contract

Consumer Services & Government/Community Relations meetings

Administrative Affairs & Executive Committee meetings

Public meetings are held this month to get community input into the center's performance contract for next calendar year.

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## **SEPTEMBER**

Consumer Advisory Committee meeting

Nominating Committee holds an educational session for potential board applicants (if needed)

Vendor Advisory Committee meeting

Board of Trustees meeting (Antelope Valley Office)

- The chief human resources officer reviews the executive director's evaluation process and the evaluation form with the board.
- The board president creates a negotiating committee and provides their names to the chief organizational development officer.

Consumer Services Committee

- Review 4731 Quarterly report.
- The annual legislative training is held in lieu of the meeting.

Government/Community Relations meetings

- The annual legislative training is held in lieu of the meeting.

Administrative Affairs Committee meeting

Executive Committee meeting

- Whistleblower Compliance Officer (CHRO) gives the committee an annual report on compliance activity.
- Update on NLACRC's Strategic Plan

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## **OCTOBER**



Nominating Committee holds an educational session for potential board applicants (if needed)

Vendor Advisory Committee meeting

Consumer Advisory Committee meeting

Board of Trustees meeting (Santa Clarita Valley office)

- Annual Update on NLACRC's Strategic Plan
- Draft performance-based contract for next calendar year is presented.

Consumer Services Committee

- Review 4731 Quarterly report.

Government/Community Relations meetings

Quarterly Post-Retirement Medical Trust Committee meeting

Administrative Affairs meeting

Executive Committee meeting

- The chief human resources officer, chief financial officer, and director of finance meet with the board president and the negotiating committee to review the performance evaluation and compensation process. (This can also be done in November.)

---

## **NOVEMBER**

Quarterly Strategic Planning Committee meeting

- Strategic Plan – Progress Report

Consumer Advisory Committee meeting

Vendor Advisory Committee meeting (work groups meet)

Board of Trustees meeting (San Fernando Valley Office)

- Board members with expiring terms and eligible for re-nomination are given forms to complete (at board meeting) to indicate interest. Forms are due back December 31<sup>st</sup>.
- The board approves the center's performance contract for next calendar year.

Administrative Affairs & Executive Committee meetings

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## DECEMBER

Annual Consumer Advisory Committee holiday party  
Annual Board of Trustees holiday party.

(The board is “dark” in December - no board or board committee meetings will be held.)

Board and Vendor Advisory members with expiring terms who are eligible for re-nomination are mailed forms to complete to indicate their interest. Forms are due back December 31<sup>st</sup> for board members and January 5<sup>th</sup> for Vendor Advisory Committee members.

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## JANUARY

Consumer Advisory Committee meeting

Nominating Committee meeting

Vendor Advisory Committee meeting

- Board of Trustees meeting (Antelope Valley Office –Discussion is held about board officers for next fiscal year; recommendations for officers are made and interest for serving as an officer is solicited.
- The chief organizational development officer, deputy director/chief financial officer, and director of finance will meet with the board president and the negotiating committee to review the performance evaluation and compensation process.

Consumer Services Committee

- Review 4731 Quarterly report.

Government/Community Relations meetings

Quarterly Post-Retirement Medical Trust Committee meeting

Administrative Affairs Committee meeting

Executive Committee meeting

- The negotiating committee requests external compensation data from the chief

organizational development officer.

- Committee begins discussion about the next annual Board Retreat.
- Committee identifies locations for the Board Retreat and Board Dinner.

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## **FEBRUARY**

Quarterly Strategic Planning Committee meeting

- Strategic Plan – Progress Report

Consumer Advisory Committee meeting

Nominating Committee meeting

Vendor Advisory Committee meeting

Board of Trustees meeting (Santa Clarita Valley Office)

- Blank executive director evaluation forms are distributed for board members to complete. Board members with less than 3 months of service do not complete evaluations. All other board members must complete an evaluation or will be considered to have resigned from the board. The completed forms are due to the board president prior to the March board meeting.
- The negotiating committee meets with the executive director.

Consumer Services & Government/Community Relations meetings

Administrative Affairs meeting

- Audited financial statement is presented.

Executive Committee meeting

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## **MARCH**

Consumer Advisory Committee meeting

Nominating Committee meeting

Vendor Advisory Committee meeting

- Nominees are identified to serve as chair for next fiscal year

Board of Trustees meeting (San Fernando Valley Office)

- Audited financial statement is presented for approval.
- Completed executive director evaluation forms are due to the board president.

Consumer Services & Government/Community Relations meetings

Administrative Affairs Committee meeting

- NLACRC's Form 990 tax return is presented.

Executive Committee meeting

- Executive director's evaluation forms due to the board president.

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**APRIL**

Nominating Committee meeting

Vendor Advisory Committee meeting

- A new chair is nominated to serve next fiscal year

Consumer Advisory Committee meeting

Board of Trustees meeting (Antelope Valley Office)

- NLACRC's Form 990 tax return is presented to the board for their review and acceptance.

Consumer Services Committee

- Review 4731 Quarterly report.

Government/Community Relations meetings

Quarterly Post-Retirement Medical Trust Committee meeting

- Actuary Presentation of NLACRC's actuarial report

Administrative Affairs Committee meeting

Executive Committee meeting

- Committee reviews drafts of board master and critical calendars for next fiscal year.
- Review Purchase of Service Disparity report.
- The chief human resources officer, deputy director/chief financial officer, and director of finance meeting with the negotiating committee to provide the compensation data for review and provides any requested additional information.
- Executive director's evaluation to be completed and a summary report is reviewed (in

executive session).

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## MAY

Quarterly Strategic Planning Committee meeting

Consumer Advisory Committee meeting

Vendor Advisory Committee meeting

- A new chair is elected to serve next fiscal year

Board of Trustees Meeting (San Fernando Valley Office)

- Nominating Committee presents their recommended nominees and re-nominees for next fiscal year.
- Forms indicating committee interest for the next fiscal year are distributed to the board for their completion.
- The negotiating committee provides a summary of the compensation and/or contract changes summarizes contract changes for the board's approval (in executive session). The executive session will be placed at the beginning of the board meeting agenda.
- A training is given on the DDS Conflict of Interest statements.

Annual Board Retreat

Consumer Services & Government/Community Relations meetings

Administrative Affairs Committee meeting

Executive Committee meeting

- The Board President presents proposed committee assignments for next fiscal year.
  - Committee discusses board goals for the next fiscal year.
- 

## JUNE

Consumer Advisory Committee meeting

Vendor Advisory Committee meeting

Board of Trustees meeting (San Fernando Valley Office)

- Board discusses board's proposed primary activities for the next fiscal year.
- Elections are held for Board members, Board officers, Board interns, and Vendor Advisory Committee for next fiscal year.
- Board President presents the committee assignments for the next fiscal year.
- Conflict of Interest statements are distributed to Board members. (Statements must be signed by Board members and returned for review prior to July 1<sup>st</sup>.)
- Confidentiality statements must be completed by board members, for filing, for next fiscal year.
- Medi-Cal clearance forms must be completed by new board members for next fiscal year.
- The chief operational development officer will prepare the documentation necessary to process the negotiating committee's compensation and/or contract changes as appropriate.
- The chief operational development officer will schedule a meeting with the executive director and provide the board president with all required documents needed for the meeting (e.g. compensation, performance review information, employment contract changes, etc.)
- Copies of all signed documents will be provided to the chief organizational development officer to allow for the timely processing of compensation information.

Annual Board Dinner

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[ccal.2021-22] Rev: 06/09/2021 Approved:

<i>NLACRC Executive Committee CRITICAL CALENDAR FY 2022-23</i>	
<i>Month</i>	<i>Activity</i>
<i>July</i>	<a href="#"><u>Committee reviews the Purchase of Service Disparity report FY 2020-21</u></a> Orientation for new committee. Committee reviews their policies & procedures, bylaws statement, Board Audit section, and Officers Policy. Committee is provided with copies of their approved critical calendar for the new fiscal year.
<i>August</i>	Committee reviews the committee action log from the previous fiscal year. Public meetings are held this month or September to get community input into the center's performance contract for next calendar year. The Chief Human Resources Director Officer (CHRO) will review with the new Board President his/her responsibilities and the process surrounding the Executive Director's performance evaluation.
<i>September</i>	Whistleblower Compliance Officer (Clarence Foster) gives the committee an annual report on compliance activity. Annual update on NLACRC's Strategic Plan.
<i>October</i>	Committee meeting.
<i>November</i>	Committee meeting.
<i>December</i>	(The committee does not meet in December.)
<i>January</i>	The CHRO, CFO, and Director of Finance will meet with the Board President and the negotiating committee to review the performance evaluation and compensation process.

<i>NLACRC Executive Committee CRITICAL CALENDAR FY 2022-23</i>	
<i>Month</i>	<i>Activity</i>
	<p>The negotiating committee requests external compensation data from the CHRO.</p> <p>Committee begins discussion about the next annual Board Retreat.</p> <p>Committee identifies locations for the Board Retreat and Board Dinner.</p>
<i>February</i>	<p>The negotiating committee will meet with the Executive Director.</p>
<i>March</i>	<p>Committee meeting.</p>
<i>April</i>	<p>Committee reviews drafts of board master and critical calendars for next fiscal year.</p> <p>The CHRO, CFO, and Director of Finance meet with the negotiating committee to provide the compensation data for review and provides any requested additional information.</p> <p>Executive Director’s evaluation to be completed and a summary report is reviewed (in Executive Session).</p>
<i>May</i>	<p>The Board President presents proposed committee assignments for next fiscal year.</p> <p><u><a href="#">Committee reviews and approves the committee’s draft critical calendar for next fiscal year.</a></u></p> <p>Committee discusses board goals for the next fiscal year.</p> <p><u><a href="#">Proposed Board Budget for next fiscal year</a></u></p>
<i>June</i>	<p>(The committee does not meet in June.)</p> <p>The CHRO will prepare the documentation necessary to process the negotiating</p>



*NLACRC  
Executive Committee  
CRITICAL CALENDAR  
FY 2022-23*

<i>Month</i>	<i>Activity</i>
	<p>committee’s compensation and/or contract changes as appropriate.</p> <p>The CHRO will schedule a meeting with the Executive Director and provide the Board President with all required documents needed for the meeting (e.g. compensation, performance review information, employment contract changes, etc.).</p> <p>Copies of all signed documents will be provided to the CHRO to allow for timely processing of compensation information.</p>

[ccal.2022-23] Approved:

## **BOARD & BOARD COMMITTEE LIST**

FY 2022-23

### **Board of Trustees**

Alma Rodriguez  
Ana Quiles  
Andrew Ramirez  
Angelina Martinez  
Anthony Zepeda  
Brian Gatus  
Cathy Blin  
David Coe  
Gabriela Herrera  
Jennifer Koster  
Jordan Feinstock  
Leticia Garcia  
Lillian Martinez  
Marianne Davis  
Nicholas Abrahms  
Rocio Sigala  
Sharmila Brunjes  
Suad Bisogno – VAC Chair  
Sylvia Brooks Griffin

### **Administrative Affairs**

David Coe, Chair  
Alma Rodriguez  
Angelina Martinez  
Ana Quiles  
Lillian Martinez  
Marianne Davis  
Rocio Sigala  
**VAC Representative**  
**Bob Erio**

### **Consumer Advisory**

Jennifer Koster, Chair

### **Executive**

Ana Quiles, Chair  
Alma Rodriguez  
Angelina Martinez  
David Coe  
Leticia Garcia  
Lillian Martinez  
Marianne Davis  
Rocio Sigala

### **Consumer Services**

Andrew Ramirez  
Anthony Zepeda  
Nicholas Abrahms  
Brian Gatus  
Cathy Blin  
Gabriela Herrera  
George Alvarado  
Jordan Feinstock  
Nicholas Abrahms  
Rocio Sigala  
Sharmila Brunjes  
**VAC Representative**  
**Erica Beall**

### **Government & Community Relations**

Andrew Ramirez  
Anthony Zepeda  
Nicholas Abrahms  
Brian Gatus  
Cathy Blin  
Gabriela Herrera  
George Alvarado  
David Coe  
Jordan Feinstock  
Nicholas Abrahms  
Rocio Sigala  
Sharmila Brunjes  
Sylvia Brooks Griffin  
**VAC Representative**  
**Kevin Shields**

### **Nominating**

Ana Quiles  
David Coe  
Jennifer Koster  
Lillian Martinez  
**VAC Representative**  
**Suad Bisogno**

### **Strategic Planning**

Ana Quiles  
Jesse Weller  
Leticia Garcia  
Lillian Martinez  
Marianne Davis  
Michael Fernandez  
Ruth Janka  
**VAC Representative**  
**Kimberly Bermudez**

### **Post-Retirement Medical Trust**

Alan Darby  
Alma Rodriguez  
Ana Quiles  
David Coe  
Ruth Janka

### **Vendor Advisory**

Suad Bisogno, Chair  
Alex Kopilevich  
Andrea Devers  
Bob Erio  
Cal Enriquez  
Catherine Carpenter  
Dana Kalek  
Daniel Ortiz  
Don Lucas  
Erica Beall  
Jodie Agnew-Navarro  
Kenny Ha  
Kevin Shields  
Kimberly Bermudez  
Lisa Williamsen  
Nick Vukotic  
Rosalynn Daggs  
*(1 open position)*

[comlist.22.23] Approved:

North Los Angeles County Regional Center

**Board of Trustees**

**FY 2022-23 Presentation/Training Schedule    DRAFT**

<b>Date</b>	<b>Presentation/Training/Length</b>	<b>Presenter(s)</b>
July 2022	New Board Member Onboarding/COI Training (3 hours)	Ruth Janka, Executive Director Clarence Foster, Chief Human Resources Officer
July 2022	Board Governance (1.5 hours)	Consultant or SCDD
August 2022	Leadership Team Building	Desiree Saddler, Saddler Consulting Group, Inc.
September 2022	Legislative Advocacy (2 hours)	Michelle Heid, Legislative Consultant
October 2022	Whistleblower Policy	Clarence Foster, Chief Human Resources Officer
November 2022	Lanterman Developmental Disabilities Services Act Overview (2 hours)	Ruth Janka, Executive Director or OCRA
January 2023	Cultural Competency & Implicit Bias Training	Consultant
February 2023	Vendorization, Quality Assurance and Resource Development (Recorded Training)	Evelyn McOmie, Community Services Director Arshalous Garlanian, Community Services Manager
March 2023 Board Meeting	Audits, Financial Statements, Tax Returns, and Financial Focus for Board Members (1 hour)	New CPA Firm CFO – Monthly AA Financials ARCA Audit Info as it applies to NLA

Board trainings can be held before, during or separate from board meetings.

Additional Trainings available to board members are available through ARCA Academy Webinars and include:

Boards in the Community, Working Together, Strategic Planning, Diversity Parts 1 & 2, Decoding Regional Center Purchase of Service Data, How Services and Supports Meet the Needs of Infants & Toddlers, Services for School-Age Individuals, Meeting the Service Needs of Adults of All Ages, & Your Role in Legislative Advocacy

Approved:



STRENGTHEN  
YOUR LEADERS

ENGAGE  
YOUR WORKFORCE

TRANSFORM  
YOUR CULTURE

## Partnering to Build Team Leadership at North LA County Regional Centers

May 3, 2022

**Presented to:**

Evan Ingber  
Training & Development Supervisor  
North LA County Regional Centers

**Presented By:**

Desiree Saddler  
CEO  
Saddler Consulting Group, Inc.



# UNDERSTANDING OF YOUR NEEDS

As a leader in your industry, North LA County Regional Centers recognizes how important developing your leaders are to the continued success of your organization. We also understand that North LA County Regional Centers wants to create a learning initiative that will impact business performance, business efficiency, increase leadership competency, and increased results. A successful program will **enable your executive leaders to communicate effectively, build executive team cohesiveness, better lead, and inspire their teams and direct reports.** Our solution allows North LA County Regional Centers to help build or add value to your leadership development program designed to specifically address your strategic objectives and includes a:

- **Learning Experience**—Your participants will be provided with a memorable learning experience; they leave with the confidence and tools to make a change back on the job.
- **Leadership Language**—Executives will be provided with an easy way to build a common leadership language with their teams through engaging, interactive activities and exercises.
- **Flexible Delivery**—Delivery methods can be customized to meet your cultural needs.
- **Diverse Solutions**—Saddler Consulting Group, Inc. has the experience in designing customized curriculum and also provide curriculum that includes: Ken Blanchard, John Maxwell, Franklin Covey, DDI, MBTI Assessments, DISC Assessments and many more. These content methods are some of the most comprehensive, up to date—yet practical—methods in the industry.

You can rely on Saddler Consulting Group, Inc., to deliver an effective solution that drives performance, behaviors, and results. We have extensive, proven experience working with a diverse array of clients, including **Motion Picture Association of America (MPAA), eBay, Pay Pal, Deckers Brands, Kennedy Space Center, OSI Systems, GKN, The Gill Corp, Southern California Pipe Trades Administration, Toyota University, Volunteers of America Los Angeles, Los Angeles County Office of Education, Head Start and Early Learning Division, El Camino College, City of Torrance, and City of Redondo Beach.**

## WHAT MAKES A GOOD PARTNER?

### **Innovator and Thought Leader**

Your partner should have extensive experience in leadership and learning while continuing to grow by spearheading important research and experimenting with new ideas. Saddler Consulting Group, Inc. is widely recognized for being on the cutting edge of business, leadership, and learning. We're pushing the boundaries with innovative; next-generation approaches that build 21<sup>st</sup>-century leaders. And we deliver our expertise using a blend of time-tested techniques and the latest technologies.

### **Collaborative Partner**

The company you hire should be a partner and not just a vendor. We are more than a products provider: Our solutions teach your team how to be the leaders others want to follow. We accomplish this by using our proven, research-based, leadership model and by collaborating with you to design unique solutions.



# OUR RECOMMENDED SOLUTION

## *Team Simulation (Before and After) – 45 minutes*

High-achieving teams usually shine in attributes like communication, problem solving, focus, creativity, loyalty, collaboration, synergy and leadership. Morale and motivation are also important. But these skills and strengths are not always natural; they must be cultivated. As team-building experts we have found that combining fun with learning is one of the most effective ways to improve performance, breakdown barriers, and tap into hidden potential.

Therefore, we are proposing to begin and end with a simulation experience the Executive Board will participate in. The simulation process is as follows:

1. The Executive Board will experience a simulated exercise by completing a task. SCG Inc. consultants will be observing and then lead the team through a debriefing session.
2. SCG, Inc. will conduct the Blanchard's Team Leadership and DISC Team Building workshops to build skills and team effectiveness.
3. After going through the workshops to gain insight and build skills the Executive Board will repeat the same simulation to see how they have improved their performance, communication, collaboration, and team cohesiveness.

## **BLANCHARD'S TEAM LEADERSHIP – 5 hours**

Imagine a workforce of teams that works together efficiently, finds solutions to complex problems, and consistently produces superior results throughout the organization. Facing a lack of shared purpose—and an abundance of unclear goals and ineffective leadership—most organizations don't reach this level of success. The most important initiatives are executed by teams—we know how frustrating it can be when they aren't empowered to rise to the occasion. Team members obsess on their own agendas, there's little accountability, opportunities for breakthroughs are squandered, and organizational growth and resilience dwindle.

Your organization and your teams are capable of so much more. Every team should have the chance to come together and feel successful. You want your executives/managers to know how to provide clarity, manage conflict, and break through barriers to move the team forward. Based on SLII®, the most widely taught leadership model in the world, Blanchard's new Team Leadership program teaches executives/managers to diagnose their team's development and apply the right leadership style to build and sustain high-performance teams. By teaching executives/managers these leadership skills, you can significantly improve your teams' ability to execute on projects, grow the business, and adapt to whatever arises.



## ***PROVEN FORMULA TO LEAD SUCCESSFUL TEAMS***

Implement Team Leadership training in your organization as a full day face to face session. All designs feature engaging materials, videos, and activities that teach participants:

- Team Performance Mindset – Orients team leaders with a set of guiding principles that help teams perform at their best
- Diagnosing Team Needs – Identification of team development stages all teams' progress through, diagnosis of team needs, and understanding of what high-performing teams do at each stage
- Team Leadership Behaviors – Leader behaviors that help their teams the most, e.g., structuring a team charter, leveraging conflict, fostering team accountability, encouraging risk taking

After the workshop, participants have access to:

- Team Leadership Assessment – This diagnostic tool collects input from team members and creates a report identifying the team development stage and the issues curtailing team performance
- Team Leadership App – The app is a handy way to help participants diagnose teams, learn what their teams need, and identify the most helpful leader behaviors on the go
- Team Charter Worksheets – Interactive worksheets help teams get aligned on team purpose, roles, goals, and norms
- Workshop Videos and Worksheets – Available to participants through their learner portal for a full year when your executives/managers have the skills to lead high-performing teams, your organization will flourish. This learner portal ensures the transfer of learning and has the workshop materials available for immediate use at their fingertips.

### ***DISC Team Building Workshop – 2 hours***

DISC Team Building Workshop is the ability of a team to engage in open, balanced, non-defensive dialogue about difficult subjects and in challenging circumstances. This cutting-edge program teaches the how-to's of these conversations and provides not only a framework for addressing conflict but an approach for many kinds of sensitive conversations. Workshop outline is as follows:

- Opening Team Building Activity
- Bridging communication differences by understanding different communication styles – DISC or DISC 360 for all team members. Includes a 24 page report.
- Team DISC report debrief



- Learn activities that foster inclusive team environments
- Communicating non-defensively with others when conflict arise
- John Maxwell’s “Everyone Communicates few Connect” content
- Team Performance Mindset – Orient team members with a set of guiding principles that help teams perform at their best
- For a series of scenarios, learners determine what they would say and do, using Key Principles, to include and show appreciation for people to respectfully confront devaluing behavior.
- Create and develop team commitments individually and together as a team
- Develop personal vision and action plan for

## **Our process for DISC implementation**

SCG, Inc. will administer the DISC or DISC 360 to all intact team members.

- SCG, Inc. will analyze and prepare a DISC team report to debrief during the training
- Conduct 2-hour workshop debriefing DISC results and team effectiveness tips and techniques
- Evaluate and debrief for next steps to ensure consistent transfer of learning

## **Suggested Training Options**

### ***Best Option: Full Day Face to Face***

This option gives the best results with the greatest opportunity to successfully transfer the learning back on the job. The benefits are:

- Teams are best build as strong teams when they experience training together face to face by observing each other behaviors
- Allows the facilitators to observe interaction between team members and give immediate feedback to ensure the transfer of learning
- A team that learns together by observing their verbal and non-verbal behaviors learns to appreciate their team members and the talents and skills they bring to the team instead of focusing on the differences they have on the team.

**Hybrid: Virtual + Face to Face** (A portion of the session will be virtual then come together face to face for team building exercises). This option allows an opportunity for team building interaction with a small portion covered virtually.





**Full Virtual** – This option doesn’t all the full benefit for a team building experience due to no face-to-face interaction but cuts down on travel time.

## PROPOSED ESTIMATED PRICING –

We have provided estimated pricing below based on the information we currently know about the leadership development initiative. **Most large training organizations charge \$2,000-4,000 per participant. Saddler Consulting Group, Inc., provides a substantial savings by charging per day, per maximum class size of 20.**

Description	Investment
Program Delivery Full Day. Face- to- Face (8 Hours) T	\$7,000 per day with a 10% non-profit discount = \$6,300
Program Delivery Full Day: Face-to-Face (8 Hours) Additional SCG Associate Facilitator	\$3,000per day with a 10% non- profit discount = \$2,700
Program Delivery Full Day Virtual (8 Hours)	\$6,600 per day with a 10% non-profit discount = \$6,030
Program Delivery Full Day Virtual Additional SCG Associate (8 Hours)	\$2,600 per day with a 10% non-profit discount = \$2,340
Program Delivery for Hybrid (8 Hours)	\$6,800 per day with a 10% non-profit discount = \$6,120
Program Delivery for Hybrid Additional SCG Associate (8 Hours)	\$2,800 per day with a 10% non-profit discount = \$2,520
Curriculum Design (\$125 per hour x 6 hours)	\$750
D.I.S.C Assessments Online Profiles (19) \$60 each	\$1,140
Team Leadership Participant E-Kit <ul style="list-style-type: none"> <li>Includes participant e-workbook, a team 360 assessment, and 12 months access to a post training portal</li> </ul>	\$250 per participant (\$4,750)
<b>Total for Full Day Delivery Face to Face</b>	<b>\$15,640</b>
<b>Total for Full Day Delivery Virtual</b>	<b>\$15,010</b>
<b>Total for Full Delivery Hybrid</b>	<b>\$15,280</b>



John Maxwell's E-handouts "Everyone Communicates few Connect"

Handouts copied in house – no charge

**Team Leadership Program Materials Include:**

- **LAUNCH** Materials: Participant Workbook and Access to Training portal to complete LAUNCH pre-work
- **LEARN** and **PRACTICE** Workshop
- **MASTER** Materials: Transfer the training by having access to the online training portal and complete Challenges, and many other sustainment materials (Worksheets, Conversation Starters, One on One Worksheets, One on One Conversation Starters, and videos). Access for 12 months.

**Additional Benefits:**

- Latest thought-leadership research and white papers; topics include The Leadership-Profit Chain, Employee Passion: The New Rules of Engagement, Managing Coaching for Results and ROI
- Access to free webinars discussing relevant topics in leadership, teamwork, and change
- Free client newsletter, *Ignite!*, which explores best practices in leadership development

**Assumptions:**

- Prices and fees are quoted in US dollars.
- Prices do not include travel, lodging and expenses, applicable taxes, shipping/handling, or customs.
- Blanchard retains ownership of its intellectual property.
- Saddle Consulting Group, Inc. retains ownership of its intellectual property.
- John Maxwell retains ownership of its intellectual property.
- End-user license agreements will apply to all materials.
- Standard payment terms are Net 30 Days.
- Saddle Consulting Group, Inc. standard reschedule/cancellation and return policy may apply.
- Online courses and/or products (that may include assessments and/or other learning aides) (collectively "Subscription(s)") are not returnable or refundable and are subject to access timelines (where the end user has twelve (12) months to access the Subscription once activated).
- A 50% deposit is required for services and customization; the balance due within thirty (30) calendar days after the delivery date

Saddle Consulting Group, Inc., standard Coaching terms will apply.



## **NLACRC PRIMARY BOARD ACTIVITIES 2022-2023**

1. Implement and monitor the new Strategic Plan for NLACRC.
2. Continue to support consumers and their families by offering a variety of quality supports and services to meet existing and emerging needs.
3. Identify and monitor strategies to increase service access and equity for all consumers.
4. Support and actively advocate for the sustainability of the entitlement of services within the regional center system and within NLACRC catchment areas.
5. Create awareness and actively promote the services offered by the regional center to consumers and families.
6. Build partnerships with community organizations, school districts, and other generic service providers.

**Board of Trustees Budget vs Expenditures  
FY 2022-2023**

**DRAFT**

No	A Description	B Approved FY 2022-23 Board Budget	C Budget Revision	D Budget Revision	E Revised Budget	F YTD Expenses	G Budget Remaining (D-E)	H % of Budget Utilized (E/D)
1	Board Retreat, Board Dinner and CAC Holiday Party	\$ 20,000.00				\$ -	\$ -	
2	NLACRC Legislative Events	\$ 3,500.00				\$ -	\$ -	
3	ARCA Meetings, Conferences, & Activities (includes airfare, hotels, cabs, meals, parking, etc.)	\$ 15,000.00				\$ -	\$ -	
4	Board Member Support to Participate in Meeting and Events (ipads, jet packs, supplies, etc)	\$ 15,000.00				\$ -	\$ -	
5	Transportation for Board Members (Keolis)	\$ 4,000.00				\$ -	\$ -	
6	Child Care/Attendant Care Support for Board Members	\$ 12,000.00				\$ -	\$ -	
7	Meals for Board and Board Committee Meetings	\$ 3,000.00				\$ -	\$ -	
8	Board & VAC Member Recruitment Expenses	\$ 2,000.00				\$ -	\$ -	
9	Board Meeting Supplies (nameplates, flowers, greeting cards, paper goods)	\$ 1,000.00				\$ -	\$ -	
10	Sponsorships	\$ 3,000.00				\$ -	\$ -	
11	Translation Services	\$ 15,000.00				\$ -	\$ -	
12	Board Training	\$ 8,000.00				\$ -	\$ -	
	<b>Total</b>	<b>\$ 101,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	

North Los Angeles County Regional Center (“NLACRC”)  
**Board of Trustees**

*Draft*

**Inclusion, Equity, and Diversity**

Societal inequity does exist, and therefore, inequity is reflected historically in systems and institutions, including the regional center system. This policy will address the structural gaps in representation, cultivate an environment where all identities are valued and respected, and to provide resources that educate and explore different points of view. NLACRC is committed to identifying the opportunities for change with an enhanced focus on equity, being solution-focused and future-facing, and bringing awareness to different cultures and identities throughout our entire community.

**Vision Statement**

NLACRC affirms and celebrates the inclusion, equity and diversity for all staff, people served, their families, and communities that we support and represent. NLACRC’s vision is to empower people with developmental disabilities to have opportunities to achieve their fullest potential in all aspects of life and to embrace and showcase differences.

**Mission Statement**

NLACRC will be a regional center in the community that brings together perspectives of all positions and roles within the community and to share thoughts and suggest actions that foster inclusion, advance equity, and promote diversity.

**Definitions**

- A. Inclusion means the active practice of creating spaces where all people feel embraced, affirmed, seen, valued, connected, and respected.
- B. Equity means the provision of opportunities and access to services and supports based on need through eliminating barriers that have prevented the full participation of communities and individuals most impacted by systemic oppression.
- C. Diversity includes, but is not limited to, race, ethnicity, creed, color, language, religion, sex, including pregnancy, childbirth, breastfeeding and related medical conditions, gender, gender identity, gender expression, national origin or ancestry, age, medical condition, genetic characteristic, physical or mental disability, military or veteran status, marital status, registered domestic partner status, and sexual orientation.

## Purpose of Policy

- A. *Internal Purpose:* This policy will help provide structure and ongoing organizational commitment to inclusion, equity and diversity for all NLACRC staff. An inclusive, equitable, and diverse workplace refers to a workplace in which all individuals, including staff and individuals served feel seen, valued, respected, and engaged not regardless of – but with consideration and appreciation for differences. NLACRC commits to accountability and transparency through policy and advances the priority for increasing service access and equity for underserved communities.
- B. *External Purpose:* This policy guides how NLACRC collaborates with people served, their families, board members, service providers, community-based organizations, legislators, stakeholders, and the community-at-large. This policy provides accountability and transparency through policy and advances the priority for increasing services access and equity for underserved communities with a specific focus on the strengths and resilience of people served by NLACRC. This purpose recognizes a need for specific action to dismantle and protect against any form of institutional or systemic racism or oppression.

## Policy Objectives

The overarching objective of this policy is to foster an organizational culture that reflects intentional support of inclusion, equity, and diversity efforts. NLACRC will advance Inclusion, Equity & Diversity and provide support and guidance for implementing changes in the following ways:

- A. Facilitate continuous learning and training opportunities for current staff, new staff, board members and service providers
  - i. At least one required learning/training opportunity focused on inclusion, equity and diversity will be provided quarterly for all NLACRC staff and offered to service providers that interface with consumers, including members of the Vendor Advisory Committee.
  - ii. Topics identified for learning/training opportunities will be diverse, multicultural, and intended to meet pressing current needs, as determined through the NLACRC strategic plan, town halls, public surveys, meetings, and ongoing solicitation of community feedback.
- B. Develop, and implement a strategic plan to achieve the areas identified in the policy
  - i. NLACRC will provide quarterly status reports & annual updates of the strategic plan with attention to current best practices and identified metrics.

C. Align objectives outlined above with all current and future organizational policy development

- i. Examine congruence between inclusion, equity and diversity activities and efforts with existing and emerging policy across the organization.

## **Service Access and Equity**

NLACRC is committed to increasing service access and equity for underserved communities. Inequities impact people served by regional center, their families, and other stakeholders. Therefore, NLACRC will implement specific and measurable strategies for inclusion to ensure everyone is welcome and represented. Training, Education, and Awareness will be implemented to ensure people served are fully aware of all service options and experience true person-centered planning. NLACRC will ensure all information and communications are equally and meaningfully available. NLACRC values family connections and relationships that can help connect people to services and supports. Outreach, including local grassroots outreach, is a priority for NLACRC to ensure all people served are aware of the regional center services and supports. NLACRC will analyze and review Purchase of Service expenditure data by ethnicity, age, location, and by living situation and employ strategies to address differences. All metrics related to service access and equity, will be specific and measurable, and align with NLACRC's strategic planning strategies.

## **Equal Opportunity & Appreciation for Differences**

NLACRC values and embraces the diversity of our workforce. We are committed to diversity and inclusion at NLACRC because we understand that each of our employees are unique. As an equal opportunity employer, NLACRC is committed to diversity and inclusion in the workplace and does not discriminate against employees or job applicants on the basis of race, ethnicity, creed, color, language, religion, sex, including pregnancy, childbirth, breastfeeding and related medical conditions, gender, gender identity, gender expression, national origin or ancestry, age, medical condition, genetic characteristic, physical or mental disability, military or veteran status, marital status, registered domestic partner status, sexual orientation, or any other consideration made unlawful by federal, state or local laws.

## **NLACRC Staff Professional Conduct**

All NLACRC employees deserve to be treated with dignity and respect at work by their co-workers, supervisors, and managers. NLACRC employees are responsible for their behavior at work. All employees are expected to exhibit professional and respectful conduct towards their

co-workers, supervisors, and managers during work, at work functions on or off the work site, and at all other company-sponsored and participative events. All employees are required to abide by NLACRC's policies that prohibit discrimination, harassment and retaliation based on an employee's protected characteristics, and to attend and complete ongoing diversity awareness and anti-harassment training to enhance their knowledge to fulfill this responsibility.

### **Recruitment, Hiring, Promotion, and Retention**

NLACRC is committed to hire, promote, and retain the best qualified individuals. As part of that commitment, NLACRC will strive to hire and promote diverse individuals throughout the organization, including leadership positions that can influence change, and policy. NLACRC is committed to maintaining a workforce that reflects the diversity of the communities and consumers we serve.

### **Corrective and Remedial Action**

Any employee who violates NLACRC's policies against discrimination, harassment, and retaliation and/or engages in inappropriate conduct or behavior, will be subject to disciplinary action, up to and including termination. Employees who believe they have been subjected to any kind of discrimination, harassment or retaliation that violates NLACRC's should seek assistance from a supervisor or an HR representative. NLACRC employees can also contact Human Resources for alternative reporting options with a third-party entity.

### **Other Relevant NLACRC Organizational Policies**

NLACRC has additional organizational policies that support our efforts for inclusion, equity, and diversity:

- **Recruitment and Selection Policy:** NLACRC seeks to recruit and hire the best-qualified applicants and comply with all applicable employment laws, Collective Bargaining Agreement (CBA) rules, and agency policies and procedures. NLACRC is committed to building a diverse staff that is reflective of our community and to provide equal employment opportunities to all qualified applicants, employees, consumers, and stakeholders.
- **Unlawful Harassment and Retaliation Policy:** NLACRC is committed to providing a workplace that is free from unlawful harassment or intimidation. The purpose of this



policy is to set expectations of behaviors that are aligned with NLACRC's values and support positive working relationships and a professional work environment.

- **Whistleblower Policy - NLACRC Employees and Board Members:** This Policy provides a guide to assist any NLACRC employee or board member who wishes to report any perceived improper regional center activity and/or improper vendor/contractor activity and be protected from retaliation when doing so.
- **Whistleblower Policy - NLACRC Vendors, Contractors and Others:** This Policy provides a guide to assist any NLACRC vendor, contractor, consumer or their family, or other individual who wishes to report any perceived improper regional center activity and/or improper vendor/contractor activity and be protected from retaliation when doing so.

[policy.bd.IED] Draft: May 23, 2022

*NLACRC  
Consumer Services Committee  
CRITICAL CALENDAR  
FY 2022-23*

DRAFT

<i>Month</i>	<i>Activity</i>
<i>July</i>	<p><a href="#"><u>Committee reviews the Purchase of Service Disparity report FY 2020-21</u></a></p> <p>Committee elects a chairperson for the current fiscal year.</p> <p>Orientation for new committee. Committee reviews their policies &amp; procedures, bylaws statement, Board Audit section, and Core Values for Policy Development. Committee revises the documents, if needed.</p> <p>Committee is provided with copies of their approved critical calendar for the new fiscal year.</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Committee reviews the 4<sup>th</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 4<sup>th</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 4<sup>th</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 4<sup>th</sup> Quarter Exceptions Report</p> <p>Committee reviews the 4<sup>th</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 4<sup>th</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 4<sup>th</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 4<sup>th</sup> Quarter 4731 Report</p> <p>Committee reviews the 4<sup>th</sup> Quarter Community Resource Development Plan (CRDP) Report</p>
<i>August</i>	<p>Committee reviews the committee action log from the previous fiscal year.</p> <p>Committee finalizes their priority issues for this fiscal year and presents them to</p>

	<p>the Board of Trustees next month for approval.</p> <p>Committee is given their monthly update on the Self-Determination Program.</p>
<i>September</i>	An annual board & VAC legislative training is held in lieu of the committee meetings.
<i>October</i>	<p>Committee reviews the 1<sup>st</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 1<sup>st</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Exceptions Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 1<sup>st</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 1<sup>st</sup> Quarter 4731 Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit:</u> Ensure the service standards are consistent with the center's mission, vision, and values statement.</p>
<i>November</i>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit:</u> Review the center's mission, vision, and values statement to determine if the center is providing adequate guidance in establishing consumer services policy.</p>
<i>December</i>	(The committee does not meet in December.)
<i>January</i>	Committee reviews the 2 <sup>nd</sup> Quarter Consumer Diagnostic Report

	<p>Committee reviews the 2<sup>nd</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Exceptions Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 2<sup>nd</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 2<sup>nd</sup> Quarter 4731 Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p>
<i>February</i>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit</u>: Has the Board properly referred service standard issues to this committee?</p>
<i>March</i>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit</u>: Does any action impact the availability or quality of services?</p>
<i>April</i>	<p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Exceptions Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 3<sup>rd</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p>

	<p>Committee reviews the 3<sup>rd</sup> Quarter 4731 Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p>
<i>May</i>	<p>Committee reviews and approves the committee's draft critical calendar for next fiscal year.</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit</u>: Ensure that the community placement plan goals are being met.</p>
<i>June</i>	<p>(The committee does not meet in June.)</p>

[ccal.2022-23]:

<p><i>NLACRC</i></p> <p><i>Government &amp; Community Relations Committee</i></p> <p><b>CRITICAL CALENDAR</b></p> <p><i>FY 2022-23</i></p>	
<i>Month</i>	<i>Activity</i>
<i>July</i>	<p>Committee elects a committee chair for the fiscal year.</p> <p>The annual orientation is held for the committee. Committee reviews their policies and procedures, Legislative Platform Guiding Principles, Board Recognition Policy &amp; application, and Board Audit section. Committee revises the documents, if needed.</p> <p>Committee is provided with copies of their approved critical calendar for the new fiscal year.</p> <p>Committee begins discussion about what the Board’s legislative priorities and platform should be for the new fiscal year and presents them to the Board for their review and input.</p>
<i>August</i>	<p>Committee finalizes its proposed legislative priorities and platform for the board and presents them to the Board of Trustees for approval.</p> <p>Committee begins planning for a candidates’ forum to be held in the fall.</p> <p>Committee reviews their action log from the previous fiscal year.</p> <p><b>Board Audit:</b> Does the center have a training and information plan that meets the requirements of statute, contracts, and board policy?</p>
<i>September</i>	<p>Annual Legislative Training is held in lieu of the committee meetings.</p>
<i>October</i>	<p>Committee discusses how to keep legislators informed about pending issues.</p> <p><b>Board Audit:</b> Does the center’s training and information plan include a sufficient variety of training and communication methods to reach all of the center’s constituents?</p> <p><b>Board Audit:</b> Are there sufficient financial and human resources available to carry out the center’s training and information plan?</p>

<b>NLACRC</b> <b>Government &amp; Community Relations Committee</b> <b>CRITICAL CALENDAR</b> <b>FY 2022-23</b>	
<i>Month</i>	<i>Activity</i>
<b>November</b>	<b>Board Audit:</b> Are the methods identified in the center’s training and information plan in line with the center’s mission, vision, and values statement?
<b>December</b>	(The committee does not meet in December.)
<b>January</b>	Committee begins considering the ideas for a legislative event to be held in the spring.  Staff begins assembling the legislative event planning team.
<b>February</b>	Committee begins planning for ARCA’s Grass Roots Day and NLACRC’s Grass Roots Week.
<b>March</b>	Committee begins developing a strategy that encompasses the purpose and intent of the board’s Service Provider and Elected Representative Visit policy for implementation next fiscal year.
<b>April</b>	The Center’s ARCA’s Grass Roots Day team visits with legislators at the State Capitol (tentative).
<b>May</b>	Committee reviews and approves the draft critical calendar for next fiscal year.  The committee reviews the board’s Disability Community Organization, Service Provider, and Elected Representative Visit Policy and related Framework for Strategy Implementation and begin discussing what the board’s legislative priorities should be next fiscal year.
<b>June</b>	(The committee does not meet in June.)

[ccal.2022-23] Approved:

North Los Angeles County Regional Center  
**Board of Trustees**

**Disability Community Organization,  
Service Provider, and Elected Representative Visit Policy**

**Purpose**

To build and promote greater knowledge, better understanding, and community partnerships between and among the center's Board of Trustees, disability community organization, service providers, and elected representatives within the center's service area.

**Intent**

During a trustee's term on the board, the trustee should become knowledgeable and familiar with the center's service provider community plus develop relationships with disability community organizations, elected representatives whose districts include the center. Typical disability community organizations include the Office of Clients Rights Advocacy, Disability Rights California, and the State Council on Developmental Disabilities. Elected representatives include federal, state, county, and local officials. To these ends, each trustee is encouraged to visit disability community organizations, service providers, and/or elected representatives during the course of each fiscal year. Ideally, trustees should become knowledgeable and build relationships with service providers and elected representatives in the valley in which the trustee lives, given that a trustee's place of residence is one criterion for board membership. Visits also afford trustees the opportunity to share with disability community organizations, service providers, and elected representatives the activities and concerns of the board as they relate to the oversight of the regional center and the regional center system as a whole. Finally, as trustees conduct visits and report back to the board, the collective knowledge of the board will increase and solidify a stronger foundation for decision making.

In situations where the board wishes additional or more specific information on a disability community organization, service provider, or types of service, the agency or service provider will be invited to make a presentation at a meeting of the Board of Trustees. The center's executive director will arrange the presentation. After such presentation, the board may choose to send a delegation to conduct a visit.

**Implementation**

The Government & Community Relations Committee will develop a strategy that encompasses the purpose and intent of this policy, using their Framework for Strategy Implementation. Development of the strategy will take place in the current fiscal year for implementation in the upcoming fiscal year. Examples of types of events that will encompass this strategy are visits to service providers/elected representatives, participation in grass roots visits, attending a related non-profit agency's, organization's, or service provider's board meeting, etc.



North Los Angeles County Regional Center  
**Board of Trustees**

**Disability Community Organization,  
Service Provider, and Elected Representative Visit Policy  
Framework for Strategy Implementation**

NLACRC board members must maintain an active role in building and sustaining relationships within our disability community organizations, elected representative, and service provider communities. As such, all board members should participate in a minimum of at least one disability community organization, legislative, and service provider event, although participation in more than one visit/event is highly encouraged.

The purpose of attending these types of events is typically to convey a message, deliver a regional center information package, discuss the center's position on an issue, show support, share information, education, and/or discuss a legislative issues as they pertain to the regional center system. Upon completion of any visit, a board member should provide feedback on what happened during their visit at the next board meeting following the visit.

1. Visits to disability community organizations, service providers, and/or elected representatives:
  - Visits to disability community organizations and service providers are typically scheduled through Jennifer Kaiser.
  - Visits to elected representatives (outside of Grass Roots activities) are typically scheduled by the board members. Prior to any visit, board members can contact Sara Iwahashi for a formal NLACRC information packet.
  
2. Participation in disability community organization, service provider, and elected representative events (examples):
  - Non-profit service provider or disability community organizations board meetings.
  - Service provider events (annual dinners, celebrations, etc.)
  - Elected representative events (outreach events, candidate forums, etc.)
  - Grass Roots elected representative visits.
  - Any other type of visit/event that encompasses the purpose and intent of the board's Disability Community Organization, Service Provider, and Elected Representative Visits Policy.

Many events can be found on the NLACRC website calendar of events or you can contact Jennifer Kaiser or Sara Iwahashi for more information.



# North Los Angeles County Regional Center

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

[INSERT DATE]

Assemblymember Laurie Davies  
Capitol Office, 1021 O Street, Suite 4720  
P.O. Box 942849  
Sacramento, CA 94249-0073

## **RE: AB 2145 (Davies) - SUPPORT**

Dear Assemblymember Davies,

The North Los Angeles County Regional Center (NLACRC) provides a diverse array of services and support to more than 30,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

NLACRC wishes to express our support for AB 2145, which will authorize registered dental hygienists in alternative practice (RDHAP) to render dental services to patients in skilled nursing facilities (SNF) and intermediate care facilities/developmentally disabled (ICF/DD). This bill will also authorize RDHAPs to provide oral health inservice training to SNF and ICF/DD staff to provide basic care techniques to their residents.

Individuals served by NLACRC include individuals who reside in SNFs and ICF/DD homes. If passed, this bill will allow individuals who have difficulties accessing dental care outside of their home to access this critical care. Access to health care including proper dental care is imperative to our community.

We thank you for your leadership and commitment to the community of individuals impacted by intellectual and developmental disabilities. If you have any questions regarding our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Daniel Savino, Government Affairs Director, ARCA



# North Los Angeles County Regional Center

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**[INSERT DATE]**

Assemblymember Lisa Calderon  
Capitol Office, 1021 O Street, Suite 4120  
P.O. Box 942849  
Sacramento, CA 94249-0057

## **RE: AB 2262 (Calderon) – SUPPORT**

Dear Assemblymember Calderon,

North Los Angeles County Regional Center (NLACRC) provides a diverse array of services and support to more than 30,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

NLACRC wishes to express our support for SB 1016, which will require the California Department of Social Services to create an alternative annual reassessment process for certain individuals who participate in the In-Home Supportive Services (IHSS) program.

If passed, this bill will allow flexibility for counties to assess IHSS recipients whose needs remain stable. As many individuals served by NLACRC are IHSS program recipients, this bill will impact those individuals by continuing much needed IHSS services without concern about complex or stringent reassessment requirements. Rather, these recipients will be able to participate in annual reassessments by telephone, video, or in-person. Efficiency of this reassessment process to ensure needed services is important to our community.

We thank you for your leadership and commitment to the community of individuals impacted by intellectual and developmental disabilities. If you have any questions regarding our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Daniel Savino, Government Affairs Director, ARCA



# North Los Angeles County Regional Center

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[INSERT DATE]

Assemblymember Jacqui Irwin  
1021 O Street, Suite 6220  
P.O. Box 942849  
Sacramento, CA 94249-0044

**RE: AB 2378 (Irwin) - SUPPORT**

Dear Assemblymember Irwin,

The North Los Angeles County Regional Center (NLACRC) provides a diverse array of services and support to more than 30,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

NLACRC wishes to express our support for AB 2378, which will give tax credits to businesses that hire qualified individuals with disabilities. NLACRC has seen firsthand the barriers that individuals with developmental and intellectual disabilities face when seeking employment. If passed, this bill will help individuals with disabilities obtain quality employment opportunities and integrate further into their communities. Employment opportunities are incredibly important to our community, and this bill will have a broad and important impact for individuals with developmental disabilities and businesses who employ them.

We thank you for your leadership and commitment to the community of individuals impacted by intellectual and developmental disabilities. If you have any questions regarding our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Daniel Savino, Government Affairs Director, ARCA



# North Los Angeles County Regional Center

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[INSERT DATE]

Senator Susan Talamantes Eggman  
1021 O Street, Suite 8530  
Sacramento, CA 95814-4900

## RE: SB 882 (Eggman) – SUPPORT

Dear Senator Eggman,

The North Los Angeles County Regional Center (NLACRC) provides a diverse array of services and support to more than 30,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

NLACRC wishes to express our support for SB 882, which will create an advisory council within the Department of Justice responsible for evaluating and reporting on existing training for peace officers related to interactions between law enforcement and people with intellectual and developmental disabilities.

As you may know, law enforcement involvement can cause people to feel unsafe, including people with disabilities, which may result in people not receiving the care and support that they need during an emergency. If passed, this bill will provide a method to improve interactions with vulnerable populations, specifically individuals with disabilities. Access to safe and quality interactions between law enforcement and individuals with intellectual and developmental disabilities is imperative to our community.

We thank you for your leadership and commitment to the community of individuals impacted by intellectual and developmental disabilities. If you have any questions regarding our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Daniel Savino, Government Affairs Director, ARCA



# North Los Angeles County Regional Center

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[INSERT DATE]

Senator Anthony Portantino  
1021 O Street, Suite 7630  
Sacramento, CA 95814-4900

## **RE: SB 1016 (Portantino) - SUPPORT**

Honorable Senator Portantino,

The North Los Angeles County Regional Center (NLACRC) provides a diverse array of services and support to more than 30,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

NLACRC wishes to express our support for SB 1016, which will require the State Board of Education to include “fetal alcohol spectrum disorder” in the regulatory definition of “other health impairment” for purposes of special education eligibility.

Individuals served by NLACRC include those with developmental and intellectual disabilities due to fetal alcohol spectrum disorder. If passed, this bill will help many children with developmental and intellectual disabilities to receive services that they need to support them in their educational career. We believe that this bill will remove an obstacle that these families currently face. The opportunity to thrive in their school environment is important to our community.

We thank you for your leadership and commitment to the community of individuals impacted by intellectual and developmental disabilities. If you have any questions regarding our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Daniel Savino, Government Affairs Director, ARCA

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New Service Development Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>The Nurture Collective</b> Vendor Number: PL2094, Service Code: 999
3.	<b>The Purpose of the Contract</b>	Service Development Agreement to provide start-up funds to develop one (1) multidisciplinary Infant Development Program (service code 805) to provide services to infants and toddlers under the age of three (3) years with a developmental delay and their families in areas of cognitive, physical/motor, communication, social/emotional, and/or adaptive development. At a minimum, services will include the following: child development specialist, speech therapy, physical therapy, and occupational therapy. Services shall not include behavior services. The ongoing Infant Development Program services to be developed shall be provided in-home and site-based in the Antelope Valley.
4.	<b>The Contract Term</b>	FY2021-2022, June 1, 2022 – March 31, 2024
5.	<b>The Total Amount of the Contract</b>	Project #: NLACRC-2122-01: \$150,000.00
6.	<b>The Total Proposed Number of Consumers Served</b>	Consistent with statutory requirements (WIC, 4688(a)(5), there is significant need to support Early Start Consumers and their families, in their home and in natural environments and the Antelope Valley is a geographic service area for which there is a significant resource need.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on achievement of Performance Milestones.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Request for Proposal (RFP) process that was published by NLACRC on October 1, 2021.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	FY2021-2022 CPP start-up funds were requested from DDS to develop the infant development program, and DDS approved the funding in the NLACRC FY2021-2022 CPP approved plan under project # NLACRC-2122-1 on September 3, 2021.
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None

## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's ("NLACRC") Board of Trustees reviewed and discussed the Service Development Agreement ("Agreement", or "Contract") for **The Nurture Collective** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **The Nurture Collective** was reviewed and approved by NLACRC's Board of Trustees on **June 8, 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 Director, Chief Financial Officer, or Chief Human Resources 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

---

June 8, 2022  
Date



**FY 2021 – 2022**

**SERVICE DEVELOPMENT AGREEMENT**

**BETWEEN**

**NORTH LOS ANGELES COUNTY REGIONAL CENTER**

9200 Oakdale Avenue, Suite 100  
Chatsworth, CA 91311

**AND**

**The Nurture Collective**  
**1028 W Ave L-12 Suite 103-105**  
**Lancaster, CA 93534-7089**

PROJECT #: NLACRC-2122-01

SERVICE CODE: 999

VENDOR #: PL2094

TAX ID#: **83-1142000**

**TERM OF AGREEMENT: June 1, 2022 – March 31, 2024**

**Development of an Infant Development Program in the Antelope Valley**

## SERVICE DEVELOPMENT AGREEMENT

FY 2021 – 2022

This Service Development Agreement (“**Agreement**”), dated as of **April 20, 2022** is entered into by and between NORTH LOS ANGELES COUNTY REGIONAL CENTER, INC., a California nonprofit corporation (“**Center**” or “**NLACRC**”) and **The Nurture Collective, a California corporation** (“**Contractor**”). The parties enter into this Agreement with reference to the following facts:

### RECITALS

- A. Center provides services to individuals with developmental disabilities (the “**Consumers**”) in the Antelope Valley of North Los Angeles County. Center operates under a contract with the State of California Department of Developmental Services (“**DDS**”). DDS has allocated funds to Center to provide for the needs of Center’s Consumers.
- B. Center has determined a need for developing a multidisciplinary Infant Development Program to provide services to infants and toddlers under the age of three (3) years with a developmental delay and their families in areas of cognitive, physical/motor, communication, social/emotional, and/or adaptive development. At a minimum, services will include the following: child development specialist, speech therapy, physical therapy, and occupational therapy. Services shall not include behavior services.
- C. Contractor represents and warrants that it is capable and experienced in providing Infant Development Program services (service code 805) to individuals with developmental disabilities under the applicable provisions of Title 17 of the California Code of Regulations (“**17 CCR**”), and desires to provide such services for the benefit of Center’s Consumers.
- D. Center has agreed to provide up to \$150,000.00 of funds for development of Infant Development Program services (service code 805) appropriated in FY 2021-2022 (the “**Start-Up Funds**”) for use by Contractor to develop an Infant Development Program (home and center-based) to provide services in the Antelope Valley.
- E. If Contractor timely performs all of its obligations under this Agreement to Center’s satisfaction, the parties shall use their commercially reasonable efforts to process and approve a separate agreement for the vendorization(s) under which Contractor shall provide ongoing Infant Development Program services (service code 805) and on terms mutually acceptable to the parties (the “**Service Provider Agreement**”). The Service Provider Agreement shall include, among other things, the specified length of time Contractor shall be obligated to provide Infant Development Program services (service code 805). Contractor shall not have the right to compensation for continuing Infant Development Program services (service code 805) unless and until the parties execute the Service Provider Agreement.

NOW THEREFORE, on the basis of the foregoing Recitals and in consideration of the following mutual covenants, the parties agree as follows:

## 1. TERM OF AGREEMENT

- 1.1 Subject to the provisions for termination contained herein, the term of this Agreement shall be for the period **June 1, 2022** through **March 31, 2024**.
- 1.2 For purposes of the Agreement, any and all references herein to the term of this Agreement shall include any renewals and /or extensions hereof unless specifically provided to the contrary.
- 1.3 For the purposes of enforcing any terms of this Agreement which are to be performed after termination, the representations and promises of the parties, as set forth herein shall survive the termination of this Agreement.

## 2. DESCRIPTION OF SERVICES

- 2.1 Contractor shall develop a multidisciplinary Infant Development Program to provide services to infants and toddlers under the age of three (3) years with a developmental delay and their families in areas of cognitive, physical/motor, communication, social/emotional, and/or adaptive development. At a minimum, services will include the following: child development specialist, speech therapy, physical therapy, and occupational therapy. Services shall not include behavior services. Service shall be provided in the home and center-based by a staffing ratio of 1:1, 1:2, and 1:3.
- 2.2 Contractor shall be responsible for start-up activities associated with the development of the ongoing Infant Development Program services (service code 805), including but not limited to: (i) establishment of an appropriate physical plant; (ii) employment of appropriate staff; and (iii) completion of all vendorization documentation, including program design.
- 2.3 Center shall reimburse Contractor for a portion of such start-up activities as provided in the Start-Up Payment Agreement attached as Attachment "C", which is described in Section 4.1 below.

## 3. DUTIES OF CONTRACTOR

- 3.1 Contractor shall submit, by September 1, 2022 a detailed Description of Project (the "**Proposal**") consisting of, but not limited to, a (1) start-up plan with timelines and start-up activities, consistent with the milestones and their deadlines in Attachment "C", and (2) an estimated start-up budget, all in form and content acceptable to Center. The Proposal, once approved in writing by Center, will be attached as Attachment "A" hereto and will be incorporated herein by reference.

- 3.1.1 Established Rate, pursuant to 17 CCR, Section 50609. The Rate(s) of Payment for ongoing service code 805 services provided by Contractor will be established by DDS in accordance with 17 CCR, Chapter 3, Subchapter 8

(Rate Setting Procedures for Community Based Day Programs) and as issued by the Department of Developmental Services.

- 3.2 Contractor is responsible for completing all project/service activities as identified in Attachments “A” and “C” by the milestone deadlines noted therein.
- 3.3 Contractor will submit by January 1, 2023 a Program Design (the “**Program Design**”), in form and content acceptable to Center. The Program Design, once approved in writing by Center, will be attached as Attachment “B” hereto and will be incorporated herein by reference.
- 3.4 Contractor and its services shall meet any applicable requirements of vendorization by Center in accordance with the relevant provisions of 17 CCR, Chapter 3 (Community Services).
- 3.5 Contractor shall meet any applicable requirements of licensing/certification entities if required for the service to be provided.
- 3.6 Contractor acknowledges that it is familiar with, and is in possession of a copy of, DDS’s Guidelines for Regional Center Community Placement Plan for FY 2021-2022 Requests (the “**CPP Guidelines**”). Contractor shall at all times comply with the CPP Guidelines in connection with all services Contractor provides under this Agreement. If any inconsistency exists between this Agreement and the CPP Guidelines, the provisions in the CPP Guidelines shall prevail.
- 3.7 As provided in the CPP Guidelines: Contractor acknowledges that the Start-Up Funds are intended to assist in its development of new resources, but they are not intended to cover 100 percent of such development costs. Contractor shall identify funds that, along with the Start-Up Funds, will demonstrate Contractor’s financial capacity to complete the Proposal. Contractor shall, upon Center’s or DDS’s request, provide an estimated and a final “Sources and Uses” project development budget outlining the project cost and funding sources for the Proposal.
- 3.8 Contractor agrees to have said services in operation and serving Consumers no later than the end of the term of this Agreement, conditioned on the mutual execution of the Service Provider Agreement.

#### 4. FISCAL PROVISIONS

- 4.1 Payment Agreement. In consideration for certain project costs incurred by Contractor under this Agreement, Center shall compensate Contractor pursuant to the terms of the Payment Agreement, which is attached hereto as Attachment “C” and incorporated herein by this reference (the “**Start-Up Payment Agreement**”).
- 4.2 The maximum amount of Start-Up Funds payable by Center to Contractor under this Agreement shall not exceed \$150,000.00 and shall also be subject to Center’s written approval of the Proposal (including Contractor’s start-up budget).

Contractor must complete all start-up activities associated with the development of the Infant Development Program services (service code 805) by February 29, 2024, or the deadlines noted on Attachment “C” (the “**Performance Milestones**”), and Contractor must claim all Start-Up Funds, by March 31, 2024; all unclaimed funds will revert to the State. The Performance Milestones are listed on the Start-Up Payment Agreement.

- 4.3** Payment of Start-Up Funds to Contractor is contingent upon its performance of the services herein in a manner acceptable to Center and in accordance with the conditions set forth in the Start-Up Payment Agreement.
- 4.4** Milestone payments by Center will be paid based upon Contractor’s submission to Center of required documentation which substantiates Contractor’s completion of each milestone, including, but not limited to, receipts for purchases and paid invoices.
- 4.5** Contractor shall submit monthly written progress reports identifying progress made toward completion of all items identified in the Start-Up Payment Agreement, and invoices in a format and manner agreed upon by Center to:

Attention: Resource Development  
North Los Angeles County Regional Center  
9200 Oakdale Avenue, Suite 100  
Chatsworth, CA 91311

- 4.5.1** Complete invoices submitted by the third (3<sup>rd</sup>) day of the month shall be paid by the twentieth (20<sup>th</sup>) day of the month.
- 4.5.2** Center reserves the right to withhold all or part of any payment on invoices submitted until acceptable documentation is received.
- 4.6** Contractor agrees it shall not bill Center under the terms of this Agreement for any costs funded by any other regional center, private insurance or public funding source.
- 4.7** Center may elect to disburse certain of the Start-Up Funds to third parties for Contractor’s benefit, rather than to Contractor directly. Center may also condition Contractor’s uses of Center’s disbursements on the satisfaction of certain conditions; provided, however, all such disbursements are conditioned on Contractor’s compliance with the terms of this Agreement.
- 4.8** Contractor understands and agrees that upon completion or termination of this Agreement, referrals or any subsequent regional center ongoing funding is not guaranteed and that the decision for such funding is within the discretion of Center.
- 4.9** Upon completion of the project and the reconciliation of all payments, if Center determines that the total amount it remitted to Contractor exceeded Contractor’s

approved costs, Contractor shall within 10 business days of demand remit all excess Start-Up Funds to Center for return to the State.

## 5. OTHER COSTS AND EXPENSES

Contractor shall be solely responsible for all costs, overhead, salaries and other expenses incurred in establishing and maintaining the services contemplated herein. This Agreement is made solely for the benefit of the parties hereto and is not intended to, and shall not, confer any benefits on any person or entity not a party hereto. Under no circumstances shall Center be responsible for payments of any kind, directly or indirectly, to any Subcontractors, agents, or employees of Contractor.

## 6. REPAYMENT PROVISIONS

- 6.1** Contractor must satisfy and complete each of its obligations in this Agreement by the applicable Performance Milestones noted in Attachment “C”, subject to Documented Delays; provided, however, notwithstanding any Documented Delay, Contractor shall complete all of its obligations not later than February 29, 2024. A delay shall only be a “**Documented Delay**” if (1) such delay is an event described in Section 13 below (entitled Force Majeure) or is otherwise beyond Contractor’s reasonable control, (2) Contractor notifies Center in writing within 10 days after Contractor encounters such delay, (3) Contractor notifies Center in writing of the date such delay no longer applies and (4) Center reasonably approves such delay and its length in writing.
- 6.2** If (i) Contractor fails to have satisfied and completed all of its obligations in this Agreement (including the Project Milestones) by February 29, 2024 (notwithstanding Documented Delays), or if (ii) the parties fail to sign a Service Provider Agreement by March 31, 2024, Contractor shall repay to Center all of the Start-Up Funds previously remitted by Center to Contractor under this Agreement. Contractor shall repay such funds within 10 business days from the receipt of such written demand for repayment by Center.
- 6.3** Contractor acknowledges that the sole purpose and use of the Start-Up Funds is to develop an Infant Development Program in the Antelope Valley for the benefit of Center’s Consumers. This obligation shall survive for six years after the date the first Consumer has begun receiving services.
- 6.4** If Contractor completes all the Project Milestones and begins serving Consumers, but terminates services before six years of service (calculated from the date the first Consumer begins receiving services), Contractor shall pay back a portion of the Start-Up Funds as follows: one sixth (1/6th) of the total Start-Up Funds will be forgiven for each year of service, rounded to the nearest half year of service. For example, if Contractor terminates service two years and ten months from the start date of the services, the amount to be forgiven shall be calculated as three years, inclusive of rounding the half year, and therefore 50% of the Start-Up Funds shall be due from Contractor to NLACRC within 10 business days from the last day of

the performance of Contractor's Infant Development Program services. In addition, NLACRC may offset payments it otherwise owes to Contractor under Infant Development Program (service code 805) vendorization(s) or otherwise against the sums owed by Contractor to NLACRC under this paragraph.

- 6.5** Center's right to repayment under Section 6.4 above is in addition to any other rights Center may have in law or equity, or under this Agreement, and in addition to the repayment rights Center has under Sections 14 below (entitled Termination).

## **7. FUNDING CONTINGENCY**

- 7.1** Notwithstanding anything in this Agreement to the contrary, the validity of this Agreement (including Center's obligation to remit any Start-Up Funds to Contractor) is conditioned on Center's receipt of adequate funds from DDS to pay for the services described in this Agreement (the "**Funding Contingency**"). The Funding Contingency is a part of this Agreement because Center's annual funding agreement with DDS provides that such funding agreement is subject to the appropriation of funds by the Legislature, and that if such funds are not appropriated for any fiscal year into which such funding agreement extends, the funding agreement is of no force and effect. Center shall therefore have the right and option to terminate this Agreement without liability, and such termination shall be deemed a failure of the Funding Contingency, if (1) DDS for any reason fails to deliver funds to Center for any period covered by this Agreement or (2) Center receives funds from DDS for a period covered by this Agreement but Center determines that such funds are inadequate to pay for all of the vendor services and other expenses which Center expects to incur in such fiscal year, and therefore elects to fund other services rather than the services identified in this Agreement or (3) Center receives funds from DDS for a period covered by this Agreement and initially allocates a portion of such funds for the services in this Agreement, but thereafter elects to reallocate some or all of such DDS funds to fund services other than the services in this Agreement. When insufficient funds exist for Center to pay for all potential services to its Consumers, Center shall have the right (under clauses (2) and (3) above) in its sole and arbitrary discretion to fund services other than the services identified in this Agreement, based on which services Center believes are in the best interests of its Consumers. If there is a failure of the Funding Contingency, then (1) Center shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and (2) neither party shall be obligated to further perform any provisions of this Agreement.

- 7.2** In addition to the above, if there are insufficient funds available from DDS to pay for all of Contractor services and other Community Placement Plan expenses which Center expects to incur in any fiscal year, as determined by Center in its sole and absolute discretion, Center shall have the option at any time, on 30 days notice to Contractor, to reduce the amount of services being provided under this Agreement. In such event, the parties will in good faith negotiate to attempt to agree on

Contractor's new amount of compensation under the modified Agreement. If the parties are unable to agree on Contractor's new compensation for its reduced services within such 30 day period, Center shall then either (1) terminate this contract, because of the failure of a Funding Contingency or (2) rescind its reduction of Contractor's services, in which event this Agreement shall continue in full force and effect without such reduction in services or compensation.

**7.3** Notwithstanding anything in this Agreement the contrary, the payments to Contractor under this Agreement are subject to the any payment reduction that may be implemented by the California State Legislature, as such reduction may be further increased or reduced, and will remain in effect until withdrawn by the State of California.

**7.4** Any notices by Center to Contractor under this Section shall be given in compliance with the procedures in WIC, Section 4710.

## **8. REPORTING AND MONITORING**

**8.1** Center shall be entitled to monitor Contractor's progress in the timely pursuit of the objectives of this Agreement, and Contractor shall promptly respond to all inquiries, and in all other ways cooperate and comply with Center's requests to that end.

**8.2** Contractor shall agree to the following reporting requirements:

**8.2.1** Submission of signed invoices and documentation as required in Section 4 (entitled Fiscal Provisions).

**8.2.2** Submission of any other report(s) related to the implementation of the provisions of this Agreement, the Project Design or otherwise as requested by Center.

**8.3** Contractor shall immediately notify Center if any part of the Proposal becomes inoperable or requires change. Contractor may submit a written request to Center for a change in the Proposal, but shall not implement any changes prior to written approval in accordance with this Agreement. Such request shall include, but not be limited to, a complete justification and description of how the change will affect the original Proposal and its intended outcome. Center reserves the right to approve or deny any requests for change based on the best interest of its Consumers as determined by Center.

**8.4** Contractor agrees to permit access by Center to all fiscal and program-related records pertaining to any and all services provided pursuant to this Agreement in accordance with the provisions of 17 CCR, Subchapter 6 (Service Provider Accountability), Sections 50602 et seq.

## **9. AUDITS**



## 9.1 DDS and NLACRC Audits

- 9.1.1** Contractor's books and records shall be open for audit by DDS, Center and any other authorized agency representative for five years from the date of Center's final payment under this Agreement. As part of any audit, or upon request, Contractor will permit Center, DDS and any other authorized agency representative to examine and make excerpts, reproductions and transcripts from the books and records with respect to all matters covered by this Agreement. Contractor shall maintain its books and records in an accessible location and condition for such purpose. Notwithstanding the above, Contractor agrees to retain all records which relate to any litigation, claims, disputes, or other controversies arising out of the performance of its obligations under this Agreement until such time as the applicable statute of limitations with respect to such litigation, claim, dispute or controversy has expired.
- 9.1.2** Contractor agrees to utilize and be bound by the procedures in 17 CCR, Sections 50700, et seq. should Contractor elect to appeal any audit findings and/or recommendations.
- 9.1.3** Contractor shall accept financial liability for any audit findings and/or recommendations disclosed by audit and promptly repay amounts owed, unless timely appealed and while liquidation is stayed pursuant to 17 CCR, Section 50705.
- 9.1.4** Subject to the audit and inspection rights as described herein, Contractor shall maintain the confidentiality of Consumer records in accordance with the provisions of WIC, Sections 4514, 5328, and 14100.2. Contractor and all of its employees shall respect the confidentiality of all Consumer information they receive.

## 9.2 Contractor Reviews and Audits

- 9.2.1** This Section 9.2 shall only apply if all payments Contractor cumulatively receives from Center and other regional centers during each state fiscal year (while this Agreement is in effect) equals or exceeds Five Hundred Thousand Dollars (\$500,000).
- 9.2.2** Contractor shall, at Center's request and at Contractor's cost, cause an independent Certified Public Accountant to (1) annually audit or review Contractor's financial statements and (2) provide a copy of each annual audit results (the "**Audit Report**") or review results (the "**Review Report**") to Center of its financial statement for the entity's fiscal year that includes the last day of the most recent state fiscal year. If the cumulative payments Contractor receives for Center and all other Regional Centers is less than Two Million Dollars (\$2,000,000) in each state fiscal year, Contractor may conduct a review and provide a Review Report to Center rather than an

Audit Report; otherwise, Contractor shall conduct an audit and provide an Audit Report to Center.

- 9.2.3** If Contractor engages an independent Certified Public Accountant to review (but not audit) Contractor's financial statements, (1) the review shall, at minimum, comply with the provisions set forth in WIC, Section 4652.5(e) and (2) the Review Report shall, at minimum, comply with the provisions set forth in WIC, Section 4652.5(f).
- 9.2.4** Contractor shall complete the independent audit or review within nine (9) months after the end of Contractor's fiscal year and submit to Center pursuant to WIC, Section 4652.5(b).
- 9.2.5** In accordance with WIC, Section 4652.5(b), Contractor shall provide copies of the independent Audit Report or Review Report to Center within 30 days after completion of the audit or review. Contractor shall provide copies of the independent Audit Report or Review Report and accompanying management letters to Center no later than nine months after Contractor's fiscal year end date or calendar year end date, pursuant to WIC, Section 4652.5(b).
- 9.2.6** If Center believes that any issues identified in the Audit Report or Review Report have an impact on services Contractor provides to Center's Consumers, Center will so notify Contractor and provide Contractor with 30 days to resolve such issues. Contractor's failure to resolve such issues to Center's reasonable satisfaction within such 30-day period shall constitute a material breach of this Agreement. As a result of such breach, Center may, among its other remedies, terminate this Agreement.
- 9.2.7** If Center does not find any issues in Contractor's prior year Audit Report or Review Report, Contractor may apply, in writing, to Center for a two-year exemption from the independent Audit Report or Review Report.

## **10. INDEMNITY AND HOLD HARMLESS AGREEMENT**

- 10.1** To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold harmless Center, DDS the State of California and their respective officers, directors, agents and employees (collectively, the "**Indemnitees**") from every claim, demand, loss, liability and expense (including but not limited to attorneys' fees) made or incurred by reason of:
  - 10.1.1** Any personal injury or property damage sustained by Contractor or any person or entity rendering any services under this Agreement on behalf of Contractor, either directly or indirectly, however caused; and
  - 10.1.2** Any personal injury or property damage sustained by any person, or entity, caused by or resulting from any act, neglect, default, or omissions of

Contractor or of any person, or entity performing any services in connection with this Agreement on behalf of Contractor; and

**10.1.3** Claims under workers' compensation laws or other employee benefit laws by Contractor's agents or employees; and

**10.1.4** Contractor's failure to fulfill its obligations under this Agreement in strict accordance with its terms, including Contractor's breach of any representations or covenants given in this Agreement; and

**10.1.5** A violation of any local, state, or federal law, regulation or code by Contractor or by any of Contractor's employees, agents, consultants or authorized subcontractors in connection with the conduct of their activities performed in connection with this Agreement.

**10.2** Contractor at its own expense and risk shall defend any action, legal proceeding, or arbitration or other mediation proceeding, that may be brought against the Indemnitees or any of them on any such claim or demand as set forth above. Contractor shall defend such matter by counsel reasonably satisfactory to Center. The Indemnitees need not have first paid any such claim in order to be so indemnified. Contractor shall also pay and satisfy any settlement, or any judgment which may be rendered against the Indemnitees or any of them arising from any injuries described in this Section 10, including but not limited to those claims and demands resulting from the negligence of the Indemnitees or any of them; provided, however, Contractor shall have no duty to indemnify any particular Indemnitee for those injuries caused to Contractor or a third party by the gross negligence of such Indemnitee.

**10.3** The indemnity set forth in this Section 10 shall apply during the term of this Agreement and shall also survive the expiration, rescission or termination of this Agreement, until such time as action against the Indemnitees on account of any matter covered by such indemnity is barred by the applicable statute of limitations.

## **11. RELATIONSHIP OF THE PARTIES**

Contractor, and the agents and employees of Contractor, in the performance of this Agreement shall act in an independent capacity and not as officers or employees or agents of Center or the State of California.

## **12. SEVERABILITY**

If any provision of this Agreement shall be found to be inoperative, unenforceable or otherwise invalid, the remaining provisions hereof shall be carried into effect without regard to such inoperative, unenforceable or otherwise invalid provision. If any provision is held to be inoperative, unenforceable or otherwise invalid with respect to particular circumstances, it shall nevertheless remain in full force and effect in all other circumstances.

### **13. FORCE MAJEURE**

Unless expressly stated otherwise, both Center and Contractor shall be excused from performance hereunder during the time and to the extent that each is prevented from performing by acts of God, strike and/or other commandeering of resources by the government when evidence thereof is presented to the other party.

### **14. TERMINATION**

**14.1** Notwithstanding anything in this Agreement to the contrary, Center has the right to immediately terminate this Agreement, and no payment shall be due to Contractor, if (i) Contractor fails to submit either its Proposal (including a description of the project, and both a start-up budget and a Cost Statement), or its Program Design to Center, all in form and content satisfactory to Center, by the applicable deadlines set forth in Paragraphs 3.1 and 3.3 of this Agreement, (ii) Center notifies Contractor of the failure of submission or deficiency in the submission and (iii) Contractor fails to cure the failure or deficiency to Center's satisfaction within 10 days after Center's delivery of notice to Contractor. If Center terminates this Agreement pursuant to this Section, neither party shall have any further rights or obligations to each other concerning the matters covered by this Agreement, except that if Contractor has received any Start-Up Funds before Center terminates this Agreement, Contractor shall return such Start-Up Funds to Center within 10 days of request.

**14.2** Center may also terminate this Agreement upon written notice and be relieved of the payment of any consideration to Contractor should Contractor fail to perform any other covenants herein contained at the time and in the manner herein provided.

### **15. COMPLIANCE WITH LAWS**

**15.1** Compliance with Applicable Laws. Contractor shall at all times comply with all applicable Federal and State statutes and regulations and CPP Guidelines in connection with its performance of services under this Agreement, including but not limited to (i) any and all applicable provisions in the Code of Federal Regulations and (ii) the following provisions from 17 CCR: (a) Chapter 1 (General Provisions), Subchapter 6 (Service Provider Accountability), Sections 50601 to 50612; (b) Chapter 1 (General Provisions), Subchapter 7 (Fiscal Audit Appeals), Sections 50700 to 50767; (c) Chapter 3 (Community Services), Subchapter 2 (Vendorization), Section 54302 (Definitions), Section 54326 (General Requirements for Vendors and Regional Centers); and (d) Chapter 3 (Community Services), Subchapter 2 (Vendorization), Section 54327 (Special Incident Reporting Requirements). Contractor represents and warrants that it has reviewed and is familiar with all applicable Federal and State statutes and regulations and the CPP Guidelines, including but not limited to all applicable provisions in (1) WIC, Sections 4500 et seq. (the Lanterman Developmental Disabilities Services Act) and (2) the regulations promulgated thereunder (e.g., Division 2 of 17 CCR [entitled,

“Health and Welfare Agency - DDS Regulations”], Sections 50201 et seq. and the applicable provisions in Title 22 of the California Code of Regulations). Contractor further represents that it is in possession of a copy of such statutes, regulations and CPP Guidelines. The terms of this Agreement shall not be construed to excuse Contractor’s compliance with all applicable existing statutes, regulations and guidelines.

**15.2** HIPAA. Both parties shall at all times comply with the mandatory provisions of the HIPAA Privacy Rule (Standards for Privacy of Individually Identifiable Health Information at 45 Code of Federal Regulations Part 160 and Part 164, Subparts A & E). Contractor and Center shall also be bound by the Business Associate Agreement (“**BAA**”) entered into between the parties; such BAA is published on Center’s website and is incorporated herein by this reference as if directly signed by each party. The following is a hyperlink to the BAA, which is located on Center’s website at: <https://www.nlacrc.org/service-providers/policies> .

**15.2.1** Within five days after the termination of this Agreement for any reason, Contractor shall (i) return to Center, or destroy, all protected health information concerning Center’s consumers in Contractor’s possession or control and (ii) deliver to Center a Certificate of Return or Destruction of PHI (the “Certificate”). The following is a hyperlink to the Certificate, which is located on the Center’s website: <https://www.nlacrc.org/service-providers/forms>.

**15.3** Applicant/Vendor Disclosure Statement, DS 1891 Form. Contractor represents and warrants that Contractor has completed and signed the State Department of Health and Human Service’s Applicant/Vendor Disclosure Statement (“**DS 1891 Form**”) and submitted such form to Center. Contractor shall submit a new signed and dated DS 1891 Form to Center within thirty (30) days of any change in the information previously submitted pursuant to this paragraph or upon written request by Center for such information.

**15.4** HCBS Provider Agreement. Contractor represents and warrants that Contractor has signed the State Department of Health and Human Services’ Home and Community Based-Services Provider Agreement and submitted such Form to Center.

**15.5** Vendor Application. Contractor represents and warrants that Contractor has signed the State Department of Health and Human Services Agency’s Vendor Application Form (DS 1890) and submitted such form to Center.

**15.6** Amendments by Law. Any provision of this Agreement in conflict with statutes or regulations is hereby amended to conform to the provisions of these statutes and regulations. Such amendment of the Agreement shall be binding on the parties even though such amendment may not have been reduced to writing and formally agreed upon and executed by the parties. Center shall endeavor in good faith to notify Contractor upon gaining notice of any amendment or new law which would affect

this Agreement.

**15.7** Internal Procedure to Resolve Consumer Grievances. Contractor shall maintain and annually review a written internal procedure to resolve Consumer grievances pursuant to WIC, Section 4705 and 17 CCR, Section 50608(e).

**15.8** Website Link to DDS Consumer Complaint Process. This Paragraph 15.8 shall only apply if Contractor has a website. In accordance with WIC, Section 4704.6, Contractor shall conspicuously post on its Internet Website a hyperlink to the DDS Internet Website page at <https://www.dds.ca.gov/general/appeals-complaints-comments/regional-center-or-vendor-contractor-whistleblower-complaints/>; and DDS's contact information at <https://www.dds.ca.gov/general/contact-us/>.

## **16. DRUG-FREE WORKPLACE POLICY**

Contractor shall at all times comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Sections 8350 et seq.). A copy of Center's Drug Free Workplace Policy is published on Center's website and is incorporated herein by this reference. The hyperlink to the Policy is: <https://www.nlacrc.org/service-providers/policies>.

## **17. ZERO TOLERANCE POLICY**

Contractor shall at all times comply with Center's Zero Tolerance Policy; such Policy is published on Center's website and is incorporated herein by this reference. The hyperlink to the Policy is: <https://www.nlacrc.org/service-providers/policies>.

## **18. COOPERATION**

Contractor shall at all times fully cooperate with Center to effectuate the purposes of this Agreement. Thus, for example, Contractor will return as soon as possible all documents submitted by Center which may be required by state or federal laws or regulations.

## **19. PROTECTION OF INTEREST**

If during the term of this Agreement Contractor is contemplating entering into other agreements or service commitments, which may impact the Program Design or provision of services described herein, Contractor agrees to advise Center in writing prior to undertaking such commitment.

## **20. NOTICES**

All notices, requests, consents, demands and other communications required or permitted to be given hereunder shall be in writing and deemed to have been sufficiently given or served for all purposes if delivered (1) personally, (2) by a nationally recognized overnight carrier (e.g., FedEx) or (3) deposited in the U.S. mail by certified or registered mail, return receipt requested (provided, however, all notices under WIC, Section 4710 must be sent by certified mail), to the following addresses:

**If to “Contractor”:**

The Nurture Collective  
c/o Aviril Sepulveda, CEO  
apple@mynurturecollective.com  
7313 Whittier Avenue  
Whittier, CA 90602-1132

**If to “Center”:**

North Los Angeles County Regional Center  
c/o Ruth Janka, Executive Director  
Contract&Compliance@nlacrc.org  
9200 Oakdale Avenue, Suite 100  
Chatsworth, CA 91311

**21. WAIVER**

No waiver of a breach of any provision of this Agreement by Center shall constitute a waiver of any other breach of such provision. Failure of Center to enforce at any time, or from time to time, any provisions of this Agreement shall not be construed as a waiver thereof. No custom or practice which may develop between the parties in the course of administering this Agreement will be construed to waive any party’s right to insist upon the performance by the other party of any obligation in this Agreement. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.

**22. ATTORNEYS’ FEES ON BREACH; VENUE**

In any dispute arising from this Agreement, the prevailing party therein shall be entitled to reasonable attorneys’ fees to be awarded as part of its costs from the non-prevailing party. In the event of litigation arising from this Agreement, the venue for resolution of such litigation shall be Los Angeles County.

**23. JOINT AND SEVERAL LIABILITY**

If Contractor consists of multiple individuals and/or entities, each such individual and entity shall be jointly and severally liable for all of Contractor’s obligations under the Agreement.

**24. INTEGRATED AGREEMENT; NO TERMS NOT INCLUDED; CONFLICTING PROVISIONS**

This Agreement and its attachments contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, shall be deemed to exist or bind either of the parties hereto regarding the subject matter of this Agreement. This Agreement supersedes all prior agreements, representations, and understandings of the parties, either oral or written regarding the subject matter hereof. This Agreement shall not be amended or modified, except in a writing signed by the parties that complies with the requirements of all statutes and regulations applicable to this Agreement. If any conflicts or inconsistencies exist between the provisions in this Agreement and the provisions in any other agreement between the parties, the provisions which are, in Center’s reasonable judgment, most protective of the Consumers shall prevail.

**25. THE CENTER’S MODIFICATIONS TO HYPERLINKED DOCUMENTS.**

As noted elsewhere in this Agreement, the following agreements and policies which are cited in this Agreement are hyperlinked to Center’s website, and are incorporated into this Agreement by reference: (i) the Business Associate Agreement; (ii) Center’s Zero Tolerance Policy; and (iii) Center’s Drug-Free Workplace Policy (collectively, the “**Referenced Agreements**”) Center reserves the right to make periodic amendments to the Referenced Agreements, and such amendments shall be posted to Center’s website, along with a redlined document or other information highlighting the applicable amendment. Center shall also endeavor to notify Contractor (such as by email) of amendments to any Referenced Agreement within 10 days after Center posts such amendments on its website. Further, Contractor is responsible for regularly monitoring Center’s website, and Center’s posting of any amended Referenced Agreement on its website shall constitute notice to Contractor of such amendment. Center and Contractor agree be bound to the terms of any amended Referenced Agreements posted by Center unless, within 60 days from the date such amended Referenced Agreements is posted to the website, Contractor provides written notice of objection to Center. If Center and Contractor are unable to resolve Contractor’s objection(s) to the applicable amended Referenced Agreement, Center reserves the right to terminate this Agreement and any related service agreements between the parties.

**26. AUTHORIZED REPRESENTATIVES; COUNTERPARTS; DELIVERY**

Each party represents that the party signing below is an authorized representative of such party and has the authority to bind such party to this Agreement. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall be considered a single instrument. Signed copies of this Agreement delivered and received by facsimile or as a PDF attachment to an email shall be deemed the same as originals.

Executed in Chatsworth, California as of the date first written above.

**“Contractor”:**

The Nurture Collective,  
a California corporation

By: \_\_\_\_\_  
Aviril Sepulveda, CEO

**“Center”:**

North Los Angeles County Regional Center, Inc.,  
a California nonprofit corporation

By: \_\_\_\_\_  
Ruth Janka, Executive Director

Attachments: A – Proposal, B – Program Design, C – Start-up Payment Agreement



**Attachment A to  
SERVICE DEVELOPMENT AGREEMENT  
The Nurture Collective  
Vendor Number PL2094, Service Code 999**

<b>Term of Agreement:</b>	June 1, 2022 through March 31, 2024.
<b>Project:</b>	The development of an Infant Development Program in the Antelope Valley

**PROPOSAL**

APPROVED PROPOSAL  
(AS STATED IN PARAGRAPH 3.1 OF THIS AGREEMENT)  
TO BE ATTACHED HERE

**Attachment B to  
SERVICE DEVELOPMENT AGREEMENT  
The Nurture Collective  
Vendor Number PL2094, Service Code 999**

<b>Term of Agreement:</b>	June 1, 2022 through March 31, 2024.
<b>Project:</b>	The development of an Infant Development Program in the Antelope Valley

**PROGRAM DESIGN**

PROGRAM DESIGN  
(AS STATED IN PARAGRAPH 3.3 OF THIS AGREEMENT)  
TO BE ATTACHED HERE

**Attachment C to  
SERVICE DEVELOPMENT AGREEMENT  
The Nurture Collective  
Vendor Number PL2094, Service Code 999**

<b>START-UP PAYMENT AGREEMENT</b>
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This Payment Agreement, dated for reference purposes as of **April 20, 2022** is entered into by and between North Los Angeles County Regional Center, Inc., a California nonprofit corporation (“**Center**” or “**NLACRC**”), and The Nurture Collective, a California corporation (“**Contractor**”), in accordance with the following facts:

- A. Center and Contractor have entered into a Service Development Agreement dated **May 4, 2022** (the “**Agreement**”), by which Contractor is developing an Infant Development Program to provide services to various individuals within Center’s catchment area, specifically the Antelope Valley. This Payment Agreement is part of the Agreement.

NOW, THEREFORE, based on the facts set forth above, CENTER and CONTRACTOR further agree as follows:

- 1. Maximum Available Funding. Center has made available funds from its budget from fiscal year ending 2022 in the amount of \$150,000.00, subject to the terms of the Agreement.
- 2. Performance Milestones. Center shall compensate Contractor subject to its achievement and timely implementation of (i) the activities and requirements of all items identified in its Proposal (Attachment “A” to the Agreement), and (ii) the six (6) Performance Milestones established below. Contractor must complete all such activities, and all FY2022 Start-Up Funds must be claimed by the Contractor, by not later than March 31, 2024.

Term of the Agreement:	<b>June 1, 2022 through March 31, 2024.</b>
Maximum Available Funding:	\$150,000.00
Project:	The development of an Infant Development Program in the Antelope Valley

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No.	Description of Performance Milestones	The Amount indicated shall be paid upon:	Amount of FY2022 Funds allocated for the Infant Development Program and payable to Contractor upon its completion of each Performance Milestone. Up to:
1	Center's Receipt of Contractor's Signature	Center's receipt of Contractor's signed contractual agreement with Center to develop program.	\$10,000.00
2	Center's Approval of Contractor's Proposal	Center's approval of Contractor's <b>Proposal</b> which shall include a start-up plan with timelines, start-up activities, and estimated start-up budget.	\$20,000.00
3	Center's Approval of the Program Design	Center's approval of a final <b>Program Design</b> , which describes the ongoing service delivery under a separate agreement. Contractor shall submit the Program Design to Center.	\$30,000.00
4	Contractor's establishment of physical plant in Antelope Valley	Center's receipt an approval of either (i) a fully executed lease, or (ii) a recorded grand deed and a current bank mortgage statement for the <b>Property</b> .	\$50,000.00
5	Contractor's Employment of Staff	Center's review and approval of <b>employment and credential documentation</b> that Contractor has established administrative infrastructure and hired administrative staff and clinician(s).	\$25,000.00
6	Center's Receipt of Complete Vendor Packet	Center's receipt of Contractor's signed Vendor Packet and all other documentation in accordance with Title 17, Federal, State and local legislation to establish an Infant Development Program.	\$15,000.00
<b>TOTAL MAXIMUM FY2022 FUNDS ALLOCATED:</b>			<b>\$150,000.00</b>

3. Disbursement and Repayment. Center reserves the right to withhold all or part of any payment on invoices submitted until it receives acceptable documentation. Within 30 days after its commencement of continuing care services, the Contractor shall provide invoices and other evidence of all start-up costs to Center. If Contractor's actual start-up costs do not support the awarded amount, Center shall have the right to require immediate repayment of any excess Start-Up Funds which have been disbursed under this Agreement, in which case Contractor shall repay all such excess funds to Center within ten (10) business days following receipt of a demand.
4. Termination. This Payment Agreement shall automatically terminate on the termination of the Agreement.
5. Miscellaneous. If any inconsistencies exist between the Agreement and this Payment Agreement, the provisions that most broadly protect Center and the Consumers shall prevail. Defined terms herein have the same meaning as in the Agreement.

6. Counterparts; Delivery. This Payment Agreement may be executed in counterparts, each of which shall be deemed an original and both of which shall constitute a single instrument. Signed copies of this instrument delivered by facsimile or electronically in PDF (or similar format) shall be deemed the same as originals.

**“Contractor”:**

The Nurture Collective,  
a California corporation

By: \_\_\_\_\_  
Aviril Sepulveda, CEO

**“Center”:**

North Los Angeles County Regional Center, Inc.,  
a California nonprofit corporation

By: \_\_\_\_\_  
Ruth Janka, Executive Director



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## REQUEST FOR PROPOSALS

### Infant Development Program (IDP) Service Code 805

Published Date: October 1, 2021

Closing Date: November 28, 2021, 11:59 p.m. (PST)

The North Los Angeles County Regional Center (NLACRC), received FY2021-2022 Community Resource Development Plan (CRDP) funding approval from the Department of Developmental Services (DDS) to develop an Infant Development Program, under service code 805, to serve Early Start Consumers, under the age of three years, who reside in the Antelope Valley. NLACRC is seeking proposal submissions for the development of an Infant Development Program (IDP), under service code 805, that will meet the identified need for both in-home services and site-based services for infants and toddlers, under the age of three years, who reside in the Antelope Valley. Consistent with statutory requirements (WIC 4688(a)(5)), there is significant need to support Early Start Consumers and their families, in their home and in natural environments (“in-home services”). All interested applicants must have a physical business office located within the Antelope Valley.

**PLEASE NOTE: Start-up funding for this Infant Development Program RFP is for the purpose of providing Early Start services to infants and toddlers, under the age of three years, who reside in the Antelope Valley,** a geographic service area for which there is a significant resource need.

---

North Los Angeles County Regional Center (NLACRC) is seeking proposal submissions for an Infant Development Program (home- and center-based services) service provider in the Antelope Valley.

**Service Description:** Infant Development Program – Service Code 805

To include:

- In-home services;
- 1:1 center-based services;
- 1:2 center-based services; and
- 1:3 center-based services

**Start-up Available:** \$150,000

**Reimbursement:** This service is funded at an hourly rate, as established by the Department of Developmental Services, which is an all-inclusive hourly rate that includes



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and is not limited to reimbursement for direct care worker’s mileage and travel time.

The current hourly rate range(s), effective January 1, 2021, for this service is as follows:

Service Category	Staff Ratio	Lower Limit	Upper Limit	Temporary Payment Rate
Infant Development Program, Service Code 805	1:3	\$33.22/hour	\$56.03/hour	\$44.88/hour
Infant Development Program , Service Code 805	1:2	\$49.36/hour	\$85.37/hour	\$68.58/hour
Infant Development Program, Service Code 805	1:1	\$69.63/hour	\$125.24/hour	\$90.74/hour

**Location:** Antelope Valley



## Project Overview

NLACRC is seeking qualified and experienced vendors to provide multidisciplinary Infant Development Program services to infants and toddlers under the age of three (3) years with a developmental delay and their families in areas of cognitive, physical/motor, communication, social/emotional, and/or adaptive development. At a minimum, services will include the following: child development specialist, speech therapy, physical therapy and occupational therapy. **(Please note that Infant Development Programs shall not include behavior services.)**

## General Requirements

- Program must meet all applicable requirements of California Code of Regulations (CCR) Title 17 §56764.
- Program curriculum for infant development programs must include the following items:
  1. Physical development, including but not limited to fine and gross motor;
  2. Cognitive development;
  3. Language and speech development;
  4. Psychosocial development; and
  5. Self-help and feeding.
- Program must show activities which:
  1. Increase parent, care giver or authorized child representative and child interaction by training parents, care givers or authorized consumer representatives to recognize and respond to the child's unique characteristics, temperament, and non-verbal communication signaling distress or the need for interaction;
  2. Increase and develop parents, care givers or authorized consumer representatives and child interpersonal relationships through the day-to-day activities, such as bathing, dressing, feeding and comforting; and
  3. Demonstrate use of evidence based practices.
- Program must show ability to increase parenting skills relating to the parents', caregivers or authorized child's representatives' ability to care for the special needs of the child including: demonstrations of developmentally appropriate activities for the child, training and consultation and access to various developmentally appropriate equipment and material, and the use of play as a vehicle for intervention;
- The curriculum for all programs shall describe the location(s) pursuant to Section 56712(a)(1)(D) of these regulations in which children will receive instruction and perform those skills taught;
- In addition to the items specified in section 56712(a) of regulations, the program design for infant development programs shall also include the written procedures used by the vendor for review of consumer assessment information. Such information shall include the





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following areas if applicable to the child's Individualized Family Service Plan (IFSP):

1. Audiology services;
  2. Medical services;
  3. Nursing services;
  4. Nutritional evaluation;
  5. Occupational and/or physical therapy;
  6. Psychological services;
  7. Social work services;
  8. Speech pathology; and
  9. Visual screening.
- Program must offer evening and weekend hours to accommodate working parents;
  - Staff must possess license/credential/academic degree (Master's) for the service they will provide; and
  - Staff must speak the language of the family they support.
  - Be able to demonstrate verbal and written proficiency in English and one of the following languages. Spanish is a threshold language in the Antelope Valley:
    - American Sign Language (ASL)
    - Arabic
    - Armenian
    - Chinese – Cantonese
    - Chinese – Hakka
    - Chinese – Mandarin
    - Chinese – Other
    - Hindi
    - Japanese
    - Korean
    - Persian (Farsi)
    - Russian
    - Spanish (preferred)
    - Spanish Creole
    - Tagalog
    - Vietnamese
  - Demonstrate multicultural competency and participate in ongoing (i.e., at least once a year) training in Cultural Sensitivity to meet the needs of the identified Antelope Valley communities, including the Hispanic and African American communities.
  - Multicultural competency as demonstrated by coursework, direct experience and other experience with these communities will be considered. Additionally, applicants need to include a statement and examples demonstrating how they support clients of diverse populations, needs and different cultural backgrounds, how their agency translates materials, interprets for other languages and provides staff who speak other languages, etc. Per Welfare and Institution Code (WIC) Section 4649.11.



## Minimum Qualifications for Applicants

The **Director** of an Infant Development Program shall possess the following minimum qualifications per Title 17, Section 56770(a):

- 1) A B.A. degree and a minimum of 18 months of experience in the management of a human services delivery system; or
- 2) Five years of experience in a human services delivery system, including at least two years in a management or supervisory position.

The **Supervisor** of an Infant Development Program shall possess the following minimum qualifications per Title 17, Section 56770(b):

- 1) Three years of experience in a human services delivery system, including at least one year in a comparable program OR a B.A. degree in child development, early childhood education, developmental disability education, or a closely related child-focused specialty; and
- 2) The demonstrated ability to provide staff training, supervision and planning.

**Physical Therapists** (if included) must meet regulatory requirement for vendorization under Service Code 772, Physical Therapy. Title 17, §54342(a)(61) states:

“A regional center shall classify a vendor as a provider of physical therapy services if the vendor is:

- (A) A physical therapist who is validly licensed by the Physical Therapy Examining Committee of the Medical Board of California and who, under medical supervision, treats individuals to relieve pain, develop or restore motor function, and maintain performance by using a variety of physical means”

In addition to Title 17 requirements, it is highly preferred that applicants have pediatric experience and a desire to provide services to young children.

The use of a Physical Therapist Assistant must statutory requirements under Business and Professional Code, Sections 2600-2696

**Speech-Language Pathologists** (if included) must meet regulatory requirements for vendorization under Service Code 707, Speech Language Pathology. Title 17 §54342(a)(75) states:

“A regional center shall classify a vendor as a provider of speech pathology services if the vendor is:

- (A) A speech pathologist who is validly licensed as a speech pathologist by the Speech Pathology and Audiology Examining Committee of the Medical Board of California and provides
  1. Diagnostic screening and
  2. Preventative and corrective therapy for persons with speech or language disorders.”



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In addition to Title 17 requirements, it is highly preferred that applicants have pediatric experience and a desire to provide services to young children.

The use of a Speech-Language Pathology Assistant must meet statutory requirements under Business and Professional Code, Sections 2538-2538.7

**Occupational Therapists** (if included) must meet regulatory requirements for vendorization under Service Code 773, Occupational Therapy. Title 17, Section 54342 (a)(53) states:

“A regional center shall classify a vendor as a provider of occupational therapy if the vendor is:

- (A) An occupational therapist validly licensed by the California Board of Occupational Therapy and who, based on the written prescription of a physician, dentist or podiatrist, provides occupational therapy evaluation, treatment planning, treatment, instruction and consultative services.”

In addition to Title 17 requirements, it is highly preferred that applicants have pediatric experience and a desire to provide services to young children.

The use of an Occupational Therapy Assistant must meet statutory requirements under the Business and Professions Code, sections 2570-2571

**Child Development Specialists** should have direct educational experience, with a B.A. in child development, early childhood education, developmental disability education, or a closely related child-focused specialty, or a B.A. in a human services field with a minimum of 12 units of Child Development courses. A Master’s degree in Child Development is highly preferred.

## RFP Timeline

10/01/2021	Request for proposal released
10/13/2021, 1:00 p.m. (PST)	Applicants’ Conference
11/28/2021, 11:59 p.m. (PST)	Deadline for receipt of proposals
11/29/2021 – 01/09/2022	Evaluation of proposals by evaluation committee
01/13/2022	Notice of selection emailed to applicants



## APPLICANTS' CONFERENCE

### Applicants' Conference

An informational meeting to answer questions about this RFP will be held on **October 13, 2021, 1:00 p.m.**

This meeting is not required for those who wish to apply, but is strongly recommended. **The deadline for submission of proposals is November 28, 2021, 11:59 p.m. (PST).**

### Zoom Meeting Details

Meeting ID: 853 7073 7679

Password: 745592

## A. Start-Up Funding

Start-up funds are awarded with the intent of defraying the cost to develop new services. Therefore, commitments in the form of hard (dollar) and/or soft (in-kind) contributions are necessary for each applicant receiving an award.

The maximum amount of start-up funding available for each project is detailed in the project descriptions at the beginning of this RFP. It is understood that the actual cost to complete the start-up of the infant development program may exceed this amount. Any additional costs will be the responsibility of the applicant. Payment of claims submitted to the regional center is contingent upon the provision of acceptable documentation including, but not limited to: invoices, receipts, and cancelled checks.

It is understood if the vendored ongoing service developed through the start-up contract is terminated before six (6) years of service, the Contractor shall pay back a portion of the start-up funds received for that service as follows: One sixth ( $1/6^{\text{th}}$ ) of the total start-up funds received for the service will be forgiven for each year of service, and partial years of service will be prorated to a full year. For example, if Contractor terminates service two (2) years and three (3) months from the agreed upon start date of the services, the amount to be forgiven shall be calculated as three (3) years, inclusive of rounding partial year. Therefore, in this example, three (3) years equaling  $3/6^{\text{th}}$  or 50% of the total start-up payment shall be due from Contractor within seven (7) business days from the last day of service provision. Contractor's final payment for services shall not be released until repayment in full of any outstanding amount due to NLACRC resulting from termination prior to completion of six (6) years of service.



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## **B. Eligible Applicants**

Both non-profit and proprietary organizations are eligible to apply. Employees of Regional Centers are not eligible to apply. Applicants must disclose any potential conflicts of interest per Title 17 Section 54500. Applicants, including members of the governing board, must be in active status in regard to all services vendored with any regional center and be financially solvent. Applicants that have been sanctioned in the last 12 months will not be eligible for vendorization.

## **C. Applicant Partnerships And Materials Submitted**

Applicants who apply as partners must have full knowledge of the proposal packet and must demonstrate commitment to the project during start-up and ongoing operations. However, if a partner's sole purpose is to provide financial backing to the project, the financial backer need only show financial commitment. If the partner's role is only to provide technical support (e.g., drafting the RFP response), the applicant receiving such support is responsible for all language contained in the RFP and the eventual program design.

## **D. Reservation Of Rights**

NLACRC reserves the right to request or negotiate changes in a proposal, to accept all or part of a proposal, or to reject any or all proposals. NLACRC may, at its sole and absolute discretion, select no provider for these services if, in its determination, no applicant is sufficiently responsive to the need. NLACRC reserves the right to withdraw this Request for Proposal (RFP) and/or any item within the RFP at any time without notice. NLACRC reserves the right to disqualify any proposal which does not adhere to the RFP guidelines. This RFP is being offered at the discretion of NLACRC. It does not commit the regional center to award any grant. Please note that applicants must be in active status with NLACRC and other Regional Centers and may be disqualified for any of the following: receipt of Correction Action Plan (CAP), Sanction or Immediate Danger findings, failure to disclose any history of deficiencies or confirmed reports of consumer abuse, previous failure to perform, or unwillingness to comply with Title 17 and NLACRC best practices.

## **E. Costs For Proposal Submission**

Applicants responding to the RFP shall bear all costs associated with the development and submission of a proposal.

## **F. Inquiries/Request for Assistance**

All additional inquiries regarding this application or requesting technical assistance should be



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directed to [resourcedevelopment@nlacrc.org](mailto:resourcedevelopment@nlacrc.org). Technical assistance is limited to information on the requirements for preparation of the application packet. Applicants are expected to prepare the documentation themselves or retain someone to provide such assistance. If an applicant chooses to retain assistance from another party, the applicant must be able to thoroughly address all sections of the proposal during the interview process and/or demonstrate that the party assisting with the application will have a continuing role in the ongoing operation of the program.

## G. Information To Include In Proposal

1. Attachment A: Proposal Title page
2. Attachment B: Statement of Obligation
3. Attachment C: Program Description
4. Attachment D: Statement of Equity and Diversity
5. Attachment E: Applicant/Vendor Disclosure Statement (Form DS 1891)
6. Attachment F: Cost Statement
7. Start-up Budget and Timeline to implement project
8. Organization Chart that maps the supervisory hierarchy including governing boards, advisory boards, as well as other programs or facilities operated by the organization, as applicable.
9. Resumes and Certifications for director and all identified staff
10. Job descriptions of all positions
11. A minimum of two (2) professional letters of reference for the applicant. Letters of reference are required to be on letterhead and signed by the individual providing the reference. References from members of the applicant's family, staff, or governing board will not be accepted.

## H. Submission of Proposals

All proposals must conform to the attached Proposal Writing Guidelines and Content Requirements. The applicant must submit the completed proposal to NLACRC via email to [resourcedevelopment@nlacrc.org](mailto:resourcedevelopment@nlacrc.org). No fax copies will be accepted. The proposals must be complete, typewritten, collated, and page numbered. No proposals will be accepted after the deadline.

**DEADLINE FOR SUBMISSION OF  
PROPOSALS**

**11/28/2021, 11:59 p.m. (PST)**



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## NLACRC PROPOSAL WRITING GUIDELINES

The applicant is required to submit an electronic copy in a **PDF format**. An applicant will be disqualified from consideration for failure to follow instructions, complete documents, submit required documents or meet the submission deadline. All proposals submitted must adhere to the following requirements:

- Use Standard size format so proposal will print out on a standard 8 ½ x 11 paper
- Proposal must be typed using a standard font (12 point).
- Every page must be numbered consecutively.
- The Proposal Title Page must be the first page of the proposal.
- The proposal must include a Table of Contents that corresponds to the proposal.
- All sections of the Content Requirements must be addressed in the proposal.

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

**Sonia Weeks**

**Vendor #: P33028**

**Svc Code: 610**

**Date: 6/3/22**

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

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

**Office Address: 19904 Terri Drive, Canyon Country, CA 91351**

**Service Description:** Service provider provides Attorney services to NLACRC consumers. Practice areas include: PRUCOL, Medi-Cal, immigration, dependency court, conservatorship, expungements and appeals.

**Service Area:** all - Antelope Valley, Santa Clarita Valley, San Fernando Valley

**Staffing:** n/a

**Employment Component:** n/a

**Exceptional Conditions:** n/a



## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New – Professional Services Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Sonia Villanueva Weeks</b> Vendor Number: P33028 Service Code: 610
3.	<b>The Purpose of the Contract</b>	<p>The service provider will provide attorney services pursuant to Title 17, Section 54342(a)(9). The service provider will provide attorney services, and is primarily engaged in providing attorney services.</p> <p>A Regional Center shall classify a vendor as a provider of Attorney services if the vendor: 1) is an active member in good standing of the State Bar of California; 2) advises individuals of their legal rights; and 3) represents them in administrative and judicial proceedings, when necessary.</p> <p>Sonia Weeks, J.D. is a sole practitioner. Her areas of practice include: PRUCOL/Medi-Cal, immigration, dependency court matters, conservatorships, expungements and appeals.</p>
4.	<b>The Contract Term</b>	Five (5) year contract effective June 1, 2022 through May 31, 2027.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$1,035.90 per year, or \$5,179.50 over the entire five (5) year term of the contract based on past actual expenditure of similar vendorizations.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 2 consumers per year.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$350.00 hourly rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for attorney services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	The rate of reimbursement shall be in accordance with the Usual & Customary rate for this provider.

10.	<b>Exceptional Conditions or Terms: Yes/No</b> <b>If Yes, provide explanation</b>	Original vendorization effective date April 27, 1998, but was last used January 2011. NLACRC has re-engaged with provider so that her services will be available, if needed. The previous rate established in 2005 was for \$225.00/hour.
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## Contract Summary and Board Resolution

The North Los Angeles County Regional Center's ("NLACRC") Board of Trustees reviewed and discussed the Professional Services Agreement ("Agreement", or "Contract") for **Sonia Villanueva Weeks** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **Sonia Villanueva Weeks** was reviewed and approved by NLACRC's Board of Trustees on **June 8, 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 Director, Chief Financial Officer, or Chief Human Resources 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.

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Lillian Martinez, Board Secretary

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June 8, 2022  
Date

## Fiscal Impact Summary

Vendor Name: Sonia Villanueva Weeks  
 Vendor Number: P33028  
 Service Code: 610  
 Vendor Effective Date: 04/17/1998

Contract Overview: Contract Previous Payment Agreements only  
 Contract Term: 06/01/2022 to 05/31/2027  
 Rate: \$350/HD

Rate Source, Method of Fiscal Impact Calculation: Usual Customary - expenditure of similar vendor  
 Projected # of Consumers/Year: 2  
 Projected Annual Expenditure: \$ 1,035.90  
 Projected Expenditure over Contract Term: \$ 5,179.50

-----Calculation-----

Similar vendorizations – same service code vendored in the last 5 years (older than 1 year):

Resource #	FY21 Expenditure	Creation Date	Consumers Served
PM0578	\$ 1,035.90	07/01/2006	2

Completed by: Allyn Ortiz    Date: 05/23/2022

Attached:

- N1B113\_SUM EXP BY GL VEND – report of current expenditure
- NLA105\_SELECT POS EXPENDITURES BY GL – report of current consumers

POS CLAIM EXPENDITURES -AUTHORIZATION PAYMENT SUMMARY - FOR FISCAL YEAR 2021  
 LISTING BY GL ACCOUNT-SERVICE CODE - VNDOR# SEQUENCE.

VENDOR# + VENDOR NAME...	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Y-T-D
**** ACCOUNT# 01-00-00-87070-00 PRIOR YEAR OTHER AUTHOR. SERV.													
SERVICE CODE 334 INDIVIDUAL TRAINING													
HS1189 PREMIER HEALTHC	0	0	0	0	2211	4279	3489	4229	6027	5807	5664	6064	37,769.37
PW7948 GT INDEPENDENCE	0	0	0	0	0	0	0	0	0	0	803	402	1,204.74
PW8151 GT INDEPENDENCE	0	0	0	0	0	0	0	0	0	0	66	0	65.95
TOTAL	0	0	0	0	2,211	4,279	3,489	4,229	6,027	5,807	6,533	6,466	39,040.06
SERVICE CODE 360 COMMUNICATION SUPPRT													
PW8151 GT INDEPENDENCE	0	0	0	0	0	0	1050	1200	1200	1050	1350	1350	7,200.00
TOTAL	0	0	0	0	0	0	1,050	1,200	1,200	1,050	1,350	1,350	7,200.00
SERVICE CODE 364 BEHAVIORAL INTERVENT													
PW8151 GT INDEPENDENCE	0	0	0	0	0	0	0	1799	4853	4458	0	13391	24,500.41
TOTAL	0	0	0	0	0	0	0	1,799	4,853	4,458	0	13,391	24,500.41
SERVICE CODE 610 ATTORNEY/LEGAL SERVI													
PM0578 SCHWARTZ, RICHA	832	0	0	0	0	0	0	0	0	0	0	204	1,035.90
TOTAL	832	0	0	0	0	0	0	0	0	0	0	204	1,035.90
SERVICE CODE 627 DIAPER SERVICE													
H17065 SHIELD -CALIFOR	16246	14871	15082	14414	14774	14477	14825	13126	14683	15271	15464	14069	177,300.27
PL0166 KCK INDUSTRIES	1599	1896	1969	2029	2203	2220	1831	2048	2310	2586	2186	1998	24,874.79
PL1513 UNITED MEDICAL	2115	2115	1741	1728	1727	1728	1982	1793	0	1539	1539	1479	19,486.27
P25232 SUPER CARE INC.	111	0	0	104	0	0	104	104	104	104	104	104	839.54
TOTAL	20,071	18,882	18,791	18,275	18,704	18,426	18,742	17,071	17,098	19,499	19,293	17,649	222,500.87
SERVICE CODE 642 INTERPRETER													
P56985 LRA INTERPRETER	8005	9107	7618	7815	5315	2564	1316	2602	2455	1922	2708	1830	53,256.60
P57098 LIFESIGNS, INC.	0	420	47530	50470	54912	57740	47112	22893	312	0	312	312	282,012.50
TOTAL	8,005	9,527	55,148	58,285	60,227	60,304	48,428	25,495	2,767	1,922	3,020	2,142	335,269.10
SERVICE CODE 643 TRANSLATOR													
PD3155 LRA INTERPRETER	35860	26625	24931	21635	28621	23526	16451	9996	28112	19744	37225	22045	294,771.05
PL1486 CLARUS LANGUAGE	0	0	0	0	0	0	0	0	1213	0	0	693	1,905.27
PQ0632 INTERPRETERS UN	0	0	0	0	0	0	0	0	0	0	270	0	270.00
P93906 TANGUMA, MARY	0	0	0	0	0	39	0	0	0	0	0	0	39.22
TOTAL	35,860	26,625	24,931	21,635	28,621	23,565	16,451	9,996	29,324	19,744	37,495	22,738	296,985.54
SERVICE CODE 660 RETAIL/WHOLESALE													
H00624 J. C. PENNEY CO	0	0	0	250	531	243	0	300	540	1049	241	0	3,152.68
ZL1870 IF I NEED HELP	141	424	85	52	259	495	0	0	495	71	353	71	2,445.57
TOTAL	141	424	85	302	789	738	0	300	1,034	1,119	594	71	5,598.25
SERVICE CODE 896 SUPPORTED LIVING													
HJ2600 CIRCLE OF LIFE	0	0	0	0	0	0	0	0	0	15158	15158	0	30,315.36

NORTH L.A. COUNTY R.C.  
 POS Claim Expenditures -Authorization Payment Summary - For Fiscal Year 2021  
 Listing By GL Account-Service Code - Vendor# Sequence  
 Summary Of Net Client Count

Vendor#	Vendor Name	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Y-T-D
**** ACCOUNT#	01-00-00-87070-00	PRIOR	YEAR	OTHER	AUTHOR.	SERV.								
Service Code 610	ATTORNEY/LEGAL SERVICES													
PM0578	SCHWARTZ, RICHARD O.	2	0	0	0	0	0	0	0	0	0	0	0	2
	Total:	2	0	0	0	0	0	0	0	0	0	0	0	2
Service Code 627	DIAPER SERVICE													
H17065	SHIELD -CALIFORNIA HEALTH	147	139	138	139	138	141	144	133	146	154	148	146	194
PL0166	KCK INDUSTRIES	6	6	7	7	7	7	6	7	7	7	6	6	7
PL1513	UNITED MEDICAL SUPPLIES,	8	8	6	6	6	6	7	6	0	5	5	5	10
P25232	SUPER CARE INC.	1	0	0	1	0	0	1	1	1	1	1	1	1
	Total:	162	153	151	153	151	154	158	147	154	167	160	158	212
Service Code 642	INTERPRETER													
P56985	LRA INTERPRETERS, INC.	7	11	11	14	8	8	3	8	8	6	9	6	66
P57098	LIFESIGNS, INC.	0	3	1	2	4	2	3	3	1	0	2	1	6
	Total:	7	14	12	16	12	10	6	11	9	6	11	7	72
Service Code 643	TRANSLATOR													
PD3155	LRA INTERPRETERS / LEO	87	69	80	56	70	66	49	24	76	53	97	55	732
PL1486	CLARUS LANGUAGE SOLUTIONS	0	0	0	0	0	0	0	0	2	0	0	1	3
PQ0632	INTERPRETERS UNLIMITED	0	0	0	0	0	0	0	0	0	0	1	0	1
P93906	TANGUMA, MARY	0	0	0	0	0	1	0	0	0	0	0	0	1
	Total:	87	69	80	56	70	67	49	24	78	53	98	56	737
Service Code 660	RETAIL/WHOLESALE													
H00624	J. C. PENNEY COMPANY	0	0	0	1	2	1	0	1	2	3	1	0	11
ZL1870	IF I NEED HELP	2	6	2	1	4	7	0	0	7	1	0	0	30
	Total:	2	6	2	2	6	8	0	1	9	4	1	0	41
Service Code 896	SUPPORTED LIVING													
HJ2600	CIRCLE OF LIFE	0	0	0	0	0	0	0	0	0	1	1	0	1
HP4637	PEOPLE'S CARE, LLC	1	1	1	1	1	1	1	1	1	1	1	1	1
HQ1379	ACCESS TO SUCCESS, LLC	0	0	0	0	0	0	0	0	1	0	0	0	1
HX0029	PASSPORT TO LEARNING	1	1	1	1	1	1	1	1	1	1	1	1	1
HX0306	OPTIONS FOR INDEPENDENCE	1	1	1	1	1	1	1	1	1	1	1	1	1
HX0518	ROMAN EMPIRE LIVING SKILL	13	13	13	13	13	12	11	11	12	12	13	12	16
H24069	CHOICESS	1	1	1	1	1	1	1	1	1	1	1	1	1
PD1716	MODERN SUPPORT SERVICES -	8	8	8	8	8	9	8	7	8	8	7	7	10
PD2873	INCLUSION SERVICES, LLC	2	2	2	2	2	2	2	2	2	2	2	2	2
PH1329	LIFE STEPS FOUNDATION	1	1	1	1	1	1	1	1	1	1	1	1	1
PH1531	COLLEGE INTERNSHIP PROGRA	7	9	11	12	12	12	12	11	11	11	11	10	12
PL0011	JAY NOLAN COMMUNITY/PRISM	58	58	58	58	57	56	57	56	56	56	56	56	58
PL0052	THE ADULT SKILLS CENTER	35	34	34	35	34	34	34	34	34	35	34	34	37
PL0276	KORN, SAMUEL	1	1	1	1	1	1	1	1	1	1	1	1	1
PL0433	HERRERA, NELIDA	1	1	1	1	1	1	1	1	1	1	1	1	1
PL0494	NEW, JODI	1	1	1	1	1	1	1	1	1	1	1	1	1
PL0693	VOICES OF INDEPENDENT	2	2	2	2	2	2	2	2	2	2	2	2	2
PL0796	BLAZING NEW TRAILS	5	5	5	5	5	5	5	5	5	5	5	5	5
PL0797	EXPLORE FREEDOM SERVICES	57	56	54	56	56	57	57	56	56	56	59	57	63

**PROFESSIONAL SERVICES AGREEMENT**

**BETWEEN**

**NORTH LOS ANGELES COUNTY REGIONAL CENTER**

9200 Oakdale Avenue, Suite 100  
Chatsworth, CA 91311  
(818) 778-1900

**AND**

**Sonia Villanueva Weeks  
19904 Terri Drive  
Canyon Country, CA 91351**

Vendor Number: **P33028** Service Code: **610**

Tax Identification Number: **547-19-4547**

**TERM OF AGREEMENT: June 1, 2022 – May 31, 2027**

**Attorney Services**

## PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“**Agreement**”), dated as of **June 2, 2022**, is entered into by and between NORTH LOS ANGELES COUNTY REGIONAL CENTER, INC., a California nonprofit corporation (“**Center**” or “**NLACRC**”), and **Sonia Villanueva Weeks, a sole proprietor** (“**Contractor**”). The parties enter into this Agreement with reference to the following facts:

### RECITALS

- A. Center provides services to individuals with developmental disabilities (the “**Consumers**”) in the San Fernando, Santa Clarita and Antelope Valleys of North Los Angeles County. Center operates under a contract with the State of California Department of Developmental Services (“**DDS**”). DDS has allocated funds to Center to provide for the needs of Center’s Consumers.
- A. Center has determined a need for Attorney services for certain of its Consumers. A Regional Center shall classify a vendor as a provider of Attorney services if the vendor: 1) is an active member in good standing of the State Bar of California; 2) advises individuals of their legal rights; and 3) represents them in administrative and judicial proceedings, when necessary. Center wishes to obtain such services from Contractor.
- B. Contractor represents and warrants that it is capable and experienced in providing Attorney services to individuals with developmental disabilities, and desires to provide such services for the benefit of Center’s Consumers.
- C. This Agreement shall apply when (i) NLACRC engages Contractor to represent the interests of one or more Consumers in accordance with their Individual Program Plans and (ii) Center pays for Contractor’s services with “Purchase of Service” funds. Center and Contractor have a separate agreement for legal services when Center engages Contractor to represent Center’s interest and NLACRC pays for such services with “Operations” funds.

NOW THEREFORE, on the basis of the foregoing Recitals and in consideration of the following mutual covenants, the parties agree as follows:

### 1. DESCRIPTION OF SERVICES

- 1.1 Description of Services. Services to be performed by Contractor shall include, but are not limited to, attorney services as requested by Center. Contractor shall perform those services described in this Agreement and in Contractor’s Service Description, which is attached hereto as Attachment B and incorporated herein by this reference (the “**Service Description**”).
- 1.2 Center may from time to time retain Contractor’s services to advise and represent NLACRC’s Consumers in matters affecting them. However, at no time shall Contractor represent a Consumer in any matter that is adverse to Center.



- 1.3 Contractor shall provide those services required to represent Consumers in the matter for which Contractor is retained, and Contractor shall at all times keep Center informed of Contractor's progress and respond to Center's inquiries.
- 1.4 Center shall keep Contractor informed of developments as they occur. Center will assist Contractor by providing necessary information and documentation and will appear when necessary at legal proceedings.
- 1.5 During the term of this Agreement, Center may request changes in the scope of Contractor's services. Such changes, including any increase in the amount of compensation, shall be in writing and shall not be valid unless signed by both parties. Contractor shall not be entitled to any additional compensation for services performed hereunder, except pursuant to written agreement with Center which describes such services and the compensation for such services, and which complies with the requirements of all applicable statutes and regulations.
- 1.6 Contractor may condition its representation of a Consumer in a particular matter on such Consumer's and Center's execution of a written waiver of potential conflicts of interest, in accordance with the State Bar of California's Rules of Professional Conduct.

## **2. INDEPENDENT CONTRACTOR STATUS**

- 2.1 Contractor is an independent contractor. Thus, Contractor and its agents and employees, in the performance of this Agreement, shall act in an independent capacity, and not as officers, employees or agents of the State of California or Center. Contractor shall be wholly responsible for the manner, means, methods, details and fashion in which Contractor and its employees perform the services required of Contractor by the terms of this Agreement.
- 2.2 Contractor will not accrue employee fringe benefits from Center, nor will Center be responsible for withholding or paying any amount of workers compensation, disability insurance or any federal or state, local income or payroll tax of any kind to Contractor or for its benefit. Contractor agrees to be solely responsible for all matters relating to payment of its employees, including compliance with Social Security withholdings and all other regulations governing such matters.
- 2.3 Contractor is free to take employment from others as an independent contractor, or in any other status, whether or not competitive with the business of Center.
- 2.4 Contractor shall have no authority to enter into or execute any agreement on behalf of Center, to incur any liability or indebtedness or any kind or nature in the name of or on behalf of Center or to otherwise bind Center in any manner. Contractor shall not be, or in any manner represent, imply or hold itself out to be an agent, partner or representative of Center.
- 2.5 Contractor shall provide all equipment, office space, technology and materials, and other items necessary or desirable to perform the services identified under this

Agreement.

- 2.6 Contractor shall be responsible for all of its own business expenses including, but not limited to, automobile repair and maintenance, gasoline, insurance, workers' compensation insurance, self-employment taxes and any incidental expenses related to its performance under this Agreement.
- 2.7 Contractor shall perform the work at such times and at such places as contractor determines, and as reflected in the Service Description, which is attached hereto as Attachment B.

### 3. OPERATIONAL AND ADMINISTRATIVE REQUIREMENTS

- 3.1 Contractor agrees that if allegations of wrongdoing, improper behavior, or inappropriate action, including but not limited to any allegations of wrongdoing, improper behavior, or actions that negatively impact any Consumer of Center are made from any source against the Contractor that Contractor agrees to immediately to report to Center, in writing the existence of any such allegations. Contractor will also report the precise action taken in instances in which the allegations are found to have merit and the investigation finds wrongdoing, improper behavior, or inappropriate action has occurred and negatively impacted any Consumer of Center, or in instances involving a Special Incident Reporting, as required by law and as set forth elsewhere in this Agreement.
- 3.2 Center reserves the right to monitor Contractor's performance under this Agreement and to insure such performance is consistent with the Description of Services. As part of such monitoring, Center may at any time (1) perform both announced and unannounced inspections, (2) determine whether Contractor's performance complies with State and Federal law and applicable regulations and (3) determine whether Center's expenditure of funds pursuant to this Agreement is within its program priorities, allowable expenditures and appropriate allocations.
- 3.3 Contractor shall have adequate resources to communicate effectively with Consumers and families in their preferred language.

### 4. LICENSES

Contractor shall, at all times during the term of this Agreement, be an active member in good standing with the State Bar of California.

### 5. TERM

This Agreement shall commence on **June 1, 2022** and shall terminate on **May 31, 2027** unless earlier terminated as provided herein. Notwithstanding any other provision of this Agreement, either party may terminate this Agreement upon 60 days written notice to the other for any reason or no reason whatsoever. If this Agreement is terminated early for any reason other than Contractor's breach thereof, the notice of termination shall state that Center shall compensate Contractor for all actual services performed through the early

termination date. Any notice of termination under this paragraph shall comply with the applicable provisions in Paragraph 14.6 below.

## 6. COMPENSATION AND FISCAL PROVISIONS

**6.1** Payment Agreement. In consideration for the provision of services by Contractor under this Agreement, Center shall compensate Contractor pursuant to the terms of the Payment Agreement, which is attached hereto as Attachment A and incorporated herein by this reference (the “**Payment Agreement**”). Contractor shall submit its invoices in the manner approved by Center.

**6.2** Usual & Customary Rate. Contractor has a Usual & Customary rate as defined by Title 17, Section 57210(a)(19). Contractor is therefore exempted from payment reductions, audit requirements, and the 15% administrative cost cap.

**6.3** Electronic Billing. Contractor shall use electronic billing under DDS’s Regional Center e-Billing System Web application for all of Contractor’s invoices to Center under this Agreement.

**6.4** General Approval Requirements. Payment shall be made only for services authorized by Center, and for services that are in compliance with the Service Description. Contractor shall not change the Service Description, implement any new or modified services, or receive any compensation for such new or modified services, without first obtaining Center’s written consent to do so, as evidenced by an amendment to this Agreement signed by both parties prior to Contractor’s implementation of such changes. All services provided under the terms of the Agreement require proper approval and specific written authorization from Center.

**6.5** Invoice Requirements. Contractor shall submit its invoices in the manner approved by Center. Contractor shall maintain invoices and supporting documentation, in accordance with 17 CCR, Section 50604, as applicable, which shall include:

**6.5.1** Total number Consumers served, identified by UCI number

**6.5.2** The dates of service

**6.5.3** Total units of service and total fees billed for the month

**6.5.4** Consumer attendance records identifying the start and end times of services provided and the place where service was provided.

**6.6** Total Compensation. Center’s payments to Contractor, as provided herein, shall be the total compensation for Contractor’s performance of this Agreement and its requirements, unless otherwise expressly provided herein.

**6.7** Payments Monthly in Arrears. All payments shall be calculated and payable by Center monthly in arrears, contingent upon Center’s receipt of Contractor’s properly documented invoice.

- 6.8** Timing. For each properly documented invoice received by Center by the sixth (6<sup>th</sup>) of the month following Contractor's service, Center will issue payment by the twentieth (20<sup>th</sup>) of the month in accordance with the rates identified in the Payment Agreement.
- 6.9** Representation of Services Rendered; NLACRC Remedies. Contractor understands and agrees that its presentation of an invoice to Center for payment for services is a representation that the services billed for have been rendered by Contractor pursuant to this Agreement. Center reserves the right to institute any appropriate action to recoup funds found to be billed for services that were not rendered. If Center is entitled to recoup overpaid funds from Contractor, Center may, as a non-exclusive remedy, offset such overpaid funds from future payments owed by Center to Contractor.
- 6.10** Direct Services. "Direct services" means hands-on training provided by the vendor in accordance with the requirements of the consumer's individual program plan and the provisions of 17 CCR, Section 56720.
- 6.11** Service Records. Contractor shall maintain service records to support all billings/invoicing as specified in 17 CCR, Section 50604(d)(1) through (d)(3)(F), as applicable. Contractor shall submit to Center, along with each of Contractor's billings/invoices, such service records for the applicable billing period.
- 6.12** Legislative Payment Reduction. Notwithstanding anything in this Agreement to the contrary, the payments to Contractor under this Agreement are subject to the any payment reduction that may be implemented by the California State Legislature as such reduction may be further increased or reduced, and will remain in effect until withdrawn by the State of California.
- 6.13** Compliance with 17 CCR, Section 50609 Requirements.
- 6.13.1** In accordance with 17 CCR, Section 50609(a) and (b), the basis used to establish the rate(s) of payment under this Agreement is identified in the Payment Agreement.
- 6.13.2** In accordance with 17 CCR, Section 50609(b)(1)(A), both parties acknowledge that they have come to a full understanding and agreement as to the method used in accumulating the data contained in Contractor's documentation concerning costs, units of service and billing. Contractor further attests that this method was and will be used to accumulate the data contained in Contractor's documentation.
- 6.13.3** In accordance with 17 CCR, Section 50609(b)(1)(B), Contractor attests that the fiscal and program related documentation submitted by Contractor and utilized in the rates calculations is complete, accurate to the best of Contractor's knowledge, supported by records and source documentation, prepared in accordance with any instructions provided by Center and DDS, and subject to audit.

**6.13.4** In accordance with 17 CCR, Section 50609(f), the maximum total amount payable under the term of this Agreement shall not exceed the amount authorized by Center in the Payment Agreement.

## **7. ABUSE AND SPECIAL INCIDENT REPORTING**

**7.1** All Consumer related Special Incidents, which come to the attention of Contractor directly or via report which involve injury, potential abuse or other events which are, or may be, in the judgment of Contractor, detrimental to Consumer's health or safety, shall be reported or forwarded to Center in accordance with 17 CCR, 54327 and as follows:

**7.1.1** The Consumer is missing and the vendor or long-term health care facility has filed missing person's report with a law enforcement agency.

**7.1.2** Reasonably suspected abuse/exploitation including: Physical, Sexual, Fiduciary, Emotional/Mental and Physical and/or Chemical restraint.

**7.1.3** Reasonably suspected neglect including failure to: Provide medical care, prevent malnutrition or dehydration; protect from health and safety hazards or; assist in personal hygiene or provision of food, clothing, or shelter.

**7.1.4** A serious injury/accident including: Lacerations; puncture wounds requiring medical treatment beyond first aide; fractures; dislocations; bites that break the skin; internal bleeding requiring medical treatment beyond first aid; medication errors/reactions that require medical treatment beyond first aid; or burns that require medical treatment beyond first aid.

**7.1.5** Any unplanned or unscheduled hospitalization due to the following conditions: Respiratory illness; seizure related; cardiac related; internal infections; diabetes; wound/skin care; nutritional deficiencies; involuntary psychiatric admission.

**7.1.6** The death of any Consumer regardless of cause.

**7.1.7** The Consumer is a victim of a crime including the following: Robbery; aggravated assault; larceny; burglary; forcible rape.

**7.2** All Special Incidents shall initially be reported to Center verbally, within 24 hours and in writing within 48 hours. Basic information regarding a Special Incident shall include: The name(s) and date(s) of birth of the Consumer(s) involved in the Special Incident; the vendor or long-term health care facility's name, address, and telephone number; the date, time, location of the Special Incident, a description of the Special Incident; a description of the alleged perpetrator; the treatment provided to the Consumer; the action taken by the vendor, the Consumer or any other agency(ies) or individuals involved; the law enforcement, protective services and or other agencies involved in the Special Incident and, if applicable, the family

member(s) who have been contacted and informed about the Special Incident.

**7.2.1** Contractor shall provide, or assist, Center with investigation, gathering of additional information, or resolution of incidents as may be requested by Center.

**7.2.2** Contractor shall also comply with the abuse reporting requirements for children set forth under Penal Code, Sections 73, 278, 11165-11174, and/or elder and dependent adults under WIC, Sections 15600 et. seq.

## **8. BOOKS AND RECORDS**

**8.1** Contractor shall comply with all applicable law and regulations, including but not limited to the applicable provisions in 17 CCR, Sections 50601 through 50610 (Service Provider Accountability), with regard to the maintenance of accurate books, service records, invoices, receipts, accounting records and other financial documents pertaining to Contractor's performance of this Agreement, including the implementation of its Service Description (collectively, the "**Books and Records**"), to the extent and in such detail as will properly reflect all of Contractor's income and expenses for which Contractor requests funds from Center under this Agreement. Thus, such Books and Records shall include, but not limited to, (1) Contractor's direct and indirect net costs of labor, materials, equipment, supplies and services and (2) all other documents required by applicable laws and regulations.

**8.2** Contractor agrees to retain all Books and Records, including source documentation, for a minimum of five years from the date of final payment for the State fiscal year in which services were rendered, in accordance with 17 CCR, Section 50605. Additionally, if an audit is in progress or an appeal is pending at the end of the time specified above, Contractor shall retain all of its Books and Records until all audit exceptions have been resolved to Center's satisfaction. However, Contractor's Books and Records that relate to litigation or the settlement of claims arising out of the performance of this Agreement shall be retained by Contractor until the later of (1) the dates set forth above or (2) the final disposition of such appeal, litigation, claim or exception.

**8.3** Accounting. Contractor shall establish and maintain a clear system of internal control, established in accordance with generally accepted accounting practices (GAAP) and in compliance with the provisions of 17 CCR, Division 2, Chapter 1, Subchapter 6 (Service Provider Accountability) as well as other applicable Federal, State and local laws and regulations.

**8.4** Contractor agrees to hold Center harmless from any administrative or legal actions occurring because of the failure of Contractor to maintain any Books and Records and practices in accordance with the provisions of this Agreement and state or federal laws.

## 9. AUDITS

### 9.1 DDS and NLACRC Audits

- 9.1.1 Contractor's Books and Records shall be open for audit by DDS, Center and any other authorized agency representative for five years from the date of Center's final payment for the State's fiscal year. As part of any audit, or upon request, Contractor will permit Center, DDS and any other authorized agency representative to examine and make excerpts, reproductions and transcripts from the Books and Records with respect to all matters covered by this Agreement. Contractor shall maintain its Books and Records in an accessible location and condition for such purpose.
- 9.1.2 Contractor agrees to utilize and be bound by the procedures in 17 CCR, Sections 50700, et seq. should Contractor elect to appeal any audit findings and/or recommendations.
- 9.1.3 Contractor shall accept financial liability for any audit findings and/or recommendations disclosed by audit and promptly repay amounts owed, unless appealed and liquidation is stayed pursuant to 17 CCR, Section 50705.
- 9.1.4 Subject to the audit and inspection rights as described herein, Contractor shall maintain the confidentiality of Consumer records in accordance with the provisions of WIC, Sections 4514, 5328, and 14100.2. Contractor and all of its employees shall respect the confidentiality of all Consumer information they receive.

### 9.2 Contractor Reviews and Audits

- 9.2.1 This Section 9.2 shall only apply if all payments Contractor cumulatively receives from Center and other regional centers during each state fiscal year equals or exceeds Five Hundred Thousand Dollars (\$500,000).
- 9.2.2 Contractor shall, at Center's request and at Contractor's cost, cause an independent Certified Public Accountant to (1) annually audit or review Contractor's financial statements and (2) provide a copy of each annual audit results (the "**Audit Report**") or review results (the "**Review Report**") to Center of its financial statements for the entity's fiscal year that includes the last day of the most recent state fiscal year. If the cumulative payments Contractor receives for Center and all other Regional Centers is less than Two Million Dollars (\$2 Million) in each state fiscal year, Contractor may conduct a review and provide a Review Report to Center rather than an Audit Report; otherwise, Contractor shall conduct an audit and provide an Audit Report to Center.
- 9.2.3 If Contractor engages an independent Certified Public Accountant to review (but not audit) Contractor's financial statements, (1) the review shall, at

minimum, comply with the provisions set forth in WIC, Section 4652.5(e) and (2) the Review Report shall, at minimum, comply with the provisions set forth in WIC, Section 4652.5(f).

- 9.2.4** Contractor shall complete the independent audit or review within nine (9) months after the end of Contractor's fiscal year, and submit to Center pursuant to WIC, Section 4652.5(b).
- 9.2.5** In accordance with WIC, Section 4652.5(b), Contractor shall provide copies of the independent Audit Report or Review Report to Center within 30 days after completion of the audit or review. Contractor shall provide copies of the independent Audit Report or Review Report and accompanying management letters to Center no later than nine months after Contractor's fiscal year end date or calendar year end date, pursuant to WIC, Section 4652.5(b).
- 9.2.6** If Center believes that any issues identified in the Audit Report or Review Report have an impact on services Contractor provides to Center's Consumers, Center will so notify Contractor and provide Contractor with 30 days to resolve such issues. Contractor's failure to resolve such issues to Center's reasonable satisfaction within such 30 day period shall constitute a material breach of this Agreement. As a result of such breach, Center may, among its other remedies, terminate this Agreement.
- 9.2.7** If Center does not find any issues in Contractor's prior year Audit Report or Review Report, Contractor may apply, in writing, to Center for a two-year exemption from the independent Audit Report or Review Report.

## **10. NO ASSIGNMENTS; NO SUBCONTRACTING OF SERVICES**

This Agreement and rights and duties hereunder shall not be assigned by Contractor. If Contractor is an entity, a change in control of members holding a majority ownership or voting interest in such entity shall constitute an assignment in violation of this Agreement. In addition, Contractor shall not subcontract any of the services to be performed under this Agreement.

## **11. INDEMNITY AND HOLD HARMLESS AGREEMENT**

**11.1** To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold harmless Center, DDS the State of California and their respective officers, directors, agents and employees (collectively, the "**Indemnitees**") from every claim, demand, loss, liability and expense (including but not limited to attorneys' fees) made or incurred by reason of:

- 11.1.1** Any personal injury or property damage sustained by Contractor or any person or entity rendering any services under this Agreement on behalf of Contractor, either directly or indirectly, however caused; and



**11.1.2** Any personal injury or property damage sustained by any person, or entity, caused by or resulting from any act, neglect, default, or omissions of Contractor or of any person, or entity performing any services in connection with this Agreement on behalf of Contractor; and

**11.1.3** Claims under workers' compensation laws or other employee benefit laws by Contractor's agents or employees; and

**11.1.4** Contractor's failure to fulfill its obligations under this Agreement in strict accordance with its terms, including Contractor's breach of any representations or covenants given in this Agreement; and

**11.1.5** A violation of any local, state, or federal law, regulation or code by Contractor or by any of Contractor's employees, agents, consultants or authorized subcontractors in connection with the conduct of their activities performed in connection with this Agreement.

**11.2** Contractor at its own expense and risk shall defend any action, legal proceeding, or arbitration or other mediation proceeding, that may be brought against the Indemnitees or any of them on any such claim or demand as set forth above. Contractor shall defend such matter by counsel reasonably satisfactory to Center. The Indemnitees need not have first paid any such claim in order to be so indemnified. Contractor shall also pay and satisfy any settlement, or any judgment which may be rendered against the Indemnitees or any of them arising from any injuries described in this Section 11, including but not limited to those claims and demands resulting from the negligence of the Indemnitees or any of them; provided, however, Contractor shall have no duty to indemnify any particular Indemnitee for those injuries caused to Contractor or a third party by the gross negligence of such Indemnitee.

**11.3** The indemnity set forth in this Section 11 shall apply during the term of this Agreement and shall also survive the expiration, rescission or termination of this Agreement, until such time as action against the Indemnitees on account of any matter covered by such indemnity is barred by the applicable statute of limitations.

## **12. NONDISCRIMINATION**

Contractor shall not deny the contract benefits herein to any person on the basis of religion, color, ethnic group identification, sex, age, physical or mental disability, nor shall Contractor discriminate unlawfully against any employee or applicant for employment because of race, religion, color, national origin, ancestry, physical handicap, mental disability, medical condition, marital status, sexual orientation, age (over 40) or sex.

## **13. INSURANCE**

**13.1** Workers' Compensation Insurance. In accordance with the provision of Section 3700 of the Labor Code of the State of California, Contractor shall maintain Workers' Compensation insurance for its employees at all times during the term of

this Agreement if required by law to do so.

- 13.2** Public Liability and Property Damage Insurance. Contractor shall at all times during the term of this Agreement maintain public liability and property damage insurance with endorsements satisfactory to Center and in the amount of \$1,000,000 per occurrence, which shall be primary and exclusive over any and all valid and collectable insurance which may be available to Center. Center may require Contractor to provide a higher level of insurance coverage to ensure the health and safety of the Consumers.
- 13.3** Other Insurance. Contractor shall also obtain Professional Liability coverage and Abuse & Molestation coverage. The minimum liability under such policy shall be \$1,000,000 per occurrence and \$3,000,000 aggregate.
- 13.4** Licenses and Ratings. All of Contractor's insurance carriers shall at all times be licensed to transact the business of insurance in the State of California, shall have a rating of A-:IX or higher in the most current edition of Best's Insurance Guide, and shall be acceptable to Center.
- 13.5** Notice to NLACRC. All of Contractor's policies or certificates of insurance shall include substantially the following clause: "This policy shall not be canceled as to coverage until written notice has been given to North Los Angeles County Regional Center of such cancellation. The date of cancellation shall not be less than 30 days after such notice is given." If Contractor's insurance is cancelled, Contractor shall notify Center in writing of such fact, within five (5) days after Contractor's receipt of the insurance company's first notice of cancellation.
- 13.6** NLACRC Named as an Additional Insured. Contractor's liability insurance, including but not limited to the Owned, Non-Owned and Hired Automobile Insurance (and, if commercially available, Contractor's other insurance policies as well) shall contain a Named Insured Endorsement which names North Los Angeles County Regional Center as an additional insured. In addition, each certificate of insurance shall list Center as an additional insured, shall state the extent of insurance, the locations and operations to which insurance applies and the expiration date of the insurance.
- 13.7** Insurance Certificates. Contractor shall not commence providing services under this Agreement until it has obtained all required insurance, and certificates of insurance have been delivered to and approved by Center. Further, Contractor shall at all times provide Center with current copies of Contractor's insurance certificates. If Contractor fails to provide valid current copies of such certificates, Center may terminate this Agreement and obtain any services to be provided by Contractor hereunder from any other provider.
- 13.8** Waiver of Subrogation. Contractor's insurance policies shall contain a waiver of subrogation clause for the benefit of Center.
- 13.9** No Compensation While Uninsured or Underinsured; Remedies Available to

NLACRC. If at any time during the term of this Agreement the insurance required pursuant to this Section 13 is canceled, reduced or modified, or is otherwise not in force, (1) Contractor shall not be entitled to payment for any services rendered during any such time period and (2) Center shall have the option (but not the obligation) to pay any premium necessary to reinstate such insurance to the amounts and coverage required under this Agreement, in which event Center shall deduct such costs from the next sums owed to Contractor.

**13.10** Policy of NLACRC's Board. Contractor shall in all other respects comply with Center's Board of Trustee's Service Provider Insurance Policy at all times; such Policy is published on Center's website and is incorporated herein by this reference. The hyperlink to the policy is: <https://www.nlacrc.org/service-providers/policies>.

## **14. TERMINATION UPON BREACH**

**14.1** Breach by Contractor: Termination by NLACRC. Contractor shall be in default under this Agreement if Contractor fails to comply with (1) the provisions of this Agreement, (2) the terms of Center's purchase of service authorization, (3) applicable Federal or State regulations, (4) statutes governing Contractor's service program and/or (5) statutes governing Contractor's provision of services to persons with developmental disabilities (including but not limited to Contractor's loss of its License, if applicable, or any other accreditations or certifications required for the lawful operation of Contractor's program or services). DDS, Center or any authorized representative of either shall have the right to determine whether conditions exist to constitute possible grounds for termination of this Agreement as a result of Contractor's default. If DDS or Center desires to terminate this Agreement as a result of Contractor's default, DDS or Center shall first notify Contractor in writing of the default (the "**Notice of Default**") and provide Contractor with a 30-day period to cure the default; provided, however, if the default is non-curable, the Notice of Default will notify Contractor that this Agreement will terminate in 30 days. The Notice of Default shall (1) describe the default, (2) note the cure period or note that the default is noncurable, as applicable and (3) notify Contractor that Center shall pay Contractor for all services rendered through the termination date of this Agreement, less any offsets to which Center is entitled as a result of Contractor's default. If the default is non-curable, or if the default is curable and Contractor fails to cure such default to Center's or DDS's reasonable satisfaction within such 30-day period, Contractor shall be considered in breach of this Agreement at the end of such 30-day period and Center or DDS shall then have the right to terminate this Agreement as a result of such breach.

**14.2** Contractor's Automatic Breach. Any misconduct, by Contractor or its agents, employees or consultants, that results in an imminent threat to the health and/or safety of Center's Consumers, shall, at Center's option, be deemed an automatic and material breach of this Agreement. Elements which may constitute imminent threat to Consumer health and safety consist in part, but are not limited to: physical, emotional, or mental abuse, sexual misconduct, Consumer abandonment or neglect,

theft of Consumers' money or property, violation of Consumer's rights under the law, placing Consumers in physical danger, or any other circumstance that may bring physical or emotional harm to the Consumer. In such situation, (1) the procedures in Paragraph 14.1 shall be inapplicable, (2) Contractor's default shall be noncurable, (3) Center shall not have any obligation to provide a 30-day cure notice (or any cure notice) and (4) Contractor shall be deemed in breach of this Agreement upon such default.

- 14.3** Termination of Vendorization. Contractor must comply with all of Center's vendorization requirements and preserve its vendor status at all times during the term of this Agreement. Contractor's breach of a vendorization requirement constitutes a breach of this Agreement. Thus, if Contractor fails to comply with any of the vendorization requirements described in 17 CCR, Sections 54370(b) or (c) (Termination of Vendor for Noncompliance), Center shall have the right and option, in addition to or in lieu of its remedy described in Paragraphs 14.1 and 14.2 above, to follow the procedures for termination of Contractor's vendorization. Upon Contractor's termination of vendorization and the expiration of applicable cure and/or appeal rights, this Agreement shall automatically terminate (if it has not already done so under its other provisions). As provided in 17 CCR, Sections 54370(g) and (h), any action taken by Contractor to correct any violation or file an appeal shall not preclude Center from withdrawing purchase of service authorizations if necessary to protect the health, safety and welfare of its Consumers, and Center may place a moratorium on new Consumer referrals during the appeal process or until such violations have been corrected.
- 14.4** Vendorization Ineligibility. In addition to the provisions in Paragraphs 14.1-14.3 above, and in accordance with WIC, Section 4648.12, an individual, partnership, group association, corporation, institution, or entity, and the officers, directors, owners, managing employees, or agents thereof, that has been convicted of any felony or misdemeanor involving fraud or abuse in any government program, or related to neglect or abuse of an elder or dependent adult or child, or in connection with the interference with, or obstruction of, any investigation into health care related fraud or abuse, or that has been found liable for fraud or abuse in any civil proceeding, or that has entered into a settlement in lieu of conviction for fraud or abuse in any government program, within the previous 10 years, shall be ineligible to be a Center vendor. In such event, (1) the procedures in Paragraph 14.1 shall be inapplicable, (2) Contractor's default shall be noncurable, (3) Center shall not have any obligation to provide a 30-day cure notice (or any cure notice), (4) Contractor shall be deemed in breach of this Agreement upon such default and (5) this Agreement shall automatically terminate.
- 14.5** Breach by NLACRC: Termination by Contractor. Center shall be in default under this Agreement if Center fails to timely perform any of its obligations under this Agreement. If Contractor desires to terminate this Agreement as a result of Center's default, Contractor shall first notify Center in writing of the default and provide Center with a 30-day period to cure the default. If Center fails to cure such default within such 30-day period, Center shall be considered in breach of this Agreement;

provided, however, if the nature of the default requires more than 30 days to cure, Center shall not be in breach of this Agreement as long as Center initiates a cure within such 30-day period and diligently pursues such cure to completion. If Center fails to cure the default to Contractor's reasonable satisfaction within the applicable time period, Center shall be in breach of this Agreement and Contractor shall then have the right to terminate this Agreement as a result of such breach. If this Agreement terminates as a result of Center's breach, Center shall pay Contractor for all services rendered through the termination date of this Agreement. Contractor hereby waives all right to seek or obtain consequential damages, indirect damages, lost profits and punitive damages from Center.

**14.6** Compliance with Statutory Requirements. Neither Center nor Contractor shall terminate this Agreement unless such party complies with all applicable statutes and regulations, including but not limited to WIC, Sections 4502, 4646, 4646.5, 4648, 4710 and 4741, as they may be amended from time to time. However, if any conflict exists between this Paragraph 14.6 and Paragraph 14.4, the provisions in Paragraph 14.4 shall prevail.

## **15. FUNDING CONTINGENCY**

**15.1** Notwithstanding anything in this Agreement to the contrary, the validity of this Agreement (including Center's obligation to remit payments to Contractor) is conditioned on Center's receipt of adequate funds from DDS to pay for the services described in this Agreement (the "**Funding Contingency**"). The Funding Contingency is a part of this Agreement because Center's annual funding agreement with DDS provides that such funding agreement is subject to the appropriation of funds by the Legislature, and that if such funds are not appropriated for any fiscal year into which such funding agreement extends, the funding agreement is of no force and effect. Center shall therefore have the right and option to terminate this Agreement without liability, and such termination shall be deemed a failure of the Funding Contingency, if (1) DDS for any reason fails to deliver funds to Center for any period covered by this Agreement or (2) Center receives funds from DDS for a period covered by this Agreement but Center determines that such funds are inadequate to pay for all of the vendor services and other expenses which Center expects to incur in such fiscal year, and therefore elects to fund other services rather than the services identified in this Agreement or (3) Center receives funds from DDS for a period covered by this Agreement and initially allocates a portion of such funds for the services in this Agreement, but thereafter elects to reallocate some or all of such DDS funds to fund services other than the services in this Agreement. When insufficient funds exist for Center to pay for all potential services to its Consumers, Center shall have the right (under clauses (2) and (3) above) in its sole and arbitrary discretion to fund services other than the services identified in this Agreement, based on which services Center believes are in the best interests of its Consumers. If there is a failure of the Funding Contingency, then (1) Center shall have no liability to pay any funds whatsoever to Contractor or to furnish any other considerations under this Agreement and (2) neither party shall be obligated to further perform any

provisions of this Agreement.

- 15.2** In addition to the above, if there are insufficient funds available from DDS to pay for all of the vendor services and other expenses which Center expects to incur in any fiscal year, as determined by Center in its sole and arbitrary discretion, Center shall have the option at any time, on 30 days notice to Contractor, to reduce the amount of services being provided under this Agreement. In such event, the parties will in good faith negotiate to attempt to agree on Contractor's new amount of compensation under the modified Agreement. If the parties are unable to agree on Contractor's new compensation for its reduced services within such 30 day period, Center shall then either (1) terminate this Agreement, because of the failure of a Funding Contingency or (2) rescind its reduction of Contractor's services, in which event this Agreement shall continue in full force and effect without such reduction in services or compensation.

Any notices by Center to Contractor under this Section shall be given in compliance with the procedures in WIC, Section 4710.

## **16. COMPLIANCE WITH LAWS**

- 16.1** Compliance with Applicable Laws. Contractor shall at all times comply with all applicable Federal and State statutes and regulations in connection with its performance of services under this Agreement, including but not limited to (i) any and all applicable provisions in the Code of Federal Regulations and (ii) the following provisions from 17 CCR: (a) Chapter 1 (General Provisions), Subchapter 6 (Service Provider Accountability), Sections 50601 to 50612; (b) Chapter 1 (General Provisions), Subchapter 7 (Fiscal Audit Appeals), Sections 50700 to 50767; (c) Chapter 3 (Community Services), Subchapter 2 (Vendorization), Section 54302 (Definitions), Section 54326 (General Requirements for Vendors and Regional Centers); and (d) Chapter 3 (Community Services), Subchapter 2 (Vendorization), Section 54327 (Special Incident Reporting Requirements). Contractor represents and warrants that it has reviewed and is familiar with all applicable Federal and State statutes and regulations, including but not limited to all applicable provisions in (1) WIC, Sections 4500 et seq. (the Lanterman Developmental Disabilities Services Act) and (2) the regulations promulgated thereunder (e.g., Division 2 of 17 CCR [entitled, "Health and Welfare Agency - DDS Regulations"], Sections 50201 et seq. and the applicable provisions in Title 22 of the California Code of Regulations). Contractor further represents that it is in possession of a copy of such statutes and regulations. The terms of this Agreement shall not be construed to excuse Contractor's compliance with all applicable existing statutes and regulations
- 16.2** HIPAA. Both parties shall at all times comply with the mandatory provisions of the HIPAA Privacy Rule (Standards for Privacy of Individually Identifiable Health Information at 45 Code of Federal Regulations Part 160 and Part 164, Subparts A & E). Contractor and Center shall also be bound by the Business Associate Agreement ("**BAA**") entered into between the parties; such BAA is published on

Center's website and is incorporated herein by this reference as if directly signed by each party. The following is a hyperlink to the BAA, which is located on Center's website at: <https://www.nlacrc.org/service-providers/policies>.

**16.2.1** Within five days after the termination of this Agreement for any reason, Contractor shall (i) return to Center, or destroy, all protected health information concerning Center's consumers in Contractor's possession or control and (ii) deliver to Center a Certificate of Return or Destruction of PHI (the "**Certificate**"). The following is a hyperlink to the Certificate, which is located on the Center's website: <https://www.nlacrc.org/service-providers/forms>.

**16.3** Applicant/Vendor Disclosure Statement, DS1891 Form. Contractor represents and warrants that Contractor has completed and signed the State Department of Health and Human Service's Applicant/Vendor Disclosure Statement ("**DS1891 Form**") and submitted such form to Center. Contractor shall submit a new signed and dated DS1891 Form to Center within thirty (30) days of any change in the information previously submitted pursuant to this paragraph or upon written request by the regional center for such information.

**16.4** HCBS Provider Agreement. Contractor represents and warrants that Contractor has signed the State Department of Health and Human Services' Home and Community Based-Services Provider Agreement and submitted such Form to Center.

**16.5** Vendor Application. Contractor represents and warrants that Contractor has signed the State Department of Health and Human Services Agency's Vendor Application Form (DS 1890) and submitted such Form to Center.

**16.6** Amendments by Law. Any provision of this Agreement in conflict with statutes or regulations is hereby amended to conform to the provisions of these statutes and regulations. Such amendment of the Agreement shall be binding on the parties even though such amendment may not have been reduced to writing and formally agreed upon and executed by the parties. Center shall endeavor in good faith to notify Contractor upon gaining notice of any amendment or new law which would affect this Agreement.

**16.7** Internal Procedure to Resolve Consumer Grievances. Contractor shall periodically review a written internal procedure to resolve consumer grievances pursuant to WIC, Section 4705 and CCR, Title 17, Section 50608(e).

**16.8** Website Link to DDS Consumer Complaint Process. This Paragraph 16.8 shall only apply if Contractor has a website. In accordance with WIC, Section 4704.6, Contractor shall conspicuously post on its Internet Website a hyperlink to the DDS Internet Website page at <https://www.dds.ca.gov/general/appeals-complaints-comments/regional-center-or-vendor-contractor-whistleblower-complaints/>; and DDS's contact information at <https://www.dds.ca.gov/general/contact-us/>.

**16.9** Permits and Licenses. Contractor and any agents or employees engaged in the provision of services under this Agreement shall maintain all current permits and licenses required by law for the operation of its business and services and operate only as permitted under said permits/licenses

**17. DRUG-FREE WORKPLACE POLICY**

Contractor shall at all times comply with the requirements of the Drug-Free Workplace Act of 1990 (Government Code, Sections 8350 et seq.). A copy of Center’s Drug Free Workplace Policy is published on Center’s website and is incorporated herein by this reference. The hyperlink to the Policy is: <https://www.nlacrc.org/service-providers/policies>.

**18. ZERO TOLERANCE POLICY**

Contractor shall at all times comply with Center’s Zero Tolerance Policy; such Policy is published on Center’s website and is incorporated herein by this reference. The hyperlink to the Policy is: <https://www.nlacrc.org/service-providers/policies>.

**19. COOPERATION**

Contractor shall at all times fully cooperate with Center to effectuate the purposes of this Agreement. Thus, for example, Contractor will return as soon as possible all documents submitted by Center which may be required by state or federal laws or regulations.

**20. PROTECTION OF INTEREST**

If during the term of this Agreement Contractor is contemplating entering into other agreements or service commitments, which may impact the Service Description or provision of services described herein, Contractor agrees to advise Center in writing prior to undertaking such commitment.

**21. NOTICES**

All notices, requests, consents, demands and other communications required or permitted to be given hereunder shall be in writing and deemed to have been sufficiently given or served for all purposes if delivered (1) personally, (2) by a nationally recognized overnight carrier (e.g., FedEx) or (3) deposited in the U.S. mail by certified or registered mail, return receipt requested (provided, however, all notices under WIC, Section 4710 must be sent by certified mail), to the following addresses:

**If to “Contractor”:**

Sonia Villanueva Weeks  
P.O. Box 1491  
Canyon Country, CA 91386

**If to “Center”:**

North Los Angeles County Regional Center  
c/o Ruth Janka, Executive Director  
[Contract&Compliance@nlacrc.org](mailto:Contract&Compliance@nlacrc.org)  
9200 Oakdale Avenue, Suite 100  
Chatsworth, CA 91311



**22. WAIVER**

No waiver of a breach of any provision of this Agreement by Center shall constitute a waiver of any other breach of such provision. Failure of Center to enforce at any time, or from time to time, any provisions of this Agreement shall not be construed as a waiver thereof. No custom or practice which may develop between the parties in the course of administering this Agreement will be construed to waive any party's right to insist upon the performance by the other party of any obligation in this Agreement. The remedies herein reserved shall be cumulative and additional to any other remedies in law or equity.

**23. ATTORNEYS' FEES ON BREACH; VENUE**

In any dispute arising from this Agreement, the prevailing party therein shall be entitled to reasonable attorneys' fees to be awarded as part of its costs from the non-prevailing party. In the event of litigation arising from this Agreement, the venue for resolution of such litigation shall be Los Angeles County.

**24. JOINT AND SEVERAL LIABILITY**

If Contractor consists of multiple individuals and/or entities, each such individual and entity shall be jointly and severally liable for all of Contractor's obligations under the Agreement.

**25. INTEGRATED AGREEMENT; NO TERMS NOT INCLUDED; CONFLICTING PROVISIONS**

This Agreement and its attachments contain all the terms and conditions agreed upon by the parties hereto, and no other agreements, oral or otherwise, regarding the subject matter of this Agreement shall be deemed to exist or bind either of the parties hereto. This Agreement supersedes all prior agreements, representations, and understandings of the parties, either oral or written regarding the subject matter hereof. This Agreement shall not be amended or modified, except in a writing signed by the parties that complies with the requirements of all statutes and regulations applicable to this Agreement. If any conflicts or inconsistencies exist between the provisions in this Agreement and the provisions in any other agreement between the parties, the provisions which are, in Center's reasonable judgment, most protective of the Consumers shall prevail.

**26. THE CENTER'S MODIFICATIONS TO HYPERLINKED DOCUMENTS.**

As noted elsewhere in this Agreement, the following agreements and policies which are cited in this Agreement are hyperlinked to Center's website, and are incorporated into this Agreement by reference: (i) the Business Associate Agreement; (ii) the Certificate of Return or Destruction of PHI; (iii) Center's Zero Tolerance Policy; (iv) Center's Board of Trustee's Service Provider Insurance Policy; and (v) Center's Drug-Free Workplace Policy (collectively, the "**Referenced Agreements**"). Center reserves the right to make periodic amendments to the Referenced Agreements, and such amendments shall be posted to Center's website, along with a redlined document or other information highlighting the

applicable amendment. Center shall also endeavor to notify Contractor (such as by email) of amendments to any Referenced Agreement within 10 days after Center posts such amendments on its website. Further, Contractor is responsible for regularly monitoring Center’s website, and Center’s posting of any amended Referenced Agreement on its website shall constitute notice to Contractor of such amendment. Center and Contractor agree be bound to the terms of any amended Referenced Agreements posted by Center unless, within 60 days from the date such amended Referenced Agreements is posted to the website, Contractor provides written notice of objection to Center. If Center and Contractor are unable to resolve Contractor’s objection(s) to the applicable amended Referenced Agreement, Center reserves the right to terminate this Agreement and any related service agreements between the parties.

**27. AUTHORIZED REPRESENTATIVES; COUNTERPARTS; DELIVERY**

Each party represents that the party signing below is an authorized representative of such party and has the authority to bind such party to this Agreement. This Agreement may be executed in counterparts, each of which shall be deemed an original and all of which shall be considered a single instrument. Signed copies of this Agreement delivered and received by facsimile or as a PDF attachment to an email shall be deemed the same as originals.

Executed in Chatsworth, California as of the date first written above.

**“Contractor”:**

Sonia Villanueva Weeks,  
a sole proprietor

By: \_\_\_\_\_  
Sonia Villanueva Weeks, J.D.

**“Center”:**

North Los Angeles County Regional Center, Inc.,  
a California nonprofit corporation

By: \_\_\_\_\_  
Ruth Janka, Executive Director

Attachments:

- A – Payment Agreement
- B – Service Description

**Attachment A to  
PROFESSIONAL SERVICES AGREEMENT  
Sonia Villanueva Weeks  
Vendor Number P33028, Service Code 610**

<b>PAYMENT AGREEMENT</b>
--------------------------

North Los Angeles County Regional Center, Inc., a California nonprofit corporation (“Center”), and **Sonia Villanueva Weeks, a sole proprietor** (“Contractor”) are parties to a Nonresidential Negotiated Rate Agreement dated June 2, 2022 (the “Agreement”). This Payment Agreement is a part of the Agreement.

1. Rate of Reimbursement. Commencing on the Effective Date, and continuing until the Agreement terminates, Center shall compensate Contractor as follows:

Service Description	Source Code	Subcode	Rate
Attorney Services – Non-CPP Consumers	3, Usual & Customary		\$350.00 per hour
Attorney Services – CPP Consumers	3, Usual & Customary	CPP	\$350.00 per hour

2. Prior Approval; No Guaranteed Minimums. All services provided or purchases made under the Agreement require the Center’s prior express written authorization. Center does not guarantee a minimum number of referrals or authorizations.

3. Additional Applicable Provisions.
  - a. The hours charged by the Contractor will include time spent on each matter for which Contractor has been retained, including time spent on telephone calls with Center, its representatives, witnesses, opposing counsel, or court personnel. The legal personnel assigned to each matter may confer among themselves about the matter, as required and appropriate. When they do confer, each person will charge for the time expended, as long as the work done is reasonably necessary and not duplicative. Likewise, if more than one of the legal personnel attends a meeting, court hearing, or other proceeding, each will charge for the time spent. Contractor will charge for waiting time in court and elsewhere and for travel time, both local and out of town. Hours are charged in minimum units of one tenth (0.1) of an hour.

- b. Payment Not in Excess of Services to Others. Contractor affirms that the rate of payment charged to Center does not exceed the rate of payment Contractor charges any other person for this service.
- 4. Termination. This Payment Agreement is part of the attached Agreement, and shall automatically terminate on the earlier of (i) the termination of the Agreement or (ii) the date Contractor ceases providing services to Center’s Consumers.
- 5. Counterparts; Delivery. This instrument may be executed in counterparts, each of which shall be deemed an original and both of which shall constitute a single instrument. Signed copies of this instrument delivered by facsimile or electronically in PDF (or similar format) shall be deemed the same as originals.

Executed in Chatsworth, California as of the date first set forth above.

**“Contractor”:**

Sonia Villanueva Weeks,  
a sole proprietor

By: \_\_\_\_\_  
Sonia Villanueva Weeks, J.D.

**“Center”:**

North Los Angeles County Regional Center,  
Inc., a California nonprofit corporation

By: \_\_\_\_\_  
Ruth Janka, Executive Director

**Attachment B to  
PROFESSIONAL SERVICES AGREEMENT  
Sonia Villanueva Weeks  
Vendor Number P33028, Service Code 610**

**Service Description**

**Attachment C to  
PROFESSIONAL SERVICES AGREEMENT  
Sonia Villanueva Weeks  
Vendor Number P33028, Service Code 610**

**Fee Schedule**



# Sonia Villanueva Attorney at Law

***Sole practitioner who has served the  
community  
for almost 30 years***



## Practice areas include:

PRUCOL/MEDI-CAL

IMMIGRATION, Including preparation of applications/petitions, and representation and appearances before USCIS and Immigration court

In Home Supportive Services -Application, guidance and appeals

Dependency Court Matters

Conservatorship

Expungements

In-Services/Training Fees waived for all Regional Centers

## Fees:

Consulting/Representative Fees: \$550/Hour\*

Application/Petition rates vary and are established by USCIS, National Visa Center and Immigration Court Fee Scale

\*\$350/Hour for Regional Center consumers and/or their families

soniaweeks@aol.com  
P.O. Box 1491  
Canyon Country CA 91386  
(661) 433-2282 Cell  
(661) 250-3690 Fax  
CB# 162706

North Los Angeles County Regional Center  
**Executive Director's Report**  
June 8, 2022

**I. Legislation**

Governor's May Revise –

- \$185.3M for Promoting Workforce Stability –
  - \$127.8M for up to two \$500 training stipends per Direct Support Professionals (plus taxes and administration fees)
  - \$22.5M for 3-month DSP training and internship program with up to two \$500 retention stipends for workers
  - \$30M for tuition reimbursement program for regional center service coordinators pursuing advanced degrees in health and human services
  - \$5M to pilot the development of remote supports using technology to increase independence, and “when chosen and safe, reduce in-person and around-the-clock services.”
- \$59.1M for provider rate adjustments in response to January 1, 2023 minimum wage increases
- \$11M additional for Service Access and Equity Grants in FY 22-23
- \$7.2M to fund Financial Management Services for Self-Determination Program participants
  - Individuals would no longer pay for Financial Management Service fees with their SDP individual budgets.
- \$6.5M for expansion of Early Start eligibility (\$2.5M RC OPS, \$4M POS)
  - Receptive and expressive communication delays would be considered separately.
  - The threshold for a qualifying delay would be changed from 33% to 25%.
  - Fetal Alcohol Syndrome as a qualifying established risk condition.
- \$3.5M for Fairview Developmental Center disposition in partnership with the City of Costa Mesa
- \$850k ongoing for emergency supplies for the developmental services community
- \$2.1M increase to support regional center Deaf Specialist interpretation costs
- \$2.1M increase in regional center Specialized Home Monitoring to reflect updated salary assumptions
- \$1.4M for those Intermediate Care Facilities funded directly by regional centers due to making the facilities' 10% rate increase permanent
- \$2.8M for elimination of the Half-Day Billing rule for service providers
  - Tailored day service would be allowed in addition to another day service.
  - Tailored day service would have flexibility and could be provided by “remote electronic communications.”
  - Instead of tailored day service being capped at 80% of the cost of a typical day program, the proposal would limit the rates to not exceed a vendor's “current daily or hourly rate.”
  - The rates for vouchered community-based training services will be set by DDS instead of being capped at \$14.99 per hour.
  - Half-day billing for day service is proposed for elimination.
  - Alternative Nonresidential Services are proposed to end on December 31, 2022.
- Annual Family Program Fee and Family Cost Participation Program suspension through 12/31/22 and then revision of the programs to impact only those families at more than 600% of the Federal Poverty Level

Senate and Assembly Leaders announced a deal on a final budget agreement which includes \$21.6M for FY22-23 to modernize the Core Staffing Formula, with additional increases in subsequent years. Additionally, their proposal includes eliminating family fees, provides \$340M next FY to accelerate rate increases for service providers and requires that DDS conduct an addendum to the Rate Study and to update the rates every three years to keep rates aligned with inflation.



## II. State/Local Updates

### A. Department of Developmental Services (DDS)

#### **Early Start Outreach Materials and Resources**

DDS has posted resources that provide information about Early Start services, including a referral guide, a family resource brochure, a family introduction to Early Start brochure, a Parents' Rights guide, and a Reason for Concern brochure that includes risk factors, developmental milestones and links to agencies that provide Early Start information, services and supports. These resources are available on the DDS website in multiple languages including English, Armenian, Chinese, Spanish, Korean, Farsi, and others. Not all publications are available in the same languages.

#### **New Self Determination Program Ombudsperson**

Suzy Requarth has been appointed as the new SDP Ombudsperson and will replace Katie Hornberger effective July 11, 2022. She has regional center experience as a former Intake Service Coordinator, Program Manager, and most recently, Regional Manager of the San Diego Regional Center's Carlsbad Office. In her new role, she will assist regional center consumers and SDP participants to participate in the program. She will also focus on reducing the amount of time it takes to enter SDP statewide, and recommend policy change at regional center and DDS.

#### **DDS Direct Service Provider Workforce Data Survey**

DDS launched a survey instrument to collect data pertaining to DSP tenure, turnover, vacancy rates, wages, other compensation including benefits, recruitment, and retention and front-line supervisor support. The purpose of the survey is to collect quantitative information about factors impacting the workforce during the 2021 calendar year. The DSP workforce experiences higher turnover and is typically paid low wages. The information collected will be used to assess DSP workforce challenges in California, inform policy changes and evaluate the impact of current and future initiatives. Surveys must be completed by June 30, 2022. All agencies who complete the entirety of the data collection instrument and submit their responses by June 30<sup>th</sup> will receive an incentive payment of at least \$8,000 for each organization's participation.

#### **Regional Center Performance Measures Workgroup Meeting**

This group did not meet in May, the next meeting is June 21<sup>st</sup> from 1:00 – 3:00 pm. You may register to attend this meeting on the DDS website.

#### **Quality Incentive Program Workgroup Meeting**

This group did not meet in May, the next meeting is June 23<sup>rd</sup> from 10:00 am – 12:00 pm, you may register to attend this meeting on the DDS website.

### B. Association of Regional Center Agencies (ARCA)

The next ARCA Meeting is scheduled for June 16 and June 17, 2022 in Sacramento. Meantime, ARCA has continued to inform regional centers of the status of the state budget and continued their advocacy efforts to secure the administration's support to modernize the Core Staffing Formula, eliminate family fees and to accelerate service provider rate increases.

### C. State Council on Developmental Disabilities (SCDD)

#### Legislation

The following bills are sponsored by SCDD and are on for consideration by the full house:

- SB 1092 (Hurtado)-Regional center Fair Hearing Bill
- AB 1663 (Maienschein)-Probate Conservatorship Reform
- AB 2546 (Nazarian and Hicks)-Housing subsidies for older Californians and people with disabilities

### Fire Season

SCDD met with major energy companies and disability leaders regarding energy cut-offs to share concerns regarding the impact to people with disabilities. The major energy companies were receptive to the concerns and agree to commit funding to a project that would determine how to avoid cut-offs to people with disabilities and develop a uniform approach across the state.

### Phasing Out Sub-Minimum Wage

SCDD is developing a program to phase out sub-minimum wage employment. Recommendations of the group include providing an incentive for longer term employment by adding a 24 month and 36 month incentive payment at the same level as the 12 month incentive payment, and to pay for job coaching based on the number of hours an individual works rather than the number of hours the individual receives job coaching.

## III. COVID

### A. Statistics

- **LA County Public Health COVID Update** as of Tuesday, May 31, 2022 <http://publichealth.lacounty.gov>  
Current Hospitalizations: 502  
Positivity Rate: 3.79 % (seven day rolling average)

### B. DDS Guidance/Directives

#### 05/25/2022 Directive: Extension of Waivers, Modifications, and Directives due to COVID-19

Directive extends the provisions within several former directives into late June and early July of 2022. Some of the alternatives allowed by extension of timelines included continued provision of PA, SEP, and ILS under PDS, extension of Early Start services for kids aging out of the program and transitioning to special education preschool, waiver of the half day billing requirement for day programs, and continued repurposing of waived FMS fees toward the purchase of additional self-determination services.

## IV. **Non-COVID Related**

### 1. **On Duty Specialist Unit**

The On Duty Specialist Unit in the Antelope Valley is being established; this unit will replicate the unit created in the SFVO, will be staffed by 4 specialists (2 hired, 2 in recruitment), and will have a dedicated supervisor and will provide individuals served and families with access to a live person in the event a caller cannot reach his or her service coordinator.

### 2. **Emergency Response Program**

DDS has contracted with the California Foundation for Independent Living Center to implement a program to distribute batteries to consumers who live in high fire areas. Individuals will be prioritized by Tier 2 and Tier 3 fire areas and utilization of battery powered life-saving equipment. DDS will also be making emergency bags or "go-kits" available through [supplybank.org](http://supplybank.org) to individuals as living in high-risk wildfire areas as identified by CalFire or an area at high risk of a PSPS. The third prong of DDS' emergency response program is an education campaign called "Feeling Safe, Being Safe", which will be available to individuals living in their own home or the family home, and is being expanded to residential facilities. All of these activities are being coordinated in preparation for the wildfire season.

### 3. **Presumptive Eligibility**

As a means of allowing regional centers to continue to serve the community, DDS allowed Centers to make eligibility determinations through presumption, based on the available information, with the expectation that these individuals

would go through typical eligibility determinations once in-person services returned. NLACRC made a significant number of individuals eligible through this mechanism and is now in the process of evaluating these individuals to determine regular or provisional eligibility. The majority of individuals made eligible through presumptive eligibility have been found to continue to be eligible under the Lanterman Act.

#### **4. Camp, Social Recreation, Educational Services and Non Medical Therapies Services**

##### **Request for Vendorization**

Community Services is working with five potential social recreation service providers to develop a service design description; upon completion of the service design descriptions, the providers will submit vendor applications. The service types include overnight camp, Social Skills, Horseback Riding, Therapeutic Horsemanship. DDS is recommending that vendors seeking to provide an equestrian therapy program (riding or non-riding program) seek PATH certification, Professional Association of Therapeutic Horsemanship, as it is anticipated that this certification will be required in order to qualify for Federal reimbursement.

Additionally, the Center has approached the YMCA and Park and Recreation departments in all three valleys regarding Vendorization for social recreational services and is awaiting responses.

#### **5. Town Hall Schedule for 2022**

Case Management has finalized a town hall schedule for the remainder of the year which includes consumer and parent panelists! In June, we will hold a Transition to Adulthood ("What's Next?") Town Hall. In July, there will be an Employment Town Hall with consumer panelists to share their employment journeys, and starting in September, there will be an age group specific monthly town hall meetings with parent panelists to discuss their perspective on regional center services.

#### **6. Community Resource Development**

NLACRC received two proposals for specialized residential facilities, though neither proposal qualified due to the failure to provide financial statements, which is a requirement of the RFP process. Providers must be financially solvent in order to be selected as DDS/NLACRC does not financially support the entire cost of the project. Our Community Services Department has reached out to two former awardees and both have agreed to submit proposals to develop the two facilities.

The Center did not receive proposals for the mobile crisis service.

#### **7. Language Access and Cultural Competency**

Dr. Fernandez is formulating the Center's Language Access and Cultural Competency plan in conjunction with Case Management staff, including bilingual service coordinators and bilingual supervisors, Clinical staff, and Public Information staff. This plan will identify documents and website content for translation, specialized orientations and group and family information sessions to locally identified linguistic and cultural groups, regular and periodic community language needs assessments to determine threshold languages for document translation, coordination of interpretation and translation services, and quality control measures to ensure availability, accuracy, readability, and cultural appropriateness of translations.

#### **8. Cultural Competency/Diversity Equity & Inclusion Initiative**

NLACRC is seeking a proposal from a cultural competency and plain language consultant, Bridging Voices, to support the Center's Inclusion, Equity and Diversity Initiative. The Center will be providing additional training on implicit bias to staff, based on recently received training requirements from DDS.

## 9. Staffing

As of May 30, the Center has 691 authorized positions and 620 filled, 35 vacant Consumer Service Coordinator positions (including Bilingual, On Duty Specialists, Floater Specialists, Participant Choice Specialists and Enhanced Caseload Specialists) and 36 non-case management positions open. The Center continues to recruit for a **Deaf Specialist** and **Emergency Management Coordinator** positions among the others. The **Parent Family Support Specialists** have been fully onboarded and in the process of being trained. Maria DeJesus is the Parent Family Support Specialist for the Center's SFV office, she was formerly an Early Start CSC for three years. Cynthia Sanchez is the Parent Family Support Specialist for the Center's AV office and joined the Center in May. A "meet and greet" will be scheduled to introduce Parent Family Support Specialists to board members.

NLACRC **onboarded 18 new staff** in **May**, for **June** we have **6 new hires** scheduled for June, and **an additional 6 new hires** to be onboarded in June once they clear background check.

### Self Determination:

**Data** - 103 individuals fully transitioned into the program (signed IPPs, completed spending plans and FMS services in place). 471 individuals have completed orientation since the program became available, 123 Certified Budgets, and additional 18 in progress. 103 approved spending plans with an additional 23 in progress.

**Participant Choice Specialists** – 3 positions awarded, position filled – Vilma Ruvalcaba (San Fernando Valley) and still recruiting for 2 positions based in the Antelope Valley.

**Self Determination Support Group** – meets 1<sup>st</sup> Wednesday of every month facilitated by Claudia Cares Consulting. Effective June, this group will be facilitated by Autism Society of Los Angeles (ASLA). Please see the Center's Calendar of Events for information and a link for this meeting.

### **Self Determination Local Volunteer Advisory Committee**

Date of next LVAC Meeting – June 16, from 6:30pm to 8:30pm

**Informational Meetings/Orientation Meetings** continue monthly.

## A. Community Engagement

### **Town Halls**

On Thursday, May 19, 2022, Consumer Services Directors Gabby Eshrati and Cristina Preuss presented "How to Prepare for an IPP/IFSP Meeting" There were 9 **attendees** for this event (including regional center staff). The June Town Hall is scheduled for 06/16/22 @ 1:30 p.m. and the topic is "Transition to Adulthood (What's Next)."

### **Upcoming Support and Consumer Advocacy Group Meetings** include:

Cafecito Entre Nos (06/09/22 @ 11:00 a.m.), Filipino Support Group (06/20/22 @ 6:30 p.m.), Self-Advocacy Group Meeting (06/21/22 @ 10:45 a.m.), NLACRC Town Virtual Town Hall: Transition to Adulthood (06/16/22 @ 1:30 p.m.), Cultivar y Crecer (06/24/22 @ 6:30 p.m.) and Parents of Adult Consumers Support Group (06/29/22 @ 6:30 pm). Additionally, the **Family Focus Resource Center** coordinates several support groups including "Black & African American Family Focus Support Group", "Mamas Latinas Grupo de Apoyo" and the "Parent Check-In and Chat" (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.

**B. Upcoming Community Events and Educational Training Opportunities**

Family Focus Resource Center is presenting “Generic Services – IHSS Part 3” on 6/3/22, “Transition Summit – Family Day ” on 06/04/22, “Juneteenth Community Fair” and “AHEAD with Horses - Children’s Demonstration & Fun” on 06/11/22, “Free to Be Me Music Festival/Libre de Ser Yo Festival de Musica” on 6/12/22, “Recursos de Verano en la Biblioteca” on 6/14/22, “Helping Your Child Sleep Better” on 6/15/22, “Ayudando a su Hijo a Dormir Mejor” on 06/18/22 “Black in the Valley – Juneteenth Celebration” & “3<sup>rd</sup> Annual Juneteenth Freedom Day Celebration” on 06/18/22, “Fair Hearing Rights and Disability Accommodations” on 6/27/22, “Derechos de Vivienda y Alojamiento para Discapacidad” on 6/28/22. Additional training and support groups are offered as well! Please see NLACRC’s **Calendar of Events**, which includes a **link** for the **Family Focus Resource Center**, for information regarding dates, times and links for these events, trainings and more.

**C. Quality Assurance**

For the month of May 2022, Community Services conducted 111 residential visits as follows:

- 83 unannounced visits
  - 61 - CCFs, 18 - ICFs, 4 - FHAs, 0- FFA (19 AV, 64 SFV/SC)
- 16 Annual Reviews – CCF and FHA (5 AV, 11 SFV/SC)
- 12 Other In-Person Visits (New Provider Orientation, QA/RD Walkthrough, 7 Day visit, SIR Follow/Complaint/CAP Follow-up)

There were three Corrective Action Plans developed in the month of May and 1 Plan of Improvement with a non-residential provider.

**D. Consumer Statistics**

As of May 2022, the Center served 31,191 consumers and applicants, including 4,721 (increase of 128 over last month) in Early Start and 24,885 (increase of 146) in the Lanterman program. The Center’s San Fernando Valley Office serves (Lanterman and Early Start) a total of 19,705 individuals, Antelope Valley serves 7,775 and the Santa Clarita Office serves 3,542.

**E. Special Incident Reports**

The Center received 72 special incident reports in May, 12 of which occurred in months prior to May. None of the incidents of death in May were reported as COVID related (though some incidents do not have an official cause of death known at the time of the report).



# North Los Angeles County Regional Center

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## Self Determination Program Report - Implementation Updates

June 1, 2022

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

Participants have completed Orientation: **488**

Total number of budgets that are certified: **138**

Total number of budgets that are in the certification process: **12**

Total number of spending plans that are approved: **109**

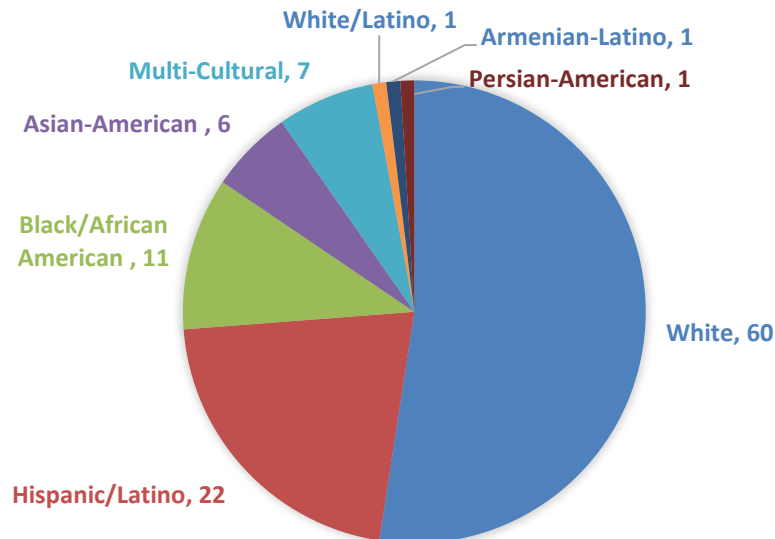
Total number of spending plans in progress: **29**

Total number of PCP's completed: **115**

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: **109**

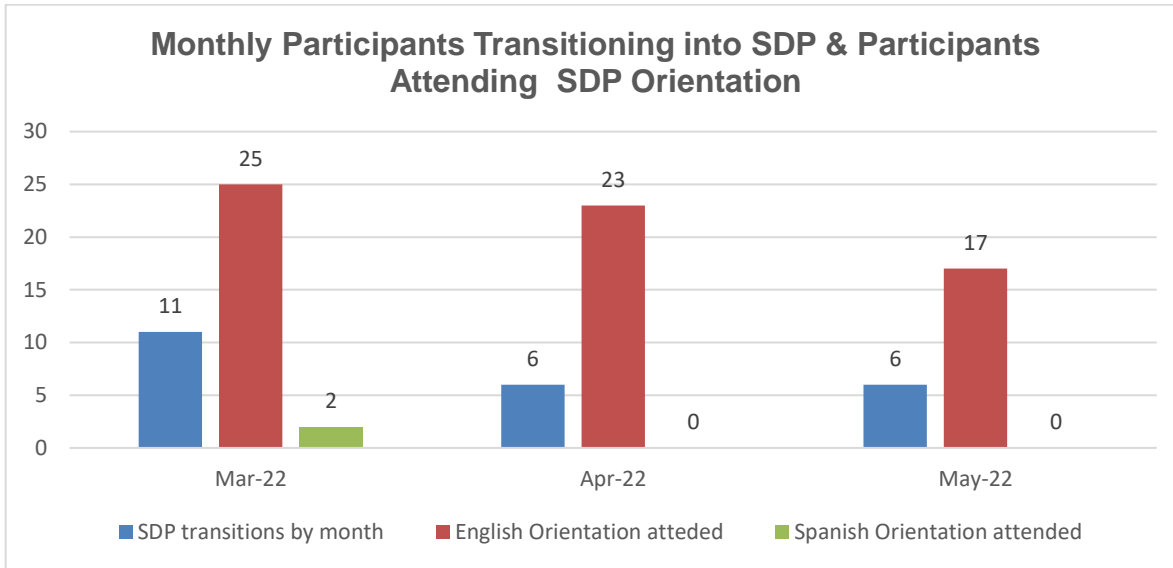
### ETHNICITY OF CURRENT PARTICIPANTS IN SDP



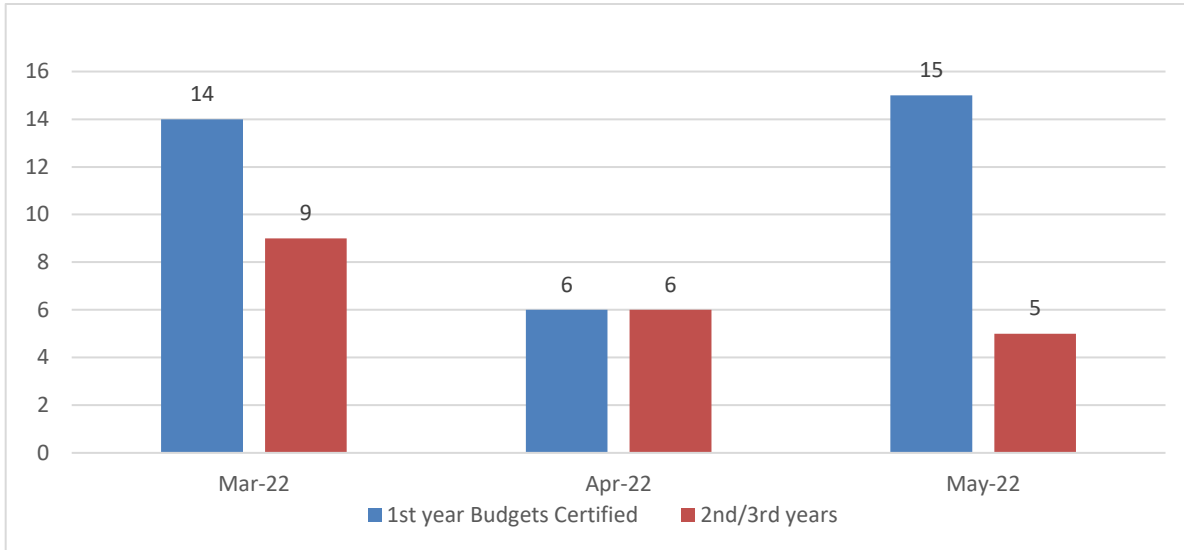


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### Monthly Budgets Certified





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## NLACRC Implementation Updates

- NLACRC has selected our new Self Determination Supervisor, Robin Monroe.
- Participant Choice Specialists: NLACRC has been allocated funding for 3 positions:
  - 2 positions will be allocated to Antelope Valley (recruitment continues)
  - 1 position will be allocated to San Fernando Valley (position filled)
- 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 Meetings:
    - Monday June 6, 2022 (English) from 9AM-12:00PM
    - Monday June 13, 2022 (English) from 9AM-12:00PM
    - Monday June 27, 2022 (Spanish) from 9AM-12:00PM
  - Informational Meetings
    - Monday June 6, 2022 (English) at 3:00PM
    - Monday June 27, 2022 (Spanish) at 3:00PM
  - Participants can now self-register for Orientations and will receive a confirmation upon submission.
  - Permanent Zoom link for Orientation & Informational meetings have been changed to be more user friendly.
- 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 Autism Society of Los Angeles
  - Next meeting Wednesday July 6, 2022 – 6:00-7:30PM

*Supporting people with developmental disabilities in the San Fernando, Santa Clarita, and Antelope Valleys since 1974*





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- SDP Local Volunteer Advisory Committee- Thursday June 16, 2022 from 7:00PM-9:00PM
  - Meetings are now returning to in-person for committee members; public can attend in person or virtually via Zoom. Meeting will be held at the Chatsworth Office.
  - *Time adjusted* to 7:00-9:00pm at the SFV office
  - Everyone is welcomed to attend meetings!
- SDP Local Volunteer Advisory Committee & Disability Voices United – Best Practices Subcommittee
  - The Best Practices Subcommittee is reviewing workflows and processes related to NLACRC’s implementation of Self Determination.
- Virtual Orientation will be available at the NLACRC website June 7, 2022 and a communication strategy is under development for our community.
- FMS Agencies now posted on NLACRC Website: <https://www.nlacrc.org/consumers-families/self-determination-program/fms-agencies>

*Resources:*

- Disability Voices United – SDP Connect Meetings (Every other Wednesday at 4:30-6pm)  
[Upcoming Events | Disability Voices United](#)
- 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
Aveanna 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’l	Bill Payer, Sole Employer, and Co-employer	English Only

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

BUDGET CATEGORY	Projected Annual C-3 Budget	Month Exp	Y-T-D Expenditures	Projected Annual Expenditures	Projected Annual Surplus/(Deficit)	Percent Under(Over) Budget
<b>Operations</b>						
Salaries & Benefits	\$52,228,465	\$3,807,859	\$38,208,216	\$52,228,465	\$0	0.00%
Operating Expenses	\$14,456,724	\$1,098,634	\$9,573,299	\$14,456,724	\$0	0.00%
Subtotal OPS General	\$66,685,189	\$4,906,493	\$47,781,515	\$66,685,189	\$0	0.00%
Salaries & Benefits - CPP Regular	\$457,650	\$43,278	\$454,717	\$457,650	\$0	0.00%
Operating Expenses - CPP Regular	\$117,700	\$0	\$0	\$117,700	\$0	0.00%
Subtotal OPS CPP Regular	\$575,350	\$43,278	\$454,717	\$575,350	\$0	0.00%
Salaries & Benefits - DC Closure/Ongoing Workload	\$406,980	\$27,791	\$280,932	\$406,980	\$0	0.00%
Operating Expenses - DC Closure/Ongoing Workload	\$15,300	\$0	\$0	\$15,300	\$0	0.00%
Subtotal OPS DC Closure/Ongoing Workload	\$422,280	\$27,791	\$280,932	\$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%
Services Access & Equity (Disparities)	\$90,000	\$0	\$0	\$90,000	\$0	0.00%
Language Access & Cultural Competency	\$1,067,816	\$0	\$0	\$1,067,816	\$0	0.00%
Subtotal OPS Projects	\$1,514,334	\$0	\$0	\$1,514,334	\$0	0.00%
<b>Total Operations:</b>	<b>\$69,197,153</b>	<b>\$4,977,562</b>	<b>\$48,517,165</b>	<b>\$69,197,153</b>	<b>\$0</b>	<b>0.00%</b>
<b>Purchase of Services</b>						
Purchase of Services ("POS") (General & HCBS)	\$661,079,488	\$52,773,372	\$480,366,047	\$620,496,924	\$40,582,564	6.14%
CPP Regular and DC Closure/Ongoing Workload	\$1,485,977	\$122,843	\$722,870	\$1,308,989	\$176,988	11.91%
<b>Total Purchase of Services:</b>	<b>\$662,565,465</b>	<b>\$52,896,215</b>	<b>\$481,088,917</b>	<b>\$621,805,913</b>	<b>\$40,759,552</b>	<b>6.15%</b>
<b>Total NLACRC Budget:</b>	<b>\$731,762,618</b>	<b>\$57,873,778</b>	<b>\$529,606,082</b>	<b>\$691,003,065</b>	<b>\$40,759,552</b>	<b>5.57%</b>

**North Los Angeles County Regional Center  
Administrative vs. Direct Allocation Report  
Consolidated  
Fiscal Year 2021-2022 (April 2022 Service Month as of May 19, 2022 State Claim)**

Description	Current Month		
	Administrative Operating Expenses	Direct Operating Expenses	Total Operating Expenses
Salaries & Wages	424,688.86	2,236,898.41	2,661,587.27
Benefits **	117,132.96	819,903.31	937,036.27
ABX2-1 Salaries & Wages	29,826.52	212,317.69	242,144.21
ABX2-1 Benefits	4,294.28	33,866.01	38,160.29
<b>Subtotal Salaries &amp; Benefits</b>	<b>575,942.62</b>	<b>3,302,985.42</b>	<b>3,878,928.04</b>
<b>Salaries &amp; Benefits Allocation</b>	<b>14.8%</b>	<b>85.2%</b>	<b>100.0%</b>
Equipment Rental	4,055.27	33,548.70	37,603.97
Equipment Maintenance	1,245.90	Not Allowable	1,245.90
Facility Rent	36,327.79	396,736.27	433,064.06
Facility Maintenance-AV	13,735.19	Not Allowable	13,735.19
Facility Maintenance-Van Nuys	17,555.41	Not Allowable	17,555.41
Facility Maintenance-SCV	14,817.42	Not Allowable	14,817.42
Communication	7,164.98	77,228.54	84,393.52
General Office Expenses	2,232.80	17,457.10	19,689.90
Printing	42.24	455.37	497.61
Insurance	0.00	0.00	0.00
Insurance-Deductible	0.00	0.00	0.00
Utilities-AV	488.26	5,262.69	5,750.95
Data Processing-Payroll Fees	15,659.35	Not Allowable	15,659.35
Data Processing-Outside Svcs	0.00	Not Allowable	0.00
Data Processing-Misc	0.00	Not Allowable	0.00
Data Processing Maint.	10,892.54	Not Allowable	10,892.54
Interest Expense	3,616.13	0.00	3,616.13
Bank Fees	0.00	0.00	0.00
Bank Fees-PRMT	73,319.44	0.00	73,319.44
Legal Fees	5,504.80	23,704.45	29,209.25
Legal Fees-Insurance Deductible	0.00	0.00	0.00
Brd. of Director Exp.	7,951.98	0.00	7,951.98
ARCA Dues	0.00	0.00	0.00
Accounting Fees	0.00	0.00	0.00
Equipment Purchases	0.00	0.00	0.00
Software and Licenses	(17,449.14)	119,997.37	102,548.23
Equipment - AV Loan Principle Payments	0.00	14,773.00	14,773.00
Contractor/Consultant	8,358.03	83,365.72	91,723.75
Contr./Consult.: FFRC Library	0.00	0.00	0.00
Contr./Consult.: CPP	0.00	0.00	0.00
Mileage	1,103.43	6,347.07	7,450.50
Travel	0.00	0.00	0.00
General Expenses	7,885.95	75,043.75	82,929.70
General Expenses-Remodel AV	0.00	4,590.00	4,590.00
General Expenses-Remodel SCV	0.00	21,036.27	21,036.27
General Expenses-Remodel SFV	0.00	0.00	0.00
ABX2-1 Admin Expenses	4,580.00	0.00	4,580.00
Equity/Disparity Projects	0.00	0.00	0.00
Restricted Project: CalFresh	0.00	0.00	0.00
Restricted Project: Language/Cultural Comp	0.00	0.00	0.00
Restricted Project:SDP-Participants Support	0.00	0.00	0.00
<b>Subtotal Operating Expenses</b>	<b>219,087.77</b>	<b>879,546.30</b>	<b>1,098,634.07</b>
<b>Operating Expenses Allocation</b>	<b>19.9%</b>	<b>80.1%</b>	<b>100.0%</b>
<b>Total Salaries &amp; Operating Expenses</b>	<b>795,030.39</b>	<b>4,182,531.72</b>	<b>4,977,562.11</b>
<b>Salaries &amp; Operating Exp. Allocation</b>	<b>16.0%</b>	<b>84.0%</b>	<b>100.0%</b>
Project Funds: Family Resource Center	0.00	0.00	0.00
Income Not from DDS (i.e. Interest)	(150.00)	0.00	(150.00)
<b>Total Expenses Less Other Income</b>	<b>794,880.39</b>	<b>4,182,531.72</b>	<b>4,977,412.11</b>
<b>Total Expenses Admin vs Direct Allocation</b>	<b>15.97%</b>	<b>84.03%</b>	<b>100.0%</b>

YTD		
Administrative Operating Expenses	Direct Operating Expenses	Total Operating Expenses
4,111,824.61	23,248,350.42	27,360,175.03
1,019,127.58	7,882,922.6	8,902,050.17
261,828.07	2,185,274.12	2,447,102.19
33,886.05	200,651.98	234,538.03
<b>5,426,666.31</b>	<b>33,517,199.11</b>	<b>38,943,865.42</b>
<b>13.9%</b>	<b>86.1%</b>	<b>100.0%</b>
18,630.03	203,273.94	221,903.97
19,655.83	Not Allowable	19,655.83
375,485.69	4,132,095.14	4,507,580.83
86,343.45	Not Allowable	86,343.45
129,703.92	Not Allowable	129,703.92
98,674.36	Not Allowable	98,674.36
34,838.96	379,959.23	414,798.19
12,604.06	130,134.51	142,738.57
2,212.15	36,906.75	39,118.90
127,948.28	314,095.72	442,044.00
0.00	0.00	0.00
6,432.26	70,454.91	76,887.17
125,079.75	Not Allowable	125,079.75
0.00	Not Allowable	0.00
0.00	Not Allowable	0.00
145,324.13	Not Allowable	145,324.13
57,676.18	0.00	57,676.18
5.00	0.00	5.00
122,623.11	0.00	122,623.11
45,313.85	312,334.11	357,647.96
0.00	0.00	0.00
48,676.05	0.00	48,676.05
0.00	0.00	0.00
0.00	0.00	0.00
42,331.85	456,504.64	498,836.49
43,470.46	476,804.75	520,275.21
0.00	145,523.71	145,523.71
69,559.66	650,671.86	720,231.52
0.00	0.00	0.00
0.00	20,775.88	20,775.88
11,028.13	54,575.21	65,603.34
0.00	2,553.11	2,553.11
38,852.24	376,322.56	415,174.80
0.00	8,091.92	8,091.92
0.00	77,656.27	77,656.27
3,133.09	33,792.68	36,925.77
25,170.00	0.00	25,170.00
0.00	0.00	0.00
0.00	0.00	0.00
0.00	0.00	0.00
0.00	0.00	0.00
<b>1,690,772.49</b>	<b>7,882,526.90</b>	<b>9,573,299.39</b>
<b>17.7%</b>	<b>82.3%</b>	<b>100.0%</b>
<b>7,117,438.80</b>	<b>41,399,726.01</b>	<b>48,517,164.81</b>
<b>14.7%</b>	<b>85.3%</b>	<b>100.0%</b>
<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>(57,882.12)</b>	<b>0.00</b>	<b>(57,882.12)</b>
<b>7,059,556.68</b>	<b>41,399,726.01</b>	<b>48,459,282.69</b>
<b>14.6%</b>	<b>85.4%</b>	<b>100.0%</b>

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

<b>TOTAL BUDGET SOURCES Fiscal Year 2021-2022</b>	
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	\$1,773,375
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	\$1,795,287
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	
<b>Subtotal - Total Budget received from DDS</b>	<b>\$722,933,025</b>
Projected Revenue	162,079.68
<b>Subtotal - Projected Revenue Operations</b>	<b>\$162,080</b>
Projected ICF/SPA Transportation/Day Program Revenue	\$8,667,513.00
<b>Subtotal - Projected Revenue Purchase of Services</b>	<b>\$8,667,513</b>
<b>Total Budget</b>	<b>\$731,762,618</b>

<b>OPERATIONS BUDGET SOURCES Fiscal Year 2021-2022</b>	
<b>GENERAL OPERATIONS (Excludes Projects, CPP Regular, CRDP/CPP)</b>	
Preliminary, General Operations (OPS)	51,469,243.00
C-1, OPS Allocation	13,787,117.00
C-2, OPS Allocation	651,190.00
C-3, OPS Allocation	615,559.00
C-4, OPS Allocation	
C-5, OPS Allocation	
<b>Total General OPS</b>	<b>66,523,109.00</b>
Projected Interest Income	7,229.68
Projected Other Income	24,850.00
Projected ICF/SPA Admin Fee	130,000.00
Total Other Revenue	162,079.68
<b>TOTAL GENERAL OPS</b>	<b>66,685,188.68</b>
Preliminary, Community Resource Development Plan ("CRDP") /Community Placement Plan ("CPP")	0.00
C-1, OPS CRDP/CPP	0.00
C-2, OPS CRDP/CPP	\$575,350
<b>Total CRDP/CPP Regular</b>	<b>\$575,350</b>
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
<b>Total CPP DC Closure/Ongoing Workload</b>	<b>\$422,280</b>
Family Resource Center ("FRC")	\$207,187
SDP Participant Supports	\$149,331
Services Access & Equity (Disparities)	\$90,000
Language Access & Cultural	\$1,067,816
<b>Total OPS PROJECTS</b>	<b>\$1,514,334</b>
<b>Total Operations Budget</b>	<b>\$69,197,153</b>

<b>PURCHASE OF SERVICES (POS) BUDGET SOURCES Fiscal Year 2021-2022</b>	
<b>General POS (Excludes CPP-POS Regular, CRDP/CPP)</b>	
Preliminary, POS	\$507,005,727
C-1, POS Allocation	\$144,946,938
C-2, POS Allocation	\$150,000
C-3, POS Allocation	\$1,795,287
C-4, POS Allocation	\$0
<b>Total General POS Allocation</b>	<b>\$653,897,952</b>
ADD:	
Projected ICF SPA Revenue	\$8,667,513
<b>Total Budget, General POS</b>	<b>\$662,565,465</b>

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

	Projected Annual C-3 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Proj Annual Expenses	Projected Surplus/ (Deficit)
<b>PURCHASE OF SERVICE</b>						
POS (General)						
3.2 Out of Home	118,365,216	8,791,944	84,903,045	26,395,974	111,299,018	7,066,198
4.3 Day Programs	84,084,219	6,830,290	63,170,509	15,521,803	78,692,312	5,391,907
4.3 Habilitation Programs	4,425,485	413,096	3,071,115	1,051,713	4,122,828	302,657
5.4 Transportation	23,052,154	1,554,097	17,185,743	4,397,134	21,582,877	1,469,277
6.5 Other Services	430,593,104	35,183,945	312,035,636	92,204,944	404,240,579	26,352,525
Total POS (General):	<b>660,520,178</b>	<b>52,773,372</b>	<b>480,366,047</b>	139,571,567	619,937,614	40,582,564
<b>CRDP &amp; CPP</b>						
CRDP & CPP Placements	784,927	105,339	704,316	332,997	1,237,489	(452,562)
CRDP & CPP Assessments	1,050	0	1,050	70,450	71,500	(70,450)
CRDP & CPP Start Up	700,000	0	0	0	0	700,000
Deflection CRDP & CPP	0	17,504	17,504	(17,504)	0	0
Total CRDP & CPP:	1,485,977	122,843	722,870	385,943	1,308,989	176,988
HCBS Compliance Funding	559,310	0	0	559,310	559,310	0
Total HCBS:	559,310	0	0	559,310	559,310	0
<b>Total Purchase of Service:</b>	<b>662,565,465</b>	<b>52,896,215</b>	<b>481,088,917</b>	<b>140,516,820</b>	<b>621,805,913</b>	<b>40,759,552</b>
<b>OPERATIONS</b>						
25010 Salaries/Benefits	49,977,548	3,598,624	36,262,225	13,715,322	49,977,548	0
25010 ABX2-1	3,115,547	280,305	2,681,640	433,907	3,115,547	0
Total Salaries/Benefits:	<b>53,093,095</b>	<b>3,878,928</b>	<b>38,943,865</b>	<b>14,149,229</b>	<b>53,093,095</b>	<b>0</b>
<b>OPERATING EXPENSE</b>						
30010 Equipment Rental	449,184	37,604	221,904	227,280	449,184	0
30020 Equipment Maint	87,499	1,246	19,656	67,843	87,499	0
30030 Facility Rent	5,024,907	433,064	4,507,581	517,326	5,024,907	0
30040 Facility Maint. AV	256,820	13,735	86,343	170,477	256,820	0
30041 Facility Maint. SFV	149,087	17,555	129,704	19,383	149,087	0
30042 Facility Maint. SCV	102,220	14,817	98,674	3,546	102,220	0
30050 Communication	819,708	84,394	414,798	404,910	819,708	0
30060 General Office Exp	308,015	19,690	142,739	165,276	308,015	0
30070 Printing	36,302	498	39,119	(2,817)	36,302	0
30080 Insurance	469,879	0	442,044	27,835	469,879	0
30090 Utilities	156,398	5,751	76,887	79,511	156,398	0
30100 Data Processing	157,248	15,659	125,080	32,168	157,248	0
30110 Data Proc. Maint	305,700	10,893	145,324	160,376	305,700	0
30120 Interest Expense	91,682	3,616	57,676	34,006	91,682	0
30130 Bank Fees	185,156	73,319	122,628	62,528	185,156	0
30140 Legal Fees	935,500	29,209	357,648	577,852	935,500	0
30150 Board of Trustees Exp	101,500	7,952	48,676	52,824	101,500	0
30151 ARCA Dues	109,598	0	0	109,598	109,598	0
30160 Accounting Fees	99,050	0	34,101	64,949	99,050	0
30170 Equipment Purchases	1,517,283	117,321	1,130,534	386,749	1,517,283	0
30180 Contr/Consult-Adm	1,319,970	91,724	741,007	578,962	1,319,970	0
30220 Mileage/Travel	195,140	7,451	68,156	126,984	195,140	0
30240 General Expenses	1,570,474	108,556	537,849	1,032,625	1,570,474	0
30240 ABX2-1	141,404	4,580	25,170	116,234	141,404	0
Total Operating Expenses:	14,589,724	1,098,634	9,573,299	5,016,425	14,589,724	0
Total Operations:	67,682,819	4,977,562	48,517,165	19,165,654	67,682,819	0
Total Gross Budget :	730,248,284	57,873,778	529,606,082	159,682,474	689,488,731	40,759,552
OPS Projects:	1,514,334	0	0	1,514,334	1,514,334	0
<b>Total Gross Budget with Projects:</b>	<b>731,762,618</b>	<b>57,873,778</b>	<b>529,606,082</b>	<b>161,196,808</b>	<b>691,003,065</b>	<b>40,759,552</b>

**NORTH LOS ANGELES COUNTY REGIONAL CENTER**  
**GENERAL OPERATIONS (OPS) and PURCHASE OF SERVICES (POS) LINE ITEM REPORT**  
**FISCAL YEAR 2021-2022**  
**April 2022**

	Projected Annual C-3 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Projected Annual Expenses	Projected Surplus/(Deficit)
<b>PURCHASE OF SERVICE</b>						
POS (General)						
3.2 Out of Home	118,365,216	8,791,944	84,903,045	26,395,974	111,299,018	7,066,198
4.3 Day Programs	84,084,219	6,830,290	63,170,509	15,521,803	78,692,312	5,391,907
4.3 Habilitation Programs	4,425,485	413,096	3,071,115	1,051,713	4,122,828	302,657
5.4 Transportation	23,052,154	1,554,097	17,185,743	4,397,134	21,582,877	1,469,277
6.5 Other Services	430,593,104	35,183,945	312,035,636	92,204,944	404,240,579	26,352,525
<b>Total POS (General):</b>	<b>660,520,178</b>	<b>52,773,372</b>	<b>480,366,047</b>	<b>139,571,567</b>	<b>619,937,614</b>	<b>40,582,564</b>
<b>OPERATIONS</b>						
25010 Salaries/Benefits	49,112,918	3,527,555	35,526,576	13,586,342	49,112,918	0
25010 ABX2-1	3,115,547	280,305	2,681,640	433,907	3,115,547	0
<b>Total Salaries:</b>	<b>52,228,465</b>	<b>3,807,859</b>	<b>38,208,216</b>	<b>14,020,249</b>	<b>52,228,465</b>	<b>0</b>
<b>OPERATING EXPENSE</b>						
30010 Equipment Rental	449,184	37,603.97	221,904	227,280	449,184	0
30020 Equipment Maint	87,499	1,245.90	19,656	67,843	87,499	0
30030 Facility Rental	5,024,907	433,064.06	4,507,581	517,326	5,024,907	0
30040 Facility Maint. AV	256,820	13,735.19	86,343	170,477	256,820	0
30041 Facility Maint. SFV	149,087	17,555.41	129,704	19,383	149,087	0
30042 Facility Maint. SCV	102,220	14,817.42	98,674	3,546	102,220	0
30050 Communication	819,708	84,393.52	414,798	404,910	819,708	0
30060 General Office Exp	308,015	19,689.90	142,739	165,276	308,015	0
30070 Printing	36,302	497.61	39,119	(2,817)	36,302	0
30080 Insurance	469,879	0.00	442,044	27,835	469,879	0
30090 Utilities	156,398	5,750.95	76,887	79,511	156,398	0
30100 Data Processing	157,248	15,659.35	125,080	32,168	157,248	0
30110 Data Proc. Maint	305,700	10,892.54	145,324	160,376	305,700	0
30120 Interest Expense	91,682	3,616.13	57,676	34,006	91,682	0
30130 Bank Fees	185,156	73,319.44	122,628	62,528	185,156	0
30140 Legal Fees	935,500	29,209.25	357,648	577,852	935,500	0
30150 Board of Trustees Exp	101,500	7,951.98	48,676	52,824	101,500	0
30151 ARCA Dues	109,598	0.00	0	109,598	109,598	0
30160 Accounting Fees	99,050	0.00	34,101	64,949	99,050	0
30170 Equipment Purchases	1,517,283	117,321.23	1,130,534	386,749	1,517,283	0
30180 Contr/Consult	1,220,970	91,723.75	741,007	479,962	1,220,970	0
30220 Mileage/Travel	195,140	7,450.50	68,156	126,984	195,140	0
30240 General Expenses	1,536,474	108,555.97	537,849	998,625	1,536,474	0
30240 ABX2-1 Admin	141,404	4,580.00	25,170	116,234	141,404	0
<b>Total Operating Expenses:</b>	<b>14,456,724</b>	<b>1,098,634</b>	<b>9,573,299</b>	<b>4,883,425</b>	<b>14,456,724</b>	<b>0</b>
<b>Total Operations:</b>	<b>66,685,189</b>	<b>4,906,493</b>	<b>47,781,515</b>	<b>18,903,673</b>	<b>66,685,189</b>	<b>0</b>
<b>Gross Budget:</b>	<b>727,205,367</b>	<b>57,679,866</b>	<b>528,147,562.44</b>	<b>158,475,240</b>	<b>686,622,803</b>	<b>40,582,564</b>
<b>% of Budget:</b>	<b>100.00%</b>	<b>7.93%</b>	<b>72.63%</b>	<b>21.79%</b>	<b>94.42%</b>	<b>5.58%</b>

**NORTH LOS ANGELES COUNTY REGIONAL CENTER**  
**Community Resource Development Plan ("CRDP") & Community Placement Plan ("CPP") Line Item Report**  
**Regular CPP**  
**FISCAL YEAR 2021-2022**  
**April 2022**

	Projected Annual C-3 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Projected Annual Expenses	Projected Surplus/(Deficit)
<b>PURCHASE OF SERVICE</b>						
<b>CPP Regular</b>						
CPP Placements	784,927	14,174	224,941	332,997	557,938	226,989
CPP Assessments	1,050	0	1,050	70,450	71,500	(70,450)
CPP Start Up	700,000	0	0	0	0	700,000
Deflection CPP	0	17,504	17,504	(17,504)	0	0
Total CPP Regular:	1,485,977	31,677	243,494	385,943	629,438	856,539
<b>OPERATIONS</b>						
25010 Salaries/Benefits	457,650	43,278	454,717	2,933	457,650	0
Total Salaries:	457,650	43,278	454,717	2,933	457,650	0
<b>OPERATING EXPENSE</b>						
30010 Equipment Rental	0	0	0	0	0	0
30020 Equipment Maint	0	0	0	0	0	0
30030 Facility Rental	0	0	0	0	0	0
30040 Facility Maint. AV	0	0	0	0	0	0
30041 Facility Maint. SFV	0	0	0	0	0	0
30042 Facility Maint. SCV	0	0	0	0	0	0
30050 Communication	0	0	0	0	0	0
30060 General Office Exp	0	0	0	0	0	0
30070 Printing	0	0	0	0	0	0
30080 Insurance	0	0	0	0	0	0
30090 Utilities	0	0	0	0	0	0
30100 Data Processing	0	0	0	0	0	0
30110 Data Proc. Maint	0	0	0	0	0	0
30120 Interest Expense	0	0	0	0	0	0
30130 Bank Fees	0	0	0	0	0	0
30140 Legal Fees	0	0	0	0	0	0
30150 Board of Trustees Exp	0	0	0	0	0	0
30151 ARCA Dues	0	0	0	0	0	0
30160 Accounting Fees	0	0	0	0	0	0
30170 Equipment Purchases	0	0	0	0	0	0
30180 Contr/Consult CPP	99,000	0	0	99,000	99,000	0
30220 Mileage/Travel	0	0	0	0	0	0
30240 General Expenses	18,700	0	0	18,700	18,700	0
Total Operating Expenses:	117,700	0	0	117,700	117,700	0
Total Operations:	575,350	43,278	454,717	120,633	575,350	0
Gross Budget:	2,061,327	74,955	698,212	506,576	1,204,788	856,539

**NORTH LOS ANGELES COUNTY REGIONAL CENTER**  
**Community Resource Development Plan ("CRDP") & Community Placement Plan ("CPP") Line Item Report**  
**Developmental Center ("DC") Closure/Ongoing Workload**  
**FISCAL YEAR 2021-2022**  
**April 2022**

	Projected Annual C-3 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Projected Annual Expenses	Projected Surplus/(Deficit)
<b>PURCHASE OF SERVICE</b>						
<b>CRDP/CPP</b>						
CRDP & CPP Placements	0	91,166	479,376		679,551	(679,551)
CRDP & CPP Assessments	0			0	0	0
CRDP & CPP Start Up	0			0	0	0
Deflection CRDP & CPP	0			0	0	0
Total CRDP/CPP:	0	91,166	479,376	0	679,551	(679,551)
<b>OPERATIONS</b>						
25010 Salaries/Benefits	406,980	27,791	280,932	126,048	406,980	0
Total Salaries:	406,980	27,791	280,932	126,048	406,980	0
<b>OPERATING EXPENSE</b>						
30010 Equipment Rental	0	0	0	0	0	0
30020 Equipment Maint	0	0	0	0	0	0
30030 Facility Rental	0	0	0	0	0	0
30040 Facility Maint. AV	0	0	0	0	0	0
30041 Facility Maint. SFV	0	0	0	0	0	0
30042 Facility Maint. SCV	0	0	0	0	0	0
30050 Communication	0	0	0	0	0	0
30060 General Office Exp	0	0	0	0	0	0
30070 Printing	0	0	0	0	0	0
30080 Insurance	0	0	0	0	0	0
30090 Utilities	0	0	0	0	0	0
30100 Data Processing	0	0	0	0	0	0
30110 Data Proc. Maint	0	0	0	0	0	0
30120 Interest Expense	0	0	0	0	0	0
30130 Bank Fees	0	0	0	0	0	0
30140 Legal Fees	0	0	0	0	0	0
30150 Board of Trustees Exp	0	0	0	0	0	0
30151 ARCA Dues	0	0	0	0	0	0
30160 Accounting Fees	0	0	0	0	0	0
30170 Equipment Purchases	0	0	0	0	0	0
30180 Contr/Consult CPP	0	0	0	0	0	0
30220 Mileage/Travel	0	0	0	0	0	0
30240 General Expenses	15,300	0	0	15,300	15,300	0
Total Operating Expenses:	15,300	0	0	15,300	15,300	0
Total Operations:	422,280	27,791	280,932	141,348	422,280	0
Gross Budget:	422,280	118,957	760,308	141,348	1,101,831	(679,551)



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

	Projected Annual C-3 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
Services Access & Equity (Disparities)	\$90,000	\$0	\$0	\$90,000	\$90,000	\$0
Language Access & Cultural Competency	\$1,067,816	\$0	\$0	\$1,067,816	\$1,067,816	\$0
<b>TOTAL:</b>	<b>\$1,514,334</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,514,334</b>	<b>\$1,514,334</b>	<b>\$0</b>

**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.

**POS Late Bill Report for FY 2021-2022: Regular**  
**Payments through April 2022 State Claim (5/19/2022)**

Description	July 2021 22	August 2021 23	September 2021 20	October 2021 23	November 2021 22	December 2021 21	January 2022 23	February 2022 20	March 2022 21	April 2022 22	May 2022 23	June 2022 20	Total Claims FY2019-2020 260	Average 1st Pymnt & Late Bills
Payment #1	\$ 38,602,459.12	38,150,084.48	39,151,415.21	39,959,543.18	39,763,246.18	38,961,339.02	37,760,763.29	39,373,202.70	40,832,643.26	42,144,764.82			394,699,461.26	39,469,946.13
Payment #2	7,758,384.01	8,014,425.36	6,607,523.17	6,401,166.38	7,026,399.91	6,972,173.26	7,026,271.89	5,823,862.67	7,334,995.93				62,965,202.58	6,996,133.62
Payment #3	1,606,759.75	1,549,214.84	1,413,580.38	1,708,769.22	1,137,608.95	2,371,053.12	1,651,005.19	1,531,386.84					12,969,378.29	1,621,172.29
Payment #4	591,347.79	436,680.41	1,003,138.22	390,238.82	671,835.51	269,030.63	838,917.83						4,201,189.21	600,169.89
Payment #5	205,235.71	505,989.21	304,467.43	518,432.09	434,868.82	308,154.80							2,277,148.06	379,524.68
Payment #6	401,075.85	246,632.80	459,163.49	248,569.91	246,185.00								1,601,627.05	320,325.41
Payment #7	221,226.67	356,027.82	156,383.84	155,399.91									889,038.24	222,259.56
Payment #8	267,387.94	158,814.50	97,023.98										523,226.42	174,408.81
Payment #9	123,232.96	68,653.61											191,886.57	95,943.29
Payment #10	47,889.51												47,889.51	47,889.51
Payment #11														
Payment #12														
Total Paid	49,824,999.31	49,486,523.03	49,192,695.72	49,382,119.51	49,280,144.37	48,881,750.83	47,276,958.20	46,728,452.21	48,167,639.19	42,144,764.82	0.00	0.00	480,366,047.19	49,927,773.17
Total Late	11,222,540.19	11,336,438.55	10,041,280.51	9,422,576.33	9,516,898.19	9,920,411.81	9,516,194.91	7,355,249.51	7,334,995.93	0.00	0.00	0.00	85,666,585.93	10,457,827.04
Percent Late	29.07%	29.72%	25.65%	23.58%	23.93%	25.46%	25.20%	18.68%	17.96%	0.00%				26.50%

480,366,047.19  
0.00

Description	July 2021	August 2021	September 2021	October 2021	November 2021	December 2021	January 2022	February 2022	March 2022	April 2022	May 2022	June 2022	Average %Late Per Month	Cummulative % LATE
Payment #1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Payment #2	20.10%	21.01%	16.88%	16.02%	17.67%	17.90%	18.61%	14.79%	17.96%				17.88%	17.88%
Payment #3	4.16%	4.06%	3.61%	4.28%	2.86%	6.09%	4.37%	3.89%					4.16%	22.05%
Payment #4	1.53%	1.14%	2.56%	0.98%	1.69%	0.69%	2.22%						1.55%	23.59%
Payment #5	0.53%	1.33%	0.78%	1.30%	1.09%	0.79%							0.97%	24.56%
Payment #6	1.04%	0.65%	1.17%	0.62%	0.62%								0.82%	25.38%
Payment #7	0.57%	0.93%	0.40%	0.39%									0.57%	25.95%
Payment #8	0.69%	0.42%	0.25%										0.45%	26.41%
Payment #9	0.32%	0.18%											0.25%	26.66%
Payment #10	0.12%												0.12%	26.78%
Payment #11														
Payment #12														
Total Late	29.07%	29.72%	25.65%	23.58%	23.93%	25.46%	25.20%	18.68%	17.96%	0.00%	0.00%	0.00%	26.78%	26.78%

0.00%    0.00%    0.00%    0.00%    0.00%    0.00%    0.00%    0.00%    0.00%    0.00%    0.00%

FY2021 Average Late Bill%:	30.37%
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POS Late Bill Report for FY 2020-2021: Regular

Payments through June 2021 State Claim (5/19/2022)

Description	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	Total Claims FY2019-2020	Average 1st Pymnt & Late Bills
Payment #1	\$ 38,596,908.29	36,291,114.02	34,717,045.35	36,043,583.93	35,066,776.08	34,909,618.51	33,850,488.85	34,286,888.80	39,827,734.41	39,933,099.61	39,380,445.55	39,807,908.41	442,711,611.81	36,892,634.32
Payment #2	5,757,508.60	6,935,893.30	8,111,486.24	7,679,142.20	6,959,575.65	8,479,398.78	8,363,675.81	8,796,619.51	8,112,560.86	6,892,880.40	7,713,343.05	6,231,639.00	90,033,723.40	7,502,810.28
Payment #3	853,216.93	873,723.83	749,774.25	1,265,692.52	1,603,690.59	1,040,757.01	1,765,572.71	1,499,230.83	998,064.34	1,175,724.77	850,137.68	2,357,769.14	15,033,354.60	1,252,779.55
Payment #4	359,863.27	558,551.02	483,477.91	539,743.92	534,019.06	483,347.71	970,757.09	454,927.05	433,599.68	263,899.63	561,525.90	769,751.82	6,413,464.06	534,455.34
Payment #5	410,324.39	205,488.92	246,458.27	415,195.34	384,046.40	682,037.04	338,231.01	392,891.68	166,518.71	258,439.77	207,312.80	272,683.06	3,979,627.39	331,635.62
Payment #6	429,776.33	298,992.06	408,945.29	390,155.80	257,037.80	152,052.88	419,810.79	139,976.02	185,630.63	151,636.58	166,924.11	144,551.83	3,145,490.12	262,124.18
Payment #7	134,007.73	266,527.08	350,113.61	277,754.10	89,743.12	207,725.77	150,727.17	100,066.50	114,135.93	211,288.58	93,174.88	183,675.01	2,178,939.48	181,578.29
Payment #8	258,402.10	288,695.24	164,349.37	102,187.49	429,732.51	85,148.67	112,348.14	106,797.28	144,130.56	77,597.36	123,173.16	139,769.70	2,032,331.58	169,360.97
Payment #9	247,245.48	150,156.55	83,144.72	135,748.80	113,056.67	96,018.22	96,490.98	117,138.60	55,445.95	120,773.10	101,996.31	98,606.30	1,415,821.68	117,985.14
Payment #10	114,448.25	70,473.83	126,969.58	103,384.69	30,249.17	82,728.04	72,659.73	47,785.69	109,585.42	130,755.95	72,772.46	162,917.88	1,124,730.69	93,727.56
Payment #11	71,063.07	102,024.27	78,536.19	49,818.47	27,139.61	78,464.13	38,758.52	85,482.34	111,447.11	89,514.68	100,139.39	86,862.86	919,250.64	76,604.22
Payment #12	90,000.79	294,489.71	49,705.13	46,537.82	66,574.74	31,515.85	54,629.77	105,398.85	113,536.56	107,822.22	27,019.00		987,230.44	89,748.22
Payment #13	42,579.50	57,239.27	45,848.92	67,092.63	19,898.01	51,557.62	133,730.03	89,695.97	107,444.14	51,208.74			666,294.83	66,629.48
Payment #14	40,133.97	61,847.89	66,517.20	10,890.18	41,493.93	105,392.14	128,111.73	80,334.98	11,927.13				546,649.15	60,738.79
Payment #15	26,141.31	76,397.67	19,638.41	41,745.42	73,580.65	88,738.01	102,347.43	10,363.75					438,952.65	54,869.08
Payment #16	83,881.00	24,029.43	42,924.08	65,439.22	84,994.30	73,085.71	31,886.15						406,239.89	58,034.27
Payment #17	27,317.59	58,614.14	54,969.01	120,934.49	69,033.94	19,734.68							350,603.85	58,433.98
Payment #18	41,497.49	60,946.62	64,767.33	80,402.23	7,544.78								255,158.45	51,031.69
Payment #19	79,188.21	83,796.41	65,136.59	3,565.33									231,686.54	57,921.64
Payment #20	84,547.54	84,607.82	(3,968.94)										165,186.42	55,062.14
Payment #21	43,224.25	6,240.50											49,464.75	24,732.38
Payment #22	6,610.48												6,610.48	6,610.48
Payment #23														
Payment #24														
Total Paid	47,797,886.57	46,849,849.58	45,925,838.51	47,439,014.58	45,858,187.01	46,667,320.77	46,630,225.91	46,313,597.85	50,491,761.43	49,464,641.39	49,397,964.29	50,256,135.01	573,092,422.90	47,999,507.60
Total Late	9,200,978.28	10,558,735.56	11,208,793.16	11,395,430.65	10,791,410.93	11,757,702.26	12,779,737.06	12,026,709.05	10,664,027.02	9,531,541.78	10,017,518.74	10,448,226.60	130,380,811.09	11,106,873.28
Percent Late	23.84%	29.09%	32.29%	31.62%	30.77%	33.68%	37.75%	35.08%	26.78%	23.87%	25.44%	26.25%		30.11%

573,092,422.90  
0.00

Description	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	Average %Late Per Month	Cummulative % LATE
Payment #1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Payment #2	14.92%	19.11%	23.36%	21.31%	19.85%	24.29%	24.71%	25.66%	20.37%	17.26%	19.59%	15.65%	20.51%	20.51%
Payment #3	2.21%	2.41%	2.16%	3.51%	4.57%	2.98%	5.22%	4.37%	2.51%	2.94%	2.16%	5.92%	3.41%	23.92%
Payment #4	0.93%	1.54%	1.39%	1.50%	1.52%	1.38%	2.87%	1.33%	1.09%	0.66%	1.43%	1.93%	1.46%	25.38%
Payment #5	1.06%	0.57%	0.71%	1.15%	1.10%	1.95%	1.00%	1.15%	0.42%	0.65%	0.53%	0.68%	0.91%	26.30%
Payment #6	1.11%	0.82%	1.18%	1.08%	0.73%	0.44%	1.24%	0.41%	0.47%	0.38%	0.42%	0.36%	0.72%	27.02%
Payment #7	0.35%	0.73%	1.01%	0.77%	0.26%	0.60%	0.45%	0.29%	0.29%	0.53%	0.24%	0.46%	0.50%	27.51%
Payment #8	0.67%	0.80%	0.47%	0.28%	1.23%	0.24%	0.33%	0.31%	0.36%	0.19%	0.31%	0.35%	0.46%	27.98%
Payment #9	0.64%	0.41%	0.24%	0.38%	0.32%	0.28%	0.29%	0.34%	0.14%	0.30%	0.26%	0.25%	0.32%	28.30%
Payment #10	0.30%	0.19%	0.37%	0.29%	0.09%	0.24%	0.21%	0.14%	0.28%	0.33%	0.18%	0.41%	0.25%	28.55%
Payment #11	0.18%	0.28%	0.23%	0.14%	0.08%	0.22%	0.11%	0.25%	0.28%	0.22%	0.25%	0.22%	0.21%	28.76%
Payment #12	0.23%	0.81%	0.14%	0.13%	0.19%	0.09%	0.16%	0.31%	0.29%	0.27%	0.07%		0.24%	29.00%
Payment #13	0.11%	0.16%	0.13%	0.19%	0.06%	0.15%	0.40%	0.26%	0.27%	0.13%			0.18%	29.18%
Payment #14	0.10%	0.17%	0.19%	0.03%	0.12%	0.30%	0.38%	0.23%	0.03%				0.17%	29.36%
Payment #15	0.07%	0.21%	0.06%	0.12%	0.21%	0.25%	0.30%	0.03%					0.16%	29.51%
Payment #16	0.22%	0.07%	0.12%	0.18%	0.24%	0.21%	0.09%						0.16%	29.68%
Payment #17	0.07%	0.16%	0.16%	0.34%	0.20%	0.06%							0.16%	29.84%
Payment #18	0.11%	0.17%	0.19%	0.22%	0.02%								0.14%	29.98%
Payment #19	0.21%	0.23%	0.19%	0.01%									0.16%	30.14%
Payment #20	0.22%	0.23%	-0.01%										0.15%	30.29%
Payment #21	0.11%	0.02%											0.06%	30.35%
Payment #22	0.02%												0.02%	30.37%
Payment #23														
Payment #24														
Total Late	23.84%	29.09%	32.29%	31.62%	30.77%	33.68%	37.75%	35.08%	26.78%	23.87%	25.44%	26.25%	30.37%	30.37%

0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00% 0.00%

FY2020 Average Late Bill%: 22.20%

**POS Late Bill Report for FY 2019-2020: Regular**  
**Payments through June 2020 State Claim (5/19/2022)**

Description	July 2019 22	August 2019 23	September 2019 20	October 2019 23	November 2019 22	December 2019 21	January 2020 23	February 2020 20	March 2020 21	April 2020 22	May 2020 23	June 2020 20	Total Claims FY2019-2020 260	Average 1st Pymnt & Late Bills
Payment #1	35,561,294.59	35,076,660.89	34,650,496.67	36,318,296.48	33,554,216.19	32,752,179.52	35,851,675.60	34,843,947.24	35,478,179.69	34,344,043.22	35,159,600.33	37,160,675.75	420,751,266.17	35,062,605.51
Payment #2	4,195,100.15	4,292,631.69	3,307,710.94	3,655,134.85	3,982,918.50	4,153,748.06	5,193,975.55	4,859,005.63	5,579,877.91	7,617,417.20	6,028,706.22	6,207,363.34	59,073,590.04	4,922,799.17
Payment #3	509,088.39	383,987.11	655,846.25	880,129.94	777,415.82	750,311.89	862,222.64	1,050,853.66	2,551,243.90	1,599,886.62	1,350,639.69	1,174,959.20	12,546,585.11	1,045,548.76
Payment #4	218,098.58	448,579.77	248,299.76	321,834.01	347,054.67	369,158.96	528,836.35	519,858.17	317,592.96	317,179.32	454,889.81	423,691.45	4,515,073.81	376,256.15
Payment #5	225,485.54	237,069.80	204,063.90	217,539.53	132,224.64	156,580.67	337,107.54	251,282.95	175,263.50	209,349.23	277,814.41	341,270.02	2,765,051.73	230,420.98
Payment #6	150,095.50	307,977.33	115,401.15	102,295.45	75,961.96	106,146.08	148,209.19	63,772.37	207,304.49	266,355.29	263,685.35	153,394.57	1,960,598.73	163,383.23
Payment #7	245,945.55	28,794.16	59,504.75	92,780.12	65,383.27	70,025.02	73,784.36	103,244.44	166,030.19	247,038.17	136,283.11	201,932.35	1,490,745.49	124,228.79
Payment #8	36,301.92	59,175.28	65,696.74	37,194.27	72,979.97	47,824.21	88,769.69	58,097.63	160,933.37	116,687.32	100,983.31	110,375.43	955,019.14	79,584.93
Payment #9	52,590.25	38,968.79	108,278.36	65,556.70	30,362.24	41,677.96	83,706.67	116,478.03	55,626.43	105,032.29	100,898.10	327,058.06	1,126,233.88	93,852.82
Payment #10	39,522.59	33,087.75	76,467.54	33,982.22	18,851.28	33,716.55	101,319.12	23,147.87	75,394.02	84,811.76	143,807.94	163,443.76	827,552.40	68,962.70
Payment #11	45,672.25	56,352.15	30,456.95	36,452.23	21,025.27	94,522.51	7,333.69	58,849.05	66,589.65	138,566.12	145,612.01	215,716.27	917,148.15	76,429.01
Payment #12	71,184.86	24,295.82	15,918.63	24,605.52	10,140.07	7,787.79	44,033.01	43,854.41	116,700.14	149,705.69	122,005.73	(19,827.20)	610,404.47	50,867.04
Payment #13	22,611.08	16,402.90	22,361.21	4,351.89	17,398.41	20,194.84	46,370.38	66,938.31	94,827.94	116,062.27	25,203.45	25,983.21	478,705.89	39,892.16
Payment #14	2,272.12	15,800.79	6,191.83	14,559.17	20,204.34	28,724.34	55,513.83	48,082.27	67,856.98	(11,116.83)	26,404.88	33,829.47	308,323.19	25,693.60
Payment #15	10,300.13	14,165.73	4,180.23	34,124.33	16,562.96	39,466.14	52,091.80	36,008.75	(26,209.83)	24,192.55	31,285.41	140,086.79	376,254.99	31,354.58
Payment #16	21,175.71	6,923.26	11,551.06	4,460.63	21,898.75	7,083.88	40,383.67	(55,431.92)	19,507.89	26,744.25	56,956.06	132,334.56	293,587.80	24,465.65
Payment #17	11,994.53	9,605.23	12,137.58	32,522.86	4,696.99	8,286.28	(62,437.86)	14,857.27	27,338.73	55,305.27	44,009.70	87,386.76	245,703.34	20,475.28
Payment #18	10,579.11	5,989.74	21,656.68	1,106.36	9,747.41	(63,190.46)	11,588.22	16,667.81	52,728.74	52,287.79	38,138.32	50,824.34	208,124.06	17,343.67
Payment #19	4,747.69	25,196.28	(904.39)	4,405.29	3,005.62	16,364.02	13,682.94	31,662.18	46,070.52	23,356.51	45,187.68	271,051.64	483,825.98	40,318.83
Payment #20	24,386.66	(903.49)	1,191.76	2,085.90	10,525.69	2,203.93	26,976.66	24,935.57	22,390.05	46,312.45	61,694.53	170,635.60	392,435.31	32,702.94
Payment #21	(303.73)	755.11	1,742.17	10,709.73	2,558.57	17,820.24	13,673.84	18,461.00	38,744.83	65,187.19	149,139.63	74,440.86	392,929.44	32,744.12
Payment #22	445.61	900.17	9,480.30	3,600.86	15,843.33	9,970.64	42,665.44	22,362.35	65,085.24	133,052.41	74,246.23	154,766.44	532,419.02	44,368.25
Payment #23	1,389.05	9,480.30	10,730.29	18,537.71	8,889.29	1,167.81	22,737.90	59,944.26	101,136.87	101,631.80	164,019.94	0.00	499,665.22	41,638.77
Payment #24	9,480.30	8,112.00	15,110.05	7,318.42	1,426.60	10,612.97	48,171.73	98,644.12	45,666.39	170,105.01	(165.00)	1,069.37	415,551.96	34,629.33
Payment #25	5,947.17	9,954.94	5,889.25	1,169.11	9,470.60	44,690.01	92,502.65	10,209.30	167,974.46	(124.27)	776.91		348,460.13	31,678.19
Payment #26	345.48	7,011.05	8,039.62	7,105.67	42,110.76	74,371.13	10,132.41	57,055.68	165.00	0.00			206,336.80	20,633.68
Payment #27	13,960.31	8,372.84	2,798.87	35,789.54	47,822.38	10,643.07	48,065.50	0.00	0.00				167,452.51	18,605.83
Payment #28	8,860.50	1,910.62	37,336.02	64,062.55	7,098.66	30,412.44	0.00	0.00					149,680.79	18,710.10
Payment #29	2,407.73	35,153.91	64,422.74	7,034.42	28,782.95	0.00	0.00						137,801.75	19,685.96
Payment #30	39,506.65	51,993.39	7,079.85	17,263.75	0.00	0.00							115,843.64	19,307.27
Payment #31	36,958.66	1,078.45	19,994.98	0.00	0.00								58,032.09	11,606.42
Payment #32	756.31	82,945.03	0.00	0.00									83,701.34	20,925.34
Payment #33	55,576.11	0.00	0.00										55,576.11	18,525.37
Payment #34	0.00	0.00											0.00	0.00
Payment #35	0.00												0.00	0.00
Payment #36														
Total Paid	41,633,777.35	41,298,428.79	39,799,131.74	42,056,009.51	39,356,577.19	38,842,500.50	43,783,092.52	42,442,788.40	45,674,020.06	45,999,068.63	45,001,823.75	47,602,462.04	513,489,680.48	42,860,244.44
Total Late	6,072,482.76	6,221,767.90	5,148,635.07	5,737,713.03	5,802,361.00	6,090,320.98	7,931,416.92	7,598,841.16	10,195,840.37	11,655,025.41	9,842,223.42	10,441,786.29	92,738,414.31	7,797,638.93
Percent Late	17.08%	17.74%	14.86%	15.80%	17.29%	18.60%	22.12%	21.81%	28.74%	33.94%	27.99%	28.10%		22.24%

513,489,680.48  
0.00

**POS Late Bill Report for FY 2019-2020: Regular**  
**Payments through June 2020 State Claim (5/19/2022)**

Description	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020	February 2020	March 2020	April 2020	May 2020	June 2020	Average %Late Per Month	Cumulative % LATE
Payment #1	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
Payment #2	11.80%	12.24%	9.55%	10.06%	11.87%	12.68%	14.49%	13.95%	15.73%	22.18%	17.15%	16.70%	14.03%	14.03%
Payment #3	1.43%	1.09%	1.89%	2.42%	2.32%	2.29%	2.40%	3.02%	7.19%	4.66%	3.84%	3.16%	2.98%	17.01%
Payment #4	0.61%	1.28%	0.72%	0.89%	1.03%	1.13%	1.48%	1.49%	0.90%	0.92%	1.29%	1.14%	1.07%	18.08%
Payment #5	0.63%	0.68%	0.59%	0.60%	0.39%	0.48%	0.94%	0.72%	0.49%	0.61%	0.79%	0.92%	0.65%	18.74%
Payment #6	0.42%	0.88%	0.33%	0.28%	0.23%	0.32%	0.41%	0.18%	0.58%	0.78%	0.75%	0.41%	0.47%	19.20%
Payment #7	0.69%	0.08%	0.17%	0.26%	0.19%	0.21%	0.21%	0.30%	0.47%	0.72%	0.39%	0.54%	0.35%	19.55%
Payment #8	0.10%	0.17%	0.19%	0.10%	0.22%	0.15%	0.25%	0.17%	0.45%	0.34%	0.29%	0.30%	0.23%	19.78%
Payment #9	0.15%	0.11%	0.31%	0.18%	0.09%	0.13%	0.23%	0.33%	0.16%	0.31%	0.29%	0.88%	0.26%	20.04%
Payment #10	0.11%	0.09%	0.22%	0.09%	0.06%	0.10%	0.28%	0.07%	0.21%	0.25%	0.41%	0.44%	0.19%	20.24%
Payment #11	0.13%	0.16%	0.09%	0.10%	0.06%	0.29%	0.02%	0.17%	0.19%	0.40%	0.41%	0.58%	0.22%	20.46%
Payment #12	0.20%	0.07%	0.05%	0.07%	0.03%	0.02%	0.12%	0.13%	0.33%	0.44%	0.35%	-0.05%	0.15%	20.60%
Payment #13	0.06%	0.05%	0.06%	0.01%	0.05%	0.06%	0.13%	0.19%	0.27%	0.34%	0.07%	0.07%	0.11%	20.72%
Payment #14	0.01%	0.05%	0.02%	0.04%	0.06%	0.09%	0.15%	0.14%	0.19%	-0.03%	0.08%	0.09%	0.07%	20.79%
Payment #15	0.03%	0.04%	0.01%	0.09%	0.05%	0.12%	0.15%	0.10%	-0.07%	0.07%	0.09%	0.38%	0.09%	20.88%
Payment #16	0.06%	0.02%	0.03%	0.01%	0.07%	0.02%	0.11%	-0.16%	0.05%	0.08%	0.16%	0.36%	0.07%	20.94%
Payment #17	0.03%	0.03%	0.04%	0.09%	0.01%	0.03%	-0.17%	0.04%	0.08%	0.16%	0.13%	0.24%	0.06%	21.00%
Payment #18	0.03%	0.02%	0.06%	0.00%	0.03%	-0.19%	0.03%	0.05%	0.15%	0.15%	0.11%	0.14%	0.05%	21.05%
Payment #19	0.01%	0.07%	0.00%	0.01%	0.01%	0.05%	0.04%	0.09%	0.13%	0.07%	0.13%	0.73%	0.11%	21.16%
Payment #20	0.07%	0.00%	0.00%	0.01%	0.03%	0.01%	0.08%	0.07%	0.06%	0.13%	0.18%	0.46%	0.09%	21.25%
Payment #21	0.00%	0.00%	0.01%	0.03%	0.01%	0.05%	0.04%	0.05%	0.11%	0.19%	0.42%	0.20%	0.09%	21.35%
Payment #22	0.00%	0.00%	0.03%	0.01%	0.05%	0.03%	0.12%	0.06%	0.18%	0.39%	0.21%	0.42%	0.13%	21.47%
Payment #23	0.00%	0.03%	0.03%	0.05%	0.03%	0.00%	0.06%	0.17%	0.29%	0.30%	0.47%	0.00%	0.12%	21.59%
Payment #24	0.03%	0.02%	0.04%	0.02%	0.00%	0.03%	0.13%	0.28%	0.13%	0.50%	0.00%	0.00%	0.10%	21.69%
Payment #25	0.02%	0.03%	0.02%	0.00%	0.03%	0.14%	0.26%	0.03%	0.47%	0.00%	0.00%		0.09%	21.78%
Payment #26	0.00%	0.02%	0.02%	0.02%	0.13%	0.23%	0.03%	0.16%	0.00%	0.00%			0.06%	21.84%
Payment #27	0.04%	0.02%	0.01%	0.10%	0.14%	0.03%	0.13%	0.00%	0.00%				0.05%	21.89%
Payment #28	0.02%	0.01%	0.11%	0.18%	0.02%	0.09%	0.00%	0.00%					0.05%	21.95%
Payment #29	0.01%	0.10%	0.19%	0.02%	0.09%	0.00%	0.00%						0.06%	22.00%
Payment #30	0.11%	0.15%	0.02%	0.05%	0.00%	0.00%							0.05%	22.06%
Payment #31	0.10%	0.00%	0.06%	0.00%	0.00%								0.03%	22.09%
Payment #32	0.00%	0.24%	0.00%	0.00%									0.06%	22.15%
Payment #33	0.16%	0.00%	0.00%										0.05%	22.20%
Payment #34	0.00%	0.00%											0.00%	22.20%
Payment #35	0.00%												0.00%	22.20%
Payment #36														
<b>Total Late</b>	<b>17.08%</b>	<b>17.74%</b>	<b>14.86%</b>	<b>15.80%</b>	<b>17.29%</b>	<b>18.60%</b>	<b>22.12%</b>	<b>21.81%</b>	<b>28.74%</b>	<b>33.94%</b>	<b>27.99%</b>	<b>28.10%</b>	<b>22.20%</b>	<b>22.20%</b>
	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%		

FY2019 Average Late Bill%:	17.61%
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**North Los Angeles County Regional Center  
POS Expenditures By Category  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
<b>Day Program</b>																		
Mobile Day Program	Day Prog	43020-091	646,658	40,067	39,221	11,646	64,387	41,620	53,152	42,548	37,917	40,933	45,176	0	0	416,667	229,991	64.43%
Supplemental Day Svc.	Day Prog	43020-110	689,136	35,885	23,931	41,712	83,416	52,047	33,212	39,571	123,801	83,830	81,418	0	0	598,824	90,311	86.89%
Communit Integration(SDP)	Day Prog	65020-331	812,629	3,932	28,802	109,711	79,022	116,303	96,140	101,239	144,640	85,890	255,003	0	0	1,020,682	-208,053	125.60%
Prevocational Supports(SDP)	Day Prog	65020-339	38,299	0	333	1,100	846	1,441	2,120	2,390	172	2,204	1,107	0	0	11,712	26,587	30.58%
PD Community-Based Traini	Day Prog	65020-475	1,363	0	0	0	0	0	191	0	0	3,217	484	0	0	3,892	-2,529	285.52%
Activity Center	Day Prog	43020-505	4,326,713	344,148	357,326	360,516	354,035	349,380	337,601	375,420	321,912	364,232	355,961	0	0	3,520,532	806,181	81.37%
Adult Dev Center	Day Prog	43020-510	16,656,198	1,217,362	1,232,109	1,248,074	1,382,657	1,349,984	695,681	1,954,690	1,277,682	1,340,680	1,406,994	0	0	13,105,913	3,550,286	78.68%
Behavior Mgmt Program	Day Prog	43020-515	10,005,536	794,592	756,155	846,587	783,141	663,649	855,053	825,380	798,653	787,337	833,429	0	0	7,943,975	2,061,561	79.40%
Comm'ty Integration	Day Prog	65020-055	41,009,853	2,181,896	3,437,823	3,200,532	3,792,443	3,499,399	2,948,399	3,292,646	3,711,940	3,626,657	4,620,803	0	0	34,312,718	6,697,135	83.67%
Creative Art Program	Day Prog	65020-094	5,959,445	265,288	360,160	335,373	578,076	418,815	393,097	378,358	424,517	430,635	448,355	0	0	4,032,674	1,926,770	67.67%
Adult Day Health Ctr.	Day Prog	65120-702	1,910,706	146,515	152,235	147,049	106,168	132,405	193,878	135,913	135,837	171,074	151,777	0	0	1,472,850	437,856	77.08%
Day Treatment Center	Day Prog	65120-710	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
<b>Sub-Total</b>			<b>82,056,536</b>	<b>5,029,686</b>	<b>6,388,095</b>	<b>6,302,300</b>	<b>7,224,190</b>	<b>6,625,221</b>	<b>5,608,524</b>	<b>7,148,155</b>	<b>6,977,073</b>	<b>6,936,689</b>	<b>8,200,507</b>	<b>0</b>	<b>0</b>	<b>66,440,439</b>	<b>15,616,097</b>	<b>80.97%</b>
<b>Early Start</b>																		
Infant Dev. Program	ES	43020-805	36,894,189	2,409,511	2,877,060	2,908,028	3,133,648	2,937,611	2,452,904	3,231,872	2,631,317	3,733,345	3,312,729	0	0	29,628,023	7,266,166	80.31%
Dev. Specialist	ES	65010-670	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Infant Dev Special	ES	65010-810	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Early Start Spec	ES	65060-116	157,360	0	0	0	0	0	0	0	0	1,438	1,027	0	0	2,465	154,895	1.57%
Audiology	ES	65110-706	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Speech Pathology	ES	65110-707	2,487,627	169,346	180,780	182,376	198,137	148,586	152,284	136,180	137,819	180,086	180,817	0	0	1,666,411	821,216	66.99%
Physical Therapy	ES	65110-772	382,927	26,645	29,036	31,031	25,407	27,299	27,098	22,517	22,014	35,168	28,881	0	0	275,097	107,830	71.84%
Occupational Therapy	ES	65110-773	242,483	14,091	16,454	14,070	10,314	9,175	9,766	8,360	9,584	10,140	12,001	0	0	113,956	128,527	47.00%
Audiology Facility	ES	65120-730	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
<b>Sub-Total</b>			<b>40,164,587</b>	<b>2,619,593</b>	<b>3,103,330</b>	<b>3,135,505</b>	<b>3,367,507</b>	<b>3,122,671</b>	<b>2,642,053</b>	<b>3,398,929</b>	<b>2,800,733</b>	<b>3,960,177</b>	<b>3,535,455</b>	<b>0</b>	<b>0</b>	<b>31,685,953</b>	<b>8,478,634</b>	<b>78.89%</b>
<b>Habilitation</b>																		
Employment Supports(SDP)	Hab	43030-335	13,651	0	651	0	1,300	0	550	0	7,039	610	0	0	0	10,150	3,501	74.35%
SEP-Group Placement	Hab	43030-950	1,312,669	60,697	134,708	100,210	5,743	129,974	90,176	46,860	95,080	547	157,297	0	0	821,292	491,377	62.57%
SEP-Individual Placement	Hab	43030-952	2,950,688	187,543	171,793	178,697	308,116	191,498	228,980	181,544	197,195	247,014	239,463	0	0	2,131,844	818,844	72.25%
Work Activity Program	Hab	43040-954	208,682	17,869	13,748	5,309	5,483	9,699	8,415	9,421	0	21,549	16,337	0	0	107,829	100,853	51.67%
<b>Sub-Total</b>			<b>4,485,690</b>	<b>266,109</b>	<b>320,901</b>	<b>284,216</b>	<b>320,642</b>	<b>331,171</b>	<b>328,120</b>	<b>237,826</b>	<b>299,313</b>	<b>269,720</b>	<b>413,096</b>	<b>0</b>	<b>0</b>	<b>3,071,115</b>	<b>1,414,576</b>	<b>68.46%</b>
<b>Independeng Living Serv.</b>																		
Independent Living	ILS	43020-520	10,136,413	701,435	693,064	861,174	812,460	723,887	753,896	811,092	760,976	751,922	759,804	0	0	7,629,711	2,506,702	75.27%
Independent Living Spec.	ILS	65010-635	244,623	19,820	19,757	0	19,725	40,349	0	20,226	20,935	18,388	29,794	0	0	188,994	55,629	77.26%
<b>Sub-Total</b>			<b>10,381,036</b>	<b>721,256</b>	<b>712,820</b>	<b>861,174</b>	<b>832,185</b>	<b>764,236</b>	<b>753,896</b>	<b>831,319</b>	<b>781,911</b>	<b>770,310</b>	<b>789,599</b>	<b>0</b>	<b>0</b>	<b>7,818,705</b>	<b>2,562,330</b>	<b>75.32%</b>
<b>Supported Living Serv.</b>																		
Parent Coordinator	SL	65070-073	328,843	19,600	27,349	19,600	19,600	19,600	19,600	19,600	19,600	0	42,696	0	0	207,245	121,599	63.02%
Training/Habilitative.	SL	65070-892	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
SLS Adm.	SL	65070-894	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Supported Living	SL	65070-896	69,045,680	5,074,034	5,110,201	5,270,628	5,606,868	5,271,332	5,581,451	5,411,762	5,185,638	5,495,080	5,814,350	0	0	53,821,345	15,224,335	77.95%
<b>Sub-Total</b>			<b>69,374,524</b>	<b>5,093,634</b>	<b>5,137,549</b>	<b>5,290,228</b>	<b>5,626,468</b>	<b>5,290,932</b>	<b>5,601,051</b>	<b>5,431,362</b>	<b>5,205,238</b>	<b>5,495,080</b>	<b>5,857,046</b>	<b>0</b>	<b>0</b>	<b>54,028,590</b>	<b>15,345,934</b>	<b>77.88%</b>
<b>Other</b>																		
Tutor Services-Group	Other	65010-025	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Interdisciplinary Assist.	Other	65010-056	293,458	20,773	17,760	19,136	15,718	22,366	21,475	16,999	15,911	18,127	20,071	0	0	188,336	105,123	64.18%
Educational Svc.	Other	65010-107	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Live-In Caregiver(SDP)	Other	65010-312	78,971	0	2,376	1,697	10,035	5,474	0	14,489	14,328	5,367	31,841	0	0	85,606	-6,635	108.40%
Counseling Services.	Other	65010-625	417,915	27,437	29,727	27,912	29,613	25,871	21,702	30,717	31,607	42,823	35,212	0	0	302,621	115,293	72.41%
Ed. Psychologist	Other	65010-672	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!

**North Los Angeles County Regional Center  
POS Expenditures By Category  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
Teacher's Aide	Other	65010-676	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Teacher of Spec. Ed.	Other	65010-678	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Tutor	Other	65010-680	223,111	16,134	16,899	13,576	12,438	12,875	11,958	11,749	11,616	12,025	27,167	0	0	146,437	76,675	65.63%
Music Therapist	Other	65010-693	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Sports Club	Other	65020-008	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Socialization Trng.	Other	65020-028	690,631	19,536	30,557	62,152	43,976	57,668	33,253	49,728	51,066	47,992	50,259	0	0	446,186	244,445	64.61%
PD Com-Based Training(SDP)	Other	65040-313	0	0	0	0	0	0	0	0	0	3,675	1,344	0	0	5,019	-5,019	#DIV/0!
Homemaker Program	Other	65040-860	79,448	5,617	1,124	8,033	4,921	1,124	6,250	5,899	4,256	3,132	3,384	0	0	43,740	35,708	55.06%
Specialized Hlth	Other	65020-103	307,258	14,086	12,058	19,858	19,294	6,286	21,418	15,550	7,378	26,566	12,994	0	0	155,484	151,774	50.60%
Parenting Support	Other	65020-108	1,865,550	142,806	137,730	137,493	127,957	87,828	132,944	156,016	114,916	121,660	118,636	0	0	1,277,985	587,565	68.50%
Transition Expenses	Other	65070-020	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Veh. Modification	Other	65070-021	344,272	0	6,223	21,550	58,990	0	25,360	0	68,536	72,165	1,290	0	0	254,113	90,159	73.81%
Purchase Reimb.	Other	65070-024	458,763	10,691	18,773	20,580	23,372	7,851	54,365	24,757	35,867	32,255	35,447	0	0	263,956	194,807	57.54%
Intensive Transition	Other	65070-026	86,505	0	0	0	15,889	8,827	8,827	8,827	8,827	8,827	8,827	0	0	68,851	17,654	79.59%
Repair Services	Other	65070-042	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Lifeline Emergency	Other	65070-051	6,213	0	0	0	1,901	504	504	0	0	0	0	0	0	2,910	3,304	46.83%
Community Activities	Other	65070-063	92,813	0	4,346	4,346	13,317	9,095	5,041	5,092	14,791	3,477	6,409	0	0	65,915	26,898	71.02%
Professional Copy	Other	65070-100	17,911	300	0	960	710	560	350	585	510	575	650	0	0	5,200	12,711	29.03%
Housing Services	Other	65070-101	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Environmental Access	Other	65070-104	98,775	0	0	0	10,975	1,250	0	28,000	0	0	0	0	0	40,225	58,550	40.72%
Specialized Rec.	Other	65070-106	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Parenting Support Svcs.	Other	65070-108	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Supp. Program Support	Other	65070-111	57,253	3,528	1,038	0	3,965	999	3,567	2,300	3,846	16,908	0	0	0	36,151	21,102	63.14%
Communication Aides	Other	65070-112	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Housing Access Support(SDP)	Other	65070-314	11,445	0	0	0	1,090	545	545	0	1,090	0	1,090	0	0	4,359	7,086	38.09%
Community Living Support(SDP)	Other	65070-320	1,768,178	22,189	41,488	157,343	118,004	83,590	78,955	95,711	126,012	90,139	271,163	0	0	1,084,593	683,585	61.34%
Participant Directed Goods(SDP)	Other	65070-333	321,853	0	23,887	27,232	25,646	24,640	24,127	27,077	28,043	4,915	24,948	0	0	210,514	111,339	65.41%
Individual Training(SDP)	Other	65070-334	89,622	2,547	5,023	5,951	9,564	0	735	20,502	14,389	281	19,670	0	0	78,663	10,959	87.77%
Environmental Access(SDP)	Other	65070-356	0	0	0	0	0	1,200	0	0	0	0	0	0	0	1,200	-1,200	#DIV/0!
Communication Support(SDP)	Other	65070-360	20,250	0	0	0	1,800	600	450	450	900	0	1,200	0	0	5,400	14,850	26.67%
Technology Supports(SDP)	Other	65010-336	4,737	319	0	314	83	13,705	1,119	2,786	292	39	1,672	0	0	20,330	-15,593	429.21%
Independent Facilitator(SDP)	Other	65010-340	198,580	120	1,440	12,554	16,842	4,160	8,898	22,904	18,447	22,838	42,688	0	0	150,891	47,689	75.99%
Acupuncture Services(SDP)	Other	65110-357	0	0	0	0	0	0	0	0	300	360	240	0	0	900	-900	#DIV/0!
Nutritional Consultation(SDP)	Other	65110-362	11,110	0	0	660	450	1,750	600	0	750	1,098	1,200	0	0	6,508	4,602	58.58%
Dental Services(SDP)	Other	65110-367	8,000	0	0	0	0	0	0	0	14,615	303	395	0	0	15,313	-7,313	191.41%
Lenses and Frames(SDP)	Other	65110-368	2,632	0	0	0	0	330	0	260	0	0	0	0	0	590	2,042	22.42%
Psychology Services(SDP)	Other	65110-370	22,050	0	0	1,200	450	0	0	0	0	174	260	0	0	2,084	19,966	9.45%
Train/couns for unpa(SDP)	Other	65110-371	0	0	0	0	0	0	0	325	0	0	0	0	0	325	-325	#DIV/0!
Speech Hearing Language(SDP)	Other	65110-372	32,108	960	2,680	2,160	3,052	2,580	2,837	1,500	3,600	1,720	1,350	0	0	22,440	9,668	69.89%
Occupational Therapy(SDP)	Other	65110-375	3,264	0	0	0	544	272	181	181	0	0	272	0	0	1,452	1,813	44.47%
Physical Therapy(SDP)	Other	65110-376	3,000	0	300	0	0	0	0	0	0	0	0	0	0	300	2,700	10.00%
Attorney/Legal Svc.	Other	65070-610	0	0	0	0	0	0	1,746	0	0	0	0	0	0	1,746	-1,746	#DIV/0!
Diaper Svc.	Other	65070-627	224,297	14,266	17,441	15,610	19,470	15,248	21,406	0	20,528	29,412	15,971	0	0	169,352	54,945	75.50%
Interpreter	Other	65070-642	70,319	3,004	3,710	1,849	2,869	2,823	2,637	2,911	2,622	2,700	4,523	0	0	29,648	40,671	42.16%
Translator	Other	65070-643	378,181	21,695	29,941	25,693	25,195	25,544	26,921	20,315	32,876	33,366	26,545	0	0	268,090	110,091	70.89%
Out-Of-State Manufacturer	Other	65070-655	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Acute Care Hospital	Other	65090-700	40,000	0	0	0	0	0	0	0	0	0	0	0	0	0	40,000	0.00%
Specialized Med Equipment(SDP)	Other	65100-365	5,206	0	0	0	207	178	0	500	1,330	461	0	0	0	2,677	2,530	51.41%
Diaper & Nutr. Supply	Other	65100-410	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Durable Med. Equipment	Other	65100-725	143,973	293	2,955	292	18,848	16,934	2,475	5,015	25,409	1,585	9,204	0	0	83,011	60,962	57.66%
Other Medical Equipment	Other	65100-755	2,520	0	0	0	0	0	0	0	0	0	0	0	0	0	2,520	0.00%
Medicare Part D	Other	65110-009	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Special Therapeutic	Other	65110-115	112,361	9,300	8,670	6,562	8,010	6,806	6,780	0	13,429	6,780	0	0	0	66,138	46,222	58.86%
Spec. Therapeutic Svc	Other	65110-117	5,033,126	269,129	391,521	486,498	364,501	342,306	335,422	395,414	737,878	486,921	409,313	0	0	4,218,903	814,222	83.82%
Dentistry	Other	65110-715	2,134,798	124,339	156,316	169,898	191,352	147,050	151,710	190,830	188,021	225,071	198,966	0	0	1,743,553	391,245	81.67%

North Los Angeles County Regional Center  
 POS Expenditures By Category  
 Fiscal Year 2021 - 2022

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)	
Dietary Services	Other	65110-720	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Orthoptic Services	Other	65110-745	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!



**North Los Angeles County Regional Center  
POS Expenditures By Category  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
Orthotic/Prosthetic	Other	65110-750	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Physicians/Surgeons	Other	65110-775	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Psychiatrist	Other	65110-780	492,451	39,288	39,638	0	42,613	78,925	39,988	37,188	38,413	40,863	40,163	0	0	397,075	95,376	80.63%
Clinical Psychologist	Other	65110-785	1,495,814	11,771	32,405	146,158	127,919	88,324	173,692	127,508	267,368	108,424	158,131	0	0	1,241,700	254,114	83.01%
Lab/Radiological Svc.	Other	65120-735	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Pharmaceutical Svc.	Other	65120-765	252,207	10,340	7,271	27,781	19,834	8,911	19,717	25,117	12,171	18,559	9,281	0	0	158,982	93,225	63.04%
Start-Up Funding	Other	65070-999	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
<b>Sub-Total</b>			<b>18,000,931</b>	<b>790,468</b>	<b>1,043,294</b>	<b>1,425,049</b>	<b>1,391,413</b>	<b>1,114,800</b>	<b>1,247,953</b>	<b>1,347,202</b>	<b>1,931,936</b>	<b>1,491,580</b>	<b>1,591,776</b>	<b>0</b>	<b>0</b>	<b>13,375,471</b>	<b>4,625,460</b>	<b>74.30%</b>
<b>Residential</b>																		
Out of State Residential	Residential	32010-058	36,531	0	0	0	36,531	0	0	0	-2,673	0	0	0	0	33,858	2,673	92.68%
Crisis Intervention	Residential	32010-090	503,736	0	0	0	0	0	209,434	0	0	0	0	0	0	209,434	294,302	41.58%
Geriatric Facility	Residential	32010-096	683,252	44,249	44,249	46,546	53,439	44,298	48,504	42,865	69,123	55,295	57,417	0	0	505,985	177,266	74.06%
Supplemental Residential	Residential	32010-109	21,813,195	1,221,686	1,228,839	1,509,534	1,784,730	1,527,719	2,085,273	1,731,708	1,582,233	1,908,171	2,042,807	0	0	16,622,700	5,190,495	76.20%
Specialized Residential	Residential	32010-113	21,613,999	1,668,122	1,714,559	1,757,333	1,709,630	1,589,309	2,046,970	1,859,349	2,059,063	1,725,148	1,218,272	0	0	17,347,756	4,266,243	80.26%
ENH Behav Supports	Residential	32010-900	1,596,383	58,935	0	58,935	58,935	117,870	58,935	58,935	464,920	121,872	62,937	0	0	1,062,275	534,108	66.54%
ENH Behav Supports	Residential	32010-901	1,794,258	77,433	0	77,433	77,433	154,866	77,433	77,433	507,381	143,989	66,556	0	0	1,259,957	534,301	70.22%
Family Home Agency	Residential	32010-904	3,265,412	260,044	260,044	257,280	245,698	251,098	318,060	262,672	298,071	264,409	273,675	0	0	2,691,049	574,363	82.41%
Res. Facility Adult- OO	Residential	32010-905	2,830,231	220,777	220,727	220,777	220,777	201,621	221,881	208,408	200,854	188,677	275,064	0	0	2,179,564	650,667	77.01%
Res. Facility Child -OO	Residential	32010-910	1,109,156	91,030	91,030	91,030	84,244	110,235	120,255	101,565	88,625	82,154	82,739	0	0	942,909	166,247	85.01%
Res. Facility Adult- SO	Residential	32010-915	50,491,833	3,711,414	3,867,449	3,730,226	3,772,406	3,902,346	4,129,408	4,162,987	4,075,083	4,267,277	4,507,480	0	0	40,126,076	10,365,757	79.47%
Res. Facility Child- SO	Residential	32010-920	1,305,470	52,857	131,673	77,972	76,755	76,755	125,553	81,147	92,193	87,602	93,685	0	0	896,191	409,278	68.65%
Specialized Residential	Residential	32020-114	561,397	28,309	28,309	27,310	19,789	27,339	101,698	29,310	30,433	19,117	18,000	0	0	329,615	231,782	58.71%
ICF/DD	Residential	32020-925	39,576	0	0	0	0	0	0	0	0	0	0	0	0	39,576	0	0.00%
ICF/DDH	Residential	32020-930	1,942,155	15,732	85,858	53,731	81,855	63,362	35,203	16,271	15,810	119,611	65,262	0	0	552,694	1,389,461	28.46%
ICF/DDN	Residential	32020-935	866,391	1,337	1,337	1,242	41,401	0	2,483	1,476	1,476	1,643	28,049	0	0	80,443	785,948	9.28%
Nursing Facility	Residential	32020-940	86,648	7,214	0	14,428	7,214	7,214	0	29,578	5,411	0	0	0	0	71,059	15,589	82.01%
<b>Sub-Total</b>			<b>110,539,621</b>	<b>7,459,140</b>	<b>7,674,074</b>	<b>7,923,777</b>	<b>8,270,837</b>	<b>8,065,513</b>	<b>9,581,090</b>	<b>8,663,703</b>	<b>9,488,002</b>	<b>8,984,965</b>	<b>8,791,944</b>	<b>0</b>	<b>0</b>	<b>84,903,045</b>	<b>25,636,576</b>	<b>76.81%</b>
<b>Transportation</b>																		
Mobility Trng. Svc.	Trans	65010-645	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Travel Reimbursement	Trans	65050-105	5,723	116	116	636	116	116	116	116	110	116	116	0	0	1,670	4,053	29.18%
Non-Medical Transportation	Trans	65050-338	25,404	0	1,427	2,204	1,668	5,915	1,616	3,419	2,674	1,923	8,089	0	0	28,935	-3,531	113.90%
Trans. Family Member	Trans	65050-425	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Trans. Companies	Trans	65050-875	4,474	0	0	0	0	0	0	0	0	0	0	0	0	0	4,474	0.00%
Trans. Additional Com.	Trans	65050-880	3,501,369	254,669	258,258	274,276	267,170	252,461	175,319	328,130	258,909	302,194	345,024	0	0	2,716,411	784,957	77.58%
Trans. Assist	Trans	65050-882	120,712	0	0	0	0	0	0	0	0	0	0	0	0	0	120,712	0.00%
Trans. Broker	Trans	65050-883	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Trans. Med.	Trans	65050-885	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Trans Parent/Auto Driver	Trans	65050-890	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Trans. Public Transit	Trans	65050-895	127,640	0	623	267	39,560	9,200	10,120	9,200	8,740	10,580	9,660	0	0	97,950	29,690	76.74%
Trans. Companies	Trans	65051-875	15,084,021	0	2,045,694	1,250,138	1,269,465	1,290,154	1,684,925	1,224,686	1,280,638	1,342,771	1,013,061	0	0	12,401,532	2,682,489	82.22%
Trans. Assistant	Trans	65051-882	1,648,074	0	250,852	135,088	135,088	135,088	154,412	135,088	135,088	135,088	115,764	0	0	1,331,556	316,518	80.79%
Trans. Broker	Trans	65051-883	604,610	49,876	49,876	49,876	55,973	49,876	49,876	49,876	49,876	49,876	49,876	0	0	504,860	99,750	83.50%
Trans. Public Transit	Trans	65051-895	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Driver Trng.	Trans	65070-630	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
<b>Sub-Total</b>			<b>21,122,025</b>	<b>304,661</b>	<b>2,606,846</b>	<b>1,712,485</b>	<b>1,769,040</b>	<b>1,742,809</b>	<b>2,076,384</b>	<b>1,750,515</b>	<b>1,736,035</b>	<b>1,842,548</b>	<b>1,541,590</b>	<b>0</b>	<b>0</b>	<b>17,082,913</b>	<b>4,039,113</b>	<b>80.88%</b>
<b>Day Care</b>																		
Day Care Family Member	Day Care	43010-405	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Day Care Pd-Family	Day Care	43010-455	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Child Day Care	Day Care	43010-851	12,575	903	946	834	588	532	476	560	532	374	272	0	0	6,017	6,558	47.85%
Adult Day Care	Day Care	43010-855	463,299	31,746	27,963	34,493	35,072	30,338	28,367	31,877	30,455	36,031	34,506	0	0	320,846	142,452	69.25%
<b>Sub-Total</b>			<b>475,873</b>	<b>32,649</b>	<b>28,909</b>	<b>35,327</b>	<b>35,660</b>	<b>30,870</b>	<b>28,843</b>	<b>32,437</b>	<b>30,987</b>	<b>36,405</b>	<b>34,778</b>	<b>0</b>	<b>0</b>	<b>326,863</b>	<b>149,010</b>	<b>68.69%</b>

**North Los Angeles County Regional Center  
POS Expenditures By Category  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
<b>Respite</b>																		
Respite In-Home(SDP)	Respite	65130-310	189,736	205	9,784	15,988	16,946	28,482	25,198	43,007	27,278	10,775	11,484	0	0	189,147	589	99.69%
Skilled Nursing(SDP)	Respite	65130-361	0	0	0	0	0	0	0	0	16,120	4,982	17,348	0	0	38,450	-38,450	#DIV/0!
Respite Service Family	Respite	65130-420	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
LVN	Respite	65130-742	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Nurse Aide/Asst	Respite	65130-743	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Registered Nurse	Respite	65130-744	16,007	0	1,278	1,339	0	3,773	0	1,217	0	2,495	1,278	0	0	11,381	4,626	71.10%
Home Health Agency	Respite	65130-854	18,135,365	853,208	1,434,308	1,361,095	1,641,134	1,178,109	1,233,637	1,702,101	1,351,870	1,431,684	1,426,434	0	0	13,613,580	4,521,785	75.07%
In-Home Respite Svc.	Respite	65130-862	77,223,480	4,448,284	5,729,001	6,525,134	5,461,504	7,085,013	6,747,866	5,480,991	6,549,157	5,882,735	6,618,527	0	0	60,528,213	16,695,267	78.38%
Respite Facility (SDP)	Respite	65140-311	0	0	0	0	0	0	235	0	0	0	0	0	0	235	-235	#DIV/0!
Out of Home Respite	Respite	65140-868	91,972	0	0	3,982	8,520	0	0	2,826	5,955	8,082	965	0	0	30,330	61,642	32.98%
<b>Sub-Total</b>			<b>95,656,560</b>	<b>5,301,697</b>	<b>7,174,371</b>	<b>7,907,539</b>	<b>7,128,105</b>	<b>8,295,377</b>	<b>8,006,936</b>	<b>7,230,142</b>	<b>7,950,381</b>	<b>7,340,754</b>	<b>8,076,035</b>	<b>0</b>	<b>0</b>	<b>74,411,336</b>	<b>21,245,224</b>	<b>77.79%</b>
<b>Personal Assistance</b>																		
Personal Assistance	Per Assist	65070-062	122,362,592	8,071,147	9,056,005	9,907,859	9,427,657	9,240,925	10,123,850	7,635,529	10,815,277	8,890,078	9,809,272	0	0	92,977,600	29,384,992	75.99%
<b>Sub-Total</b>			<b>122,362,592</b>	<b>8,071,147</b>	<b>9,056,005</b>	<b>9,907,859</b>	<b>9,427,657</b>	<b>9,240,925</b>	<b>10,123,850</b>	<b>7,635,529</b>	<b>10,815,277</b>	<b>8,890,078</b>	<b>9,809,272</b>	<b>-</b>	<b>-</b>	<b>92,977,600</b>	<b>29,384,992</b>	<b>75.99%</b>
<b>Camp</b>																		
Camping Svc.	Camp	65150-850	500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0.00%
<b>Sub-Total</b>			<b>500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>500,000</b>	<b>0.00%</b>
<b>Behavior Programs</b>																		
Behavioral Intervention(SDP)	Behavior	65010-364	137,355	0	2,201	15,930	2,387	14,862	2,289	110,411	84,361	49,709	88,407	0	0	370,557	-233,202	269.78%
Adaptive Skills Training	Behavior	65010-605	27,043,692	1,815,700	1,626,548	2,236,107	2,169,881	1,938,049	2,126,737	1,881,960	1,649,856	2,045,012	2,526,716	0	0	20,016,568	7,027,125	74.02%
Behavior Analyst	Behavior	65010-612	4,549,173	201,918	286,275	397,314	313,064	371,016	390,490	368,198	365,280	397,941	407,828	0	0	3,499,323	1,049,850	76.92%
Behavior Mgmt. Assist	Behavior	65010-615	6,697,828	218,328	293,798	597,244	381,881	513,112	484,663	419,652	344,477	372,349	545,204	0	0	4,170,708	2,527,120	62.27%
Behavior Mgmt. Consul	Behavior	65010-620	389,870	6,819	15,252	33,257	14,705	14,072	30,813	24,928	23,013	20,167	27,233	0	0	210,260	179,610	53.93%
Crisis Team-Eval Beh	Behavior	65020-017	2,945,762	207,662	186,495	225,775	212,218	211,534	232,151	221,710	230,303	273,573	264,670	0	0	2,266,091	679,671	76.93%
Client/Parent Support	Behavior	65020-048	118,478	0	135	2,108	6,912	4,387	10,151	4,486	1,658	10,761	27,854	0	0	68,452	50,026	57.78%
Parent Coordinate Ho	Behavior	65020-077	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Individual or Family	Behavior	65070-102	1,223,369	83,607	87,979	89,494	101,346	82,926	119,624	101,193	131,505	115,380	114,848	0	0	1,027,901	195,468	84.02%
<b>Sub-Total</b>			<b>43,105,527</b>	<b>2,534,034</b>	<b>2,498,682</b>	<b>3,597,229</b>	<b>3,202,393</b>	<b>3,149,959</b>	<b>3,396,917</b>	<b>3,132,537</b>	<b>2,830,454</b>	<b>3,284,893</b>	<b>4,002,761</b>	<b>0</b>	<b>0</b>	<b>31,629,859</b>	<b>11,475,667</b>	<b>#DIV/0!</b>
<b>Consumer Funds / MM</b>																		
Money Mgmt.	CF / MM	65070-034	1,631,486	130,358	109,858	147,893	59,148	211,517	129,711	124,946	127,029	160,743	53,060	0	0	1,254,263	377,223	76.88%
SSP Restoration	CF / MM	65070-065	710,000	171,698	-341	171,590	622	171,124	1,354	1,365	0	168,323	431	0	0	686,165	23,835	96.64%
P&I	CF / MM	65080-400	410,033	62,143	30,399	30,424	30,006	29,745	32,753	31,569	33,437	30,979	33,743	0	0	345,198	64,835	84.19%
<b>Sub-Total</b>			<b>2,751,519</b>	<b>364,199</b>	<b>139,916</b>	<b>349,906</b>	<b>89,776</b>	<b>412,386</b>	<b>163,818</b>	<b>157,880</b>	<b>160,466</b>	<b>360,045</b>	<b>87,234</b>	<b>0</b>	<b>0</b>	<b>2,285,626</b>	<b>465,893</b>	<b>83.07%</b>
<b>FMS</b>																		
FMS Fiscal Agent(SDP)	FMS	65010-315	7,750	100	525	475	425	1,450	925	1,650	1,725	975	1,425	0	0	9,675	-1,925	124.84%
FMS Co-Employer(SDP)	FMS	65010-316	33,194	965	1,320	2,615	3,275	2,145	5,890	5,090	4,845	3,590	9,365	0	0	39,100	-5,906	117.79%
FMS Fiscal / Employer(SDP)	FMS	65010-317	21,720	0	575	2,245	2,160	3,360	900	2,300	2,750	1,450	5,465	0	0	21,205	515	97.63%
FMS F/EA	FMS	65010-490	55,509	1,514	5,114	2,478	2,827	1,973	2,765	2,161	2,432	0	2,391	0	0	23,654	31,855	42.61%
FMS Co-Employer	FMS	65010-491	202,731	2,650	7,193	16,091	1,944	15,230	21,643	11,423	9,354	26,832	11,056	0	0	123,417	79,314	60.88%
PD Transportation Svc	FMS	65050-470	134,498	8,956	6,863	15,271	10,331	8,348	14,027	12,596	13,931	0	12,506	0	0	102,830	31,668	76.45%
Fiscal Management Svcs:	C FMS	65070-490	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Fiscal Management Svcs:	C FMS	65070-491	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
Retail/Wholesale	FMS	65070-660	12,666	0	2,085	832	796	532	1,128	353	532	2,321	71	0	0	8,651	4,015	68.30%
PD Respite Svc-Family	FMS	65130-465	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	#DIV/0!
<b>Sub-Total</b>			<b>468,067</b>	<b>14,186</b>	<b>23,675</b>	<b>40,007</b>	<b>21,758</b>	<b>33,038</b>	<b>47,278</b>	<b>35,574</b>	<b>35,569</b>	<b>35,168</b>	<b>42,279</b>	<b>0</b>	<b>0</b>	<b>328,532</b>	<b>139,535</b>	<b>70.19%</b>
<b>GRAND TOTAL - Reg POS</b>			<b>621,445,089</b>	<b>38,602,459</b>	<b>45,908,468</b>	<b>48,772,600</b>	<b>48,707,629</b>	<b>48,219,909</b>	<b>49,606,711</b>	<b>47,033,111</b>	<b>51,043,375</b>	<b>49,698,412</b>	<b>52,773,372</b>	<b>0</b>	<b>0</b>	<b>480,366,047.19</b>	<b>141,079,042</b>	<b>77.30%</b>

**North Los Angeles County Regional Center  
POS Expenditures By GL  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)	
<b>Community Care Facility</b>		<b>01-00-0-32010</b>																	
Out of State Residential	Residential	32010-058	36,531	-	-	-	36,531	-	-	-	(2,673)	-	-			33,858.00	2,673	92.68%	
Crisis Intervention	Residential	32010-090	503,736	-	-	-	-	-	209,434	-	-	-	-			209,434.05	294,302	41.58%	
Geriatric Facility	Residential	32010-096	683,252	44,249	44,249	46,546	53,439	44,298	48,504	42,865	69,123	55,295	57,417.21			505,985.44	177,266	74.06%	
Supplemental Residential	Residential	32010-109	21,813,195	1,221,686	1,228,839	1,509,534	1,784,730	1,527,719	2,085,273	1,731,708	1,582,233	1,908,171	2,042,807.03			16,622,699.72	5,190,495	76.20%	
Specialized Residential	Residential	32010-113	21,613,999	1,668,122	1,714,559	1,757,333	1,709,630	1,589,309	2,046,970	1,859,349	2,059,063	1,725,148	1,218,271.64			17,347,755.60	4,266,243	80.26%	
ENH Behav Supports	Residential	32010-900	1,596,383	58,935	-	58,935	58,935	58,935	117,870	58,935	58,935	464,920	121,872	62,937.05		1,062,274.59	534,108	66.54%	
ENH Behav Supports	Residential	32010-901	1,794,258	77,433	-	77,433	77,433	154,866	77,433	77,433	507,381	143,989	66,556.21			1,259,957.26	534,301	70.22%	
Family Home Agency	Residential	32010-904	3,265,412	260,044	260,044	257,280	245,698	251,098	318,060	262,672	298,071	264,409	273,674.72			2,691,048.97	574,363	82.41%	
Res. Facility Adult- OO	Residential	32010-905	2,830,231	220,777	220,777	220,777	220,777	201,621	221,881	208,408	200,854	188,677	275,063.53			2,179,563.91	650,667	77.01%	
Res. Facility Child -OO	Residential	32010-910	1,109,156	91,030	91,030	91,030	84,244	110,235	120,255	101,565	88,625	82,154	82,739.24			942,908.78	166,247	85.01%	
Res. Facility Adult- SO	Residential	32010-915	50,491,833	3,711,414	3,867,449	3,730,226	3,772,406	3,902,346	4,129,408	4,162,987	4,075,083	4,267,277	4,507,480.07			40,126,075.87	10,365,757	79.47%	
Res. Facility Child- SO	Residential	32010-920	1,305,470	52,857	131,673	77,972	76,755	76,755	125,553	81,147	92,193	87,602	93,684.95			896,191.46	409,278	68.65%	
<b>Subtotal</b>			<b>107,043,454</b>	<b>7,406,547</b>	<b>7,558,570</b>	<b>7,827,066</b>	<b>8,120,578</b>	<b>7,967,598</b>	<b>9,441,706</b>	<b>8,587,069</b>	<b>9,434,873</b>	<b>8,844,596</b>	<b>8,680,631.65</b>	-	-	<b>83,869,233.70</b>	<b>23,174,220</b>	<b>78.35%</b>	
<b>ICF/SNF Facility</b>		<b>01-00-0-32020</b>																	
Specialized Residential	Residential	32020-114	561,397	28,309	28,309	27,310	19,789	27,339	101,698	29,310	30,433	19,117	18,000.31			329,614.96	231,782	58.71%	
ICF/DD	Residential	32020-925	39,576	-	-	-	-	-	-	-	-	-	-			-	39,576	0.00%	
ICF/DDH	Residential	32020-930	1,942,155	15,732	85,858	53,731	81,855	63,362	35,203	16,271	15,810	119,611	65,262.34			552,693.68	1,389,461	28.46%	
ICF/DDN	Residential	32020-935	866,391	1,337	1,337	1,242	41,401	-	2,483	1,476	1,476	1,643	28,049.41			80,442.98	785,948	9.28%	
Nursing Facility	Residential	32020-940	86,648	7,214	-	14,428	7,214	7,214	-	29,578	5,411	-	-			71,059.26	15,589	82.01%	
<b>Subtotal</b>			<b>3,496,167</b>	<b>52,592</b>	<b>115,504</b>	<b>96,711</b>	<b>150,260</b>	<b>97,915</b>	<b>139,384</b>	<b>76,634</b>	<b>53,130</b>	<b>140,370</b>	<b>111,312.06</b>	-	-	<b>1,033,810.88</b>	<b>2,462,356</b>	<b>29.57%</b>	
<b>Day Care</b>		<b>01-00-0-43010</b>																	
Day Care Family Member	Day Care	43010-405	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Day Care Pd-Family	Day Care	43010-455	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Child Day Care	Day Care	43010-851	12,575	903	946	834	588	532	476	560	532	374	272.00			6,017.00	6,558	47.85%	
Adult Day Care	Day Care	43010-855	463,299	31,746	27,963	34,493	35,072	30,338	28,367	31,877	30,455	36,031	34,505.97			320,846.35	142,452	69.25%	
<b>Subtotal</b>			<b>475,873</b>	<b>32,649</b>	<b>28,909</b>	<b>35,327</b>	<b>35,660</b>	<b>30,870</b>	<b>28,843</b>	<b>32,437</b>	<b>30,987</b>	<b>36,405</b>	<b>34,777.97</b>	-	-	<b>326,863.35</b>	<b>149,010</b>	<b>68.69%</b>	
<b>Day Training</b>		<b>01-00-0-43020</b>																	
Mobile Day Program	Day Prog	43020-091	646,658	40,067	39,221	11,646	64,387	41,620	53,152	42,548	37,917	40,933	45,176.47			416,667.05	229,991	64.43%	
Supplemental Day Svc.	Day Prog	43020-110	689,136	35,885	23,931	41,712	83,416	52,047	33,212	39,571	123,801	83,830	81,418.42			598,824.41	90,311	86.89%	
Activity Center	Day Prog	43020-505	4,326,713	344,148	357,326	360,516	354,035	349,380	337,601	375,420	321,912	364,232	355,961.14			3,520,531.73	806,181	81.37%	
Adult Dev Center	Day Prog	43020-510	16,656,198	1,217,362	1,232,109	1,248,074	1,382,657	1,349,984	695,681	1,954,690	1,277,682	1,340,680	1,406,994.16			13,105,912.56	3,550,286	78.68%	
Behavior Mgmt Program	Day Prog	43020-515	10,005,536	794,592	756,155	846,587	783,141	663,649	855,053	825,380	798,653	787,337	833,428.58			7,943,975.33	2,061,561	79.40%	
Independent Living	ILS	43020-520	10,136,413	701,435	693,064	861,174	812,460	723,887	753,896	811,092	760,976	751,922	759,804.22			7,629,711.12	2,506,702	75.27%	
Infant Dev. Program	ES	43020-805	36,894,189	2,409,511	2,877,060	2,908,028	3,133,648	2,937,611	2,452,904	3,231,872	2,631,317	3,733,345	3,312,729.14			29,628,023.49	7,266,166	80.31%	
<b>Subtotal</b>			<b>79,354,843</b>	<b>5,543,000</b>	<b>5,978,866</b>	<b>6,277,737</b>	<b>6,613,743</b>	<b>6,118,177</b>	<b>5,181,500</b>	<b>7,280,573</b>	<b>5,952,258</b>	<b>7,102,279</b>	<b>6,795,512.13</b>	-	-	<b>62,843,645.69</b>	<b>16,511,198</b>	<b>79.19%</b>	
<b>Supported Employment</b>		<b>01-00-0-43030</b>																	
Employment Supports(SDP)	Hab	43030-335	13,651	-	651	-	-	1,300	550	-	7,039	610	-			10,149.84	3,501	74.35%	
SEP-Group Placement	Hab	43030-950	1,312,669	60,697	134,708	100,210	5,743	129,974	90,176	46,860	95,080	547	157,296.50			821,292.04	491,377	62.57%	
SEP-Individual Placement	Hab	43030-952	2,950,688	187,543	171,793	178,697	308,116	191,498	228,980	181,544	197,195	247,014	239,463.01			2,131,843.93	818,844	72.25%	
<b>Subtotal</b>			<b>4,277,008</b>	<b>248,240</b>	<b>307,153</b>	<b>278,907</b>	<b>315,159</b>	<b>321,473</b>	<b>319,705</b>	<b>228,405</b>	<b>299,313</b>	<b>248,171</b>	<b>396,759.51</b>	-	-	<b>2,963,285.81</b>	<b>1,313,722</b>	<b>69.28%</b>	
<b>Work Activity Program</b>		<b>01-00-0-43040</b>																	
Work Activity Program	Hab	43040-954	208,682	17,869	13,748	5,309	5,483	9,699	8,415	9,421	-	21,549	16,336.98			107,829.02	100,853	51.67%	
<b>Subtotal</b>			<b>208,682</b>	<b>17,869</b>	<b>13,748</b>	<b>5,309</b>	<b>5,483</b>	<b>9,699</b>	<b>8,415</b>	<b>9,421</b>	<b>-</b>	<b>21,549</b>	<b>16,336.98</b>	-	-	<b>107,829.02</b>	<b>100,853</b>	<b>51.67%</b>	

North Los Angeles County Regional Center  
 POS Expenditures By GL  
 Fiscal Year 2021 - 2022

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)	
<b>Transportation By Client</b>		<b>01-00-0-65050</b>																	
Travel Reimbursement	Trans	65050-105	5,723	116	116	636	116	116	116	116	110	116	115.50			1,669.91	4,053	29.18%	
Non-Medical Transportation(SDP)	Trans	65050-338	25,404	-	1,427	2,204	1,668	5,915	1,616	3,419	2,674	1,923	8,088.90			28,934.59	(3,531)	113.90%	
Trans. Family Member	Trans	65050-425	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
PD Transportation Svc	FMS	65050-470	134,498	8,956	6,863	15,271	10,331	8,348	14,027	12,596	13,931	-	12,506.39			102,830.38	31,668	76.45%	
Trans. Companies	Trans	65050-875	4,474	-	-	-	-	-	-	-	-	-	-			-	4,474	0.00%	
Trans. Additional Com.	Trans	65050-880	3,501,369	254,669	258,258	274,276	267,170	252,461	175,319	328,130	258,909	302,194	345,024.48			2,716,411.30	784,957	77.58%	
Trans. Assist	Trans	65050-882	120,712	-	-	-	-	-	-	-	-	-	-			-	120,712	0.00%	
Trans. Broker	Trans	65050-883	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Trans. Med.	Trans	65050-885	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Trans Parent/Auto Driver	Trans	65050-890	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Trans. Public Transit	Trans	65050-895	127,640	-	623	267	39,560	9,200	10,120	9,200	8,740	10,580	9,660.00			97,950.00	29,690	76.74%	
<b>Subtotal</b>			<b>3,919,819</b>	<b>263,741</b>	<b>267,286</b>	<b>292,654</b>	<b>318,845</b>	<b>276,039</b>	<b>201,198</b>	<b>353,461</b>	<b>284,365</b>	<b>314,813</b>	<b>375,395.27</b>			<b>2,947,796.18</b>	<b>972,023</b>	<b>75.20%</b>	
<b>Transportation By Contract</b>		<b>01-00-0-65051</b>																	
Trans. Companies	Trans	65051-875	15,084,021	-	2,045,694	1,250,138	1,269,465	1,290,154	1,684,925	1,224,686	1,280,638	1,342,771	1,013,061.31			12,401,531.56	2,682,489	82.22%	
Trans. Assistant	Trans	65051-882	1,648,074	-	250,852	135,088	135,088	135,088	154,412	135,088	135,088	135,088	115,764.01			1,331,555.74	316,518	80.79%	
Trans. Broker	Trans	65051-883	604,610	49,876	49,876	49,876	55,973	49,876	49,876	49,876	49,876	49,876	49,876.27			504,859.76	99,750	83.50%	
Trans. Public Transit	Trans	65051-895	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
<b>Subtotal</b>			<b>17,336,705</b>	<b>49,876</b>	<b>2,346,422</b>	<b>1,435,102</b>	<b>1,460,526</b>	<b>1,475,118</b>	<b>1,889,213</b>	<b>1,409,650</b>	<b>1,465,602</b>	<b>1,527,735</b>	<b>1,178,701.59</b>			<b>14,237,947.06</b>	<b>3,098,758</b>	<b>82.13%</b>	
<b>Total Transportation</b>			<b>21,256,524</b>	<b>313,617</b>	<b>2,613,708</b>	<b>1,727,756</b>	<b>1,779,371</b>	<b>1,751,157</b>	<b>2,090,411</b>	<b>1,763,111</b>	<b>1,749,966</b>	<b>1,842,548</b>	<b>1,554,096.86</b>			<b>17,185,743.24</b>	<b>4,070,781</b>	<b>80.85%</b>	
<b>Non-Medical Serv.-Prof.</b>		<b>01-00-0-65010</b>																	
Tutor Services-Group	Other	65010-025	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Interdisciplinary Assist.	Other	65010-056	293,458	20,773	17,760	19,136	15,718	22,366	21,475	16,999	15,911	18,127	20,070.75			188,335.64	105,123	64.18%	
Educational Svc.	Other	65010-107	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Live-In Caregiver(SDP)	Other	65010-312	78,971	-	2,376	1,697	10,035	5,474	-	14,489	14,328	5,367	31,840.70			85,606.29	(6,635)	108.40%	
FMS Fiscal Agent(SDP)	FMS	65010-315	7,750	100	525	475	425	1,450	925	1,650	1,725	975	1,425.00			9,675.00	(1,925)	124.84%	
FMS Co-Employer(SDP)	FMS	65010-316	33,194	965	1,320	2,615	3,275	2,145	5,890	5,090	4,845	3,590	9,365.00			39,100.00	(5,906)	117.79%	
FMS Fiscal / Employer(SDP)	FMS	65010-317	21,720	-	575	2,245	2,160	3,360	900	2,300	2,750	1,450	5,465.00			21,205.00	515	97.63%	
Technology Supports(SDP)	Other	65010-336	4,737	319	-	314	83	13,705	1,119	2,786	292	39	1,672.03			20,329.62	(15,593)	429.21%	
Independent Facilitator(SDP)	Other	65010-340	198,580	120	1,440	12,554	16,842	4,160	8,898	22,904	18,447	22,838	42,688.48			150,891.04	47,689	75.99%	
Behavioral Intervention(SDP)	Behavior	65010-364	137,355	-	2,201	15,930	2,387	14,862	2,289	110,411	84,361	49,709	88,407.03			370,557.10	(233,202)	269.78%	
FMS F/EA	FMS	65010-490	55,509	1,514	5,114	2,478	2,827	1,973	2,765	2,161	2,432	-	2,390.86			23,654.02	31,855	42.61%	
FMS Co-Employer	FMS	65010-491	202,731	2,650	7,193	16,091	1,944	15,230	21,643	11,423	9,354	26,832	11,056.35			123,416.98	79,314	60.88%	
Adaptive Skills Training	Behavior	65010-605	27,043,692	1,815,700	1,626,548	2,236,107	2,169,881	1,938,049	2,126,737	1,881,960	1,649,856	2,045,012	2,526,716.25			20,016,567.70	7,027,125	74.02%	
Behavior Analyst	Behavior	65010-612	4,549,173	201,918	286,275	397,314	313,064	371,016	390,490	368,198	365,280	397,941	407,827.60			3,499,322.64	1,049,850	76.92%	
Behavior Mgmt. Assist	Behavior	65010-615	6,697,828	218,328	293,798	597,244	381,881	513,112	484,663	419,652	344,477	372,349	545,204.43			4,170,707.79	2,527,120	62.27%	
Behavior Mgmt. Consul	Behavior	65010-620	389,870	6,819	15,252	33,257	14,705	30,813	33,257	24,928	23,013	20,167	27,233.29			210,260.48	179,610	53.93%	
Counseling Services.	Other	65010-625	417,915	27,437	29,727	27,912	29,613	25,871	21,702	30,717	31,607	42,823	35,212.33			302,621.48	115,293	72.41%	
Independent Living Spec.	ILS	65010-635	244,623	19,820	19,757	-	19,725	40,349	-	20,226	20,935	18,388	29,794.28			188,994.28	55,629	77.26%	
Mobility Trng. Svc.	Trans	65010-645	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Dev. Specialist	ES	65010-670	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Ed. Psychologist	Other	65010-672	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Teacher's Aide	Other	65010-676	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Teacher of Spec. Ed.	Other	65010-678	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Tutor	Other	65010-680	223,111	16,134	16,899	13,576	12,438	12,875	11,958	11,749	11,616	12,025	27,167.16			146,436.83	76,675	65.63%	
Music Therapist	Other	65010-693	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Infant Dev Special	ES	65010-810	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
<b>Subtotal</b>			<b>40,600,217</b>	<b>2,332,599</b>	<b>2,326,760</b>	<b>3,378,944</b>	<b>2,997,001</b>	<b>3,000,071</b>	<b>3,132,267</b>	<b>2,947,643</b>	<b>2,601,228</b>	<b>3,037,633</b>	<b>3,813,536.54</b>			<b>29,567,681.89</b>	<b>11,032,535</b>	<b>72.83%</b>	

**North Los Angeles County Regional Center  
POS Expenditures By GL  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
<b>Non-Medical Serv. Prog.</b>																		
Sports Club	Other	65020-008	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Crisis Team-Eval Beh	Behavior	65020-017	2,945,762	207,662	186,495	225,775	212,218	211,534	232,151	221,710	230,303	273,573	264,670.33			2,266,090.98	679,671	76.93%
Socialization Trng.	Other	65020-028	690,631	19,536	30,557	62,152	43,976	57,668	33,253	49,728	51,066	47,992	50,259.07			446,186.30	244,445	64.61%
Client/Parent Support	Behavior	65020-048	118,478	-	135	2,108	6,912	4,387	10,151	4,486	1,658	10,761	27,854.12			68,451.84	50,026	57.78%
Comm'ty Integration	Day Prog	65020-055	41,009,853	2,181,896	3,437,823	3,200,532	3,792,443	3,499,578	2,948,399	3,292,646	3,711,940	3,626,657	4,620,802.54			34,312,717.80	6,697,135	83.67%
Parent Coordinate Ho	Behavior	65020-077	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Creative Art Program	Day Prog	65020-094	5,959,445	265,288	360,160	335,373	578,076	418,815	393,097	378,358	424,517	430,635	448,355.44			4,032,674.39	1,926,770	67.67%
Specialized Hlth	Other	65020-103	307,258	14,086	12,058	19,858	19,294	6,286	21,418	15,550	7,378	26,566	12,993.60			155,484.00	151,774	50.60%
Parenting Support	Other	65020-108	1,865,550	142,806	137,730	137,493	127,957	87,828	132,944	156,016	114,916	121,660	118,635.73			1,277,985.12	587,565	68.50%
Communit Integration(SDP)	Day Prog	65020-331	812,629	3,932	28,802	109,711	79,022	116,303	96,140	101,239	144,640	85,890	255,002.64			1,020,682.13	(208,053)	125.60%
Prevocational Supports(SDP)	Day Prog	65020-339	38,299	-	333	1,100	846	1,441	2,120	2,390	172	2,204	1,106.73			11,712.39	26,587	30.58%
PD Community-Based Training	Day Prog	65020-475	1,363	-	-	-	-	-	191	-	-	3,217	483.52			3,891.67	(2,529)	285.52%
<b>Subtotal</b>			<b>53,749,267</b>	<b>2,835,206</b>	<b>4,194,090</b>	<b>4,094,103</b>	<b>4,860,743</b>	<b>4,403,840</b>	<b>3,869,862</b>	<b>4,222,122</b>	<b>4,686,591</b>	<b>4,629,155</b>	<b>5,800,163.72</b>			<b>43,595,876.62</b>	<b>10,153,391</b>	<b>81.11%</b>
<b>Home Care Services-Prog.</b>																		
PD Com-Based Training(SDP)-new	Other	65040-313	-	-	-	-	-	-	-	-	-	3,675	1,344.38			5,019.01	(5,019)	#DIV/0!
Homemaker Program	Other	65040-860	79,448	5,617	1,124	8,033	4,921	1,124	6,250	5,899	4,256	3,132	3,383.65			43,740.48	35,708	55.00%
<b>Subtotal</b>			<b>79,448</b>	<b>5,617</b>	<b>1,124</b>	<b>8,033</b>	<b>4,921</b>	<b>1,124</b>	<b>6,250</b>	<b>5,899</b>	<b>4,256</b>	<b>6,807</b>	<b>4,728.03</b>			<b>48,759.49</b>	<b>30,689</b>	<b>#DIV/0!</b>
<b>Prevention Services</b>																		
Early Start Spec	ES	65060-116	157,360	-	-	-	-	-	-	-	-	1,438	1,027.00			2,464.80	154,895	1.57%
<b>Subtotal</b>			<b>157,360</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,438</b>	<b>1,027.00</b>			<b>2,464.80</b>	<b>154,895</b>	<b>1.57%</b>
<b>Other Authorized Svc.</b>																		
Transition Expenses	Other	65070-020	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Veh. Modification	Other	65070-021	344,272	-	6,223	21,550	58,990	-	25,360	-	68,536	72,165	1,290.00			254,113.38	90,159	73.81%
Purchase Reimb.	Other	65070-024	458,763	10,691	18,773	20,580	23,372	7,851	54,365	24,757	35,867	32,255	35,447.03			263,956.35	194,807	57.54%
Intensive Transition	Other	65070-026	86,505	-	-	-	15,889	8,827	8,827	8,827	8,827	8,827	8,827.00			68,850.60	17,654	79.59%
Money Mgmt.	CF / MM	65070-034	1,631,486	130,358	109,858	147,893	59,148	211,517	129,711	124,946	127,029	160,743	53,060.12			1,254,263.27	377,223	76.88%
Repair Services	Other	65070-042	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Lifeline Emergency	Other	65070-051	6,213	-	-	-	1,901	504	504	-	-	-	-			2,909.55	3,304	46.83%
Personal Assistance	Per Assist	65070-062	122,362,592	8,071,147.49	9,056,005.12	9,907,859.31	9,427,656.51	9,240,924.72	10,123,850	7,635,529	10,815,277	8,890,078	9,809,272.26			92,977,599.69	29,384,992	75.99%
Community Activities	Other	65070-063	92,813	-	4,346	4,346	13,317	9,095	5,041	5,092	14,791	3,477	6,408.64			65,914.76	26,898	71.02%
SSP Restoration	CF / MM	65070-065	710,000	171,698	(341)	171,590	622	171,124	1,354	1,365	-	168,323	430.51			686,164.71	23,835	96.64%
Parent Coordinator	SL	65070-073	328,843	19,600	27,349	19,600	19,600	19,600	19,600	19,600	19,600	-	42,696.45			207,244.76	121,599	63.02%
Professional Copy	Other	65070-100	17,911	300	-	960	710	560	350	585	510	575	650.00			5,200.00	12,711	29.03%
Housing Services	Other	65070-101	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Individual or Family	Behavior	65070-102	1,223,369	83,607	87,979	89,494	101,346	82,926	119,624	101,193	131,505	115,380	114,848.05			1,027,900.85	195,468	84.02%
Environmental Access	Other	65070-104	98,775	-	-	-	10,975	1,250	-	28,000	-	-	-			40,225.00	58,550	40.72%
Specialized Rec.	Other	65070-106	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Parenting Support Svcs.	Other	65070-108	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Supp. Program Support	Other	65070-111	57,253	3,528	1,038	-	3,965	999	3,567	2,300	3,846	16,908	-			36,150.93	21,102	63.14%
Communication Aides	Other	65070-112	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Housing Access Support(SDP)	Other	65070-314	11,445	-	-	-	1,090	545	545	-	1,090	-	1,089.70			4,358.80	7,086	38.09%
Community Living Support(SDP)	Other	65070-320	1,768,178	22,189	41,488	157,343	118,004	83,590	78,955	95,711	126,012	90,139	271,163.20			1,084,592.92	683,585	61.34%
Participant Directed Goods(SDP)	Other	65070-333	321,853	-	23,887	27,232	25,646	24,640	24,127	27,077	28,043	4,915	24,948.10			210,514.17	111,339	65.41%
Individual Training(SDP)	Other	65070-334	89,622	2,547	5,023	5,951	9,564	-	735	20,502	14,389	281	19,669.73			78,662.70	10,959	87.77%
Environmental Access(SDP)	Other	65070-356	-	-	-	-	-	1,200	-	-	-	-	-			1,200.00	(1,200)	#DIV/0!
Communication Support(SDP)	Other	65070-360	20,250	-	-	-	1,800	600	450	450	900	-	1,200.00			5,400.00	14,850	26.67%
Fiscal Management Svcs: FE/A	FMS	65070-490	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Fiscal Management Svcs: Co-ER	FMS	65070-491	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Attorney/Legal Svc.	Other	65070-610	-	-	-	-	-	-	1,746	-	-	-	-			1,745.50	(1,746)	#DIV/0!
Diaper Svc.	Other	65070-627	224,297	14,266	17,441	15,610	19,470	15,248	21,406	-	20,528	29,412	15,970.99			169,351.82	54,945	75.50%
Driver Trng.	Trans	65070-630	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!
Interpreter	Other	65070-642	70,319	3,004	3,710	1,849	2,869	2,823	2,637	2,911	2,622	2,700	4,523.00			29,648.00	40,671	42.16%
Translator	Other	65070-643	378,181	21,695	29,941	25,693	25,195	25,544	26,921	20,315	32,876	33,366	26,544.89			268,090.08	110,091	70.89%

**North Los Angeles County Regional Center  
POS Expenditures By GL  
Fiscal Year 2021 - 2022**

GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)	
Out-Of-State Manufacturer	Other	65070-655	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Retail/Wholesale	FMS	65070-660	12,666	-	2,085	832	796	532	1,128	353	532	2,321	70.69	-	-	8,650.99	4,015	68.30%	
Training/Habilitative.	SL	65070-892	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
SLS Adm.	SL	65070-894	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Supported Living	SL	65070-896	69,045,680	5,074,034	5,110,201	5,270,628	5,606,868	5,271,332	5,581,451	5,411,762	5,185,638	5,495,080	5,814,349.73	-	-	53,821,344.78	15,224,335	77.95%	
Start-Up Funding	Other	65070-999	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
<b>Subtotal</b>			<b>199,361,287</b>	<b>13,628,664</b>	<b>14,545,005</b>	<b>15,889,010</b>	<b>15,548,792</b>	<b>15,181,232</b>	<b>16,232,252</b>	<b>13,531,277</b>	<b>16,638,418</b>	<b>15,126,945</b>	<b>16,252,460.09</b>	-	-	<b>152,574,053.61</b>	<b>46,787,234</b>	<b>76.53%</b>	
<b>P&amp;I Expenses</b>		<b>01-00-0-65080</b>																	
P&I	CF / MM	65080-400	410,033	62,143	30,399	30,424	30,006	29,745	32,753	31,569	33,437	30,979	33,743.00	-	-	345,197.73	64,835	84.19%	
<b>Subtotal</b>			<b>410,033</b>	<b>62,143</b>	<b>30,399</b>	<b>30,424</b>	<b>30,006</b>	<b>29,745</b>	<b>32,753</b>	<b>31,569</b>	<b>33,437</b>	<b>30,979</b>	<b>33,743.00</b>	-	-	<b>345,197.73</b>	<b>64,835</b>	<b>84.19%</b>	
<b>Hospital Care</b>		<b>01-00-0-65090</b>																	
Acute Care Hospital	Other	65090-700	40,000	-	-	-	-	-	-	-	-	-	-	-	-	-	40,000	0.00%	
<b>Subtotal</b>			<b>40,000</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>40,000</b>	<b>0.00%</b>	
<b>Medical Equipment</b>		<b>01-00-0-65100</b>																	
Specialized Med Equipment(SDP)	Other	65100-365	5,206	-	-	-	207	178	-	500	1,330	461	-	-	-	2,676.73	2,530	51.41%	
Diaper & Nutr. Supply	Other	65100-410	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Durable Med. Equipment	Other	65100-725	143,973	293	2,955	292	18,848	16,934	2,475	5,015	25,409	1,585	9,204.18	-	-	83,011.03	60,962	57.66%	
Other Medical Equipment	Other	65100-755	2,520	-	-	-	-	-	-	-	-	-	-	-	-	-	2,520	0.00%	
<b>Subtotal</b>			<b>151,700</b>	<b>293</b>	<b>2,955</b>	<b>292</b>	<b>19,056</b>	<b>17,112</b>	<b>2,475</b>	<b>5,515</b>	<b>26,739</b>	<b>2,045</b>	<b>9,204.18</b>	-	-	<b>85,687.76</b>	<b>66,012</b>	<b>56.49%</b>	
<b>Medical Care Prof.</b>		<b>01-00-0-65110</b>																	
Medicare Part D	Other	65110-009	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Special Therapeutic	Other	65110-115	112,361	9,300	8,670	6,562	8,010	6,606	6,780	-	13,429	6,780	-	-	-	66,138.19	46,222	58.86%	
Spec. Therapeutic Svc	Other	65110-117	5,033,126	269,129	391,521	486,498	364,501	342,306	335,422	395,414	737,878	486,921	409,313.35	-	-	4,218,903.48	814,222	83.82%	
Acupuncture Services(SDP)	Other	65110-357	-	-	-	-	-	-	-	-	300	360	240.00	-	-	900.00	(900)	#DIV/0!	
Nutritional Consultation(SDP)	Other	65110-362	11,110	-	-	660	450	1,750	600	-	750	1,098	1,200.00	-	-	6,507.90	4,602	58.58%	
Dental Services(SDP)	Other	65110-367	8,000	-	-	-	-	-	-	-	14,615	303	395.00	-	-	15,313.00	(7,313)	191.41%	
Lenses and Frames(SDP)	Other	65110-368	2,632	-	-	-	-	330	-	260	-	-	-	-	-	590.00	2,042	22.42%	
Psychology Services(SDP)	Other	65110-370	22,050	-	-	1,200	450	-	-	-	-	174	260.37	-	-	2,083.95	19,966	9.45%	
Train/couns for unpa(SDP)	Other	65110-371	-	-	-	-	-	-	-	325	-	-	-	-	-	325.00	(325)	#DIV/0!	
Speech Hearing Language(SDP)	Other	65110-372	32,108	960	2,680	2,160	3,052	2,580	2,837	1,500	3,600	1,720	1,350.00	-	-	22,439.65	9,668	69.89%	
Occupational Therapy(SDP)	Other	65110-375	3,264	-	-	-	544	272	181	181	-	-	272.22	-	-	1,451.84	1,813	44.47%	
Physical Therapy(SDP)	Other	65110-376	3,000	-	300	-	-	-	-	-	-	-	-	-	-	300.00	2,700	10.00%	
Audiology	ES	65110-706	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
Speech Pathology	ES	65110-707	2,487,627	169,346	180,780	182,376	198,137	148,586	152,284	136,180	137,819	180,086	180,816.66	-	-	1,666,411.41	821,216	66.99%	
Dentistry	Other	65110-715	2,134,798	124,339	156,316	169,898	191,352	147,050	151,710	190,830	188,021	225,071	198,965.65	-	-	1,743,553.32	391,245	81.67%	
Dietary Services	Other	65110-720	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
Orthoptic Services	Other	65110-745	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
Orthodic/Prosthetic	Other	65110-750	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
Physical Therapy	ES	65110-772	382,927	26,645	29,036	31,031	25,407	27,299	27,098	22,517	22,014	35,168	28,880.93	-	-	275,097.09	107,830	71.84%	
Occupational Therapy	ES	65110-773	242,483	14,091	16,454	14,070	10,314	9,175	9,766	8,360	9,584	10,140	12,000.92	-	-	113,955.91	128,527	47.00%	
Physicians/Surgeons	Other	65110-775	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!	
Psychiatrist	Other	65110-780	492,451	39,288	39,638	-	42,613	78,925	39,988	37,188	38,413	40,863	40,162.50	-	-	397,075.00	95,376	80.63%	
Clinical Psychologist	Other	65110-785	1,495,814	11,771	32,405	146,158	127,919	88,324	173,692	127,508	267,368	108,424	158,130.66	-	-	1,241,699.73	254,114	83.01%	
<b>Subtotal</b>			<b>12,463,752</b>	<b>664,870</b>	<b>857,800</b>	<b>1,040,613</b>	<b>972,750</b>	<b>853,203</b>	<b>900,358</b>	<b>920,263</b>	<b>1,433,791</b>	<b>1,097,108</b>	<b>1,031,988.26</b>	-	-	<b>9,772,745.47</b>	<b>2,691,006</b>	<b>78.41%</b>	
<b>Medical Care Program</b>		<b>01-00-0-65120</b>																	
Adult Day Health Ctr.	Day Prog	65120-702	1,910,706	146,515	152,235	147,049	106,168	132,405	193,878	135,913	135,837	171,074	151,777.30	-	-	1,472,849.97	437,856	77.08%	
Day Treatment Center	Day Prog	65120-710	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Audiology Facility	ES	65120-730	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Lab/Radiological Svc.	Other	65120-735	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	#DIV/0!
Pharmaceutical Svc.	Other	65120-765	252,207	10,340	7,271	27,781	19,834	8,911	19,717	25,117	12,171	18,559	9,281.49	-	-	158,981.99	93,225	63.04%	
<b>Subtotal</b>			<b>2,162,913</b>	<b>156,854</b>	<b>159,506</b>	<b>174,829</b>	<b>126,002</b>	<b>141,316</b>	<b>213,595</b>	<b>161,030</b>	<b>148,008</b>	<b>189,633</b>	<b>161,058.79</b>	-	-	<b>1,631,831.96</b>	<b>531,081</b>	<b>75.45%</b>	
<b>Total Others</b>			<b>309,175,977</b>	<b>19,686,247</b>	<b>22,117,639</b>	<b>24,616,249</b>	<b>24,559,271</b>	<b>23,627,644</b>	<b>24,389,812</b>	<b>21,825,319</b>	<b>25,572,467</b>	<b>24,121,741</b>	<b>27,107,909.61</b>	-	-	<b>237,624,299.33</b>	<b>71,551,678</b>	<b>76.86%</b>	

North Los Angeles County Regional Center  
 POS Expenditures By GL  
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GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)	
<b>Respite-In Home</b>		<b>01-00-0-65130</b>																	
Respite In-Home(SDP)	Respite	65130-310	189,736	205	9,784	15,988	16,946	28,482	25,198	43,007	27,278	10,775	11,483.67			189,146.78	589	99.69%	
Skilled Nursing(SDP)	Respite	65130-361	-	-	-	-	-	-	-	-	16,120	4,982	17,347.61			38,450.16	(38,450)	#DIV/0!	
Respite Service Family	Respite	65130-420	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
PD Respite Svc-Family	FMS	65130-465	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
LVN	Respite	65130-742	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Nurse Aide/Asst	Respite	65130-743	-	-	-	-	-	-	-	-	-	-	-			-	-	#DIV/0!	
Registered Nurse	Respite	65130-744	16,007	-	1,278	1,339	-	3,773	-	1,217	-	2,495	1,278.06			11,380.82	4,626	71.10%	
Home Health Agency	Respite	65130-854	18,135,365	853,208	1,434,308	1,361,095	1,641,134	1,178,109	1,233,637	1,702,101	1,351,870	1,431,684	1,426,433.82			13,613,580.42	4,521,785	75.07%	
In-Home Respite Svc.	Respite	65130-862	77,223,480	4,448,284	5,729,001	6,525,134	5,461,504	7,085,013	6,747,866	5,480,991	6,549,157	5,882,735	6,618,527.44			60,528,212.65	16,695,267	78.38%	
<b>Subtotal</b>			<b>95,564,588</b>	<b>5,301,697</b>	<b>7,174,371</b>	<b>7,903,557</b>	<b>7,119,584</b>	<b>8,295,377</b>	<b>8,006,701</b>	<b>7,227,316</b>	<b>7,944,425</b>	<b>7,332,671</b>	<b>8,075,070.60</b>	-	-	<b>74,380,770.83</b>	<b>21,183,817</b>	<b>77.83%</b>	
<b>Respite Out of Home</b>		<b>01-00-0-65140</b>																	
Respite Facility (SDP)	Respite	65140-311	-	-	-	-	-	-	235	-	-	-	-			235.00	(235)	#DIV/0!	
Out of Home Respite	Respite	65140-868	91,972	-	-	3,982	8,520	-	-	2,826	5,955	8,082	964.86			30,330.34	61,642	32.98%	
<b>Subtotal</b>			<b>91,972</b>	<b>-</b>	<b>-</b>	<b>3,982</b>	<b>8,520</b>	<b>-</b>	<b>235</b>	<b>2,826</b>	<b>5,955</b>	<b>8,082</b>	<b>964.86</b>	-	-	<b>30,565.34</b>	<b>61,407</b>	<b>33.23%</b>	
<b>Camps</b>		<b>01-00-0-65150</b>																	
Camping Svc.	Camp	65150-850	500,000	-	-	-	-	-	-	-	-	-	-			-	500,000	0.00%	
<b>Subtotal</b>			<b>500,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	-	-	<b>-</b>	<b>500,000</b>	<b>0.00%</b>	
<b>Total Respite</b>			<b>96,156,560</b>	<b>5,301,697</b>	<b>7,174,371</b>	<b>7,907,539</b>	<b>7,128,105</b>	<b>8,295,377</b>	<b>8,006,936</b>	<b>7,230,142</b>	<b>7,950,381</b>	<b>7,340,754</b>	<b>8,076,035.46</b>	-	-	<b>74,411,336.17</b>	<b>21,745,224</b>	<b>77.39%</b>	
<b>GRAND TOTAL - Reg POS</b>			<b>621,445,089</b>	<b>38,602,459</b>	<b>45,908,468</b>	<b>48,772,600</b>	<b>48,707,629</b>	<b>48,219,909</b>	<b>49,606,711</b>	<b>47,033,111</b>	<b>51,043,375</b>	<b>49,698,412</b>	<b>52,773,372.23</b>	-	-	<b>480,366,047.19</b>	<b>141,079,042</b>	<b>77.30%</b>	

North Los Angeles County Regional Center  
 POS Expenditures By GL  
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GL ACCOUNT NAME	Exp Plan Category	GL ACCT #	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 May-22	M N1B113 Jun-22	N Total YTD (B to M)	O Remaining Forecast (A-N)	P % Expended (N/A)
			SOAR Forecast 9/10/2021	GL03701 8/19/2021	GL03701 9/22/2021	GL03701 10/21/2021	GL03701 11/18/2021	GL03701 12/17/2021	GL03701 1/20/2022	GL03701 2/18/2022	GL03701 3/18/2022	GL03701 4/21/2022	GL03701 5/19/2022	GL03701 1/0/1900	GL03701 1/0/1900			
<b>TRIAL BALANCE</b>																		
Community Care Facility		01-00-0-32010	107,043,454	7,406,547	7,558,570	7,827,066	8,120,578	7,967,598	9,441,706	8,587,069	9,434,873	8,844,596	8,680,631.65			83,869,233.70	23,174,220	78.35%
ICF/SNF Facility		01-00-0-32020	3,496,167	52,592	115,504	96,711	150,260	97,915	139,384	76,634	53,130	140,370	111,312.06			1,033,810.88	2,462,356	29.57%
Day Care		01-00-0-43010	475,873	32,649	28,909	35,327	35,660	30,870	28,843	32,437	30,987	36,405	34,777.97			326,863.35	149,010	68.69%
Day Training		01-00-0-43020	79,354,843	5,543,000	5,978,866	6,277,737	6,613,743	6,118,177	5,181,500	7,280,573	5,952,258	7,102,279	6,795,512.13			62,843,645.69	16,511,198	79.19%
Supported Employment		01-00-0-43030	4,277,008	248,240	307,153	278,907	315,159	321,473	319,705	228,405	299,313	248,171	396,759.51			2,963,285.81	1,313,722	69.28%
Work Activity Program		01-00-0-43040	208,682	17,869	13,748	5,309	5,483	9,699	8,415	9,421	-	21,549	16,336.98			107,829.02	100,853	51.67%
Non-Medical Services-Prof.		01-00-0-65010	40,600,217	2,332,599	2,326,760	3,378,944	2,997,001	3,000,071	3,132,267	2,947,643	2,601,228	3,037,633	3,813,536.54			29,567,681.89	11,032,535	72.83%
Non-Medical Services-Prog.		01-00-0-65020	53,749,267	2,835,206	4,194,090	4,094,103	4,860,743	4,403,840	3,869,862	4,222,122	4,686,591	4,629,155	5,800,163.72			43,595,876.62	10,153,391	81.11%
Home Care Services-Prog.		01-00-0-65040	79,448	5,617	1,124	8,033	4,921	1,124	6,250	5,899	4,256	6,807	4,728.03			48,759.49	30,689	61.37%
Transportation		01-00-0-65050	3,919,819	263,741	267,286	292,654	318,845	276,039	201,198	353,461	284,365	314,813	375,395.27			2,947,796.18	972,023	75.20%
Transportation-Contracts		01-00-0-65051	17,336,705	49,876	2,346,422	1,435,102	1,460,526	1,475,118	1,889,213	1,409,650	1,465,602	1,527,735	1,178,701.59			14,237,947.06	3,098,758	82.13%
Prevention Services		01-00-0-65060	157,360	-	-	-	-	-	-	-	-	1,438	1,027.00			2,464.80	154,895	1.57%
Other Authorized Services		01-00-0-65070	199,361,287	13,628,664	14,545,005	15,889,010	15,548,792	15,181,232	16,232,252	13,531,277	16,638,418	15,126,945	16,252,460.09			152,574,053.61	46,787,234	76.53%
P&I Expense		01-00-0-65080	410,033	62,143	30,399	30,424	30,006	29,745	32,753	31,569	33,437	30,979	33,743.00			345,197.73	64,835	84.19%
Hospital Care		01-00-0-65090	40,000	-	-	-	-	-	-	-	-	-	-			-	40,000	0.00%
Medical Equipment		01-00-0-65100	151,700	293	2,955	292	19,056	17,112	2,475	5,515	26,739	2,045	9,204.18			85,687.76	66,012	56.49%
Medical Care - Prof.		01-00-0-65110	12,463,752	664,870	857,800	1,040,613	972,750	853,203	900,358	920,263	1,433,791	1,097,108	1,031,988.26			9,772,745.47	2,691,006	78.41%
Medical Care - Prog.		01-00-0-65120	2,162,913	156,854	159,506	174,829	126,002	141,316	213,595	161,030	148,008	189,633	161,058.79			1,631,831.96	531,081	75.45%
Respite - In Home		01-00-0-65130	95,564,588	5,301,697	7,174,371	7,903,557	7,119,584	8,295,377	8,006,701	7,227,316	7,944,425	7,332,671	8,075,070.60			74,380,770.83	21,183,817	77.83%
Respite - Out of Home		01-00-0-65140	91,972	-	-	3,982	8,520	-	235	2,826	5,955	8,082	964.86			30,565.34	61,407	33.23%
Camps		01-00-0-65150	500,000	-	-	-	-	-	-	-	-	-	-			-	500,000	0.00%
<b>GRAND TOTAL-Trial Bal.</b>			<b>621,445,089</b>	<b>38,602,459</b>	<b>45,908,468</b>	<b>48,772,600</b>	<b>48,707,629</b>	<b>48,219,909</b>	<b>49,606,711</b>	<b>47,033,111</b>	<b>51,043,375</b>	<b>49,698,412</b>	<b>52,773,372.23</b>	<b>-</b>	<b>-</b>	<b>480,366,047.19</b>	<b>141,079,042</b>	<b>77.30%</b>
			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



**North Los Angeles County Regional Center**  
**Comparison of Original PEP or Budget with YTD Expenditures and Late Bills**  
**Regular POS Only (Excludes CPP)**  
**Fiscal Year 2021 - 2022**

**Original PEP Forecast dated 9/10/2021 (Excludes CPP)**

EXPENDITURE PLAN CATEGORY	A PEP Forecast 9/10/2021 FY 2021-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Projected Late Bills Based on 5/10/22 PEP	P Remaining Forecast (A-N-O)	Q % Expended (N/A)	R % Expended + Late Bills (N+O/A)
Day Program	82,056,536	5,029,686	6,388,095	6,302,300	7,224,190	6,625,221	5,608,524	7,148,155	6,977,073	6,936,689	8,200,507	0	0	66,440,439	2,554,396	13,061,700	80.97%	84.08%
Early Start	40,164,587	2,619,593	3,103,330	3,135,505	3,367,507	3,122,671	2,642,053	3,398,929	2,800,733	3,960,177	3,535,455	0	0	31,685,953	1,218,211	7,260,423	78.89%	81.92%
Habilitation	4,485,690	266,109	320,901	284,216	320,642	331,171	328,120	237,826	299,313	269,720	413,096	0	0	3,071,115	118,073	1,296,502	68.46%	71.10%
ILS	10,381,036	721,256	712,820	861,174	832,185	764,236	753,896	831,319	781,911	770,310	789,599	0	0	7,818,705	300,601	2,261,729	75.32%	78.21%
SL	69,374,524	5,093,634	5,137,549	5,290,228	5,626,468	5,290,932	5,601,051	5,431,362	5,205,238	5,495,080	5,857,046	0	0	54,028,590	2,077,205	13,268,729	77.88%	80.87%
Other	18,000,931	790,468	1,043,294	1,425,049	1,391,413	1,114,800	1,247,953	1,347,202	1,931,936	1,491,580	1,591,776	0	0	13,375,471	514,239	4,111,221	74.30%	77.16%
Residential	110,539,621	7,459,140	7,674,074	7,923,777	8,270,837	8,065,513	9,581,090	8,663,703	9,488,002	8,984,965	8,791,944	0	0	84,903,045	3,264,217	22,372,359	76.81%	79.76%
Transportation	21,122,025	304,661	2,606,846	1,712,485	1,769,040	1,742,809	2,076,384	1,750,515	1,736,035	1,842,548	1,541,590	0	0	17,082,913	656,777	3,382,336	80.88%	83.99%
Day Care	475,873	32,649	28,909	35,327	35,660	30,870	28,843	32,437	30,987	36,405	34,778	0	0	326,863	12,567	136,443	68.69%	71.33%
Respite	95,656,560	5,301,697	7,174,371	7,907,539	7,128,105	8,295,377	8,006,936	7,230,142	7,950,381	7,340,754	8,076,035	0	0	74,411,336	2,860,848	18,384,376	77.79%	80.78%
Personal Assist	122,362,592	8,071,147	9,056,005	9,907,859	9,427,657	9,240,925	10,123,850	7,635,529	10,815,277	8,890,078	9,809,272	0	0	92,977,600	3,574,655	25,810,338	75.99%	78.91%
Camp	500,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500,000	0.00%	0.00%
Behavior Prog	43,105,527	2,534,034	2,498,682	3,597,229	3,202,393	3,149,959	3,396,917	3,132,537	2,830,454	3,284,893	4,002,761	0	0	31,629,859	1,216,054	10,259,613	73.38%	76.20%
CF / MM	2,751,519	364,199	139,916	349,906	89,776	412,386	163,818	157,880	160,466	360,045	87,234	0	0	2,285,626	87,874	378,019	83.07%	86.26%
FMS	468,067	14,186	23,675	40,007	21,758	33,038	47,278	35,574	35,569	35,168	42,279	0	0	328,532	12,631	126,904	70.19%	72.89%
<b>GRAND TOTAL Regular POS</b>	<b>621,445,089</b>	<b>38,602,459</b>	<b>45,908,468</b>	<b>48,772,600</b>	<b>48,707,629</b>	<b>48,219,909</b>	<b>49,606,711</b>	<b>47,033,111</b>	<b>51,043,375</b>	<b>49,698,412</b>	<b>52,773,372</b>	<b>0</b>	<b>0</b>	<b>480,366,047</b>	<b>18,468,348</b>	<b>122,610,694</b>	<b>77.30%</b>	<b>80.27%</b>

**Projected C-3 POS Budget (Excludes CPP)**

EXPENDITURE PLAN CATEGORY	A Projected C-3 Budget FY 2020-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Projected Late Bills Based on 5/10/22 PEP	P Remaining Budget (A-N-O)	Q % Expended (N/A)	R % Expended + Late Bills (N+O/A)
Day Program	87,191,400	5,029,686	6,388,095	6,302,300	7,224,190	6,625,221	5,608,524	7,148,155	6,977,073	6,936,689	8,200,507	0	0	66,440,439	2,554,396	18,196,565	76.20%	79.13%
Early Start	42,677,972	2,619,593	3,103,330	3,135,505	3,367,507	3,122,671	2,642,053	3,398,929	2,800,733	3,960,177	3,535,455	0	0	31,685,953	1,218,211	9,773,809	74.24%	77.10%
Habilitation	4,766,392	266,109	320,901	284,216	320,642	331,171	328,120	237,826	299,313	269,720	413,096	0	0	3,071,115	118,073	1,577,204	64.43%	66.91%
ILS	11,030,651	721,256	712,820	861,174	832,185	764,236	753,896	831,319	781,911	770,310	789,599	0	0	7,818,705	300,601	2,911,345	70.88%	73.61%
SL	73,715,784	5,093,634	5,137,549	5,290,228	5,626,468	5,290,932	5,601,051	5,431,362	5,205,238	5,495,080	5,857,046	0	0	54,028,590	2,077,205	17,609,989	73.29%	76.11%
Other	19,127,378	790,468	1,043,294	1,425,049	1,391,413	1,114,800	1,247,953	1,347,202	1,931,936	1,491,580	1,591,776	0	0	13,375,471	514,239	5,237,669	69.93%	72.62%
Residential	117,456,876	7,459,140	7,674,074	7,923,777	8,270,837	8,065,513	9,581,090	8,663,703	9,488,002	8,984,965	8,791,944	0	0	84,903,045	3,264,217	29,289,614	72.28%	75.06%
Transportation	22,443,782	304,661	2,606,846	1,712,485	1,769,040	1,742,809	2,076,384	1,750,515	1,736,035	1,842,548	1,541,590	0	0	17,082,913	656,777	4,704,092	76.11%	79.04%
Day Care	505,652	32,649	28,909	35,327	35,660	30,870	28,843	32,437	30,987	36,405	34,778	0	0	326,863	12,567	166,222	64.64%	67.13%
Respite	101,642,475	5,301,697	7,174,371	7,907,539	7,128,105	8,295,377	8,006,936	7,230,142	7,950,381	7,340,754	8,076,035	0	0	74,411,336	2,860,848	24,370,291	73.21%	76.02%
Personal Assist	130,019,694	8,071,147	9,056,005	9,907,859	9,427,657	9,240,925	10,123,850	7,635,529	10,815,277	8,890,078	9,809,272	0	0	92,977,600	3,574,655	33,467,440	71.51%	74.26%
Camp	531,289	0	0	0	0	0	0	0	0	0	0	0	0	0	0	531,289	0.00%	0.00%
Behavior Prog	45,802,948	2,534,034	2,498,682	3,597,229	3,202,393	3,149,959	3,396,917	3,132,537	2,830,454	3,284,893	4,002,761	0	0	31,629,859	1,216,054	12,957,034	69.06%	71.71%
CF / MM	2,923,701	364,199	139,916	349,906	89,776	412,386	163,818	157,880	160,466	360,045	87,234	0	0	2,285,626	87,874	550,202	78.18%	81.18%
FMS	497,358	14,186	23,675	40,007	21,758	33,038	47,278	35,574	35,569	35,168	42,279	0	0	328,532	12,631	156,194	66.06%	68.60%
<b>GRAND TOTAL Regular POS</b>	<b>660,333,353</b>	<b>38,602,459</b>	<b>45,908,468</b>	<b>48,772,600</b>	<b>48,707,629</b>	<b>48,219,909</b>	<b>49,606,711</b>	<b>47,033,111</b>	<b>51,043,375</b>	<b>49,698,412</b>	<b>52,773,372</b>	<b>0</b>	<b>0</b>	<b>480,366,047</b>	<b>18,468,348</b>	<b>161,498,958</b>	<b>72.75%</b>	<b>75.54%</b>

North Los Angeles County Regional Center  
 Comparison of Original PEP or Budget with YTD Expenditures and Late Bills  
 Regular POS Only (Excludes CPP)  
 Fiscal Year 2021 - 2022

Difference (Projected C-3 POS Budget less PEP Forecast dated 9/10/2021)

EXPENDITURE PLAN CATEGORY	A PEP Forecast vs C-3 Budget FY 2020-22	B N1B113 8/19/2021 Jul-21	C N1B113 9/22/2021 Aug-21	D N1B113 10/21/2021 Sep-21	E N1B113 11/18/2021 Oct-21	F N1B113 12/17/2021 Nov-21	G N1B113 1/20/2022 Dec-21	H N1B113 2/18/2022 Jan-22	I N1B113 3/18/2022 Feb-22	J N1B113 4/21/2022 Mar-22	K N1B113 5/19/2022 Apr-22	L N1B113 1/0/1900 May-22	M N1B113 1/0/1900 Jun-22	N Total YTD (B to M)	O Projected Late Bills	P Remaining (A-N-O)	Q % Expended (C3 - PEP)	R % Expended + Late Bills (C3 - PEP)
Day Program	5,134,864	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,134,864	-4.77%	-4.95%
Early Start	2,513,385	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,513,385	-4.65%	-4.82%
Habilitation	280,702	0	0	0	0	0	0	0	0	0	0	0	0	0	0	280,702	-4.03%	-4.19%
ILS	649,616	0	0	0	0	0	0	0	0	0	0	0	0	0	0	649,616	-4.44%	-4.61%
SL	4,341,260	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4,341,260	-4.59%	-4.76%
Other	1,126,447	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,126,447	-4.38%	-4.54%
Residential	6,917,255	0	0	0	0	0	0	0	0	0	0	0	0	0	0	6,917,255	-4.52%	-4.70%
Transportation	1,321,756	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1,321,756	-4.76%	-4.95%
Day Care	29,779	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29,779	-4.05%	-4.20%
Respite	5,985,915	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5,985,915	-4.58%	-4.76%
Personal Assist	7,657,102	0	0	0	0	0	0	0	0	0	0	0	0	0	0	7,657,102	-4.47%	-4.65%
Camp	31,289	0	0	0	0	0	0	0	0	0	0	0	0	0	0	31,289	0.00%	0.00%
Behavior Prog	2,697,421	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,697,421	-4.32%	-4.49%
CF / MM	172,182	0	0	0	0	0	0	0	0	0	0	0	0	0	0	172,182	-4.89%	-5.08%
FMS	29,290	0	0	0	0	0	0	0	0	0	0	0	0	0	0	29,290	-4.13%	-4.29%
<b>GRAND TOTAL Regular POS</b>	<b>38,888,264</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38,888,264</b>	<b>-4.55%</b>	<b>-4.73%</b>

North Los Angeles County Regional Center  
 Comparison of Original PEP or Budget with YTD Expenditures and Late Bills  
 Regular POS Only (Excludes CPP)  
 Fiscal Year 2021 - 2022

Notes

Description	Best Case 9/10/2021 PEP	Worst Case 9/10/2021 PEP	Original 9/10/2021 PEP	Allocation C-3
YTD Expenses	480,366,047	480,366,047	480,366,047	480,366,047
Projected Late Bills	18,468,348	18,468,348	18,468,348	18,468,348
Total YTD + Late Bills	498,834,395	498,834,395	498,834,395	498,834,395
Annual SOAR Projection/Allocation	611,456,926	611,456,926	621,445,089	660,333,353
Percent Paid	81.58%	81.58%	80.27%	75.54%
# of Months Paid (10 mos / 12 mos)	83.33%	83.33%	83.33%	83.33%
Percent Difference	1.75%	1.75%	3.06%	7.79%
Difference	10,713,043	10,713,043	19,036,513	51,443,399

May-22

HUMAN RESOURCES REPORT

	Open Positions on Hold	Open Positions Vacant	Positions Filled as of May 31	FY21/22 Authorized Positions	% Filled	New Hires as of May 31	Separations as of May 31	Annualized Turnover Rate
All Locations	6	73	616	692	89.02%	16	13	0.18%

FY21/22 Authorized Positions	Positions Added Based on FY 21/22 Growth
692	77

	Open Positions on Hold	Open Positions Vacant	Positions Filled as of May 31	FY21/22 Authorized Positions	% Filled	New Hires as of May 31	Separations as of May 31
SFV	5	49	449	499	89.98%	9	5
AV	1	20	117	136	86.03%	8	6
SCV	0	4	53	57	92.98%	1	1

Open SC Positions:

36

Service Coordinators	Department/ Location	Open as of Date
CSC-BIL-SPECIALIZED SPECL	AD - SFV	Nov-20
CSC	ES - SFV	Nov-21
CSC - BIL ENH CASELOAD SPECL	EC - SFV	Feb-22
CSC - SDP SPECL	SD - SFV	Feb-22
CSC - BIL	AD - SFV	Mar-22
CSC - BIL	ES - SFV	Mar-22
CSC - BIL	SA - SFV	Mar-22
CSC - BIL	ES - SFV	Apr-22
CSC - BIL	TRANS - SFV	Apr-22
CSC - SPECIALIZED SPECL	AD - SFV	Apr-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	AD - SFV	May-22
CSC	SA - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC	AD - SFV	May-22
CSC	ES - SFV	May-22
CSC	AD - SFV	May-22
CSC - BIL	SA - AV	Feb-22
CSC - BIL ENH CASELOAD SPECL	EC - AV	Feb-22
CSC - BIL	ES - AV	Feb-22
CSC - BIL	SA - AV	Mar-22
CSC - BIL SD SPECL	SD - AV	Mar-22
CSC - BIL	AD - AV	Apr-22
CSC - BIL	SA - AV	Apr-22
CSC - BIL	INTAKE - AV	May-22
CSC	SA - AV	May-22
CSC - BIL	AD - AV	May-22
CSC - BIL	SA - AV	May-22
CSC	AD - AV	May-22
CSC	ES - AV	May-22
CSC - BIL	ES - AV	May-22
CSC	AD - SCV	Mar-22
CSC - SPECL OD	AD - SCV	May-22
CSC	TRANS - SCV	May-22

CSC Vacancies by Location	
SFV	19
AV	14
SCV	3
Non-CSC Vacancies by Location	
SFV	30
AV	6
SCV	1

36

37

Open Other Positions:

37

All Other Positions	Department/ Location	Open as of Date
Executive Administrative Assistant*	Executive Admin - SFV	Apr-21
Consumer Svcs Specialist-HCBS	Community Svcs - SFV	May-21
Psychologist	Clinical - SFV	Oct-21
Community Living Specialist	AD - SFV	Oct-21
Emergency Management Coord	Public Information- SFV	Oct-21
Office Assistant II - Bil	Recs & Doc Mgmt - SFV	Nov-21
Office Assistant II	Intake - AV	Nov-21
Accounting Specialist	Accounting - SFV	Nov-21
Deaf Services Specialist	Community Svcs - SFV	Nov-21
Intake Associate	Intake - SFV	Dec-21
Accounting Specialist*	Accounting - SFV	Jan-22
Executive Administrative Assistant*	Finance Admin - SFV	Jan-22
Accounting Specialist	Accounting - SFV	Feb-22
Consumer Services Supervisor	Self Determination - SFV	Feb-22
IT Specialist I*	IT - SFV	Mar-22
Office Assistant I	Office Services - SFV	Mar-22
Workforce and Employment Specialist	Trans - SFV	Mar-22
Consumer & Community Svcs Officer	Executive Admin - SFV	Mar-22
Accounting Specialist	Accounting - SFV	Mar-22
Parent & Family Support Specialist	Consumer Svcs Spt - SFV	Mar-22
Accounting Specialist	Accounting - SFV	Apr-22
CPP Community Svcs Specialist	Community Svcs - SFV	Apr-22
Consumer Services Manager	AD - SFV	Apr-22
Consumer Services Manager	SA - SFV	Apr-22
HR Manager	HR - SFV	Apr-22
Technical Support Engineer	IT - SFV	Apr-22
Nursing Services Supervisor	Clinical - SFV	May-22
School Transition Liason	ES - SFV	May-22
Office Assistant II	Office Services - SFV	May-22
Employment Services Specialist	Community Svcs - SFV	May-22
Office Assistant II*	Support - AV	Nov-21
Participant Choice Specialist	Consumer Svcs SD - AV	Nov-21
IT Specialist II	IT - AV	Dec-21
Office Assistant II	Intake - AV	Feb-22
Office Assistant II	Consumer Svcs Spt - AV	Mar-22
Participant Choice Specialist	Consumer Svcs SD - AV	Apr-22
Office Assistant III	Support - SCV	Apr-22

Total Terms:

13

Position	Separation Reason	Term Month
CODO	Retirement	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
Employment Services Specialist	Other	May-22
CSC	Other	May-22
CSC	Other	May-22
CSC	Personal	May-22

On Hold Positions FY 21/22

6

Hold Positions	Dept/ Location	Hold as of Date
Jr Accountant	Accounting - SFV	Apr-22
Family Advocate	PI & Training - AV	Apr-22
Resource Development Specialist	Community Svcs SD - SFV	Apr-22
Administrative Assistant	HR - SFV	Apr-22
CSC	AD - SFV	Apr-22
Office Assistant I	Office Svcs - SFV	Apr-22

Release of Positions From Hold:

1

Month FY 21/22	Positions Released From Hold
July	0
August	0
September	0
October	0
November	0
December	0
January	0
February	0
March	1
April	0
May	0
June	0

**CALCULATION**

FY 21/21 Authorized Positions	692
Open Positions On Hold	-6
Open Positions Vacant	-73
Separations as of May 31, 2022	-13
<b>Sub Total</b>	<b>600</b>
Add - New Hires as of May 31, 2022	16
<b>Positions Filled as of May 31, 2022</b>	<b>616</b>

Positions Filled as of May 31, 2022	616
New Hires as of May 31, 2022	-16
<b>Sub Total</b>	<b>600</b>
Add - Open Positions On Hold	6
Add - Open Positions Vacant	73
<b>Add - Separations as of May 31, 2022</b>	<b>13</b>
<b>FY 21/22 Authorized Positions</b>	<b>692</b>

**PROMOTIONS & TRANSFER TRACKING**

May-22

**PROMOTIONS**

CSC	Consumer Services Supervisor
CSC	Consumer Services Supervisor
CSC	Risk Assessment Specialist
CSC	CSC Specialist Enhanced Service Coordination

**LATERAL TRANSFERS**

CSC	CSC
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**DEMOTIONS**

Office Assistant II	Vendor Coordinator
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North Los Angeles County Regional Center  
**Executive Committee Meeting Minutes**

April 27, 2021

**Present:** Marianne Davis, Leticia Garcia, Angelina Martinez, Lillian Martinez, Ana Quiles – Committee Members

Liliana Windover, Lizeth Chavez, Dr. Jesse Weller, Michele Marra, Cristina Preuss, Gabby Eshrati, Jazmin Zinnerman, Alan Darby, Natalia Langarica, Clarence Foster, Ruth Janka, Dr. Michael Fernandez – Staff members

**Absent:** Jeremy Sunderland – Committee Member

**Guests:** David Coe, Rocio Sigala – Board Members  
Nancy Gallardo & Isabel Romero– Interpreters  
Lawya Rangel – Counsel for NLACRC  
Patricia Jauregui-Consumer’s Parent  
Jasmine Barrios – Minutes Services

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**I. Call to Order & Introductions**

Leticia Garcia called the meeting to order at 8:01 pm

**II. Public Input**

Patricia Jauregui stated that she has 3 autistic sons, and she has been having a challenging time communicating with NLACRC. She indicated that COVID hours are being removed and she has called several times to discuss this change but has not received any information. Leticia stated that this specific concern is an added agenda item for this meeting and will be addressed.

**III. Consent Items**

A. Approval of Agenda

Leticia added COVID Consumer Reassessments to the agenda.

**M/S/C** (A. Martinez/A.Quiles) To approve the revised agenda as presented.

B. Approval of Minutes of March 30<sup>th</sup> Meeting

Ana Quiles proposed the revision of a sentence in the Minutes on page 3 that states “Ana Quiles noted that she does not consider this favoritism and that it is a matter of perception”. Ana wanted to clarify that she *does* consider it favoritism because it is based on perception.

**M/S/C** (A. Martinez/ A. Quiles) To approve the revised March 30<sup>th</sup> Meeting Minutes as discussed.

**III. Consumer Advisory Committee – Jennifer Williamson**

A. Per Ruth Janka, Jennifer did not have any items or issues arise during the CAC to report to the Executive Committee.

**IV. Committee Business**

A. COI Approval Letter: Angelina Martinez – Michelle Marra  
Michele confirmed the Conflict of Interest Resolution plan was approved by DDS for Angelina

B. COI Approval Letter: Lillian Martinez – Michelle Marra  
Michele confirmed the Conflict of Interest Resolution plan was approved by DDS for Lillian

DDS shared with Michele Marra that COI Resolution plans submitted for Ana Quiles and Rocio Sigala will not be brought to DDS Counsel in May as the Counsel only meets every other month. These plans will be presented in June and DDS will review and respond.

C. Board Attendance Update – Ruth Janka

1. Attendance based on a rolling 12-month calendar, will go into effect on July 1<sup>st</sup>, 2022. Ana clarified that the 12-month rolling calendar will go into effect now, but the impact and auto-resignations would not go into effect until July 1<sup>st</sup> to allow time for emails and letters to be sent out to Members that are affected.
2. David Coe asked for clarification on what is considered “attendance” for a meeting. Ruth explained that this is not defined

in the bylaws but historically, attendance of at least 15 minutes is considered actual attendance at a meeting.

- D. Board Members Training Follow-Up – Ruth Janka
1. Board Member Training in the areas of Leadership and Teambuilding were reviewed.
  2. Reviewed Saddler Consulting and Board Source as possible training resources for the board. Saddler Consulting has trained NLACRC staff specifically using a tool called the DISC Profile. Saddler Consulting is able to provide a proposal for training by the end of the week.
  3. It was recommended that the 2022-23 training include new Board Members. Marianne Davis added that she believes that team-building training would be ideal to deal with contentious meetings and how the Board can conduct meetings and discuss disagreements in a more professional and productive way. Ruth confirmed that the Saddler proposal could include training on conflict management.
  4. Angelina Martinez stated that she, Lillian and Marianne attended a 2-day foundational retreat from Universal City Center for Non-Profit Management training and felt that they learned a lot of useful information. David Coe also added Leadership training focused on the roles and responsibilities of the Board would be useful. Rocio Sigala agreed that Board Governance and Service training would be advisable.
  5. Ruth will present options for the Board to review at the next meeting regarding the costs and content of the training.

E. Review Recommended Slate of Officers, Nominees, and Re-Nominees for FY 2022-23 – Leticia Garcia

1. Board of Trustees recommended for re-election
  - i. Nicholas Abrahms
  - ii. Jennifer Koster
  - iii. Lillian Martinez
  - iv. Alma Rodriguez
2. Board of Trustees nominees recommended for election
  - i. Andrew Ramirez
  - ii. Anthony Zepeda
  - iii. Brian Gatus
  - iv. Jordan Feinstock



- v. Sharmila Brunjes

With these additions, the Board will have 19 Members with 3 open positions.

3. George Alvarado, a consumer, is being brought to the Board for consideration as a Board Intern. This position allows a potential Board member to shadow the Board for 1 year before formal nomination. This position does not include voting privileges but allows for participation in Board and Committee Meetings. This is due to the need for independent living skills support.
4. The Vendor Advisory Committee Chair Nominees will be presented to the VAC at the May 5<sup>th</sup> Meeting.
5. Nominees for Slate of Officers for 2022-23
  - i. President: Ana Quiles
  - ii. 1<sup>st</sup> Vice-President: Alma Rodriguez
  - iii. 2<sup>nd</sup> Vice-President: Marianne Davis/Rocio Sigala\*
  - iv. Treasurer: David Coe
  - v. Secretary: Lillian Martinez
  - vi. CAC Chair: Jennifer Koster
  - vii. ARCA Delegate: Angelina Martinez/ Marianne Davis
  - viii. ARCA Alternate: Lety Garcia/Ana Quiles/Marianne Davis
  - ix. ARCA CAC Delegate: Jennifer Koster
  - x. \*Rocio Sigala noted that she is a nominee for the 2<sup>nd</sup> VP position although it is not mentioned on Page 17.
6. Nominees for Re-election to Vendor Advisory Committee
  - i. Don Lucas
  - ii. Kevin Shields
7. Nominees for Election to Vendor Advisory Committee
  - i. Andrea Devers
  - ii. Lisa Williamsen
  - iii. Rosalyn Daggs
8. Ana Quiles wanted to recommend encouragement for consumers to apply for open board positions.

**M/S/C** (A. Quiles/ L. Martinez) To approve the Recommended Slate of Officers, Nominees and Re-Nominees for FY 2022-23 The motion was approved.

- F. DRAFT Board Master Calendar for FY 2022-23 Leticia Garcia
1. Alan will be performing board packet reviews.
  2. The Board is prepared to continue Zoom meetings in addition to in-person meetings to service all locations. There is no date in place currently to resume in-person meetings.

**M/S/C** (A. Martinez/ A. Quiles) To submit the Master Calendar draft to the Board. The motion was approved.

- G. DRAFT Critical Calendar for FY 2022-23 – Ruth Janka
1. This item will be deferred as the packet includes the Executive Committee Critical Calendar and not the Board Critical Calendar.

- H. Purchase of Service Disparity Report – Ruth Janka
1. This item will be deferred as the Report is submitted to the department in May and will be ready for discussion during the meeting in July 2022 (June is dark).

- I. Board Budget vs. Expenditures for FY 2021-22 – Alan Darby (*Page 34*)
1. Through April 19<sup>th</sup>, 2022, the board has spent \$40,724 of its annual budget of \$101,500, which is 40.12% of its budgeted amount. There is a \$60,775 remaining on the budget.
  2. Leticia would like to eliminate the Verizon Jet Pack iPad contract costs and would like the budget to reflect this change as the Board is no longer using this service.

- J. COVID Consumer Reassessments – Leticia Garcia/Dr. Jesse Weller
1. Discussion in Consumer Services about how these reassessments are being communicated to consumers. The verbiage that is being used by some Service Coordinators is that hours for personal assistance will no longer be available after May 31<sup>st</sup>. This is a service that families need and are upset that they are being told that these services are expiring.
  2. COVID Reassessment Background and Update – Dr. Jesse Weller
    - i. Dr. Weller stated that COVID-19 assistance (personal assistance, daycare, and respite) were put in place for many

- families and consumers who required additional support due to the pandemic.
- ii. This service requires NLACRC to perform an annual process at the end of June in which all Service Coordinators must review all open authorizations and work with families to re-assess their needs prior to this deadline.
  - iii. During the Consumer Services Committee meeting, it was brought to Committee Members that messages sent to families regarding this reassessment alluded that COVID-19 services would be expiring or no longer approved.
  - iv. To clarify, NLACRC held a leadership meeting in March to review the importance of careful messaging around reassessment.
  - v. The May 31, 2022 deadline is specifically for internal purposes as a marker for re-assessment and for Service Coordinators to validate and continue all needed services. There is no DDS directive that will end services.
  - vi. Specific actions to remedy this situation is reinforcement around careful communication by Service Coordinators and generating a query using existing COVID-19 service codes to compare against any services that are no longer needed.
  - vii. Rocio Sigala wanted to inform the Committee that about 75% of consumers at her last Community Meeting on April 25<sup>th</sup>, stated that they are continuing to get calls regarding the termination of their services. She is concerned that incorrect information is still being disseminated to families even after training has been implemented.
  - viii. Ana Quiles also voiced concerns on this issue, stating that it is not a matter of the intent of NLACRC, rather an issue that the values of the organization are not being represented by the actions of the Service Coordinators. She added that anything that affects Consumer Services need to be brought to the Board. This issue has not been presented to the Board which can lead to an increase in disparity.
  - ix. It was recommended that NLACRC commit to clear communication for each affected family, communication via memos sent to all Service Coordinators to clarify correct verbiage and updates on this issue continue to be presented to the Board.

## V. Executive Session

### A. Executive Director's Evaluation to be Completed and Summary Report

**M/S/C** (A. Martinez /L. Martinez) To break out at 9:49 pm for the Executive Session. The motion was approved.

The Executive Session was adjourned at 9:57 pm.

## VI. Center Operations

- A. COVID-19 metrics are trending down in terms of current hospitalizations although positivity rates are increasing. Restrictions have lightened but NLACRC has returned to 2 days per week to transition working on-site and this will continue. Do not currently have any plans for increasing the number of days on-site.
- B. On April 22, got the most recent directives related to COVID-19 former directives that extend waivers. Those expiration dates go into late May and early June of 2022. These allow for continued service delivery in the areas of alternative services, an extension of Early Start services, waiver of building requirements, and continued repurposing of waived FMS fees towards the purchase of additional Self-Determination services.
- C. Rate Reform – NLACRC has been issuing rate letters to Providers. Providers have 60 days to notify DDS if the rate they believe the rate that they have been issued is in error. A few errors have been noted. FAQs and a link to Department FAQs in relation to rates will be posted.
- D. Camp, Social Recreation and Non-Medical Therapies
  - 1. All Case Management staff have been trained regarding the planning process for Camp, Social Recreation, and Non-Medical Therapy services held by Dr. Weller.
  - 2. Over 100 attendees came to the Town Hall on April 21<sup>st</sup> regarding these services.
  - 3. Requested for applicants for vendorization for specific areas:
    - i. Music Therapy
    - ii. Recreational Therapy
    - iii. Camping Services
    - iv. Specialized Recreational Therapy
    - v. Social Recreation Programs
    - vi. Dance Therapy

- vii. Thus far, 5 proposals have been received relating to an overnight camp, The Miracle Project, Horseback Riding, Social Skills Program, and Therapeutic Horsemanship (non-riding).
  - viii. Thanks to Rocio Sigala, the City of Palmdale has expressed interest in developing a recreation program in the non-medical therapy sector.
4. Community Resource Development
- i. Requested a proposal for 2 specialized residential facilities, each with a 4-single occupancy bedroom along with a mobile Mental Health Clinic Crisis Support Service
  - ii. 24 entities attended an Information Meeting on April 20<sup>th</sup>
    - 1. 4 entities were interested in developing a mobile mental health service
    - 2. Deadlines for proposals are in less than 1 month.
5. School Transition Liaison
- i. NLACRC is looking to add a 12-month position that will focus on developing partnerships with schools and other agencies promoting inclusive options for Regional Center consumers transitioning to preschool or Kindergarten at the standard level. This position will also assist in developing materials to improve the transition process.
6. Language, Access, and Cultural Competency
- i. NLACRC is required to annually submit a Language Access and Cultural Competency plans to the Department. This is a new requirement; the first plan is due June 15<sup>th</sup> with progress reports provided on October 1<sup>st</sup> and April 1<sup>st</sup>.
  - ii. Plan requirements
    - 1. Identify documents and website content for translation.
    - 2. Specialized orientation and family on information sessions to identify linguistic and cultural groups.
    - 3. Regular language needs assessments to determine threshold languages for document translation.
    - 4. Coordination of interpretation and translation services.
    - 5. Quality controlled measures to ensure availability, accuracy, readability, and cultural appropriateness of translations.
  - iii. Ruth is putting together a group that will develop a plan and submits it to the Department by the June deadline.

7. Cultural Competency, Inclusion, Equity and Diversity
  - i. Policy in Development – changing the arrangement of the term “Diversity, Equity and Inclusion” to “Inclusion, Equity, and Diversity”. The policy will include some metrics and objectives, quarterly training, and ensuring that policies are reflective of the Mission and Values of NLACRC. The policy is estimated to be finalized by April 30<sup>th</sup>,2022.
  - ii. Final review of this policy is due April 30<sup>th</sup>, to be adopted at the June Board Meeting
8. Self-Determination
  - i. 90 individuals have fully transitioned into the program.
  - ii. 448 participants have completed Orientation.
  - iii. 122 certified budgets that have been certified, 11 in the certification process
  - iv. SDP Participants and Orientation have been reconfigured to show totals on a monthly basis. Reflects participants at both English and Spanish orientation sessions.
9. Participant Specialists
  - i. Still recruiting for these positions
10. SDP LVA Committee Meeting scheduled for April 21<sup>st</sup> was canceled. Requirements through Bagley King, which governs the LVA Committee, were not extended by the Governor. State Council has requested to meet NLACRC and Committee members are to return in-person to discuss this change. Updates on this item will be communicated.

## **VI. Board Meeting Agenda Items**

- A. Minutes of the April 27<sup>th</sup> Meeting
- B. Slate of Officers, Nominees and Re-Nominees for FY 2022-23
- C. DRAFT Board Master Calendar for FY 2022-23
- D. Board Leadership/Team Building Training Options

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

- A. Next Meeting: Wednesday, May 25th at 7:30 pm
- B. FFRC Life After High School Transition, April 28th at 6:00 pm, AV

- C. FFRC Life After High School Transition, May 3rd at 6:00 pm, SCV
  - D. Black & African American Support Group, May 4th at 6:30 pm
  - E. Alianza de Hombres, May 10th at 7:00 pm
  - F. Cafecito Entre Nos, May 12th at 11:00 am
  - G. Filipino Support Group, May 16th at 6:30 pm
  - H. NLACRC Self-Advocacy Group Meeting, May 17th at 10:45 am
  - I. Self Determination Advisory Committee, May 19th at 6:30 pm
  - J. Town Hall on How to Prepare for IPP/IFSP, May 19th at 1:30 pm
  - K. Cultivar y Crecer, May 20th at 6:30 pm
- Ruth Janka confirmed that contact will be made with Patricia Jauregui, who voiced concerns during Public Input at the beginning of the meeting.

### **VIII. Adjournment**

The meeting was adjourned at 10:15 p.m.

Submitted by,

***Liliana Windover***

Executive Administrative Assistant

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

North Los Angeles County Regional Center  
**Strategic Planning Committee Meeting Minutes**

May 2, 2022

**Present:** Marianne Davis (Chair), Michael Fernandez, Leticia Garcia, Ruth Janka, Lillian Martinez, Ana Quiles, Alan Darby, Curtis Wang, Sharoll Jackson – Committee Members  
Orli Almog – VAC Representative

Liliana Windover, Lizeth Chavez, Clarence Foster, Jennifer Williamson, Cristina Preuss, Gabriela Eshrati, Robert Dhondrup, Stephanie Margaret, Natalia Langarica – Staff Members

Ami Sullivan-Kinetic Flow, Patricia Canton-Interpreter, Jasmine Barrios-Minutes Services - Guests

**Absent:** Jesse Weller

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**I. Call to Order & Introductions**

Marianne Davis called the meeting to order at 6:00 pm.

Clarence Foster introduced himself as the new Chief Human Resource Officer at NLACRC and shared his HR Vision with the team; "In HR, we treat people FIRST."

Family: Working together to support each other.

Internal Customer Service: Everyone in an organization provides excellent service.

Respect - Inclusion, diversity, and equity for all is the core advantage over other Organizations.

Systems - HR reporting and metrics;

Tradition - Onboarding new employees and celebrating the existing employees.

Clarence feels that these factors are essential for all HR staff members to know and understand.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda – (Page 2)

Evelyn McOmie cannot be at tonight's meeting. Stephanie Margaret will be reporting the items on the agenda for which Evelyn is listed as the presenter.

**M/S/C** (C. Wang/A. Quiles) To approve the agenda as presented.

B. Approval of Minutes of March 28<sup>th</sup> Meeting – (Page 3)



Leticia Garcia would like to add under Item E. 2021 Performance Contract Year-End Data/Report. She stated that she requested a report on spending for Personal Assistance and Participant Directed Services broken down by ethnicity at the time of the meeting. That request is not noted in the Minutes, and she would like the Minutes to be updated to reflect her request.

Ruth Janka stated that under Item E. 2021 Performance Contract Year-End Data/Report, an instance of the acronym "DDS" was written as "DDF," which needs correction. Ruth also pointed out on page 5 of the Minutes; that her statement was incorrect. The sentence that begins "This will be outside of the DDS as they will only provide six positions for two hundred forty families" should be corrected to, "This will be a pilot, as DDS will only provide six positions for two hundred forty families".

Leticia asked for an explanation of the process when Meeting Minutes need to be revised. Ruth stated that the Committee has two options for revised minutes. Option 1: Approve the minutes as modified based on what is stated. Once revised, it is posted and is considered finalized. Option 2: Defer the approval of the minutes, at which point the revisions will be made and brought before the Committee at the following meeting. Everyone agreed that Option 1 would suffice for this instance.

**M/S/C** (R. Janka/L. Garcia) To approve the revised March 28<sup>th</sup> Meeting Minutes.

#### **IV. Committee Business**

##### **A. Strategic Plan Draft Update – Amy Sullivan (Page 11)**

Ami Sullivan presented information developed at the Values, Vision, and Mission Workgroup. The 1st draft of the Strategic Plan is brought to the Committee for feedback, suggestions, and revisions before presenting at the June Board of Trustees Meeting.

Amy shared her feedback on the proposed plan from a consultant's observation. She stated the draft is very lengthy, 53 pages with over 100 different activities listed. Ami's concern about this is that not everything can be achieved as stated. Trying to make advances in so many areas with limited staff and resources can ultimately cause the consumers issues. Ami suggests that some items be put on hold until the next Strategic Plan to be able to focus on the most pressing things.

Ami's next concern is the draft reflecting the Board's suggestion to have complex outcomes to measure impact. This draft specifies participation numbers, but it is essential to know that participation is not the same as impact. Ami suggests reevaluating the outcome measures to answer the questions: "how do we measure the impact of our efforts?" and "how can we make sure that what we're doing is effective to the individuals we serve and their families?"

Marianne stated that she feels that Strategic Planning and its elements create a need that a full-time employee would best fill to oversee and measure results in each area mentioned in the draft. It would be ideal for measuring progress by utilizing different dashboards and websites. Ruth explained that this had been considered incorporated

into the new role being developed for Quality Assurance Management that will oversee quality improvement. In addition to the strategic plan, there are Regional Center performance measures in six areas that must also be determined. Ruth will evaluate if Strategic Planning oversight can be incorporated into the new role.

Leticia wanted to acknowledge that the Board has put a lot of work into this document during the retreat. The many factors that compose the draft are all elements that the Board felt were very important. Instead of sending the draft to each department to eliminate what is not currently reasonable, Leticia suggests the departments review the draft and consider what items can be accomplished in what amount of time during the 3-year old plan. Developing timelines is a solution that can be sensitive to current needs and abilities without limiting progress.

Ami suggested each area should review the draft to determine how long it would take to complete each item. After review, it might be in the Center's best interest to create a 4-year Strategic Plan instead of incorporating all things in an appropriate completion approximation. Ami explained that action plans should be done around each area based on the timelines. The draft is not a stopping point but a launching point and can be edited to best meet the needs of the Center. She recommended creating an introduction to the document that would explain that the Strategic Plan is a living document that is updated to reflect the constant changes.

Ami outlined two options to move the draft forward:

Option 1: Send the draft to staff to evaluate and determine what can be completed in 3, 4, and 5 years. Revise the Strategic Plan to make it longer based on the time needed to achieve every goal.

Option 2: Send the draft to staff to evaluate and determine what can be accomplished in the current 3-year plan. Any item that is not reasonably achievable will be tabled until the next Strategic Plan.

Leticia proposed The Committee and their areas review the current draft and submit a tiered draft (Year 1, Year 2, Year 3, Year 4, Year 5) of the items listed in their area along with why (staffing issues, resources, etc.) it was designated to that timeframe. At the May 23rd meeting, the Committee will discuss the staff assessments and use them to revise the draft. The final submission of the draft will then be presented at the June Board Meeting.

Ruth stated that she would begin to set up meetings for each focus area for staff to evaluate their portion of the draft. In addition, staff assessments should be submitted to the Committee on May 19th to ensure that the members can review the assessments before the discussion.

B. Values, Vision, and Missions Discussion – Ami Sullivan (Page 10)

The Vision, Values, and Mission were discussed at great length by the Committee. The Committee collaborated on defining the values, and Ami is making the below-listed revisions to the current draft. Ami also wanted to note that she will be sending out a substitute document to replace page 18 of the current draft.

### Values

Respect/Dignity – All people have the right to be treated humanely and ethically.

Integrity – We hold ourselves, our organization, and others accountable and act with integrity in all that we do because our work impacts other people's lives.

Inclusivity/Belonging – We recognize each other as individuals and truly serve/support each other with compassion and empathy.

Equity – We recognize that each person has different circumstances, and we will allocate the exact resources and opportunities needed to reach an equal outcome.

Empowerment – We will advocate empowering all stakeholders, providing support and tools for each person to become the superhero of their own story.

Creativity – We will have the courage to nurture original ideas, be creative in finding solutions, embrace the use of cutting-edge research and knowledge and practice flexibility.

### Vision Statement

Revision: NLACRC empowers people with developmental disabilities to have opportunities to achieve their fullest potential in all aspects of life.

### Mission Statement

A mission statement explains what we're doing, for who and how.

Revision: NLACRC's mission is to create a community (including family) where each individual with a developmental disability has the opportunity to live a healthy, productive, and inclusive life.

- C. Draft CY2023 Performance Contract – deferred
- D. SPC Critical Calendar for FY 2022-23 – Ruth Janka (Page 19)  
Ruth would like to propose adding items to the Critical Calendar regarding the Strategic Plan. Quarterly Status Updates to report progress on the Strategic Plan Focus Areas starting November 2022, February 2023, and May 2023. In addition, the 1st Annual Review/Revision of the Strategic Plan will take place in August 2023.
- E. IHSS Services Update – Ruth Janka  
A survey was sent out to ILS providers regarding interest in providing advocacy assistance as a service purchased on behalf of individuals. It is unclear at this time how many providers have shared interests. It is essential to identify the skilled providers in this area and ensure that we don't create any conflicts of interest related to authorizing ILS providers to do the IHSS advocacy. More updates will be provided as they become available.

At the last Committee meeting, it was discussed to focus on supporting individuals through service delivery and individualized advocacy assistance. There will be a continued partnership with OCRA if they identify a systems issue with the authorization of IHSS service hours, and if DRC would be interested, they can also be involved.

F. Diversity, Equity, and Inclusion Policy Steering Committee Update – Dr. Michael Fernandez

The DEI Policy Steering Committee completed the final draft of the NLACRC Inclusion, Equity and Diversity Policy, meeting the April 30<sup>th</sup> completion date.

Policy Committee voted with the help of consultants Amber and Heather from Inclusion Counts to name the policy Inclusion, Equity, and Diversity. It was determined to use this framework, not abbreviated. The policy will go to Executive Committee for review/recommendation with the goal of going to the Board in June.

G. 3<sup>rd</sup> Quarter Community Integrated Employment Paid Internship Program Report (CIE/PIP) Report – Stephanie Margaret (Page 20)

Stephanie introduced herself as the Contact and Compliance Supervisor in Community Services. She is presenting on behalf of Evelyn McOmbie. This metric is a different format than before; due to July 2021 regulatory changes, there are new incentives that cannot be tracked using the previous method. Therefore, this is the first time that Year-To-Date values will be on the report and will continue to be reflected. The next section of this report shows Internship Funding for the Paid Internship Program.

Stephanie gave a brief overview of the table shown on Page 20 attachment to explain its function. This data shows the number of PIPW authorizations per quarter and the number of authorizations with reimbursements paid out. The best way to analyze this data is cumulative, as internships do not always align cleanly at each quarter. The YTD numbers on this report show that out of 85 authorizations, 55 have been paid out. Total reimbursement funding describes all of the PIPW subcodes paid during that quarter. Average Reimbursements give a sense of the per consumer allocation.

New incentives achieved in 2021 are just now being funded. The first 30-day incentive was earned in Quarter 2, and the first 60-day incentive in Quarter 3. These are DDS-provided statewide metrics. Important data points are that these figures are active as of November 2021.

H. 3<sup>rd</sup> Quarter Program Closures Report – Stephanie Margaret (Page 24)

There were no program closures due to non-compliance or providers voluntarily closing.

I. 3<sup>rd</sup> Quarter New Vendorizations Report – Stephanie Margaret (Page 24)

Nineteen new vendorizations are arranged by Service Codes.

Leticia asked how the vendors were vetted. Stephanie explained that Contract Review Process by the Board and Administrative Affairs Committee is only for new contracts above the fiscal limit of \$250,000.

J. 3<sup>rd</sup> Quarter Health and Safety Waiver Exemptions Report Approved by Executive Director – Stephanie Margaret (Page 26)

These items are non-COVID related; there were 2 in the last quarter. The first one was for SLS providers and was submitted and then later withdrawn by the Provider due to the rate reform implementation on 4-1-2022. The Provider felt that the new

rate would be sufficient to cover the previously-thought low costs. The second one was for a Specialized Residential facility submitted to the department and is still pending review.

K. 3<sup>rd</sup> Quarter Health and Safety Exemption Report Submitted to DDS

– Stephanie Margaret (Page 27)

These items are COVID-related. 11 new vendors were approved for the COVID rates. The effective date to termination date show time-limited COVID positive support. Rates are based on a cost statement that take into account occurred costs. The column lists the amount of increase related to the statewide median. Providers submit documentation of their payroll records to substantiate the wage being paid along with insurance and benefits costs; this does not include administrative costs.

**VI. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the May 11th Board Meeting agenda:

- A. Minutes of the March 28th Meeting
- B. Minutes of the May 2nd Meeting
- C. SPC Critical Calendar
- D. 3rd Quarter Community Integrated Employment Paid Internship Program (CIE/PIP) Report
- E. 3rd Quarter Program Closures Report
- F. 3rd Quarter New Vendorizations Report
- G. 3rd Quarter Health and Safety Waiver Exemptions Report Approved by Executive Director

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

- A. Next Meeting: Monday, May 23rd at 6:00 p.m.  
No public Input

**VIII. Adjournment**

Marianne Davis adjourned the meeting at 8:03 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  
**Vendor Advisory Committee Meeting Minutes**

Thursday, May 5, 2022

**Present: Committee Members**

Sharoll Jackson (Chair), Jodi Agnew-Navarro, Orli Almog, Erica Beall, Kimberly Bermudez, Suad Bisogno, Catherine Carpenter, Cal Enriquez, Bob Erio, Kenny Ha, Dana Kalek, Alex Kopilevich, Don Lucas, Jenni Moran, Daniel Ortiz, Kevin Shields, & Nick Vukotic

**Staff Members**

Kimberly Johnson McNeill, Arpi Arabian, Stephanie Margaret, Dr. Michael Fernandez, Fred Rockwood, Cathy Robinson, Jennifer Williamson, Liliana Windover, Alan Darby, Omar Gonzalez, Natalia Langarica, Gabriela Eshrati, Marlene Vargas, Robert Dhondrup, Elisa Hill, Nancy Salyers, Silvia Haro, and Maria De Jesus Rodriguez

Dolly Sharma -Minutes Services and approximately 80 Service Providers- **Guests**

**Absent:** Kenny Ha

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**I. Call to Order & Introductions**

Sharoll Jackson called the meeting to order at 9:32 am.

Following the Legislative Report portion of the agenda, Dr. Michael Fernandez introduced Maria de Jesus Rodriguez as the new Parent and Family Support Specialist at NLACRC. Since April, Maria joined Diversity, Equity and Inclusion, and Belonging Unit at the Chatsworth location. Maria will also support the Santa Clarita Valley Office. Before joining the Unit, Maria worked as an Early Start Bilingual Consumer Services Coordinator. Before joining NLACRC, Maria worked for the Youth Policy Institute as an Early Learning Network Manager. Maria has a B.S. in Child Development from California State University Northridge.

Dr. Fernandez also announced that Cynthia Sanchez, another Parent and Family Support Specialist, will start on May 9<sup>th</sup> from the Antelope Valley office. Before joining NLACRC, Cynthia has spent four years as a Case Manager at the Child & Family Guidance Center and a Case Worker at the Asian Youth Center. Cynthia has a degree in Criminal Justice from Westwood College and is a parent to a consumer served by NLACRC.

The Parent and Family Support Specialists can be reached Monday- Friday from 8:30 a.m. – 4:30 p.m.

## II. Public Input

Leticia Garcia, President of the NLACRC Board of Trustees, expressed thanks to the Committee and staff members. The last two years of overcoming challenges and new directives during a pandemic have been difficult. Leticia noted that the workers are the boots on the organization's ground, and the hard work has not gone unnoticed. As rate increases are being implemented, Leticia shared that service provider staff wages are an important issue to the board and hopes that rate increases will be beneficial for service provider Staff. She also shared, on behalf of the board, looking forward to a continued partnership in serving individuals in the community.

Victoria Berrey from the Family Focus Resource Center shared some of their upcoming May events. There will be 2 Bullying Prevention Workshops in Spanish on May 12th and English on May 19th. In addition, there are monthly workshops on IEP training, IEP Basics, and Advanced IEPs in both English and Spanish. In April, The Family Focus Resource center kicked off multiple in-person school fairs and held an event in Santa Clarita. Every fall, there is a Resource Fair, and the organization is currently looking for locations to host this event.

Lisa Williamsen from Partners for Potential wanted to inquire about the termination of alternative services rates as of June 1st. Ruth Janka stated that alternative services and the rate for alternative services will continue until NLACRC receives notice from DDS of a change; and also stated that any future changes will be relayed via official NLACRC communication. Stephanie Margaret agreed that there are currently no plans for changes to alternative services or alternative service rates. Multiple guests stated that they were getting conflicting information from Service Coordinators.

Ruth informed the VAC that services were in the process of being reviewed as part of “rollover” and that changes to services will be made as a result of assessment. Any services that cannot be assessed prior to May 31<sup>st</sup> will be extended to July 31.

Lisa Williamsen stated that the miscommunication was further fueled by a sister Regional Centers ending alternative services at the end of May. Ruth pointed out that ending alternative services, at this time, is not a DDS requirement; a regional center can make an independent decision regarding alternative services in their catchment area.

Alex Kopilevich expressed appreciation to the service coordinators who have responded to all his calls, emails, and requests, especially the School Age units and supervisors, for their help.

## III. Consent Items

### A. Approval of Agenda – (Page 2)

**M/S/C** (J. Moran/E. Beall) To approve the agenda as presented. The agenda was approved.

B. Approval of Minutes of April 7<sup>th</sup> Meeting – (Page 4)

**M/S/C** (S. Bisogno/K. Shields) To approve the revised April 7<sup>th</sup> Meeting Minutes. The Minutes were approved.

**IV. Executive Director's Report – Ruth Janka**

A. COVID Updates

COVID-19 metrics are trending down in current hospitalizations, although positivity rates are increasing. L.A. County Public Health has terminated the universal masking requirement for school and childcare settings. However, masking requirements will continue indoors for public transit, healthcare settings, correctional facilities, and shelters. Service Provider Sites are considered healthcare settings and must continue masking standards. NLACRC Service Provider staff members, under the health order, are expected to continue to mask. NLACRC Business offices with no contact with the community do not fall under the "healthcare setting" requirement. DDS issued a new directive related to former directives that extend waivers. Those expiration dates go into late May and early June of 2022. Of note, Regional Centers can no longer make individuals presumptively eligible.

B. School Transition Liaison

All Regional Centers state-wide will implement a 12-month School Transition Liaison to support the transition from Early Start to School Services. Liaisons will work on collaborative partnerships, promote inclusive options for consumers transitioning to pre-school, assist in developing materials to improve the transition process, and have regular coordination calls with DDS. This position will not carry cases.

C. Language Access and Cultural Competency Plan

Regional Centers will be submitting a Language Access and Cultural Competency Plan. The 1<sup>st</sup> plan is due June 15<sup>th</sup>. This plan aims to identify documents that would be translated in the various languages of the area. Also, identifying orientations that should be provided in multiple languages and held numerous times to meet the community's needs and conduct regular and periodic language assessments. Also, this plan will entail the coordination of interpretation and translation services and quality control measures to ensure the translations' availability, accuracy, readability, and cultural appropriateness. Finally, plan has to include a Language and Cultural Profile of our community.

D. Cultural Competency Diversity, Equity and Inclusion Initiative

A final draft of the Inclusion, Equity, and Diversity policy is going before the Board. It includes acknowledgments of social inequity and has Vision and Mission Statements, definitions, purpose, policy objectives and professional staff conduct, recruitment, hiring, promotion and retention, disciplinary and remedial actions, etc.

E. IHSS Advocacy Assistance

There has been feedback from the community that there are challenges in obtaining the



appropriate number of IHSS hours for the individuals we serve. Several factors, including inadequate assessments, cause these issues. NLACRC has reached out to the Clients' Rights Advocate to assess if they too are receiving issues re: IHSS services. Lastly, vendors interested in providing IHSS advocacy assistance as a service were asked to please reach out to Community Services.

F. Staffing

NLACRC currently has 685 authorized physicians and 613 filled. There are 30 vacant positions. Positions have been opening in the last three months to address the caseload ratio and will be bringing on more. As we continue recruiting and training new Service Coordinators, there will be a learning curve. Communication and collaboration will be essential for everyone. There will be structuring for Lead Service Coordinators to help support the Onboarding of new Service Coordinators. Contact lists were sent to providers and will be continuously updated with phone and email information for Case Management, Community Services, and applicable Accounting departments.

G. Town Halls

Town Hall was held on April 6<sup>th</sup> on Social Recreation and Non-Medical Therapies. Service standards are on the website regarding the process for accessing these services. Requests have been put out for vendors for those services; those interested can contact Community Services.

The next Town Hall will be on May 19, 2022, at 1:30 p.m. The topic is How to Prepare for IPP and IFSP Meetings. Presenters include Gabriela Eshrati and Cristina Preuss, Community Services Directors.

**V. Chief Financial Officer's Report – Alan Darby**

NLACRC's total expenses for the month of March 2022 were \$55.8 million. That is made up of POS expenses of \$49.7 million, and Operations expenses of \$6 million.

Total YTD expenses – that's July 1 ,2021-March 21,2022 - were \$471.7 million. POS of \$428.1 million and Operations of \$43.5 million.

NLA's projected expenses for this year are expected to be \$688.5 million – with a POS of \$621 million, and OPS of \$67.5 million. We are expecting a surplus at the end of this fiscal year, of just under \$40 million. In total, all 21 Regional Centers expect a surplus of \$845 million. NLA is currently ranked 12 of all 21 centers for surplus.

Additional check runs are scheduled on Thursday, May 26th, and Wednesday, June 22<sup>nd</sup>. Alan will provide updates at next month's meeting.

NLACRC 990 Tax Return Form was reviewed and approved by the Board at the April meeting; the form is available on the Center's website.

Rate Reform Implementation Update – Accounting has uploaded the new rates effective April 1, 2022, for Batches 1, 2, 3, and 4. Vendors can see new rates on e-billing invoices. Accounting is working on issues regarding individual rates. Vendors who had incorrect rates when batches were received are actively being resolved. Please reach out to Alan for any questions.

DDS has awarded \$284,109 to each of the 21 Regional Centers to support HCBS Final Rule' Compliance. DDS is requiring a finalized plan be submitted by August 30, 2022. The funds for this must be encumbered by September 30, 2022. NLA is forming a workgroup to develop the plan and is looking for volunteers from the VAC to join. Evelyn McOmie, NLA's Community Services Director, will be the point person. The Center would like to move forward as soon as possible – within the next month or so – if anyone is interested in joining the workgroup, please email Evelyn and/or Alan Darby.

## **VI. Deputy Director's Report – Gabriela Eshrati**

### **A. Camp Social Recreation Educational Services and Non-Medical Therapy Services Update**

Staff is fully trained in the Planning Process for Camp Social Recreation and Non-Medical Therapies. Training took place through a formal process from Dr. Weller. The Town Hall on April 21<sup>st</sup> had over 100 people in attendance. The Q&A Session was extended to accommodate the interest, were able to answer most questions and have an informative meeting.

Requests for Vendorizations (RFV) are issued explicitly for Music Therapists, Recreational Therapists, Camp Services, Specialized Recreational Therapy, Social Recreational Programs, and Dance Therapy. So far, five proposals have been received, including a proposal for the Miracle Project, an overnight camp, Social Skills Horseback Riding, and Therapeutic Horsemanship. In addition, the City of Palmdale also expressed interest in developing recreational programs, specifically a non-medical therapy such as Art, Dance, and Music Therapy

### **B. Self-Determination Program**

There have been 103 transitions into the program with signed IPPs, completed spending plans, and FMS Services, and 471 individuals have completed Orientation since the program became available. There have been 123 Certified Budgets, and an additional 18 are in progress. There have been 103 approved Spending Plans, with a further 20 in progress. Additional funds have been afforded for 3 Program Choice Specialists, one position has been

filled, and recruitment is ongoing for the remaining two positions.

Monthly Self-Determination Support groups are being held on the first Wednesday of every month and are facilitated by the L.A. Autism Society, a contractor that supports SDP implementation.

Self-Determination Local Advisory Committee Meeting was canceled for April 21<sup>st</sup>, but an in-person meeting will be held on May 19<sup>th</sup> at the San Fernando Valley office. The conference will take place from 7-9 p.m.

Meetings for Self-Determination Best Practices are with LVAC Members and DDS SDP representative Katie Hornberger-Munsley to discuss recommendations on increasing effectiveness and fully transitioning individuals into Self-Determination programs.

C. Enhanced Service Coordination Unit

The unit is currently in development; updates to follow as they become available.

D. On-Duty Call Center

The Call Center is fully operational with one supervisor and four San Fernando Valley Office specialists. Anyone who needs the Officer of the Day to contact the receptionist and ask to be transferred to the "Duty Specialist," hoping to have these calls answered live.

**VII. Community Services Director's Report – Kimberly Johnson McNeil & Stephanie Margret**

A. General Announcements

PPE for Providers will continue to be provided by NLACRC. In addition, residential Facilities will continue to receive PPE via transportation agencies at regularly scheduled intervals. All other Providers can request PPE by contacting Community Services Executive Assistant David Ramos by email at: [dramos@nlacrc.org](mailto:dramos@nlacrc.org).

Virtual Clients' Rights Training is scheduled on June 6th, 2022, at 10 a.m., hosted by the Quality Assurance Team. Presenters will include Stephanie Hugh, NLACRC Clients' Rights Advocate, and William Wood, NLACRC Community Services Specialist. Registration opens May 11th, 2022, at noon and is available through Eventbrite. This presentation provides NLACRC Vendors information on the Office of Clients' Rights and how to be a better advocate and will count towards 2 hours of Continuing Education credits. More information can be found on News You Can Use.

PIN 22-14 was released by Community Care Licensing. A CCL Informational call was held on April 20<sup>th</sup>, 2022, regarding COVID-19 Requirements and providing updates on variants, vaccination requirements, and infection control for Staff. The PowerPoint referenced in the call is still available for review on the CCL Website. PIN 22-13 was released by Community Care Licensing; this included Infection Control Requirements and updates to existing

Infection Control Prevention Standards and information that indicated that it is easily accessible for anyone who would like to review it. This information can also be found on the CCL website.

HCBS Compliance – DDS continues to work with each Regional Center to ensure compliance with the CMS HCBS Final Rule. Compliance is needed fully by March 2023. DDS has provided each Regional Center with a report based on HCBS Provider Self-Assessments conducted through OIG and the virtual site assessments conducted by PCG. Information from Vendors who are new or did not have access at that time is still pending. NLACRC is required to post the information indicated by DDS.

The Community Services Department had noticed that many vendors identified themselves as inpatient institutions when they did not fall into that category per HCBS. Therefore, any Vendors who are not in compliance will be identified and contacted by Community Services staff to ensure accuracy before posting the report.

Resource Development – RFPs include announcements for three projects, including 2 Specialist Residential Facilities; both facilities will be 4-beds for males with a start-up funding amount of \$200,000 each. The 3<sup>rd</sup> project is a local Mental-Health Clinic with a start-up funding amount of \$150,000. All three projects have a projected deadline for submission of May 11<sup>th</sup>, 2022.

Electronic Visit Verification (EVV) – The Community Services Team is creating a 1-page addendum that will be rolled out to update program designs for individuals who are required to enact the EVV. More information will be sent out through correspondence from Community Service Specialists. In addition, the EVV Team is hosting open office hours on May 12<sup>th</sup> at 5:30 p.m. and May 17<sup>th</sup> at 2:00 p.m. This month's topic is Validating and Maintaining Provider I.D.s and Cal EVV.

Provisional Eligibility Program (PEP) – Developmental Services Bill AB136 expands eligibility for developmental disability services by allowing 3 or 4 years old to be provisionally eligible for Regional Center services under specific conditions. In addition, the Community Services Department will roll out a 1-page addendum to update program designs for providers interested and approved to provide these services. More information will be discussed at the Early Start Interagency Meeting on May 19<sup>th</sup>.

HCBS Compliance Funding – DDS stated that of the 15-million-dollar amount allocated to Regional Centers for the 2021-22 budget, only \$9,330,692 was awarded to projects. The remaining amount will be split amongst the Regional Centers, totaling \$284,100 each, and identify projects to support broader HCBS community compliance. Priorities for this funding include developing lower communities of practice to increase knowledge and implementation of best practices and encouraging collaborative groups. NLACRC plans for the funds will be reported to DDS by August 31<sup>st</sup>, 2022.

Vendor Maintenance Updates – Stephanie Margret

Stephanie asked Vendors to submit Annual Insurance Renewals, Professional Licenses, and current Organizational Charts to [contract&compliance@nlacrc.org](mailto:contract&compliance@nlacrc.org). In regard to Ownership Disclosure Statements, 1,029 forms have been received so far; 600 more are needed.

Staff Contact List – Stephanie Margret

A new process is being developed to distribute a current list of all Case Management, Accounting, and Community Services Staff to the Vendor/Provider Community 3 times per year. The next update is projected to go out in June.

CIE and PIP Contact – Stephanie Margret

Employment Specialist, Norma Martin. Providers who need technical support regarding current CIE, PIP incentives, or internship funding can follow up with Norma. In addition, program Design Addendum submissions can be sent to the Research Development Team.

B. Rate Reform – Stephanie Margret

As Alan mentioned, the rate changes will be reflected on April billing. Any errors or questions can be referred to [contract&compliance@nlacrc.org](mailto:contract&compliance@nlacrc.org). Community Service Team emails from Dropbox will be sent from "no-reply@dropbox.com." The subject will be the name of the Staff Member and "CommServ," followed by your Vendor Number. These are the identifying factors of an authentic Dropbox Email from NLACRC. The Dropbox files will be shared with the provider's email on file with NLACRC; this is not always the email associated with their billing. Please email Contract and Compliance for any login issues or questions.

Stephanie demonstrated the Rate Calculation Excel Spreadsheet beginning with the three tabs:

- Unbundled Amounts- Unbundled amounts refer to ancillary charges such as transportation reimbursement or mileage.
- Rates- The Rates tab refers to the subcode and current rate.
- Rate Models.

The sheet will automatically open the Unbundled Amount tab. Scrolling to the right of this page will show columns for the March 2022 rate and the rate increase percentage amount. The scope of the data is enormous, and any errors that are noticed can be sent to Contract & Compliance.

The rate recalculation takes the March 2022 rate and is divided by average hours per unit to get a Converted Hourly Rate. The Converted Hourly rate is then compared to the Benchmark Rate (weighted average). The Benchmark rate is then given the rate increase percentage to determine the new rate. Therefore, any March 2022 rate that exceeds the Benchmark rate for 2025 will not get a rate increase. However, there will be no decrease rates until July 2026 to meet the benchmark rate.

The Excel worksheet will be available for download. Stephanie also pointed out that any instance of "D.M." next to a subcode refers to the daily rate, not hourly.

Timelines for Subcodes under Batches 1-4:

**Batch 1:** Service Codes 091, 109, 111, and 680 are complete. Service Code 062 is in-progress, pending upload to Dropbox. Service Codes 520, 952, and 954 are DDS set rates, and the rate letter timeline is TBD. Excel calculation is only available on Dropbox. The pending calculation for Service Code 950.

**Batch 2:** Subcodes 055 and 063 are in-progress, pending upload to Dropbox. Subcodes 505, 510, and 515 are DDS set rates; the rate letter timeline is TBD. Excel calculation is only available on Dropbox.

**Batch 3:** Service Codes 108, 115, 117, 605, 862, 880, and 896 are next in-progress, pending upload to Dropbox. Service Code 805 is a DDS set rate; the rate letter timeline is TBD. Excel calculation is only available on Dropbox. The pending calculation for Service Codes 875, 882, and 883.

**Batch 4:** Service Codes 612, 615, and 620 are next in-progress, pending upload to Dropbox. Service Code 475 is a DDS set rate; the rate letter timeline is TBD. Excel calculation is only available on Dropbox. The pending calculation for Service Codes 113, 900, 901, and 904.

## VIII. Legislative Report – Michelle Heid

Michelle gave a concise overview of the Legislative Report's contents. She stated that the Legal Team is awaiting the May revision of the Legislative Report, which is projected to be completed around May 11<sup>th</sup>. The report includes Trailer Bill language releases, budget change proposals, and links and summaries of recent legislative hearings and re-districting information. The report also contains summaries of all Stakeholder events and a list of future meetings.

## IX. Committee Business

### A. Funding to Support Compliance with the Home and Community-Based Services (HCBS)

#### Final Rule – Alan Darby (Page 11)

DDS has awarded \$284,109 to each of the 21 Regional Centers to support the HCBS Final Rule. A finalized plan must be submitted by August 30, 2022, and funds must be encumbered by September 30, 2022. NLACRC asks for volunteers from the Committee to form a workgroup to help develop this plan. Anyone interested can contact Alan or Evelyn McOmie for more information at [emcomie@nlacrc.org](mailto:emcomie@nlacrc.org).

### B. Nominations for Board Designee/VAC Chair – Ruth Janka stated that we currently have 1 Provider, Suad Bisogno, nominated. Sharoll opened the floor for any more nominees, and there were none.

**M/S/C** (A. Kopilevich/E. Beall) To approve Suad Bisogno as the VAC Chair/Board Designee.

### C. Jynny Retzinger Award Update – Ruth Janka

Nominations will close at the end of business on May 6<sup>th</sup>, 2022. There are two nominations, and once nominating is closed, the ballots will be sent out to VAC Committee for voting, and the award will be presented at the June 2022 VAC Meeting.

D. Discussions for In-Person Meeting Options – Ruth Janka

Erica Beall suggests 2 VAC Meetings in a hybrid style that allows those who are comfortable to attend in-person and provides a time after the meeting for attendees to get together. Ruth also suggested having quarterly in-person/hybrid meetings and continuing the rest via Zoom. Committee members submitted their preferences in the chat, and Ruth asked Natalia or Liliana to notate the choice of each Committee Member. After the votes were counted, 7 Committee Members voted for two in-person meetings, one person who identified 2 or 3 meetings. Ruth suggested planning two in-person/hybrid meetings at the start of the next fiscal year.

E. Full Meeting and Break-Out Group Report Out Schedule – Sharoll Jackson

Sharoll asked for feedback on the frequency of the current report-out system. Items are currently submitted to the Committee every other month for discussion. Dana Kalek stated that the existing time frameworks are better, so the Committee has time to review the reports and consider questions and other ideas for topics; no dissensions were made, and the current time frame will remain.

F. System/Industry Issues – Per Ruth, this topic is listed on each meeting agenda as an open topic for input. Erica Beall stated that the biggest issue in the SLS Provider Group meeting remains the workforce crisis. Erica is asking for advocacy on every front to help Providers work through this issue.

**X. Report on Board Committee Meetings**

A. Administrative Affairs – Kevin Shields

In the Administrative Affairs Committee, it was noted that NLACRC would have a large surplus. Of course, there are many factors to consider, including rate increases, increases, expenses, etc. Still, the AAC has a renewed focus on seeing where these funds can be best allocated.

B. Board of Trustees – Sharoll Jackson

The Board recently heard a presentation on the Audited Financial Statements. There were no issues, and the audit was clean. The Board went through the approval of contracts, the Public Information Service Standards, the Executive Director Performance Evaluation process, and Public Policy Legislation.

C. Consumer Services – Sharoll Jackson

Highlights include the Self-Determination Program and how that is being handled. 98 spending plans have been approved, and 23 are in progress. 448 individuals completed Orientation.

- D. Government & Community Relations – Suad Bisogno/  
Highlights from this meeting included an ARCA training video for the staff training toolkit and several grassroots visits with ARCA. Marketing and outreach are also being expanded into communities, sharing flyers with information for institutions and the general public. Also, the Committee chose several bills for consideration for the Subject Matter Expert Review Process in which the Center will research and determine a position (if any) on the bill.
  
- E. Nominating – Bob Erio  
Slates of Candidates were finalized for recommendations to the Board. If and when approved, the nominees will be seated in July 2022.
  
- F. Strategic Planning – Orli Almog  
Orli stated that Ruth covered most of the points related to the Strategic Planning Committee during the Executive Director's report.

## **XI. Board Meeting Agenda Items**

The following items were identified for the Committee's section of the May 11th Board Meeting agenda:

- A. Minutes of the April 7<sup>th</sup> Meeting
- B. Minutes of the May 5<sup>th</sup> Meeting

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

- A. Next Meeting: Thursday, June 2nd at 9:30 a.m. (Break-Out Groups).
  
- B. Public Input

Jenni Moran concludes 12 years of service on the VAC. She wanted to thank the Committee and the Staff for their support during her tenure. Sharoll thanked Jenni for her hard work, energy, and zest for the Committee. Michelle Heid also expressed gratitude for Jenni's leadership and guidance. Finally, Erica Beall echoed the sentiments of the other members, specifically for Jenni's support with older adult specialist work and thanking Sharoll for her dedication to the VAC.

## **XIII. Committee Work Group Information**

- A. **Early Start Services** (Dana Kalek)  
July 21, 2022 9:00 a.m. – 10:15 a.m.  
Contact: Dana Kalek – [dkalek@cdikids.org](mailto:dkalek@cdikids.org)



- B. **School Age Services** (Cal Enriquez)  
June 7, 2022 at 9:30am – 10:30am  
Contact: Cal Enriquez – cenriquez@accreditednursing.com
- C. **Adult Services** (Suad Bisogno & Erica Beall)  
July 5<sup>th</sup>, 2022 11 a.m.-12:30 p.m.  
Contact: Suad Bisogno – suad@irioc.org
  
- D. **Legislative Issues and Advocacy** (Sharoll Jackson)

#### XIV. Adjournment

Sharoll Jackson, Committee Chair, adjourned the meeting at 11:23 a.m.

Submitted by:

(\*) *Natalia Langarica*  
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**

12-Month Attendance Board Members	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	May-22 Board	Total Absences
Nicholas Abrahms				P	P	P	P		P	P	P	P	P	0
Cathy Blin				P	P	P	P		P	P	P	P	P	0
Sylvia Brooks Griffin				Ab	P	P	P		P	P	P	P	P	1
David Coe				P	P	P	P		P	P	P	P	P	0
Marianne Davis	P	Ab		P	P	P	P		P	P	P	Ab	P	2
Leticia Garcia	P	P		P	P	P	Ab		P	P	Ab	P	P	2
Gabriela Herrera	P	P		P	P	Ab	P		P	P	P	P	Ab	2
Sharoll Jackson	P	P		P	P	P	P		P	P	P	P		0
Jennifer Koster	P	P		P	P	P	Ab		P	P	P	P	p	1
Angelina Martinez	P	P		P	P	P	P		Ab	P	P	P	Ab	2
Lillian Martinez	P	P		P	Ab	P	P		P	P	P	P	P	1
Caroline Mitchell	P	P		P	Ab	P	P		Ab	P	P	P	P	2
Ana Laura Quiles	P	P		P	P	P	P		P	P	P	P	P	0
Alma Rodriguez				P	P	P	P		P	P	P	P	P	0
Rocio Sigala				P	P	P	P		P	P	P	Ab	P	1
Jeremy Sunderland	P	P		P	P	Ab	P		P	P	P	P	P	1
Curtis Wang	P	P		P	P	P	P		P	P	P	P	P	0

P = Present      Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she 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**

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

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	SPC	AA	EC	CS	GCR	CAC	VAC	SPC	AHB
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		
Leticia Garcia	Ab	Ab					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			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	P	
Jeremy Sunderland	P	P		Ab							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		



12-Month Attendance	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Total
<b>Administrative Affairs</b>		Dark						Dark						<b>Absences</b>
<b>Marianne Davis</b>	P		Ab	P	Ab	P	P		P	P	Ab	P	P	3
<b>Leticia Garcia</b>	P		P	P	P	P	Ab		P	P	P	P	P	1
<b>Lillian Martinez</b>	P		P	P	P	P	P		P	P	P	P	P	0
<b>Ana Quiles</b>	P		P	Ab	P	P	P		P	P	P	P	P	1
<b>Jeremy Sunderland</b>	P		P	P	P	P	P		P	Ab	P	P	P	1

P = Present      Ab = Absent

\* = Joined Committee

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12-Month Attendance	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Total
<b>Consumer Services Committee</b>		<b>Dark</b>			<b>Dark</b>			<b>Dark</b>						<b>Absences</b>
<b>Nicholas Abrahms</b>	P		P	P		P	P		P	P	P	P	P	<b>0</b>
<b>Cathy Blin</b>	P			*P		P	P		P	P	P	P	P	<b>0</b>
<b>David Coe</b>	P		P	P		P	P		P	P	P	P	P	<b>0</b>
<b>Gabriela Herrera</b>	P		P	Ab		P	P		Ab	P	P	Ab	P	<b>3</b>
<b>Jennifer Koster</b>	P		P	P		P	P		P	Ab	P	P	P	<b>1</b>
<b>Alma Rodriguez</b>	P		P	P		P	P		P	P	P	P	P	<b>0</b>
<b>Rocio Sigala</b>	P		P	Ab		P	P		P	P	P	Ab	P	<b>2</b>

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12-Month Attendance	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Total
<b>Government &amp; Community Relations Committee</b>		Dark			Dark			Dark						<b>Absences</b>
Nicholas Abrahms	P		P	P		P	P		P	P	P	P	P	0
Cathy Blin	P			*P		P	P		P	P	P	P	P	0
Sylvia Brooks Griffin	P			*P		P	P		P	Ab	Ab	P	P	2
David Coe			P	P		P	P		P	P	P	P	P	0
Gabriela Herrera	P		P	Ab		P	P		Ab	P	P	Ab	P	3
Sharoll Jackson	P		p	P		P	P		P	P	P	P	Ab	1
Jennifer Koster	P		P	P		P	P		P	P	P	P	P	0
Alma Rodriguez			P	P		P	P		P	P	P	P	P	0
Angelina Martinez	P			*P		P	P		P	P	P	P	P	0
Rocio Sigala	P		P	Ab		P	P		P	P	P	Ab	P	2
Jeremy Sunderland	P		p	P		P	Ab		P	P	Ab	P	P	2

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12-Month Attendance	May-21	Jun-22	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Total
<b>Executive Committee</b>		<b>Dark</b>						<b>Dark</b>						<b>Absences</b>
<b>Marianne Davis</b>	P		Ab	P	Ab	P	P		P	P	Ab	P	P	<b>3</b>
<b>Leticia Garcia</b>	P		P	P	P	P	Ab		P	P	P	P	P	<b>1</b>
<b>Angelina Martinez</b>	P		P	Ab	P	P	P		P	P	P	P	P	<b>1</b>
<b>Lillian Martinez</b>	P		P	P	P	P	P		P	P	P	P	P	<b>0</b>
<b>Ana Quiles</b>	P		P	Ab	P	P	P		P	P	P	P	P	<b>1</b>
<b>Jeremy Sunderland</b>	P		P	P	Ab	Ab	P		P	Ab	P	Ab	P	<b>4</b>

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12-Month Attendance	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	4/18/2022	May-22	Total
<b>Nominating Committee</b>	Dark	Dark	Dark	Dark	Dark		Dark	Dark						Dark	<b>Absences</b>
Leticia Garcia						P			P	P	Ab	P	P		<b>1</b>
Angelina Martinez						P			P	P	P	P	P		<b>0</b>
Caroline Mitchell						P			P	Ab	P	P	P		<b>1</b>
Ana Quiles										*P	P	P	P		<b>0</b>
Jeremy Sunderland						P			P	P	Ab	P	P		<b>1</b>

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\* = Joined Committee

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12-Month Attendance	May-21	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	31-Jan	Feb-22	Mar-22	Apr-22	2-May	23-May	31-May	Total
<b>Strategic Planning</b>	Dark	Dark	Dark		Dark	Dark							Dark				<b>Absences</b>
Marianne Davis	Ab			P			P	P	Ab	P	P	Ab		P	P	P	3
Lety Garcia	P			P			P	P	P	P	P	P		P	P	P	0
Lillian Martinez	P			P			P	P	P	P	P	P		P	P	P	0
Sharoll Jackson				P			P	P	Ab	P	P	P		P			1
Ana Quiles	P			P			P	P	P	P	P	P		P	P	P	0
Curtis Wang				P			P	P	P	P	P	P		P	P	P	0

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12-Month Attendance	May-22	Jun-21	Jul-21	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Total
Post-Retirement Medical Trust	Dark	Dark		Dark	Dark		Dark	Dark		Dark	Dark		Dark	Absences
Leticia Garcia			P			P			P			P		0
Ana Quiles			P			P			P			P		0
Jeremy Sunderland			P			P			P			P		0

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North Los Angeles County Regional Center  
 FY 2021-22 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2021-2022

(Rounded to the nearest quarter of an hour.)

Committee	Jul-21				Aug-21				Sep-21			
	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded
Ad Hoc Bylaws												
Administrative Affairs	6:24 PM	9:06 PM	02:42	2:45	6:02 PM	8:04 PM	02:02	2:00	6:00 PM	8:33 PM	2:33 AM	2:30
Board Meeting					6:31 PM	9:13 PM	02:42	2:45	6:32 PM	8:59 PM	2:27 AM	2:30
Consumer Services	6:03 PM	8:05 PM	02:02	2:00	6:02 PM	8:02 PM	02:00	2:00				
Executive	9:07 PM	11:08 PM	02:01	2:00	8:13 PM	9:50 PM	01:37	1:30	8:40 PM	11:00 PM	2:20 AM	2:15
Government and Community Relations	8:06 PM	10:30 PM	02:24	2:30	8:07 PM	10:42 PM	02:35	2:30				
Nominating												
Nominating												
Nominating												
Post Retirement Medical Trust	5:33 PM	6:23 PM	00:50	0:45								
Strategic Planning												
Strategic Planning					6:03 PM	8:24 PM	02:21	2:15				
Strategic Planning					6:03 PM	8:24 PM	02:21	2:15				
Vendor Advisory					9:32 AM	12:02 PM	02:30	2:30	9:32 AM	10:47 AM	1:15 AM	1:15
<b>Total Hours/Month</b>			<b>09:59</b>	<b>10:00</b>			<b>18:08</b>	<b>17:45</b>			<b>8:35</b>	<b>8:30</b>

North Los Angeles County Regional Center  
 FY 2021-22 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2021-2022

(Rounded to the nearest quarter of an hour.)

Committee	Oct-21				Nov-21				Dec-21			
	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded
Ad Hoc Bylaws												
Administrative Affairs	6:28 PM	9:45 PM	03:17	3:15	6:02 PM	7:41 PM	01:39	1:45				
Board Meeting	6:32 PM	8:43 PM	02:11	2:15	6:35 PM	9:50 PM	03:15	3:15				
Consumer Services	6:03 PM	7:33 PM	01:30	1:30	6:07 PM	7:53 PM	01:46	1:45				
Executive	9:45 PM	11:24 PM	01:39	1:45	7:42 PM	8:29 PM	00:47	0:45				
Government and Community Relations	7:35 PM	9:48 PM	02:13	2:15	7:54 PM	10:22 PM	02:28	2:30				
Nominating	5:37 PM	6:39 PM	01:02	1:00								
Nominating												
Nominating												
Post Retirement Medical Trust	5:31 PM	6:27 PM	00:56	1:00								
Strategic Planning												
Strategic Planning					6:02 PM	9:42 PM	3:40	3:45	6:00 PM	8:48 PM	02:48	2:45
Strategic Planning					6:02 PM	9:42 PM	3:40	3:45	6:00 PM	8:48 PM	02:48	2:45
Vendor Advisory	9:34 AM	11:27 AM	01:53	2:00	9:32 AM	11:19 AM	01:47	1:45				
<b>Total Hours/Month</b>			<b>14:41</b>	<b>15:00</b>			<b>19:02</b>	<b>19:15</b>			<b>5:36</b>	<b>5:30</b>

North Los Angeles County Regional Center  
 FY 2021-22 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2021-2022

(Rounded to the nearest quarter of an hour.)

Committee	Jan-22				Feb-22				Mar-22			
	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded
Ad Hoc Bylaws												
Administrative Affairs	6:15 PM	7:36 PM	01:21	1:15	6:00 PM	7:36 PM	01:36	1:30	6:00 PM	7:16 PM	01:16	1:15
Board Meeting	6:31 PM	9:09 PM	02:38	2:45	6:31 PM	9:07 PM	02:36	2:30	6:32 PM	9:08 PM	02:36	2:30
Consumer Services	6:07 PM	8:16 PM	02:09	2:15	6:03 PM	7:34 PM	01:31	1:30	6:02 PM	7:22 PM	01:20	1:15
Executive	7:37 PM	9:30 PM	01:53	2:00	7:37 PM	9:46 PM	02:09	2:15	7:23 PM	10:19 PM	02:56	3:00
Government and Community Relations	8:19 PM	9:45 PM	01:26	1:30	7:40 PM	9:10 PM	01:30	1:30	7:36 PM	8:51 PM	01:15	1:15
Nominating	5:34 PM	7:30 PM	01:56	2:00	5:33 PM	8:44 PM	03:11	3:15	5:49 PM	8:32 PM	02:43	2:45
Nominating												
Nominating												
Post Retirement Medical Trust	5:30 PM	6:10 PM	00:40	0:45								
Strategic Planning	6:05 PM	7:17 PM	01:12	1:15	6:01 PM	8:10 PM	02:09	2:15	6:02 PM	7:52 PM	01:50	1:45
Strategic Planning	6:04 PM	7:21 PM	01:17	1:15								
Strategic Planning	6:04 PM	7:21 PM	01:17	1:15								
Vendor Advisory	9:30 AM	11:27 AM	01:57	2:00	9:30 AM	11:18 AM	01:48	1:45	9:33 AM	11:27 AM	01:54	2:00
<b>Total Hours/Month</b>			<b>17:46</b>	<b>18:15</b>			<b>16:30</b>	<b>16:30</b>			<b>15:50</b>	<b>15:45</b>

North Los Angeles County Regional Center  
 FY 2021-22 Board of Trustees  
 Board and Committee Time Report

**Fiscal Year 2021-2022**

Committee	Apr-22				May-22				Jun-22			
	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded
Ad Hoc Bylaws												
Administrative Affairs	6:34 PM	8:00 PM	1:26	1:30	6:00 PM	8:01 PM	02:01	2:00				
Board Meeting	6:31 PM	9:09 PM	2:38	2:45	6:30 PM	8:41 PM	02:11	2:15				
Consumer Services	6:03 PM	7:51 PM	1:48	1:45	6:03 PM	8:16 PM	02:13	2:15				
Executive	8:01 PM	10:15 PM	2:14	2:15	8:08 PM	10:15 PM	02:07	2:00				
Government and Community Relations	7:52 PM	9:25 PM	1:33	1:30	8:20 PM	10:19 PM	01:59	2:00				
Nominating	5:30 PM	7:08 PM	1:38	1:45								
Nominating	5:30 PM	6:49 PM	1:19	1:15								
Nominating												
Post Retirement Medical Trust	5:32 PM	6:33 PM	1:01	1:00								
Strategic Planning					6:01 PM	8:02 PM	02:01	2:00				
Strategic Planning					6:00 PM	7:57 PM	01:57	2:00				
Strategic Planning					6:00 PM	8:12 PM	02:12	2:15				
Vendor Advisory	9:32 AM	11:05 AM	1:33	1:30	9:31 AM	11:23 AM	01:52	1:45	9:32 AM	11:39 AM	02:07	
<b>Total Hours/Month</b>			<b>15:10</b>	<b>15:15</b>			<b>18:33</b>	<b>18:30</b>			<b>2:07</b>	



North Los Angeles County Regional Center

**ALPHABET SOUP**

AAIDD	- American Association on Intellectual and Developmental Disabilities
AAP	- Adoption Assistance Program
AB	- Assembly Bill (State)
ABLE Act	- The “Achieving a Better Life Experience” (ABLE) Act of 2014
ACRC	- Alta California Regional Center
ADA	- Americans with Disabilities Act
ADC	- Adult Development Center
AFPF	- Annual Family Program Fee
AIS	- ARCA Information Systems
ARCA	- Association of Regional Center Agencies
ARFPSHN	- Adult Residential Facility for Persons with Specialized Healthcare Needs
BCBA	- Board-Certified Behavior Analyst
CAC	- Consumer Advisory Committee
CAL-ARF	- California Association of Rehabilitation Facilities
CAL-TASH	- The Association for Persons with Severe Handicaps
CARF	- Commission on Accreditation of Rehabilitation Facilities
CASA	- Community Advocacy Services Association
CASHPCR	- California Association of State Hospitals-Parent Councils for the Retarded
CCF	- Community Care Facility
CCL	- Community Care Licensing
CCR	- California Code of Regulations
CCS	- California Children’s Services (State and County)
CDCAN	- California Disability Community Action Network
CDE	- Comprehensive Diagnostic Evaluation
CDER	- Client Development Evaluation Report
CIE	- Competitive Integrated Employment
CMS	- Centers for Medicare and Medicaid Services (formerly HCFA)
CMIS	- Client Management Information System
COEC	- Community Outreach and Education Committee (ARCA)
COLA	- Cost of Living Adjustment
CP	- Cerebral Palsy
CPES	- Community Provider of Enrichment Services
CPP	- Community Placement Plan
CRDP	- Community Resource Development Plan
CSC	- Consumer Service Coordinator

CSLA	- Community Supported Living Arrangement
CVRC	- Central Valley Regional Center
DAC	- Day Activity Center
DCFS	- Department of Children and Family Services (County)
DD	- Developmental Disabilities
DD Council	- State Council on Developmental Disabilities
DDS	- Department of Developmental Services (State)
DHCS	- Department of Health Care Services
DHS	- Department of Health Services (State)
DOE	- Department of Education (State and Federal)
DOF	- Department of Finance
DOH	- Department of Health
DOR/DR	- Department of Rehabilitation
DPSS	- Department of Public Social Services (County)
DRC	- Disability Rights California (formerly Protection & Advocacy, Inc.)
DSM	- Diagnostic and Statistical Manual of Mental Disorders
DSP	- Direct Support Professional
DSS	- Department of Social Services (State)
DOR	- Department of Rehabilitation (State)
DRC	- Disability Rights California (formerly Protection & Advocacy)
DTT	- Discrete Trial Training
DVU	- Disability Voices United
EBSH	- Enhanced Behavioral Support Home
ECF	- Exceptional Children's Foundation
EDD	- Employment Development Department (State)
EDMS	- Electronic Document Management System
ELARC	- Eastern Los Angeles Regional Center
EPSDT	- Early and Periodic Screening, Diagnosis, and Treatment
FACT	- Foundation for Advocacy, Conservatorship, and Trust of CA
FCPP	- Family Cost Participation Program
FDC	- Fairview Developmental Center
FEMA	- Federal Emergency Management Assistance
FETA	- Family Empowerment Team in Action
FHA	- Family Home Agency
FMS	- Financial Management Service
FNRC	- Far Northern Regional Center
FSA	- Flexible Spending Account

GGRC	- Golden Gate Regional Center
HCBS	- Home and Community Based Services (Waiver)
HCFA	- Health Care Financing Administration (now called CMMS)
HIPAA	- Health Insurance Portability and Accountability Act
HOPE	- Home Ownership for Personal Empowerment
HRC	- Harbor Regional Center
HUD	- Housing and Urban Development (Federal)
ICB Model	- Individualized Choice Budget Model
ICC	- Inter-agency Coordinating Council
ICC	- Integrated Community Collaborative/Intregadoras
ICF	- Intermediate Care Facility
ICF/DD	- Intermediate Care Facility/Developmentally Disabled
ICF/DD-H	- Intermediate Care Facility/Developmentally Disabled-Habilitative
ICF/DD-N	- Intermediate Care Facility/Developmentally Disabled-Nursing
ICF/SPA	- Intermediate Care Facility/State Plan Amendment
IDEA	- Individuals with Disabilities Education Act
IDEIA	- Individuals with Disabilities Education Improvement Act
IDP	- Individual Development Plan
IDT	- Inter-disciplinary Team
IEP	- Individual Educational Plan
IFSP	- Individual Family Service Plan
IHP	- Individual Habilitation Plan
IHSS	- In-Home Supportive Services
ILC	- Independent Living Center
ILS	- Independent Living Services
IMD	- Institutes of Mental Disease
IPP	- Individual Program Plan
IRC	- Inland Regional Center
ISP	- Individual Service Plan
KRC	- Kern Regional Center
LACHD	- Los Angeles County Health Department
LACDMH	- Los Angeles County Department of Mental Health
LACTC	- Los Angeles County Transportation Commission
LADOT	- Los Angeles Department of Transportation (City)
LAUSD	- Los Angeles Unified School District

LCSW	- Licensed Clinical Social Worker
LDC	- Lanterman Developmental Center
LEA	- Local Education Agency
LICA	- Local Interagency Coordination Area
LRC	- Lanterman Regional Center
MCH	- Maternal and Child Health
MFCC	- Marriage, Family and Child Counselor
MHRC	- Mental Health Rehabilitation Center
MMIS	- Medicaid Management Information System
MSW	- Masters in Social Work
NADD	- National Association for the Dually Diagnosed
NASDDDS	- National Association of State Directors of Developmental Disabilities Services
NBRC	- North Bay Regional Center
NLACRC	- North Los Angeles County Regional Center
OAH	- Office of Administrative Hearings
OCRA	- Office of Client Rights Advocacy
OPS	- Operations funds (for Regional Centers)
OSEP	- Office of Special Education Programs
OSERS	- Office of Special Education and Rehabilitative Services
OSHA	- Occupational Safety and Health Administration
OT	- Occupational Therapy
PAI	- Protection and Advocacy, Inc. (now called Disability Rights CA)
PDD	- Pervasive Developmental Disorder
PDC	- Porterville Developmental Center
PDF	- Program Development Fund
PEP	- Purchase of Service Expenditure Projection (formerly SOAR)
PEPRA	- Public Employees' Pension Reform Act
PERS	- Public Employees' Retirement System
PET	- Psychiatric Emergency Team
PIP	- Paid Internship Program
PL 94-142	- Public Law 94-142 (Right to Education Bill)
PMRT	- Psychiatric Mobile Response Team
POLST	- Physician Orders for Life-Sustaining Treatment
POS	- Purchase of Services funds (for Regional Centers)
PRMT	- Post-Retirement Medical Trust

PRRS	- Prevention Resources and Referral Services
PRUCOL	- Permanently Residing in the U.S. Under Color of the Law
PT	- Physical Therapy
QMRP	- Qualified Mental Retardation Professional
RC	- Regional Center
RCEB	- Regional Center of the East Bay
RCFE	- Residential Care Facility for the Elderly
RCOC	- Regional Center of Orange County
RCRC	- Redwood Coast Regional Center
RDP	- Resource Development Plan
RFP	- Request for Proposals
RRDP	- Regional Resource Development Project
RSST	- Residential Service Specialist Training
SARC	- San Andreas Regional Center
SB	- Senate Bill (State)
SCDD	- State Council on Developmental Disabilities
SCIHLP	- Southern CA Integrated Health and Living Project
SCLARC	- South Central Los Angeles Regional Center
SDRC	- San Diego Regional Center
SDC	- Sonoma Developmental Center
SDP	- Self-Determination Program
SDS	- Self-Directed Services
SEIU	- Service Employees' International Union
SELPA	- Special Education Local Plan Area
SG/PRC	- San Gabriel/Pomona Regional Center
SLS	- Supported Living Services
SMA	- Schedule of Maximum Allowances (Medi-Cal)
SNF	- Skilled Nursing Facility
SOAR	- Sufficiency of Allocation Report (see PEP)
SOCCO	- Society of Community Care Home Operators
SPA	- State Plan Amendment
SRF	- Specialized Residential Facility
SSA	- Social Security Administration
SSDI	- Social Security Disability Insurance
SSI	- Supplemental Security Income
SSP	- State Supplementary Program

- TASH - The Association for the Severely Handicapped
- TCRC - Tri-Counties Regional Center
  
- UAP - University Affiliated Program
- UCI - Unique Client Identifier
- UCP - United Cerebral Palsy
- UFS - Uniform Fiscal System
  
- VAC - Vendor Advisory Committee
- VIA - Valley Industry Association (Santa Clarita Valley)
- VICA - Valley Industry & Commerce Association (San Fernando Valley)
- VMRC - Valley Mountain Regional Center
  
- WAP - Work Activity Program
- WIOA - Workforce Innovation and Opportunity Act

[alphabetsoup] January 7, 2021

North Los Angeles County Regional Center  
Board of Trustees

**Meeting Evaluation**

Name: \_\_\_\_\_

Comments: \_\_\_\_\_

1. Did the meeting follow the agenda? Yes \_\_\_ No \_\_\_

2. Did the meeting begin as scheduled? Yes \_\_\_ No \_\_\_

3. Did the meeting end as scheduled? Yes \_\_\_ No \_\_\_

4. Did you receive written or verbal information about the issues on the agenda? Yes \_\_\_ No \_\_\_

5. Did the information received enable you to make informed decisions? Yes \_\_\_ No \_\_\_

6. Did the issues concern:

a. Consumers? Yes \_\_\_ No \_\_\_

b. Board operations? Yes \_\_\_ No \_\_\_

c. Committee business? Yes \_\_\_ No \_\_\_

d. Center operations? Yes \_\_\_ No \_\_\_

e. None of the above? (please specify below)

\_\_\_\_\_  
\_\_\_\_\_

7. Did you feel prepared to participate in the meeting? Yes \_\_\_ No \_\_\_

8. What would you like more information about?

\_\_\_\_\_  
\_\_\_\_\_