



# **Board of Trustees Meeting**

Wednesday, June 14, 2023

6:30 p.m.

*Via Zoom Technology*

**Packet**

NLACRC Board of Trustees Calendar  
Fiscal Year 2022-23

~ June 2023 ~						
◀ May						July ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<b>1</b> 9:30 am Vendor Advisory Committee Meeting	<b>2</b>	<b>3</b> 6:30 pm Annual Board of Trustees Dinner
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b> 3:00pm Consumer Advisory Committee Meeting	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b> 5:30 pm Board Packet Review (Zoom)  6:30 pm Board Meeting (Zoom)	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b> Juneteenth	<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.**

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**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 14, 2023**  
**6:30 p.m.**

~ **AGENDA** ~

1. **Call to Order & Welcome** – Ana Quiles, Board President
  
2. **Housekeeping**
  - A. Spanish Interpretation Available
  - B. Public Attendance (please note name in Chat)
  - C. Annual Forms to be completed (Conflict of Interest Statement, Confidentiality Statements, and MediCal Clearance Forms for new board members)
  - D. Reminder to submit all 22-23 FY Childcare/Attendant Care Billing by June 30<sup>th</sup>, 2023
  
3. **Board Member Attendance** – Hailey Lauderdale, Executive Administrative Assistant
  
4. **Introductions**
  - A. Raphael Munoz, Diversity, Equity, and Inclusion Supervisor
  
5. **Public Input & Comments** (3 minutes)
  
6. **Consent Items**
  - A. Approval of Agenda (*Page 3*)
  - B. Approval of May 10, 2023, Board Meeting Minutes (*Page 7*)
  
7. **Executive Session**
  - A. Nominating Committee Update
  - B. Code of Conduct Complaint Update
  
8. **Committee Action Items**
  - A. Nominating Committee
    1. Election Results – Lillian Martinez

- B. Approval of draft FY23-24 Critical Calendars for Government & Community Relations Committee, Executive Committee, and Board of Trustees – Ana Quiles *(Page 19)*
- C. Approval of draft FY23-24 Master Board Calendar *(Page 31)* – Ana Quiles
- D. Government & Community Relations Committee –Jordan Feinstock
  - 1. Approval of Amended Government and Community Relations Committee Policy - Board Recognition Policy *(Page 43)*
- E. Executive Committee – Ana Quiles
  - 1. Updated Code of Conduct Policy *(Page 45)*
  - 2. Code of Conduct Complaint Form *(Page 48)*
  - 3. Committee Reports List *(Attachment #1)*

**9. Additional Action Items**

- A. Committee Assignments for FY23-24– Ana Quiles *(Page tbd)*
- B. Proposed Primary Activities for FY23-24 - Board *(Page 50)*

**10. Executive Director’s Report – Ruth Janka *(Page 51)***

**11. Self-Determination Program (SDP) Report – Gabriela Eshrati *(Page 85)***

- A. SDLVAC Liaison May Report *(Page 90)*
- B. Next Meeting Scheduled on Self Determination Local Advisory Committee Meeting, June 15, 2023, at 6:30 pm

**12. Administrative Affairs Committee – David Coe**

- A. Minutes of the April 26, 2023, Meeting – *(Page 92)*
- B. Monthly Human Resources April and May Reports *(Page 100)*
- C. Next Meeting Scheduled on July 26, 2023, at 6:00pm

**13. Association of Regional Center Agencies – Lety Garcia**

- A. No ARCA Liaison Report
- B. Next Meeting Scheduled on June 15<sup>th</sup> at 9:30 am

**14. Consumer Advisory Committee**

- A. Minutes of the June 7, 2023, Meeting – *(deferred)*
- B. Updated CAC Flyer for FY 23-24 *(Page 104)*

- C. Next Meeting Scheduled on August 2, 2023, at 3:00pm
  
- 15. Consumer Services Committee – Andrew Ramirez**
  - A. Minutes of the April 19, 2023, Meeting – *(Page 105)*
  - B. Next Meeting Scheduled on July 19, 2023, at 6:00pm.
  
- 16. Executive Committee – Ana Quiles**
  - A. Minutes of the May 31, 2023, Meeting *(deferred)*
  - B. Access to Advocacy Assistance – Ana Quiles & Evelyn McOmie
  - C. Next meeting scheduled on July 26, 2023, at 7:15pm
  
- 17. Government & Community Relations Committee – Jordan Feinstock**
  - A. Minutes of the May 17, 2023, Meeting *(Page 115)*
  - B. Next Meeting on August 16, 2023, at 6:00 pm.
  
- 18. Nominating Committee – Lillian Martinez**
  - A. Minutes of the April 17, 2023, Meeting – *(Page 124)*
  - B. Next Meeting Scheduled on October 5, 2023, at 5:30 pm.
  
- 19. Post-Retirement Medical Trust Committee – David Coe**
  - A. Minutes of the April 26, 2023, Meeting – *(Page 129)*
  - B. Next Meeting Scheduled on July 26, 2023, at 5:30 pm
  
- 20. Strategic Planning Committee – Lety Garcia**
  - A. Minutes of May 1, 2023, Meeting – *(Page 134)*
  - B. Next Meeting Scheduled on August 7, 2023, at 6:00pm
  
- 21. Vendor Advisory Committee – Suad Bisogno**
  - A. Minutes of the May 4, 2023, Meeting *(Page 139)*
  - B. Minutes of the June 1, 2023, Meeting – *deferred*
  - C. Next Meeting Scheduled August 3, 2023, at 9:30 am.
  
- 22. Old Business/New Business**
  - A. Board and Committee Meeting Attendance Sheets *(Page 151)*
  - B. Board and Committee Meetings Time Report *(Page 161)*
  - C. Updated Acronyms Listing *(Page 164)*
  - D. Meeting Evaluation Form – *emailed separately*

## 23. Announcements/Information/Public Input

- A. **Next Meeting: Wednesday, August 9, 2023, at 6:30pm**
- B. Public Meeting Attendance
- C. Virtual Aprendiendo Entre Nos/Learning Amongst Us, June 15, 2023, at 10:00 am
- D. SLS Orientation, June 15, 2023, at 6:30 pm
- E. Self Determination Local Advisory Committee Meeting, June 15, 2023, at 6:30 pm
- F. Virtual Cultivar y Crecer, June 23, 2023, at 6:30pm
- G. Orientaciones de autodeterminación, June 26, 2023, at 9:00 am
- H. "Diferente Maneras de Pensar, Diferente Maneras de Aprender" "Different Thinkers, Different Learners" June 27, 2023, at 10:00 am
- I. Virtual Parents of Adult Consumers Support Group, June 28, 2023, at 6:30 pm
- J. Support Group for Self Determination Program at NLACRC - Grupo de apoyo de NLACRC para el programa de autodeterminación, July 5, 2023, at 4:30 pm
- K. New Board Member Orientation, July 12, 2023, at 6:00 pm
- L. Self-Determination Orientation, July 17, 2023, at 9:00 am
- M. SLS Orientation, July 20, 2023, at 3:00 pm
- N. Filipino Support Group, July 22, 2023, at 11:00 am
- O. "Diferente Maneras de Pensar, Diferente Maneras de Aprender" "Different Thinkers, Different Learners" July 25, 2023, at 10:00 am
- P. Virtual Town Hall - Ayuntamiento Virtual Options to prepare for the future, Transitioning to Adulthood / Opciones para prepararse para el futuro, Transición a la edad adulta, July 27, 2023, at 1:00pm
- Q. Annual Board of Trustees Retreat, Saturday, July 29, 2023, at 9:00 am

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

## 24. 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 10, 2023**

Trustees Present

Ana Quiles  
David Coe  
Leticia Garcia  
George Alvarado  
Andrew Ramirez  
Jordan Feinstock  
Nicholas Abrahms  
Rocio Sigala  
Sharmila Brunjes  
Suad Bisogno  
Cathy Blin  
Sylvia Brooks- Griffin  
Lillian Martinez  
Brian Gatus  
Alma Rodriguez

Trustees Absent

Guests Present

Lia Cervantes Lerma - SCDD  
Richard Dier - SDLAC  
Nancy Gallardo – Interpreter  
Lucy Paz - Interpreter  
Jasmine Barrios- Minutes Services  
Lori Walker - SDLAC  
Scott Seamands - Lindquist  
Perla Zuniga - DDS  
Amparo Dallas  
Suzanne Paggi  
Curtis Wang  
Jonathan Rosenberg  
Yemi Robinson  
Shay (No last name given)  
Sheila King  
Anna Coleman Hurst- Board Nominee  
Over 150 NLA staff members

Staff Present

Ruth Janka  
Vini Montague  
Lizeth Chavez  
Lilliana Windover  
Cristina Preuss  
Anna Whitlock  
Donna Rentsch  
Chris Whitlock  
Arsholous Garlanian  
Gabriela Eshrati  
Denise Juarez  
Evelyn McOmie  
Hailey Lauderdale

**1. Call to Order & Welcome – Ana Quiles, Board President**

Ana called the meeting to order at 6:30 p.m.

**2. Housekeeping**

**A. Spanish Interpretation Available**

Ana informed attendees that instructions for Spanish Interpretation in are located the chat.

**B. Public Attendance**

Ana asked public attendants are to notate their name and agency in the chat.

**C. Board Support Updates**

Board Evaluations will be sent to the Board Members within the coming weeks to capture feedback on how to improve the Member experience.

**3. Board Member Attendance – Lizeth Chavez, Executive Administrative Assistant**

Lizeth Chavez took attendance of Board Members; a quorum was present.

**4. Introductions**

**A. Jordan Feinstock, Board Member**

Jordan deferred his introduction

**B. Chris Whitlock, Public Information Supervisor**

Chris serves as the Public Information Supervisor, a role he has held since December 2022. Chris is married and has 2 sons. He is also the eldest of 3 children, one of his sisters is a consumer.



His experiences with his sister is a driving force in his interest in the disability community. He has previously held positions in the media, film and marketing fields. He Worked in NLA's publications department from 2007 to 2014 and later returned to NLA in his current role. Chris thanked the Board for their dedication, his NLA colleagues for their support and the consumers and families, to whom he is committed to serving.

## 5. Public Input

Ana addressed an issue that was raised at a recent NLA Executive Committee Session. Her comments are as follows:

"Every staff member plays in supporting our families. We're always grateful to have our stakeholders in attendance. We understand that the strength and greatness of the regional center system is derived from collaboration of all involved in improving the lives of our consumers and families. This includes consumers, family members, providers and staff.

Based on the incredible amount of feedback we received just during yesterday's meeting, it is clear that we needed to address our community. First off, we all wanted to apologize to our regional center staff. It was clear to us that there was some confusion as to what the Board was trying to achieve and taking an action that the regional center developed. An Employee Incentive Policy with the possible addition to acknowledge the noncompliance in case load ratio for all involved in case management. One of our Board goals is to become an employer of choice and that can only happen if we're paying our staff. As much as we can and also providing the supports that they need to do the work that they do. As such, that is what led our Executive Committee members to request the development of the Employee Incentive Pay and to address the non-compliance in the case load ratio statute requirement.

The Board was able to receive legal guidance that provided other avenues to address the non-compliance and to focus on an equitable Employee Incentive Policy separately. We hope that everyone can see and experience the benefit of having this practice made into a policy that, once presented, will be in place moving forward".

As there was much public interest in this topic, Ana noted that Public Input would be limited to 10 minutes at the beginning and end of the meeting in order to move through the agenda in a timely manner.

Jonathan Rosenberg shared that he has spent 24 years employed at NLA as a member of the Case Management Department, and states that he does not always feel incentivized to remain in his position due to more compensation and benefits elsewhere. He also mentioned that Case Management is the only department that generates revenue for NLA via Title 19. He indicated that it was not his intention to downplay the role of other departments.

Richard Dier introduced himself as the co-Chair for the Self-Determination Local Advisory Committee. He shared his personal experience after adopting his son. He also noted that the SDLAC is still interested in meeting with the Board regarding FMS Insurance Requirements.

Curtis Wang, a current Board nominee, noted to Board Support that he will be attending the Board Dinner on June 3<sup>rd</sup>. His reservation was confirmed.

Amparo Dallas shared concerns related to federal grant dollars as allocated to regional centers. She requested a meeting with NLA Leadership to further discuss. She shared her recommendation that NLA staff consider creating an administrative position to assist the CSCs during this challenging time.

Robert Zarate, the On-Duty Specialist at the Chatsworth Office shared thoughts on behalf of the On-Duty Department. He identified the duties of the department which include: to mediate and assess the calls from the community, they are required to be on-site 5 days per week, oversee caseloads that are open and cover cases for CSCs who are on leave and more. He stated there will be close to 4,000 consumers without a dedicated CSC which is a huge concern.

Yemi Robinson, a Case Manager Supervisor at NLA stated that she does not feel that the Case Management team is not able to function without the collaboration of all the departments.

## 6. Consent Items

### A. Approval of Agenda

Item B under Executive Session Section: Quarterly Legal Update, was made in error and was removed from the agenda.

Item G: Employee Incentive Policy was added to the Executive Committee Section of the agenda.

M/S/C (A. Ramirez/ B. Gatus) To approve the agenda as revised. The motion passed with 1 opposition from J. Feinstock

### B. Approval of April 12, 2023 Board Meeting Minutes

M/S/C (A. Ramirez/C. Blinn) To approve the Minutes as presented. The motion passed with 1 opposition from J. Feinstock

## 7. **Lindquist Von Husen & Joyce, LLP Audited Financial Statements Presentation** - Scott Seamands, Thea Edolsa and Charlotte Tay

The team from Lindquist Von Husen & Joyce, reviewed the Independent Auditor's Report as approved by the Executive Committee. Every 5 years, NLA is required to switch independent auditors and this is the company's first audit with NLA. Scott Seamands reviewed the report as presented in the packet. He reported a "clean" audit for NLA which is a good indicator. He gave an overview of the different elements of the report which include the Statements of Financial Position, Activities, Functional Expenses, Cash Flows, Notes on Financial Statements and Supplementary information. The report also clarifies the responsibilities of NLA management and the auditing agency. Scott stated that suggestions for improvements include employee turnover, which caused a delay in the audit process which was submitted slightly late. There was also an issue regarding voided checks which was the only other opportunity for growth.

Ana added that the Board made a recommendation to add the audit dates to the Executive Committee Critical calendar as an action to remediate the delay in audit submission.

**8. Executive Session**

A. Executive Director Compensation

M/S/C (J. Feinstock/L. Martinez) To enter the Executive Session at 7:10 pm.

M/S/C (D. Coe/A. Ramirez) To exit the Executive Session at 7:47 pm.

**9. Service Access and Equity Grant Program Awardees - Cristina Preuss**

Cristina reviewed a document that outlines a list of information for the 9 grant program recipients. 1 on 1 meetings are being scheduled with each grantee and a summary of activities will be provided at the next Board Meeting.

**10. Committee Action Items**

A. Approval of draft FY23-24 Critical Calendars for Administrative Affairs, Consumer Services, Nominating, Strategic Planning, Vendor Advisory and Post-Retirement Medical Trusts Committees- Ana Quiles

Ana reviewed the calendars as presented in the packet. A revision was made to Executive Committee calendar to include the audit dates as previously discussed. It was also noted that April will be the new deadline for contracts due to the bimonthly format.

M/S/C (C. Blin/B. Gatus) To approve the critical calendars as presented.

B. Administrative Affairs Committee - David Coe

1. Approval of Contracts - Vini Montague

a. Master Board Resolution - Group Service Code 785

Vini reviewed the resolution as presented in the packet. The Resolution authorizes NLA to establish 3 additional subcodes, rates and payment agreements that are specific to psychological services. This will assist NLA in paying psychologists at a higher rate in accordance with the intake flow. A list of the vendors is also provided in the packet. Approval is being sought by the Board to establish 5-year contracts for the listed providers to create 3 new subcodes.

M/S/C (R. Sigala/B. Gatus) To approve the resolution Group Service Code 785 as presented

b. Naslund & Naslund Foundation (PL21324-055) pg27

Vini reviewed the contract amendment as presented in the packet. The vendor provides 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 nonresidential setting.

The amendment would be to add additional staffing ratios, 1:1 and 1:3, in addition to existing 1:2 staffing ratio services per program design addendum and new cost statements.

5-year contract effective: January 01, 2023 through December 31, 2028  
Projected total contract amount is \$3,989,232  
Projected to serve 20 consumers per month

**M/S/C (D. Coe/A. Ramirez)** To approve the contract as presented

c. Assurance Family Services, Inc (PL2174-055)

POS Contract – Provides Community Integration training services  
5-year contract effective: June 1, 2023 through May 31, 2028  
Projected total contract amount is \$6,221,339.09  
Projected to serve 29 consumers per month

**M/S/C (D. Coe/R. Sigala)** To approve the contract as presented. The motion passed with 1 opposition from J. Feinstock

d. ESOL (HL1035-855) Contract Address Change

Vini presented this contract as presented in the packet. A new vendorization number was required due to a location address change. There are no changes to the contract from the prior authorization

POS Contract – Provides Adult Day Care services  
5-year contract effective: May 1, 2023 through April 30, 2028  
Projected total contract amount is \$736,336.55  
Projected to serve 23 consumers per month

**M/S/C (D. Coe/B. Gatus)** To approve the contract as presented

2. Authorized Officer to Secure Credit Line for FY2023-2024

Vini is working with City National Bank to increase the revolving line of credit for NLA, which is currently at \$60 million. The Board is being asked to approve an authorization for an NLA Officer to secure or renew the revolving line of credit to up to \$75 million.

3. Authorized Officer to Secure Insurance Coverage for FY2023-2024

Vini reviewed the Board Resolution to Secure Insurance Coverage as presented in the packet. The resolution would be to authorize the Executive Director, Financial Officer, Chief Consumer & Community Services Officer and the Chief Information Officer to execute insurance binders and purchase insurance for FY23-24 through Arthur J. Gallagher & Co.

4. Approval to Authorize an Officer to Make Disbursements & Execute Disbursement Instructions

This request would authorize an officer at NLA to make disbursement requests from the line of credit at City National Bank. Vini clarified that all 4 officers are listed to ensure that there is a backup for the Chief Financial Officer and Executive Director.

**M/S/C** (A. Ramirez/C. Blin) To approve the above listed authorizations as presented

5. Approval of ARCA Dues for FY2023-2024

Vini presented the invoice for dues in the amount of \$106,405.00. Ana requested a breakdown of what is included to NLA in exchange for such a fee for dues and after the Committee reviewed the breakdown, recommend a continuation of membership with ARCA. There is a need for more Board member training that she proposed be included as a recommendation to ARCA. The Board requested an itemized statement of the invoice for review.

**M/S/C** (N. Abrahms/L. Garcia) To approve the submission of a recommendation to ARCA to include Board Member Leadership training as part of the ARCA strategic plan.

**M/S/C** (B. Gatus/N. Abrahms) To approve the payment of dues for ARCA. The motion passed with 1 opposition from J. Feinstock

C. Consumer Services Committee – Andrew Ramirez

1. Intake Onboarding Policy Roadmap

Evelyn reviewed the policy as presented in the packet. This was drafted at the Committee's request for intake. In addition to the policy, a roadmap was created as an interactive element with short videos and links to applications. The policy includes definitions and acronyms and defines the vision of the program. The Board expressed gratitude to Evelyn and the team involved in creating this informational resource.

**M/S/C** (R. Sigala/J. Feinstock) To approve the Onboarding Policy and Roadmap as presented

D. Post-Retirement Medical Trust Committee – David Coe

1. Authorize Previously Approved Contribution of FY2021 Funds to CalPERS UAL to be Reallocated to Post-Retirement Medical Trust

Vini reviewed this as presented in the packet. In May 2021, NLA makes a contribution out of FY21-22 for this CalPERS. NLA is seeking approval for a contribution to PRMT instead out of the FY21-22 funds in lieu of CalPERS.

**M/S/C** (C. Blin/A. Ramirez) To approve recommendation as presented. The motion passed with 1 opposition from J. Feinstock

2. Authorize Encumbrance of Funds for Post-Retirement Medical Trust from FY2023 funds

The Committee is recommending the Board of Trustees to authorize the encumbrance of funds from fiscal year 2022-2023 for contribution to the Post-Retirement Medical Trust.

**M/S/C** (C. Blin/D. Coe) To approve recommendation as presented. The motion passed with 1 opposition from J. Feinstock

E. Nominating Committee – Lillian Martinez

1. Slate of Officers, Nominees and Re-Nominees for FY2023-24

Lillian reviewed the information as presented in the packet. Concerns were raised from Jordan Feinstock regarding his name not being noted on the list. Jordan stated that he had the understanding that he was serving a 3-year term, and never indicated that he was not interested in serving on the Board for the FY23-24, which is why is raising a concern. Board Support shared a copy of the Bylaws which indicated that Jordan is able to Self-Nominate for the Board to be added to the list. After discussion, Ana apologized to Jordan for the misunderstanding and Ruth stated that NLA will look into the situation to find a solution to this issue and that Jordan will be contacted as soon as possible.

Another revision included the removal of Andrew Ramirez from the Treasurer Officer position, and adding him to the ARCA Alternate position.

The Board will vote on the finalized list at the June Board Meeting.

F. Additional Action Items:

1. Administrative Affairs Committee – David Coe  
Approval of Contracts - Vini Montague

a. Spectrum Enterprise Contract

OPS Contract Amendment – provides internet service  
Term Length: July 1, 2023, through June 30, 2026  
Projected total contract amount is \$273,486.00

**M/S/C** (C. Blin/B. Gatus) To approve the contract as presented.  
The motion passed with 1 opposition from J. Feinstock

Ana requested that operations contracts are being presented in a timelier manner in order to be vetted through the appropriate channels.

b. Ventura Transit System- PL2178

POS Contract Amendment – provides transportation services in the San Fernando Valley  
Five year contract effective June 1, 2023 through May 31, 2028.  
Projected cost is \$14,760,000 (HL1018875) and \$4,428,000 (PL2178-882). Provider will phase in implementation and provide up to 20 routes after the first 4 months of service

**M/S/C** (L. Martinez/B. Gatus) To approve the contract as presented. The motion passed with 1 opposition from J. Feinstock

G. Employee Incentive Policy - Ruth Janka

This is an internal policy to provide an incentive for all NLA staff at the end of the FY when NLA has a surplus in operations. These incentives will be equitable across staff and will be

based on the surplus amount. In addition, an allocation of overtime hours for staff will be allotted. The 1-time monetary payment for staff would be for eligible staff that have been with NLA for 90 days and will be revisited every 5 years. There is no prorated rate for employees for years of service. In addition, every 5 years, NLA will conduct or hire an independent firm to conduct a Compensation Analysis for staff. Ana requested an update on the finalized incentive to be shared with the Board once it has been determined by NLA. It will be added to the Critical Calendar each year in May to review the incentives. As this is an internal policy, this is an information item for the Board.

**M/S/C** (L. Martinez/B. Gatus) To add the Incentive Review as an item to the May Critical Calendar for the Board.

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

Ruth announced that NLA is partnering with DDS to pilot an e-learning program where direct service professionals are able to take up to 2 trainings and as an incentive for completion, will be eligible to receive a stipend from \$500, up to \$1000. The trainings available include Code of Ethics and Person-Centered planning, Informed Decision-Making and working with the LGBTQ+ community. Chris Whitlock is the NLA staff member who is supporting this project.

##### Recruitment and Retention

NLACRC's "Hop Into North LA" Career Day/Job Fair was held in the Antelope Valley at our Lancaster office on Saturday, April 29th, the Center had 91 RSVPs and 48 attendees at the event. Hiring Panels were onsite to conduct screenings of candidates; thus far 6 qualified candidates for CSC positions, 9 for Aging Adult Specialist, 32 for Office Assistants/Administrative Assistant positions, 1 for IT Specialist. Thus far, two offers made for CSC positions.

##### Annual Board Dinner Event – June 3, 2023

The event will be held at the Universal Sheraton, Saturday, June 3rd at 6:00 p.m. Note that while the invitation states "formal attire", which may cause some to think of floor-length dresses, evening casual clothing is appropriate. In addition to recognizing board and VAC committee members who have reached term limits, this year the Board and the Center will also recognize individuals served and their success, as well as NLACRC's tenured employees (25 years+).

##### Regional Center Performance Measures (RCPM) Program

The RCPM program is a voluntary program intended to achieve quality outcomes in six different areas of service delivery: Early Start, Employment, Equity and Cultural Competency, Individual and Family Experience and Satisfaction, Person-Centered Services Planning, and Service Coordination and Regional Center Operations. The most recent DDS issued guidance for Employment

Toward ensuring that people who want a job have a job, with support from regional center service providers, the Department has set a statewide goal for FY22-23 of increasing CIE placements by 20% over the number of placements in FY21-22. Given the varying status of CIE placements across the state, the department has established alternative performance targets for each regional center; either achieve the number set by DDS (which will be calibrated on a statewide goal of a 20% increase), or achieve a 5% increase in 30-day CIE placements, whichever is higher for the regional center. Regional centers may earn an increased incentive of \$50,000 for additional performance. For NLACRC, base target is 87 placements and high-performance

target is 96. NLACRC's FY21-22 CIE placements was 48.

**Legislation**

Currently the Center's Government and Community Relations Committee is reviewing proposed legislation to identify bills for support by the Center. Some NLACRC trustees are particularly interested in AB1147, The Disability Equity and Accountability Act sponsored by Disability Voices United and the Integrated Community Collaborative, and authored by Assemblymember Dawn Addis. The bill seeks to create a more equitable, accountable and transparent system.

**12. Self Determination Program (SDP) – Gabriela Eshrati**  
**SDP Report**

Gabriela reviewed the SDP Report as presented in the packet.

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

Participants have completed Orientation: 626

Total number of budgets that are certified: 259

Total number of budgets that are in the certification process: 3

Total number of spending plans that are approved: 199

Total number of spending plans in progress: 60

Total number of PCP's completed: 225

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

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

Total number of participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: 199.

**13. Administrative Affairs Committee -David Coe**

Ana reviewed the information as presented in the packet.

A. Minutes of the April 26, 2023 Meeting – *deferred*

B. FY 2022-2023 Financial Report

C. Monthly Human Resources Reports

D. Virtual Meeting Platform for FY2023-24

E. Next Meeting Scheduled on July 26, 2023 at 6:00pm

**14. Association of Regional Center Agencies - Leticia Garcia**

A. ARCA Liaison Report

There is nothing to report this month

**15. Consumer Advisory Committee**

Ana reviewed the information as presented in the packet.

A. Minutes of the April 5, 2023 Meeting

B. Minutes of the May 4, 2023 Meeting

C. Next Meeting Scheduled on June 7, 2023 at 6:00pm

**16. Consumer Services Committee – Andrew Ramirez**

Ana reviewed the information as presented in the packet.

A. Minutes of the April 19, 2023 Meeting – *deferred*

B. Virtual Meeting Platform for FY2023-24

C. SIR Final Disposition Update D. 3rd Quarter Consumer Diagnostic Report

E. 3rd Quarter Consumer Diagnostic Report by Age



- F. 3rd Quarter Consumer Intake report
- G. 3rd Quarter Exceptions Report
- H. 3rd Quarter Appeals Report
- I. 3rd Quarter Appeals Reports by Ethnicity/Office
- J. 3rd Quarter NOAs by Ethnicity/Location/Services & Age Range
- K. 3rd Quarter 4731 Report
- L. 3rd Quarter Community Resource Development Plan (CRDP) Report

17. **Executive Committee** – Ana Quiles

Ana reviewed the information as presented in the packet.

- A. Minutes of the April 18, 2023 Meeting
- B. Conflict Resolution Plan for Lillian Martinez
- C. G&C Forbes Resolution (PL2187-113)
- D. Next meeting scheduled on May 31, 2023 at 6:00pm

18. **Government & Community Relations** – Jordan Feinstock

Ana reviewed the information as presented in the packet.

- A. Letter of Support for Senator Menjivar
- B. Next Meeting on May 17, 2023 at 6:00pm

19. **Nominating Committee** - Lillian Martinez

Ana reviewed the information as presented in the packet.

- A. Minutes of the April 17, 2023 Meeting – *deferred*
- B. Continued Recruitment for Board Members

20. **Post-Retirement Medical Trust Committee** – Ana Quiles

Ana reviewed the information as presented in the packet.

- A. Minutes of the April 26, 2023 Meeting – *deferred*
- B. Statement of Current PRMT Trust Value
- C. Statement of Current CalPERS UAL Trust Value

21. **Strategic Planning Committee**- Leticia Garcia

Ana reviewed the information as presented in the packet.

- A. Minutes of the April 3, 2023 Meeting
- B. Minutes of May 1, 2023 Meeting – *deferred*
- C. Virtual Meeting Platform for FY2023-24
- D. Next Meeting Scheduled on August 7, 2023 at 6:00pm

22. **Vendor Advisory Committee** – Suad Bisogno

Ana reviewed the information as presented in the packet.

- A. Minutes of the April 6, 2023 Meeting
- B. Minutes of the May 4, 2023 Meeting – *deferred*

23. **Old Business/New Business**

Ana reviewed the information as presented in the packet.

- A. Board and Committee Meeting Attendance Sheets
- B. Board and Committee Meetings Time Report

- C. Updated Acronyms Listing
- D. Meeting Evaluation Form - fillable

**24. Announcements/Information/Public Input**

- A. Next Meeting: Wednesday, June 14, 2023 at 6:30pm
- B. Public Meeting Attendance
- C. Orientation of Audeterminacion, May 15th at 9:00 am
- D. FFRC Taller Avanzado IEP, May 16th and 17th at 11:00 am
- E. Work is for Everyone Training Webinar, May 17th, 24th & 31st at 3:00 pm
- F. The Regional Center Appeal Process Webinar, May 18th at 10:00 am
- G. SLS Orientation, May 18th at 3:00 pm
- H. Parent and Caregiver Summit, May 25th at 9:30 am
- I. AV Transition Resource Fair, May 25th at 6:00 pm
- J. Board Member Check-in with Executive Committee: Tuesday, May 30th at 5:00pm
- K. Annual Board of Trustees Dinner Event, Saturday, June 3, 2023 at 6:00pm
- L. Annual Board of Trustees Retreat, Saturday, July 29, 2023 at 9:00am

David Coe clarified for the NLA Staff Members that there was no department that was incentivized over another. The Incentive Policy will include a monetary payment that will be distributed to all staff. Ruth confirmed this statement and emphasized that the incentives will apply to all departments, not just one department.

Shay (No Last Name given), a Service Coordinator asked the Board and NLA staff to consider the establishment of a Service Coordinator Advisory Committee. She also shared that she has attended at least 5 Board Meetings over the last 18 months, and that she feels that a Board Officer has spoken disrespectfully to Jordan Feinstock during the Board Meetings.

Armand DesHarnais, a ceramics instructor with ADHD requested information on how he is able to teach ceramics who students who are neuro-diverse. He visited the NLA website but was not sure how to begin the process to be able to provide art therapy services to NLA consumers.

Amparo Dallas reiterated her recommendation for clerical staff to be considered to be hired to assist Service Coordinators and provided her thoughts on how families and consumers can be better helped.

Lillian Martinez added that she is the parent of a consumer and understands how the Board made the determination to provide staff with incentives and that it was in the best interest of the staff.

**25. Adjournment**

Ana Quiles, Board President, adjourned the meeting at 9:16 p.m.

Submitted by:

*Hailey Lauderdale*

Executive Administrative Assistant

for:

Lillian Martinez  
Board Secretary

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



DRAFT

*NLACRC*  
*Government & Community Relations Committee*  
**CRITICAL CALENDAR**  
*FY 2023-24*

<i>Month</i>	<i>Activity</i>
<i>July</i>	<i>(The committee does not meet in July)</i>
<i>August</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, Action Log for previous year, and Board Audit section. Committee revises the documents, if needed.</p> <p><u>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 for the fiscal year.</u></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> <p>Committee begins developing a strategy that encompasses the purpose and intent of the board’s Service Provider and Elected Representative Visit policy for implementation during fiscal year.</p> <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><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>	<i>(The committee does not meet in September)</i>

**NLACRC**  
**Government & Community Relations Committee**  
**CRITICAL CALENDAR**  
**FY 2023-24**

<i>Month</i>	<i>Activity</i>
<b><i>October</i></b>	<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><i>November</i></b>	<i>(The committee does not meet in November)</i>
<b><i>December</i></b>	<i>(The committee is dark in December)</i>
<b><i>January</i></b>	<p>Committee begins considering the ideas for a legislative event to be held in the spring.</p> <p>Staff begins assembling the legislative event planning team.</p> <p><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?</p>
<b><i>February</i></b>	<i>(The committee does not meet in February)</i>
<b><i>March</i></b>	Committee begins planning for ARCA’s Grass Roots Day and NLACRC’s Grass Roots Week.
<b><i>April</i></b>	<i>(The committee does not meet in April)</i>
<b><i>May</i></b>	<p>Committee reviews and approves the draft critical calendar for next fiscal year.</p> <p>The Center’s ARCA’s Grass Roots Day team visits with legislators at the State Capitol (tentative).</p>
<b><i>June</i></b>	<i>(The committee does not meet in June)</i>

**NLACRC**  
**Executive Committee**  
**CRITICAL CALENDAR**  
**FY 2023-24**

**MONTHLY**

<i>Month</i>	<i>Activity</i>
<i>July</i>	<p>Committee reviews the Purchase of Service Annual Report FY 2020-21</p> <p>Orientation for new Committee. Committee reviews their Policies &amp; Procedures, Bylaws Statement, Board Audit Section, Action Log or previous fiscal year and Officers Policy.</p> <p>Committee is provided with copies of their approved critical calendar for the new fiscal year.</p>
<i>August</i>	<p>Public meetings are held this month or September to get community input into the center's performance contract for next calendar year.</p> <p>The Chief Human Resources Officer (CHRO) will review with the new Board President his/her responsibilities and the process surrounding the Executive Director's performance evaluation.</p>
<i>September</i>	<p>Whistleblower Compliance Officer (CHRO) gives the committee an annual report on compliance activity.</p> <p>Post NLACRC's 2022-2026 Strategic Plan.</p>
<i>October</i>	Committee meeting.
<i>November</i>	Committee meeting.
<i>December</i>	<a href="#">The committee does not meet in December</a>
<i>January</i>	<p>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.</p> <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>	The negotiating committee will meet with the Executive Director.
<i>March</i>	Committee meeting.

*NLACRC*  
*Executive Committee*  
**CRITICAL CALENDAR**  
*FY 2023-24*

**MONTHLY**

<i>Month</i>	<i>Activity</i>
<i>April</i>	Committee meeting.
<i>May</i>	<p>The Board President presents proposed committee assignments for next fiscal year.</p> <p>Committee discusses board goals for the next fiscal year.</p> <p>Committee reviews proposed Board Budget for next fiscal year</p> <p>Committee reviews drafts of board master and critical calendars for next fiscal year.</p> <p>Committee reviews and approves the committee’s draft critical calendar for next fiscal year.</p> <p>Committee begins discussion of the annual Board Retreat for the 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> <p>The CHRO will prepare the documentation necessary to process the negotiating 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>
<i>June</i>	The committee does not meet in June

North Los Angeles County Regional Center  
Board of Trustees

**CRITICAL CALENDAR FOR FY 2023-24**

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**JULY**

New Board Officers, Board Members, and Vendor Advisory Committee Members are seated.

Consumer Services Committee Meeting & Orientation

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 (SPC) Meeting & Orientation

- Establish annual goals and metrics

Consumer Advisory Committee (CAC) Meeting & Orientation

Government/Community Relations (GCR) Meetings & Orientation

Nominating Committee Meeting & Orientation

Vendor Advisory Committee (VAC) 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 Human Resources Director reviews the board's responsibilities and the process surrounding the Executive Director's Performance Evaluation with the Board President.
- Review DDS Contract



#### Executive Committee Meetings

- Schedule and conduct Annual Legislative board training

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 (CAC) 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 Human Resources Director 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 Human Resources Director.

#### Consumer Services Committee

- Review 4731 Quarterly Report.

#### Administrative Affairs Committee Meeting

#### Executive Committee Meeting

- Whistleblower Compliance Officer (HR Director) gives the Committee an Annual Report on compliance activity.
  - Update on NLACRC's Strategic Plan
- 

### **OCTOBER**

Nominating Committee holds an Educational Session for potential Board Applicants (if needed)

#### Consumer Advisory Committee (CAC) Meeting

#### Vendor Advisory Committee (VAC) 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.
- All Board Members review the center's Whistleblower Policy and sign the acknowledgment.

Government/Community Relations Meetings

Quarterly Post-Retirement Medical Trust Committee Meeting

Executive Committee Meeting

- The Human Resources Director and Chief Financial Officer meet with the Board President and the Negotiating Committee to review the Performance Evaluation and Compensation Process. (This can also be done in November.)

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## **NOVEMBER**

Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 1<sup>st</sup> Quarter Status Update

Consumer Advisory Committee (CAC) Meeting

Vendor Advisory Committee (VAC) Meeting; work groups meet)

Board of Trustees Meeting (San Fernando Valley Office)

- Board members with expiring terms and eligible for re-nomination are sent forms to complete to indicate continued interest. Forms are due back via [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) by December 15th
- The Board approves the Center's Performance Contract for next Calendar Year.

Administrative Affairs Committee Meeting

Executive Committee Meeting

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## **DECEMBER**

Annual Consumer Advisory Committee (CAC) 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 received forms in November to indicate their interest in serving an additional term, forms are due by December 15th.

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## **JANUARY**

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (Santa Clarita 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 Human Resources Director and Chief Financial Officer will meet with the Board President, External Counsel, and the Negotiating Committee to review the Performance Evaluation and Compensation Process.

Government/Community Relations Meeting

Quarterly Post-Retirement Medical Trust Committee Meeting

Executive Committee Meeting

- The Negotiating Committee requests external compensation data from the Chief Human Resources 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 – 2<sup>nd</sup> Quarter Status Update

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (San Fernando 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 External Counsel and the Board President prior to the March Board Meeting.
- The Negotiating Committee meets with the Executive Director.

Consumer Services Committee

- Review 4731 Quarterly Report.

Administrative Affairs Meeting

- Audited Financial Statement is presented.

Executive Committee Meeting

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**MARCH**

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

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

Board of Trustees Meeting (Antelope Valley Office)

- Audited Financial Statement is presented for approval.
- Completed Executive Director Evaluation Forms are due to External Counsel and the Board President.

Government/Community Relations (GCR) Committee Meeting

- Review Board Recognition Applications, if applicable.

#### Executive Committee Meeting

- Executive Director's Evaluation Forms due to External Counsel and the Board President.

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### APRIL

#### Nominating Committee Meeting

- Committee interest for next board year is solicited via [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) from returning board members.

#### Vendor Advisory Committee (VAC) Meeting

- A new chair is nominated to serve next fiscal year

#### Consumer Advisory Committee (CAC) Meeting

#### Board of Trustees Meeting (San Fernando 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.

#### Quarterly Post-Retirement Medical Trust Committee Meeting

- Actuary Presentation of NLACRC's Actuarial Report

#### Administrative Affairs Committee Meeting

- NLACRC's Form 990 Tax Return is presented.

#### Executive Committee Meeting

- Committee reviews drafts of Board Master and Critical Calendars for next fiscal year.
- Review Purchase of Service Annual Report.
- The Human Resources Director and Chief Financial Officer meet 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).

## MAY

### Nominating Committee

- Committee assignments are recommended for the next fiscal year.

### Consumer Advisory Committee (CAC) Meeting

### Vendor Advisory Committee (VAC) Meeting

- A new chair is elected to serve next fiscal year

### Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 3<sup>rd</sup> Quarter Status Update

### Board of Trustees Meeting (San Fernando Valley Office)

- Nominating Committee presents their recommended nominees and re-nominees for next fiscal year.
- Electronic election ballots are distributed to board members.
- 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 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

### Government/Community Relations Meetings

- Select Board Recognition Awardee/s, if applicable

### Administrative Affairs Committee Meeting

### Executive Committee Meeting

- Committee discusses board goals for the next fiscal year.

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## 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.
- Election results are announced for Board Members, Board Officers, Board Interns, and Vendor Advisory Committee for the next fiscal year.
- Nominating Committee presents committee assignments for board approval 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 Human Resources Director will prepare the documentation necessary to process the Negotiating Committee's Compensation and/or contract changes as appropriate.
- The Human Resources Director 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 Human Resources Director to allow for the timely processing of compensation information.

## Annual Board Dinner

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[ccal.2023-24] Rev: 05/30/2023 Approved:

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ July 2023 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 Independence Day (NLACRC closed)	5	6	7	8
9	10	11	12 6:00pm-8:00pm New Board Member Orientation	13	14	15
16	17	18	19 6:00 pm Consumer Services Committee Meeting	20 10:00am-2:00 pm ARCA Executive Committee Mtg.	21	22
23	24	25	26 5:30 pm Post-Retirement Medical Trust Meeting  6:15 pm Administrative Affairs Meeting	27	28	29 9:00 am-5:00pm Board Retreat
30	31					

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.**



NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ August 2023 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2 <u>3:00pm</u> Consumer Advisory Committee Meeting	3 <u>9:30 am</u> Vendor Advisory Committee  <u>6:00 pm</u> Government & Community Relations Committee Meeting	4	5
6	7 <u>6:00 pm</u> Strategic Planning Committee Meeting	8	9 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Zoom)	10	11	12
13	14	15	16 <u>6:00 pm</u> Government & Community Relations Committee Meeting	17 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	18 <u>9:00 am-12 pm</u> ARCA Board of Directors Mtg.	19
20	21	22	23	24	25	26
27	28	29	30 <u>6:00 pm</u> Executive Committee Meeting	31		

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

September 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4 Labor Day (NLACRC offices closed)	5	6 3:00pm Consumer Advisory Committee Meeting	7 9:30 am Vendor Advisory Committee Meeting	8	9
10	11	12	13 5:30 pm Board Packet Review (Zoom)  6:30 pm Board Meeting (Zoom)	14	15 Rosh Hashanah (begins at sundown)	16 Rosh Hashanah (no work)
17 Rosh Hashanah (no work)	18	19	20 6:00 pm Consumer Services Committee Meeting	21 10:00am-2:00 pm ARCA Executive Committee Mtg.	22	23
24 Yom Kippur (begins at sundown)	25 Yom Kippur (no work)	26	27 6:00 pm Administrative Affairs Committee Meeting	28	29 Sukkot (begins at sundown)	30 Sukkot (no work)

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ October 2023 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 Sukkot (no work)	2	3	4 <u>3:00pm</u> Consumer Advisory Committee Meeting  <u>5:30 pm</u> Nominating Committee Meeting	5 <u>9:30 am</u> Vendor Advisory Committee Meeting	6 Shemini Atzeret Simchat Torah (no work)	7 Shemini Atzeret Simchat Torah (no work)
8 Shemini Atzeret Simchat Torah (no work)	9	10	11 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Chatsworth NLACRC Office or option to attend via Zoom)	12	13	14
15	16	17	18 <u>6:00 pm</u> Government & Community Relations Committee Meeting	19 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	20 <u>9:00am-12:00 pm</u> ARCA Board of Directors Mtg.	21
22	23	24	25 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting  <u>6:15 pm</u> Executive Committee Meeting	26	27	28
29	30	31 Halloween				

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

November 2023						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <u>3:00pm</u> Consumer Advisory Committee Meeting	2 <u>9:30 am</u> Vendor Advisory Committee Meeting	3	4
5	6 <u>6:00 pm</u> Strategic Planning Committee Meeting	7	8 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Zoom)	9	10	11 Veterans Day
12	13	14	15 <u>6:00 pm</u> Consumer Services Committee Meeting	16	17	18
19	20	21	22	23 Thanksgiving (NLACRC offices closed)	24 Day after Thanksgiving (NLACRC closed)	25
26	27	28	29 <u>6:00 pm</u> Administrative Affairs Committee Meeting	30		

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ December 2023 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.  Hanukkah (begins at sundown)	8	9
10	11	12	13	14	15 Hanukkah (ends at sundown)	16
17	18	19	20	21	22	23
24 Christmas Eve	25 Christmas Day (NLACRC offices closed)	26	27	28	29	30
31						

**NOTE:** The Board is "dark" in December and the Self-Determination Committee will not meet.

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ January 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 New Year's Day (NLACRC offices closed)	2	3 <u>3:00pm</u> Consumer Advisory Committee Meeting  <u>5:30 pm</u> Nominating Committee Meeting	4 <u>9:30 am</u> Vendor Advisory Committee Meeting	5	6
7	8	9	10 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Santa Clarita NLACRC Office or option to attend via Zoom)	11	12	13
14	15 Martin Luther King Day (NLACRC offices closed)	16	17 <u>6:00 pm</u> Government & Community Relations Committee Meeting	18 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	19 <u>9:00am-12:00 pm</u> ARCA Board of Directors Mtg.	20
21	22	23	24	25	26	27
28	29	30	31 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting  <u>6:15 pm</u> Executive Committee Meeting			

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

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

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ March 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6 <u>3:00pm</u> Consumer Advisory Committee Meeting  <u>5:30 pm</u> Nominating Committee Meeting	7 <u>9:30 am</u> Vendor Advisory Committee Meeting	8	9
10	11	12	13 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Zoom)	14	15	16
17	18	19	20 <u>6:00 pm</u> Government & Community Relations Committee Meeting	21 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	22 <u>9:00am-12:00 pm</u> ARCA Board of Directors Mtg.	23 Purim (no work)
24 Purim (no work)	25	26	27 <u>6:00 pm</u> Executive Committee Meeting	28 Holy Thursday	29 Good Friday	30
31 Easter Sunday						

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



NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ April 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Cesar Chavez Day (NLACRC offices closed)	2	3 <u>3:00pm</u> Consumer Advisory Committee Meeting  <u>5:30 pm</u> Nominating Committee Meeting	4 <u>9:30 am</u> Vendor Advisory Committee Meeting	5	6
7	8	9	10 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Antelope Valley NLACRC Office or option to attend via Zoom)	11	12	13
14	15	16	17 <u>6:00 pm</u> Consumer Services Committee Meeting	18 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	19	20
21	22 Passover (begins at sundown)	23 Passover	24 Passover  <u>5:30 pm</u> Post-Retirement Medical Trust Meeting  <u>6:15 pm</u> Administrative Affairs Committee Meeting	25 Passover	26 Passover	27 Passover
28 Passover	29 Passover	30 Passover (ends at sundown)				

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2023-24

◆ May 2024 ◆						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <u>3:00pm</u> Consumer Advisory Committee Meeting	2 <u>9:30 am</u> Vendor Advisory Committee Meeting	3	4
5	6 <u>6:00 pm</u> Strategic Planning Committee Meeting	7	8 <u>5:30 pm</u> Board Packet Review (Zoom)  <u>6:30 pm</u> Board Meeting (Zoom)	9	10	11
12	13	14	15 <u>6:00 pm</u> Government & Community Relations Committee Meeting	16 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	17	18
19	20	21	22	23	24	25
26	27 Memorial Day (NLACRC offices closed)	28	29 <u>6:00 pm</u> Executive Committee Meeting	30	31	

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

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

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

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

North Los Angeles County Regional Center  
**Government & Community Relations Committee**

**Board Recognition**

**Policy**

The purpose of this policy is to guide the board in its efforts to recognize individuals who have made a distinguishable contribution in the lives of people with developmental disabilities. The board should consider, but is not limited to, the factors listed below in determining whom to recognize. The individual's contribution should be over a sustained period of time, made within the center's catchment area, and have positively impacted the lives of many consumers. In addition, the individual must be held in high esteem by his/her peers. The board may choose to recognize individuals as follows:

- Award a plaque
- Pass a resolution
- Send a letter

The highest award is a plaque, followed by a resolution, then a letter.

**Procedure**

The Government & Community Relations Committee will determine those individuals that the board may consider to recognize. **Board Recognition Applications will be accepted from the beginning of the board year through March 1<sup>st</sup>, and will be reviewed by the Government & Community Relations Committee at the March meeting. Applications are available on the Center's website and may be submitted electronically to Board Support at [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) or submitted by mail to the Center's main office and to the attention of the Executive Administrative Assistant – Board.**

The committee may consider an individual's application for recognition that is submitted by a person knowledgeable about the individual's contributions. The application must be complete and be accompanied by a letter(s) of recommendation.

The committee, at its discretion, may vote to recommend to the full board that the individual be recognized for his/her contributions. The committee's recommendation will include the type of recognition as mentioned above.

**Recommendations for board recognition will be provided to the board at the May meeting.**

The board, by a majority vote of members present at a regularly scheduled meeting, may pass a motion for the center to recognize the individual for his/her contributions.

Individuals selected by the board will be recognized at the board's annual dinner in June.

[policy.gcr.recog] Approved October 11, 2005 Revised:

# North Los Angeles County Regional Center

## Board of Trustees Policy

### Code of Conduct

#### Scope

This policy applies to NLACRC Board of Trustees.

#### Purpose

To establish a policy to support, facilitate, and enhance the participation of Board members in Board meetings, Board committee meetings, Board retreats, and any other Board-sanctioned activities, through the establishment of guidelines for Board member conduct.

#### Rationale

- Governance of the Regional Center is predicated upon the establishment and maintenance of a viable volunteer governing Board, composed of individuals with demonstrated interest in, or knowledge of, developmental disabilities.
- Effective governance requires Board members to dedicate their time, skills, knowledge, and perspectives to ensure that all actions taken by the Board support NLACRC's mission, vision, values, and strategic goals, and are in the best interests of the Center.
- Adherence to a Code of Conduct will ensure that the Board is able to govern the Center effectively, and will limit actions or conduct that interferes with the Board's ability to perform their important role here at the Center.

#### Policy

All board members are expected to adhere to the following Code of Conduct in the performance of their roles and duties as a member of the Board of Trustees of NLACRC:

- To support NLACRC's mission, goals and policies, and act in NLACRC's best interests.
- To attend and actively participate in Board meetings.
  - To be on time.
  - To be prepared, including having read the agenda and materials prior to meeting.
- To join and actively participate in at least one committee each year.
  - To attend committee meetings and take on tasks as needed or requested.
- To volunteer skills, experience, and contacts in service to NLACRC's goals and needs.

- To represent NLACRC in a positive and supportive manner at all times and in all places. To seek the involvement and interest of the community in NLACRC’s programs and activities.
- To respect the perspectives and contributions of fellow Board members and staff, and to set aside my personal interests in Board discussions and votes.
- To serve with respect, concern, courtesy, and responsiveness in carrying out the organization’s mission and demonstrate the highest standards of personal integrity, truthfulness, honesty, and fortitude in all our activities in order to inspire confidence and trust in our activities.
- To use sensitivity and make efforts to avoid offensive or malicious language or statements. Members should not make disparaging remarks toward age, gender, race, ethnicity, disability, religious orientation, or sexual orientation of other board members. Good faith efforts should be made toward cultural sensitivity.
- Avoid representing myself on behalf of, or as a spokesperson, for NLACRC or the Board of Trustees without prior expressed consent of the Board of Trustees or NLACRC. This does not mean you cannot identify yourself as a NLACRC Trustee of the Board.
- Annually, or upon seating on the Board, acknowledge and sign the Code of Conduct pledge, a copy of which is attached hereto as Exhibit A.

## **Failure to Adhere**

In the event that a Board member fails to adhere to the Code of Conduct Policy, a complaint may be filed with the President of the Board of Trustees, or any other Officer of the Board, or the Chief Human Resources Officer (“CHRO”). All complaints will be investigated promptly, resulting in a recommended resolution if noncompliance is found.

## **Procedure**

1. Complaints regarding a Board member’s conduct should be directed to the Executive Committee. Complaints may be verbal or may be submitted in writing to NLACRC Board Support at [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org). All complaints submitted to [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) will be provided to the Executive Committee.
2. Complaints will be addressed by a designee of the Executive Committee, which may include the Chief Human Resources Officer and outside counsel.
3. In the event that noncompliance with the Code of Conduct is found, a resolution will be recommended by the Executive Committee. Depending upon the nature and frequency of the noncompliance, recommended resolutions may range from counseling the Board member, to providing additional training, to a recommendation of removal from the Board for cause, among other remedial actions commensurate with the severity of the offense. **In recommending a resolution, the Executive Committee may take into**

consideration conduct that is related to the presence of a developmental disability and may make an accommodation. Recommendations for removal for cause must adhere to the bylaws, which requires a majority vote by the Trustees then in office. {Article IV, Section 7(g)(2)}.

[Policy.Bd.CodeofConduct] Adopted: 02-08-2023





# North Los Angeles County Regional Center

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

## Code of Conduct Complaint Form

### *Complaint Filing Instructions:*

*To file a Code of Conduct Complaint, please fill out the Code of Conduct Complaint Form below.*

*You may then submit electronically to [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) or you may print and mail the completed Complaint form to the following address:*

*North Los Angeles County Regional Center – Attn Board Support  
9200 Oakdale Ave, Suite 100, Chatsworth, CA, 91311.*

**Your Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_ **Phone Number:** \_\_\_\_\_

### **Complaint Information**

**Date of Incident:** \_\_\_\_\_ **Time of Incident:** \_\_\_\_\_

**Location of Incident:** \_\_\_\_\_

**This complaint is regarding Board Member:** \_\_\_\_\_

**Please describe the conduct in detail:**

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# 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)

**If there are others who have witnessed the conduct described above, please provide their names and contact information below:**

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**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

DRAFT

## North Los Angeles County Regional Center

### Board of Trustees

#### Primary Activities for F.Y. 2022-23

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.



North Los Angeles County Regional Center  
**Director's Report**  
June 14, 2023

I. **CENTER OPERATIONS**

1. **Recruitment**

May 8, 2023 new hires included 6 Consumer Services Coordinators (4 Bilingual Spanish), 3 Office Assistant II-Bilingual (Spanish), and 2 Accounting Specialists.

New hires effective May 22, 2023 included 3 Consumer Services Coordinators (1 Bilingual Armenian), and 1 Health & Safety Waiver Specialist (Bilingual Spanish). **16 new hires for May.**

The Center is actively recruiting for all open positions including a Human Resources Director, four interviews held thus far. Also recruiting for the Public Information Manager, Public Information Specialist and Administrative Aide – Public Information.

2. **Retention**

The Center is engaging in multiple activities to increase staff retention and demonstrate appreciation of staff for their efforts and dedication while we continue to recruit to fill open positions. Please see the following:

The Center:

- will provide an employment incentive again this year, this time it will be a "Loyalty Payment"; we are evaluating the year-end surplus to determine the amount, which will be equitable across positions and calibrated based on years of service.
- has authorized six (6) 8-hour days of overtime for staff in May and June; staff may work overtime, up to 8 hours per day, on designated flex Fridays and Saturdays.
- is hosting unit lunches to facilitate team building for units and departments and demonstrate appreciation for the work and dedication of staff across the organization.

3. **Staff Appreciation and Recognition**

The Center held our Annual Staff Appreciation Event on May 24th at Central Park in Santa Clarita, where *approximately* 400 staff participated in games, raffles, and enjoyed lunch.

The Center also held our Annual Service Awards event where we recognized staff achieving tenure milestones here at the organization. Staff received, depending on the milestone, certificates, gifts, vacation days, and/or a bonus check. Our stats:

5 Year: 30 Employees  
10 Year: 18 Employees  
15 Year: 14 Employees  
20 Year: 8 Employees  
25 Year: 5 Employees  
40 Year: 1 Employees

#### 4. DDS Direct Service Professional Training Stipend and Incentive Program Pilot

The Center has launched the DSP Training Stipend Program Pilot; direct service professionals may take up to two courses and receive \$500 stipend for completion of each course. NLACRC has three service providers, 2 from the San Fernando Valley and 2 from the Antelope Valley, who have volunteered to pilot the program and DSP staff have begun taking the online courses. Service provider staff eligible for the program must work directly serving consumers for at least 50% of the time; staff ineligible for the stipend may also take the courses.

#### 5. Antelope Valley Transition Fair

A Transition Fair was held on Thursday, May 25, 2023 with **20 vendors** sharing information about services available to support consumers, such as services and supports to facilitate post-secondary education, vocational training and securing employment. The fair hosted over **200 attendees**.

#### 6. Resource Development – Residential

The Center has selected Brilliant Corners, a housing development organization, to acquire and renovate three Enhanced Behavior Support Homes to serve children, males, and males (delayed egress home) in NLACRC's catchment area. These residential homes are part of the Center's Community Resource Development Plan.

#### 7. Lanterman Act Training for Staff

All case management staff have received a full day of "Lanterman Act" refresher training, specific to the legislative intent of regional center services, regional center **eligibility criteria**, the statutory rules for **individualized program planning**, including **connecting families to generic resources** and including generic resource service delivery in the Individual Program Plan (IPP), as well as the provision of **gap funding** for services provided by generic resources not yet available, and the **availability of vendored advocacy assistance**, both lay advocate and attorney level services. Also, the training concluded with a review of system reform, system issues and priorities.

#### 8. Quality Assurance

For the month of May 2023, Community Services conducted 99 residential visits as follows:

- 49 unannounced visits
  - 30 - CCFs, 15 - ICFs, 4 - FHAs, 0- FFA (11 AV, 38 SFV/SC)
- 24 Annual Reviews – CCF and Day Program (4 AV, 20 SFV/SC)
- 26 Other. 1 Virtual – 25 In-Person Visits (DDS Reviews, New Provider Orientation, QARD Walkthrough, 7 Day visit, SIR Follow/Complaint/CAP Follow-up, Attempted Unannounced Visits – provider was not home)
- 3 Corrective Action Plans developed with residential providers
- 0 Plan of Improvement with a non-residential provider

#### 9. Consumer Statistics

As of May 2023, the Center served 34,057 consumers and applicants, including 4,897 in Early Start, and 26,746 (increase of 144) in the Lanterman program. The Center's San Fernando Valley Office serves

20,853 individuals, Antelope Valley serves 8,424 and the Santa Clarita Office serves 3,702 (these totals include applicants, and individuals served under Lanterman and the Early Start programs only).

#### 10. Special Incident Reports

During the month of May 2023, the center received 95 special incident reports, 11 of which occurred in months prior to May

#### 11. Upcoming Support and Consumer Advocacy Group Meetings include:

- Virtual Aprendiendo Entre Nos/Learning Among Us, June 15<sup>th</sup> at 10:00 am
- Self Determination Local Advisory Committee, June 15<sup>th</sup> at 6:30 pm
- Cultivar y Crecer, June 23<sup>th</sup> at 6:30 pm
- Different Thinkers, Different Learners, June 27<sup>th</sup> at 10:00 am
- Parents of Adult Consumers Support Group, June 28<sup>th</sup> at 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”. 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.

#### 12. Upcoming Community Events and Educational Training Opportunities

- FFRC IHSS Part 2, June 15<sup>th</sup> 12:00 pm
- FFRC IHSS Part 3, June 20<sup>th</sup> at 12:00 pm
- Self-Determination Orientation, June 26<sup>th</sup> at 9:00 am

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.

#### 13. Upcoming Disability Organization Events/Activities

State Council on Developmental Disabilities next council meeting: July 18<sup>th</sup> at 10:30 am  
Disability Rights California’s next board meeting is August 12<sup>th</sup> at 9:30 am

## II. STATE/LOCAL UPDATES

### 1. Governor’s May Revise of the State Budget – Highlights

The Governor’s Budget includes \$14.2 billion total funds (TF) (\$8.6 billion General Fund [GF]) for FY 2023-24; a net increase of \$1.6 billion TF (\$1.4 billion GF) over the updated FY 2022-23 budget, or a 12.7 percent TF increase.

- Reduced Caseload Ratio for Children Aged 0-5 (\$102.1 million TF, \$68.5 million GF): Increase reflects updated caseload estimates and a revised methodology to support reduced caseload ratios of 1:40 for children ages 0-5.
- Minimum Wage Adjustment (\$78.2 million TF, \$46.4 million GF): Increase of funding to support

the projected minimum wage increase effective January 1, 2024.

- STAR Home Staffing Adjustments and Intermediate Care Facility Licensure (\$15.9 million TF, \$9.8 million GF): Increase of funding for ongoing staffing resources to convert two Stabilization Training Assistance Reintegration (STAR) Homes to intermediate care facilities (ICFs) licensed through the Department of Public Health.
- Uniform Fiscal System Modernization (UFSM) and the Consumer Electronic Records Management System (CERMS) Project Planning (\$12.7 million TF, \$12.2 million GF): Funding for continued project planning efforts supporting the UFSM and the CERMS projects.
- Fairview Warm Shutdown (\$11.3 million GF): An additional year of funding to support the warm shutdown of Fairview Developmental Center.
- Complex Needs Residential Program (\$10.5 million GF): Increase of start-up resources to develop three 5-person residential homes for individuals with highly complex needs.
- Rate Model Assumptions (\$10.1 million TF, \$6.0 million GF): Increase of ongoing funding to adjust service provider rates for mileage based on updates to the federal Internal Revenue Service mileage rate.
- Extension of 10 Beds at Porterville Developmental Center (\$4.9 million GF): Increase of one-time resources to continue funding 10 additional beds at PDC through FY 2023-24 to maintain compliance with the 28-day timeline to provide services to individuals deemed incompetent to stand trial (IST), under the provisions of the *Stiavetti* lawsuit.
- Disparities within the Developmental Services System (\$2.7 million TF, \$1.8 million GF): Increase of three permanent positions and additional support to address the requirements of Chapter 314, Statutes of 2022 (Assembly Bill 1957).
- Protective Proceedings (\$1.5 million TF, \$1.2 million GF): Increase of six permanent positions to comply with the requirements of Chapter 894, Statutes of 2022 (Assembly Bill 1663) regarding protective proceedings.
- Trauma-Informed Services for Foster Youth (\$1.6 million TF, \$1.1 million GF): Increase of funding to support implementation and increased workload in coordination of trauma-informed care for dually-served youth in foster care.
- Autism Services Branch (\$1.0 million TF, \$0.8 million GF): Increase of funding for six permanent positions.
- Early Start – Part C to B Transitions, Preschool Grants (-\$10 million GF): Decrease in fiscal year 2022-23 and 2023-24 reflecting the delayed implementation of the preschool grant initiative until fiscal year 2024-25.

## 2. Los Angeles County Public Health

- **COVID Statistics**

LA County Public Health COVID Update as of Wednesday, May 22, 2023

<http://publichealth.lacounty.gov>

Current Hospitalizations: 253

Positivity Rate: 3.95% (7-day average)

## 3. Department of Developmental Services

- I. 5/11/2023 Directive – Percentage of Rate Adjustment Used for Wages and Benefits for Direct Care Staff

Beginning January 1, 2023, Welfare and Institutions Code section 4519.10(c)(1) requires a provider that received a rate increase use no less than the percentage in the rate model for staff wages and benefits to enhance the wages and benefits of staff who spend at least 75 percent of their time providing direct services to consumers. Providers who received a rate increase are required to maintain documentation, subject to audit by the Department and regional centers, demonstrating compliance with this requirement. The rate adjustment effective January 1, 2023 equaled one-half of the difference between rates in effect March 31, 2022 and the fully funded rate model. The percentage of direct care staff wages and benefits varies by rate model. To assist providers and regional centers, the Department has posted an online look up tool showing the required percentage applicable to each service here. For example: A provider received a \$5.00 per hour rate increase and the rate model has 80 percent in direct care staff wages and benefits. The provider would need to use at least \$4.00 per hour toward their direct care staff spending. ( $\$5.00 \times 80\% = \$4.00$ ). A graphic is enclosed for reference.

## II. Regional Center Performance Measures (RCPM) Program

### *Equity and Cultural Humility, Service Coordinator Competency in Cultural and Ethnic Diversity*

The Center has submitted a training plan to increase Consumer Service Coordinator competency in cultural and ethnic diversity to DDS. While DDS only requires service coordinators, first line supervisors and intake staff to be trained, NLACRC will provide training to all staff, pursuant to the Center's Inclusion, Equity and Diversity policy.

### *Equity And Cultural Humility, Linguistic Diversity*

Due to updates needed in the database to meet the performance measure requirement of ensuring four language-related data fields in SANDIS are completed, the deadline has been extended to June 30, 2023.

## 4. Association of Regional Center Agencies (ARCA)

ARCA's next board meeting is scheduled for June 15 -16 in Sacramento.

## 5. State Council on Developmental Disabilities (SCDD)

SCDD met on May 23, 2023 from 10:30 a.m. to 4:30 p.m, where new members Sonia Jones, Nestor Nieves and Jessica Brown were sworn in. DDS presented an update on the Governor's Budget, highlights included the expansion of provisional eligibility to children ages 0-2, additional positions for regional centers for enhanced monitoring of HCBS Final Rule compliance, and funding for service coordinator positions. SCDD is advocating for the establishment of an Employment First office, as well as seeking to promote alternative to conservatorships for youth. SCDD will receive \$5M from the General Fund to develop the "Supported Decision Making Technical Advisory Program. The next SCDD meeting will be held in person in Sacramento on July 18, 2023.



### III. LEGISLATION

AB 1147, The Disability Equity and Accountability Act, sponsored by Disability Voices United & Integrated Community Collaborative, and authored by Assemblymember Dawn Addis, seeks to create a more equitable, accountable and transparent system, including new accountability tools and improving regional center governance. The bill passed the Assembly, and is currently in the Senate.

The bill, as recently amended, would do the following if enacted as is:

- Requires DDS data to match the US Center categories to confirm race/ethnicity of clients at each annual IPP review, report ILS and SLS separately, and make data available online and machine-readable,
- Require DDS to develop a “project charter” related to ongoing mandates about uniform statewide data
- Require DDS to report the parts of the quality assessment requirements that aren’t being met to the Legislature
- Require DDS to develop a common set of services and supports (including supported living services) that must be available to all clients at their IPP meetings
- Cut board member terms from a maximum of 7 out of every 8 years to a 6-year term before requiring a minimum 5-year *waiting period* before being eligible for election to the board again. Mandate new boards be composed of community members who are representative of the community, and that new members be found through outreach
- Limits the regional center Executive Director’s role in the board member recruitment/selection process.
- Require DDS to conduct board trainings and create guidance for boards in evaluating their executive directors, including “issues of equity and diversity” to be included.
- Require DDS to develop antiretaliation policies for boards/members related to service reductions, as well as a grievance policy. All RC boards would be required to adopt the provisions related to boards.
- Establishes a new set of regional center performance measures, including penalties and incentives, in addition to the ones that already exist.
- Regional centers would be subject to the California Public Records Act (PRA)
- Require RC standard information packets to be culturally competent, and include information on the Self-Determination Program and appeals rights.
- Expands 15-day intake timeline to any inquiry related to both regional center services and an individual’s eligibility
- Requires IPP and assessments to be person-centered, consistent with various federal rules regarding person centered planning, and requires each IPP meeting include information about the Self-Determination Program
- Require regional centers to fund any needed generic service that isn’t available
- Requires IPPs to be reviewed yearly, not every three years
- Amends the law regarding regional center funding of medical/dental services to make those services easier to access
- Require DDS to develop a single, uniform vendorization process that allows a vendor to provide services statewide
- Moves the 4731 Complaint process regarding abuse complaints from the regional center to DDS and mandates that the decision be made within 30 days



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

Month	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Totals
# of Res'l & Day QA Staff	6	5	4	4	5								
# Annual Facility Monitoring Visits	14	10	17	8	24								73
# Unannounced Visits	29	46	57	38	49								219
# Corrective Action Plans Issued	1	3	1	3	3								11
*Substantial Inadequacies Cited:													
1.Threat to Health or Safety													
2.Provision of fewer staff hours than req'd		1	1	1	1								
3.Violations of Rights		1											
4.Failure to implement consumer's IPP	1			2	1								
5.Failure to comply with Admission Agreement		3		2	2								
6.Deficiencies handling consumers' cash resources													
7.Failure to comply with staff training reqs													
8.L4 fails to use methods per program design													
9.L4 fails to measure consumer progress													
10.Failure to take action per CAP	1												
11.Failure to use rate increase for purposes authorized													
12.Failure to ensure staff completes DSP requirements.													
13.Failure to submit Special Incident Report													
*per Title 17 §56054(a)	2	5	1	5	4	0	0	0	9	0	0	0	

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

	June 2023 Total	May 2023 Total	Increase/ Decrease	% Change
<b>ALL VALLEYS</b>				
Total Non-Early Start	25,122	26,746	1,624	6.46%
Total Early Start	4,762	4,897	135	2.83%
Unit Supervisor Cases (*)	183	193	10	5.46%
Self Determination Specialist (*)	58	2	-56	-96.55%
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	362	568	206	56.91%
Development Center	13	13	0	0.00%
Enhanced Caseloads	0	239	239	#DIV/0!
Enhanced Case Mgmt	35	32	-3	-8.57%
Specialized 1:25 Caseloads	23	35	12	52.17%
Pending Transfer	56	55	-1	-1.79%
Early Start Intake Services	0	324	324	#DIV/0!
Intake Services	1,005	953	-52	-5.17%
<b>TOTAL ALL VALLEYS</b>	<b>31,619</b>	<b>34,057</b>	<b>2,438</b>	<b>7.71%</b>
<b>SAN FERNANDO VALLEY</b>				
Adult Services	6,285	6,368	83	1.32%
Adult Unit Supervisor (*)	8	20	12	150.00%
Transition Services	3,213	3,338	125	3.89%
Transition Unit Supervisor (*)	18	42	24	133.33%
School Age Services	6,127	6,876	749	12.22%
School Age Unit Supervisor (*)	62	45	-17	-27.42%
Early Start Services	3,118	3,329	211	6.77%
Early Start Unit Supervisor (*)	5	0	-5	-100.00%
Early Start Intake Unit Supervisor (*)	15	5	-10	-66.67%
Prenatal Services	0	0	0	#DIV/0!
Provisional Eligibility	362	568	206	#DIV/0!
Provisional Unit Supervisor (*)	17	8	-9	#DIV/0!
On-Duty Specialist Unit	4	0	-4	#DIV/0!
Development Center	13	13	0	0.00%
Enhanced Caseload	0	239	239	#DIV/0!
Enhanced Case Mgmt	35	32	-3	-8.57%
Specialized 1:25 Caseloads	23	35	12	52.17%
Pending Transfer	56	55	-1	-1.79%
Early Start Intake Services	0	324	324	#DIV/0!
Intake Services	714	559	-155	-21.71%
Self Determination Specialist (*)	30	1	-29	-96.67%
<b>TOTAL</b>	<b>19,236</b>	<b>20,853</b>	<b>1,752</b>	<b>9.11%</b>
<b>ANTELOPE VALLEY</b>				
Self Determination Specialist (*)	16	1	-15	-93.75%
Adult Services	2,543	2,744	201	7.90%
Adult Unit Supervisor (*)	0	5	5	#DIV/0!
Transition Unit	1,924	1,871	-53	-2.75%
Transition Unit Supervisor (*)	3	3	0	0.00%
School Age Services	2,124	2,435	311	14.64%
School Age Unit Supervisor (*)	41	23	-18	-43.90%
Early Start Unit Supervisor (*)	5	7	2	40.00%
Early Start Intake Unit Supervisor (*)	4	21	17	425.00%
Early Start Services	992	980	-12	-1.21%
Intake Services	291	394	103	35.40%
<b>TOTAL</b>	<b>7,583</b>	<b>8,424</b>	<b>556</b>	<b>7.33%</b>
<b>SANTA CLARITA VALLEY</b>				
Self Determination Specialist (*)	12	0	-12	-100.00%
Adult Services	945	968	23	2.43%
Transition Services	646	707	61	9.44%
Transition Unit Supervisor (*)	0	0	0	#DIV/0!
School Age Services	1,315	1,439	124	9.43%
School Age Supervisor (*)	652	4	4	#DIV/0!
Early Start Services	652	588	-64	-9.82%
Early Start Unit Supervisor (*)	1	1	0	0.00%
Early Start Intake Unit Supervisor (*)	4	9	5	125.00%
<b>TOTAL</b>	<b>3,558</b>	<b>3,702</b>	<b>148</b>	<b>4.16%</b>

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

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

# NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

Month	Consumers	Growth	% Change
Jun-22	31,619	255	0.81%
Jul-22	31,874	227	0.71%
Aug-22	32,101	263	0.82%
Sep-22	32,364	324	1.00%
Oct-22	32,688	18	0.06%
Nov-22	32,706	67	0.20%
Dec-22	32,773	44	0.13%
Jan-23	32,817	322	0.98%
Feb-23	33,139	253	0.76%
Mar-23	33,392	362	1.08%
Apr-23	33,754	303	0.90%
May-23	34,057		
<b>Total</b>		<b>2,438</b>	
<b>Average</b>		<b>222</b>	
<b>Percent Chg</b>		<b>7.71%</b>	



May 2023 CSC Caseload Ratio

San Fernando Valley

Adult Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit 1	759	8	94.9	1				
Adult Unit 2	956	10	95.6	1		1		
Adult Unit 3	7							
Adult Unit 4	965	9	107.2	2				
Adult Unit 5	873	9	97.0	1				
Adult Unit 6	903	8	112.9	2				
Adult Unit 7	993	11	90.3	1				
Adult Unit 8	912	10	91.2	1				
Adult Unit 9				5				
<b>Total</b>	<b>6,368</b>	<b>65</b>	<b>98.0</b>	<b>14</b>		<b>1</b>		
Transition Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Transition Unit 1	962	9	106.9	2		1		
Transition Unit 2	1,100	9	122.2	2				
Transition Unit 3	1,276	13	98.2					
Transition Unit 4				4				
<b>Total</b>	<b>3,338</b>	<b>31</b>	<b>107.7</b>	<b>8</b>		<b>1</b>		
School Age Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
School Age 3	1,278	12	106.5					
School Age 4	1,129	11	102.6	1				
School Age 5	1,131	10	113.1	2				
School Age 6	1,163	10	116.3	2				
School Age 7	1,166	11	106.0	1				
School Age 8	1,009	9	112.1	1				
School Age 9				4				
<b>Total</b>	<b>6,876</b>	<b>63</b>	<b>109.1</b>	<b>11</b>				
Early Start Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Early Start 1 (Status 1 & 2)	723							
Early Start 1 Intake	115							
<b>Early Start 1 Total</b>	<b>838</b>	<b>10</b>	<b>83.8</b>					
Early Start 2 (Status 1 & 2)	599							
Early Start 2 Intake	80							
<b>Early Start 2 Total</b>	<b>679</b>	<b>8</b>	<b>84.9</b>	<b>1</b>				
Early Start 3 (Status 1 & 2)	642							
Early Start 3 Intake	77							
<b>Early Start 3 Total</b>	<b>719</b>	<b>9</b>	<b>79.9</b>	<b>1</b>				
Early Start 4 (Status 1 & 2)	539							
Early Start 4 Intake	72							
<b>Early Start 4 Total</b>	<b>611</b>	<b>9</b>	<b>67.9</b>					
Early Start 5 (Status 1 & 2)	433							
Early Start 5 Intake	49							
<b>Early Start 5 Total</b>	<b>482</b>	<b>8</b>	<b>60.3</b>					
Early Start 6 (Status 1 & 2)								
Early Start 6 Intake								
<b>Early Start 6 Total</b>		<b>2</b>		<b>4</b>				
Early Start 7 (Status 1 & 2)								
Early Start 7 Intake								
<b>Early Start 7 Total</b>				<b>4</b>				
Status 1 Over 36 mo.	47							
<b>Total</b>	<b>3,329</b>	<b>46</b>	<b>72.4</b>	<b>10</b>				

<b>Total Non-Early Start</b>	<b>16,582</b>	<b>159</b>	<b>104.3</b>	<b>33</b>		<b>2</b>		
<b>Total Early Start</b>	<b>3,329</b>	<b>46</b>	<b>72.4</b>	<b>10</b>				
<b>Total</b>	<b>19,911</b>	<b>205</b>	<b>97.1</b>	<b>43</b>		<b>2</b>		
SFV Self Determination Specialist* Intake Services	1	2	0.5					
	559	9	62.1					2

Antelope Valley

Adult Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit 1	1,063	8	132.9	3				
Adult Unit 2	1,175	8	146.9	4				
Adult Unit 3	506	6	84.3	5				
<b>Total</b>	<b>2,744</b>	<b>22</b>	<b>124.7</b>	<b>12</b>				
Transition Unit 1	976	12	81.3	1				
Transition Unit 2	895	10	89.5					
<b>Total</b>	<b>1,871</b>	<b>22</b>	<b>85.0</b>	<b>1</b>				
School Age 1	1,239	10	123.9	2				
School Age 2	1,165	11	105.9	2				
School Age 3	31	2		4				
<b>Total</b>	<b>2,435</b>	<b>23</b>	<b>105.9</b>	<b>8</b>				
AV Early Start 1 (Status 1 & 2)	326							
AV Early Start 1 Intake	37							
<b>AV Early Start 1 Total</b>	<b>363</b>	<b>5</b>	<b>72.6</b>	<b>4</b>				
AV Early Start 2 (Status 1 & 2)	396							
AV Early Start 2 Intake	54							
<b>AV Early Start 2 Total</b>	<b>440</b>	<b>5</b>	<b>88.0</b>	<b>1</b>				
AV Early Start 3 (Status 1 & 2)	161							
AV Early Start 3 Intake	16							
<b>AV Early Start 3 Total</b>	<b>177</b>	<b>2</b>	<b>88.5</b>	<b>4</b>				
Status 1 Over 36 mo.	19							

<b>Total Non-Early Start</b>	<b>7,050</b>	<b>67</b>	<b>105.2</b>	<b>21</b>				
<b>Total Early Start</b>	<b>980</b>	<b>12</b>	<b>81.7</b>	<b>9</b>				
<b>Total</b>	<b>8,030</b>	<b>79</b>	<b>101.6</b>	<b>30</b>				
AV Self Determination Specialist* Intake Services	1			1				
	394	5	78.8					2

Santa Clarita Valley

Adult Services	Consumers	Ser. Coor.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Adult Unit	968	11	88.0				1	
Transition Unit 1	101	1	101.0					
Transition Unit 2	606	6	101.0	1				
<b>Total</b>	<b>707</b>							
School Age Unit 1	959	10	95.9					
School Age Unit 2	480	5	96.0					
<b>Total</b>	<b>1,439</b>	<b>15</b>	<b>95.9</b>					
SCV Early Start (status 1 & 2)	528							
SCV Early Start Intake	12							
<b>SCV Early Start 1 Total</b>	<b>540</b>	<b>9</b>	<b>60.0</b>	<b>2</b>				
SCV Early Start 2 (status 1 & 2)	46							
SCV Early Start 2 Intake	2							
<b>SCV Early Start 2 Total</b>	<b>48</b>	<b>2</b>	<b>24.0</b>	<b>4</b>				
Status 1 Over 36 mo.	17							

**May 2023 CSC Caseload Ratio**

	Consumers	Ser. Coord.	Case Ratio	Opening	Hold			
Total Non-Early Start	3,114	33	94.4	1				1
Total Early Start	588	11	53.5	6				
<b>Total</b>	<b>3,702</b>	<b>44</b>	<b>84.1</b>	<b>7</b>				<b>1</b>
SCV Self Determination Specialist*		1						

All Valleys	Consumers	Ser. Coord.	Case Ratio	Opening	Hold	Floater	OD	Assoc.
Total Non-Early Start	26,746	259	103.3	55		2		1
Total Early Start	4,897	69	71.0	25				
<b>Sub-total</b>	<b>31,643</b>	<b>331</b>	<b>95.6</b>	<b>81</b>		<b>2</b>		<b>1</b>
*Self Determination Specialist	2	3		1				
*Total Non Early Start Supervisor	150							
*Total Early Start Supervisor Status 1&2	8							
*Total Early Start Supervisor Intake	35							
Intake Services	953	14	68.1					4
Early Start Intake	324	4	81.0	1				3
Prenatal Services								
Provisional Eligibility	568	7	81.1			1		
Enhanced Caseloads	239	6	39.8					
On-Duty Specialist Unit								4
AV On-Duty/Floater Specialist Unit						2		4
SCV On-Duty/Floater Specialist Unit						1		
Development Center	13							
Enhanced Case Management	32	1						
Specialized 1 25 Caseloads	35	2		1				
Pending Transfer	55							
<b>Total</b>	<b>34,057</b>	<b>365</b>	<b>93.3</b>	<b>83</b>		<b>6</b>	<b>9</b>	<b>7</b>

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

SFV Adult Unit Supervisor*	20
SFV Transition Unit Supervisor*	42
SFV School Age Unit Supervisor*	45
SFV Early Start Unit Supervisor*	
SFV Early Start Intake Unit Supervisor*	5
Provisional Unit Supervisor	8
SCV Early Start Unit Supervisor*	1
SCV Early Start Intake Unit Supervisor*	9
SCV School Age Supervisor*	4
SCV Transition Supervisor*	
AV Adult Unit Supervisor*	5
AV Transition Supervisor*	3
AV School Age Supervisor*	23
AV Early Start Unit Supervisor*	7
AV Early Start Intake Unit Supervisor*	21

# Special Incident Reports in May 2023

Special Incidents	Children	Adults	Total
Other	5	73	78
Death	0	6	6
			84

# Special Incident Reports From Prior Months & Reported in May 2023

Special Incidents	Children	Adults	Total
Other	0	3	3
Death	1	7	8
			11
TOTAL			95

**Special Incident Types Report**  
**March 2023 through May 2023 & May 2022**

<b>Reasonably Suspected Abuse</b>	<b>23-May</b>	<b>23-Apr</b>	<b>23-Mar</b>	<b>22-May</b>
Physical Abuse/Exploitation	5	5	4	5
Sexual Abuse/Exploitation	2	1	3	1
Fiduciary Abuse/Exploitation	0	1	2	0
Emotional/Mental Abuse/Exploitation	1	3	3	1
Physical and/or Chemical Restraint	1	0	1	1
<b>Total:</b>	<b>9</b>	<b>10</b>	<b>13</b>	<b>8</b>
<b>Neglect</b>				
Failure to Provide Care to Elderly/Adult	0	0	0	1
Failure to Provide Medical Care	2	0	0	0
Failure to Prevent Malnutrition	0	0	0	0
Failure to Prevent Dehydration	0	0	0	1
Failure to Protect from H/S Hazards	2	7	1	1
Failure to Assist w/ Personal Hygiene	1	1	0	0
Failure to Provide Food/Cloth/Shelter	0	0	0	0
<b>Total:</b>	<b>5</b>	<b>8</b>	<b>1</b>	<b>3</b>
<b>Serious Injuries/Accidents</b>				
Lacerations	6	9	3	6
Puncture wounds	0	1	0	0
Fractures	5	5	5	9
Dislocations	2	0	0	1
Bites	0	1	0	0
Internal Bleeding	2	1	3	2
Medication Errors	15	13	13	10
Medication Reactions	1	0	1	0
Burns	0	0	0	1
<b>Total:</b>	<b>31</b>	<b>30</b>	<b>25</b>	<b>29</b>
<b>Unplanned/Unscheduled Hospitalization</b>				
Respiratory Illness	8	11	12	8
Seizure Related	0	0	2	2
Cardiac Related	3	3	2	1
Internal Infections	12	12	15	7
Diabetes	0	5	0	1
Wound/Skin Care	0	0	0	1
Nutritional Deficiencies	3	0	1	1
Involuntary Psych Admission	6	4	5	1
<b>Total:</b>	<b>32</b>	<b>35</b>	<b>37</b>	<b>22</b>
<b>Victim of Crime</b>				
Robbery	0	0	0	0
Aggravated Assault	1	0	3	1
Larceny	2	0	0	2
Burglary	0	0	0	0
Rape or Attempted Rape	1	2	3	0
<b>Total:</b>	<b>4</b>	<b>2</b>	<b>6</b>	<b>3</b>
<b>Other</b>				
Missing Person-Law Notified	6	2	4	1
Death	14	8	14	10
<b>Total:</b>	<b>20</b>	<b>10</b>	<b>18</b>	<b>11</b>
<b>Total Incidents*</b>	<b>101</b>	<b>95</b>	<b>100</b>	<b>76</b>



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

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Incidents of Death Children</b>		<b>Incidents from prior months and reported in May</b>	
Age: 8 months Inc. Date: 4/30/2023	Consumer resided with family. Vendor was informed that she passed away while in hospital care. 911 was called due to her difficulty breathing, but the ER had stated that they were unable to treat her chronic respiratory condition.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	

	Description	Action	Final Disposition
<b>Incidents of Death Adults</b>		<b>Incidents from prior months and reported in May</b>	
Age: 19 Inc. Date: 1/21/2023	Consumer resided with family. NLACRC was informed by vendor that he passed away after being taken to the ER.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 19 Inc. Date: 4/21/2023	Consumer resided with family. Vendor reported to NLARC that he passed away due to swallowing poison at the family home. Paramedics arrived, but he had already passed away. No medical treatment was administered.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 27 Inc. Date: 8/15/2022	Consumer resided with family. Family informed NLACRC of her passing however, declined to discuss the circumstances or details of her passing.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	

**\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.**

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Incidents of Death Adults</b>	<b>Incidents from prior months and reported in May</b>		
Age: 57 Inc. Date: 4/14/2023	Consumer resided in an ICF-DD/N. He was admitted into the hospital early last month and had been under physician's care in ICU. His family had decided to place him on hospice care and due to his condition placed him on the "Do Not Resuscitate" list, but he passed away peacefully during a compassionate Extubation.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 58 Inc. Date: 4/04/2023	Consumer was residing in a Skilled Nursing Facility. She was under the care of a physician during her passing.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 62 Inc. Date: 10/17/2022	Consumer resided in a CCF. He was discharged from a skilled nursing facility to his family home with hospice services. He passed away under hospice care in the family home.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 86 Inc. Date: 12/08/22	Consumer resided with family. Family reported that she had fallen at home and needed surgery for a broken hip. She underwent surgery and received a blood transfusion. Following her blood transfusion, she was found deceased in her hospital room.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Other Incidents Children</b>	<b>Incidents from prior months and reported in May</b>		
UCI: FN: LN: Age: Inc. Date:			

	Description	Action	Final Disposition
<b>Other Incidents Adults</b>	<b>Incidents from prior months and reported in May</b>		
Age: 29 Inc. Date: 4/30/2023	Consumer resides in a CCF. He reported to staff that during a daily walk around town, an unknown male charged at him, dropping him to the floor, and yelled, "I know the plan." He did not report any pain or injuries and was able to walk to the police station to report the incident.	CSC to follow up. Law Enforcement and NLACRC Community Services were notified of this incident.	
Age: 64 Inc. Date: 4/12/2023	Consumer resides in an ICF-DD/N. Staff noted that he was coughing, pale in color, with crackle sound in lungs. 911 was called and after assessment, he was transported to the ER. He was admitted into the hospital for further evaluation and treatment for shortness of breath and hypoxia.	CSC to follow up. NLACRC Community Services and Nurse Specialist Consultant were notified of this incident.	
Age: 76 Inc. Date: 4/29/2023	Consumer resides in an ICF/DD-H. He rose out of bed too fast and fell face first onto the floor. He received a laceration to the forehead. Due to the head injury, 911 was called and he was transported to the ER where he received sutures. Testing confirmed no other injuries occurred.	CSC to follow up. Department of Public Health, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Incidents of Death Children</b>			
UCI: FN: LN: Age: Inc. Date:			

	Description	Action	Final Disposition
<b>Incidents of Death Adults</b>			
Age: 38 Inc. Date: 5/18/2023	Consumer resided with family. He was playing basketball at the park with his day program. As he was leaving the center his hand began to shake, and he began to experience a seizure. Staff began his seizure protocol and 911 was called. He experienced three seizures at this time. He stopped breathing and the paramedics applied CPR. The paramedics pronounced him deceased.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 65 Inc. Date: 5/11/2023	Consumer resided in a CCF. Earlier in the month she was admitted to the hospital receiving treatment for sepsis and pneumonia. Days later she was release back to her group home under hospice care. She passed away at her group home under hospice care.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 72 Inc. Date: 5/16/2023	Consumer resided in a Skilled Nursing Facility. He was placed in hospice care for unknown medical reasons on 5/12/2023. Vendor supported him through this transition, and they reported on his passing in hospice care.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	

**\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.**

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Incidents of Death Adults</b>			
Age: 72 Inc. Date: 5/20/2022	Consumer resided in an ICF/DD-H. During a behavioral episode, he ran away from home staff and fell face first onto the pavement. He was taken to the ER and admitted into the hospital due to a brain bleed. He was in the ICU and underwent emergency surgery. After the surgery he experienced a massive stroke causing paralysis on one side of his body. He was unconscious and intubated when he passed away in hospital care.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 73 Inc. Date: 5/16/2023	Consumer received Independent Living Services. A few days prior she was admitted into the hospital, experiencing back pain and stiff legs. She passed away under hospital care and according to family she was diagnosed with kidney failure, pneumonia, and a urinary tract infection that became sepsis.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	
Age: 73 Inc. Date: 5/10/2023	Consumer resided in a CCF. He was diagnosed with stage four metastatic colon carcinoma. He was hospitalized in February and underwent surgeries to remove the cancer. He was transferred from a skilled nursing facility to hospice. He passed away while in hospice care.	CSC to follow up and request a copy of the death certificate. This case will be forwarded to the Mortality Review Committee for record review.	

	Description	Action	Final Disposition
<b>Other Incidents Children</b>			
Age: 4 Inc. Date: 5/23/2023	Consumer resides with family. A family member informed staff from reporting vendor that the behaviorist was accused by her son of "hurting his neck and pushed his face into the pillow." Family member confronted behaviorist who denied accusation.	CSC to follow-up. NLACRC Community Services, Law Enforcement, and Child Protective Services were notified of this incident.	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Other Incidents Children</b>			
Age: 11 Inc. Date: 5/12/2023	Consumer resides in a Foster Home. He made vulgar slurs towards another kid and when caregiver approached a visitor at the front door, he went out the back door. The sheriff's department was contacted to file a Missing Person's Report when he couldn't be located. He returned home as the report was being given to the deputies.	CSC to follow-up. Law Enforcement and NLACRC Community Services were notified of this incident.	
Age: 12 Inc. Date: 5/05/2023	Consumer resides with family. She refused to transition into her session; ignoring verbal prompts and encouragements to walk on her own unassisted. When staff approached to physically guide her, she dropped to the floor and began swearing, kicking, and hitting. Staff had grabbed her wrist in an attempt to keep her from hitting. Staff used open palm and forearm to support her back and guide her to desired location.	CSC to follow-up. NLACRC Community Services was notified of this incident.	
Age: 12 Inc. Date: 5/22/2023	Consumer resides in a Pediatric Skilled Nursing Facility. She was noted to be pale and bradycardic, then quickly becoming pulseless. A STAT was called, CPR initiated, and 911 was called. She was transported to the ER, admitted into the hospital, and transferred to the Pediatric ICU for a higher level of care.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 15 Inc. Date: 5/19/2023	Consumer resides in a Foster Home. A few days prior she had ran away from the foster home with another resident. She was reported missing and been found by the Sheriff's Department and reported that she had been raped.	CSC to follow-up. Law Enforcement and NLACRC Community Services were notified of this incident.	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Other Incidents</b>			
<b>Adults</b>			
Age: 18 Inc. Date: 5/03/2023	Consumer resides in a CCF. Staff from his group home arrived at school to pick him up; the teacher brought his backpack and stated that he was in the restroom, but he was not. Approximately 45 minutes later, he was returned to the school by law enforcement.	CSC to follow-up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 19 Inc. Date: 5/13/2023	Consumer resides in a CCF. While in the kitchen staff asked him to wash his cup and he began to aggressively yell obscenities, along with suicidal and homicidal threats to the home residents and staff. He began to continually punch self on head and arm. 911 was called after attempts to deescalate his behavior failed. He was admitted into the hospital for psychiatric observation.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Psychiatric Consultant were notified of this incident.	
Age: 20 Inc. Date: 5/17/2023	Consumer now resides in the family home. While residing in vendor care, family notified NLACRC that she obtained an eye contusion from an unknown origin. Doctor also noted superficial bruises on her back but were no cause for health concerns. Family withdrew her from vendor home, and she is currently residing in the family home.	CSC to follow-up. Community Care Licensing, Department of Public Health, Adult Protective Services, and NLACRC Community Services were notified of this incident.	
Age: 22 Inc. Date: 5/11/2023	Consumer resides in a CCF. During a visit to the family home, he reported that a family member was screaming at him and he felt his physical safety was in jeopardy. He wanted to call 911, but the family member took his phone out of his hand. He left the apartment and went to a neighbor who called 911. Law Enforcement drove him to his group home who contacted his ILS staff.	CSC to follow-up. Law Enforcement and NLACRC Community Services were notified of this incident.	
Age: 25 Inc. Date: 5/03/2023	Consumer resides in an ICF/DD-H. When being dropped of group home staff witness concerning behavior from day program staff. Group home stated that they witnessed day program staff swing his backpack and brush him with it and, he tapped his pin keychain on his shoulder while guiding him into the facility.	CSC to follow-up. Community Care Licensing, Adult Protective Services, and NLACRC Community Services were notified of this incident.	
Age: 26 Inc. Date: 5/14/2023	Consumer resides in a CCF. After dental surgery, he stated that he would be staying at his family home. He texted his group home	CSC to follow-up. NLACRC Community Services and Nurse	

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<b>Other Incidents</b>			
<b>Adults</b>			
	that he was in the hospital due to experiencing side effects of the antibiotics and pain killers the dental surgeon had prescribed.	Consultant Specialist were notified of this incident.	
Age: 27 Inc. Date: 5/03/2023	Consumer resides in a CCF. While attending community college, he left his phone and wallet unattended and it was stolen. Vendor assisted in filing a police report.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 28 Inc. Date: 5/24/2023	Consumer resides with family. A family member notified coordinator that she had discovered inappropriate phone messages between consumer and her male instructor. The messages were saved, and instructor was electronically blocked from contacting her.	CSC to follow-up. Community Care Licensing, Adult Protective Services, and NLACRC Community Services were notified of this incident.	
Age: 28 Inc. Date: 5/27/2023	Consumer resides in a CCF. He told staff he was going to use the restroom but did not return to the activity in the living room. Staff became aware he left the home without authorization. The neighborhood was searched, and law enforcement notified. Police officers arrived at the home stating that they located him, but he was being taken to the hospital due to suicidal ideations. Staff arrived at the hospital, but he had been transferred to another hospital for a psychiatric treatment.	CSC to follow-up. Community Care Licensing, Law Enforcement, NLACRC Community Services, and Psychiatric Consultant were notified of this incident.	
Age: 29 Inc. Date: 5/25/2023	Consumer resides with family. His personal assistant (PA) assisted in removing his clothes and placing him on the toilet, leaving him with the nurse when he was securely seated. They heard him grunting, shouting, and spitting. The nurse came into the living room and stated she had sprayed his face with water from the bidet. PA could hear him becoming verbally agitated and his behavior escalating in the bathroom again. They observed the nurse leaving him unattended on the toilet. Later they had checked on him on the toilet and the nurse was covering his mouth with her hand.	CSC to follow-up. Adult Protective Services and NLACRC Community Services were notified of this incident.	

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	Description	Action	Final Disposition
<b>Other Incidents</b>			
<b>Adults</b>			
Age: 30 Inc. Date: 5/17/2023	Consumer receives Supported Living Services. He extended his stay at the family home and reported to his staff that he ran out of his medications and missed several days of his prescriptions. He reported experiencing negative thoughts and feeling clammy. Staff advised him to contact his doctor or visit the nearest hospital.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 30 Inc. Date: 5/23/2023	Consumer receives Supported Living Services. He wasn't feeling well due to chest pain and headaches and stated he was exposed to COVID-19 while on vacation. He was taken to the ER and labs were drawn. He tested negative for COVID-19. He was admitted for psychiatric evaluation due to making declarations of self-harm to hospital staff.	CSC to follow-up. NLACRC Community Services and Psychiatric Consultant were notified of this incident.	
Age: 30 Inc. Date: 5/25/2023	Consumer resides in an ICF/DD-N. She was transferred to the ER due to displaying signs of pain (facial grimacing), shivering, low O2 levels, and cyanotic lips/nailbeds. She was admitted into the hospital due to elevated white blood cells and a possible urinary tract infection.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 31 Inc. Date: 5/15/2023	Consumer resides in a CCF. He left day program early due to feeling unwell; home staff noticed he was fatigued and transported him to the ER for evaluation. He was admitted into the hospital for further evaluation and treatment. His primary diagnosis is Bilateral Pneumonia with Aspiration.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 31 Inc. Date: 5/15/2023	Consumer resides in a CCF. A medication audit discovered that he was given expired medication. The doctor was notified, and no side effects observed.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 31 Inc. Date: 5/21/2023	Consumer resides in a CCF. He requested to visit a friend from his 1:1 staff, as staff was following him, he told staff he wanted to go unsupervised and he would be back soon. He signed out and went on his visit unsupervised. While he was out, he visited a family member who had requested him to stay away. During his uninvited	CSC to follow-up. Community Care Licensing and NLACRC Community Services were notified of this incident.	

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<b>Other Incidents</b>			
<b>Adults</b>			
	visit he harassed the family member and neighbors for money. The home was contacted, and he was picked up by staff.		
Age: 32 Inc. Date: 5/14/2022	Consumer receives Supported Living Services. He was visiting the family home and became agitated when a family member stated that he wasn't returning to his apartment and would now be living at the family home. He called the hospital Help Line for support and stated that he was going to stab himself. Police officers arrived at the family home and he was admitted into the hospital for further observation and treatment.	CSC to follow-up. NLACRC Community Services and Psychiatric Consultant were notified of this incident.	
Age: 33 Inc. Date: 5/05/2023	Consumer resides in a CCF. He was not administered his afternoon medication by staff.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 33 Inc. Date: 5/23/2023	Consumer resides in a CCF. Due to a medication shortage, her medication was not delivered causing her to miss doses. Pharmacy was contacted but no specific delivery date was available. Staff will be observing and documenting for side effects.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 37 Inc. Date: 5/26/2023	Consumer resides in an ICF/DD. His staff from the Adult Day Health Center returned him home in a wheelchair. They stated that he had fallen at the mall on an orange peel. It took home staff an hour with several support staff to assist him in standing and entering the home. The home called paramedics due to him refusing to stand. He was transported to the ER and found to have a fractured lower back, dislocated left kneecap, and swollen right knee.	CSC to follow-up. Community Care Licensing, Adult Protective Services, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 39 Inc. Date: 5/12/2023	Consumer resides in a CCF. 911 was called twice that evening due to several behavioral episodes Police transported him to the hospital for observation. The group home called the hospital concerning his morning medications, but the hospital nurse stated	CSC to follow-up. Law Enforcement, NLACRC Community Services, Psychiatric Consultant, and Nurse	

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<b>Adults</b>			
	that they would not be administering his medications while he was under observation.	Consultant Specialist were notified of this incident.	
Age: 40 Inc. Date: 5/15/023	Consumer resides in an ICF-DD/N. Due to attending a birthday party at a different location, he was given his evening medications an hour and a half later than scheduled. No adverse side effects noted.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 41 Inc. Date: 5/01/2023	Consumer resides in a CCF. She was placed on a psychiatric hold due to making threats to poison home staff.	CSC to follow-up. Community Care Licensing, Law Enforcement, NLACRC Community Services, and Psychiatric Consultant were notified of this incident.	
Age: 41 Inc. Date: 5/14/2023	Consumer resides in a CCF. During a 15-minute check, staff noticed that she was not in her room. She was not located in the facility or on the property. Staff observed the side gate open and the sheriff's station was called to fill out a missing person's report. She was later located, picked up, and returned to the facility by staff.	CSC to follow-up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 41 Inc. Date: 5/15/2023	Consumer resides in a CCF. Staff noticed that in the early morning hours she left her room and went outside. She responded to staff that she needed fresh air. She left facility grounds and a missing person's report was filed. Staff was able to contact her on the phone and she stated that she went for a walk and would be on her way back to the facility. Sheriff located her and returned her to the facility.	CSC to follow-up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 41 Inc. Date: 5/24/2023	Consumer resides in a CCF. She eloped from the facility in the evening. Law enforcement was notified and soon after staff was able to locate her and she returned to the facility.	CSC to follow-up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 41 Inc. Date: 5/29/2023	Consumer resides in a CCF. Earlier in the afternoon she had stated to staff that she wanted to be homeless. Staff spoke with her	CSC to follow-up. Community Care Licensing, Law Enforcement, NLACRC	

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	attempting to redirect and deescalate her thoughts. She threw her phone at the wall, breaking it, then left the facility. Law enforcement was notified. Staff had located her, but she refused to return home and her behavior began to escalate and she ran away. Due to her unauthorized leave from the facility, staff was unable to administer to her, her prescribed evening medications.	Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 41 Inc. Date: 5/30/2023	Consumer resides in a CCF. Due to her unauthorized absence from the facility, staff was unable to administer her prescribed medications throughout the day.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 41 Inc. Date: 5/14/2023	Consumer resides in a CCF. Upon his return to the home after an overnight stay, staff noted that he did not take his Sunday afternoon medications. When asked, he could not explain to staff why he missed his afternoon medications.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 43 Inc. Date: 5/28/2023	Consumer resides in an ICF/DD. In the afternoon he began to have difficulty breathing and coughing repeatedly. After consulting with the medical team, the paramedics were called, and he was transported to the hospital. He was admitted and diagnosed with pneumonia.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 44 Inc. Date: 5/05/2023	Consumer resides in a CCF. She stumbled over her shoes as she got up from the sofa. Her 1:1 attempted to hold her and guide her gently to the floor but was not successful. She hit the left side of the face on the floor receiving a laceration in the middle of her eyebrow. She was transported to the ER where she received stitches for her laceration.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 44 Inc. Date: 5/25/2023	Consumer resides in a CCF. He walked outside with assigned staff to throw an item in the dumpster. When he returned to the program, another staff noticed he was having difficulty walking	CSC to follow-up. Community Care Licensing, Adult Protective Services,	

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<b>Adults</b>			
	and appeared to be stumbling. The inside staff preceded to assist him, while his assigned staff was still located in the parking lot. Both of his knees were bleeding and severely scratched. First aid was administered by on-site program staff. At the end of the day video surveillance was obtained of the incident that revealed him falling a multiple of times throughout the parking lot and the assigned staff failed to provide any assistance.	and NLACRC Community Services were notified of this incident.	
Age: 46 Inc. Date: 5/16/2023	Consumer receives Supported Living Services. He was not administered his morning medication. Staff did not pay attention to the medication log and bubble pack description.	CSC to follow-up. NLACRC Community Services and Nurse Specialist Consultant were notified of this incident.	
Age: 48 Inc. Date: 5/08/2023	Consumer receives Supported Living Services. During an overnight visit with family, his prescribed medications were misplaced. As a result, he missed his morning and evening medication distribution.	CSC to follow-up. NLACRC Community Services and Nurse Specialist Consultant were notified of this incident.	
Age: 49 Inc. Date: 5/12/2023	Consumer resides in a CCF. She tested positive for Tuberculosis while in the hospital for a non-reportable incident and will remain in the hospital being treated for both incidents.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 49 Inc. Date: 5/30/2023	Consumer receives Supported Living Services. He disclosed to the reporting vendor that he had engaged in verbal and physical aggression with the staff of a different vendor. He had struck the male staff with a closed fist in his car, while he was attempting to leave, and yelling profanities. He then entered the car and the staff had pulled him from the car, causing him to fall and hit his head on the concrete. Staff returned to his vehicle and he struck the staff again through the passenger window. The staff in turn got out of his car and began to strike him with closed hands. Another staff	CSC to follow-up. Adult Protective Services and NLACRC Community Services were notified of this incident.	

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	member intervened, ending the altercation. Visible marks were observed on his forehead and cheek.		
Age: 52 Inc. Date: 5/12/2023	Consumer resides in an ICF-DD/N. Staff were concerned with his repeated coughing and low oxygen saturation levels. 911 was called and he was transported to the ER. He was admitted into the hospital for further observation and treatment of a respiratory illness.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 53 Inc. Date: 5/08/2023	Consumer resides in a CCF. Day Program reported that when he arrived, he was struggling to step off the bus. Staff assisted him by allowing him to lean on them. He appeared shaky and appeared unwell and cold. 911 was called and he was transported to the ER. It was reported that he sustained a fracture and dislocation and was discharged to a skilled nursing facility.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 54 Inc. Date: 5/15/2023	Consumer receives Supported Living Services. Family reported to vendor that during his psychiatric appointment he began yelling, becoming agitated and hitting himself. He was admitted into a Psychiatric Health Facility for observation and treatment.	CSC to follow-up. NLACRC Community Services and Psychiatric Consultant were notified of this incident.	
Age: 54 Inc. Date: 5/01/2023	Consumer resides in a CCF. He reported pain on his side and chest area. He was taken to the ER where elevated cardiac protein level was discovered. He was admitted into the hospital for further observation and treatment.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Specialist Consultant were notified of this incident.	
Age: 55 Inc. Date: 5/05/2023	Consumer resides in a CCF. He was not administered his afternoon medication.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 55 Inc. Date: 5/08/2023	Consumer resided in an ICF-DD/N and is currently in a skilled nursing facility. During a visit, her CSC noted multiple issues with	CSC to follow-up. Adult Protective Services and NLACRC Community	

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	her health and safety. The palm of her hands had a black substance, hair was matted, a skin rash was observed.	Services were notified of this incident.	
Age: 55 Inc. Date: 5/15/2023	Consumer resides in a CCF. The home administrator discovered that an envelope containing his money totaling \$280, was missing from the locked safe. A police report was filed.	CSC to follow-up. Community Care Licensing, Law Enforcement, and NLACRC Community Services were notified of this incident.	
Age: 55 Inc. Date: 5/11/2023	Consumer is residing in a Skilled Nursing Facility. NLACRC was notified by hospital that she was admitted from the SNF due to abnormal labs, such as low potassium and weakness.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 55 Inc. Date: 5/26/2023	Consumer resides in a CCF. He had continued to become weaker with continual diarrhea. He did not have an appetite and refused to eat. He had difficulty getting out of bed and fell in the bathroom hitting his head. 911 was called and he was transported to the ER. He was diagnosed with malnutrition due to the continual diarrhea. He has been admitted into the hospital and results are waiting from testing to determine if he also has an infection.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 56 Inc. Date: 5/11/2023	Consumer receives Supported Living Services. His staff noticed that he appeared weak and contacted primary care physician. He was taken to the ER and admitted for observation and it was found that his sodium levels were low.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 57 Inc. Date: 5/25/2023	Consumer resides in a CCF. He was volunteering while participating in his Community Integration Training program. As he was assisting in moving a table through a hallway, his pinky finger became jammed between the table and the wall. Basic first aid was applied on-site, and he was transported to the ER where he received a splint for his finger.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 57 Inc. Date: 5/08/2023	Consumer resides in a CCF. While walking with her community group she lost her balance and fell to the ground. She had a minor scratch on lower lip and laceration on her knee. First aid was	CSC to follow-up. NLACRC Community Services and Nurse	

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	applied, and she was transported to the ER where she received 8 staples for the laceration. A CT and X-ray were taken to rule out head trauma and fractures.	Consultant Specialist were notified of this incident.	
Age: 57 Inc. Date: 5/09/2023	Consumer receives Supported Living Services. She notified her SLS staff that she slipped and fell in the bathroom, hitting her head and causing a small laceration. SLS staff arrived at her home and drove her to the ER where she received three staples.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 57 Inc. Date: 5/12/2023	Consumer resides in an ICF/DD-H. She was admitted into the hospital for observation and treatment of a urinary tract infection. Second vendor reported that she also is being treated for COVID and enlarged kidneys.	CSC to follow-up. Community Care Licensing, Department of Public Health, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 57 Inc. Date: 5/26/2023	Consumer receives Supported Living Services. He informed his staff that he was admitted to the hospital for shortness of breath. He has a history of COPD (Chronic Obstructive Pulmonary Disease) and continues to smoke cigarettes daily. He also had a CT scan which showed a small hernia and will undergo a small procedure to repair the hernia. He will also receive a test to examine the lining of his esophagus, stomach, and small intestine.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 59 Inc. Date: 5/17/2023	Consumer resides in a CCF. During a routine check, staff noticed that she had fallen without wearing her helmet. She had approximately a 4 cm laceration on her head. She was transported to the ER where she received 4 staples, a CT Scan, and a Tetanus Shot.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 61 Inc. Date: 5/13/2023	Consumer resides in an ICF/DD-H. Upon returning from a visit at her family home, her home staff was made aware that she missed her Saturday afternoon medication. No side effects or changes in her condition were observed.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	

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Age: 61 Inc. Date: 5/17/2023	Consumer receives Supported Living Services. His SLS staff became aware that he had been taking more medication than prescribed.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 65 Inc. Date: 5/04/2023	Consumer resides in a CCF. Staff observed that she had white foam around her mouth and paramedics were called. She was transported to the ER and admitted into the hospital for further observation and treatment, with a diagnosis of pneumonia.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 65 Inc. Date: 5/17/2023	Consumer resides in a CCF. He reported to his day program, "My roommate touched me down here" and pointed to his genitals. He stated that it had happened yesterday at his house and that he reported it to staff at his house, but he couldn't remember the name of the staff member. He also mentioned the name of the other consumer who touched his genitals. Day Program also called his home to notify them of his accusation.	CSC to follow-up. Community Care Licensing, Adult Protective Services, and NLACRC Community Services were notified of this incident.	
Age: 66 Inc. Date: 5/02/2023	Consumer resides in a CCF. She was taken to the ER due to low oxygen levels. She was admitted for observation and treatment of a urinary tract infection.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 66 Inc. Date: 5/11/2023	Consumer resides in an ICF/DD-N. Staff reported it appeared as if he was experiencing pain with groan, facial expressions, and the clenching of his hands. He was taken to the ER and admitted for observation and treatment of a urinary tract infection.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/01/2023	Consumer resides in an ICF/DD-N. While at day program she was observed to be lethargic with low oxygen saturation levels and difficulty breathing. 911 was called and she was transported to the ER. She was admitted into the hospital for further observation and treatment.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	

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<b>Adults</b>			
Age: 67 Inc. Date: 5/05/2023	Consumer receives Independent Living Services. His scheduled ILS staff was not present during scheduled services and he did not feel comfortable self-administering his own morning medications. Replacement staff did not arrive until a few hours later and it was too late to take his prescribed medications.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/09/2023	Consumer resides in an ICF/DD-H. He was taken to the ER due to an elevated body temperature along with a wet nonproductive cough. He was admitted to the hospital for treatment of a urinary tract infection,	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/10/2023	Consumer receives Supported Living Services. She was hospitalized for observation and treatment due to experiencing multiple seizures and being diagnosed with a urinary tract infection.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/10/2023	Consumer receives Supported Living Services. He was admitted to hospital due to low kidney function and near kidney failure. His kidneys aren't filtering toxins sufficiently through the bladder. He will remain overnight and continue to be given antibiotics for a previous urinary tract infection.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/25/2023	Consumer receives Supported Living Services. He was accompanied to the ER due to vomiting, lethargy, an altered cognitive state, low O2 levels, coughing and congestion. Diagnosis include low O2 levels, dehydration, and chronic upper GI bleeding. He was admitted into the hospital for further treatment.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 67 Inc. Date: 5/29/2023	Consumer resides in an ICF-DD/N. She was transferred to the hospital due to a change in her condition and abnormal vital signs, displaying hypotension and tachycardia. She is currently on ventilation and has been admitted to the ICU.	CSC to follow-up. Community Care Licensing, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	

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Age: 70 Inc. Date: 5/09/2023	Consumer resides in a CCF. In mid-April he had reported that he had fallen, and his ankle was swollen. He was taken to Urgent Care and other follow-up appointments that determined he had a sprain and not a fracture. After his appointment with a Podiatrist on 5/09/23, it was determined that he had a fracture and was treated with a boot.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 72 Inc. Date: 5/11/2023	Consumer resides in an ICF-DD/N. He spilled water and slipped when he tried to wipe up the spill himself. As a result of the fall, he hit his head on his dresser and received a small laceration on his head. He was taken to the ER where he received staples.	CSC to follow-up. Department of Public Health, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 72 Inc. Date: 5/15/2023	Consumer resides in an ICF/DD-H. During a discussion of healthy eating choices, he threw an orange at staff. Staff attempted to de-escalate the situation by offering a van ride. As they walked to the van, he ran off into the street, tripped, and fell face first onto the pavement. He was taken to the ER and was admitted into the ICU unit in the hospital. CT revealed bleeding in his brain.	CSC to follow-up. Department of Public Health, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 73 Inc. Date: 5/28/2023	Consumer resides in an ICF/DD-H. After using the toilet, she attempted to clean the toilet seat and lost her balance and fell to the floor. She was able to stand on her own and then notified staff of her fall. The RN was consulted, and she was transported to the ER for further evaluation. She was treated for a rib fracture, prescribed medication and rest, then release home the same day.	CSC to follow-up. Department of Public Health, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	
Age: 73 Inc. Date: 5/20/2023	Consumer receives Independent Living Services. When staff arrived, they observed that he was vomiting and struggling to breathe. He was taken to the ER and admitted to hospital for further evaluation and treatment.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 75 Inc. Date: 5/26/2023	Consumer resides in an ICF-DD/N. While attending a routine medical appointment, the physician observed a uterine infection.	CSC to follow-up. NLACRC Community Services and Nurse	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.

# INCIDENTS REPORTED TO DDS

May 2023

	Description	Action	Final Disposition
<b>Other Incidents Adults</b>			
	She was admitted into the hospital for further observation and treatment.	Consultant Specialist were notified of this incident.	
Age: 75 Inc. Date: 5/30/2023	Consumer receives Supported Living Services. She vomited approximately three times; paramedics were called and transported her to the ER. She was admitted into the hospital for observation and is being treated for a urinary tract infection and abnormal blood pressure.	CSC to follow-up. NLACRC Community Services and Nurse Consultant Specialist were notified of this incident.	
Age: 77 Inc. Date: 5/24/2023	Consumer resides in an ICF/DD-H. She was experiencing pain in her lower extremities. She was transported to the ER for evaluation and admitted to hospital for further observation and treatment. She was diagnosed with a urinary tract infection.	CSC to follow-up. Community Care Licensing, Department of Public Health, NLACRC Community Services, and Nurse Consultant Specialist were notified of this incident.	

\* Please note that highlighted incidents involve allegations of abuse and/or neglect, or crime victimization.



# North Los Angeles County Regional Center

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

## Self Determination Program Report - Implementation Updates

June 1, 2023

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

Participants have completed Orientation: **645**

Total number of budgets that are certified: **281**

Total number of budgets that are in the certification process: **7**

Total number of spending plans that are approved: **210**

Total number of spending plans in progress: **71**

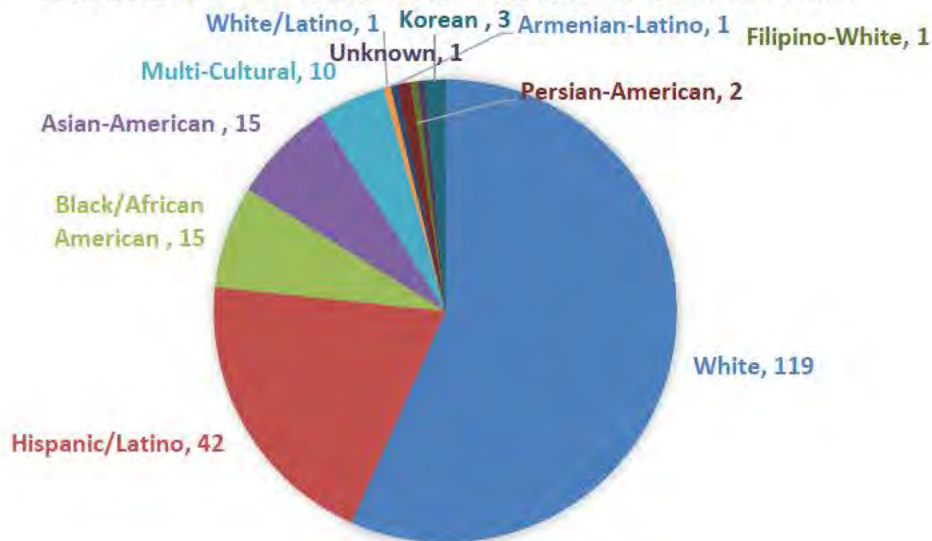
Total number of PCP's completed: **225**

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

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

Participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: **210** (11 transitions this month)

### ETHNICITY OF CURRENT PARTICIPANTS IN SDP



### Transfers based on ethnicity for the month of June:

White: 5

Korean: 1

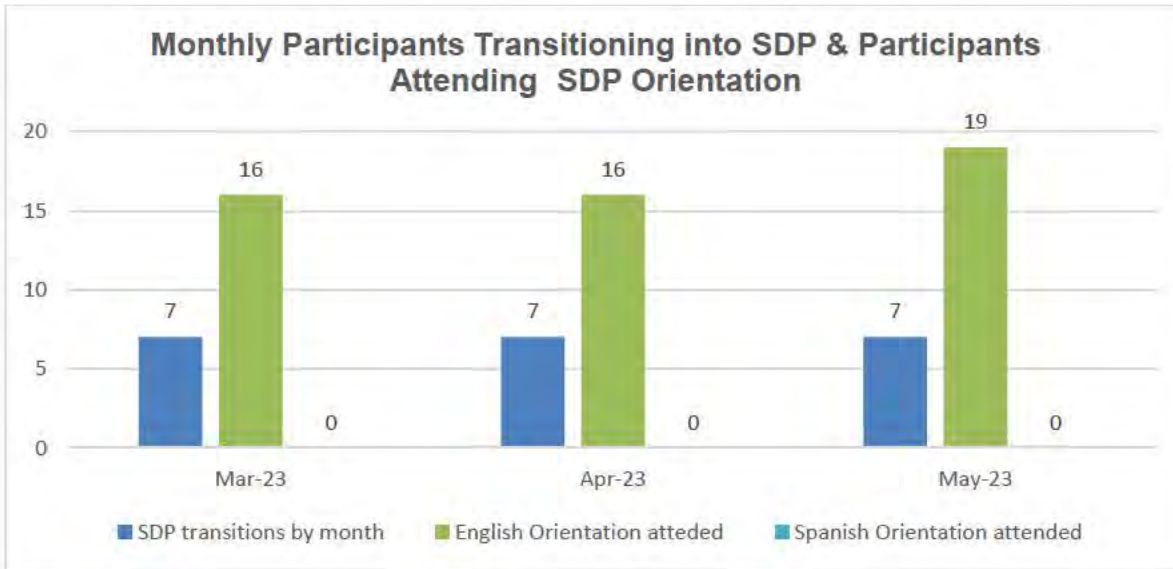
Hispanic/Latino: 4

Multi-Cultural: 1

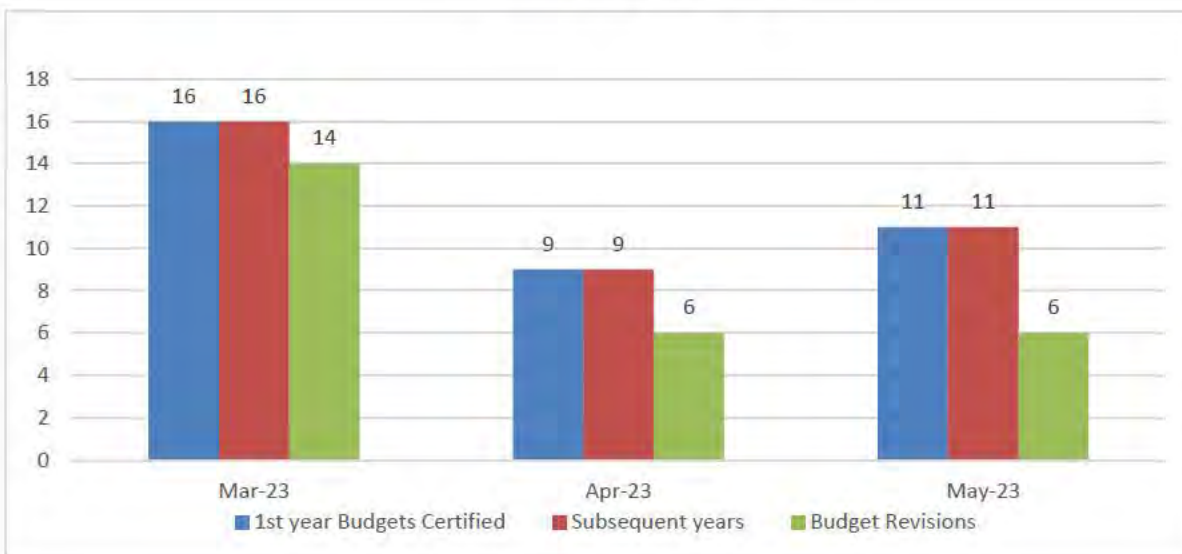


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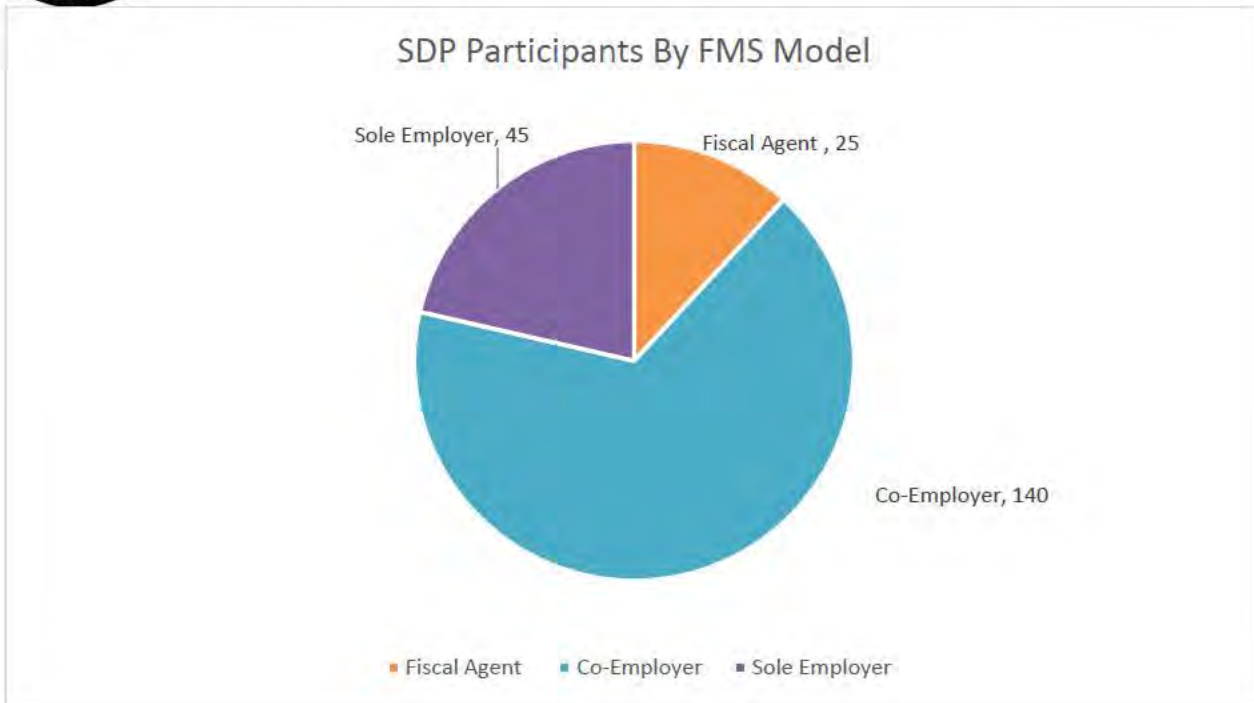
### Monthly Budgets Certified





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**\*\*FMS agencies used by NLACRC SDP Participants: Aveanna, Mains'l, Cambrian, GT Independence, Acumen, & Casa Fiscal /Essential Pay**

## NLACRC Implementation Updates/ information:

- The SDP Local Volunteer Advisory Committee has an opening. If you are interested in the position, please contact us at [selfdetermination@nlacrc.org](mailto:selfdetermination@nlacrc.org).
- NLACRC will be hosting monthly Independent Facilitator round tables every 2<sup>nd</sup> Thursday of the month from 2-3pm. Our first meeting will take place July 13, 2023. The purpose of this meeting is to provide IF's with information about the SDP process at NLACRC. It is a platform where IF's can collaborate and ask questions to the NLACRC, SDP team.
- SDP Orientation is available:
  1. Through State Council <https://scdd.ca.gov/sdp-orientation/>
  2. Live through NLACRC on the 1st Monday of the month in English and 3<sup>rd</sup> Monday of the month in Spanish (unless there is a holiday, day may change).  
RSVP: [selfdetermination@nlacrc.org](mailto:selfdetermination@nlacrc.org)
  3. Virtually available at any time (24/7) through NLACRC website: [Self-Determination Orientation |NLACRC.](#)
- Next Orientation meetings:
  - Monday July 10, 2023 (English) from 9AM-12:00PM
  - Monday June 26 & July 17, 2023 (Spanish) from 9AM-12:00PM
- Self Determination Support Group – July 5 at 4:30pm via Zoom. [Meeting Registration - Zoom](#)
- SDP Local Volunteer Advisory Committee- Thursday June 15, 2023 from 6:30PM-8:30PM



- The meeting will be held virtually. The Zoom link can be found on NLACRC's calendar [Self Determination Local Advisory Committee Meeting | Calendar of Events | NLACRC](#)  
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. The committee meets every other week.
- NLACRC is hosting a monthly partnership meeting with vendored FMS agencies. There is representation from the following NLACRC departments: Community Services, Accounting and Case Management.

*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:*

<b>Available FMS Services</b>	<b>FMS Model</b>	<b>Languages Spoken</b>	<b>Accepting participants?</b>	<b>Employee Burden Cost</b>
Acumen	Bill Payer, Sole Employer	English & Spanish  But have translators for other languages.	Yes. Consult required and it may take up to 2 months to transition.	15.1%
Aveanna Support Services	Bill Payer and Co-Employer (with nursing through home health agency only)	English, Spanish, Vietnamese, Cantonese, Mandarin and Trieu Chau	Not until June due to capacity.	13.6% + 3.3% sick pay  They advise consumers to go with 20% just in case.
Cambrian	Bill Payer, Sole Employer, Co-Employer	English, Spanish, Vietnamese, Tagalog, Farsi	May 2023	25%
Casa Fiscal/Essential Pay	Bill Payer, Co-employer	English, Spanish, Mandarin	Not currently.	25%
GT Independence	Bill Payer, Sole Employer, Co-Employer	All Languages are supported to assist Individuals in the language of their choice	Not until June 2023.	Co-employer 19.5%  Sole Employer-Varies depending on workers comp
Mains'l	Bill Payer, Sole Employer, and Co-employer	English Only	Waitlist	16.5% for Sole Employer  17.5% for Co-employer

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

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**Name:** Jordan Feinstock

**Meeting:** SDLVAC

**Date of Meeting:** May 18, 2023

|    |                                           |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|----|-------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1. | <b>Number of Attendees</b>                | 25                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| 2. | <b>Public Input:</b>                      | <p>SCDD – Statewide training occurs every Monday topic Mental Health and Selfcare.</p> <p>Parent asked if the IF mentor sessions could be opened to everyone, RFP responded that the mission is for the IF to provide the service and rather the appropriate service would be for coaching services.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 3. | <b>Points of Discussion:</b>              | <p>1: Co-Chair spoke about the DDS rate increase for FMS providers effective 5/1/23. The new rate is calculated based on number of employees. The committee was interested in knowing how NLACRC is going to implement the change. NLACRC is not asking for new spending plans for those already in the program. NLACRC’s SDP team is working with FMS providers to process new authorizations. There were questions regarding “seasonal” workers. NLACRC will reach out to DDS for clarification.</p> <p>2: Under 099; NLACRC is still waiting for clarification regarding insurance requirement. Also, there is question under Title 17 that if services for an 099 is performing work without consumer present is billable.</p> <p>3: Committee Center Plan may need to be updated and review maybe completed in July 2023</p> <p>4: Looking for feedback on what training's DVU could provide under their current SDP allocations contract.</p> |
| 4. | <b>Reported out to Committee/Meeting:</b> | <p>1: Co-Chair read in depth the action step report bylaws unfortunately we only got through #4 and will finish at the start of the next meeting.</p> <p>2: Executive Director from RC spoke to lawyers and agrees that we have a much more important role in the staff training, looking to find out how this will move forward.</p> <p>3: SDP Manager went over the numbers of participants with an increase of 7 among other numbers.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |
| 5. | <b>Area of Concerns:</b>                  | <p>1: If we have more the 2 persons at a subcommittee meeting then under the Bagley Keen, we have to open it to the public.</p> <p>2: 099 insurance</p> <p>3: Chair/Board Report, Liaison Board Report last month had full name of people providing public comment, all future report will refer to the person by relation to the participant.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |

|           |                                 |                                                                                                                                                                            |
|-----------|---------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|           |                                 |                                                                                                                                                                            |
| <b>6.</b> | <b>Action Items:</b>            | <p>1: Self Governance Document – Review of Revisions was made by Richard.</p> <p>2: There is one committee position to fill by NLACRC and they will start recruitment.</p> |
| <b>7.</b> | <b>Questions for the Board:</b> | Chair would like the Board to know that participants are experiencing challenges with the FMS providers. Bills are not being paid on time.                                 |
| <b>8.</b> | <b>Miscellaneous</b>            | Reach us at <a href="mailto:nlacrcsdlac@gmail.com">nlacrcsdlac@gmail.com</a> Hotline 818-756-6314<br>September 23 resource fair in Santa Clarita Valley                    |

North Los Angeles County Regional Center  
**Administrative Affairs Committee Meeting Minutes**

April 26, 2023

**Present:** David Coe, Ana Quiles, Lillian Martinez, Alma Rodriguez, Rocio Sigala, Leticia Garcia, Bob Erio– Committee Members

Ruth Janka, Lizeth Chavez, Lilliana Windover, Vini Montague, Cristina Preuss, Evelyn McOmie, – Staff Members

Lori Walker- SDLVAC Co-Chair, Richard Dier- SDLVAC Co-Chair, Jasmine Barrios- Minutes Services - Guests

**Absent:**

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**I. Call to Order & Introductions**

David Coe called the meeting to order at 6:32 pm.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

M/S/C (A. Quiles/A. Rodriguez) To approve the agenda as presented

B. Approval of Minutes of the January 25<sup>th</sup>, 2023 Meeting

M/S/C (A. Quiles/L. Martinez) To approve the February 22<sup>nd</sup> Meeting Minutes as presented.

**IV. Executive Session**

A. Quarterly Legal Update

The Committee broke out into the executive session at 6:34 pm

The Committee returned from the Executive Session at 6:40 pm

**V. Lindquist, Von Husen & Joyce Presentation of NLACRC's IRS Form 990 Tax Return –  
*deferred***

**Vi. Committee Business**

A. Credit Line Update- Vini Montague

Vini reviewed the Board Resolution to Secure Revolving Line of Credit as presented in the packet. The resolution would be to authorize the Executive Director, Financial Officer, Chief Consumer & Community Services Officer and the Chief Information Officer to secure a revolving line of credit with City National Bank for \$70,000,000.00 for FY 22-23. It was noted that the credit line would be used before monthly reimbursements.

**M/S/C** (A. Quiles/A. Rodriguez) To approve the Board Resolution as revised to include the request for a revolving credit line for up to \$75 million dollars, to authorize any NLA officer to make disbursement instructions to City National Bank and to authorize any NLA officer to execute the credit disbursements.

B. Approval of Contracts- Vini Montague

1. Master Board Resolution - Group Service Code 785

Vini reviewed the resolution as presented in the packet. The Resolution authorizes NLA to establish subcodes, rates and payment agreements that are specific to psychological services. This will assist NLA in paying psychologists at a higher rate in accordance with the intake flow. A list of

**M/S/C** (A. Quiles/A. Rodriguez) To approve the resolution Group Service Code 785 as presented

2. Naslund & Naslund Foundation (PL21324-055) pg27

Vini reviewed the contract amendment as presented in the packet. The vendor provides 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 nonresidential setting.

The amendment would be to add additional staffing ratios, 1:1 and 1:3, in addition to existing 1:2 ratio services per program design addendum and new cost statements.

3. Assurance Family Services, Inc (PL2174-055)

POS Contract – Provides Community Integration training services  
5-year contract effective: June 1, 2023 through May 31, 2028  
Projected total contract amount is \$6,221,339.09  
Projected to serve 29 consumers per month

4. ESOL (HL1035-855) Contract Address Change

Vini presented this contract as presented in the packet. A new vendorization number was required due to a location address change. There are no changes to the contract from the prior authorization

POS Contract – Provides Adult Day Care services  
5-year contract effective: May 1,2023 through April 30, 2028  
Projected total contract amount is \$736,336.55  
Projected to serve 23 consumers per month

**M/S/C** (A. Quiles/A. Rodriguez) To approve the above listed contracts as presented

5. G&C Forbes (PL2187-113)  
POS Contract – Provides Specialized Residential Facility for 4 non-ambulatory adult residents  
5-year contract effective: May 1, 2023 through April 30, 2026  
Projected total contract amount is \$3,092,945.76  
Projected to serve 4 consumers per month.

It was noted that due to the urgency of an individual's needs, the Committee is being asked to submit to the Executive Committee on behalf of the Board of Trustees.

**M/S/C** (A. Quiles/A. Rodriguez) To approve the above listed contract to the Executive Committee for approval on behalf of the Board.

Ana asked that the contract be sent to the Executive Committee, along with the pertinent information for an electronic review and vote.

C. FY 2022-23 Financial Reports – Vini Montague

1. FY2022-23 Financial Report - Attachment 1  
D1 Budget - \$882,180,063  
Monthly Expenditures - \$72,110,781  
YTD Expenditures - \$540,169,001  
Currently, there is a projected surplus of \$49,230,919  
Administrative vs. Direct Allocation Report percentage should be below 15% annually, currently at 14.4%.
2. Social Recreation, Camp and Non-Medical Therapies Service Report - Vini Montague  
As of March 21, 2023, there were 122 authorizations for purchase reimbursements and \$72,459 in claims paid.
3. Assembly Bill 637 Proposal for Social Recreation FMS Update- Evelyn McOmie  
Evelyn shared that DDS approved the AB637 proposal for social rec FMS. NLA is still pending some additional clarification on service code information. Service Code 490 will be for those using FMS, NLA is waiting for DDS to issue a service code for bill payors.

D. Executed Contracts by NLACRC

1. 11/30/22: San Fernando Valley Office Reconfiguration  
Report was reviewed as presented in the packet.
2. No report: 11/30/22: San Fernando Valley Office Expansion
3. No report: 11/30/22: Santa Clarita Valley Office Expansion
4. No report: 09/09/2015: Minimum wage, sick leave increase
5. No report: 09/09/2021: Adding CIE/PIP program design addendums/subcodes
6. No report: 06/14/2017: Subcodes
7. No report: 06/13/2018: Renewals
8. No report: 10/10/2018: Health & Safety related
9. No report: 06/09/2021: Program Design changes
10. No report: COV-19 related contracts (time-limited)
11. No report: COV-19 related subcodes (time-limited)
12. No report: 05/11/2022: April 1, 2022 rate increase
13. No report: 05/11/2022: EBSH consumer cost changes

- E. Intermediate Care Facility (ICF) State Plan Amendment Summary - Vini Montague
1. ICF/SPA Billing Summary  
Vini reviewed the report as presented in the packet.  
Negative cash impact from ICF/SPA program for FY 2023 is \$3,031,718.34  
For FY 2022, the negative cash impact was \$325,677.26  
For FY 2021, the negative cash impact was \$20,445.80  
The Total Cash impact is \$3,372,701.69
  2. ICF/SPA Receivables  
This report reflects change in Outstanding Total Receivables from month-to-month. As of April 21, 2023, there was a decrease in total receivables by -35.6% to \$3,423,318
- F. Statewide Regional Center POS Expenditure Projection Report- Vini Montague  
This report ranks Regional Centers in terms of projected surplus for the 21 area Regional Centers.  
Projected Surplus: \$49,559,110  
Per Capital Allocation: \$25,816  
Projected Surplus per Capita: \$1,616  
Rank: 10 of 21
- G. Quarterly Fees Reports for PRMT and UAL- Vini Montague  
Vini reviewed this information as presented in the packet.
1. 3<sup>rd</sup> Quarter PRMT Fees Report by U.S. Bank - total fees paid \$63,323.14
  2. 3<sup>rd</sup> Quarter UAL Fees Report by U.S Bank & Highmark Capital - total fees paid \$24,487.71
- H. Construction Contracts Summary - Vini Montague  
Vini reviewed the information as presented in the packet
1. Santa Clarita Valley Office Expansion Project total: \$1,092,588.60
  2. San Fernando Valley Office Reconfiguration Project total: \$1,300,809.52
  3. San Fernando Valley Office Expansion Project total: \$58,000
- I. Human Resources Report - Ruth Janka
1. 3<sup>rd</sup> Quarter HR Report  
Ruth reviewed the report as presented in the packet.  
Positions on Hold: 14  
New Hires: 55  
Promotions: 5  
Separations: 33  
Quarterly Turnover Rate: 0.148%
  2. Monthly Human Resource Report  
Ruth reviewed the report as presented in the packet.  
On-Hold Positions - 14  
Open Positions Vacant - 87  
Positions Filled as of Feb 28 - 616  
FY22-23 Authorized Positions - 832  
% Filled - 854%



New Hires - 11  
Separations - 20  
San Fernando Open Positions - 61  
Antelope Valley Open Positions - 35  
Santa Clarita Open Positions - 7

Ruth noted that there have been 91 RSVPs for NLA's upcoming Career Day at the Antelope Valley Office. 11 hires are slated to begin on May 8<sup>th</sup>. Ruth will get clarification with Elena Santana in regards to on hold position progress.

3. Temporary Staff Statistics Update

The data was reviewed as presented in the packet. Leticia Garcia raised the question on if this report needs to continue to be presented in the meeting. After discussion, the Committee determined to continue to monitor the report until the amount spent on temp workers has decreased. Currently, \$400,000 is being spent on temp workers, the decision to make a temp employee a permanent employee is determined after 90 days. After discussion, It was decided to report out temp employees who have been on the roster longer than 90-151 days on why they have not been offered full-time employment.

4. Discussion to review Incentive Pay for Service Coordinators (CSC)

Ruth presented a draft on guidance toward providing employee incentives on an annual basis to assist in retention rates and to acknowledge staff for their contributions. NLA acknowledges the high case load ratio for CSCs and other areas of the organization are also experiencing high workloads due to high demand.

Revisions were discussed to this policy which includes the statement, "In Fiscal years where payments can be made, a one-time monetary payment to all staff will be made prior to June 30<sup>th</sup>" under number 4- Policy Item A. The Committee suggested the inclusion of a disclosure that a during a FY where notification will be sent with the amount and timeframe of the monetary payment before June 15<sup>th</sup>. Another addition to the policy could be a built-in statement surrounding the case load ratio. IT was proposed to include a statement that "NLA seeks to acknowledge that caseloads may exceed statutory requirements" and that all staff members, not just CSCs will be eligible to receive the incentive.

Concerns from NLA staff were raised regarding unintended consequences of issuing a policy that rewards CSCs and how it would affect other departments that could become disgruntled. The Committee clarified that the policy wouldn't be exclusive to CSCs if the funds allow but that at the minimum, an incentive should be made for CSCs in light of the current caseloads. Ruth and Vini will follow up with staff on this issue and will be further discussed at the next Executive Committee meeting.

J. Family Focus Resource Center Update- Evelyn McOmie

Evelyn reviewed the information as presented in the packet. Highlights include:

The report shows the number, dates and types of events that are being conducted for the community. The Advisory Committee meeting took place on April 19<sup>th</sup>. Ana Quiles and Lillian Martinez were in attendance. The next Advisory Committee Meeting is scheduled for September 20<sup>th</sup>, 2023. The RFP for the Resource Library was open from March 9<sup>th</sup> and closed on April 16<sup>th</sup> and FFRC is looking to make a decision by May 9<sup>th</sup> on one proposal received.

The Committee requested a compiled report-out from FFRC to be included in the packet for Board and Committee Meetings. IN addition, the Committee requested an addition of recaps on

events be submitted on News You Can Use.

K. Discussion to Commence Hybrid Meetings for FY23-24 - David Coe

M/S/C (A. Quiles/L. Martinez) To approve the continuation of bi-monthly, virtual-only meetings for the Committee FY 23-24.

L. Review & Approve Committee's Draft Critical Calendar for FY23-24 - Vini Montague

Vini reviewed the calendar as presented in the packet for bi-monthly meetings and with the inclusion that the audit Form 990 sequence would dependent on the receipt of the actuarial reports. Ana requested the inclusion of contractual obligations be added to the calendar.

M/S/C (A. Quiles/L. Martinez) To approve the critical calendar with the noted revisions

M. Strategic Plan Focus Area Review for Committee - David Coe

David reviewed this item as presented in the packet.

N. ARCA Dues for FY23-34 - David Coe

David presented the invoice for dues in the amount of \$106,405.00. Ana requested a breakdown of what is included to NLA in exchange for such a high fee for dues. Ana requested that Vini reach out to ARCA to find out what would happen if NLA did not pay the full amount and if those funds can be allocated to another area more efficiently.

Ruth shared that as part of the membership dues, ARCA represents NLA interests and positions, staffs a discipline or committee group and provides analysis of state-wide information. She also noted that ARCA negotiates the allocation methodology on behalf of the system. Leticia Garcia stated that she supports the continued partnership with ARCA, but that the time has come to have open, direct conversations about how ARCA can improve.

M/S/C (A. Quiles/L. Garcia) To approve the dues for ARCA with the determination of outlines for improvement in discipline groups. The motion passed with 1 opposition from L. Martinez.

O. Approval to Authorize an Officer to Secure Insurance Coverage for FY23-24 - Vini Montague

Vini reviewed the Board Resolution to Secure Revolving Line of Credit as presented in the packet. The resolution would be to authorize the Executive Director, Financial Officer, Chief Consumer & Community Services Officer and the Chief Information Officer to execute insurance binders and purchase insurance for FY23-24 through Arthur J. Gallagher & Co.

M/S/C (A. Quiles/A. Rodriguez) To approve authorization as presented

P. Board Policy- Service Provider and SDP Vendorization - Gabriela Eshrati

Gabriela reviewed the policy as presented in the packet. The Committee is being asked to consider the continuation of NLA to require 099 Vendors to carry liability insurance. Per Gabriela, all vendors for FMS and IF are required to carry the same insurance to cover regional centers from liabilities. DDS guidance was provided to streamline the process, but authorizes NLA to contact DDS to waive the Board Policy that ties the insurance requirements to incoming vendors.

At a prior Executive Committee meeting, the Committee determined that the continuation of the policy would be appropriate in the best interest of the safety of NLA's consumers. The Sexual

Abuse and Molestation insurance policy is an aggregate of \$3 million. Evelyn recommends a continuation of discussion before making a decision.

The Committee requests a breakdown of what it costs IFs/FMS'to carry insurance. Evelyn will pull the data for Committee to review via email. After discussion, it was determined to leave the policy as it stands until review of more information from Evelyn.

## VII. Review of Meeting Action Items

- A. To add an agenda item for the May Board meeting to identify different avenues for raising issues with ARCA (Liz/Ruth)
- B. To send an email to the Committee on how much money it would cost for IFs to obtain insurance (Evelyn)
- C. To update the Temporary Staffing Report to include temp workers who are not permanent after 90-151 days (Ruth/Elena)
- D. Add CSC Incentive Pay policy draft to Executive Committee for further review (Liz)
- E. To add the Family Focus Resource Update summary to be reported out following their quarterly meeting and to follow up on attendance count for future events (Evelyn)
- F. To add a recap of NLA events on News You Can Use (Ruth Janka)
- G. To mail email the GNC Contract to the Executive Committee for review and electronic vote to be held as soon as possible (Liz)

## VIII. Board Meeting Agenda Items

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

- A. Minutes of the April 26th Meeting
- B. Authorized Officer to Secure Credit Line for FY2023-2024
- C. FY 2022-2023 Financial Report
- D. Approval of Contracts
- E. Monthly Human Resources Reports
- F. Draft Critical Calendar for FY2023-2024
- G. ARCA Dues for FY2023-2024
- H. Authorized Officer to Secure Insurance Coverage for FY2023-2024
- H. Authorized Officer to Secure Insurance Coverage for FY23-24

## IX. Announcements / Information Items / Public Input

- A. Next Meeting: Wednesday, July 26, 2023 at 6:00 p.m.
- B. Committee Attendance

Richard Dier, the Co-Chair for the SDLVAC posed the question: "Can vendors be paid for doing work with participants who are exploring SDP?" He also stated that the SDLVAC is open to any questions related to SDP that NLA staff or Committee members may have.

## X. Adjournment

David Coe, Committee Chair, adjourned the meeting at 9:05 p.m.

(\*) *Hailey Lauderdale*  
Executive Administrative Assistant

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

DRAFT



|                       |                 |        |
|-----------------------|-----------------|--------|
| CSC - OD              | AV - OD         | Mar-23 |
| CSC                   | AV - ADULT 1    | Mar-23 |
| CSC                   | ADULT 3         | Feb-23 |
| CSC                   | ADULT 3         | Feb-23 |
| CSC                   | ADULT 3         | Feb-23 |
| CSC                   | ADULT 3         | Feb-23 |
| CSC                   | ADULT 3         | Feb-23 |
| CSC                   | SA 3            | Feb-23 |
| CSC                   | SA 3            | Feb-23 |
| CSC                   | SA 3            | Feb-23 |
| CSC (1:40)            | ES 3 (ENHANCED) | Feb-23 |
| CSC (1:40)            | ES 3 (ENHANCED) | Feb-23 |
| CSC (1:40)            | ES 3 (ENHANCED) | Feb-23 |
| CSC (1:40)            | ES 3 (ENHANCED) | Feb-23 |
| CSC                   | TRANS 1         | Feb-23 |
| CSC - SPECIALIST - OD | SA 2 - OD       | Feb-23 |
| CSC                   | AV - ADULT 2    | Feb-23 |
| CSC                   | SA 1            | Jan-23 |
| CSC                   | ADULT 1         | Jan-23 |
| CSC                   | ES 2            | Dec-22 |
| CSC                   | SA 2            | Dec-22 |
| CSC                   | ES 1            | Nov-22 |
| CSC                   | ADULT 1         | Oct-22 |
| CSC                   | TRANS 1         | Sep-22 |
| CSC                   | TRANS 1         | Sep-22 |
| CSC                   | ADULT 1         | Jul-22 |
| CSC                   | ADULT 2         | Jul-22 |
| CSC                   | ES 1            | Nov-22 |
| CSC                   | ADULT 1         | Oct-22 |
| CSC                   | TRANS 1         | Sep-22 |
| CSC                   | TRANS 1         | Sep-22 |
| CSC                   | ADULT 1         | Jul-22 |
| CSC                   | ADULT 2         | Jul-22 |

|                          |          |        |
|--------------------------|----------|--------|
| Administrative Assistant | PERSONAL | Apr-23 |
| Accountant Jr            | PERSONAL | Apr-23 |
| Service Coordinator      | PERSONAL | Apr-23 |
| Service Coordinator      | PERSONAL | Apr-23 |

|               |                  |        |
|---------------|------------------|--------|
| CSC           | SFV ES 7         | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CS Supervisor | SFV ADULT 11     | Feb-23 |
| CS Supervisor | SCV SCHOOL AGE 2 | Feb-23 |
| CS Supervisor | AV ADULT 3       | Feb-23 |

|                               |    |
|-------------------------------|----|
| CSC Vacancies by Location     |    |
| SFV                           | 41 |
| AV                            | 29 |
| SCV                           | 5  |
| Non-CSC Vacancies by Location |    |
| SFV                           | 33 |
| AV                            | 7  |
| SCV                           | 2  |

75

42



|                               |                  |        |
|-------------------------------|------------------|--------|
| CSC                           | AV SA 1          | May-23 |
| CSC                           | AV SA 2          | May-23 |
| CSC                           | AV SA 2          | Dec-22 |
| CSC                           | AV TRANSITION 1  | Feb-23 |
| CSC                           | AV ADULT 1       | May-23 |
| CSC                           | AV ADULT 1       | Apr-23 |
| CSC                           | AV ADULT 1       | Mar-22 |
| CSC                           | AV ADULT 2       | Mar-23 |
| CSC                           | AV ADULT 2       | Apr-23 |
| CSC                           | AV ADULT 2       | Apr-23 |
| CSC                           | AV ADULT 2       | Feb-23 |
| CSC                           | AV ADULT 3       | Feb-23 |
| CSC                           | AV ADULT 3       | Feb-23 |
| CSC                           | AV ADULT 3       | Feb-23 |
| CSC                           | AV ADULT 3       | Feb-23 |
| CSC                           | AV ADULT 3       | Feb-23 |
| CSC                           | AV ES            | Apr-23 |
| CSC                           | AV ES            | Apr-23 |
| CSC                           | AV ES            | Nov-22 |
| CSC ES                        | AV ES            | Sep-22 |
| CSC ES                        | AV ES 2          | Mar-23 |
| CSC ES                        | AV ES 2          | Dec-22 |
| CSC ES                        | AV ES 3          | Feb-23 |
| CSC ES                        | AV ES 3          | Feb-23 |
| CSC ES                        | AV ES 3          | Feb-23 |
| CSC ES                        | AV ES 3          | Feb-23 |
| CSC                           | AV SA 3          | Feb-23 |
| CSC                           | AV SA 3          | Feb-23 |
| CSC                           | AV SA 3          | Feb-23 |
| CSC - SELF DETERMINATION SPEC | CSC SELF-DETERM  | Sep-22 |
| CSC                           | SCV ES           | May-23 |
| CSC ES                        | SCV ES           | Mar-23 |
| CSC                           | SCV ES 2         | Feb-23 |
| CSC                           | SCV ES 2         | Feb-23 |
| CSC                           | SCV ES 2         | Feb-23 |
| CSC                           | SCV ES 2         | Feb-23 |
| CSC                           | SCV TRANSITION 2 | Apr-23 |

| CSC Vacancies by Location     |    |
|-------------------------------|----|
| SFV                           | 46 |
| AV                            | 33 |
| SCV                           | 7  |
| Non-CSC Vacancies by Location |    |
| SFV                           | 27 |
| AV                            | 4  |
| SCV                           | 0  |

86

31

|               |                  |        |
|---------------|------------------|--------|
| CSC           | SFV ES 7         | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | AV ES 3          | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CSC           | SCV ES 2         | Feb-23 |
| CS Supervisor | SFV ADULT 11     | Feb-23 |
| CS Supervisor | SCV SCHOOL AGE 2 | Feb-23 |
| CS Supervisor | AV ADULT 3       | Feb-23 |

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                            |



# NLACRC'S CONSUMER ADVISORY COMMITTEE



## RUN BY AND FOR ADULTS WITH DEVELOPMENTAL DISABILITIES

- The Consumer Advisory Committee (CAC) is made up of adult consumers who live in the catchment area of the North Los Angeles County Regional Center (NLACRC)
- The CAC discusses a specific topic during each meeting
- The CAC provides input to the NLACRC Board of Trustees through their committee chair, who is a member of the board
- All meetings are open to the public
- Meetings are typically held on the first Wednesday of the month from 3:00 p.m. to 4:00 p.m.



## CONTACT



### 2023 DATES

- August 2, 2023
  - Orientation meeting
- September 6, 2023
- October 4, 2023
- November 1, 2023



### 2024 DATES

- January 3, 2024
- February 7, 2024
- March 6, 2024
- April 3, 2024
- May 1, 2024
- June 5, 2024



Committee's Liaison  
Jose Rodriguez

(818) 756-6289 or [jrodriguez@nlacrc.org](mailto:jrodriguez@nlacrc.org)



Scan the QR Code.  
To learn more about  
the CAC and access  
the Zoom meeting.

People who come to 5 meetings during a 12-month period become CAC members!

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

April 19, 2023

**Present:** Andrew Ramirez, Brian Gatus, Cathy Blin, George Alvarado, Nicholas Abrahms, Rocio Sigala, Sharmila Brunjes, Erica Beall – Committee Members

Lizeth Chavez, Evelyn McOmie, Vini Montague, Lilliana Windover, Cristina Preuss, Donna Rentsch, Malorie Lanthier, Donna Rentsch, Robert Dhondrup, Ruth Janka, Jose Camacho, Anjit Boyajyan, Dana Lawrence– Staff Members

Lillian Martinez - NLA Board Member, Leticia Garcia - NLA Board Member, Anthony R- Coach for George Alvarado, Jasmine Barrios- Minutes Services - Guests

**Absent:**

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**I. Call to Order & Introductions**

Andrew Ramirez called the meeting to order at 6:00 pm

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

An item was added to IV. Committee Action Item F: Intake Onboarding Policy

M/S/C (C. Blin/ R. Sigala to approve the agenda as revised

B. Approval of Minutes of February 15<sup>th</sup> Meeting

M/S/C (N. Abrahms/C. Blin) To approve the meeting minutes as presented

**IV. Committee Action Items - Andrew Ramirez**

A. Discussion of Meeting Schedule and Commencing Hybrid Meetings for FY23-24

The Committee was tasked on establishing the format and frequency of the

Committee Meetings for FY23-24. Cathy proposed the continuation of bimonthly meetings for the next FY.

**M/S/C** (R. Sigala/C. Blin) To continue meeting on a bimonthly schedule for FY23-24.

The Committee was also asked to consider hosting hybrid meetings or to continue with virtual meetings only for FY23-24. Considerations were made for both sides.

**M/S/C** (R. Sigala/G. Alvarado) To continue virtual meetings only for the Consumer Services Committee meetings for FY23-24.

B. Review and Approve Committee's Draft Critical Calendar for FY23-24

The bimonthly formatted Critical Calendar was reviewed as presented in the packet.

**M/S/C** (C. Blin/G. Alvarado) To approve the draft Critical Calendar for Board approval

C. Strategic Plan Focus Area Review

Andrew reviewed the document as presented in the packet. The areas highlighted in blue represents sections that are aligned with Consumer Services as it relates to the Strategic Plan. The Executive Board will review the noted sections along with those submitted by the other Committees for finalization. The Committee is welcomed to send Andrew any feedback in review of this document.

D. Accessibility of Consumer and Family Guides Update - Evelyn McOmie

There was a request during a previous meeting to have the Consumer and Family Guides distributed at community events. Evelyn shared that there were 2500 guides that were issued and are now polling the organization to get an accurate count as far as how many are left. It was noted that the guides are costly to produce and NLA is seeking to create these guides at a more manageable cost. In addition, virtual copies are being created as well as flyers with QR codes with access to the information.

Ruth Janka shared that the 1<sup>st</sup> 5000 copies of the guide, the cost was \$28,000 to publish. More cost-efficient options are being researched. Ruth proposed the creation of a document that explains the guide, provides ways to access the guide online for more accessibility at more reasonable costs. Anyone who is onboarded should receive a copy of the guide and anyone who did not receive one should receive a copy at their initial IPP meeting. Ruth will confirm the ordering of the guides from Robert Dhondrup. Robert stated that final quotes should be received by the end of the week to create a more cost-effective guide.

Robert will check on the bound copies to ensure that an order has been placed.

Erica Beall proposed creating infographics with the pertinent information that are distributed via email or in a designated place on the NLA website and the promotion of digital access to individuals. Ana Quiles recommended that NLA order guides in advance to ensure that they are available. It was also proposed that a unique promotion, QR code and access/information.

Rocio Sigala suggested that NLA create a flyer similar to one made by SCDD that lists their resources by categories and includes links to information in both English and Spanish. Rocio will email a copy of the form to NLA Board Support for further review. The SDP guide link would also be included on the flyer.

E. SIR Final Disposition

Evelyn shared that NLA is working on modifying the quarterly SIR report to reflect the request for a monthly SIR report to include final disposition. Ruth and Evelyn explained that there will be a delay in the monthly reporting that will push the final disposition determination past 30 days. NLA is working on manually inputting the data to be available at the June Board Meeting. It was also requested that the timing be outlined on the document to be available for Board Member review.

F. Onboarding Intake Policy

A group of nine individuals collaborated to create the Onboarding Intake Policy and a Visual Road Map that will be serving in the experience of intake and onboarding. The policy was reviewed as presented in the packet.

The policy, purpose and intent of objectives, definitions of mission, vision and values, and a glossary are included in the policy, along with a list of terms and definitions. A visual road map that highlights the steps for intake individuals. Paper copies of the road map with QR codes will be available to experience the roadmap on their phones. Two surveys were produced to be distributed: 1 that will be sent after the intake process has been completed with optional contact information space provided. Considerations for visual limitations were include. Submission can be sent physically on the pre-stamped post card via USPS or the survey can be taken online through the QR code. After they receive an IPP/IFSP, a similar survey will be sent to receive feedback on timing and what the experience was throughout the process.

Ana thanked Evelyn and the entire workgroup to develop this policy and

expand the resource for better accessibility that she feels could be a template for other regional centers to use. She proposed a policy that would highlight respite, childcare and behavioral interventions. In addition, timing and deadlines should be outlined in the policy on how soon services need to be authorized based on the bandwidth of NLA's staff. The suggestion was made to change Objective D to become Objective E and to add a section to include the family support assessment to be included in the IPP planning process to include the top POS services at that time which is currently: personal assistance, respite and childcare.

Ruth stated that the family support plan should be included with every IPP. She suggested a more defined list: personal assistance, in-home family respite and day care services. A qualifier would be needed to specify specialized day care or if there is a parent share for day care cost. Rocio recommended the inclusion of crisis intervention services as a topic in the policy as well.

**M/S/C** (A. Quiles/C. Blin) To add section D in the policy to include the family support plan in the IPP to address respite, childcare and personal assistance needs for families and to designate a timeline on when the authorization should take place.

## V. Committee Updates

### A. Self-Determination Program Report Update - Gabriela Eshrati

Evelyn McOmie reviewed the SDP Report as presented in the packet.

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

Participants have completed Orientation: 610

Total number of budgets that are certified: 250

Total number of budgets that are in the certification process: 4

Total number of spending plans in progress: 58

Total number of PCP's completed: 216

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

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

Total number of participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: 192

Pre-enrollment Transition Support

On March 20th, 2023 the Department provided regional centers with a standardized vendorization packet for SDP Supports under service code 099.

SDP Orientation is available:

1. Through State Council <https://scdd.ca.gov/sdp-orientation/>

2. Live through NLACRC on the 1st Monday of the month in English and 3rd Monday of the month in Spanish (unless there is a holiday, day may change)
3. Virtually available at any time (24/7) through NLACRC website

#### Self-Determination Orientation

Next Orientation meetings:

Monday May 8, 2023 (English) from 9AM-12:00PM

Monday May 15, 2023 (Spanish) from 9AM-12:00PM

#### FMS Information

Rocio sent over a revised FMS grid that would like NLA to consider the draft would include 2 new columns with more detailed information. If a budget limit is reached, information should be listed in a column. Also, the requirements prior to consultation or prior to becoming a client and dates/processes for purchases.

#### Board Liaison Report

Evelyn reviewed the report as presented in the packet. Highlights include the addition of new committee member, Michael Carey, as an appointee selected by NLA and the RFP recipient presentations on their projects.

#### B. Purchase of Services (POS) Data Reports- Ruth Janka

##### 1. NLA POS Data Expenditure Analysis

Ruth reviewed the information as presented in the packet. The top expenditures include personal assistance, in-home respite. Supported living residential facilities for adults and community integration. They are sorted by amount paid, highest to lowest. In addition, highest to lowest paid per capita is also noted and by service code, location and ethnicity. Age bands can be created from the data and trends by the sorting categories will be used to identify disparities. Ruth proposed that the data be sent along to the Disparity Committee to help analyze the data and to recommend strategies to overcome barriers in the appropriate areas.

Malorie Lanthier introduced Anahit, who designed the business analysis and put together the different data models to be able to perform more in-depth research. In addition, Jose Camacho was introduced who has been with NLA for 26 years. She presented on a proposed methodology for data analysis.

#### Research Target

- There are 30,100 consumers who were active in the NLA catchment area in FY 2022.
- Goal is to answer 2 questions: Are people with similar diagnoses receiving similar services? If not, what is the variable that may contribute to the disparity?

#### Going from Data to Information

- Raw data
- Homogenous Sampling
  - o Groups of people with similar test to test effectiveness
- Understanding what Drives Utilizations
- The methodology treats anything that is not part of the homogenous characteristic as a variable, the disparity or difference

It was noted that this method will help identify the underlying triggers and what things can be done to find solutions for disparity. The determination will be made for the continued collection of data in other areas to support the identification of disparities.

Mallory has proposed some groups to evaluate by factors based on the above-listed data. Ana made the recommendation that the Committee maintain the categories to establish a baseline for the data. The Committee agreed to attach the timing to be supported within the Committee. This data will also be used for other areas such as accounting, caseload ratios, etc.

#### C. Monthly Consumer Competitive Employment Report - Vini Montague

Vini reviewed this report as presented in the packet that compares months in regard to consumers who are competitively employed.

Residence Type- total increase of 13 consumers within all residence types

Ethnicity- increase of 2 Asian consumers, 12 Hispanic consumers, 3 consumers identified as Other Race/Multicultural and -4 White consumers. Total increase of 13 consumers within all ethnicities.

#### D. Intake Data by Location Report - Ruth Janka

This report was made at the Committee's request to break out the Intake Data by age, per Valley. Ruth presented the data as presented in the packet. Highlights include:

January Intake Total:950

Over 120 Days:163  
% Over 120 Days: 17.20%

February Intake Total: 998  
Over 120 Days: 149  
% Over 120 Days: 14.90%

March Intake Total: 950  
Over 120 Days: 140  
% Over 120 Days: 14.74%

Factors that drive the cases to go past 120 days include the unavailability of appointments and shortage of vendor psychologists. Communications are being made to the community in regard to the use of personal insurance to obtain psychological evaluations to use in the intake process. No shows to appointments and cancellation/rescheduling of appointments have also contributed to the issue.

E. 3<sup>rd</sup> Quarter Consumer Diagnostic Report - Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

As of March 31, 2023, NLA has served 30,716 consumers for the quarter. Data is broken down by locations, diagnostic elements.

F. 3<sup>rd</sup> Quarter Consumer Diagnostic Report by Age – Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

Age 3-9: 6,414

Age 10-13: 3,401

Age 14-17: 3,215

Age 18-24: 4,434

Age 25-40: 5,840

Age 41-64: 2,813

Age 65 and older: 714

Total: 26,831

G. 3<sup>rd</sup> Quarter Consumer Intake report - Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

H. 3<sup>rd</sup> Quarter Exceptions Report - Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

There were 66 exceptions that is broken down by type of service request that went to exception.

I. 3<sup>rd</sup> Quarter Appeals Report – Evelyn McOmie

Evelyn reviewed this report as presented in the packet.



There were 12 appeals filed in this quarter. There were 2 Fair Hearings held, 1 was dismissed and 1 position was upheld by NLA.

J. 3<sup>rd</sup> Quarter NOAs Reports by Ethnicity/Age, etc. - Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

There were 363 Total NOA's sent

For the sake of time, Ana Quiles proposed that only 1 version of each of the above listed reports to be presented to the Committee. In addition, Brian Gatus requested a version of the reports that would compare the actuals with goals set. Andrew and Evelyn will meet to discuss these reports further.

M/S/C (A. Quiles/B. Gatus) To condense the reports to include 1 variation.

K. 3<sup>rd</sup> Quarter 4731 Report - Dana Lawrence

Evelyn reviewed this report as presented in the packet.

This report was due to DDS on Monday and a revised copy that was submitted to DDS will be submitted to the Committee for further review. There were 3 violations that were noted by NLA. They include a timely notice of action not provided, a written notice of permanent change of CSC not provided and intake process did not follow statutory timelines to produce responses.

L. 3<sup>rd</sup> Quarter Community Resource Development Plan (CRDP) Report - Evelyn McOmie

Evelyn reviewed this report as presented in the packet.

Evelyn reviewed this report as presented in the packet.

Porterville Developmental Center (Secured Treatment)

Total Number of NLACRC Consumers: 14

Specialized Residential Facility (SRF): 3

Enhanced Behavioral Support Home (EBSH): 1

Canyon Springs: 2

Community Placement Deferred: 8

•Canyon Springs (State Operated Facility)

Total Number of NLACRC Consumers: 1

Specialized Residential Facility (SRF): 1

STAR (Acute Crisis Facility)

Total Number of NLACRC Consumers Placed: 0

Referrals Pending: 1 (for STAR)

Institute of Mental Deficiency (IMD), FY 2021/22

Total Number of NLACRC Consumers: 5  
Specialized Residential Facility (SRF): 1  
Level 4 Group Home: 2  
Community Placement Deferred: 2

M. Board Audit: Does any action impact the availability or quality of services?

Evelyn shared that the rate increase for the service providers that came from DDS should result in a higher quality service and greater availability as providers who receive an increase in funding. In order to ensure the Community placement plans goals are being met, NLA is taking steps to develop 4 more homes, 2 for adults and 2 for children. Evelyn feels that the goals are being met.

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

FMS AB637 (SPD) Status Update - Evelyn announced that approval was given to NLA by DDS to meet the needs of those that are considered unable to access service to prevent a financial burden from being a reason for inability to receive the resource. NLA will use the bill payer model through the FMS. DDS will be issuing a service code, specifically for reimbursement through an FMA for social recreation.

**VIII. Meeting Action Item Review**

- A. Strategic Plan Focus list to be shared with the Executive Committee for review (Liz Chavez)
- B. Unique promotion for the Consumer and Family Guide/ Follow up with Robert Dhondrup on ordering hard copies in advance (Liz Chavez)
- C. To provide a status update report for the May Board meeting with the final disposition report be presented at the June Board Meeting. (Evelyn McOmie)
- D. Update the Onboarding Intake Policy to move item D to item E and to include an addition to the family support plan and to include respite, personal assistance and day care and timelines. (Evelyn McOmie)
- E. To consolidate Committee Reports to include 1 version of the same report. (Andrew and Evelyn)

**IX. Board Meeting Agenda Items**

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

- A. Minutes of the April 19<sup>th</sup> Meeting
- B. Strategic Plan Focus Area Selection
- C. Committee Draft Critical Calendar FY23-24
- D. Committee Meeting Draft Schedule FY23-24

## X. Announcements / Information Items / Public Input

- A. Committee Attendance Log
- B. Committee Critical Calendar
- C. Next Meeting: Wednesday, July 19<sup>th</sup>, 2023 at 6:00 p.m.
- D. Public Input

Ana Quiles shared that she is excited to see some Committee Members at the ARCA academy and is looking forward to the event. She also shared that she is proud of what the Committee has accomplished together.

## XI. Adjournment

Andrew Ramirez adjourned the meeting at 8:36 p.m.

Submitted by:

(\*) *Hailey Lauderdale*  
Executive Administrative Assistant

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



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

May 17, 2023

**Present:** Andrew Ramirez, Nicholas Abrahms, Rocio Sigala, Brian Gatus, Cathy Blin, Jordan Feinstock, George Alvarado, Sharmila Brunjes – Committee Members

Ruth Janka, Liliana Windover, Crish Whitlock, Cristina Preuss, Gabriela Eshrati, Evelyn McOmie, Hailey Lauderdale – Staff Members

Michelle Heid – Legucator, Leticia Garcia- Board Member, Ana Quiles - Board President, Anthony - Coach for George Alvarado, Jasmine Barrios- Minutes Services - Guests

**Absent:** Sylvia Brooks-Griffin

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**I. Call to Order & Introductions**

Jordan Feinstock, Committee Chair called the meeting to order at 6:01 pm.

Jordan introduced himself as the current Committee Chair, the former Chair and Vice-Chair of the NLA Self-Determination, and current Board of Trustees Member.

The Committee Members and NLA staff introduced themselves.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

Ruth added Item #: Board Recognition application for Rocio Sigala and Josefina Romo under Committee Action Items. All subsequent items were moved down accordingly.

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

B. Approval of Minutes from the March 15<sup>th</sup> Meeting

M/S/C (B. Gatus/A. Ramirez) To approve the March 15<sup>th</sup> meeting

**IV. Legucator Report – Michelle Heid**

A. April Report

Michelle reviewed this item as presented in the packet. Highlights include:

Legislative Update

As we enter April, the California Legislature is working hard with bill and budget hearings happening daily. During bill hearings, committees are hearing the over 2,600 bills that have been introduced since the beginning of the session in December 2022.

California Budget

On January 10th, Governor Newsom released his \$296.9 billion spending plan (\$223.6B in General Funds, \$70.4B in special funds & 2.9B in bond funds) for the 2023-2024 fiscal year, 1111Page 2 of 12 Engaging and Empowering the Disability Community which runs from July to June. Governor Newsom is projecting a \$22.5 billion shortfall that his administration

will attempt to solve through a series of trigger cuts, delays or deferral of spending authorized in earlier budgets, and withdrawals or reductions of planned one-time spending.

#### Coordinated Family Support Service

DDS has released a directive with information about Coordinated Family Support (CFS) services, specifically designed for adults who are 18 years and older, choose to live in their family home and are served by a regional center. The new service option will help reduce or remove barriers to staying in the family home, and provide adults with assistance with coordinating services and supports to develop skills in home, access “generic services”, and gain access to their communities.

#### DS Task Force

The DS Task Force provides guidance on the delivery of services to Californians who have intellectual and developmental disabilities. 42 individuals serve on the full DS Task Force while an additional 115 serve on the 5 Task Force Workgroups (Community Resources, Oversight, Accountability and Transparency, Safety Net, Service Access & Equity, and System & Fiscal Reform).

#### Governor Newsom Proposes Modernization of CA's Behavioral Health System

Governor Newsom proposed a 2024 ballot initiative to improve how California treats mental illness, substance abuse, and homelessness: A bond to build state-of-the-art mental health treatment residential settings in the community to house Californians with mental illness and substance use disorders and to create housing for homeless veterans, and modernize the 1717Page 8 of 12 Engaging and Empowering the Disability Community Mental Health Services Act to require at least \$1 billion every year for behavioral health housing and care.

#### ARCA Grassroots Day - March 29th, 2023

Many from the NLACRC community participated in ARCA Grassroots Day on Wednesday, March 29<sup>th</sup>, 2023 where they were able to meet with ten of the state legislators in the NLACRC catchment area. The teams were often joined by regional centers that share areas with the legislator. During the meetings they were able to share their experiences with legislators and their staff. The discussion focused on ARCA's Advocacy Key Points including modernization of the Core Staffing Formula, support for AB 649 (Wilson) which repeals a prohibition on regional centers from purchasing some services that would otherwise be available through other sources (e.g., Medi-Cal, Medicare, private insurance, and dental services), support for provider rate reform, and support for repealing fees on families (e.g., Annual Family Program Fee and Family Cost Participation Program).

#### Assemblymember Dr. Joaquin Arambula's Budget Request

RC's Core Staffing Formula sharing The Association of Regional Center Agencies (ARCA) announced that Assemblymember Dr. Joaquin Arambula (D31) has championed a request to modernize DDS's Core Staffing Formula and fund additional regional center service coordinators. This Budget request of \$64.6 million from the General Fund on an ongoing basis will help reduce caseloads, stabilize caseload ratios, and help all Californians with developmental disabilities, particularly those from diverse communities, receive the care that they deserve and is promised by the Lanterman Act. Assemblyman Arambula chairs Budget Subcommittee 1 on Health and Human Services. Read his request to the Budget Committee at the link above.

#### B. May Report

Michelle reviewed this item as presented in the packet. Highlights include:

### Legislative Update

As we enter May, we are closing in on the release of the May Revise which will include revisions to the Governor's 2023-2024 Budget which was released in January. This year's budget process will be unlike the typical budget process in CA due to the extended tax deadline for many California residents. In all but three counties in the state, the tax deadline was extended due to unrelenting winter storms and is now October 15th. This means that the budget process will likely last throughout the session and may require additional early budget action when the legislature reconvenes in 2024. The Legislature will still need to meet all constitutional requirements regarding the budget which means that the budget bill will need to be passed by June 15th.

### Fun Fact

In 2010 California voters passed Proposition 25, requiring state legislators to forfeit pay when they do not pass a budget by the June 15th constitutional deadline. This proposition also changed the two-thirds majority vote to a simple majority. Since enactment, the legislature has not missed a June 15th deadline. This year's process may look a little different due to the extended tax filing deadline for many Californians. "We're going to have to make more projections and assumptions because the cash we could normally have in the bank in April, we're not going to receive until mid-October," said H.D. Palmer, spokesman for Gov. Gavin Newsom's Department of Finance. Last year, the state brought in \$25 billion in personal income tax revenue in April. Palmer said in typical tax years, April accounts for about 15-20% of the personal income tax collected by the state.

### DSP Workforce Survey

The Department of Developmental Services (DDS) is collecting data from agencies that employ Direct Support Professionals (DSPs) about factors that impact the workforce. The DSP workforce is experiencing challenges such as high turnover and vacancy rates, which can affect the lives of individuals needing support. Stakeholders have expressed support for learning more about the employment of DSPs to inform policy changes, designing recruitment and retention efforts, and examining the impact of rate increases over time. The data collection effort will collect data, through an online survey, on vendor agencies' direct service professionals (DSPs) for calendar year 2022 and will establish baseline information from which DDS, agencies and stakeholders may assess challenges, evaluate the impact of existing initiatives and shape future policies to improve workforce stability. The 2023 DSP Workforce Data Collection will begin in early May 2023. Registration is required to participate. Vendor agencies who are eligible to participate in the data collection and complete the survey in its entirety will receive an \$8000 incentive after the data collection has ended.

### Little Hoover Commission

The Little Hoover Commission is an independent California state oversight agency, and recently conducted an extensive study of California's Department of Developmental Services system (DDS). The Commission released its report, "A System in Distress: Caring for Californians with Developmental Disabilities" in which it highlighted ongoing disparities and inconsistencies in service quality and availability among racial and ethnic groups and geographic areas. The report also outlines seven recommendations, urging California's legislature to take action to expand state oversight of the 21 regional centers, and to establish more consistent policies and procedures across them.

Senator Scott Wilk-(R), District 21, has been appointed by the Senate Rules Committee to serve on the Little Hoover Commission. The Commission is an independent California state oversight agency whose work involves researching and evaluating the structure, operation, and function of state government departments, agencies, and the executive branch. Their 3030Page 9 of 11 Engaging and Empowering the Disability Community recommendations aim to improve program outcomes, increase government transparency, reduce spending without sacrificing services, eliminate duplication or wasteful practices, and to consolidate services or abolish, create, and reorganize government to better meet the needs of Californians.

## V. Committee Business

### Action Items

A. NLACRC Grassroots and Legislative Activities update – Ruth Janka

Ruth shared that there has not been any further formal grassroots/legislative activities planned at this time. There are several legislators who were invited to the Board Dinner, 3 have declined, 1 has confirmed and the rest are pending responses.

In regards to the Doodle survey that measured responses on legislative priorities, there will need to be a re-do as the account with which the results were collected was a personal account, not an NLA account. With the departure of Robert Dhondrup, there has not been a way for NLA to access the survey results.

B. Discussion of Meeting Schedule for FY23-24 – Jordan Feinstock

The Committee engaged in discussion related to meeting frequency. It was determined to continue the meetings on a bimonthly basis with considerations to be made on emergency sessions on a case-by-case basis. It was noted that due to pre-determined months when NLA goes dark, that there will be an extended period of time without a meeting. As a work around, the Committee agreed to hold special sessions and e-mail correspondence if needed.

**M/S/C** (B. Gatus/A. Ramirez) To approve the continuation of a bimonthly Committee meeting schedule for FY23-24. The motion passed with 1 opposition from Jordan Feinstock.

C. Draft Committee Critical Calendar for FY23-24

The selected calendar would be the bimonthly format. The calendar will also be revised to include the Board Recognition policy submission deadline as discussed.

**M/S/C** (J. Feinstock/C. Blin) To approve revisions to the Critical calendar to include a bimonthly format and the addition of the Board Recognition application deadline submission to be March 1<sup>st</sup>.

D. Board Recognition Policy submission deadline – Ruth Janka

Ruth reviewed the policy as presented in the packet. The purpose of this policy is to guide the board in its efforts to recognize individuals who have made a distinguishable contribution in the lives of people with developmental disabilities. The board may choose to recognize individuals as follows:

- Award a plaque
- Pass a resolution
- Send a letter

The highest award is a plaque, followed by a resolution, then a letter.

The committee may consider an individual's application for recognition that is submitted by a person knowledgeable about the individual's contributions. The application must be complete and be accompanied by a letter(s) of recommendation. The committee, at its discretion, may vote to recommend to the full board that the individual be recognized for his/her contributions. The committee's recommendation will include the type of recognition as mentioned above. The board, by a majority vote of members present at a regularly scheduled meeting, may pass a motion for the center to recognize the individual for his/her contributions.

The Committee is being asked to determine submission deadlines and voting dates to include in the revised Critical Calendar for presentation at the annual Board Dinner. It was proposed that the deadline for submissions be March 1<sup>st</sup>. The Committee will review the applications and discuss at the March meeting for proposal to the Board. The policy will be revised and emailed to the Committee for an e-mail vote for Board approval.

**M/S/C** (J. Feinstock/A. Ramirez) To revise the policy to include a March 1<sup>st</sup> submission deadline for FY23-24.

E. Board Recognition Application for Rocio Sigala and Josefina Romo- Ruth Janka

The Committee reviewed the application that was submitted for Rocio Sigala and Josefina Romo. The application included reference letters and noted Rocio and Josefina's work with the AV Seed and Grow programs and how it has made a positive impact in the Antelope Valley for 18 years. In addition to holiday events catered to individuals from disabilities, Rocio and Josefina have worked on social skills gatherings and has interfaced with cities to provide them with grants for swimming lessons, etc. They have also received recognition from Senator Tom Lackey's office for assistance in organizing volunteers for programs. Sharmila Brunjes proposed that the Committee orders an individual plaque for Rocio and Josefina to be presented at the Board Dinner. IN the event that the plaque is not ordered in time for a June presentation, that a letter be presented to inform them that a plaque was ordered.

**M/S/C** (A. Ramirez/S. Brunjes) To recognize Rocio Sigala and Josefina Romo with an individual letter and plaque at the June Board Dinner, for their work with the disability community.

F. Social Media – Chris Whitlock

1. Social Media Analytics March 2023

Chris reviewed the report as presented in the packet.

Twitter

Daily Exposure: 4,037

Post Engagement: 38

Reach: 20,868

Total Followers: 474

Tweets Sent: 198

Instagram

Followers Gained: 53

Total Followers: 498

Posts: 194

Facebook

Post Impressions: 9,271



Page Reach: 4,063  
Total Impressions: 14,400  
Total Engagement: 402

2. Social Media Analytics April 2023  
Chris reviewed the report as presented in the packet.

Twitter

Daily Exposure: 3,774  
Post Engagement: 26  
Reach: 20,229  
Total Followers: 474  
Tweets Sent: 169

Instagram

Followers Gained: 40  
Total Followers: 538  
Posts: 169

Facebook

Post Impressions: 7,489  
Page Reach: 3,207  
Total Impressions: 8,554  
Total Engagement: 367

G. Legislative Update - Ruth Janka

1. FY23-24 Legislative Bills– Ruth Janka

The bills identified by the Committee as legislative priorities via the Doodle poll are no longer available to NLA as the results were collected on a personal account. The Committee was asked to discuss the listed bills and to propose the bills for which NLA is being requested to provide a letter of support. After discussion, the following was determined:

SB 299 (Eggman) Medi-Cal redetermination

As part of the process when County's verify eligibility for Medi-Cal participation, current law states that they be mailed a form that is required to be mailed back. If this mail gets bounced back by the Post Office as "undeliverable" they are automatically cut from Medi-Cal. This legislation will end this auto drop outcome.

**M/S/C** (S. Brunjes/A. Ramirez) To add SB299 Eggman to the Legislative Priorities list

AB 649 (Wilson) Developmental Services

This bill would delete the prohibitions on regional center purchases for services that would otherwise be available from Medi-Cal, Medicare and private insurance and delete regional centers from purchasing medical or dental services for a consumer 3 years or older unless provided with documentation from Medi-Cal, private insurance or healthcare service plan denial.

**M/S/C** (A. Ramirez/C. Blin) To add AB649 Wilson to the Legislative Priorities list

AB 1147

The Lanterman Developmental Disabilities Services Act makes the State Department of Developmental Services responsible for providing various services and supports to individuals with developmental disabilities, and for ensuring the appropriateness and quality

of those services and supports. Pursuant to that law, the department contracts with regional centers to provide services and supports to persons with developmental disabilities. This bill would enact the Disability Equity and Accountability of 2023, which would make various changes to the act for purposes including gathering relevant data and providing increased oversight of regional center operations and performance. The bill would require an evaluation of regional center performance by the department, which would be implemented using a common set of performance measures. The bill would require the assessments to use performance measures in 7 specific domains: community integration, employment, equity in access, case management, client and family choice, experience and satisfaction, human and civil rights, and health and safety. The bill would require the department to establish standards for these these performance measures, as specified, by July 1, 2024. The bill would require the department, in consultation with stakeholders, including consumers and family members, to annually establish, update, and review a uniform process to be used by regional centers to develop corrective action plans that respond to below standard performance. The bill would require the department to oversee the process to develop a corrective action plan and assess corrective action undertaken by a regional center.

**M/S/C** (J. Feinstock/A. Ramirez) To add AB1147 to the Legislative Priorities list

AB 1588 (Wilson) - Affordable internet and Net Equality Act of 2023- Provides for increased access to high-speed, low-cost internet.

**M/S/C** (S. Brunjes/C. Blin) To add AB1588 to the Legislative Priorities list. The motion passed with 1 opposition from J. Feinstock.

SB 37 (Caballero) - Housing support grants – Creates (upon appropriation) a grant program to fund housing for older adults and adults with disabilities, including a specific reference to the Lanterman definition, who are “at risk” of homelessness. “At risk” is defined based off of income/expenses.

**M/S/C** (A. Ramirez/ S. Brunjes) To add SB37 Caballero to the Legislative Priorities list. The motion passed with 1 opposition from J. Feinstock.

SB 445 (Portantino) IEP translation Expands “parent” to include guardian rights holder and requires LEAs ensure the parent has language access.

**M/S/C** (A. Ramirez/ B. Gatus) To add SB445 Portantino to the Legislative Priorities list. The motion passed with 1 opposition from J. Feinstock.

AB 447 (Arambula) Inclusive college education Would create inclusive pilots at California public universities and request UCs to serve college students with intellectual and developmental disabilities.

**M/S/C** (S. Brunjes/ G. Alvarado) To add AB447 Arambula to the Legislative Priorities list. The motion passed with 1 opposition from J. Feinstock.

The Committee requested more information on AB 1157 (Ortega) - DME repair coverage- Would expand existing coverage mandates for durable medical equipment to include fixing said equipment. Ruth will provide to the Committee. Michelle Heid will also help provide more information on the selected bills. It was also proposed that at future meetings where

bills are selected, that Michelle Heid be present to provide more information to the Committee.

H. Local Grassroots Marketing and Outreach - Cristina Preuss

Cristina reviewed the information as presented in the packet. Cristina included all of the activities done by different members of the DEIB Team and DEIB specialist. The team has been very active, there were 634 individuals reached this month. The highlight of the month was the participation in the West Valley Day of Help Event, hosted by Assembly Member Jesse Gabriel, from which NLA received a Certificate of Recognition.

There is also an MOU being developed with the Eastside Union School District per their requirements. Life After High School events have been successful in all 3 locations.

**VI. Review of Meeting Action Items (Item Owner and Due Date)**

- A. Committee Action Log
- B. Send a link for the Board Recognition Application for Rocio Sigala and Josefina Romo to the Committee for vote via email (Ruth Janka)
- C. Amend Board Recognition Policy to include a March 1<sup>st</sup> application submission deadline, to be reviewed by the Committee at the March meeting. (Ruth Janka)
- D. Amend Critical Calendar to add Board Recognition application review in March (Ruth Janka)
- E. Add the discussed bills to the Legislative Priorities (Ruth Janka)
- F. Send more information to the Committee on AB1157 (Ruth Janka0)

**VII. Board Meeting Agenda Items**

- A. Minutes of the May 17<sup>th</sup> Meeting
- B. Draft Critical Calendar for FY23-24

**VIII. Announcements / Information / Public Input**

- A. Next Meeting: TBD
- B. Committee Attendance

Public Input

Gabriela Eshrati shared that the Transition Fair will be taking place on Thursday, May 25<sup>th</sup> from 6pm-8pm at the Lancaster office. The Transition Fair will be for individuals transitioning out of high school to adulthood and will help provide resources and next steps.

**IX. Adjournment**

Jordan Feinstock adjourned the meeting at 8:24 pm.

Submitted by:

(\*) *Hailey Lauderdale*  
Executive Administrative Assistant

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

DRAFT

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

April 17, 2023

**Present:** Ana Quiles, Lillian Martinez, Suad Bisogno, David Coe – **Committee Members**

Lizeth Chavez, Lilliana Windover – **Staff Members**

Jasmine Barrios -Minutes Services - **Guests**

**Absent:** Jennifer Koster

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I. Call to Order

Lillian Martinez called the meeting to order at 5:35 pm

II. Consent Items

A. Approval of Agenda

**M/S/C** (D. Coe/A. Quiles) To approve the agenda as presented

B. Approval of Minutes & Redacted Minutes of the March 16<sup>th</sup>, 22<sup>nd</sup>, and 24<sup>th</sup> Meetings

**M/S/C** (S. Bisogno/D. Coe) To approve the minutes as presented

III. Committee Business

A. Finalize recommended slate of officers, nominees and re-nominees for FY2023-24 to be presented at the next Executive Committee Meeting

The Committee is being asked to finalize the slate to present to the Executive Committee meeting. The nominees' self-introductions are being collected and Lizeth Chavez will send out to the Committee via email once they have all been received.

Per the bylaws in regards to term length: "each Trustees should be elected for a term of up to three years, as designated by the Board with each term commencing on the 1<sup>st</sup> of July of the year in which the Trustee is elected". After discussion, it was proposed to elect Board Members for a 1-year term and afterwards, the Member can extend their service for an additional 1-, 2- or 3-year term based on recommendation from the Nominating, Executive Committees and Board of Trustees, and with agreement from the Member.

The Committee is being asked to approve the recommended slate of officers, nominees and re-nominees. Once approved, the list will move on to be presented at the next Executive Committee meeting. If the Committee agrees to the terms discussed related to term-length, the recommendation can be added to the May Board Meeting for approval and implementation for the incoming slate of Board Members.

Lizeth Chavez will draft an amendment to the Board Member term-length policy and send to the Committee for review. Once approved via electronic vote, the document will be added to New Business for the May Board of Trustees meeting.

**M/S/C** (S. Bisogno/D. Coe) To approve the recommended slate of officers, nominees and re-nominees for FY23-24 to be presented to the Executive Committee for approval for Board

presentation.

After review of the document, revisions were made to include the following:

- David Coe will be nominated for the 1<sup>st</sup> Vice-President Position
- George Alvarado will be nominated for the CAC Alternate

A re-vote was held to remain in compliance with the bylaws which does not allow Committee Members who are nominated for the slate to participate in the vote to approve the slate.

**M/S/C** (L. Martinez/S. Bisogno) To approve the recommended slate of officers, nominees and re-nominees for FY23-24 to be presented to the Executive Committee for approval for Board presentation. The motion passed with 2 abstentions from A. Quiles and D. Coe.

## B. Board Composition

### 1. NLACRC Board Composition - March 2023

The composition was reviewed as presented in the packet. 1 African American and 1 Individual served, are the 2 remaining areas which is required for compliance.

### 2. Tentative DDS Board Composition FY2023-24

The composition was reviewed as presented in the packet. Once the Board for the upcoming FY Is finalized, NLA is required to submit information on what is being done to recruit for the open needs for Board Composition.

Efforts for recruitment continues, Liz noted that she has several resumes on LinkedIn that require review to determine eligibility before being passed to the Committee. There was extensive discussion regarding specific steps to recruitment for open composition needs. Determinations were made that applications from all interested and eligible individuals will be accepted and held on file to be reviewed during the open nominating period. Applications from eligible individuals that meet a composition need will be reviewed for expedited recommendation to the Board after being vetted through the Nominating process.

A proposition was made that in addition to general announcements on social media and NLA's website, targeted recruitment should be implemented to increase interest from potential members that meet composition needs. This would include announcements at community groups that meet the needs of the composition at any given time.

## C. Review of Interview Process, Questions, and Rating Sheets

Revisions were made to the Interview Questions to include:

- Asking yes/no questions before moving on to the open-ended questions
- Including information regarding the time commitment required to serve on the Board in the introduction of the interview to ensure the applicant understands the expectations
- Make an addition to question 1 to include an explanation of the applicant's tie to NLA with the question of why the applicant wants to volunteer.
- Combine sections 4 and 5: Work Management and Commitment. The yes/no questions regarding commitment would be combined to be asked at the beginning of the meeting.
- Add the questions: "Have you attended a monthly Board Meeting?" and "Are you familiar with Robert's Rules of Order?"

The Committee agreed to review and further discuss this topic so that the correct revisions can be proposed.

After discussion, the following process was proposed in regards to the interview process:

- Application submitted
- Liz vets the application to ensure eligibility. Sends a notification to applicant along with a pre-screening questionnaire or a note that the application will remain on file until an appropriate vacancy becomes available.
- Applicant is sent the Board and Committee schedule and is required to attend at least 1 meeting; Liz will confirm their attendance to make them eligible for an interview
- Interview is scheduled or applicant is notified that they will not be moving forward
- Interview is conducted with Nominating Committee
- Nominating Committee submits recommendations to Executive Committee
- Executive Committee submits recommendations to the Board of Trustees
- A final vote conducted by the Board of Trustees

Liz will update the interview process, questions, and Board/Committee calendars and send to the Committee for review. The Rating Sheets will be updated to be based on the questions asked. Once the questions have been finalized, the rating sheets will be revised to be answered based on the questions.

#### D. Approve draft Critical Calendar for FY2023-24

Revisions to the calendar were made to include more meetings in a FY to facilitate both Committee process meetings to be conducted separately from Committee meetings with applicants. Currently, the Committee meet in October to review documents, applications are open until December and The Committee begins meetings in February to begin interviews in March. It was proposed to move the items listed for the October meeting to a Committee Meeting in August. October will be dark unless an additional meeting is required to conduct urgent Committee Business.

**M/S/C** (A. Quiles/ L. Martinez) To approve the revision to the Critical Calendar, moving October items to August with October reserved as an optional meeting month, to the Board for approval.

#### E. New Committee Business

As part of the Critical Calendar, it was noted that NLA will conduct an educational session for potential Board applicants. Lillian Martinez proposed that NLA can provide potential Board Members with a pre-recorded basic training on Robert's Rules of Order.

After discussion, it was determined that the Nominating Committee would make a proposal to the Executive Committee to include a training on Robert's Rules of Order to the Board Training Plan so that all Board Members could have a refresher course. This would be separate from the planned training on Robert's Rules of Order that is to be held at the upcoming Board Retreat. The training that is held as part of the Board Training Plan will then be recorded and provided to incoming Board Members to be completed before their first meeting as a Board Member.

**M/S/C** (D. Coe/ S. Bisogno) To make the recommendation to add Robert's Rules of Order live training to be included in the Annual Board Training plan for the FY2023-24 that will be recorded and provided to all new Board Members in subsequent years.

To Committee determined to revise the Nominating policy to include an update with a 1-year term for oncoming Board Member. For the Nominating Committee to be granted the authority to extend re-nominees to 1-,2-or 3- year terms. Liz will revise the policy for an electronic vote to be held by the Committee for presentation to the Board once approved

#### VI. Board Meeting Action Items

A. To make revisions to the Board proposed slate of officers, nominees and re-nominees for presentation to the Executive Committee (Liz Chavez)

C. To send the revised Nominating Policy to the Committee via email for electronic vote and presentation to the Board once approved (Liz Chavez)

D. To update the interview process and interview questions per discussion and submit to Committee via email for electronic vote and presentation to the Board once approved (Liz Chavez)

E. To request a Robert's Rule of Order training to the Executive Committee for inclusion in the Board Training Plan (Liz Chavez)

D. Update the Critical Calendar include October items in August for Board Presentation (Liz Chavez)

#### VII. Board Meeting Agenda Items

A. Minutes of April 17<sup>th</sup> Meeting

B. Updated Critical Calendar for FY2023-24

#### VIII. Announcements / Information

A. Next Meeting: TBD

#### IX. Adjournment

**M/S/C** (D. Coe/S. Bisogno) To adjourn the meeting.

The meeting was adjourned at 7:25 pm.

Submitted by:



(\*) *Hailey Lauderdale*  
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  
**Post-Retirement Medical Trust Committee Meeting Minutes**

April 26, 2023

**Present:** Ana Quiles, Ruth Janka, Alma Rodriguez, Vini Montague, David Coe -Committee Members

Liliana Windover, Lizeth Chavez, Danielle Fernandez, Gabriela Eshrati, Evelyn McOmie, –  
Staff Members

Anne Wimmer – HighMark Capital, Tim Banach – U.S. Bank, Sarah Murray - Milliman,  
Jasmine Barrios-Minutes Services - Guests

**Absent:**

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**I. Call to Order & Introductions**

Ana Quiles called the meeting to order at 5:30 pm.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

M/S/C (R. Janka/A. Quiles) To approve the agenda as presented

B. Approval of Minutes of January 26<sup>th</sup> Meeting

M/S/C (R. Janka/V. Montague) To approve the Meeting Minutes as presented

**IV. Presentation of Year 2022 Actuarial Report - Sarah Murray, Milliman**

Sarah Murray introduced herself as the Consulting Actuary from Milliman. She presented the results of the Annual Actuarial valuation of NLA's retiree health benefits. ASC715 requires the measurement and reporting of retiree health plan liabilities on NLA's financial statements. This does not mandate funding.

The requires financial statement items include:

- Net Periodic Benefit Cost: Income Statement
  - o This equates to the portion of future benefits allocated to the current FY, and includes amortization gains/losses due to plan experience or assumption change.
- Unfunded Plan Liability: Balance Sheet
  - o The difference between accumulated post-retirement benefit obligation (APBO) and plan assets.
- Disclosures
  - o Plan provisions, assumptions and methods

NLA's Retiree Health Plan Benefits

- Eligibility

- Must retire from NLA on or after age 50 + 5 years of service with NLA. Age 52+5 if hired on or after 1/1/2013.
- Health Benefits
  - Retiree and dependents ay continue health coverage in NLA health plan for their remaining lifetime.
  - NLA contracts with CalPERS for health coverage
  - NLA will make a contribution toward the cost of health care coverage
  - Retiree must pay the balance of cost of coverage and is only eligible for Center subsid if enrolled in CalPERS health plan.

#### How the Valuation Works

- Project active and retiree population
  - Turnover, expected retirement age
  - Life expectancy
- Project annual health benefit costs
  - Current year
  - Trend for medical inflation in future years
- Project expected retiree payments
- Discount payments to today's dollars
- Allocate costs to periods of service
- Compare liabilities to assets

#### Assumptions

- Make predictions about the future
- Best estimates on recent data, plan design, actuarial judgement
- Assumptions selected based on input and recommendations from actuary
- NLA's auditors reviews and accepts assumptions used for NLA's financial reporting
- Demographic, economic and healthcare cost assumptions

#### Results

- Bond year curve - NLA's discount rate increased from 2.99% to 4.65% as of June 30, 2022
- Investment Policy and Expected Return (including 2.30% inflation assumption)
  - Cash
    - Expected Nominal Return: 2.94%
    - Asset Allocation: 4.3%
  - Fixed Income
    - Expected Nominal Return: 4.51%
    - Asset Allocation: 32.7%
  - US Equity
    - Expected Nominal Return: 6.53%
    - Asset Allocation: 60.1%
  - Cash
    - Expected Nominal Return: 5.90%
    - Asset Allocation: 2.9%
  - Expected Geometric Return (30 years): 6.10%
- Accumulated Post-Retirement Benefit Obligation (APBO)
  - Total Plan Liabilities - June 30, 2022: \$48,354,029
  - Total Plan Liabilities - June 30, 2021: \$55,310,549
- Plan Assets
  - Market Value at end of FY 20-21: \$26,418,066

- Market Value at end of FY 21-22: \$32,476,061

#### CalPERS Pension Liability

- CalPERS Contributions
  - NLA had an unfunded accrued liability account in prior years (UAL)
  - UAL is amortized according to Board policy
  - In 2020, NLA established a CalPERS UAL Contribution Trust
  - UAL Payment for FY23-24 is \$0. There is a normal cost contribution of 8.98% of payroll

### V. Committee Business

#### A. HighMark Capital Report – Anne Wimmer

Anne reviewed the report as presented in the packet.

- Economic Conditions
  - GDP grew 2.6% in Q4 2022
  - Solid job market, US added 236,000 new jobs in March, with unemployment at 3.5%.
- Interest and Inflation
  - CPI rose 0.1% in March. Short-term interest rates rose 7 times in 2022, to 4.25%
  - 10-year treasury, ~3.6% inverted yield curve continues
- Outlook
  - Mild recession forecasted for 2023, recovery in 2024.
  - Concerns include recent bank failures, inflation and geopolitical events

##### 1. Statement of Current PRMT Trust Value

- This statement is for post-retirees and future retiree healthcare benefits, it is a longtime horizon account that can be volatile.
- This account has an investment objective that is identified as Balanced
- As of April 18, the portfolio is at \$30.4 million dollars. This is comprised of multiple asset classes.
  - Total equities are at 57.4 %
  - Fixed income - 30.0%,
  - Alternatives - 7.9%.
  - Cash and equivalents – 4.7%

##### 2. Statement of Current CalPERS UAL Trust Value

- This statement has a shorter time horizon than the PRMT account. This account carries less in equities, but more in bonds. This account also makes periodic payments to CalPERS in regards to pension obligations. This account has an investment objective that is identified as Income and Growth
- As of April 18, the portfolio is at \$9.4 million dollars. This is comprised of multiple asset classes.
  - Fixed income – 52.6%
  - Total Equities – 36.1%
  - Alternatives – 7.7%.
  - Cash and equivalents – 3.5%

#### B. Quarterly PRMT Market Value History Report

Vini reviewed this report as presented. It was noted that the timeframes for this report are different than the HighMark Capital Report. As of March 31:

- Market Value - \$30,173,383.38

- Total Contributions – \$14,981,112.01
- Quarterly Fee Reimbursement Payments - \$1,010,933.32

C. Quarterly UAL Market Value History Report

Vini reviewed this report as presented. It was noted that the timeframes for this report are different than the HighMark Capital Report. As of March 31:

- Market Value - \$9,322,449
- Total Contributions – \$10,787,341
- Cumulative Reimbursement of Bank Fees - \$57,044

D. Review on Recommendation for Contribution to PRMT Trust

In May 2021, NLA makes a contribution out of FY21-22 for this CalPERS. NLA is seeking approval for a contribution to PRMT instead out of the FY21-22 funds in lieu of CalPERS.

M/S/C (D. Coe/A. Rodriguez) To approve recommendation as presented

E. Recommendation for Disbursement to CalPERS from PRMT Trust

No recommendations at this time

F. Review on Recommendation for Contribution to CalPERS UAL Trust

NLA is seeking approval for authorization to encumber funds for the contribution to CalPERS out of FY22-23 surplus funds before June 30, 2023

M/S/C (D. Coe/A. Rodriguez) To approve recommendation as presented

G. Recommendation for Disbursement to CalPERS from UAL Trust

No recommendations at this time

H. Draft Critical Calendar for FY2023-2024

The Committee was asked to consider the crucial calendar as it relates to meeting frequency and format. After discussion, it was decided to eliminate the October Committee meeting and reallocate the agenda items to the other meeting months. The decision was also made to remain virtual for FY23-24

M/S/C (D. Coe/A. Rodriguez) To approve the Critical Calendar with the revision to remove the October meeting and reserve the date for an emergency or make up meeting

M/S/C (D. Coe/A. Rodriguez) To conduct Committee meetings virtually for FY23-24.

**VI. Board Meeting Agenda Items**

- A. Minutes of the April 26<sup>th</sup> Meeting
- B. Statement of Current PRMT Trust Value
- C. Statement of Current UAL Trust Value

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

- A. Next Meeting: July 26, 2023 at 5:30 p.m.
- B. Committee Attendance

## VIII. Adjournment

Ana Quiles adjourned the meeting at 6:31 p.m.

Submitted by:

(\*) *Hailey Lauderdale*

Executive Administrative Assistant

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

DRAFT



North Los Angeles County Regional Center  
**Strategic Planning Committee Meeting Minutes**

May 1, 2023

**Present:** Leticia Garcia, Ana Quiles, Brian Gatus, Sharmila Brunjes, Lillian Martinez, Ruth Janka

Robert Dhondrup, Vini Montague, Arshalous Garlanian, Hailey Lauderdale, Cristina Preuss, Lilliana Windover, Evelyn McOmie, Malorie Lanthier– Staff Members

Jasmine Barrios-Minutes Services, Guests

**Absent:** Daniel Ortiz

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**I. Call to Order & Introductions**

Leticia Garcia called the meeting to order at 6:03 pm.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

Leticia Garcia added an Executive Session Under Item IV.B: Individual/Family Satisfaction survey. Item IV H was added: VAC Recommendations for Strategic Planning. All items after H were moved to the subsequent letter.

**M/S/C** (B. Gatus/A. Quiles) To approve the agenda as revised

B. Approval of Minutes of April 3, 2023 Meeting

Leticia requested an addition to the Minutes under Item C: Health and Wellness in Strategic Plan. The addition includes that that “ Leticia reminded NLA that Health and Wellness in the strategic plan is not limited to staff only, but includes consumers and families”.

**M/S/C** (L. Martinez/A. Quiles) To approve the meeting minutes as revised

**IV. Committee Business**

A. NLA Purchase of Services Expenditure Data – Ruth Janka

1. Reports

Ruth presented data reports on individuals living in the home by subdepartments, diagnosis and geographic location to identify disparities based on expenditures. The Consumer Services Committee has approved for these reports to be presented to the Disparity Committee for review and recommendations on further analysis on access to services.

2. Review Process

As determined by the Consumer Services Committee, the reports will be reviewed by the Disparity Committee for review. The recommendations will then be presented back to the Consumer Services Committee for discussion and approval for Board presentation. Leticia recommended a Disparity Committee Status update be presented to the Strategic Planning Committee on a quarterly basis. Ruth explained that the initial and POS data will be included in the Disparity Committee packet. The Committee also requested the inclusion of the current year and upcoming Performance Contracts in the Disparity Committee Meeting packet.

**M/S/C (A. Quiles/B. Gatus)** To revise the Committee Critical Calendar to include a quarterly Disparity Committee Report on the POS expenditure data.

3. Disparity Committee Meeting Notes

Cristina shared the report as presented in the packet.

The notes for the Disparity Committee will be used as a conversation starter for the Strategic Planning Committee to see what action items can be determined to increase access to services based on the Disparity Committee notes and the metrics provided by NLA. Ruth proposed that the Disparity committee identify recommendations on how to address disparities that can be implemented in a timely manner. The Committee requested that NLA review the recommendations and note where the recommendations can be implemented in the noted areas.

B. Individual/Family Satisfaction Survey Status - Robert Dhondrup

1. Survey RFP Status - The Committee discussed this item in the Executive Session

Executive Session

**M/S/C (A. Quiles/R. Janka)** To break out into the Executive session at 6:33 pm.

**M/S/C (R. Janka/B. Gatus)** To break out into the Executive session at 7:01 pm.

C. Select Board Meeting to present CY2022 Performance Objectives and Outcomes - Ruth Janka

1. Confirm CY2022 Year End Reports are posted on Website

Ruth shared that NLA received the data related to the CY 2022 Performance Contract which is to be presented in front of a Committee Meeting on an annual basis. Robert Dhondrup confirmed that the reports are available on NLA's website.

The Committee is being asked to determine which Board Meeting to present a summary of the data. Ruth recommended that the data be presented at the September Board Meeting. The Committee agreed, but recommended that the data be presented in a way that is accessible and that the time frames listed is clearly understood by the audience reviewing the reports.

D. Review 2023 Performance Contract Metrics Status - Robert Dhondrup

Robert reviewed the report as presented in the packet. Highlights include that all revisions were listed in red to be easily identified. He did note that as more data was received in February, the exact numbers in some areas have recently been updated. Corrections were made on the Assessment Timelines section of the report to include additional data. Points 4-7 are also missing in the packet; Robert will send an updated document to the Committee as soon as they become available.



- E. FY2024 Performance Contract – Robert Dhondrup  
Robert announced that the Performance Contract will be changed from a calendar year document, to a fiscal year document. The adjustment will be made for the 2024 FY and as such, NLA will not have to submit another draft until 2024. During this 18-month period, Robert and his team will be able to evaluate the contract on a more robust scale.
- F. Revised Critical Calendar FY2023-24 - Ruth Janka  
Ruth reviewed the calendar as presented in the packet. The proposed changes would be to change the Performance Contract from calendar year to a fiscal year schedule. In addition, revisions would be made to add the Performance Review Contract review in August and to add the 2023 metrics to November and in February. May would include the draft Performance Contract for a July 2024 implementation date. The Committee also requested the addition of the quarterly Disparity Committee Status POS Expenditure Review.
- M/S/C (L. Martinez/R. Janka)** To approve the Critical Calendar as revised
- G. 2022-2026 Strategic Plan 3rd Quarter Status Update – Ruth Janka  
1. Introduce Hailey Lauderdale, EAA-Strategic Plan  
Ruth introduced Hailey Lauderdale as the new Executive Administrative Assistant for the Strategic Plan. In her 3 weeks at NLA, Hailey has gathered resources from community partners to make classes on mental health and well-being available to the community, housing assistance across L. A. County. These resources are available on NLA’s website. Hailey will be presenting these resources and newly-created search engine at an upcoming Supervisor meeting to disseminate information across the community.  
Hailey and Ruth will be working together to provide oversight to the Strategic Plan areas being handled by HR in lieu of Clarence Foster’s departure. More updates will be provided as they become available.
- H. VAC Recommendations for Strategic Planning - Ruth Janka  
Each Committee was tasked to identify areas that fall under their scope as it relates to the Strategic Plan. The VAC provided 2 sets of recommendation for housing and employment to the Committee for review. The recommendations were reviewed as presented in the packet. Leticia highlighted Item 1 to determine how knowledgeable families are regarding housing. In addition, Item 4: legislative positions and Item 7, related to supporting increased education to individuals, asking for more clarity. Evelyn explained that the terms “AFHA” and “FHA” interchangeably, and indicates a Family Home Agency model in which an adult lives with and is incorporated with, a family, as opposed to a congregate community. The Committee determined Items 1, 4 and 7 could be implemented in the near future.  
Evelyn stated that service providers have been looking for a streamlined way to skip the DOR referral to automatically implement services through NLA. NLA is working on a way to streamline validation process. One vendor received a grant to educate vendors, families, consumers and NLA on employment. NLA is working closely with the vendor and will make all trainings available to all NLA stakeholders.
- I. 3rd Quarter Health and Safety Exemption Report - Arshalous Garlanian  
This report was reviewed as presented in the packet. There was 1 exemption submission that was approved by DDS in the 3<sup>rd</sup> quarter and there are 3 that are currently pending.
- J. 3rd Quarter Community Integrated Employment/Paid Internship Program (CIE/PIP) Report – Arshalous Garlanian

This report was reviewed as presented in the packet. There have been 23 individuals that have completed the 12-month mark, an increase from last year. For paid internships, there have been 307 authorizations that have been paid out, an increase from the same period in 2022 at 222. Concerns were raised regarding the total number of 30-Day CIE incentives paid. Per the report, the number has consistently decreased since Q1. Arshalous explained that there could be a delay in the reporting of the incentive payments, contingent on when the vendor submits, which would explain the reported data trend. Ruth proposed the addition of POS data for CPAP report which Evelyn confirmed will be reported next quarter.

- K. 3rd Quarter Program Closures Report – Arshalous Garlanian  
This report was reviewed as presented in the packet. There were no NLA vendorizations closed in the 3<sup>rd</sup> quarter.
- L. 3rd Quarter New Vendorizations Report - Arshalous Garlanian  
This report was reviewed as presented in the packet. There were 9 new vendorizations for the 3<sup>rd</sup> quarter.
- M. Discussion of Commencing Hybrid Meetings for FY2023-24 - Leticia Garcia  
The Committee was asked to determine the format for meetings for FY23-24. It was noted that hybrid or in-person meetings would require a minimum Committee attendance. After discussion, it was determined to continue virtual meetings for the upcoming FY. In addition, options will be explored for an in-person, biannual Committee meeting to foster fellowship amongst Committee members. Ruth will coordinate an in-person dinner meeting in Santa Clarita for the Committee, possibly in August or September 2023 at New Hall.

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

- A. Update the April 3 Minutes to include the statement made by Leticia (Board Support)
- B. Add quarterly Disparity Committee Update regarding POS Data review to Strategic Planning Committee Critical Calendar (Ruth Janka)
- C. Provide the 2022 and 2023 calendar year performance contract metrics to the Disparity Committee along with all pertinent POS data reports. (Ruth Janka)
- D. To continue to present the Disparity Committee Summary Notes along with POS Disparity Data Review and NLA recommendations for implementation (Ruth Janka)
- E. To add the CY2022 Performance Contract to the September Board agenda (Ruth Janka)
- F. To send the updated Performance Contract to the Committee for review (Robert Dhondrup)
- G. To revise the Committee Critical Calendar with the discussed revisions (Ruth Janka)
- H. To reach out to Kinetic Flow to inform them that they have been selected to set milestones, set timelines and to request a draft Questionnaire by the August Strategic Plan Meeting (Robert Dhondrup)
- I. To ensure that the Kinetic Flow Satisfaction survey includes a question regarding the individuals' knowledge of housing, where more information is needed and what type of affordable housing is needed (Robert Dhondrup)
- J. To set up the SPC Dinner Meeting (Ruth Janka)

#### VI. **Board Meeting Agenda Items**

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

- A. Minutes of the April 3<sup>rd</sup> Meeting
- B. Revised Critical Calendar

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

- A. Next Meeting: Monday, August 7<sup>th</sup> 2023 at 6:00 pm.
- B. Committee Attendance / Public Input
- C. Critical Calendar for FY22-23
- D. Critical Calendar for FY23-24

**VIII. Adjournment**

Leticia Garcia adjourned the meeting at 8:20 p.m.

Submitted by:

(\*) *Hailey Lauderdale*

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**  
May 4, 2023

**Present:** Suad Bisogno, Alex Kopilevich, Andrea Devers, Dana Kalek, Cal Enriquez, Nick Vukotic, Jodie Agnew-Navarro, Erica Beall, Daniel Ortiz, Don Lucas, Lisa Williamsen – **Committee Members**

Ruth Janka, Vini Montague, Evelyn McOmie, Arshoulous Garlanian, Sandra Rizo, Cristina Preuss, Liz Chavez, Gabriela Eshrati – **Staff Members**

Michelle Heid - Legucator, Dolly Sharma -Minutes Services, Catherine Carpenter, Anna Polin, Claudia Wenger - Claudia Cares Consulting, and approximately 85 Service Providers- **Guests**

**Absent:** Bob Erio, Rosalyn Daggs

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**I. Call to Order & Introductions**

Suad Bisogno, Chair, called the meeting to order at 9:31 am.

**II. Public Input**

Alex Kopilevich stated that he had contacted NLA regarding questions on Service Codes, including R605 being unable to access the DDS Survey.

Anna Polin introduced herself from Build Buildability. She shared that the office will host a full, 3-day workshop for staff IPP Planning Training. The cost is \$600.00, and she can be contacted for further information.

Dana Kalek announced a Mental Health Awareness Fair by One Generation on Saturday, May 6<sup>th</sup>, from 10am-2pm. They expect organizations that provide information about services and developmental screeners for children. All are welcome to attend.

**III. Consent Items**

A. Approval of Agenda

**M/S/C** (A. Kopilevich/J. Agnew-Navarro) To approve the agenda as presented

B. Approval of Minutes from the April 6, 2023 Meeting

**M/S/C** (A. Kopilevich/D. Kalek) To approve the Minutes as presented

**IV. Legislative Report – Michelle Heid**

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

#### Legislative Update

As we enter May, we are closing in on the release of the May Revise, which will include revisions to the Governor's 2023-2024 Budget, released in January. This year's budget process will be unlike the typical budget process in CA due to the extended tax deadline for many California residents. In all but three counties in the state, the tax deadline was extended due to unrelenting winter storms and is now October 15th. The budget process will likely last throughout the session and may require additional early budget action when the Legislature reconvenes in 2024. The Legislature will still need to meet all constitutional requirements regarding the budget, so the budget bill will need to be passed by June 15th.

#### Assemblymember Dr. Joaquin Arambula's Budget Request: RC's Core Staffing Formula

The Association of Regional Center Agencies (ARCA) announced that Assemblymember Dr. Joaquin Arambula (D31) had championed a request to modernize DDS's Core Staffing Formula and fund additional regional center service coordinators. This Budget request of \$64.6 million from the General Fund on an ongoing basis will help reduce caseloads, stabilize caseload ratios, and help all Californians with developmental disabilities, particularly those from diverse communities, receive the care that they deserve and is promised by the Lanterman Act. Assemblyman Arambula chairs Budget Subcommittee 1 on Health and Human Services.

#### Assembly Budget Subcommittee 1 on Health and Human Services Hearing

The Committee invited commissioners from the Little Hoover Commission to give an overview of the report released on April 17, 2023, "A System in Distress: Caring for Californians with Developmental Disabilities," in which it highlighted ongoing disparities and inconsistencies in quality and availability of services for the community served, and provided recommendations to reduce these disparities. Priority recommendations and budget items to address improvements were discussed. DDS was asked to respond to the report and propose concrete strategies to create a consistent intake and IPP process across all 21 regional centers. The Legislative Analyst's Office (LAO) and Department of Finance (DOF) also provided feedback and considerations.

#### Fun Fact

In 2010 California voters passed Proposition 25, requiring state legislators to forfeit pay when they do not pass a budget by the June 15th constitutional deadline. This proposition also changed the two-thirds majority vote to a simple majority. Since its enactment, the Legislature has not missed a June 15th deadline. This year's process may look a little different due to the extended tax filing deadline for many Californians.

“We’re going to have to make more projections and assumptions because the cash we could normally have in the bank in April, we’re not going to receive until mid-October,” said H.D. Palmer, Gov. Gavin Newsom’s Department of Finance spokesman. Last year, the state brought in \$25 billion in personal income tax revenue in April. Palmer said in typical tax years, April accounts for about 15-20% of the personal income tax collected by the state.

#### DS Task Force

The DS Task Force provides guidance on delivering services to Californians with intellectual and developmental disabilities. Forty-two individuals serve on the entire DS Task Force, while an additional 115 serve on the 5 Task Force Workgroups (Community Resources, Oversight, Accountability and Transparency, Safety Net, Service Access & Equity, and System & Fiscal Reform). Meeting information and recordings of the meetings are available at the website above.

#### Quality Incentives Workgroup Meeting

The workgroup met on March 22nd, 2023. DDS shared examples of recent feedback received regarding some foundational areas of the Quality Incentives Program (QIP). Harry Bruell, CEO of PathPoint, presented on behalf of the stakeholders’ challenges and possible solutions identified with the current roadmap for QIP implementation. A main concern has been the language in the statute regarding the phase-in of the rate study rate model that many providers may only be able to attain 90% of the rate, the final 10% awarded based on quality incentives that do not pertain to all service codes. Another concern is retaining unearned incentive funding in the DDS system rather than those funds reverting to the General Fund. The presentation outlining these issues and suggested solutions will be available on DDS Stakeholder Events webpage (link above). DDS gave a brief overview of the implementation status of each category of measures, noting that incentive measures for Fiscal Year 2023/24 will be due for public comment in April 2023. Upcoming Quality Incentive Program Workgroup Meetings • May 4th, 2023, 12:30 - 2:00 pm • June 28th, 2023, 1:00 - 2:30 pm (Tentative)

#### DSP Workforce Survey

The Department of Developmental Services (DDS) collects data from agencies that employ Direct Support Professionals (DSPs) about factors that impact the workforce. The DSP workforce is experiencing challenges such as high turnover and vacancy rates, which can affect the lives of individuals needing support. Stakeholders have expressed support for learning more about the employment of DSPs to inform policy changes, designing recruitment and retention efforts, and examining the impact of rate increases over time. The data collection effort will collect data, through an online survey, on vendor agencies’ direct service professionals (DSPs) for the calendar year 2022 and will establish baseline information from which DDS, agencies, and stakeholders may assess challenges, evaluate the impact of existing initiatives and

shape future policies to improve workforce stability. The 2023 DSP Workforce Data Collection will begin in early May 2023. Registration is required to participate. Vendor agencies who are eligible to participate in the data collection and complete the survey in its entirety will receive an \$8000 incentive after the data collection has ended.

#### Little Hoover Commission

The recommendations fall into seven categories and include strategies to implement change: 1. Increase consistency in client experiences across regional centers 2. Target and reduce racial and ethnic disparities 3. Strengthen state oversight of the Developmental Disabilities System 4. Modernize technology 5. Standardize the vendorization process 6. Strengthen and enhance support for regional center governing boards 7. Improve service coordination

#### Little Hoover Commission - Senator Scott Wilk Appointed

Senator Scott Wilk-(R), District 21, has been appointed by the Senate Rules Committee to serve on the Little Hoover Commission. The Commission is an independent California state oversight agency whose work involves researching and evaluating the structure, operation, and function of state government departments, agencies, and the executive branch. Their 22Page 9 of 11 Engaging and Empowering the Disability Community recommendations aim to improve program outcomes, increase government transparency, reduce spending without sacrificing services, eliminate duplication or wasteful practices, and consolidate services or abolish, create, and reorganize government to meet the needs of Californians better.

#### Core Staffing Formula Update

Michelle announced positive feedback during ARCA and Local Legislative visits regarding supporting modernizing the core staffing formula. Due to factors such as the potential budget shortfall, it is possible that the Legislature will not entertain any additional budget requests. Michelle will provide updates as they become available.

#### V. **Executive Director's Report** – Evelyn McOmie

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

##### Legislation

Currently, the Center's Government and Community Relations Committee is reviewing proposed legislation to identify bills for support by the center. Some NLACRC trustees are particularly interested in AB1147, The Disability Equity and Accountability Act sponsored by Disability Voices United, and the Integrated Community Collaborative authored by Assemblymember Dawn Addis. The bill seeks to create a more equitable, accountable, and transparent system.

##### Association of Regional Center Agencies (ARCA)

ARCA continues to testify in budget hearings and coordinate discipline group

meetings for the regional center system, conduct ARCA committee meetings, and collaborate with stakeholders and the department to identify ways to address systemic issues and implement directives and mandates. ARCA's next board meeting is scheduled for June 15 -16 in Sacramento

#### Recruitment and Retention

NLACRC's "Hop into North LA" Career Day/Job Fair was held in the Antelope Valley at our Lancaster office on Saturday, April 29th; the center had 91 RSVPs for the event with Hiring Panels onsite to conduct screenings of candidates. Also, NLACRC participates in the American Job Centers of California Career Day at College of the Canyons on Friday, April 28th. Effective April 10, 2023, new hires included 5 Consumer Services Coordinators (1 Bilingual Spanish) and 1 Executive Administrative Assistant- Strategic Plan. Effective April 24, new hires included 4 Consumer Services Coordinators (4 Bilingual Spanish) and 1 Community Services Specialist – Residential QA. Total of 11 new hires for April. Pending new hires for May 8 include 7 Consumer Services Coordinators, 2 Office Assistants II- Bilingual, 1 Office Assistant-Bilingual, and 2 Accounting Specialists.

#### Annual Board Dinner Event – June 3, 2023

This year, NLA will recognize individuals served and their success, as well as NLA's tenured employees (25 years+) at the board dinner, in addition to recognizing Board and VAC committee members who have reached term limits. If you serve an individual or family with a success story they would like to share, please contact Evelyn McOmie at [emcomie@nlacrc.org](mailto:emcomie@nlacrc.org)

#### NLACRC Purchase of Service (POS) Expenditure Data Reviews – Disparity Committee

NLA's Consumer Services Committee has agreed to engage the Center's Disparity Committee in reviewing our POS Expenditure Data by residence type, service code, geographic location, department (School Age, Transition, and Adult), and diagnosis. The review will identify specific areas to conduct further analysis, identify barriers or obstacles to service access and make recommendations to address service access and equity issues.

Suad requested a report visually representing what recruitment positions were filled, in what role, and what staffing needs remain.

#### **VI. Chief Financial Officer's Report – Vini Montague**

Vini reviewed the report as presented in the packet.

It was reported that as of March 2023, the D1 Allocation was \$882,182,801. Expenditures were \$62,295,372, YTD Expenditures were \$49,258,414, and a projected surplus of \$49,230,919. Erica Beall proposed consideration for the correlation



between the projected surplus resulting from the provider staffing shortage; Vini stated that it is a consideration in addition to several other factors.

Vini also announced that NLA is in the planning stages of the year-end rollover, which will be processed on June 30<sup>th</sup>, 2023. New authorizations will be mailed out near the end of July. NLA's accounts payable team is happy to assist vendors with an Excel spreadsheet of authorizations.

Ed Gonzales, NLA's Accounts Payable Supervisor, will retire in June. Bob Kutaj will be serving in the role on an interim basis.

## VII. Chief Consumer & Community Services Officer Report – Evelyn McOmie

### GO-Kits

DDS has issued emergency GO-Kits for several individuals considered to live in high-risk areas for wildfires; a list of eligible individuals has been sent to providers in Dropbox. SLS/ILS providers were encouraged to check their junk mail to ensure they received the email. There are 145 packers ready to distribute now, with more expected to arrive.

### NLA Success Stories

NLA collects success stories to be published weekly through News You Can Use and NLA's Social Media Accounts. A few stories will be selected to be shared at the Board Dinner. All stories can be sent to Evelyn McOmie.

### Pilot Program

This program has 15 CSCs in the queue, going through training with completion estimated by the beginning of FY23-24.

### LGBTQ+ Specialist

Evelyn introduced Arkaz Vardanyan as the new LGBTQ+ specialist. This role will include conducting outreach and establishing collaboration and partnerships with LGBTQ+ organizations that can support individuals served by NLA. The 1<sup>st</sup> training will entail residential providers conducting support.

## VIII. Community Services Director's Report – Arshalous Garlanian

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

### 2023 DSP Workforce Data Collection

Survey opens May 1, 2023, and registration is required to participate in the survey. There is an incentive payment for agencies that complete the survey in its entirety.

### Funding to Support Compliance with HCBS Final Rule

DDS approved the NLACRC funding plan and is working on implementation. Digital

learning environment for ongoing HCBS compliance: Consultants to provide 1:1 technical assistance for creating and implementing innovative pathways, coaching, and mentoring, Incentives for Service Providers staff to attend PCT trainings offered by NLACRC.

#### Enhanced Community Integration for Children and Adolescents Grants

The following providers were awarded grant funding:

- Aceing Autism (Adaptive Tennis Program)
- BuildAbility (Community Engagement & Friendship outreach)
- Community Health Councils, Inc. (Supporting Small Business and non-profit CBO's with vendorization)
- Golden Heart Ranch (Social Living Club)
- Jay Nolan (Deaf Plus Adolescent and Community Outreach)
- Monarch Behavior Services (Enhanced Community Integration)

#### Coordinated Family Support (CFS) Services

##### Pilot Program for Adult Consumers Who Reside with Their Family

On April 19, 2023, DDS released an updated directive and guidance regarding CFS services Coordinated Family Support Services Pilot Program for Adult Consumers Who Reside With Their Families. Submissions are due to [resourcedevelopment@nlacrc.org](mailto:resourcedevelopment@nlacrc.org)

#### Reimbursement for Early Start Provider Training

One-time, time-limited funding for early intervention service providers training. Reimbursement is available for 1) cost of training fees and/or 2) staff time to attend training. Submit your request for funding to [resourcedevelopment@nlacrc.org](mailto:resourcedevelopment@nlacrc.org)

#### CPP Request for Proposal (RFP) Enhanced Behavioral Supports Home (EBSH) for Children

This RFP closed April 10, 2023, and NLACRC is in the process of reviewing submitted proposals, interviewing applicants, and making final decisions regarding approval through the RFP process.

#### Electronic Visit Verification (EVV)

By June 1, 2023, regional center providers of personal care and home health care services subject to EVV are required to be transmitting Cures Act compliant data to the state's EVV system either via CalEVV, free to use state supplied EVV system, or via an alternate EVV system of the provider's choosing which meets the state's requirements. NLACRC will be contacting all personal care services and home health care service providers who fall into the purview of the directive and have not initiated a Cures Act compliant EVV system per DDS records. DDS hosts Open office hours for Providers to ask questions. Upcoming Office Hours will be posted on the DDS EVV page

#### Request for Proposal (RFP) Transportation provider

The deadline for submissions for the Transportation RFP was January 29, 2022. NLACRC staff have selected an applicant and are in the process of vrending and contracting with the selected agency.

Soc Rec RFV –NLACRC continues to have the Request for Vendorization open for Social Recreation, CAMP, and Non-Medical Therapy services.

#### Tailored Day Services

On December 1, 2022, DDS rolled out a one-page addendum to update program designs for vendors interested in providing Tailored Day Services. To find the Addendum, please visit the NLACRC website. Tailored Day Services Addendums. Please submit the TDS addendum to the NLACRC Resource Development team at [resourcedevelopment@nlacrc.org](mailto:resourcedevelopment@nlacrc.org).

There was a question related to a session at the monthly meeting to describe what TDS are, purpose and intent. Evelyn explained that his will be addressed.

#### Vendor Support Forum

The Next Vendor Support Forum will be May 17<sup>th</sup>, 1-3pm. Please email agenda items to [Contract&Compliance@nlacrc.org](mailto:Contract&Compliance@nlacrc.org) by Wednesday, May 10<sup>th</sup> 5 pm. Suad requested the addition of the forum Zoom link to the report.

#### Incidents of Behavioral Restraints, Seclusion, and Involuntary Emergency Medication

Effective May 1<sup>st</sup>, 2023, all regional centers vendors that provide crisis or residential services or supported living services, long-term health care facilities, and acute psychiatric hospitals are required to report data monthly. The online form can be found on our website.

#### Ebilling Documentation

It was announced that changes to billing or banking information for vendors can be sent to [Contract&Compliance@nlacrc.org](mailto:Contract&Compliance@nlacrc.org)

### IX. Committee Business

#### A. Claudia Cares Presentation – Claudia Wenger

Claudia has worked in Self-Determination since 2019. Her company is working on coaching for families to determine if they are a good fit for SDP. She explained that through SDP, the family has funds available to them through the FMS to pay for services, rather than a POS. Vendors have utilized paperwork to serve as an agreement between the parties as the funds are not guaranteed as they are with a POS. She understands that concern but stated that she has not

seen a situation in which vendors have not been paid for services. It was also noted that SDP only starts on the 1<sup>st</sup> of the month. Claudia reviewed processes related to the SDP process. Claudia will share timelines with the Committee to better support SDP billing procedures.

- B. VAC Member Recruitment Status – Suad Bisogno  
Suad shared that there have been individuals selected by the Nominating Committee that will be presented at the June 2023 Board Meeting. Once the Board votes to approve the new members, the VAC committee will welcome the new members at the August Committee Meeting.
- C. Nomination and Election of VAC Chair FY23-24 - Suad Bisogno  
No interest was received for the Chair position after an additional self-nomination request. As the current Chair, Suad would be able to continue in her role if determined by the Committee.

**M/S/C** (E. Beall/A. Kopilevich) To approve the nomination of Suad Bisogno as the Vendor Advisory Committee Chair

- D. Jynny Retzinger Award Update - Liz Chavez  
a. Nominations and E- Ballots  
Liz shared that all VAC Members submitted nomination ballots and 2 finalists were determined. The winner will be awarded and presented at the June VAC meeting.
- E. Approval of Draft Critical Calendar for FY23-24  
Suad reviewed the calendar as presented in the packet. Suad proposed a revision to include a note to announce: “Workgroups Monthly/Bi-Monthly Report Outs”.

**M/S/C** (E. Beall/A. Kopilevich) To approve the draft Critical Calendar as revised

The Committee is being asked to review the 2 pages listed to make recommendations to the Board on strategies for potential integration into the Strategic Plan. There was discussion surrounding

- F. Open Issues for Discussion  
Alex Kopilevich shared that a secondary insurance was submitted before the 6<sup>th</sup> and had not yet received payment. Vini confirmed that billing is on the 6<sup>th</sup> and asked Alex to speak with her further offline on his issue. In response, Vini explained that IT is looking into a solution for this issue that meets NLA’s

HIPAA requirements, More updates will be provided.

## **X. Committee Work Group Reports**

### **A. Early Start Services - Dana Kalek**

There was no change from Dana's last report out as the Work Group will meet this week. The group met on March 16<sup>th</sup>, referrals for Early Start have begun to increase which is good news. Training reimbursement is being navigated and more updates will be provided. Vendors are being asked to participate in a survey to collect information on the impact of absenteeism and cancellation of early intervention programs, currently at 45%. CDI provided a virtual training on the importance of early relationships and social emotional development of young children, that was provided to parents.

### **B. School Age Services -Cal Enriquez**

The group continued to discuss goals, outcomes and strategies for mental health resources for consumers. Nick Vukotic is working on mental health resources. Creative ideas were discussed on lowering overtime. He requested an update on the potential for an auth portal for best efficiency for billing and starting services.

### **C. Adult Services - Suad Bisogno & Erica Beall**

Erica shared that there was discussion surrounding the department of rehabilitation services and being required to pay sick hours to employees. There are various frameworks related to state funding services that have caused issues. In addition, problems related to no-shows have overwhelmed the system and they feel that advocacy is vital in this areas. Other items discussed include vendor issues with POS' transitioning from alternative services to traditional services. Housing recommendations and the term "placement" were also discussed.

## **XI. Board Committee Reports**

### **A. Administrative Affairs - Bob Erio**

This item was deferred

### **B. Consumer Services -Erica Beall**

The Committee met on April 19<sup>th</sup>. Highlights include:  
Discussion on accessibility of Consumer Family Guides. The guides are extremely expensive and the discussion surrounded the most effective method for distribution and ordering. The NLA Data Expenditure Analysis was reviewed as it relates to identifying disparities in various areas.

### **C. Government & Community Relations -Andrea Devers**

There is nothing to report for this month.

- D. Nominating -Suad Bisogno  
At the last meeting, Board Composition was discussed as well as potential changes to the current recruitment and interview questions.
- E. Strategic Planning - Daniel Ortiz  
This item was deferred

**XII. Review of Meeting Action Items**

- A. Revisions to the draft Critical Calendar

**XIII. Agenda Items for the Next Board Meeting**

- A. Minutes of the May 4<sup>th</sup> Meeting
- B. Draft Critical Calendar for FY23-24

**XIV. Announcements/Public Input**

- A. Next Meeting: Thursday, June 1, 2023 at 9:30 a.m.
- B. Committee Attendance
- C. Committee Member Roster

Sharon Weinburg thanked Avenues for their Supported Living Organization webinars. She found them insightful and encouraged all VAC members to attend.

**XV. Adjournment**

Suad adjourned the meeting at 11:06 am.

**XVI. Committee Work Group Information**

- A. Early Start Services (Dana Kalek)  
For meeting schedule and information  
Contact: Dana Kalek - dkalek@cdikids.org  
Next workgroup meeting: May 18, 2023 at 9:00am
- B. School Age Services (Cal Enriquez)  
For meeting schedule and information  
Contact: Cal Enriquez – cenriquez@accreditednursing.com  
Next workgroup meeting: May 2, 2023 at 9:30am
- C. Adult Services (Suad Bisogno & Erica Beall)  
For meeting schedule and information  
Contact: Suad Bisogno - Suad@irioc.org  
Next workgroup meeting: May 1, 2023 at 11:00am

Submitted by:

(\*) *Hailey Lauderdale*

Executive Administrative Assistant

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

DRAFT

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

| Rolling 12-Month Attendance     | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Total    |
|---------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Board Members                   | Board  | Board  | Board  | Board  | Board  | Board  | Board  | Dark   | Board  | Board  | Board  | Board  | Board  | Absences |
| Ana Laura Quiles, President     | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Alma Rodriguez                  | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Andrew Ramirez                  |        |        |        | P      | P      | P      | P      |        | P      | P      | Ab     | P      | P      | 1        |
| Brian Gatus                     |        |        |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Cathy Blin                      | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| David Coe                       | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Nicholas Abrahms                | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Leticia Garcia                  | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| George Alvarado                 |        |        |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Jennifer Koster                 | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | Ab     | P      | 1        |
| Jordan Feinstock                |        |        |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Lillian Martinez                | P      | P      |        | P      | P      | P      | P      |        | P      | P      | Ab     | P      | P      | 1        |
| Rocio Sigala                    | P      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Sharmila Brunjes                |        |        |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | 0        |
| Sylvia Brooks Griffin           | P      | P      |        | P      | P      | Ab     | Ab     |        | P      | P      | Ab     | P      | P      | 3        |
| Suad Bisogno ( <i>VAC Rep</i> ) |        |        |        | P      | Ab     | P      | P      |        | P      | P      | P      | P      | P      | 1        |

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| 12-Month Attendance           | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-22 | Total           |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Administrative Affairs</b> |        |        | Dark   |        |        |        |        |        | Dark   |        |        | Dark   |        | <b>Absences</b> |
| David Coe, Chair              |        |        |        | *P     | P      | P      | P      | P      |        | P      | P      |        | P      | 0               |
| Alma Rodriguez                |        |        |        | *P     | P      | P      | P      | P      |        | Ab     | P      |        | P      | 1               |
| Lety Garcia                   |        |        |        |        |        | *P     | P      | P      |        | P      | P      |        | P      | 0               |
| Ana Quiles                    | P      | P      |        | P      | P      | P      | P      | P      |        | P      | P      |        | P      | 0               |
| Lillian Martinez              | P      | P      |        | P      | P      | P      | P      | P      |        | P      | P      |        | P      | 0               |
| Bob Erio (VAC Rep)            |        |        |        | *P     | P      | P      | P      | P      |        | P      | P      |        | P      | 0               |

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North Los Angeles County Regional Center  
**Consumer Advisory Committee**  
 FY22-23 Meeting Attendance

| <u>Consumer Attendee</u><br><i>*Committee Members</i> | June<br>2022 | July<br>2022 | Aug<br>2022 | Sept<br>2022 | Oct<br>2022 | Nov<br>2022 | Dec<br>2022 | Jan<br>2023 | Feb<br>2023 | Mar<br>2023 | Apr<br>2023 | May<br>2023 | June<br>2023 | TOTALS<br>Absences | TOTALS<br>Attended<br>( <i>Non-CM</i> ) |
|-------------------------------------------------------|--------------|--------------|-------------|--------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------|--------------------|-----------------------------------------|
| *George Alvarado, Chair                               |              |              |             |              |             |             |             |             |             |             |             |             | P            |                    |                                         |
| *Bill Abramson                                        | P            |              | P           | P            | Ab          | P           |             | P           | P           | P           | Ab          | P           | P            | 2                  |                                         |
| *Pam Aiona                                            | P            |              | P           | P            | P           | P           |             | P           | P           | P           | P           | P           | P            | 0                  |                                         |
| *Suzanne Paggi - March 2023                           | P            |              | P           | Ab           | P           | P           |             | P           | P           | P           |             | P           | P            |                    |                                         |
| Cynthia Samano - Feb 2023                             | P            |              | P           | Ab           | Ab          | P           |             | Ab          | Ab          |             |             | P           | Ab           |                    |                                         |
| Susan Good                                            |              |              |             |              |             |             |             |             | P           |             |             |             | Ab           |                    | 1                                       |
| Melinda Tannan                                        |              |              | P           |              |             |             |             |             |             |             |             |             | Ab           |                    | 1                                       |
| Lesly Forbes                                          |              |              |             | P            |             |             |             |             |             | P           |             |             | P            |                    | 3                                       |
| Destry Walker                                         |              |              |             | P            |             | P           |             |             |             | P           |             | P           | P            |                    | 5                                       |
| Alex Phuong <i>*not NLA consumer</i>                  |              |              |             | P            | P           | P           |             | P           | P           | P           | P           |             | P            |                    | 8                                       |
| Elena Tiffany                                         |              |              |             |              | P           |             |             | P           |             |             |             |             | P            |                    | 3                                       |
| Desiree Boykin                                        |              |              |             |              | P           |             |             | P           | P           |             |             |             | Ab           |                    | 3                                       |
| Miguel Lugo                                           |              |              |             |              |             |             |             | P           |             |             |             |             | Ab           |                    | 1                                       |
| Jason Gerard                                          |              |              |             |              |             |             |             |             |             |             | P           |             | Ab           |                    | 1                                       |
| Juan Hernandez                                        |              |              |             |              |             |             |             |             | P           | P           | P           | P           | P            |                    | 5                                       |
| Jessica Gould                                         |              |              |             |              |             |             |             |             |             |             | P           |             | P            |                    | 2                                       |
| Kristine Mosteiro                                     |              |              |             |              |             |             |             | P           |             |             |             |             | Ab           |                    | 1                                       |

Ab = Absent

Voluntarily Resigned

**Membership:** Consumers who attend 5 meetings in a 12-month period can become a CAC Member.

| 12-Month Attendance         | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | Total    |
|-----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Consumer Services Committee |        |        | Dark   |        |        |        |        | Dark   |        |        |        |        | Absences |
| Andrew Ramirez, Chair       |        |        |        | *P     | P      | P      | P      |        |        | P      |        | P      | 0        |
| Cathy Blin                  | P      | P      |        | Ab     | P      | P      | P      |        |        | P      |        | P      | 1        |
| Brian Gatus                 |        |        |        | *P     | Ab     | P      | P      |        |        | P      |        | P      | 1        |
| Sharmila Brunjes            |        |        |        | *P     | P      | Ab     | P      |        |        | P      |        | P      | 1        |
| Nicholas Abrahms            | P      | P      |        | P      | P      | P      | P      |        |        | P      |        | P      | 0        |
| Rocio Sigala                | Ab     | P      |        | P      | P      | P      | Ab     |        |        | P      |        | P      | 2        |
| George Alvarado             |        |        |        | *P     | P      | P      | P      |        |        | P      |        | P      | 0        |
| Erica Beall (VAC Rep)       |        |        |        | *P     | P      | P      | P      |        |        | P      |        | P      | 0        |

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| 12-Month Attendance | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | May-23 | Total    |
|---------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Executive Committee |        |        | Dark   |        |        |        |        |        | Dark   |        |        | Dark   | Sp.S   | Sp.S   |        | Absences |
| Leticia Garcia      | P      | 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      | P      | 0        |
| Ana Quiles          | P      | P      |        | P      | P      | P      | P      | P      |        | P      | P      |        | P      | P      | P      | 0        |
| David Coe           |        |        |        | *P     | P      | P      | P      | P      |        | P      | P      |        | P      | P      | P      | 0        |
| Rocio Sigala        |        |        |        | *P     | P      | P      | Ab     | P      |        | P      | Ab     |        | P      | P      | P      | 2        |
| Alma Rodriguez      |        |        |        | *P     | P      | P      | P      | P      |        | Ab     | P      |        | Ab     | P      | Ab     | 3        |

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| 12-Month Attendance                                   | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Aug-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Total           |
|-------------------------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Government &amp; Community Relations Committee</b> |        |        | Dark   |        |        |        |        | Dark   | Dark   |        |        |        | Dark   |        | <b>Absences</b> |
| Andrew Ramirez                                        |        |        |        | *P     | P      | P      | P      |        |        | P      |        | P      |        | P      | 0               |
| Cathy Blin                                            | P      | P      |        | Ab     | P      | P      | P      |        |        | P      |        | P      |        | P      | 1               |
| Brian Gatus                                           |        |        |        | *P     | P      | Ab     | P      |        |        | P      |        | P      |        | P      | 1               |
| Nicholas Abrahms                                      | P      | P      |        | P      | P      | P      | P      |        |        | P      |        | P      |        | P      | 0               |
| Jordan Feinstock, Chair                               |        |        |        | *P     | P      | P      | P      |        |        | P      |        | P      |        | P      | 0               |
| Sharmila Brunjes                                      |        |        |        | *P     | P      | P      | Ab     |        |        | P      |        | P      |        | P      | 1               |
| Sylvia Brooks Griffin                                 | P      | P      |        | P      | Ab     | P      | P      |        |        | Ab     |        | P      |        | Ab     | 3               |
| George Alvarado                                       |        |        |        | *P     | Ab     | P      | P      |        |        | P      |        | P      |        | P      | 1               |
| Andrea Devers, VAC Rep                                |        |        |        |        |        |        | P      |        |        | P      |        | P      |        | Ab     | 1               |

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| 12-Month Attendance           | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Apr-23 | Total    |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Post-Retirement Medical Trust |        | Dark   | Dark   |        | Dark   | Dark   |        | Dark   | Dark   |        |        | Absences |
| Ana Quiles                    | P      |        |        | P      |        |        | Ab     |        |        | P      | P      | 1        |
| Alma Rodriguez                |        |        |        | *P     |        |        | Ab     |        |        | Ab     | P      | 2        |
| David Coe                     |        |        |        | *P     |        |        | P      |        |        | P      | P      | 0        |

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Ab = Absent

\* = Joined Committee

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| 12-Month Attendance            | 4/1/2022 | 4/18/2022 | May-22 | Jun-22 | Jul-22 | Aug-22 | 9/7/2022 | 9/20/2022 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | 3/6/23 | 3/16/22 | 3/22/23 | 3/24/23 | ##### | Total           |
|--------------------------------|----------|-----------|--------|--------|--------|--------|----------|-----------|--------|--------|--------|--------|--------|--------|---------|---------|---------|-------|-----------------|
| <b>Nominating Committee</b>    |          |           | Dark   | Dark   | Dark   | Dark   |          |           |        |        | Dark   | Dark   | Dark   |        |         |         |         |       | <b>Absences</b> |
| David Coe                      |          |           |        |        |        |        | P        | Ab        | P      | P      |        |        |        | P      | P       | P       | P       | P     | 1               |
| Lillian Martinez, <i>Chair</i> |          |           |        |        |        |        | P        | P         | P      | P      |        |        |        | P      | P       | P       | P       | P     | 0               |
| Jennifer Koster                |          |           |        |        |        |        | P        | P         | P      | Ab     |        |        |        | Ab     | P       | Ab      | Ab      | Ab    | 5               |
| Ana Quiles                     | P        | P         |        |        |        |        | P        | P         | P      | P      |        |        |        | P      | P       | P       | P       | P     | 0               |
| Suad Bisogno                   |          |           |        |        |        |        | P        | P         | P      | P      |        |        |        | P      | P       | P       | P       | P     | 0               |

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\* = Joined Committee

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| 12-Month Attendance       | 2-May | 23-May | 31-May | Jun-22 | Jul-22 | Aug-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-21 | Jan-22 | Feb-23 | Mar-23 | Apr-22 | May-23 | Total           |
|---------------------------|-------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Strategic Planning</b> |       |        |        | Dark   | Dark   |        |        |        |        |        | Dark   | Dark   |        | Dark   |        | Dark   | <b>Absences</b> |
| Lety Garcia               | P     | P      | P      |        |        | P      | P      | P      | P      | P      |        |        | P      |        | P      | P      | 0               |
| Brian Gatus               |       |        |        |        |        |        |        | Ab     | Ab     | P      |        |        | P      |        | P      | P      | 2               |
| Lillian Martinez          | P     | P      | P      |        |        | P      | P      | P      | P      | P      |        |        | P      |        | P      | P      | 0               |
| Ana Quiles                | P     | P      | P      |        |        | P      | P      | P      | P      | P      |        |        | P      |        | P      | P      | 0               |
| Sharmila Brunjes          |       |        |        |        |        |        |        | P      | P      | P      |        |        | P      |        | P      | P      | 0               |
| Daniel Ortiz - VAC Rep    |       |        |        |        |        |        |        |        |        |        |        |        | P      |        | Ab     | P      | 1               |

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| 12-Month Attendance              | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-22 | Apr-23 | May-23 | Jun-23 | Total           |
|----------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| <b>Vendor Advisory Committee</b> |        |        |        |        |        |        | Dark   |        |        |        |        |        |        | <b>Absences</b> |
| Suad Bisogno, Chair              | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 0               |
| Alex Kopilevich                  | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 0               |
| Andrea Devers                    |        |        | * P    | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 0               |
| Bob Erio                         | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | Ab     | P      | 1               |
| Cal Enriquez                     | P      |        | Ab     | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 1               |
| Catherine Carpenter              | Ab     |        | P      | P      | P      | Ab     |        | P      | P      | P      | Ab     | P      | P      | 3               |
| Dana Kalek                       | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 0               |
| Daniel Ortiz                     | P      |        | P      | P      | P      | P      |        | Ab     | P      | P      | Ab     | P      | P      | 2               |
| Don Lucas                        | P      |        | P      | Ab     | P      | P      |        | P      | P      | P      | P      | P      | P      | 1               |
| Erica Beall                      | P      |        | P      | P      | P      | P      |        | P      | P      | P      | P      | P      | P      | 0               |
| Jodie Agnew Navarro              | P      |        | P      | P      | P      | P      |        | P      | P      | Ab     | P      | P      | P      | 1               |
| Lisa Williamsen                  |        |        | * P    | P      | P      | P      |        | P      | P      | P      | Ab     | P      | P      | 1               |
| Nick Vukotic                     | 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)

North Los Angeles County Regional Center  
 FY 2022-23 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2022-2023

(Rounded to the nearest quarter of an hour.)

| Committee                              | Jul-22  |          |              |              | Aug-22   |          |              |              | Sep-22   |          |              |              |
|----------------------------------------|---------|----------|--------------|--------------|----------|----------|--------------|--------------|----------|----------|--------------|--------------|
|                                        | Start   | End      | Total Time   | Rounded      | Start    | End      | Total Time   | Rounded      | Start    | End      | Total Time   | Rounded      |
| New Board Member Orientation           | 3:00 PM | 5:15 PM  | 02:15        | 2:15         |          |          |              |              |          |          |              |              |
| Administrative Affairs                 | 6:15 PM | 8:31 PM  | 02:16        | 2:15         | 6:02 PM  | 8:00 PM  | 01:58        | 2:00         | 6:02 PM  | 7:41 PM  | 1:39         | 1:45         |
| Board Meeting                          |         |          |              |              | 6:30 PM  | 8:30 PM  | 02:00        | 2:00         | 6:30 PM  | 8:21 PM  | 1:51         | 1:45         |
| Consumer Advisory                      |         |          |              |              | 11:24 AM | 12:42 PM | 01:18        | 1:15         | 11:10 AM | 1:03 PM  | 1:53         | 2:00         |
| Consumer Services                      | 6:05 PM | 9:44 PM  | 03:39        | 3:45         | 6:01 PM  | 7:40 PM  | 01:39        | 1:45         | 7:42 PM  | 9:54 PM  | 2:12         | 2:15         |
| Executive                              | 8:32 PM | 10:56 PM | 02:24        | 2:30         | 8:01 PM  | 10:23 PM | 02:22        | 2:15         |          |          |              |              |
| Executive (special session)            |         |          |              |              |          |          |              |              |          |          |              |              |
| Government and Community Relations (*) |         |          |              |              | 6:03 PM  | 8:48 PM  | 02:45        | 2:45         |          |          |              |              |
| Government and Community Relations     | 9:51 PM | 9:59 PM  | 00:08        | 0:15         | 7:42 PM  | 9:28 PM  | 01:46        | 1:45         |          |          |              |              |
| Nominating                             |         |          |              |              |          |          |              |              | 5:34 PM  | 7:18 PM  | 1:44         | 1:45         |
| Nominating                             |         |          |              |              |          |          |              |              | 5:33 PM  | 7:16 PM  | 1:43         | 1:45         |
| Nominating                             |         |          |              |              |          |          |              |              | 5:33 PM  | 7:16 PM  | 1:43         | 1:45         |
| Nominating                             |         |          |              |              |          |          |              |              | 5:33 PM  | 7:16 PM  | 1:43         | 1:45         |
| Strategic Planning                     |         |          |              |              | 6:02 PM  | 8:45 PM  | 02:43        | 2:45         |          |          |              |              |
| Strategic Planning                     |         |          |              |              | 6:03 PM  | 7:33 PM  | 01:30        | 1:30         | 6:04 PM  | 8:11 PM  | 2:07         | 2:00         |
| Post Retirement Medical Trust          | 5:30 PM | 6:12 PM  | 00:42        | 0:45         |          |          |              |              |          |          |              |              |
| Vendor Advisory                        |         |          |              |              | 9:30 AM  | 11:46 AM | 02:16        | 2:15         | 9:31 AM  | 11:47 AM | 2:16         | 2:15         |
| <b>Total Hours/Month</b>               |         |          | <b>11:24</b> | <b>11:45</b> |          |          | <b>20:17</b> | <b>20:15</b> |          |          | <b>18:51</b> | <b>19:00</b> |

North Los Angeles County Regional Center  
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(Rounded to the nearest quarter of an hour.)

(Rounded to the nearest quarter of an hour.)

| Committee                              | Oct-22  |          |              |              | Nov-22  |          |             |              | Dec-22 | Jan-23  |          |              |              |
|----------------------------------------|---------|----------|--------------|--------------|---------|----------|-------------|--------------|--------|---------|----------|--------------|--------------|
|                                        | Start   | End      | Total Time   | Rounded      | Start   | End      | Total Time  | Rounded      | DARK   | Start   | End      | Total Time   | Rounded      |
| New Board Member Orientation           |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Administrative Affairs                 | 6:17 PM | 7:40 PM  | 01:23        | 1:30         | 6:00 PM | 6:56 PM  | 00:56       | 1:00         |        | 6:15 PM | 9:19 PM  | 03:04        | 3:00         |
| Board Meeting                          | 6:30 PM | 8:22 PM  | 01:52        | 1:45         | 6:31 PM | 8:17 PM  | 01:46       | 1:45         |        | 6:30 PM | 9:07 PM  | 02:37        | 2:30         |
| Consumer Advisory                      | 3:10 PM | 4:08 PM  | 00:58        | 1:00         | 3:05 PM | 4:56 PM  | 01:51       | 1:45         |        | 3:08 PM | 3:53 PM  | 00:45        | 0:45         |
| Consumer Services                      | 6:02 PM | 7:42 PM  | 01:40        | 1:45         | 6:08 PM | 7:18 PM  | 01:10       | 1:15         |        |         |          |              |              |
| Executive                              | 7:41 PM | 8:50 PM  | 01:09        | 1:15         | 7:30 PM | 8:59 PM  | 01:29       | 1:30         |        | 9:24 PM | 11:01 PM | 01:37        | 1:30         |
| Executive (special session)            |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Government and Community Relations (*) |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Government and Community Relations     | 7:43 PM | 9:51 PM  | 02:08        | 2:15         |         |          |             |              |        | 6:02 PM | 8:08 PM  | 02:06        | 2:00         |
| Nominating                             | 5:31 PM | 7:17 PM  | 01:46        | 1:45         |         |          |             |              |        |         |          |              |              |
| Nominating                             |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Nominating                             |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Nominating                             |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Strategic Planning                     | 6:02 PM | 7:17 PM  | 01:15        | 1:15         | 6:00 PM | 7:24 PM  | 01:24       | 1:30         |        |         |          |              |              |
| Strategic Planning                     |         |          |              |              |         |          |             |              |        |         |          |              |              |
| Post Retirement Medical Trust          | 5:33 PM | 6:15 PM  | 00:42        | 0:45         |         |          |             |              |        | 5:33 PM | 6:00 PM  | 00:27        | 0:30         |
| Vendor Advisory                        | 9:39 AM | 11:47 AM | 02:08        | 2:15         | 9:34 AM | 10:49 AM | 01:15       | 1:15         |        | 9:30 AM | 10:34 AM | 01:04        | 1:00         |
| <b>Total Hours/Month</b>               |         |          | <b>15:01</b> | <b>15:30</b> |         |          | <b>9:51</b> | <b>10:00</b> |        |         |          | <b>11:40</b> | <b>11:15</b> |

North Los Angeles County Regional Center  
 FY 2022-23 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2022-2023

| Committee                              | Feb-23  |          |              |              | Mar-23  |          |              |              | Apr-23  |          |              |              |
|----------------------------------------|---------|----------|--------------|--------------|---------|----------|--------------|--------------|---------|----------|--------------|--------------|
|                                        | Start   | End      | Total Time   | Rounded      | Start   | End      | Total Time   | Rounded      | Start   | End      | Total Time   | Rounded      |
| New Board Member Orientation           |         |          |              |              |         |          |              |              |         |          |              |              |
| Administrative Affairs                 | 6:00 PM | 9:04 PM  | 03:04        | 3:00         |         |          |              |              | 6:32 PM | 9:04 PM  | 2:32         | 2:30         |
| Board Meeting                          | 6:00 PM | 8:44 PM  | 02:44        | 2:45         | 6:30 PM | 8:25 PM  | 01:55        | 2:00         | 6:30 PM | 8:30 PM  | 2:00         | 2:00         |
| Consumer Advisory                      | 3:02 PM | 4:36 PM  | 01:34        | 1:30         | 3:03 PM | 4:47 PM  | 01:44        | 1:45         |         |          |              |              |
| Consumer Services                      | 6:00 PM | 7:05 PM  | 01:05        | 1:00         |         |          |              |              | 6:00 PM | 8:36 PM  | 2:36         | 2:30         |
| Executive                              | 9:06 PM | 9:47 PM  | 00:41        | 0:45         | 6:02 PM | 9:03 PM  | 03:01        | 3:00         |         |          |              |              |
| Executive (special session)            |         |          |              |              |         |          |              |              | 5:01 PM | 6:18 PM  | 1:17         | 1:15         |
| Government and Community Relations (*) |         |          |              |              |         |          |              |              |         |          |              |              |
| Government and Community Relations     |         |          |              |              | 6:04 PM | 9:32 PM  | 03:28        | 3:30         |         |          |              |              |
| Nominating                             |         |          |              |              | 5:35 PM | 6:21 PM  | 00:46        | 0:45         | 5:35 PM | 7:25 PM  | 1:50         | 1:45         |
| Nominating                             |         |          |              |              | 5:35 PM | 7:26 PM  | 01:51        | 1:45         |         |          |              |              |
| Nominating                             |         |          |              |              | 5:33 PM | 7:37 PM  | 02:04        | 2:00         |         |          |              |              |
| Nominating                             |         |          |              |              | 5:31 PM | 7:57 PM  | 02:26        | 2:30         |         |          |              |              |
| Strategic Planning                     | 6:01 PM | 8:34 PM  | 02:33        | 2:30         |         |          |              |              | 6:02 PM | 8:07 PM  | 2:05         | 2:00         |
| Strategic Planning                     |         |          |              |              |         |          |              |              |         |          |              |              |
| Post Retirement Medical Trust          |         |          |              |              |         |          |              |              | 5:30 PM | 6:31 PM  | 01:01        | 1:00         |
| Vendor Advisory                        | 9:31 AM | 11:28 AM | 01:57        | 2:00         | 9:30 AM | 11:08 AM | 01:38        | 1:45         | 9:31 AM | 10:59 AM | 1:28         | 1:30         |
| <b>Total Hours/Month</b>               |         |          | <b>13:38</b> | <b>13:30</b> |         |          | <b>18:53</b> | <b>19:00</b> |         |          | <b>14:49</b> | <b>14:30</b> |

North Los Angeles County Regional Center

**ALPHABET SOUP**

|          |                                                                                 |
|----------|---------------------------------------------------------------------------------|
| AAIDD    | - American Association on Intellectual and Developmental Disabilities           |
| AAP      | - Adoption Assistance Program                                                   |
| AB       | - Assembly Bill (State)                                                         |
| ABLE Act | - The “Achieving a Better Life Experience” (ABLE) Act of 2014                   |
| ACRC     | - Alta California Regional Center                                               |
| ADA      | - Americans with Disabilities Act                                               |
| ADC      | - Adult Development Center                                                      |
| AFPF     | - Annual Family Program Fee                                                     |
| AIS      | - ARCA Information Systems                                                      |
| ARCA     | - Association of Regional Center Agencies                                       |
| ARFPSHN  | - Adult Residential Facility for Persons with Specialized Healthcare Needs      |
| BCBA     | - Board-Certified Behavior Analyst                                              |
| CAC      | - Consumer Advisory Committee                                                   |
| CAL-ARF  | - California Association of Rehabilitation Facilities                           |
| CAL-TASH | - The Association for Persons with Severe Handicaps                             |
| CARF     | - Commission on Accreditation of Rehabilitation Facilities                      |
| CASA     | - Community Advocacy Services Association                                       |
| CASHPCR  | - California Association of State Hospitals-Parent Councils for<br>the Retarded |
| CCF      | - Community Care Facility                                                       |
| CCL      | - Community Care Licensing                                                      |
| CCR      | - California Code of Regulations                                                |
| CCS      | - California Children’s Services (State and County)                             |
| CDCAN    | - California Disability Community Action Network                                |
| CDE      | - Comprehensive Diagnostic Evaluation                                           |
| CDER     | - Client Development Evaluation Report                                          |
| CIE      | - Competitive Integrated Employment                                             |
| CMS      | - Centers for Medicare and Medicaid Services (formerly HCFA)                    |
| CMIS     | - Client Management Information System                                          |
| COEC     | - Community Outreach and Education Committee (ARCA)                             |
| COLA     | - Cost of Living Adjustment                                                     |
| CP       | - Cerebral Palsy                                                                |
| CPES     | - Community Provider of Enrichment Services                                     |
| CPP      | - Community Placement Plan                                                      |
| CRDP     | - Community Resource Development Plan                                           |
| CSC      | - Consumer Service Coordinator                                                  |

|            |                                                                       |
|------------|-----------------------------------------------------------------------|
| CSLA       | - Community Supported Living Arrangement                              |
| CVRC       | - Central Valley Regional Center                                      |
| DAC        | - Day Activity Center                                                 |
| DCFS       | - Department of Children and Family Services (County)                 |
| DD         | - Developmental Disabilities                                          |
| DD Council | - State Council on Developmental Disabilities                         |
| DDS        | - Department of Developmental Services (State)                        |
| DHCS       | - Department of Health Care Services                                  |
| DHS        | - Department of Health Services (State)                               |
| DOE        | - Department of Education (State and Federal)                         |
| DOF        | - Department of Finance                                               |
| DOH        | - Department of Health                                                |
| DOR/DR     | - Department of Rehabilitation                                        |
| DPSS       | - Department of Public Social Services (County)                       |
| DRC        | - Disability Rights California (formerly Protection & Advocacy, Inc.) |
| DSM        | - Diagnostic and Statistical Manual of Mental Disorders               |
| DSP        | - Direct Support Professional                                         |
| DSS        | - Department of Social Services (State)                               |
| DOR        | - Department of Rehabilitation (State)                                |
| DRC        | - Disability Rights California (formerly Protection & Advocacy)       |
| DTT        | - Discrete Trial Training                                             |
| DVU        | - Disability Voices United                                            |
| EBSH       | - Enhanced Behavioral Support Home                                    |
| ECF        | - Exceptional Children's Foundation                                   |
| EDD        | - Employment Development Department (State)                           |
| EDMS       | - Electronic Document Management System                               |
| ELARC      | - Eastern Los Angeles Regional Center                                 |
| EPSDT      | - Early and Periodic Screening, Diagnosis, and Treatment              |
| FACT       | - Foundation for Advocacy, Conservatorship, and Trust of CA           |
| FCPP       | - Family Cost Participation Program                                   |
| FDC        | - Fairview Developmental Center                                       |
| FEMA       | - Federal Emergency Management Assistance                             |
| FETA       | - Family Empowerment Team in Action                                   |
| FHA        | - Family Home Agency                                                  |
| FMS        | - Financial Management Service                                        |
| FNRC       | - Far Northern Regional Center                                        |
| FSA        | - Flexible Spending Account                                           |

|           |                                                                    |
|-----------|--------------------------------------------------------------------|
| GGRC      | - Golden Gate Regional Center                                      |
| HCBS      | - Home and Community Based Services (Waiver)                       |
| HCFA      | - Health Care Financing Administration (now called CMMS)           |
| HIPAA     | - Health Insurance Portability and Accountability Act              |
| HOPE      | - Home Ownership for Personal Empowerment                          |
| HRC       | - Harbor Regional Center                                           |
| HUD       | - Housing and Urban Development (Federal)                          |
| ICB Model | - Individualized Choice Budget Model                               |
| ICC       | - Inter-agency Coordinating Council                                |
| ICC       | - Integrated Community Collaborative/Intregadoras                  |
| ICF       | - Intermediate Care Facility                                       |
| ICF/DD    | - Intermediate Care Facility/Developmentally Disabled              |
| ICF/DD-H  | - Intermediate Care Facility/Developmentally Disabled-Habilitative |
| ICF/DD-N  | - Intermediate Care Facility/Developmentally Disabled-Nursing      |
| ICF/SPA   | - Intermediate Care Facility/State Plan Amendment                  |
| IDEA      | - Individuals with Disabilities Education Act                      |
| IDEIA     | - Individuals with Disabilities Education Improvement Act          |
| IDP       | - Individual Development Plan                                      |
| IDT       | - Inter-disciplinary Team                                          |
| IEP       | - Individual Educational Plan                                      |
| IFSP      | - Individual Family Service Plan                                   |
| IHP       | - Individual Habilitation Plan                                     |
| IHSS      | - In-Home Supportive Services                                      |
| ILC       | - Independent Living Center                                        |
| ILS       | - Independent Living Services                                      |
| IMD       | - Institutes of Mental Disease                                     |
| IPP       | - Individual Program Plan                                          |
| IRC       | - Inland Regional Center                                           |
| ISP       | - Individual Service Plan                                          |
| KRC       | - Kern Regional Center                                             |
| LACHD     | - Los Angeles County Health Department                             |
| LACDMH    | - Los Angeles County Department of Mental Health                   |
| LACTC     | - Los Angeles County Transportation Commission                     |
| LADOT     | - Los Angeles Department of Transportation (City)                  |
| LAUSD     | - Los Angeles Unified School District                              |

|           |                                                                                  |
|-----------|----------------------------------------------------------------------------------|
| LCSW      | - Licensed Clinical Social Worker                                                |
| LDC       | - Lanterman Developmental Center                                                 |
| LEA       | - Local Education Agency                                                         |
| LICA      | - Local Interagency Coordination Area                                            |
| LRC       | - Lanterman Regional Center                                                      |
| MCH       | - Maternal and Child Health                                                      |
| MFCC      | - Marriage, Family and Child Counselor                                           |
| MHRC      | - Mental Health Rehabilitation Center                                            |
| MMIS      | - Medicaid Management Information System                                         |
| MSW       | - Masters in Social Work                                                         |
| NADD      | - National Association for the Dually Diagnosed                                  |
| NASDDDS   | - National Association of State Directors of Developmental Disabilities Services |
| NBRC      | - North Bay Regional Center                                                      |
| NLACRC    | - North Los Angeles County Regional Center                                       |
| OAH       | - Office of Administrative Hearings                                              |
| OCRA      | - Office of Client Rights Advocacy                                               |
| OPS       | - Operations funds (for Regional Centers)                                        |
| OSEP      | - Office of Special Education Programs                                           |
| OSERS     | - Office of Special Education and Rehabilitative Services                        |
| OSHA      | - Occupational Safety and Health Administration                                  |
| OT        | - Occupational Therapy                                                           |
| PAI       | - Protection and Advocacy, Inc. (now called Disability Rights CA)                |
| PDD       | - Pervasive Developmental Disorder                                               |
| PDC       | - Porterville Developmental Center                                               |
| PDF       | - Program Development Fund                                                       |
| PEP       | - Purchase of Service Expenditure Projection (formerly SOAR)                     |
| PEPRA     | - Public Employees' Pension Reform Act                                           |
| PERS      | - Public Employees' Retirement System                                            |
| PET       | - Psychiatric Emergency Team                                                     |
| PIP       | - Paid Internship Program                                                        |
| PL 94-142 | - Public Law 94-142 (Right to Education Bill)                                    |
| PMRT      | - Psychiatric Mobile Response Team                                               |
| POLST     | - Physician Orders for Life-Sustaining Treatment                                 |
| POS       | - Purchase of Services funds (for Regional Centers)                              |
| PRMT      | - Post-Retirement Medical Trust                                                  |



|        |                                                           |
|--------|-----------------------------------------------------------|
| PRRS   | - Prevention Resources and Referral Services              |
| PRUCOL | - Permanently Residing in the U.S. Under Color of the Law |
| PT     | - Physical Therapy                                        |
| QMRP   | - Qualified Mental Retardation Professional               |
| RC     | - Regional Center                                         |
| RCEB   | - Regional Center of the East Bay                         |
| RCFE   | - Residential Care Facility for the Elderly               |
| RCOC   | - Regional Center of Orange County                        |
| RCRC   | - Redwood Coast Regional Center                           |
| RDP    | - Resource Development Plan                               |
| RFP    | - Request for Proposals                                   |
| RRDP   | - Regional Resource Development Project                   |
| RSST   | - Residential Service Specialist Training                 |
| SARC   | - San Andreas Regional Center                             |
| SB     | - Senate Bill (State)                                     |
| SCDD   | - State Council on Developmental Disabilities             |
| SCIHLP | - Southern CA Integrated Health and Living Project        |
| SCLARC | - South Central Los Angeles Regional Center               |
| SDRC   | - San Diego Regional Center                               |
| SDC    | - Sonoma Developmental Center                             |
| SDP    | - Self-Determination Program                              |
| SDS    | - Self-Directed Services                                  |
| SEIU   | - Service Employees' International Union                  |
| SELPA  | - Special Education Local Plan Area                       |
| SG/PRC | - San Gabriel/Pomona Regional Center                      |
| SLS    | - Supported Living Services                               |
| SMA    | - Schedule of Maximum Allowances (Medi-Cal)               |
| SNF    | - Skilled Nursing Facility                                |
| SOAR   | - Sufficiency of Allocation Report (see PEP)              |
| SOCCO  | - Society of Community Care Home Operators                |
| SPA    | - State Plan Amendment                                    |
| SRF    | - Specialized Residential Facility                        |
| SSA    | - Social Security Administration                          |
| SSDI   | - Social Security Disability Insurance                    |
| SSI    | - Supplemental Security Income                            |
| SSP    | - State Supplementary Program                             |

|      |                                                                |
|------|----------------------------------------------------------------|
| TASH | - The Association for the Severely Handicapped                 |
| TCRC | - Tri-Counties Regional Center                                 |
| UAP  | - University Affiliated Program                                |
| UCI  | - Unique Client Identifier                                     |
| UCP  | - United Cerebral Palsy                                        |
| UFS  | - Uniform Fiscal System                                        |
| VAC  | - Vendor Advisory Committee                                    |
| VIA  | - Valley Industry Association (Santa Clarita Valley)           |
| VICA | - Valley Industry & Commerce Association (San Fernando Valley) |
| VMRC | - Valley Mountain Regional Center                              |
| WAP  | - Work Activity Program                                        |
| WIOA | - Workforce Innovation and Opportunity Act                     |

[alphabetsoup] January 7, 2021