



Board of Trustees Meeting

Wednesday, August 11, 2021
6:30 p.m.

Via Zoom Technology

Packet #1

North Los Angeles County Regional
Center **Board Packet #1**
August 11, 2021
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NLACRC Board of Trustees Calendar
Fiscal Year 2021-22

~ August 2021 ~						
◀ July						September ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2 <u>6:00 pm</u> Strategic Planning Committee Meeting	3	4 <u>11:00am-1:00 pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting	5 <u>9:30 am</u> Vendor Advisory Committee (Full Meeting) <u>11:30 am</u> New VAC Member Orientation	6	7
8	9	10	11 <u>5:30 pm</u> Board Packet Review <u>6:00 pm</u> Board Dinner (San Fernando Valley Office) <u>6:30 pm</u> Board Meeting (San Fernando Valley Office)	12	13	14
15	16	17	18 <u>6:00 pm</u> Consumer Services Committee Meeting <u>7:00 pm</u> Government/Community Relations Committee Meeting	19 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg. <u>7:00 pm</u> Self-Determination Advisory Meeting	20 <u>10:00am-2:00 pm</u> ARCA Board of Directors Mtg.	21
22	23	24	25 <u>6:00 pm</u> Administrative Affairs Committee Meeting <u>7:00 pm</u> Executive Committee Meeting	26	27	28
29	30	31				

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

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

~ September 2021 ~							October ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat	
			1 <u>11:00am-1:00 pm</u> Consumer Advisory Committee Meeting	2 <u>9:30 am</u> Vendor Advisory Committee Meeting (break-out groups)	3	4	
5	6 Labor Day (NLACRC closed) Rosh Hashanah (begins at sundown)	7 Rosh Hashanah (no work)	8 Rosh Hashanah (no work)	9 <u>4:00 pm</u> Board Packet Review (Chatsworth office or Zoom TBD) <u>6:00 pm</u> Board Dinner (Antelope Valley Office or Zoom TBD) <u>7:00 pm</u> Board Meeting (Antelope Valley Office or Zoom TBD)	10	11	
12	13	14 <u>6:00 pm</u> Annual Legislative Training	15 Yom Kippur (begins at sundown)	16 Yom Kippur (no work) <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg. <u>7:00 pm</u> Self-Determination Advisory Meeting	17	18	
19	20 Sukkot (begins at sundown)	21 Sukkot (no work) First day of Autumn	22 Sukkot (no work)	23	24	25	
26	27 Shemini Atzeret Simchat Torah (begins at sundown)	28 Shemini Atzeret Simchat Torah (no work)	29 <u>6:00 pm</u> Administrative Affairs Committee Meeting <u>7:00 pm</u> Executive Committee Meeting Shemini Atzeret Simchat Torah (no work)	30			

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, August 11, 2021
6:30 p.m.

~ **AGENDA** ~

1. **Call to Order & Welcome** – Lety Garcia, Board President
2. **Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
3. **Board Member Attendance** – Liliana Windover, Executive Administrative Assistant
4. **Introductions** – Lety Garcia, Board President
5. **Public Input & Comments** (3 minutes)
6. **Consent Items**
 - A. Approval of Agenda (*Packet 1, Page 5*)
 - B. Approval of June 9th Board Meeting Minutes (*Packet 1, Page 9*)
7. **Committee Action Items**
 - A. Administrative Affairs Committee – Ana Quiles
 1. Approval of Contracts
 - a. Maxim (PL1025-062) (*Packet 1, Page 21*)
 - b. Elwyn Quartz 2nd Amendment (HL0858-900, HL0859-901) (*Packet 1, Page 26*)
 - c. RSCR Laurel EBSH (HL0930-900, HL0955-901) (*Packet 1, Page 31*)
 - d. Master Board Resolution: Extension of COVID Subcodes (*Packet 1, Page 40*)
 - e. Master Board Resolution: Extension of COVID Contracts (*Packet 1, Page 43*)
 - B. Consumer Services Committee – Gabriela Herrera
 - a) AB 637 Proposal (*Packet 1, Page 46*)

- C. Executive Committee – Lety Garcia
 - 1. Contract Summaries

- D. Nominating Committee –
 - a) Nomination of Cathy Blin
 - i. Vacated Board Seat

- E. Post Retirement Medical Trust Committee
 - a) Approval of FY2021-2022 Critical Calendar (*Packet 1, Page 59*)

- F. Strategic Planning Committee
 - a) Recommendation to develop Diversity, Equity and Inclusion (DEI) Board Policy
 - b) Approval of New 3 Year Strategic Plan
 - c) Approval of Strategic Planning Consultant
 - i. Deirdre Maloney, Making Momentum

8. Additional Action Items

- A. Administrative Affairs Committee – Ana Quiles
 - 1. Approval of Contracts
 - a) Strategic Concepts ILS (HL0951-520) (*Packet 1, Page 60*)

9. National Core Indicators Child Family Survey FY18-19 Presentation

10. Association of Regional Center Agencies – Angelina Martinez

- A. Report on ARCA Meetings

11. Executive Director’s Report – Ruth Janka

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

13. Administrative Affairs Committee – Ana Quiles

- A. Minutes of the July 28th Meeting (*Packet 1, Page 64*)
- B. FY 2020-21 Financial Report (*Packet 1, Page 76*)
- C. FY 2020-21 Provider Relief Funds Financial Report (*Packet 1, Page 85*)
- D. Revised Contract Policy and Board Support Policy (*Packet 1, Page 86*)
- E. Human Resources Reports (*Packet 1, Page 93*)
 - 1. July 2021 Report

2. 4th Quarter Report

- F. Request for Proposal for New CPA Firm (*Packet 1, Page 95*)

14. Consumer Advisory Committee – Caroline Mitchell

- A. Minutes of the June 2nd Meeting (*Packet 1, Page 98*)
- B. Minutes of the August 4th Meeting

15. Consumer Services Committee – Gabriela Herrera

- A. Minutes of the July 21st Meeting
- B. 4th Quarter Exceptions/Exemptions Report (*Packet 1, Page 101*)
- C. 4th Quarter Consumer Diagnostic Report (*Packet 1, Page 104*)
- D. 4th Quarter Consumer Diagnostic Report by Age (*Packet 1, Page 109*)
- E. 4th Quarter Appeals/Hearing Report (*Packet 1, Page 110*)
- F. 4th Quarter NOA/Services Report (*Packet 1, Page 116*)

16. Executive Committee – Lety Garcia

- A. Minutes of the June 24th Special Meeting (*Packet 1, Page 125*)
- B. Minutes of the July 24th Meeting
- C. Whistleblower Policy and Acknowledgement

17. Government & Community Relations Committee – Jeremy Sunderland

- A. Minutes of the July 21st Meeting
- B. Legucator Report

18. Nominating Committee – Curtis Wang

19. Post-Retirement Medical Trust Committee – Lety Garcia

- A. Minutes of the July 28th Meeting (*Packet 1, Page 128*)
- B. Statement of Current PRMT Trust Value (*Packet 1, Page 132*)
- C. Statement of Current CalPERS UAL Trust Value (*Packet 1, Page 139*)

20. Strategic Planning Committee – Marianne Davis

- A. Minutes of the August 2nd Meeting
- B. 4th Quarter Report on CIE/PIP Activities
- C. 4th Quarter Report on Program Closures
- D. 4th Quarter Report on New Vendorizations
- E. DEI Policy Steering Committee

21. Vendor Advisory Committee - Sharoll Jackson

- A. Minutes of the June 3rd Meeting
- B. Minutes of the August 5th Meeting

22. Old Business/New Business

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

23. Announcements/Information/Public Input

- A. Next Town Hall: Thursday, August 19th at 1:30 p.m. via Zoom “Transition Age Services”
- B. Next Meeting: Thursday, September 9th at 6:00 p.m. at Chatsworth Office or Zoom

24. Adjournment



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

Draft

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting via Zoom on June 9, 2021.

<u>Trustees Present</u>	<u>Trustees Absent</u>	<u>Staff Present</u>	<u>Guests Present</u>
Nicholas Abrahms	Christina Cannarella	Gabriela Eshrati	Victoria Berry
Leticia Garcia	Marianne Davis	Ruth Janka	Claudia Sicarios Beltran
Gabriela Herrera	Ana Quiles	Michele Marra	Cynthia Barron
Sharoll Jackson		Paula Leonesio	David Coe
Nelmonika Jones		Kim Rolfes	Diane Berstein
Jennifer Koster		Dr. Jesse Weller	Enrique Rogel
Angelina Martinez		Liliana Windover	Erika Mazza
Lillian Martinez		Cristina Preuss	Josefina Romo
Caroline Mitchell		Cheryl Blizin	Karina Andrade
Jeremy Sunderland			Kimberly Bermudez
Curtis Wang			Nicolas Marquevich
			Rosie
			Sade Johnson
			Sylvia Brooks Griffin
			Wilda Tillman
			Lucy Paz (Interpreter)
			Nancy Gallardo (Interpreter)

1. Call to Order & Welcome – Leticia (Lety) Garcia, Board President

Lety Garcia, President, called the meeting to order at 6:32 p.m.

2. Housekeeping

A. Spanish Interpretation Available

Michele/Liliana announced that Spanish interpretation is available for those who are interested. Information was posted in the Zoom chat on how to access this service.

3. Board Member Attendance – Liliana Windover, Executive Administrative Assistant

Liliana took the attendance of board members.

4. Introductions – Lillian Martinez and Marianne Davis, Board Member

In an effort to help the board become more familiar with each other, volunteers give a brief introduction of themselves. The volunteers for the June 9th meeting were Marianne Davis (absent) and Lillian Martinez, Board Members.

- Lillian shared about her family and her involvement with the community. Her foundation is Mexican-American. She was born in Glendale, California and raised in North and East Los Angeles. She is married and has 3 children.

5. Public Input & Comments (3 minutes)

- Victoria Berrey with the Family Focus Resource Center (FRC) informed this committee that every three years FRC has to develop a plan to be submitted to DDS in regards to the FRC plans to adjust the need of early start families. FRC has developed an Early Start professional's survey in order to obtain the community input. Victoria shared the following link for this survey:
https://docs.google.com/forms/d/e/1FAIpQLSccC4UzODlSMkwtb1ChQUOYOn5FrYSo4tMI9UpoEq-uTZPMgQ/viewform?usp=sf_link

In addition, FRC has a number of workshops taking place in June related to early childhood, social emotional development and maintaining family routines Support groups are also offered in English and Spanish. Victoria shared the following link to obtain more information:

<https://www.csun.edu/family-focus-resource-center/events>

- Caroline Mitchell indicated that 2 bills passed for housing for regional center clients and low-income families.

6. Consent Items

- A. Approval of Revised Agenda (Packet 2, Page 4)

M/S/C (C.Wang/A.Martinez) To approve the revised agenda as presented.

- B. Approval of April 14th Board Meeting Minutes (Packet 1, Page 10)

M/S/C (C. Mitchell/C. Wang) To approve the revised minutes of May 12th meeting as presented.

7. Committee Actions

- A. Administrative Affairs Committee – Kim Rolfes/Lety Garcia

1. Approval of Contracts

- a) Participation Agreement: UST - (Packet 1, page 23)
- b) Agreement for Consulting Services (Project Mgmt.): SMCI- (Packet 1, page 26)
- c) Agreement for Consulting Services (Network Arch): SMCI- (Packet 1, page 29)

M/S/C (C. Mitchell/C. Wang) To authorize the execution of the contracts for UST, SMCI (Project Mgmt) and SMCI (Network Arch) as presented.

- d) REM California, LLC: PL2035-999 - (Packet 1, page 31)
- e) REM California, LLC: IP-1819-9 – (Packet 1, Page 35)
- f) Master Board Resolution-HCBS Project Funding - (Packet 1, page 42)
- g) Master Board Resolution-Program Design Changes - (Packet 1, page 48)

M/S/C (C. Mitchell/N. Jones) To authorize the execution of agreements PL2035-999, IP-1819-9, Master Board Resolution-

HCBS Project and Master Board Resolution Program Design
Changes as presented.

2. Approval of Committee's Critical Calendar for FY 2021-22 (Packet 2, Page 26)

M/S/C (C. Mitchell/A. Martinez) To approved changes to Administrative Affairs Committee's Critical Calendar for FY 2021-22 as presented.

3. Approval to Authorize an Officer to Secure Insurance Coverage for FY 2021-22

M/S/C (N. Abrahms/C. Mitchell) To authorize an officer to execute and secure Insurance Coverage for FY 2021-22 as presented.

4. Approval for Loan Revision & Revolving Note Agreement
5. Approval for Disbursement Instructions

M/S/C (C. Mitchell/A. Martinez) To authorize the approval of the documents listed above as presented.

6. Approval for Revision of Aggregate Commercial Credit Card Limit

M/S/C (C. Mitchell/C. Wang) To authorize increasing credit cards limits as presented.

B. Executive Committee – Lety Garcia

1. Approval Board Master Calendar for FY2021-2022 (Packet 1, Page 57)

M/S/C (C. Mitchell/J. Sunderland) To approve the revised Board Master Calendar for FY 2021-22 as presented.

2. Approve of Board Member Company Issued Device Agreement (Packet 1, Page 67)

M/S/C (A. Martinez/N. Abrahms) To approve the Board Member Company Issued Device Agreement as presented.

Action: Staff will solicit which board members want a device. It was recommended to distribute devices during the board orientation meeting and to have IT onsite in the event the board members have any questions.

3. Approval of Committee Assignment for FY 2021-22 (Packet 2, Page 28)

M/S/C (C. Mitchell/L. Martinez) To approve the Committee Assignments for FY 2021-22 as presented.

4. Approval of FY 2021-22 Board Primary Activities for FY 2021-22 (Packet 2, Page 29)

M/S/C (N. Abrahms/C. Mitchell; Oppose: N. Jones) To approve the Board Primary Activities for FY 2021-22 as presented.

C. Government & Community Relations Committee – Jeremy Sunderland

1. Approval of Committee Critical Calendar for FY 2021-22 (Packet 2, Page 30)

M/S/C (C. Mitchell/A. Martinez) To approve the Committee Critical Calendar for FY 2021-22 as presented.

2. Approval of Legislative Priorities for FY 2021-22 (Packet 2, Page 33)

Jeremy suggested to replace “them” with “Stakeholders” under Section 2 of the Legislative Priorities for FY 2021-22.

M/S/C (C. Mitchell/A. Martinez) To approve the Legislative Priorities for FY 2021-22 with the modification as requested.

3. Approval of Thank you Letter to Senator Stern (Packet 2, Page 34)
M/S/C (J. Sunderland/C. Mitchell) To approve the Thank you Letter to Senator Stern as presented.
4. Approval of Support Letter – AB 445 (Packet 2, Page 35)
5. Approval of Support Letter – SB 14 (Packet 2, Page 36)
6. Approval of Support Letter – AB 988 (Packet 2, Page 37)

M/S/C (A. Martinez/C. Mitchell) To approve the Support Letters for AB 445, SB 14, AB 988 as presented.

7. Status of SB 518 (Self Determination Ombudsperson Program)

Bill has been shelved by the Legislator. Instead, there will be inserted into trailer bill language to establish an ombudsperson at DDS, and to redesign the appeal and hearing process. A letter of support is not appropriate at this time.

8. Additional Action Items

A. Administrative Affairs Committee – Kim Rolfes/Ana Quiles Approval of Contracts

1. MMM Homes Inc. (PL2043-109)
2. RSCR California Inc. (PL2054-113)
3. RSCR California Inc. (PL2055-109)
4. Workability LA, LLC (PL2056-055) (Packet 2, Page 38)
5. Specialized Residential Facility (TBD-999, Female)
6. Specialized Residential Facility (TBD-999, Male)
7. Specialized Residential Facility (TBD-999, Non-amb. Nursing)

M/S/C (C. Mitchell/J. Sunderland) To authorize the execution of the contracts listed above as presented.

9. Association of Regional Center Agencies – Angelina Martinez

A. Report on ARCA Meetings

Angelina will be attending the June 17 & 18 ARCA Meetings. She also reported on the legislature proposed funds of \$61M to the regional center system to hire 921 Consumer Service Coordinators. Angelina encouraged the members of this committee to contact the Governor's office to advocate for this proposal.

10. Executive Director's Report – Ruth Janka (Packet 2, Page 44)

The executive director's report included information on the May Revise for FY 2021-22 released by the Governor. Some of the proposals included in the May Revise are as follow:

- COVID-19 response
- Provider Supplemental Rates and Uniform Holiday Schedule
- START Teams
- Emergency Preparedness
- Direct Service Professional Training and Certification
- Bilingual Differential for Direct Service Professionals
- Competitive Integrated Employment & paid Internship Program
- Employment Grant
- Self Determination Ongoing Implementation
- Additional Resources for Individuals who Deaf
- Tribal Engagement for Early Start Services
- Lanterman Act Provisional Legibility Ages 3 and 4

The legislature is proposing to fund \$61M to the regional center system statewide to hire 921 Consumer Service Coordinators. In addition, the Legislature has a proposal of \$217M to begin implementing the rate study for FY 2021-22; and proposes to restore social recreational activities, camp, educational services and non-medical services.

The American Rescue Plan Act signed on March 11, 2021 is a \$1.9 trillion dollar stimulus package which provides California with a one-time amount of federal funding to increase Home Community Based Services; it is anticipated this translates into \$600M for California.

The report also included information on the DDS guidance and directives, COVID, vaccination eligibility, return to workspace, technology lending library, NCI survey, performance contract year-end report, staff recruitment, consumer statistics, community activities. Attached to her report were the center's monthly quality assurance, consumer statistics, and special incident reports.

11. Self-Determination Program (SDP) Report – Jesse Weller (Packet 2, Page 74)

Dr. Jesse Weller presented a report regarding the Self Determination Program as of May 31, 2021. Some of the highlights he presented were as follow:

Statewide Statistics

Total number of SDP Spaces at each Regional Center: 2500

Total number of withdrawals (2018 to present): 1235

Total number of number of participants who completed Orientation: 1821(87%)

Total number of participants who have certified budgets: 774 (37%)

Total number of participants who have a completed spending plan: 588 (28%)

Total number of participants who obtained a Financial Management Service: 590 (28%)

Number of participants who have transitioned to SDP: 588 (75 are pilot participants)

NLACRC Statistics

Participants continuing with SDP/SDP eligible: 153

Participants that have decided not to continue with SDP: 79

Participants have completed Orientation: 144 (94%)

Participants that need to attend Orientation: 9 (6%)

Total number of budgets that are certified: 51 (33%)
Total number of budgets that are in the certification process: 28 (18%)
Total number of spending plans that are approved: 44 (29%)
Total number of spending plans in progress: 5 (3%)
Total number of PCP's completed: 65 (42%)
Total number of participants that have transitioned into SDP: 44 (29%)

Self Determination officially launched on June 7, 2021 and will be open to any Lanterman eligible served by the regional center. The Town Hall regarding Self-Determination Kick-Off Campaign has been scheduled on June 24, 2021.

In addition, NLACRC has selected two entities through the Request for Proposal process – Individualized Coaching and Supports

- Diane Bernstein & Doris Longmire
- Claudia Wenger – Claudia Care Consulting

The next Self Determination Local Volunteer Advisory Committee has been scheduled on Thursday June 17, 2021 at 7:00 pm.

12. Administrative Affairs Committee – Ana Quiles

- A. Minutes of the May 26th Meeting
- B. FY 2020-21 Financial Report
- C. FY 2020-21 Provider Relief Funds Financial Report

The minutes and reports were included in the meeting packet; please see Ana with any questions.

13. Consumer Advisory Committee – Caroline Mitchell

- A. Minutes of the June 2nd Meeting – *Deferred*

The minutes for the June 2nd meeting were deferred.

14. Consumer Services Committee – Gabriela Herrera (*Packet 1, Page 81*)

A. Minutes of the May 19th Meeting (Packet 2, Page 80)

The minutes were included in the meeting packet; please see Gabriela with any questions.

15. Executive Committee – Lety Garcia

A. Minutes of the Meeting May 26th Meeting

The minutes of the meeting on May 26th were included in the meeting packet; please see the committee chair with any questions

B. Draft Critical Calendar for FY 2021-22

This item was a duplicate; therefore no action is required.

C. Completion of Conflict of Interest Reporting Statement (*Packet 1, Page 124*)

The Conflict of Interest (COI) Reporting Statement was reviewed. All board members informed of the requirement to complete this statement within 30 days of being appointed to the board and they are also required to file an annual reporting statement by August 1st of every year while they are members of the regional center board of trustees.

Electronic COI Statements with instructions on how to complete the form will be sent via email.

D. Completion of Confidentiality Statement – *Deferred*

E. Executive Director and Board Member OIG Screening Requirements

On April 16, 2019, DDS added new contract terms to regional contracts which requires board members and the executive director to a screening processing consistent with 42 CFR §455.106 to determine if they: 1) have ownership or control interest in the provider (NLACRC), or is an agent or managing employee

of the provider (NLACRC); or 2) have been convicted of a criminal offense related to their involvement in any program under Medicare, Medicaid, or Title XX service program since the inception of those programs. We utilized OIG Compliance Now to screen board members and the executive director. OIG will initially require that board members and the executive director to provide their full legal name (first, middle and last name). If OIG identifies a potential match during the initial screening, additional information would be required and board members and executive director would be asked to provide additional information, such as their address, date of birth or social security number.

Action: Michele will send an individual email to all board members requesting this information.

16. Government & Community Relations Committee – Jeremy Sunderland

- A. Minutes of the April 21st Meeting (Packet 2, Page 89)
- B. Minutes of the May 19th Meeting - Deferred
- C. Legucator Report - (Packet 2, Page 97)

The minutes and report were included in the meeting packet; please see Jeremy with any questions.

17. Post-Retirement Medical Trust Committee – *No Report*

- A. Next Quarterly Meeting: Wednesday, July 28th at 5:30 p.m.

18. Nominating Committee – *No Report*

19. Strategic Planning Committee - Marianne Davis

- A. Minutes of the May 3rd Meeting (*Packet 2, Page 104*)
- B. Next Quarterly Meeting: Monday, August 2nd at 6:00 p.m.

The minutes were included in the meeting packet; please see Marianne with any questions.

20. Vendor Advisory Committee (VAC)

- A. Minutes of the May 6th Meeting (*Packet 2, Page 115*)
- B. Minutes of the June 3rd Meeting - *Deferred*
- C. Next Meeting: Thursday, August 5th at 9:30 a.m.

The minutes were included in the meeting packet; please see Sharoll with any questions.

21. Board and VAC Election Results (*Packet 2, Page 133*)

The Board, Vendor Advisory Committee and Consumer Advisory Committee Elections Results for FY 2021-22 were presented, noting that the election results were based on the ballots were reviewed and certified by Board Secretary, Lillian Martinez and Executive Administrative Assistant, Liliana Windover.

22. Old Business/New Business

- A. Board and Committee Meeting Attendance Sheets (*Packet 2, Page 134*)
- B. Board and Committee Meetings Time Report (*Packet 2, Page 137*)
- C. Updated Acronyms Listing (*Packet 2, Page 140*)
- D. Meeting Evaluation (*Packet 2, Page 146*)

23. Announcements/Information/Public Input

- A. Next Town Hall: Self-Determination Thursday, June 24th at 1:30 p.m.
 - B. Next Board of Trustees Meeting: Wednesday, August 11th at 6:30 p.m.
- Lillian thanked Christina Cannarella for her virtual happy hour party on Saturdays for families and consumers.
 - Caroline share that she finished the purple book in her class and scored very well.
 - Ismael Maldonado stated that he's having trouble getting his Supported Living Services.

- Nelmonica Jones expressed that it has been a pleasure serving on the Board for the past year and that she hopes the center will continue addressing the disparity issues.
- Lillian thanked Dr. Weller for his vaccination efforts in the Antelope Valley.

24. Adjournment

Adjourned at 8:41 p.m.

Submitted by,

Liliana Windover

Liliana Windover
Executive Administrative Assistant

for:

Lillian Martinez
Board Secretary

[badmin.jun9.2021]



Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	Second Amendment to Nonresidential Negotiated Rate Agreement, Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Maxim Healthcare Services, Inc. Vendor Number: PL1025, Service Code: 062
3.	The Purpose of the Contract	<p>Contractor will provide Personal Assistance services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide personal assistance and support.</p> <p>The purpose of the First Amendment was to change the rate from a negotiated rate to a usual and customary rate effective December 1, 2019 and establish the usual and customary rate of \$28.00 per hour.</p> <p>The purpose of the Second Amendment is 1) to increase the usual and customary rate from \$28.00 per hour to \$34.00 per hour, and 2) establish a usual and customary rate of \$50.00 per hour for COVID positive or isolation/quarantine support.</p>
4.	The Contract Term	Five (5) year contract effective July 1, 2016 through June 30, 2021.
5.	The Total Amount of the Contract	Over the entire five (5) year term, the fiscal impact is \$6,349,942.69, or \$1,269,988.24 per year based on actual expenditure and anticipated rate increase effective March 1, 2021.
6.	The Total Proposed Number of Consumers Served	Currently serving 112 consumers.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for Personal Assistance services.

9.	<p>Method or Process Utilized to Establish the Rate or the Payment Amount</p>	<p>The service provider had a negotiated rate that was originally established on. November 1, 2009. NLACRC approved a change in rate source from the negotiated rate to a usual and customary rate pursuant to 17 CCR, Sections 57330 and 57336 based on contractor’s U&C fee schedule charged to the general public.</p> <p>Pursuant to 17 CCR, Section 57210(a)(19), the phrase “usual and customary rate” (“U&C Rate”) means the rate which is regularly charged to the general public by a vendor for a service that is used by both regional center consumers and/or their families and where at least 30% of the recipients of the given service are not regional center consumers or their families.</p>
10.	<p>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</p>	<p>Early in calendar year 2019, service provider requested NLACRC to change their rate from a negotiated rate to a U&C rate because the service providers serves non-regional center consumers under its personal assistance program.</p> <p>In July 2019, NLACRC determined that the service provider met the requirements for a U&C rate since at least 30% of the individuals served by the service provider were not regional center consumers.</p> <p>On May 19, 2021, NLACRC performed an audit of the individuals served by the service provider, which determined 32% of the individuals served by the service provider are not regional center consumers. NLACRC determined that the service provider continues to meet the requirements for a U&C rate since at least 30% of the individuals served by the service provider were not regional center consumers.</p>

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

Ana Quiles, Board Treasurer

July 28, 2021

Date

Contract Summary and Board Resolution

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

RESOLVED THAT in compliance with NLACRC's Board of Trustees Contract Policy, the Amendment between NLACRC and **Maxim Healthcare Services, Inc.** was reviewed and approved by NLACRC's Board of Trustees on **August 11, 2021.**

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

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

Lillian Martinez, Board Secretary

August 11, 2021

Date

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

Vendor #	Service Code	Service Code Description
1. HL0461	862	In-Home Respite Services
2. HL0565	854	Home Health Agency
3. HL0745	475	Participant-Directed Community-Based Training
4. PL1576	491	FMS Co-Employer
5. PL1577	465	Participant-Directed Respite Services (Family Member)
6. PL1578	460	Participant-Directed Nursing Services (Family Member)
7. PL1579	455	Participant-Directed Day Care Services (Family Member)

Vendor Name: Maxim Healthcare Services, Inc.

Service Code: 062, Personal Assistance

Service Address: 28470 Avenue Stanford #280, Valencia, CA 91355

Service Description: The purpose of this service is to support a consumer's caregiver in cases where an extra person is needed to assist the consumer with activities of daily living. This support is provided in the home and in some cases, the community. Some examples of non-medical Personal Assistance may include the following:

- Assisting caregiver in monitoring consumer in the home for safety while caregiver is preparing dinner, tending to household, or responding to the needs of siblings.
- Assisting caregiver in bathing, transferring, feeding, dressing, or otherwise tending to the needs of the consumer.
- Assisting caregiver in the community to maintain consumer's safety.

CNA and LVN level Personal Assistance provides the same supports to caregivers who may require assistance with a consumer who is deemed medically fragile or has health care needs that fall beyond the scope of non-medical assistance.

Personal Assistance may be provided for adult consumers as a way to support the consumer in maintaining their living environment and with activities of daily living. This may include assistance with simple meal preparation, bathing and hygiene needs, dressing, and dental care. In some cases, as described in the IPP, services may be provided to a consumer to assist them in completing tasks in the community such as grocery shopping.

Services purchased under Service Code 062, Personal Assistance, do not include respite, transport of consumer or family members, housekeeping services, money management services or dispensation of medication. (Exceptions may be granted for LVN assistance with medication under certain circumstances.)

For minor consumers, the caregiver is required to be present at all times while receiving personal assistance services, unless the service is purchased for the purpose of childcare. Personal assistance is purchased as a means to support the consumer in the family, and is not to be used for care and supervision of other family members or siblings. All services purchased under Service Code 062 must be outlined in the IPP. No services are provided without written authorization from regional center.

Staffing: The Maxim Personal Assistance Service offers services 24 hours per day, 365 days per year and are generally available to all consumers within their geographic territory. Upon request, Maxim can provide free caregiver interviews, allowing the family to develop a rapport with an appropriate provider who can commit to a regular schedule. Maxim is able to accommodate individual or sibling cases at 1:1, 1:2, and 1:3 staffing ratios.

Employment Component: n/a

Exceptional Conditions: n/a

Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Second Amendment to Service Provider Agreement for an Enhanced Behavioral Supports Home (“EBSH”) Purchase of Services (“POS”)
2.	The Name of Vendor or Service Provider	Elwyn California (Quartz) Vendor Number: HL0858 and HL0859 Service Code: 900 and 901
3.	The Purpose of the Contract	<p>Service Provider operates a 2-bed EBSH to serve two (2) consumers previously residing in a 4-bed Specialized Residential Facility (“SRF”). The 4-bed SRF was converted into a 2-bed EBSH to better support the consumers’ needs. The services and supports provided by an EBSH would support individuals with challenging behaviors and/or psychiatric comorbidities. Services and supports would include individualized staffing, additional supervision, individualized behavior support plans, and other individualized services and supports, which are beyond what is typically available in other community living arrangements.</p> <p>The purpose of the 1st amendment was to add create subcodes for billing purposes.</p> <p>The purpose of the 2nd amendment is to decrease the facility costs (HL0858-900) and to increase the consumer-specific costs (HL0859-901) effective February 1, 2021.</p>
4.	The Contract Term	Three (3) Year Term; April 1, 2019 – March 31, 2022
5.	The Total Amount of the Contract	<p>Based on actual expenditure and the new cost statements, the fiscal impact is projected to be \$2,047,908.00 over the course of the three (3) year term, or \$682,636.00 per year for HL0858-900 (facility costs).</p> <p>Based on actual expenditure and the new cost statements, the fiscal impact is projected to be \$3,173,961.00 over the course of the three (3) year term, or \$1,057,987.00 per year for HL0859-901 (consumer costs).</p>
6.	The Rate of Payment or Payment Amount	<p>Negotiated Rate(s): Originally (04/2019 – 01/2021): \$138,888.00</p> <ul style="list-style-type: none"> • \$58,935.00/M for facility costs • \$12,946.00/M for individual costs-Consumer 1 • \$67,007.00/M for individual costs-Consumer 2 <p>Revised (02/2021): \$144,739.00</p> <ul style="list-style-type: none"> • \$53,667.00/M for facility costs

		<ul style="list-style-type: none"> • \$26,585.00/M for individual costs-Consumer 1 • \$64,487.00/M for individual costs-Consumer 2 <p>Revised (03/2021 – 03/2022): \$159,578.00</p> <ul style="list-style-type: none"> • \$53,667.00/M for facility costs • \$32,286/M for individual costs-Consumer 1 • \$73,625.00/M for individual costs-Consumer 2
7.	Projected Number of consumers served	2 consumers total
8.	Method or Process Utilized to Award the Contract.	Service provider vendedored in accordance with vendorization requirements under statute and regulation, for an EBSH.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	<p>Cost Statement: NLACRC negotiates three monthly rates with the service provider, using the DDS required forms:</p> <ol style="list-style-type: none"> 1. DS 6023 Rate Development- Facility Costs; Service Code 900 2. DS 6024 Rate Development-Individual Costs for each consumer; Service Code 901
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	No

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

Ana Quiles, Board Treasurer	July 28, 2021 Date
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Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed the Second Amendment to the Service Provider Agreement for an EBSH (“**Agreement**”, “**Contract**”, or “**Amendment**”) for **Elwyn California** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Amendment between NLACRC and **Elwyn California** was reviewed by NLACRC’s Board of Trustees on **August 11, 2021**.

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

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

Lillian Martinez, Board Secretary

August 11, 2021

Date

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

Vendor #	Service Code	Description	Vendor Name
PL1363	113	Specialized Residential Facility	Mayall
PL1364	113	Specialized Residential Facility	Kelvin I
PL1365	113	Specialized Residential Facility	Kelvin II
PL1385	113	Specialized Residential Facility	Babcock ARFPSHN
PL1387	109	Supplemental Residential Support	Mayall
PL1389	109	Supplemental Residential Support	Kelvin II
PL1391	109	Supplemental Residential Support	Kelvin I
PL1427	109	Supplemental Residential Support	Babcock ARFPSHN
PL1581	113	Specialized Residential Facility	Index
PL1582	113	Specialized Residential Facility	Yarmouth
PL1620	109	Supplemental Residential Support	Index
PL1634	109	Supplemental Residential Support	Yarmouth
PL2031	999	Start Up Funding for	Wyse EBSH
PL2058	999	Start Up Funding for	TBD FY21 SRF

Service Address:

8033 Quartz Avenue
Winnetka, CA 91306

Service Description:

Enhanced Behavioral Supports Home designed to accommodate a maximum of two (2) Consumers, who moved from a State Developmental Center into the community or who are at risk for placement into a State Developmental Center.

Staffing:

Elwyn California - Quartz EBSH provides direct care staffing levels that exceed the requirements of a Service Level 4I facility per Title 17, Section 56004(c)-(f) and which are consistent with the staffing levels of an EBSH licensed facility.

The EBSH Administrator has a minimum of two is of prior experience providing direct care or supervision to individuals with developmental disabilities and be either a Registered Behavior Technician, a licensed psychiatric technician, or a Qualified Behavior Modification Professional.

The Administrator has completed the residential services orientation (RSO) and holds a current Adult Residential Facilities Administrator Certification. Direct care lead staff are required to be 18 years old or more, have a high school diploma or equivalent, and have at least one year of experience providing direct care to individuals with developmental disabilities with a focus on behavioral services. They must become a Registered Behavior Technician within sixty days of initial employment or else be either a licensed psychiatric technician or a Qualified Behavior Modification Professional.

Consultant Qualifications: Elwyn California - Quartz EBSH Administrator shall assign a Board Certified BCBA to each individual served. The BCBA will provide a minimum of six hours per month, per consumer of behavioral consultation, to include review, implementation and training of direct care staff on behavior assessments and interventions, which time will be documented in the individual's file. Additionally, each individual served will be provided a minimum of six consultant hours per month as deemed appropriate for each individuals' service needs. All consultant transition plans will be in place prior to an individual's move into Quartz Home and will be revised within 7-30 days if needed.

Employment Component: N/A

Contract Summary and Board Resolution

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	New Service Provider Agreement for an Enhanced Behavioral Supports Home (“EBSH”) Purchase of Services (“POS”)
2.	The Name of Vendor or Service Provider	RSCR California, Inc. - Laurel Vendor Number: HL0930, Service Code: 900 Vendor Number: HL0955, Service Code: 901
3.	The Purpose of the Contract	Service Provider will be operating a 4-bed EBSH to serve four (4) consumers. The services and supports provided by an EBSH would support individuals with challenging behaviors and/or psychiatric comorbidities. Services and supports would include individualized staffing, additional supervision, individualized behavior support plans, and other individualized services and supports, which are beyond what is typically available in other community living arrangements.
4.	The Contract Term	Three (3) Year Term. Projected to be August 2021 through July 2024
5.	The Total Amount of the Contract	The annual cost for HL0930-900 (facility) is \$768,197.04 per year, or \$2,304,591.12 over the entire three (3) year term of the contract based on the DS 6023 form– facility costs approved by DDS. Projected costs for HL0955-901 (consumer costs) are TBD and will be calculated prior to each placement.
6.	The Rate of Payment or Payment Amount	Negotiated Rate(s): <ul style="list-style-type: none"> • \$64,016.42 per month for facility costs (HL0930-900) • Four (4) consumer-specific monthly individual costs will be calculated by RSCR for each consumer prior to placement, and approved by NLACRC Total Projected monthly rate is \$131,139.63 per month
7.	Projected Number of consumers served	4 consumers total
8.	Method or Process Utilized to Award the Contract.	The service provider will be vendored in accordance with vendorization requirements under statute and regulation, for an EBSH. Request for Proposal (RFP) process was published by NLACRC on 10/20/2017.

9.	Method or Process Utilized to Establish the Rate or the Payment Amount	<p>Cost Statement: NLACRC will negotiate five (5) monthly rates with the service provider, using the DDS required forms. DDS must approve each cost statement:</p> <ol style="list-style-type: none"> 1. One (1) DS 6023 Rate Development- Facility Costs; Service Code 900 2. Four (4) DS 6024 Rate Development-Individual Costs; Service Code 901 (one for each consumer)
10.	<p>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</p>	<p>The Department of Developmental Services (“DDS”) must certify the EBSH before the facility can be licensed by Community Care Licensing (“CCL”). NLACRC projects this to occur during August 2021. NLACRC has been instructed to provide placement for a consumer by August 19, 2021 for a consumer living at a STAR home.</p> <p>\$25,000 FY2016-2017 CPP start-up funds were requested from DDS to develop one (1) Specialized Residential Facility (“SRF”), and DDS approved the funding in the NLACRC 16-17 CPP approved plan dated 10/12/2016 (NLACRC-1617-03). \$125,000 FY2019-2020 Continuation funds were requested from DDS to complete the development and DDS approved the CPP funding on 09/27/2019 (NLACRC-1920-07). DDS subsequently approved the change in development from a SRF to an EBSH.</p> <p>The contract is a “DRAFT” contract and is subject to changes recommended by legal counsel and on such further terms and conditions as any Officer of NLACRC may approve.</p>

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

Ana Quiles, Board Treasurer

July 28, 2021

Date

Contract Summary and Board Resolution

The North Los Angeles County Regional Center's ("NLACRC") Board of Trustees reviewed and discussed the Service Provider Agreement for an EBSH ("Agreement", or "Contract") for **RSCR California, Inc.** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **RSCR California, Inc.** was reviewed by NLACRC's Board of Trustees on **August 11, 2021.**

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

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

Lillian Martinez, Board Secretary

August 11, 2021

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

Vendor #	Service Code	Service Code Description
PL1638	999	Start-up Funding for CPP Costs
HL0955	901	Enhanced Behavioral Supports Home Individual Services
PL2054	113	Specialized Residential Facility (Habilitative)
PL2055	109	Supplemental Residential Program Support
H03282	925	Intermediate Care Facility - DD

Vendor Name: RSCR California – Laurel Home
Vendor Number: HL0930
Service Code: 900
Service Code Description: Enhanced Behavioral Supports Home
Service Address: 41447 W 25th Street
 Palmdale, CA 93551

Service Description:

The RSCR California Laurel Enhanced Behavioral Supports Home (EBSH) will serve a maximum of four (4) co-ed adults, aged 18 to 59, in single-occupancy, non-ambulatory bedrooms. The program will focus on providing person-centered care to individuals with developmental disabilities who require enhanced behavioral supports, staffing, and supervision in a homelike setting. Each individual will have treatment plans with attention to needs regarding behaviors, socialization, community integration, and activities of daily living.

A person-centered Individual Behavior Supports Plan (IBSP) will be developed for each person living in the home that will seek to manage their behavioral challenges and medical needs, and allow them to develop skills that lead to a fulfilling life as a member of the community, as well as maintaining their independence to the best of their ability. The person-centered process involves the individuals receiving services based on their desires, wants, needs, and abilities. This tailors the program to the person and ensures they receive the care and services they most want and need. The plans will emphasize the person’s needs, abilities, and choices, along with the goals and objectives the person and the Individual Behavior Supports Team (IBST) establish.

While living in this home, individuals will learn to manage their behavioral challenges (decreasing their aberrant behaviors while increasing their coping skills), maintaining and improving self-care skills to the highest level possible, making demonstrated and continual progress towards their program plan objectives, having their integrated healthcare needs met, and increasing or maintaining community integration to their desired level. Residents will receive services and supports tailored to their specific needs while maintaining life in a community-based setting.

Staffing:

Laurel Home will meet or exceed all personnel requirements for an EBSH (Title 17, Section 59060 – 59064).

Program Manager

The Program Manager will provide an average of 6.24 hours per week of direct observation and oversight to the facility. The Program Manager will provide additional focus on the coordination, observation, and facilitation of all parties' interactions and use those observations to implement effective trainings for both staff and individuals based on the level of behavioral data, consultant reports, and occurrence of special incidents. In addition, the observation of the facility by the Program Manager will support the transfer and acclimation process of all referrals that become placements in the home.

Administrator

The Administrator maintains comprehensive management authority for the location, managing the programmatic, operational, human resources, financial, and political functions essential to both maintaining existing and new opportunities. As needed, the Assistant Administrator will serve as Administrator when the Administrator is off site on EBSH business. This ensures 40 hours per week of Administration at the home. The Administrator and Assistant Administrator will meet all qualifications pertinent to an EBSH.

Assistant Administrator/Activities Coordinator

This position is split evenly between administrative and activities functions. This staff person will carry out administrative functions equal to the description of Administrator, as needed, for proper management of the home when the Administrator is off site on EBSH business.

As Activities Coordinator, this individual will assess each resident's skills/deficits that affect quality participation in home and community activities. The Activities Coordinator provides a schedule of engagement activities for the individuals in the home and the local community as part of the residents' active treatment plans. This person will work with the Qualified Behavior Management Professional (QBMP) and other consultants as needed to create an invigorating and engaging plan of activities for that incorporates skills building and goal achievement within each activity. This person will train Direct Care Staff in the implementation of identified activities.

Lead Direct Care Staff

The Lead Direct Care Staff will provide support and training to individuals with developmental disabilities and/or other related disorders. This support and training will include, but not be limited to, emotional support, physical support and monitoring, and life skills development, which will lead to increased independence and community participation for residents. The Lead Direct Care Staff may be a Registered Behavior Technician or a Licensed Psychiatric Technician who will assist with medication passes, training, and other supervisory duties as assigned.

Direct Care Staff

The Direct Care Staff supports individuals in the development of basic living and social skills, which helps the residents to reach their highest level of independence. The Direct Care Lead Staff performs duties related to care, supervision, and in some instances will have specialized duties such as medication dispensing and meal preparation.

Consultants

For this EBSH home, RSCR California will have the following independent contracted consultants available to meet the service needs of the residents. Service needs will be identified and documented for each individual.

- Psychiatrist
- QBMP
- Physician
- Registered Nurse
- Pharmacist
- Licensed Psychologist or Licensed Marriage/Family therapist
- Speech Pathologist
- Physical therapist
- Occupational therapist
- Recreational therapist
- Registered Dietitian

Contracted consultants will do the following:

- Provide expert advice and information
- Staff training
- Conduct initial and ongoing assessments
- Develop and implement interventions

The consultants may be involved prior to the resident’s admission to the home, while the client is residing in the home, or when the resident transitions out of the home. Consultants will work with other consultants as a team, using both multidisciplinary and Interdisciplinary approaches when addressing the needs of the clients.

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

Vendor #	Service Code	Service Code Description
PL1638	999	Start-up Funding for CPP Costs
HL0930	900	Enhanced Behavioral Supports Home
PL2054	113	Specialized Residential Facility (Habilitative)
PL2055	109	Supplemental Residential Program Support
H03282	925	Intermediate Care Facility - DD

Vendor Name: RSCR California – Laurel Home
Vendor Number: HL0955
Service Code: 901
Service Code Description: Enhanced Behavioral Supports Home
Service Address: 41447 W 25th Street
 Palmdale, CA 93551

Service Description:

For each individual residing in the RSCR California Laurel Enhanced Behavioral Supports Home (EBSH), a person-centered Individual Behavior Supports Plan (IBSP) will be developed (Title 17 § 59054). The IBSP will seek to manage the individuals’ behavioral challenges and medical needs, and allow them to develop skills that lead to a fulfilling life as a member of the community, as well as maintaining their independence to the best of their ability.

RSCR California Laurel EBSH will serve a maximum of four (4) co-ed adults, aged 18 to 59, in single-occupancy, non-ambulatory bedrooms. The program will focus on providing person-centered care to individuals with developmental disabilities who require enhanced behavioral supports, staffing, and supervision in a homelike setting. Each individual will have treatment plans with attention to needs regarding behaviors, socialization, community integration, and activities of daily living.

Staffing:

Laurel Home will meet or exceed all personnel requirements for an EBSH (Title 17, Section 59060 – 59064).

Program Manager

The Program Manager will provide an average of 6.24 hours per week of direct observation and oversight to the facility. The Program Manager will provide additional focus on the coordination, observation, and facilitation of all parties’ interactions and use those observations to implement effective trainings for both staff and individuals based on the level of behavioral data, consultant reports, and occurrence of special incidents. In addition, the observation of the facility by the Program Manager will support the transfer and acclimation process of all referrals that become placements in the home.

Administrator

The Administrator maintains comprehensive management authority for the location, managing the programmatic, operational, human resources, financial, and political functions essential to both maintaining existing and new opportunities. As needed, the Assistant Administrator will serve as

Administrator when the Administrator is off site on EBSH business. This ensures 40 hours per week of Administration at the home. The Administrator and Assistant Administrator will meet all qualifications pertinent to an EBSH.

Assistant Administrator/Activities Coordinator

This position is split evenly between administrative and activities functions. This staff person will carry out administrative functions equal to the description of Administrator, as needed, for proper management of the home when the Administrator is off site on EBSH business.

As Activities Coordinator, this individual will assess each resident’s skills/deficits that affect quality participation in home and community activities. The Activities Coordinator provides a schedule of engagement activities for the individuals in the home and the local community as part of the residents’ active treatment plans. This person will work with the Qualified Behavior Management Professional (QBMP) and other consultants as needed to create an invigorating and engaging plan of activities for that incorporates skills building and goal achievement within each activity. This person will train Direct Care Staff in the implementation of identified activities.

Lead Direct Care Staff

The Lead Direct Care Staff will provide support and training to individuals with developmental disabilities and/or other related disorders. This support and training will include, but not be limited to, emotional support, physical support and monitoring, and life skills development, which will lead to increased independence and community participation for residents. The Lead Direct Care Staff may be a Registered Behavior Technician or a Licensed Psychiatric Technician who will assist with medication passes, training, and other supervisory duties as assigned.

Direct Care Staff

The Direct Care Staff supports individuals in the development of basic living and social skills, which helps the residents to reach their highest level of independence. The Direct Care Lead Staff performs duties related to care, supervision, and in some instances will have specialized duties such as medication dispensing and meal preparation.

Consultants

For this EBSH home, RSCR California will have the following independent contracted consultants available to meet the service needs of the residents. Service needs will be identified and documented for each individual.

- Psychiatrist
- QBMP
- Physician
- Registered Nurse
- Pharmacist
- Licensed Psychologist or Licensed Marriage/Family therapist
- Speech Pathologist
- Physical therapist
- Occupational therapist
- Recreational therapist
- Registered Dietitian

Contracted consultants will do the following:

- Provide expert advice and information
- Staff training

- Conduct initial and ongoing assessments
- Develop and implement interventions

The consultants may be involved prior to the resident’s admission to the home, while the client is residing in the home, or when the resident transitions out of the home. Consultants will work with other consultants as a team, using both multidisciplinary and Interdisciplinary approaches when addressing the needs of the clients.

Master Contract Board Resolution Due to COVID-19 Outbreak

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

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

The North Los Angeles County Regional Center’s (“NLACRC”) Administrative Affairs Committee reviewed and discussed the above Master Contract Board Resolution which would authorize and Officer to execute all service provider contracts during the period of March 26, 2020 through December 31, 2021, when the contract is for the purpose of adding a subcode in order to track POS expenditures related to the COVID-19 outbreak. The Administrative Affairs Committee is recommending an action of NLACRC’s Board of Trustees to **Approve** the Master Contract Board Resolution.

Ana Quiles, Board Treasurer	July 28, 2021 Date
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Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through December 31, 2021, when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through December 31, 2021 when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak.

On **August 11, 2021** the NLACRC’s Board of Trustees hereby approves all such contracts when the purpose of the contract is to add a subcode in order to track POS expenditures related to the COVID-19 outbreak.

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

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

Lillian Martinez, Board Secretary

August 11, 2021

Date

Master Contract Board Resolution Due to COVID-19 Outbreak

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

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

The North Los Angeles County Regional Center’s (“NLACRC”) Administrative Affairs Committee reviewed and discussed the above Master Contract Board Resolution which would authorize and Officer to execute all service provider contracts during the period of March 26, 2020 through December 31, 2021, when the contract is related to implementing services and supports to Consumers and their families needed as a result of the COVID-19 outbreak. The Administrative Affairs Committee is recommending an action of NLACRC’s Board of Trustees to **Approve** the Master Contract Board Resolution.

Ana Quiles, Board Treasurer

July 28, 2021
Date

Master Contract Board Resolution Due to COVID-19 Outbreak

The North Los Angeles County Regional Center’s (“NLACRC”) Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through December 31, 2021, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak. The NLACRC’s Board of Trustees passed the following resolution:

RESOLVED THAT, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the NLACRC’s Board of Trustees reviewed and discussed authorizing any Officer of the NLACRC to execute all service provider contracts during the period March 26, 2020 through December 31, 2021, when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak.

On **August 11, 2021** the NLACRC’s Board of Trustees hereby approves all such contracts when the contract is for the purpose of implementing services and supports to Consumers and their families as a result of the COVID-19 outbreak

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

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

Lillian Martinez, Board Secretary

August 11, 2021

Date



North Los Angeles County Regional Center

Public Stake Holder Presentation

AB 637

**Proposal to Change the Rate Model
Adult Residential Facilities for Persons
with Special Healthcare Needs
(ARFPSHN)**

Day, Month , 2021

Time

What is an ARFPSHN?

- An adult residential facility that provides 24-hour healthcare and intensive support services in a home-like setting.¹
- A licensed registered nurse, licensed vocational nurse, or licensed psychiatric technician is awake and on duty 24/7.
- All facility staff are trained and certified.
 - All staff are DSP I and 2 certified.
 - First Aid, CPR, and AED (if, applicable) Certified.
- Various consultant services available.



History of ARFPSHNs

Through Senate Bill 962, the ARPSHN model was created in 2005 to provide a life-long residential option with the necessary professional staffing for persons with developmental disabilities that have medical support needs residing in State Developmental Centers . 2, 3, 4

- Each NLACRC-vendored ARFPSHN is the Forever Home for 5 residents:
 - Elwyn California – Babcock home (eff 09/2014)
 - Original residents from Lanterman Developmental Center
 - Valley Village – Larkspur home (eff 05/2013)
 - Original residents from Lanterman Developmental Center



Qualifying Personal Care Needs

Assistance with 4 or more of the following:

1. Eating
2. Dressing
3. Bathing
4. Transferring
5. Toileting
6. Continence



Special Health Care Needs

Nursing Supports for Stable and Predictable Health Conditions:

- Nutrition support
- Catheter use/care
- Cardiorespiratory monitoring
- Staph infection care
- Oxygen support
- Pressure Injury Care
- Tracheostomy care
- Post-op care and rehab
- Colostomy/ileostomy care
- Pain management/palliative care
- Injection/ IV medication
- Renal dialysis
- Insulin-dependent diabetes
- Fecal impaction or suppositories



Service Provider Selection

- NLACRC ARFPSHNs were developed through a Request for Proposal (“RFP”) process.
 - Request for RFP
 - Applicant Conference
 - Selection Committee Reviews & Scores Proposals
 - Applicant Interview
 - Debrief & Scoring
 - Applicants notified by email & phone
- Current regulation only allows the development of the ARFPSHN model for consumers moving out of developmental centers.
- However, as the NLACRC population ages, intensive supports and healthcare needs will create demand for additional ARFPSHN availability.
- If DDS provides start-up funds for future development, an RFP would be announced seeking interested and capable service providers.



Who are ARFPSHN Residents?

- Typical Medical Needs:
 - Ventilator or respirator dependent
 - Renal dialysis patients
 - Require usage of catheters, tracheostomy/gastrostomy, ileostomy, suctioning
 - IV medications

- Additional Diagnoses:
 - Profound intellectual disabilities, and physical diagnoses, such as genetic disorders, cerebral palsy, paralysis/paresis, seizure disorders, blindness and/or deafness



Why we Need ARFPSHN Services

- Highly trained professionals at all organizational levels and in all positions address the goals of the Individualized Program Plan and Comprehensive Care Plan as developed by resident, circle of support, Regional Center and provider clinical and program staff.
- Residents are examined by a physician every 60 days.
- Clinical team includes: Occupational Therapy, Physical Therapy, Dietary, Recreational Therapy, Speech Language Pathology, ABA, Nursing, Pharmaceutical.
- Participation in community life is a priority – as intended by the move out of developmental centers.



Mandated Minimum Staffing

- ARFPSHN requirements do not allow for a reduction in staffing based on occupancy.
- Regulation states, each ARFPSHN¹:
 - *“(1) Meet the minimum requirements for a Level 4-i [including 54 additional weekly direct care staff hours per consumer and 16 consultant hours every 6 months]³ ... and ensure that all of the following conditions are met:*
 - *(A) That an RN, LVN, or licensed psychiatric technician, is awake and on duty 24/7*
 - *(B) That an RN is awake and on duty at least 8 hours per person, per week.*
 - *(C) That at least 2 staff on the premises are awake and on duty when providing care to 4 or more consumers.*
 - *(3) ... Ensure that an administrator is on duty at least 20 hours per week to ensure the effective operation of the ARFPSHN.”*



The Challenge

- The ARFPSHN rate is capped at the median monthly rate for Specialized Residential Facility (Habilitation) services (Service Code 113).
- Service providers cannot bill for a vacancy.⁵
- Therefore, each month if there is a vacancy the service provider is underfunded for costs that are not related to a specific consumer:
 - Administrator and DSP staff salary, and benefit costs
 - Mandated minimum staffing (see next slide)
 - Lease/mortgage, utilities and insurance



Example of Fiscal Impact - Current

- Fixed costs (staff salary, and benefits, consultants, lease, utilities and insurance) remain constant at \$110,000 supporting 1 to 5 consumers.
- \$22,000 per consumer per month.
 - When there are 2 residents and 3 vacancies:
 - \$44,000 total funding per month
 - \$66,000 per month is underfunded
 - When there are 3 residents and 2 vacancies:
 - \$66,000 total funding per month
 - \$44,000 per month is underfunded
 - When there are 4 residents and 1 vacancy:
 - \$88,000 total funding per month
 - \$22,000 per month is underfunded



Example of Fiscal Impact - Proposed

A	B	C	D	E	F
Consumer	Monthly Rate*	Proposed Monthly Rate - Facility	Proposed Monthly Rate - Individual	Combined Monthly Rate (C + D)	Change in Monthly Rate
Consumer 1	\$22,000	\$17,000	\$3,500	\$20,500	-\$1,500
Consumer 2	\$22,000	\$17,000	\$3,500	\$20,500	-\$1,500
Consumer 3	\$22,000	\$17,000	\$3,500	\$20,500	-\$1,500
Consumer 4	\$22,000	\$17,000	\$6,000	\$23,000	+1,000
Consumer 5	\$22,000	\$17,000	\$8,500	\$25,500	+3,500
	\$110,000	\$85,000 (DS 6023)	\$25,000 (DS 6024)	\$110,000	\$0

*Monthly rate is rounded for illustration purposes. Current NLACRC vendor were negotiated at vendorization and average \$22,309 per month.



The Solution

- Statute provides a DDS-approval process to address this inadequacy.³
- NLACRC is seeking DDS authorization to separate the facility costs⁷ and the individual staffing and program costs⁸, which is the practice for the Enhanced Behavioral Supports Homes (“EBSH”).
 - By carving out the fixed costs, a vacancy will not limit the resources available to remaining residents.
 - This will mitigate health and safety concerns that could potentially arise.....
- Total reimbursement will not exceed the established vendor rate per month at full capacity.
- The rate model being proposed is a rate model that currently is used to fund the EBSH facilities.



NLACRC
Post-Retirement Medical Trust Committee
CRITICAL CALENDAR
FY2021-2022

<u>Month</u>	<u>Activity</u>
July	<ul style="list-style-type: none"> • Orientation for committee members. Review policies & procedures and meeting schedule • Review approved critical calendar for new fiscal year • Review investment report for PRMT • Review investment report for CalPERS UAL Trust • Review Investment Strategy for PRMT Trust • Review Investment Strategy for CalPERS UAL Trust
October	<ul style="list-style-type: none"> • Review investment report for PRMT • Review investment report for CalPERS UAL Trust
January	<ul style="list-style-type: none"> • Review investment report for PRMT • Review investment report for CalPERS UAL Trust • Report on Recommendation for Contribution to PRMT Trust • Report on Recommendation for Contribution to CalPERS UAL Trust
April	<ul style="list-style-type: none"> • Review investment report for PRMT • Review investment report for CalPERS UAL Trust • Report on Recommendation for Disbursement from PRMT Trust • Report on Recommendation for Disbursement from UAL Trust • Actuary Presentation of NLACRC's actuarial report

[ccal.202122] Draft: July 28, 2021

Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	Contract Overview: (New or Amendment) (POS or OPS)	New, Purchase of Services (POS)
2.	The Name of Vendor or Service Provider	Strategic Concepts ILS Inc Vendor Number: HL0951, Service Code: 520
3.	The Purpose of the Contract	The service provider will provide Independent Living Services (ILS) services pursuant to Title 17, Section 54302(a)(35). ILS services are a community-based day program that provides to adult Consumers, age 18 years and older, the functional skills training necessary to secure a self-sustaining, independent living situation in the community and/or may provide the support necessary to maintain those skills. Independent Living Program Services focus on functional skills training for adult Consumers who generally have acquired basic self-help skills and who, because of their physical disabilities, do not possess basic self-help skills, but who employ and supervise aides to assist Consumers in meeting their personal needs.
4.	The Contract Term	Five (5) year contract effective July 1, 2021 through June 30, 2026.
5.	The Total Amount of the Contract	Projected annual cost is \$117,143.84 per year, or \$585,719.22 over the entire five (5) year term of the contract based on similar service code 520 vendorizations vendored within the last 5 years.
6.	The Total Proposed Number of Consumers Served	Projected 18 consumers per month.
7.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized DDS-set rate of \$38.77 per hour.
8.	Method or Process Utilized to Award the Contract.	Based on vendorization requirements under statute and regulation for ILS services.
9.	Method or Process Utilized to Establish the Rate or the Payment Amount	Rate established by DDS based on the current temporary payment rate for service code 520, includes AB 79 8.2% increase.
10.	Exceptional Conditions or Terms: Yes/No If Yes, provide explanation	None

Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“**NLACRC**”) Board of Trustees reviewed and discussed the Agreement for Independent Living Program Services (“**Agreement**”, or “**Contract**”) for **Strategic Concepts ILS Inc** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Strategic Concepts ILS Inc** was reviewed and approved by NLACRC’s Board of Trustees on **August 11, 2021**.

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

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

Lillian Martinez, Board Secretary

August 11, 2021
Date

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

Vendor #	Service Code	Service Code Description
n/a		

Service Code Description: Independent Living Services

Office Address: 21900 Burbank Ave #3093 Woodland Hills, CA 91367

Service Description: Strategic Concepts ILS will provide Independent Living Skills (ILS) to adult consumers, 18-65 years of age, with a moderate to high functioning developmental disability, who want supports in independent functional skills training, and other daily living activities. Designed to serve a wide range of consumers that may have a dual-diagnosis (psychiatric such as depression, schizophrenia, etc.), urgent medical conditions (such as HIV positive, diabetic, high blood pressure, etc.), criminal justice issues, chronic homelessness, drug addiction, unemployed, those with children, and aberrant behaviors (such as outbursts, yelling, fighting, the use of profanity, uncooperative, etc.), and physical conditions (such as wheelchair-bound, blind, and cerebral palsy related physical deficits). Will provide instruction to consumers on a 1:1 ratio basis for all scheduled ILS sessions. Direct service hours will be available 24 hours a day, and seven days a week.

This ILS service will empower consumers to attain their goals as outlined in their Individual Service Plan (IPP) and to help consumers live independently as possible in the least restrictive environment.

Staffing:

Executive Director Qualifications:

- Possess a Master’s degree in Science, or Public Administration, or Business Administration, or related human services field. The Executive Director must have a background in public administration or business administration at the level of bachelor’s degree. The Executive Director must have at least 4 years of experience operating a human services delivery organization, either as a director or administrator.

Administrator of Consumer Affairs Qualifications:

- Required to have a Master’s degree in public administration, a bachelor's degree in a social science field, 3 years’ experience in a management capacity, and 3 years’ experience providing direct services to persons with developmental disabilities.

Field Supervisor Qualifications:

- Possess a Bachelor’s degree in a human service-related field, two years’ experience working in management and operations, and two years’ experience supervising employees and working with persons with developmental disabilities.

Field Instructor Qualifications:

- Required to possess a high school diploma and at least 1 year of experience working with individuals with developmental disabilities

*All employees will include a 10-year background review of Employee's criminal, motor vehicle, medical and/or credit histories before being hired, Obtain DOJ Live Scan (DOJ Form BCII 8016).

Employment: n/a

North Los Angeles County Regional Center
Administrative Affairs Committee Meeting Minutes
July 28, 2021

Draft

Present: Lety Garcia, Lillian Martinez, Ana Quiles, and Jeremy Sunderland – Committee Members
Kevin Shields – VAC Representative
Cheryl Blizin, Betania Luques, Ruth Janka, Michele Marra, Vini Montague, Kim Rolfes, Jesse Weller and Lilliana Windover – Staff Members

Absent: Marianne Davis

I. Call to Order & Introductions

Ana Quiles, chair, called the meeting to order at 6:24 p.m.

II. Public Input

There was no public input.

III. Consent Items

A. Approval of Revised Agenda

Ruth requested adding the topic “Public Participation/Board Member Non-Committee Member Participation During Committee Business” to the agenda under Committee Business.

M/S/C (J. Sunderland / L. Garcia) To approve the revised agenda as modified.

B. Approval of Minutes from the May 26th meeting

M/S/C (J. Sunderland/ L. Garcia) To approve meeting minutes as presented.

IV. Committee Business

A. Annual Committee Orientation

Copies of the committee's policies and procedures were provided and Kim reviewed them with the committee. The policies and procedures are reviewed each year so the committee members understand the purpose of the committee and their role as a committee member.

1. Policies & Procedures
2. Board Audit Section
3. Approved Critical Calendar
4. Meeting Schedule

Note that the July, October, January and April Administrative Affairs Committee meeting begin at 6:15 pm rather than 6:00 pm, since the quarterly PRMT meeting takes place from 5:30 – 6:15 pm during those months.

5. Board Policies for Administrative Affairs Review

Copies of the Board Policies related to the Administrative Affairs Committee were provided and Kim reviewed them with the committee. These policies would be reviewed by the committee and any recommend changes would be submitted to the Board for approval. Kim noted that two (2) of the policies included in the packet were actually policies for review by the Executive Committee, namely the Executive Director's Evaluation Policy and the Executive Director Recruitment Policy.

- Awarding Start-Up and Development Funding
- Contract Policy
- Disbursement of Start-Up Funding Policy
- Regional Center Worker Retention Policy and Procedure
- Recovery of Funds Policy
- Request for Proposals (RFP) Policy
- Service Provider Billing and Attendance Files Policy
- Service Provider Insurance Policy
- Board Member Support Policy
- Travel Reimbursement Policy

The Board Support Policy provides reimbursement to Board members for Board/Committee activities such as transportation, child care and dependent care, office supplies, equipment and devices. It's important to note that when Board members request reimbursement, they need to

submit documentation of the services provided or items purchased within 60 days in order for it not to be reportable to IRS. If documentation is not provided to the regional center within 60 days, it must be reported to the IRS with the 1099 NEC (non-employee compensation) form. These same guidelines pertain to mileage and travel reimbursement. Kim recommended establishing a practice to collect W-9 forms from Board members in advance in the event that the regional center needs to report income to the IRS, and seeks the committee's support to present the recommended policy change to the Board.

Kim presented a proposed change to Contract Policy. Ana recommends adding a new number eight (8) under section 5.E to reflect that the executive summary now includes the services provided by the vendor or service provider by service type or service code so that Board members who have a conflict of interest can determine whether or not they may vote on the contract.

Ana recommends revising the Board Support policy to reflect that for reimbursement for child care/dependent care, the Board member must self-certify that billing is not duplicative of services funded through the Consumer's IPP.

M/S/C (L. Garcia/J. Sunderland) to submit recommended modifications to the Contract Policy and Board Support Policy to the Board for review and approval.

Discussion regarding the collection of W-9 Forms from Board members was held.

M/S/C (L. Garcia/J. Sunderland) to require submission of W-9 form by Board member when they submit their first reimbursement request.

Discussion regarding personnel policies, specifically around the recruitment process as the committee would like to know how the regional center's recruitment process can be supported. Michele shared that a consultant is currently working with the Human Resources department to help streamline the recruitment process, and the personnel policies are in the process of being reviewed by counsel. Committee requested an update on recruitment efforts at the next meeting.

Action: Add the topic of Recruitment Policy to the August 25th committee agenda

6. Timeline for Committee Packet

Kim requested confirmation from the committee with the provision of two (2) meeting packets prior to the committee meeting; the first sent the Friday prior to committee, the second (with financial information) sent the day before committee. The committee agreed that the current schedule of packet delivery is sufficient and we can continue with this process.

7. Public Participation/ Board Member Non-Committee Member Participation During Committee Business (Added at Meeting)

A certain amount of time is allotted for members of the public to provide input at every Board and committee meeting. During the Committee Business portion of the meeting, do we allow non-committee members to participate in discussion of committee business? It's been established that non-committee members are not able to make motions or vote.

Jeremy proposed that there be a standard consensus across all committees, and perhaps an overarching committee policy should be established by the Executive Committee. There are instances when a non-committee member may be a subject matter expert regarding a particular topic, and their input would be valuable to the discussion.

M/S/C (J. Sunderland/ L. Martinez) to propose an overarching committee member participation policy to Executive Committee.

B. FY 2020-21 Financial Report

Kim reviewed the FY2020-2021 Financial Report for the service month of June 2021. The Center's projected B-4 operations budget allocation was \$60,249,199 and the Purchase of Service (POS) budget was \$589,993,295 for a total budget of \$650,242,494. We spent a total of \$55,528,386 during the June 2021 service month, and year to date expenditures total \$605,866,597. Projected annual expenditures is \$629,422,224. The Center currently projects a POS surplus of \$ 21,400,397 and a small CPP deficit of \$580,127. The Center's administrative operating expenses were 14.2 % YTD, which is under the statutory 15% administrative cost cap.

1. Change in FY2021 PEP Report as of July 10, 2021

Copies of the July 10, 2021 report were provided and reviewed with the Committee by Kim. This report is usually shared with the Board but since we were dark in July, Kim shared it with the committee. There was no change in allocation. The ICF/SPA revenue decreased slightly by \$41,824 due to change in forecasting. Small change in expenditures with a decrease of \$138,360 for Non-CPP, and a \$79,218 decrease for CPP. These are not significant changes, just a change in how we're forecasting our POS expenditures. The projected deficit increased for Non-CCP by \$96,534 and CPP decreased by \$79,218.

2. Statewide RC Purchase of Service Expenditure Projection Report

Copies of the July 10, 2021 report were provided to and reviewed with the Committee by Vini.

According to the report, all of the 21 regional centers are projecting a potential POS surplus for this fiscal year. Statewide, the regional center system is projecting a POS surplus of approximately \$841.5 million. NLACRC is #16 in Projected Deficit/Surplus, #13 in Per Capita Allocation, #12 in Per Capita Expenditures, and #9 in the Percent of Deficit to Contract in the state. The percentage of change from the original PEP to current PEP is .11%, and NLACRC ranked #14 statewide.

3. COVID-19 Related Expenses Report

Copies of the 2021 COVID-19 related expenditures reports were provided to and reviewed with the Committee.

Vini reviewed the reports with the Committee, which is summarized below:

FY2019-2020 Operations expenses: \$171,696.98
FY2019-2020 POS expenses: \$19,476,610.08
FY2020-2021 Operations expenses: \$181,613.24
FY2020-2021 POS expenses: \$70,392,295.15

4. Statewide Regional Center COVID-19 Related Expenses & CARE's Act Funding as of July 1, 2021

Copies of the Statewide Regional Center FY2019-20 and FY2020-21 COVID-19 Expenditure Tracker and CARES Act Funding report were provided to the committee. Kim reviewed the report with the committee which is summarized below:

FY2019-2020 Statewide Operations COVID-19 expenses: \$5,566,525
FY2019-2020 Statewide POS COVID-19 expenses: \$635,074,280
Statewide there is total projected deficit of \$436,540,805

FY2020-2021 Statewide Operations COVID-19 expenses: \$5,595,011
FY2020-2021 Statewide POS COVID-19 expenses: \$1,018,927,127
Statewide there is total projected deficit of \$770,421,138

Total Statewide CARES Act Funds Received by Centers: \$8,830,457

C. Status Report on Credit Line and Cash Flow

Kim reported we did not have to borrow against our credit line, as we received our first cash advance prior to the first POS check run in July.

D. FY 2020-2021 Provider Relief Funds Financial Report

Kim reviewed the FY2020-2021 Provider Relief Funds Financial Report for the service month of June 2021 with the committee. The report showed the Center received \$991,226.62 in funding. Kim reported that expenditures to date were \$960,084.96 with a remaining balance of \$31,141.66, which needs to be spent by December 31, 2021. An extension was given from the original date of June 30, 2021 NLACRC needs to report out on how we used the funds by March of 2022. The expenditures have been used for technology and software applications for the return of employees back to the office, as well as additional janitorial services for the offices.

E. Regional Center's Contract with DDS: Defer

Deferred until new contract language is received, which will be presented to

Administrative Affairs Committee for review.

F. Approval of Contracts

1. Maxim (PL1025-062)

Discussion was held regarding the established Usual and Customary rate for Maxim and the fact that the Usual and Customary rate is higher than the maximum rate that the regional center may offer other service providers with a negotiated rate who are subject to the statutory rate freeze. It was requested that more discussion be held about the Usual and Customary rate when the contract was presented to the Board for approval.

M/S/C (J. Sunderland/ L. Garcia) Abstentions: A. Quiles, L. Martinez

2. Elwyn Quartz 2nd Amendment (HL0858-900, HL0859-901)
3. RSCR Laurel EBSH (HL0930-900, HL0955-901)
4. Master Board Resolution: Extension of COVID Subcodes
(Extends end date from June 30, 2021 to December 31, 2021)
5. Master Board Resolution: Extension of COVID Contracts
(Extends end date from June 30, 2021 to December 31, 2021)

M/S/C (J. Sunderland/L. Garcia) to recommend to the Board of Trustees to approve the contracts, under Number 2 through Number 5 above, as presented.

G. Executed Contracts by NLACRC

1. POS Minimum Wage Increase:
One (1) contract was executed
2. No Report: POS Contract Renewal(s)
3. No Report: Addition of New Sub-Code to Existing POS Contract
4. No Report: Health & Safety Exemptions approved by DDS
5. Addition of CIE & PIP Services to Existing POS Contract(s)
Two (2) contracts were executed to add new CIE & PIP-related Sub-Codes

6. New POS Service Contracts:
Eight (8) new contracts were executed
7. Addition of New COVID-19 Sub-Code to Existing POS Contract:
Seven (7) contracts were executed to add new COVID-19-related Sub-Codes
8. Health & Safety Exemptions approved by Executive Director under DDS Directive dated August 15, 2020 due to COVID-19:
Year-To-Date, the Executive Director has approved 173 health and safety exemptions to provide support in residential settings
9. No Report: Service Provider Revision to Existing Program Design

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

The committee was provided the ICF/SPA billing summary and the ICF/SPA outstanding receivables report, dated July 22, 2021 in the meeting packet and Vini reviewed the reports with the committee. By fiscal year, the amount of cash disbursed by NLACRC that has not been reimbursed to NLACRC by ICF service providers is:

- | | |
|----|---------------------------|
| 1. | FY 2020-21: \$2,707,947 |
| 2. | FY 2019-20: 51,379 |
| 3. | <u>FY 2018-19: 19,205</u> |
| | \$2,778,532 |

Month-to-month change was an increase of 28.2%.

I. Human Resources

1. Monthly Human Resources Report (Attachment)

Recruitment note: Personnel policies under revision, which includes the recruitment policy.

Michele provided the committee with copies of the monthly human resource summary as of July 21, 2021, and reviewed it with the committee.

The summary included the following information:

FY 2020-21 Authorized Positions	624
Open positions on hold	0
Open positions vacant	-70
Separations	-11
Sub-total	543
New hires	8
Positions filled	551

Recruiting for CFO. Two (2) interviews complete; one (1) pending. Once the interview process is complete, the hiring team will make a decision.

Michele was asked about challenges with recruiting HR Director – qualifications, salary requirements, critical thinking skills. Two phone screens scheduled. Working with temp agencies as have had some success in hiring Director level positions. Working with HRCS. Lety asked about LinkedIn and colleges and universities with Social Work programs to recruit CSCs.

2. 4th Quarter Human Resources Report

Michele provided the committee with copies of the monthly human resource summary as of June 30, 2021, and reviewed it with the committee.

During the 4th quarter of FY2020-2021, the Center had 0 positions on hold, 32 new hires, 10 promotions, and 3 separations, with a quarterly turnover rate of 0.11%. The annual totals for FY2020-2021 show the Center had 0 positions on hold, 103 new hires, 20 promotions, and 73 separations, with an annual turnover rate of 0.09%.

J. Request for Proposal for new CPA Firm (WIC 4639)

Copies of the timeline for the CPA RFP process were provided and Kim reviewed with the committee. Per statute, we need to select a new CPA firm every five (5) years, so FY2020-21 will be the last year that Windes, Inc. conducts our audit. Kim reviewed the high level criteria to create a CPA selection committee to include Kim (or new CFO) and Vini, and should also include two or three Board members.

K. Audit Updates

1. DDS 2-Year Audit (FY2020 and FY2021) of NLACRC

Kim reported that the 2-Year audit by DDS of NLACRC has begun and staff are gathering documents for review. Regular update meetings are scheduled and updates will be provided to this committee. When the audit is complete, a draft report and final audit report will be presented to the committee for review.

2. Worker's Comp Audit FY2021

Kim reported that the Center's annual audit by our insurance carrier is scheduled for September 2021. The purpose of the audit is to verify the amount of Center's actual payroll records that was used to determine the Center's worker's compensation premium. The outcome of the audit will either be an additional payment or refund of the worker's compensation premium for fiscal year 2020-2021.

3. Audit Plan for Fiscal Year 2021-2022

Under the Center's contract with DDS, DDS requires the Center to audit a specific number of service providers. The Center's performance related to this contractual requirement is reported in the Center's annual performance contract. For FY2021-2022, DDS requires the Center to audit 13 total service providers: 5 billing; 3 cost verification; 1 Early Start service provider; and the remaining 4 audits can be the regional center's choice. Vini has prepared the Center's audit plan to achieve the completion of 13 audits by June 30, 2022. Additionally, in September 2021, a report will be provided to the committee of the audits and recoveries of funds due to an audit that the Center achieved during FY2020-2021. Kim reported that this same report will be provided to DDS on October 1st.

4. FY2021 Independent financial audit

Windes, Inc. will commence the Center's independent financial audit and preparation of the Center's Year 2020 tax returns in October 2021. Kim reported this information will be presented to the committee during February and March next year.

5. Vendor Independent Reviews and Audits Compliance Plan

Kim reported that DDS sent a letter to all regional centers in May 2021, requesting regional centers to develop a plan that demonstrates compliance with the statutory requirement to collect independent audit/review reports from service providers. The plan was due and submitted to DDS on July 23, 2021. Kim reviewed the Center's compliance plan with the committee.

V. Items for the Next Board Meeting

The following items were identified for the committee's section of the August 11th board meeting agenda:

- A. Minutes of the July 28th Meeting
- B. FY 2020-21 Financial Report (higher level for new Board Members)
- C. FY 2020-21 Provider Relief Funds Financial Report
- D. Revised Contract Policy and Board Support Policy
- E. Approval of Contracts
- F. 4th Quarter Human Resources Report
- G. Request for Proposal for new CPA Firm

VI. Executive Session

M/S/C (J Sunderland/L Martinez) to enter into Executive Session at 8:34 pm

- A. Quarterly Legal Update
- B. Lease Update
- C. Personnel Matter

Executive session ended at 9:05 pm

VII. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, August 25th at 6:00 p.m.

VIII. Adjournment

Ana Quiles adjourned the meeting at 9:06 p.m.

Submitted by,

Cheryl Blizin
Executive Assistant

[aamin_jul28_2021]



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
FINANCIAL REPORT-MONTHLY RECAP
FISCAL YEAR 2020-2021
June 2021**

BUDGET CATEGORY	Projected Annual B-4 Budget	Month Exp	Y-T-D Expenditures	Projected Annual Expenditures	Projected Annual Surplus/(Deficit)	Percent Under(Over) Budget
Operations						
Salaries & Benefits	\$46,166,336	\$4,056,854	\$42,670,919	\$46,166,336	\$0	0.00%
Operating Expenses	\$12,683,480	\$253,038	\$9,970,100	\$12,683,480	\$0	0.00%
Subtotal OPS General	\$58,849,816	\$4,309,892	\$52,641,019	\$58,849,816	\$0	0.00%
Salaries & Benefits - CPP Regular	\$457,650	\$67,506	\$488,088	\$457,650	\$0	0.00%
Operating Expenses - CPP Regular	\$162,938	\$0	\$0	\$162,938	\$0	0.00%
Subtotal OPS CPP Regular	\$620,588	\$67,506	\$488,088	\$620,588	\$0	0.00%
Salaries & Benefits - DC Closure/Ongoing Workload	\$406,980	\$38,516	\$287,255	\$406,980	\$0	0.00%
Operating Expenses - DC Closure/Ongoing Workload	\$15,300	\$0	\$0	\$15,300	\$0	0.00%
Subtotal OPS DC Closure/Ongoing Workload	\$422,280	\$38,516	\$287,255	\$422,280	\$0	0.00%
Family Resource Center	\$207,187	\$76,823	\$76,823	\$207,187	\$0	0.00%
Self Determination Program Participant Supports	\$149,328	\$0	\$0	\$149,328	\$0	0.00%
Subtotal OPS Projects	\$356,515	\$76,823	\$76,823	\$356,515	\$0	0.00%
Total Operations:	\$60,249,199	\$4,492,736	\$53,493,184	\$60,249,199	\$0	0.00%
Purchase of Services ("POS")						
POS (General)	\$587,609,029	\$51,035,480	\$552,349,388	\$565,809,906	\$21,799,123	3.71%
CPP Regular and DC Closure/Ongoing Workload	\$1,985,539	\$151	\$24,024	\$2,565,666	(\$580,127)	-29.22%
POS HCBS Provider Funding for Compliance Projects	\$398,727	\$0	\$0	\$398,727	\$0	0.00%
Total Purchase of Services:	\$589,993,295	\$51,035,631	\$552,373,412	\$568,774,299	\$21,218,996	3.60%
Total NLACRC Budget:	\$650,242,494	\$55,528,368	\$605,866,597	\$629,023,498	\$21,218,996	3.26%

NORTH LOS ANGELES COUNTY REGIONAL CENTER
FISCAL YEAR 2020-2021
June 2021

TOTAL BUDGET SOURCES	
Prelim from DDS for OPS	\$45,721,951
B-1 from DDS for OPS, Projects, and CRDP/CPP	\$12,858,198
B-2 from DDS for OPS, Projects, and CRDP/CPP	\$678,643
B-3 from DDS for OPS, Projects, and CRDP/CPP	\$697,289
B-4 from DDS for OPS, Projects, and CRDP/CPP (Projected)	\$45,238
Prelim from DDS for POS	\$406,650,667
B-1 from DDS for POS and POS-CRDP/CPP	\$146,600,305
B-2 from DDS for POS-CRDP/CPP	\$890,753
B-3 from DDS for POS-CRDP/CPP	\$27,122,253
Subtotal - Total Budget received from DDS	\$641,265,297
Projected Revenue	\$247,880
Subtotal - Projected Revenue Operations	\$247,880
Projected ICF/SPA Transportation/Day Program Revenue	\$8,729,317
Subtotal - Projected Revenue Purchase of Services	\$8,729,317
Total Budget	\$650,242,494

OPERATIONS BUDGET SOURCES	
GENERAL OPERATIONS (Excludes Projects, CPP Regular, CRDP/CPP)	
Preliminary, General Operations (OPS)	45,721,951
B-1, OPS Allocation	12,050,385
B-2, OPS Allocation	132,311
B-3, OPS Allocation	697,289
Total General OPS	58,601,936
Projected Interest Income	\$88,455
Projected Other Income	\$24,425
Projected ICF/SPA Admin Fee	\$135,000
Total Other Revenue	247,880
TOTAL GENERAL OPS	58,849,816
Preliminary, Community Resource Development Plan ("CRDP") /Community Placement Plan ("CPP")	\$0
B-1, OPS CRDP/CPP	\$316,954
B-2, OPS CRDP/CPP	\$258,396
B-3, OPS CRDP/CPP	\$45,238
Total CRDP/CPP Regular	\$620,588
Preliminary, Developmental Center ("DC") Closure/Ongoing Workload	\$0
B-1, OPS DC Closure/Ongoing Workload	\$134,344
B-2, OPS DC Closure/Ongoing Workload	\$287,936
Total CPP DC Closure/Ongoing Workload	\$422,280
Family Resource Center ("FRC")	\$207,187
Self Determination Program ("SDP") Participant Supports	\$149,328
Total OPS PROJECTS	\$356,515
Total Operations Budget	\$60,249,199

PURCHASE OF SERVICES (POS) BUDGET SOURCES	
General POS (Excludes CPP-POS Regular, CRDP/CPP)	
Preliminary, POS	\$406,650,667
B-1, POS Allocation	\$146,405,519
B-2, POS Allocation	\$0
B-3, POS Allocation	\$26,222,253
Total General POS Allocation	\$579,278,439
ADD:	
Projected ICF SPA Revenue	\$8,729,317
Total Budget, General POS	\$588,007,756

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
CONSOLIDATED LINE ITEM REPORT
FISCAL YEAR 2020-2021
June 2021**

	Projected Annual B-4 Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Proj Annual Expenses	Projected Surplus/ (Deficit)
PURCHASE OF SERVICE						
POS (General)						
3.2 Out of Home	105,199,213	9,166,187	98,678,841	2,689,075	101,367,916	3,831,297
4.3 Day Programs	77,231,806	6,275,300	72,462,207	1,956,859	74,419,066	2,812,740
4.3 Habilitation Programs	3,980,673	402,741	3,756,995	78,704	3,835,699	144,974
5.4 Transportation	20,328,321	1,569,854	17,656,889	1,931,086	19,587,975	740,346
6.5 Other Services	380,869,016	33,621,398	359,794,456	6,804,794	366,599,250	14,269,766
Total POS (General):	587,609,029	51,035,480	552,349,388	13,460,518	565,809,906	21,799,123
CRDP & CPP						
CRDP & CPP Placements	194,786	151	1,456	646,389	647,845	(453,059)
CRDP & CPP Assessments	0	0	0	104,500	104,500	(104,500)
CRDP & CPP Start Up	1,790,753	0	22,568	1,790,753	1,813,321	(22,568)
Deflection CRDP & CPP	0	0	0	0	0	0
Total CRDP & CPP:	1,985,539	151	24,024	2,541,642	2,565,666	(580,127)
HCBS Compliance Funding	398,727	0	0	398,727	398,727	0
Total HCBS:	398,727	0	0	398,727	398,727	0
Total Purchase of Service:	589,993,295	51,035,631	552,373,412	16,400,887	568,774,299	21,218,996
OPERATIONS						
25010 Salaries/Benefits	43,915,419	3,918,939	40,347,479	3,567,940	43,915,419	0
25010 ABX2-1	3,115,547	243,937	3,098,783	16,764	3,115,547	0
Total Salaries/Benefits:	47,030,966	4,162,876	43,446,262	3,584,704	47,030,966	0
OPERATING EXPENSE						
30010 Equipment Rental	367,118	0	126,829	240,289	367,118	0
30020 Equipment Maint	103,687	4,953	108,504	(4,817)	103,687	0
30030 Facility Rent	4,431,284	0	4,163,009	268,274	4,431,284	0
30040 Facility Maint. AV	72,019	1,290	37,977	34,042	72,019	0
30041 Facility Maint. SFV	135,917	544	91,735	44,182	135,917	0
30042 Facility Maint. SCV	111,037	130	18,920	92,117	111,037	0
30050 Communication	445,913	16,200	493,883	(47,970)	445,913	0
30060 General Office Exp	289,052	37,155	153,417	135,635	289,052	0
30070 Printing	32,814	165	28,296	4,518	32,814	0
30080 Insurance	399,770	0	399,770	0	399,770	0
30090 Utilities	89,088	11,702	102,622	(13,534)	89,088	0
30100 Data Processing	140,400	0	122,126	18,274	140,400	0
30110 Data Proc. Maint	213,500	0	247,162	(33,662)	213,500	0
30120 Interest Expense	128,297	0	65,808	62,489	128,297	0
30130 Bank Fees	171,752	0	124,304	47,448	171,752	0
30140 Legal Fees	736,220	44,233	284,444	451,776	736,220	0
30150 Board of Trustees Exp	101,500	1,968	31,380	70,120	101,500	0
30151 ARCA Dues	109,598	0	106,406	3,192	109,598	0
30160 Accounting Fees	87,531	0	0	87,531	87,531	0
30170 Equipment Purchases	1,529,461	15,707	838,339	691,122	1,529,461	0
30180 Contr/Consult-Adm	1,130,876	0	873,939	256,937	1,130,876	0
30220 Mileage/Travel	137,400	4,850	30,924	106,476	137,400	0
30240 General Expenses	1,756,081	114,141	1,479,981	276,100	1,756,081	0
30240 ABX2-1	141,404	0	40,328	101,077	141,404	0
Total Operating Expenses:	12,861,718	253,038	9,970,100	2,891,618	12,861,718	0
Total Operations:	59,892,684	4,415,914	53,416,361	6,476,323	59,892,684	0
Total Gross Budget :	649,885,979	55,451,545	605,789,774	22,877,209	628,666,983	21,218,996
OPS Projects:	356,515	76,823	76,823	279,692	356,515	0
Total Gross Budget with Projects:	650,242,494	55,528,368	605,866,597	23,156,901	629,023,498	21,218,996

NORTH LOS ANGELES COUNTY REGIONAL CENTER
Operations ("OPS") Project Line Item Report
FISCAL YEAR 2020-2021
June 2021

	Projected Annual B-4 Budget	EXPENDED MONTH	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
Family Resource Center ("FRC")	\$207,187	\$76,823	\$76,823	\$130,364	\$207,187	\$0
Self Determination Program ("SDP") Participant Support	\$149,328	\$0	\$0	\$149,328	\$149,328	\$0
TOTAL:	\$356,515	\$76,823	\$76,823	\$279,692	\$356,515	\$0

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

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

NORTH LOS ANGELES COUNTY REGIONAL CENTER
Purchase of Services ("POS") Project Line Item Report
FISCAL YEAR 2020-2021
June 2021

	Projected Annual B-4 Budget	EXPENDED MONTH	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
HCBS Provider Funding for Compliance Activities	\$398,727	\$0	\$0	\$398,727	\$398,727	\$0
TOTAL:	\$398,727	\$0	\$0	\$398,727	\$398,727	\$0

Home and Community-Based Services ("HCBS") Compliance Funding: The FY2019-2020 enacted budget contained \$15 million to fund service providers for necessary changes to comply with the HCBS Rules. The HCBS Rules require that programs funded through Medicaid (called Medi-Cal in California) provide individuals with disabilities full access to the benefits of community living and offer services and supports in settings that are integrated in the community. This could include opportunities to seek employment in competitive and integrated settings, control personal resources, and engage in the community to the same degree as individuals who do not receive regional center services. The HCBS rules focus on the nature and quality of the individuals' experience and not just the setting where the services are delivered. Service providers submitted proposals to DDS for consideration and on May 11, 2020, DDS notified regional centers of the results of the Department of Developmental Services (DDS) review of the service provider funding requests.. Nine (9) NLACRC service providers were awarded HCBS funding, which is needed to take steps towards modifying their services to come into compliance with HCBS rules by March 17, 2023.

Service Providers Awarded Projects

Build Rehabilitation Industries	\$160,000	Person Centered Training
Pathpoint	\$123,383	Person Centered Training
The Adult Skills Center ("TASC")	\$115,344	Staff Position to increase job development and employment opportunities

PURCHASE OF SERVICE (POS) BUDGET ALLOCATION CHANGES FY 2020-2021

	Non-CPP POS	CRDP/CPP POS	TOTAL POS
Projected B-4 Budget as of July 10, 2021	\$579,278,439	\$1,985,539	\$581,263,978
Projected B-3 Budget as of June 10, 2021	\$579,278,439	\$1,985,539	\$581,263,978
Change in Budget Projection	\$0	\$0	\$0


 **No Change in Allocation**

Note: CPP means Community Placement Plan

Note: CRDP means Community Resource Development Plan

**POS ICF/SPA REVENUE CHANGES
FY 2020-2021**

	Non-CPP POS
Projected Revenue for ICF/SPA Program as of July 10, 2021	\$8,729,317
Projected Revenue for ICF/SPA Program as of June 10, 2021	\$8,771,141
Change in Projected ICF/SPA Revenue	(\$41,824)

 **Change Projected in Day Program and Transportation Services Revenue**

Note: ICF/SPA means Intermediate Care Facility / State Plan Amendment

PURCHASE OF SERVICE (POS) EXPENDITURE CHANGES FY 2020-2021

	Non-CPP POS	CRDP/CPP POS	TOTAL POS
Projected POS Expenditures as of July 10, 2021	\$566,208,632	\$2,565,666	\$568,774,298
Projected POS Expenditures as of June 10, 2021	\$566,346,992	\$2,644,884	\$568,991,876
Change in POS Expenditure Projection:	(\$138,360)	(\$79,218)	(\$217,578)

Decreases in Projected Non-CPP POS Expenditures

- ▶ Projected expenditures decreased from last month due to decreases in day program, transportation, and supported living services; which were offset by increases in supplemental residential support, in-home respite services, and personal assistance.

Decreases in Projected CRDP/CPP POS Expenditures

- ▶ Decreased in projected expenditures for individuals placed into the community

Note: CPP means Community Placement Plan

Note: CRDP means Community Resource Development Plan

Note: CRDP/CPP expenditures are for individuals placed into the community that are currently residing at Porterville Developmental Center, Canyon Springs, a Stabilization, Training, Assistance and Reintegration ("STAR") home, an Institution for Mental Diseases ("IMD"), or out-of-state.

**MONTHLY PURCHASE OF SERVICE (POS) SURPLUS/(DEFICIT) CHANGE
FY2020-2021**

	Non-CPP POS	CRDP/CPP POS	TOTAL POS
Projected Surplus/(Deficit) as of July 10, 2021	\$21,799,123	(\$580,127)	\$21,218,996
Projected Surplus/(Deficit) as of June 10, 2021	\$21,702,589	(\$659,345)	\$21,043,244
Change in Surplus/(Deficit)	\$96,534	\$79,218	\$175,752

Note: CPP means Community Placement Plan

Note: CRDP means Community Resource Development Plan

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

DESCRIPTION	PROVIDER RELIEF FUNDING aka CARES ACT FUNDING	EXPENDED MONTH	EXPENDED Y-T-D	BALANCE REMAINING	PROJECTED EXPENDITURES	SURPLUS/ (DEFICIT)
Provider Relief Funds aka CARES Act Funding	\$991,226.62	\$255,853.71	\$960,084.96	\$31,141.66	\$991,226.62	\$0
TOTAL:	\$991,226.62	\$255,853.71	\$960,084.96	\$31,141.66	\$991,226.62	\$0

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

North Los Angeles County Regional Center
Board of Trustees

Contract Policy

1. General

The purpose of the Contract Policy is to establish guidelines for the approval of contracts in the amount of \$250,000 or more by the North Los Angeles County Regional Center's (NLACRC's) governing Board of Trustees in accordance with Welfare and Institutions Code (WIC), Section 4625.5 **and the Center's Contract, Article II, Section 3. Contracting Policy.**

2. Departments Affected

This policy applies to all NLACRC employees in the San Fernando Valley, Antelope Valley, and Santa Clarita Valley offices.

3. Responsibility

The Chief Financial Officer's (CFO's) office shall have the overall responsibility to monitor compliance of the Contract Policy. All NLACRC employees must ensure that they comply with the Contract Policy as outlined below.

4. Policy

- A. The Board of Trustees shall approve all contracts in the amount of \$250,000 or more.
- B. Contracts of \$250,000 or more shall not be considered a valid contract until after the Board of Trustees has approved the contract.
- C. The Administrative Affairs Committee may review and make a recommendation to the full Board of Trustees to act on a contract(s).
- D. In those cases when a contract is developed as a result of a consumer(s) Individual Program Plan (IPP), the Board's authority to review and approve the contract does not extend to the review and approval of the consumer(s) IPP.

5. Procedures

- A. When applicable, contracts in the amount of \$250,000 or more may be reviewed by NLACRC's legal counsel.
- B. The term of any employment contract between NLACRC and an employee or contractor shall not exceed the term of the state's contract with the regional center, WIC 4640.6(k)(3).
- C. At the time NLACRC delivers the Board packets to the Board of Trustees, the Board packets may notify the Board of Trustees of those contracts that the Board will be asked to review and approve. Upon request of any Board Member, the Executive Administrative Assistant to the Board will provide a copy of such contract to such Board members before the Board meeting. The CFO or the CFO's designee may also provide additional contracts for the Board of Trustees to review and approve that were not included in the Board packets.
- D. The CFO or the CFO's designee shall present to the Board of Trustees all Contracts in the amount of \$250,000 or more for review and discussion, and recommend either an action of approval or disapproval of the contract.
- E. Contracts presented to the Board of Trustees shall include the following the information:
 - 1. The name of the vendor or service provider.
 - 2. The Purpose of the Contract
 - 3. The contract term.
 - 4. Total Amount of the contract
 - 5. The Rate of Payment or Payment Amount
 - 6. The method or process utilized to award the contract (i.e. request for proposal, cost statement, other
 - 7. The method or process utilized to Establish the Rate or the Payment Amount
 - 8. *Executive Summary, as applicable, of all services the service provider is vendored to provide Consumers and their families.*
- F. Upon approval of the contract by the Board of Trustees, the Board shall authorize any Officer of the corporation to execute the contract without material changes but otherwise on such terms deemed satisfactory to such Officer.

- G. If the Board of Trustees does not approve the contract, the CFO, or the CFO's designee, shall notify the vendor or service provider, in writing, that the contract was denied. The CFO or the CFO's designee shall endeavor to provide written notice to the vendor or service provider within ten (10) business days after the Board of Trustees' decision not to approve the contract.

- H. The Board of Trustees has the power to delegate to the Executive Committee of the Board the power and authority to approve a contract on behalf of the Board.

North Los Angeles County Regional Center

Board of Trustees Policy

Board Member Support

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 activities, and any other board sanctioned activities.

Rationale

- Governance of the regional center is predicated upon a viable volunteer governing Board, composed of individuals with demonstrated interest in, or knowledge of, developmental disabilities.
- Board members are required to freely give their time to serve on NLACRC's Board of Trustees.

Procedure

1. It is NLACRC's policy to support its board members to fully participate on the Board of Trustees. Therefore, NLACRC may pay or reimburse board members for the expenditures incurred that are associated with transportation services, child care services, or attendant care services in order for board members to fully participate in Board meetings, Board committee meetings, or Board activities.
2. The executive director may approve the following Board member expenses:
 - a. Transportation services: Transportation services will be reimbursed based on the one of the following methods:
 - i. The actual miles driven starting from the board member's home or place of employment to attend a board meeting, committee, or activity and for the actual miles driven to return home. Actual miles shall also include the additional miles driven to deliver and pick up a minor child from day care settings. The mileage reimbursement rate shall be based on the Internal Revenue Service ("IRS") standard mileage rate for the use of a car (also includes vans, pickups, or panel trucks).

- b. Equipment and Devices: Portable equipment and devices to provide connectivity to the internet will be available for all board members, upon request, in order for board members to fully participate in Board meetings, Board committees, and Board activities remotely. Board members understand that the equipment and devices are the property of NLACRC and must be returned to NLACRC upon the board member's departure from the Board of Trustees. Further, board members understand that board members receiving equipment and devices must adhere to NLACRC's acceptable use policy.
4. NLACRC will strive to provide support for all board members to facilitate full participation in Board meetings, committee meetings, or board activities to include producing documents prepared by NLACRC in larger font or print size, providing verbal translations during Board meetings, and providing a board meeting packet review.
5. All other requests for support will be considered by NLACRC on a case-by-case basis, subject to the executive director's written approval.
6. A Child Care or Attendant Care Services Billing form must be completed and signed in order to receive reimbursement from NLACRC for child care or attendant care services. **Board members must self-certify on the Child Care or Attendant Care Services Respite services Billing form that the billing is not duplicative of the services funded through the Consumer's IPP.** The completed and signed **Child Care or Attendant Care Services Respite services** Billing form, along with all payment documentation, should be submitted to NLACRC within sixty (60) days after the date of the meeting.
7. A Travel Expense Claim form must be completed and signed in order to receive reimbursement from NLACRC for mileage reimbursement or transportation costs to attend meetings. The completed and signed Travel Expense Claim Form, along with all supporting documentation, should be submitted to NLACRC within sixty (60) days after the date of the meeting.
8. All reimbursements made to board members by NLACRC shall be reported annually to the Internal Revenue Services in the form of a 1099-NEC Form (non-employee compensation), unless the board member provides the following documentation within sixty (60) days of the date the actual expenditure was incurred.
 - a. Day Care Services or Attendant Care Services: Copies of cancelled checks, invoice from the day care provider demonstrating a payment was made, or other documentation that demonstrates an actual payment was made to the day care or attendance care worker.
 - b. Mileage Reimbursement: Documentation from either Google, MapQuest, or other resource that demonstrates (i) the actual mileage driven; (ii) the starting

address; (iii) the day care setting address, if applicable; and (iv) the ending address.

- c. Transportation Reimbursement: Copies of an invoice, receipt, or other documentation that demonstrates an actual payment was made for transportation services.
- d. If it is determined the payment received from NLACRC exceeds the actual expenses incurred by the board member, the amount of reimbursement that is in excess of the actual expenses incurred by the board member must be paid back to NLACRC by the board member within one-hundred, twenty days (120) of the actual date the expenditure was incurred. Such amounts not reimbursed to NLACRC within the 120-day timeline shall be reported to the IRS.

HUMAN RESOURCES REPORT
Revised

Open Positions on Hold	Open Positions Vacant	Positions Filled as of July 31st	FY21/22 Authorized Positions	New Hires as of July 31st	Separations as of July 31st	Annualized Turnover Rate
0	69	553	624	9	11	0.17%

FY21/22 Authorized Positions	Positions Added Based on FY 20/21 Growth
624	10

Open SC Positions: 32

Service Coordinators	Department/ Location	Open as of Date
CSC-BIL-SPECIALIZED	AD - SFV	Nov-20
CSC - FL SPECL - BIL	ES - SCV	Dec-20
CSC - BIL	SA - SFV	Feb-21
CSC	SA - SFV	Mar-21
CSC	TRANS - SFV	Mar-21
CSC	AD - AV	Mar-21
CSC	AD - SFV	Apr-21
CSC - BIL	TRANS - SFV	Apr-21
CSC	AD - AV	Apr-21
CSC	AV - ES	Apr-21
CSC - BIL	AD - AV	May-21
CSC - BIL	ES - AV	May-21
CSC - BIL	SA - SFV	Jun-21
CSC	AD - SFV	Jun-21
CSC	TRANS - AV	Jun-21
CSC	AD - AV	Jun-21
CSC	SA - SCV	Jun-21
CSC	AD - AV	Jun-21
CSC	ES - SFV	Jul-21
CSC	ES - SFV	Jul-21
CSC - BIL	ES - AV	Jul-21
CSC - BIL	ES - SFV	Jul-21
CSC - BIL	AD - AV	Jul-21
CSC - BIL	AD - AV	Jul-21
CSC - BIL	SA - SFV	Jul-21
CSC - BIL	SA - SFV	Jul-21
CSC - BIL	ES/SA - AV/SCV	Jul-21
CSC-BIL	AD - SFV	Jul-21
CSC	TRANS - AV	Jul-21
CSC	AD - SFV	Jul-21
CSC-BIL	ES - AV	Jul-21
CSC - BIL	TRANS - SFV	Jul-21

Open Other Positions: 37

All Other Positions	Department/ Location	Open as of Date
Resource Development Specl	Comm Svcs - SFV	Jan-20
HR Director	HR - SFV	Oct-20
Resource Developer	Comm Svcs - SFV	Dec-20
Jr Accountant	Accounting - SFV	Jan-21
Jr Accountant	Accounting - SFV	Jan-21
Aging Adult Specialist	Cons Svcs - AV	Mar-21
Federal Revenue Specialist	Federal Revenue - SFV	Mar-21
Accounting Specialist	Accounting - SFV	Mar-21
Office Assistant II - Bil	Cons Svcs Spt - AV	Apr-21
Judicial Forensics Specialist	AD - SFV	Apr-21
Office Assistant II - Bil	Intake - AV	Apr-21
Consumer Svcs Supervisor	ES/SA - AV	Apr-21
Consumer Svcs Supervisor -Bil	AD - SFV	Apr-21
Executive Admin Assistant	Executive Admin - SFV	Apr-21
Due Process Officer	Contract Admin - SFV	Apr-21
Intake Associate	Intake - SFV	Apr-21
Office Assistant II - Bil	Office Services - SFV	Apr-21
Payroll Specialist	Payroll - SFV	Apr-21
Executive Administrative Asst	Executive Admin - SFV	May-21
Consumer Svcs Supervisor	Trans - AV	May-21
Consumer Svcs Specialist-HCBS	Community Svcs - SFV	May-21
Office Assistant II	Records & Document Mgt	May-21
Nurse Consultant	Clinical Svcs - SFV	May-21
Sr Accounting Specialist	Accounting - SFV	May-21
Community Svcs Specialist-RQA	Community Svcs - SFV	May-21
Contract & Compliance Specialist	Community Svcs - SFV	Jun-21
Payroll Specialist	Payroll - SFV	Jun-21
Consumer Svcs Supervisor	AD - AV	Jun-21
Accounting Specialist	Accounting - SFV	Jun-21
Jr Accountant	Accounting - SFV	Jul-21
Consumer Svcs Supervisor	AD - SFV	Jul-21
Office Assistant II	Office Services - SFV	Jul-21
Consumer Svcs Supervisor	ES/SA - SFV	Jul-21
Office Assistant II	ES/SA - SFV	Jul-21
Psychologist	Clinical Svcs - SFV	Jul-21
Controller	Accounting - SFV	Jul-21
Consumer Svcs Supervisor	SA - AV	Jul-21

Release of Positions From Hold: 0

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	0
April	0
May	0
June	0

On Hold Positions FY 21/22 0

Hold Positions	Dept/ Location	Hold as of Date

Total Terms: 11

Position	Separation Reason	Term Month
CSC-Bil	Relocation	Jul-21
CSC	Other	Jul-21
Jr Accountant	Retirement	Jul-21
Consumer Svcs Supervisor	Retirement	Jul-21
CSC-Bil	Other	Jul-21
Controller	Relocation	Jul-21
CSC	Other	Jul-21
CSC	Relocation	Jul-21
CSC-Bil	Personal	Jul-21
CSC-Bil	Other	Jul-21
Consumer Svcs Supervisor	Retirement	Jul-31

North Los Angeles County Regional Center

FY 2021/2022

Fourth Quarter Human Resources Report

Quarter FY 21/22	Hold	New Hires	Promotions	Separations	Quarterly Turnover Rate
1st Quarter	0	9	0	11	0.17%
2nd Quarter	0	0	0	0	#DIV/0!
3rd Quarter	0	0	0	0	#DIV/0!
4th Quarter	0	0	0	0	#DIV/0!

Quarter FY 20/21	Separation Reasons
2	Jul - Sep
0	Retire -
4	School - 0
1	Relocation - 0
4	Personal -
	Other -
0	Oct - Dec
0	Retire -
0	School -
0	Relocation -
0	Personal -
0	Other -
0	Jan - Mar
0	Retire -
0	School -
0	Relocation -
0	Personal -
0	Other -
0	Apr - Jun
0	Retire -
0	School -
0	Relocation -
0	Personal -
0	Other -

Administrative Affairs Committee
Wednesday, July 28, 2021

Request for Proposal (RFP) Implementation Plan for new CPA Audit Firm

Requirement: A new statutory requirement was enacted on March 24, 2011, under WIC code 4639(b), which states “For the 2011-2012 fiscal year and subsequent years, the audit specified in subdivision (a) shall not be completed by the same accounting firm more than five times in every 10 years.” DDS issued a letter dated June 16, 2011 which states “For the FY2011-2012 audit, the regional center may not use an independent accounting firm that has been used five or more times in the previous ten years.” Pursuant to the statute and DDS’s Directive, NLACRC is required to select a new CPA firm, for the five-year term of FY2021-2022 (July 1, 2021 through June 30, 2022) through FY2025-2026 (July 1, 2025 through June 30, 2026).

No	Scheduled Date	Action Item	Responsible Party
1	Wednesday 07/28/2021	Present RFP Implementation Plan to Admin Affairs for discussion and recommendation for Board of Trustee Approval	Deputy Director-CFO
2	Wednesday 08/11/2021	Present RFP Implementation Plan to Board of Trustees for review and approval	Board Treasurer
3	Wednesday 08/11/2021	Recruit 2-3 Board Members to Participate on the Selection Committee with support from the Deputy Director-CFO and Director of Finance	Board Treasurer
4	TBD 08/11/2021 through 08/31/2021	Selection Committee to meet to discuss RFP plan and identify dates for the RFP process	Deputy Director-CFO
5	Aug2021 thru Sep2021	Develop RFP Announcement	Deputy Director-CFO’s Office
6	Wednesday 09/29/2021	Present RFP Announcement to Admin Affairs for discussion and recommendation for Board of Trustee Approval	Deputy Director-CFO
7	Wednesday 09/29/2021	Administrative Affairs to take an action to request the Board of Trustees to authorize Board Members to participate on the Selection Committee	Board Treasurer

No	Scheduled Date	Action Item	Responsible Party
8	Wednesday 10/13/2021	Board of Trustees to take an Action to authorize Selection Committee to select new CPA firm.	Board Treasurer
9	Wednesday, 10/13/2021	Present CPA RFP Announcement to Board of Trustees for review and approval	Board Treasurer
10	Friday, 10/15/2021	Initial Release of CPA RFP Announcement	Deputy Director-CFO's Office
11	Friday, 11/05/2021	Applicant's Conference	Deputy Director-CFO & Director of Finance
12	Friday, 12/31/2021	Proposal's due from Applicant's	CFO's Office
13	Wednesday 01/03/2022	Proposals and Scoring Sheets Provided to Selection Committee	CFO's Office
14	01/03/2022 Through 01/14/2022	Section Committee to review and score Applicant Proposals to NLACRC	Selection Committee
15	TBD 01/17/2022 to 01/21/2022	Selection Committee to meet and review Applicant Proposals	Selection Committee
16	TBD 01/17/2022 to 01/21/2022	Selection Committee to select Applicant(s) for face-to-face Interview	Selection Committee
17	TBD 01/17/2022 to 01/21/2022	Present Interview Questions to Selection Committee for discussion	CFO's Office
18	01/24/2022 to 01/28/2022	Schedule face-to-face interviews with selected Applicant(s)	CFO's Office
19	01/17/2022 to 01/21/2022	Written notification sent to Applicants not selected for Interviews (as applicable)	CFO's Office
20	TBD 01/31/2022 to 02/04/2022	Interview(s) of Applicant(s) by Selection Committee	Selection Committee

No	Scheduled Date	Action Item	Responsible Party
21	TBD 02/07/2022 to 02/11/2022	Schedule Applicant(s) to present at Administrative Affairs Committee	CFO's Office
22	Wednesday, 02/26/2022***	Applicant(s) presentation at Admin Affairs	Board Treasurer
23	Wednesday, 02/26/2022	Admin Affairs Committee to select and recommend Candidate for approval by the Board of Trustees	Board Treasurer
24	Wednesday, 03/09/2022	Present to the Board of Trustees of the Candidate selected and recommend to the Board of Trustees to hire the new CPA firm	Board Treasurer
25	Friday, 03/11/2022	Candidate Notification of Selection and Award of Contract	CFO
26	Between 03/14/2022 to 03/18/2022	Verbal and Written Notification sent to Interviewed Applicant(s) not selected	CFO
27	Wednesday, 03/30/2022	Present to Admin Affairs an action to recommend Board of Trustee's approval of the CPA Firm's contract	CFO
28	Wednesday, 04/13/2022	Present to Board of Trustees an action to approve the CPA Firm's contract	Board Treasurer

*** Date of new CPA Applicant Presentation will be the same Date as Current CPA firm's presentation of Tax Returns for Administrative Affairs Committee

Prior CPA Audit Firms Utilized by NLACRC:

1. Windes & McClaughry for the audit periods prior to July 1, 2011
2. Lautze & Lautze, for the four year term of July 1, 2011 through June 30, 2015
3. Marcum Financial Services, LLC for the one year term of July 1, 2015 through June 30, 2016 due to the merger of Lautze & Lautze with Marcum Financial Services, LLC effective June 1, 2016
4. Windes for the five-year term of July 1, 2016 through June 30, 2021

Draft

North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes (Via Zoom)
June 2, 2021

Present: Pamela Aiona, Cynthia, Suzanne, Bill Abramson - Committee Members
Michelle Heid, Mary Hylan, Susan, Melinda, Claudia Sicairos Beltran, Joe Hernandez, Jessica Gould - Guests

Silvia Bonilla, Sara Iwahashi, Jose Rodriguez, Juan Hernandez, and Ana Maria Parthenis-Rivas – Staff

Absent: Caroline Mitchell

1. Call to Order & Introductions

P. Aiona called the meeting to order at 11:10 a.m. and introductions were made.

2. Consent Items

A. Approval of Agenda

M/S/C (Quorum not met).

B. Approval of Minutes from the May 5th Meeting

M/S/C (Quorum not met).

3. Committee Business

A. Presentation: Budget update (Legislative Educators).

Michelle Heid presented an overview of the California budget process in a PowerPoint presentation.

Senate and Legislature are proposing restoring camp and social recreation.

Action: J. Rodriguez will email everyone the PowerPoint that Michelle Heid presented today.

- B. Training:
Sept/Oct a voting presentation done by Michelle Heid.
Action: J. Rodriguez will send some dates.

July: No meeting.
August: CAC Orientation.
September: Assembly Member or City Council
October: Voting
November: Housing project (J. Gould)
December: No meeting.

4. **Identify Agenda Items for the Next Board Meeting**

The CAC identified the following items for their section of the August 11th board meeting agenda:

- A. Minutes from the June 2, 2021 Meeting

5. **Announcement / Information / Public Input**

Announcement: No meeting in July.

Public Input: No public input.

6. **Adjournment**

Pamela Aiona adjourned the meeting at 11:58 a.m.

Submitted by,



Ana Maria Parthenis-Rivas
Executive Assistant

[camin_jun2_2021]



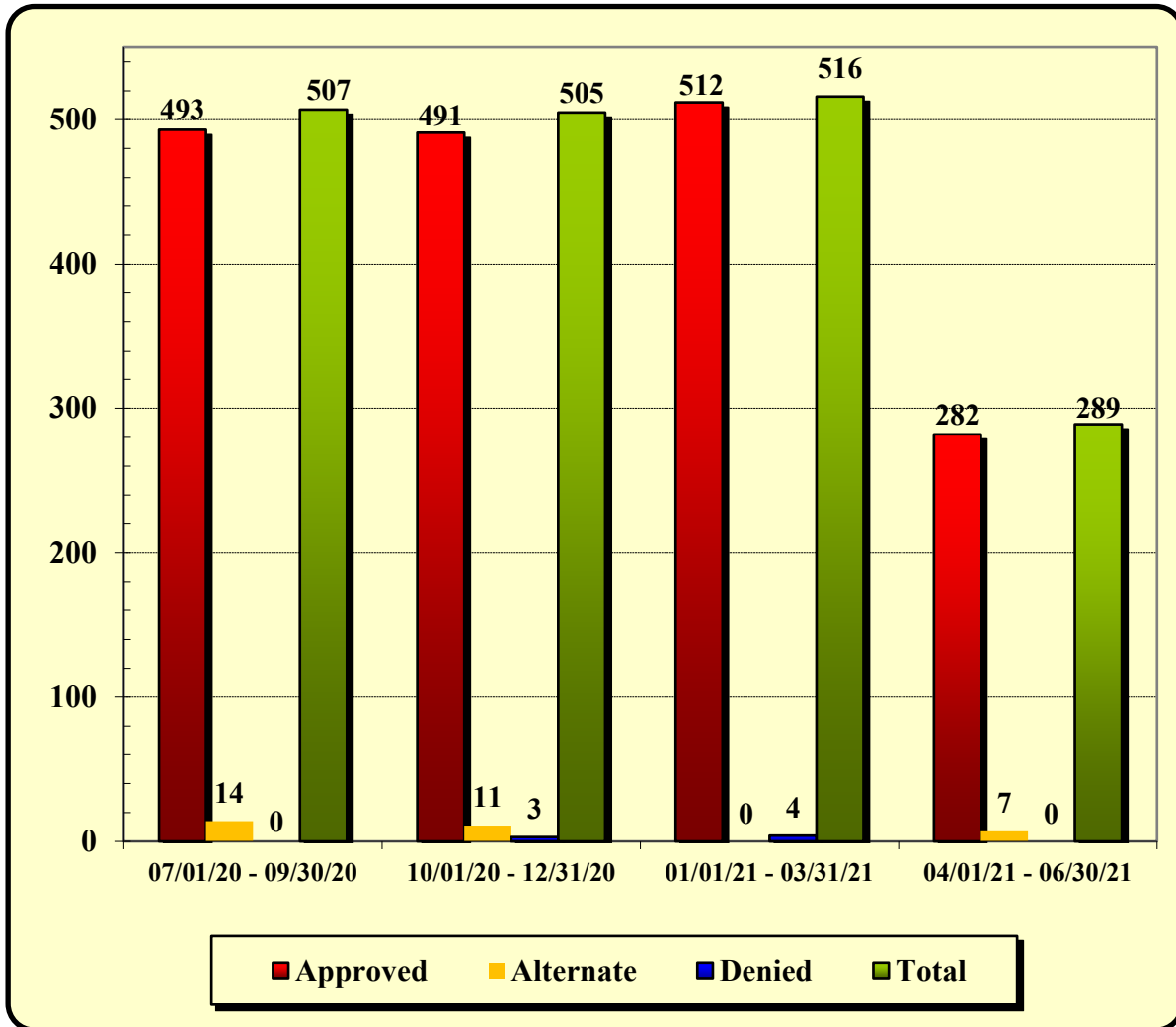
**NORTH LOS ANGELES COUNTY REGIONAL CENTER
EXCEPTIONS & EXEMPTIONS STAFFING REPORT
April 1, 2021 through June 30, 2021**

REVISED AS OF 08/06/2020

SERVICE	NEW												RENEWED												TOTAL																						
	APPROVED				ALTERNATE				DENIED				APPROVED				ALTERNATE				DENIED				APPROVED				ALTERNATE				DENIED														
	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total	LVN	BX	ADL	Total							
EXCEPTIONS																																															
PERSONAL ASSISTANT:																																															
* Minors	1	15	103	119				0				0	5	10	27	42				0				0				0	6	25	130	161	0	0	0	0	0	0	0	0	0	0	0	0			
* Adults	3	2	39	44				0				0	2	2	6	10				0				0				0	5	4	45	54	0	0	0	0	0	0	0	0	0	0	0	0			
				Total				Total				Total				Total				Total				Total				Total				Total				Total				Total							
DAY CARE- SHARE OF COST WAIVED				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
ENVIRONMENTAL MODIFICATIONS				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
FUNDING ADAPTIVE EQUIPMENT			5	5			4	4				0				0				0				0				5	5	0	0	4	4	0	0	0	0	0	0	0	0						
VAN CONVERSION			1	1				0				0			1	1				0				0				2	2	0	0	0	0	0	0	0	0	0	0	0	0						
RENT ASSISTANCE				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
DIAPERS UNDER 3 YEARS				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
				Total				Total				Total				Total				Total				Total				Total				Total				Total				Total							
1:1 - DAY PROGRAM		2	14	16				0				0		1	1	1				0				0				3	14	17	0	0	0	0	0	0	0	0	0	0	0	0					
1:2 - DAY PROGRAM				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
2:1 - DAY PROGRAM				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
1:1 - SPECIALIZED DAY CARE/CAMP/SAT.PROGRAM			1	1				0				0		1	1	1				0				0				2	0	2	0	0	0	0	0	0	0	0	0	0	0	0					
1:1 - RESIDENTIAL		6	4	10		2	2	2				0		1	3	4				0				0				7	7	14	0	2	0	2	0	0	0	0	0	0	0	0					
1:2 - RESIDENTIAL				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
2:1 - RESIDENTIAL		1		1				0				0		1	1	2				0				0				2	1	3	0	0	0	0	0	0	0	0	0	0	0	0					
1:1 - HOSPITAL OR SUB-ACUTE			1	1				0				0				0				0				0				1	1	0	0	0	0	0	0	0	0	0	0	0	0						
1:1 - TRANSPORTATION				0				0				0		1	1	1				0				0				1	1	0	0	0	0	0	0	0	0	0	0	0	0						
2:1 - SUPPORTED LIVING SERVICES			1	1				0				0				0				0				0				1	1	0	0	0	0	0	0	0	0	0	0	0	0						
1:1 - IN LIEU OF DAY PROGRAM			2	2				0				0				0				0				0				2	2	0	0	0	0	0	0	0	0	0	0	0	0						
INDIVIDUALIZED DAY PROGRAM		1	5	6		1	1	1				0		4	2	6				0				0				5	7	12	0	0	1	1	0	0	0	0	0	0	0	0					
CO-PAY BEHAVIORAL HEALTH TREATMENT				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0								
FULL FUNDING Behavioral Health Treatment			1	1				0				0				0				0				0				1	1	0	0	0	0	0	0	0	0	0	0	0	0						
CO-PAY Required Early Intervention Service				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0								
FULL FUNDING Required Early Intervention Svcs			6	6				0				0				0				0				0				6	6	0	0	0	0	0	0	0	0	0	0	0	0						
TOTAL EXCEPTIONS																																															
EXEMPTIONS																																															
SPECIALIZED CAMP				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
Behavioral Health Treatment				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
				Total				Total				Total				Total				Total				Total				Total				Total				Total				Total							
SUSPENDED SERVICES:																																															
* Camping Services				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
* Social/Recreation Activities				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
* Educational Services				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
* Non-medical Therapies				0				0				0				0				0				0				0	0	0	0	0	0	0	0	0	0	0	0	0							
TOTAL EXEMPTIONS																																															

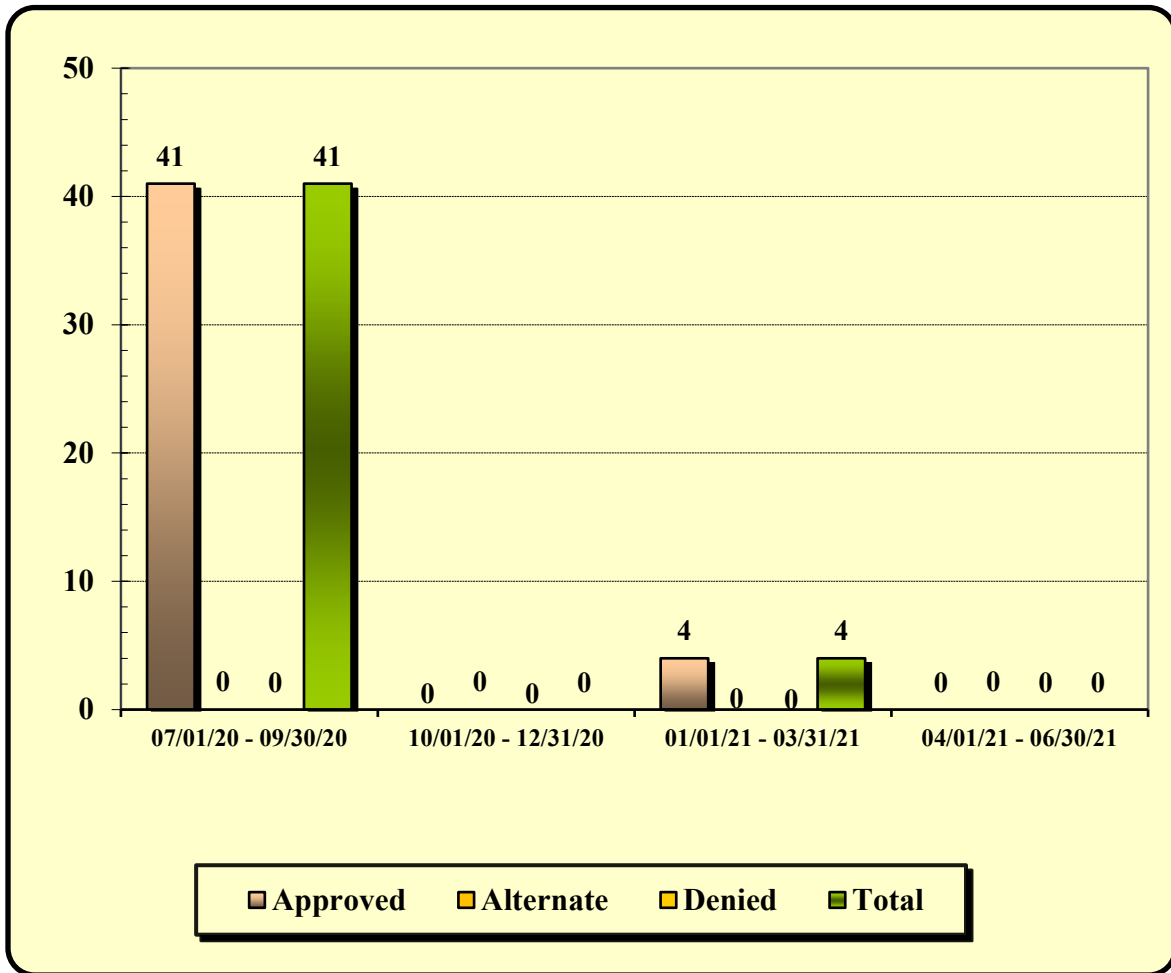
Legend: ADL: Activities of Daily Living, BX: Behavioral, LVN: Licensed Vocational Nurse, 1:1 One staff to one consumer ratio, 2:1 Two staff to one consumer ratio
P/C: Primary or Critical Service, FS: Family Support, EE: Extraordinary Event, MED: Medical

North Los Angeles County Regional Center
EXCEPTIONS REPORT - FISCAL YEAR 2020-21



	Approved	Alternate	Denied	Total
07/01/20 - 09/30/20	493	14	0	507
10/01/20 - 12/31/20	491	11	3	505
01/01/21 - 03/31/21	512	0	4	516
04/01/21 - 06/30/21	282	7	0	289
Total FY 2020-21	1778	32	7	1817

North Los Angeles County Regional Center
EXEMPTIONS REPORT - FISCAL YEAR 2020-21



	Approved	Alternate	Denied	Total
07/01/20 - 09/30/20	41	0	0	41
10/01/20 - 12/31/20	0	0	0	0
01/01/21 - 03/31/21	4	0	0	4
04/01/21 - 06/30/21	0	0	0	0
Total FY 2020-21	45	0	0	45

**North Los Angeles County Regional Center
FY 2020-21 QUARTERLY DIAGNOSTIC REPORT
As of June 30, 2021**

Fiscal Year	I/D Only	Autism	C/P	Epilepsy	Other D/D	Status 0,1,2	Total
1st Qtr 2018-19	8830	10759	562	239	1174	4214	25,778
2nd Qtr 2018-19	8849	11046	561	247	1207	4230	26,140
3rd Qtr 2018-19	8836	11243	563	250	1219	4420	26,531
4th Qtr 2018-19	8873	11459	560	250	1229	4489	26,860
1st Qtr 2019-20	8885	11637	563	251	1237	4431	27,004
2nd Qtr 2019-20	8914	11910	563	254	1256	4279	27,176
3rd Qtr 2019-20	8924	12119	565	263	1245	4249	27,365
4th Qtr 2019-20	8943	12357	563	262	1244	3793	27,162
1st Qtr 2020-21	8915	12571	566	258	1253	3593	27,156
2nd Qtr 2020-21	8937	12778	565	259	1263	3698	27,500
3rd Qtr 2020-21	8916	12918	570	253	1272	3861	27,790
4th Qtr 2020-21	8905	13081	568	252	1269	4286	28,361

Percentage Change							
4th Qtr FY 2020-21 vs 1st Qtr FY 2018-19	0.85%	21.58%	1.07%	5.44%	8.09%	1.71%	10.02%

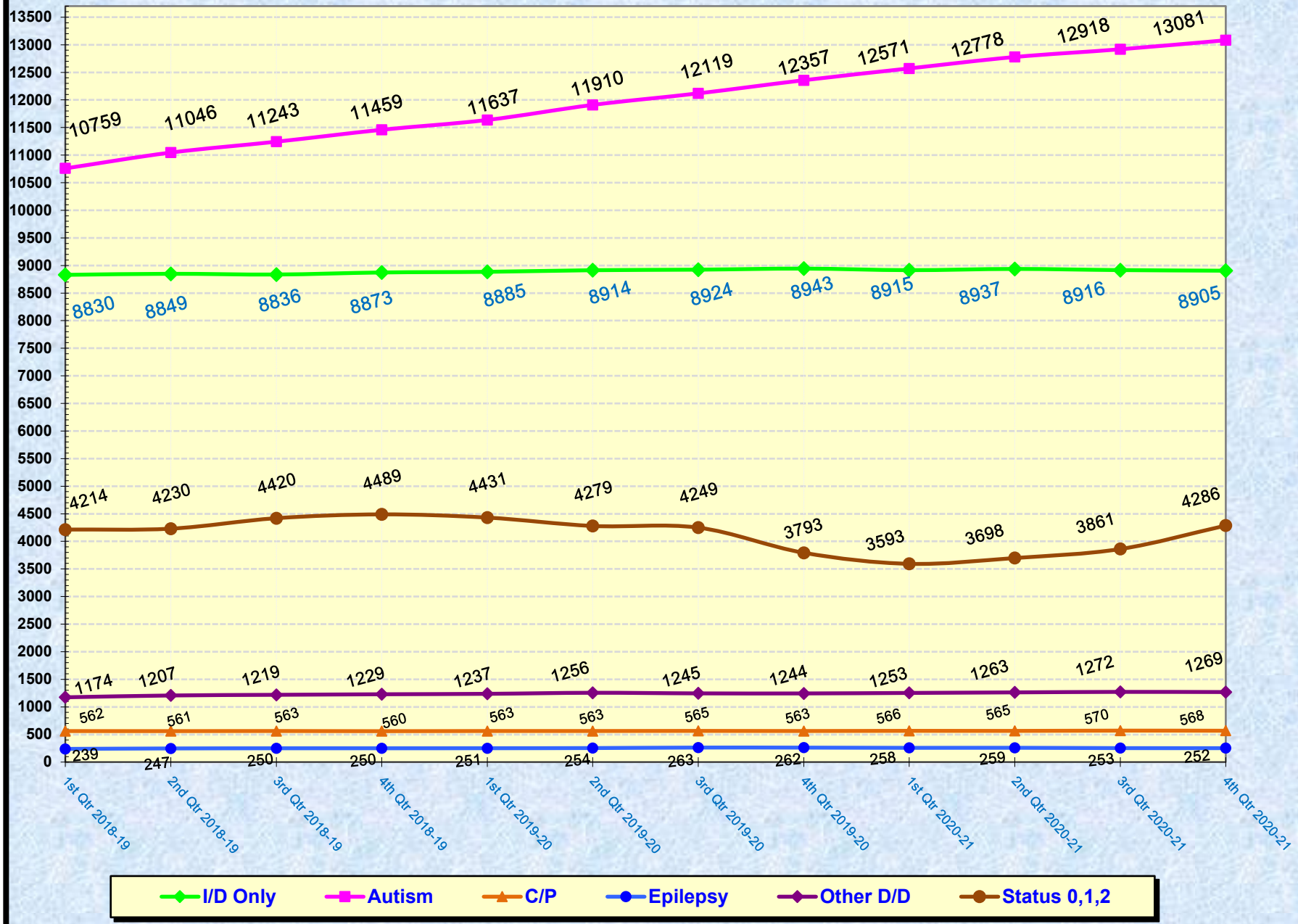
**North Los Angeles County Regional Center
 FY 2020-21 QUARTERLY DIAGNOSTIC REPORT BY OFFICE
 As of June 30, 2021**

SAN FERNANDO OFFICE							
Fiscal Year	I/D Only	Autism	C/P	Epilepsy	Other D/D	Status 0,1,2	Total
1st Qtr 2018-19	5478	7091	374	159	647	2841	16,590
2nd Qtr 2018-19	5471	7268	369	161	655	2896	16,820
3rd Qtr 2018-19	5453	7406	371	162	672	3061	17,125
4th Qtr 2018-19	5463	7551	370	159	676	3073	17,292
1st Qtr 2019-20	5460	7651	368	158	681	3005	17,323
2nd Qtr 2019-20	5462	7799	365	159	691	2883	17,359
3rd Qtr 2019-20	5440	7946	367	163	686	2884	17,486
4th Qtr 2019-20	5428	8079	365	161	678	2599	17,310
1st Qtr 2020-21	5412	8209	367	158	677	2383	17,206
2nd Qtr 2020-21	5415	8347	368	158	676	2482	17,446
3rd Qtr 2020-21	5383	8443	370	154	678	2532	17,560
4th Qtr 2020-21	5359	8557	370	156	663	2781	17,886

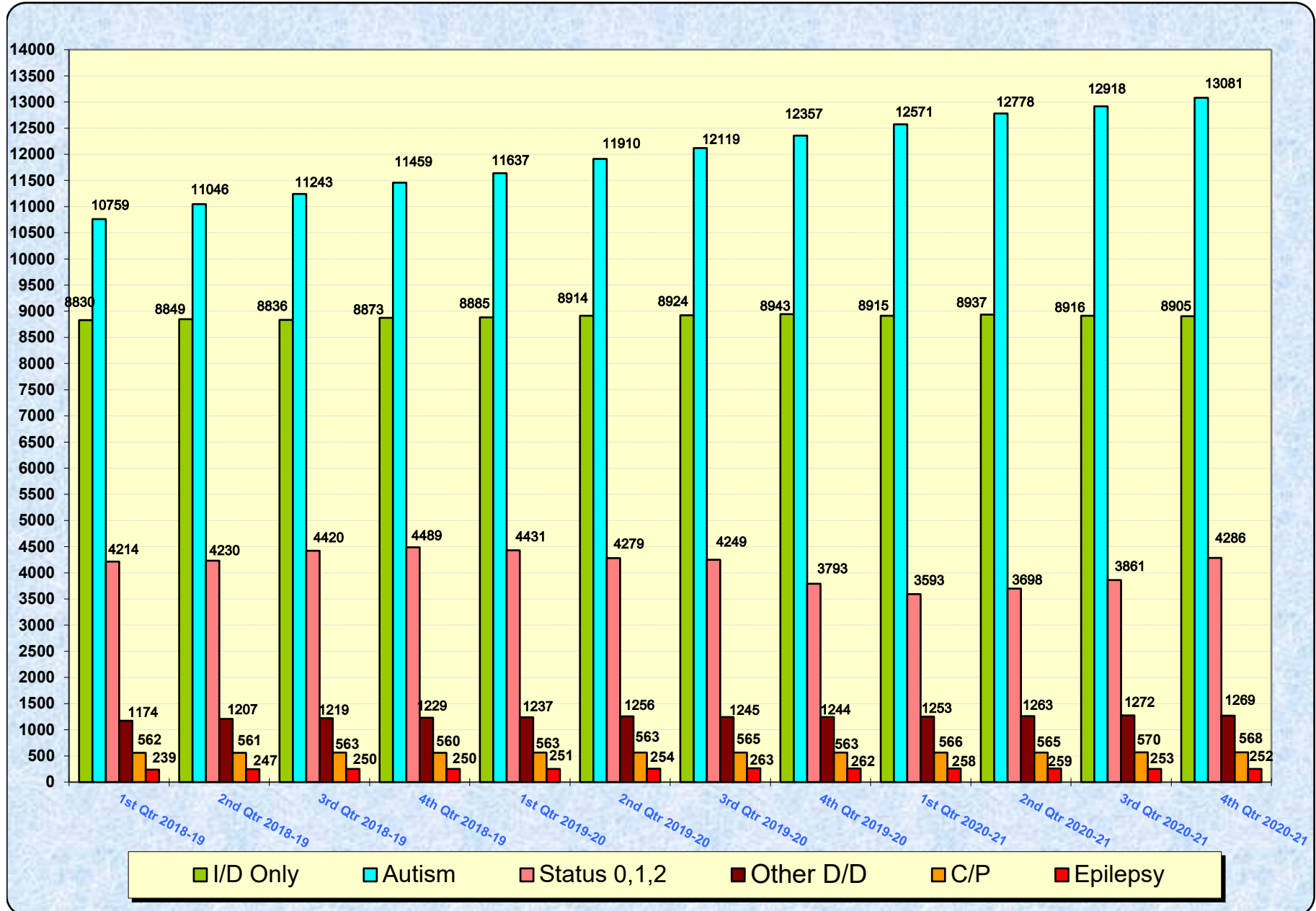
SANTA CLARITA OFFICE							
Fiscal Year	I/D Only	Autism	C/P	Epilepsy	Other D/D	Status 0,1,2	Total
1st Qtr 2018-19	702	1459	63	19	101	524	2,868
2nd Qtr 2018-19	707	1495	66	19	107	519	2,913
3rd Qtr 2018-19	718	1525	67	19	108	545	2,982
4th Qtr 2018-19	721	1536	65	19	109	560	3,010
1st Qtr 2019-20	726	1592	68	19	109	554	3,068
2nd Qtr 2019-20	727	1645	69	20	109	559	3,129
3rd Qtr 2019-20	736	1661	69	21	104	536	3,127
4th Qtr 2019-20	743	1703	67	21	105	472	3,111
1st Qtr 2020-21	749	1726	70	21	106	480	3,152
2nd Qtr 2020-21	759	1758	70	21	111	491	3,210
3rd Qtr 2020-21	751	1766	73	21	110	528	3,249
4th Qtr 2020-21	752	1776	73	22	110	587	3,320

ANTELOPE VALLEY OFFICE							
Fiscal Year	I/D Only	Autism	C/P	Epilepsy	Other D/D	Status 0,1,2	Total
1st Qtr 2018-19	2650	2209	125	61	426	849	6,320
2nd Qtr 2018-19	2671	2283	126	67	445	815	6,407
3rd Qtr 2018-19	2665	2312	125	69	439	814	6,424
4th Qtr 2018-19	2689	2372	125	72	444	856	6,558
1st Qtr 2019-20	2699	2394	127	74	447	872	6,613
2nd Qtr 2019-20	2725	2466	129	75	456	837	6,688
3rd Qtr 2019-20	2748	2512	129	79	455	829	6,752
4th Qtr 2019-20	2772	2575	131	80	461	722	6,741
1st Qtr 2020-21	2754	2636	129	79	470	730	6,798
2nd Qtr 2020-21	2763	2673	127	80	476	725	6,844
3rd Qtr 2020-21	2782	2709	127	78	484	801	6,981
4th Qtr 2021-21	2794	2748	125	74	496	918	7,155

North Los Angeles County Regional Center FY 2020-21 QUARTERLY DIAGNOSTIC REPORT As of June 30, 2021



North Los Angeles County Regional Center FY 2020-21 QUARTERLY DIAGNOSTIC REPORT As of June 30, 2021



NLACRC Consumers Diagnostic Report by Age

As of June 30, 2021

Percentage Total by Diagnosis

Diagnosis	3-9	10-13	14-17	18-24	25-40	41-64	65 and older	TOTAL
Autism	4,372	2,317	1,886	2,402	1,731	333	40	13,081
% Total	33.42%	17.71%	14.42%	18.36%	13.23%	2.55%	0.31%	100%
Intellectual Disability	684	583	718	1,383	3,041	2,005	491	8,905
% Total	7.68%	6.55%	8.06%	15.53%	34.15%	22.52%	5.51%	100%
Cerebral Palsy	56	42	62	85	145	129	49	568
% Total	9.86%	7.39%	10.92%	14.96%	25.53%	22.71%	8.63%	100%
Epilepsy	16	15	26	44	73	59	19	252
% Total	6.35%	5.95%	10.32%	17.46%	28.97%	23.41%	7.54%	100%
Other DD	94	139	199	262	329	204	42	1,269
% Total	7.41%	10.95%	15.68%	20.65%	25.93%	16.08%	3.31%	100%
TOTAL	5,222	3,096	2,891	4,176	5,319	2,730	641	24,075

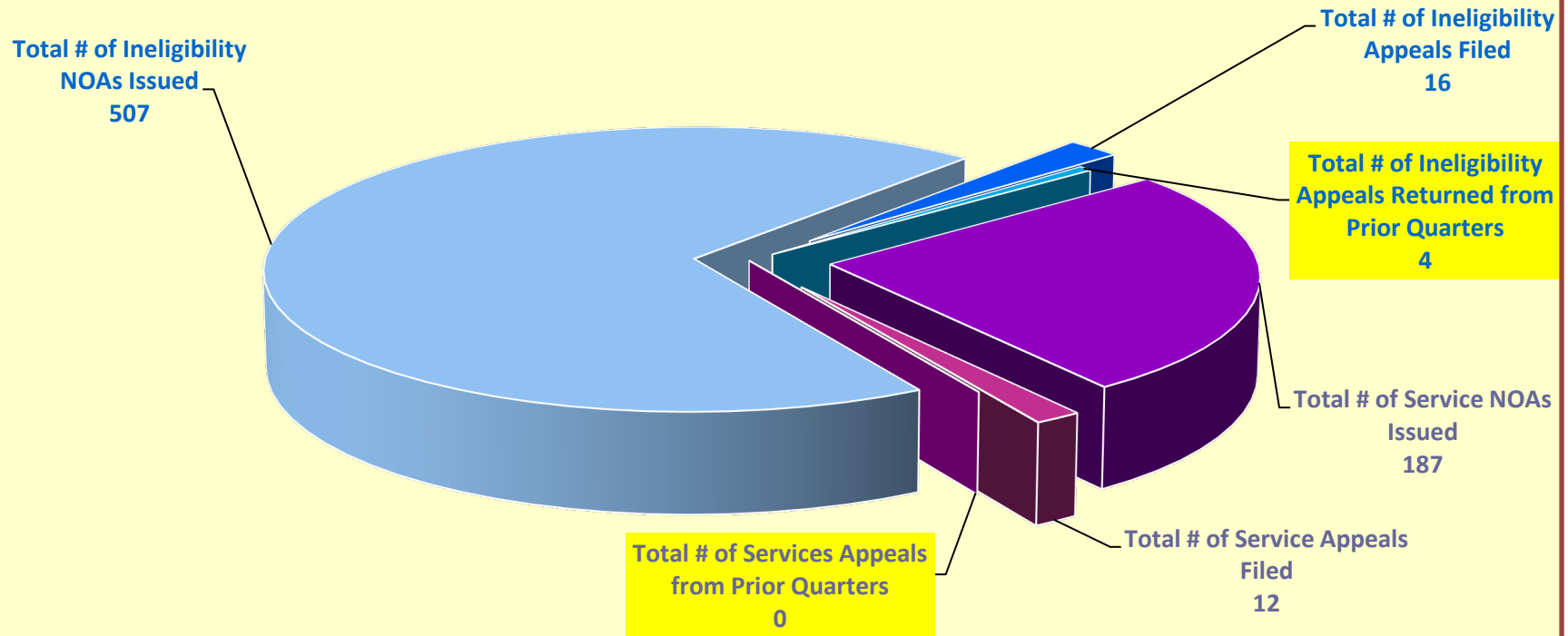
North Los Angeles County Regional Center Quarterly Appeals Report

	# of NOA's Sent	# of Appeals Filed from Total NOAs Sent		# of NOAs Returned	Appeal %	# of Appeals Received from Prior Quarters (*)		Total	Total Combined		Total
		Services	Eligibility			Services	Eligibility		Services	Eligibility	
1st Qtr 17-18	549	2	13	15	2.73%	1	2	3	3	15	18
2nd Qtr 17-18	480	7	0	7	1.46%	0	5	5	7	5	12
3rd Qtr 17-18	626	10	10	20	3.19%	0	7	7	10	17	27
4th Qtr 17-18	701	12	11	23	3.28%	2	9	11	14	20	34
1st Qtr 18-19	802	6	8	14	1.75%	4	10	14	10	18	28
2nd Qtr 18-19	898	9	7	16	1.78%	0	6	6	9	13	22
3rd Qtr 18-19	875	11	13	24	2.74%	6	10	16	17	23	40
4th Qtr 18-19	702	13	20	33	4.70%	2	7	9	15	27	42
1st Qtr 19-20	887	10	16	26	2.93%	4	9	13	14	25	39
2nd Qtr 19-20	840	5	15	20	2.38%	5	6	11	10	21	31
3rd Qtr 19-20	831	4	18	22	2.65%	0	5	5	4	23	27
4th Qtr 19-20	1046	14	16	30	2.87%	3	8	11	17	24	41
1st Qtr 20-21	770	6	10	16	2.08%	8	1	9	14	11	25
2nd Qtr 20-21	739	9	11	20	2.71%	1	9	10	10	20	30
3rd Qtr 20-21	634	8	14	22	3.47%	0	0	0	8	14	22
4th Qtr 20-21	694	16	12	28	4.03%	0	4	4	16	16	32
	12074	142	194	336		36	98	134	178	292	470

(*) These numbers include appeals of Notices of Actions (NOAs) sent in previous quarters

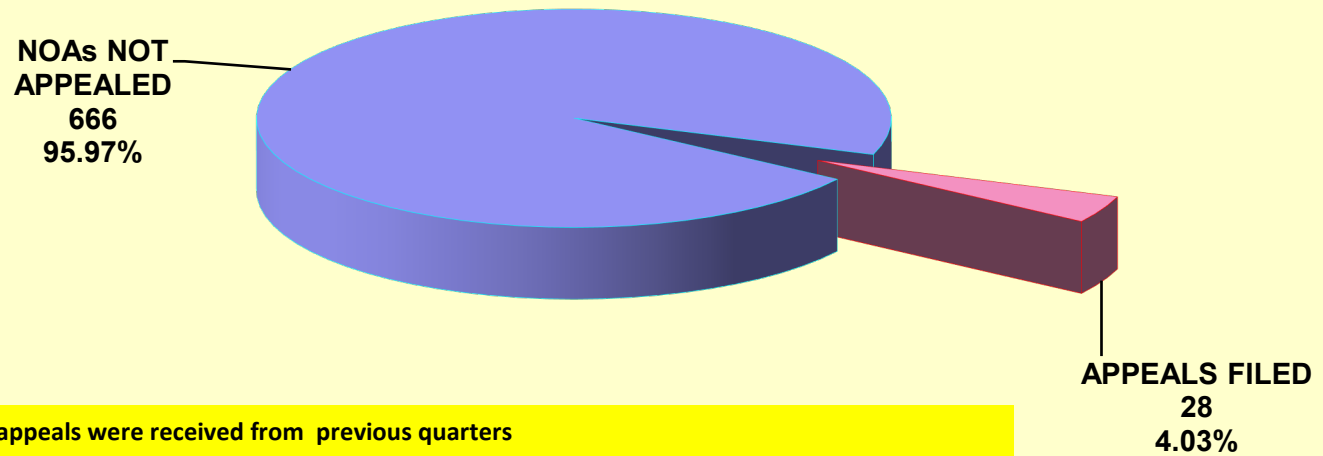
North Los Angeles County Regional Center
4th Quarter Appeals Report - April 1, 2021 through June 30, 2021

Total Notice of Actions Sent = 694
Total Appeals Filed = 28



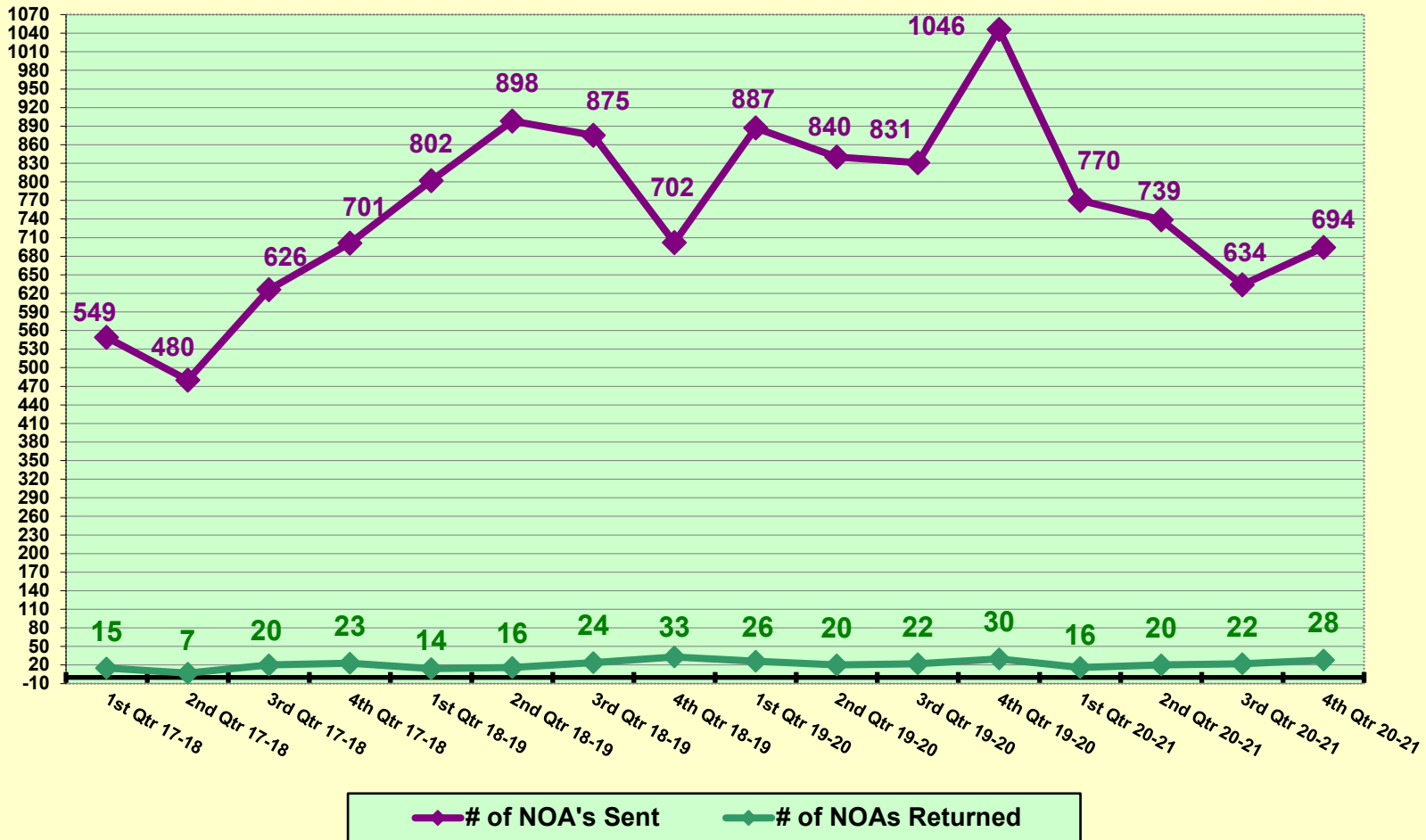
North Los Angeles County Regional Center
4th Quarter Appeals Percentage Report
April 1, 2021 - June 30, 2021

Total Quarterly Notice of Actions Sent = 694

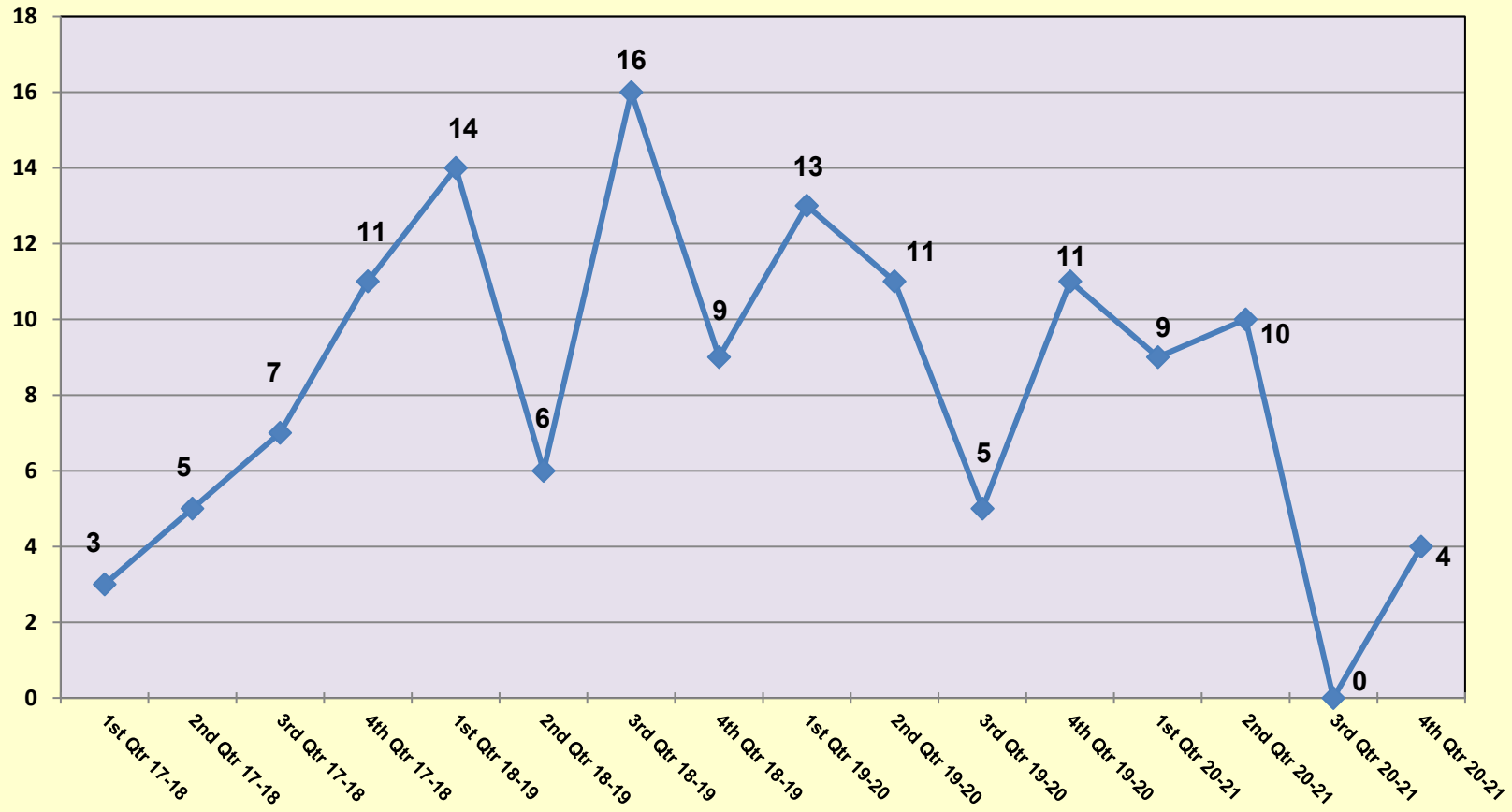


(*) Additionally, 4 appeals were received from previous quarters

North Los Angeles County Regional Center
Number of Appeals Filed from Total Notice of Actions Sent
 Fiscal Years 2017-18, 2018-19, 2019-20 & 2020-21



North Los Angeles County Regional Center
Number of Appeals Received from Prior Quarters
Fiscal Years 2017-18, 2018-19, 2019-20 & 2020-21



North Los Angeles County Regional Center

Fair Hearings Held: 5

April 1, 2021 - June 30, 2021

Appeal Type	Denied	Granted	Split	Dismissed	TOTAL
Personal Assistance	1				1
Funds for Exceptional Minds	1				1
Eligibility/Intake	1			2	3
TOTAL	3	0	0	2	5

NOTICE OF PROPOSED ACTION REPORT
Summary by Ethnicity and Services
From 04/01/2021 through 06/30/2021

ETHNICITY	Inactivation Case. No IPP/IFSP. Lack of Parent Contact	Supported Living Services	Self Determination Program	Day Care Services	Dental Services	Respite Services	Funding Exceptional Minds	Founding Out of State	Funding Pre-Modified Vehicle	Inactivation of Services	Personal Assistance Services	Speech Therapy	Funding Cost of Hotel	COVID-19 Matters (Wearing a Mask)	TOTAL
AFRICAN-AMERICAN	7														7
ASIAN INDIAN	2														2
FILIPINO	6														6
JAPANESE															0
MULT.CULTURL-SEE SUPPLEMENTAL (*)	16	1													17
NATIVE AMERICAN															0
OTHER(*)	1														1
SPANISH/LATIN	86	2	2	1	1	2									94
UNKNOWN(*)	2														2
VIETNAMESE	1														1
WHITE	45		1				1	2	1	2	2	1	1	1	57
TOTAL	166	3	3	1	1	2	1	2	1	2	2	1	1	1	187

(*)

MULT.CULTURL-SEE SUPPLEMENTAL

Means this consumer has multiple ethnicities selected. Usually used when the two parents are from different ethnic backgrounds. The multiple selections can be seen in the Supplemental tab section in SANDIS

OTHER:

This selection is used when all the other options don't apply.

UNKNOWN:

This selection is used on new cases where the Service Coordinator has not met with the family to obtain ethnicity information.

NOTICE OF PROPOSED ACTION REPORT (SERVICES)
Summary by Ethnicity and Location
From 04/01/2021 through 06/30/2021

ETHNICITY	SFO	AVO	SCO	Total NOAs Sent
AFRICAN-AMERICAN	2	4	1	7
ASIAN INDIAN	2			2
FILIPINO	5	1		6
JAPANESE				0
MULT.CULTURL-SEE SUPPLEMENTAL (*)	14	1	2	17
NATIVE AMERICAN				0
OTHER(*)			1	1
SPANISH/LATIN	66	12	16	94
UNKNOWN(*)			2	2
VIETNAMESE	1			1
WHITE	39	2	16	57
TOTAL	129	20	38	187

(*)

MULT.CULTURL-SEE SUPPLEMENTAL

Means this consumer has multiple ethnicities selected. Usually used when the two parents are from different ethnic backgrounds.
The multiple selections can be seen in the Supplemental tab section in SANDIS

OTHER:

This selection is used when all the other options don't apply.

UNKNOWN:

This selection is used on new cases where the Service Coordinator has not met with the family to obtain ethnicity information.

NOTICE OF PROPOSED ACTION REPORT (SERVICES)
By Ethnicity, Appeal Type, Geographic Location & Age
From 04/01/2021 through 06/30/2021

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
1	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-04-08	AVO	5
2	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-04-15	AVO	5
3	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SCO	14
4	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-04-27	SFO	15
5	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	20
6	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-06-28	SFO	27
7	AFRICAN-AMERICAN	Service/Term. Svcs. No IPP/IFSP	2021-06-28	SFO	27
8	ASIAN INDIAN	Service/Term. Svcs. No IPP/IFSP	2021-04-13	SFO	6
9	ASIAN INDIAN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	6
13	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-05-21	AVO	50
10	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-04-02	SFO	21
11	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-05-04	SFO	16
12	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-05-18	SFO	14
14	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-06-28	SFO	4
15	FILIPINO	Service/Term. Svcs. No IPP/IFSP	2021-06-28	SFO	4
19	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-04-15	AVO	6
21	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SCO	3
23	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-05-07	SCO	2
16	MULT.CULTURL-SEE SUPPLEMENTAL	Service/SLS Rate	2021-04-05	SFO	56
17	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-04-02	SFO	5
18	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-04-14	SFO	8
20	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SFO	4
22	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-05-06	SFO	2
24	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-05-11	SFO	15
25	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	5

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
26	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	5
27	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	5
28	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	7
29	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	5
30	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	7
31	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-09	SFO	4
32	MULT.CULTURL-SEE SUPPLEMENTAL	Service/Term. Svcs. No IPP/IFSP	2021-06-25	SFO	18
33	OTHER ASIAN	Service/Term. Svcs. No IPP/IFSP	2021-04-02	SCO	8
38	SPANISH/LATIN	Service/SDP	2021-05-14	AVO	27
42	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-01	AVO	6
44	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-01	AVO	14
46	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-01	AVO	24
47	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-02	AVO	2
52	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-08	AVO	5
55	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-14	AVO	14
57	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-15	AVO	28
86	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-21	AVO	4
105	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-03	AVO	9
121	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-17	AVO	40
125	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-24	AVO	1
39	SPANISH/LATIN	Service/SDP	2021-06-14	SCO	31
50	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-07	SCO	5
61	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SCO	4
80	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-10	SCO	17
85	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-17	SCO	7
90	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-24	SCO	12
94	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	5
95	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	4
96	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	15

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
97	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	15
98	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	4
100	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	15
112	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-10	SCO	12
123	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-24	SCO	5
124	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-24	SCO	1
126	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-24	SCO	3
34	SPANISH/LATIN	Service/Day Care Services	2021-04-28	SFO	8
35	SPANISH/LATIN	Service/Dental Services	2021-04-05	SFO	26
36	SPANISH/LATIN	Service/Respite Hours	2021-06-23	SFO	18
37	SPANISH/LATIN	Service/Respite Hours	2021-06-23	SFO	18
40	SPANISH/LATIN	Service/SLS Rate	2021-04-14	SFO	47
41	SPANISH/LATIN	Service/SLS Rate	2021-06-01	SFO	47
43	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-01	SFO	6
45	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-01	SFO	10
48	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-05	SFO	8
49	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-06	SFO	7
51	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-08	SFO	13
53	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-08	SFO	10
54	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-13	SFO	10
56	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-15	SFO	16
58	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-21	SFO	8
59	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-21	SFO	22
60	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-22	SFO	17
62	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SFO	23
63	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	19
64	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	14
65	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	4
66	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	15

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
67	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	7
68	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-27	SFO	10
69	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-28	SFO	6
70	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-29	SFO	7
71	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-29	SFO	20
72	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-04-30	SFO	23
73	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-03	SFO	5
74	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-03	SFO	5
75	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-04	SFO	15
76	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-05	SFO	7
77	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-05	SFO	8
78	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-06	SFO	10
79	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-10	SFO	7
81	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-13	SFO	4
82	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-14	SFO	14
83	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-14	SFO	9
84	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-14	SFO	9
87	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-21	SFO	6
88	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-21	SFO	17
89	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-21	SFO	6
91	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-25	SFO	24
92	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-28	SFO	15
93	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-05-28	SFO	14
99	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SFO	18
101	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	7
102	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	7
103	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	4
104	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-02	SFO	9
106	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	6

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
107	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	7
108	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	6
109	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	11
110	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-07	SFO	9
111	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-07	SFO	12
113	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-10	SFO	7
114	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-11	SFO	20
115	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-11	SFO	23
116	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-14	SFO	19
117	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-16	SFO	8
118	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-16	SFO	14
119	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-16	SFO	5
120	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-16	SFO	6
122	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-18	SFO	6
127	SPANISH/LATIN	Service/Term. Svcs. No IPP/IFSP	2021-06-25	SFO	3
128	UNKNOWN	Service/Term. Svcs. No IPP/IFSP	2021-04-15	SCO	1
129	UNKNOWN	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SCO	2
130	VIETNAMESE	Service/Term. Svcs. No IPP/IFSP	2021-04-09	SFO	19
161	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-11	AVO	19
162	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-11	AVO	16
141	WHITE	Service/SDP	2021-04-01	SCO	26
143	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-02	SCO	8
144	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-08	SCO	11
145	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-15	SCO	15
147	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-19	SCO	24
152	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SCO	21
153	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-23	SCO	26
163	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-12	SCO	8
164	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-12	SCO	20

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
169	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-28	SCO	5
170	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-01	SCO	13
176	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-10	SCO	12
177	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-10	SCO	9
181	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-18	SCO	10
182	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-18	SCO	6
186	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-24	SCO	8
131	WHITE	Service/COVID 19 Matters	2021-05-01	SFO	43
132	WHITE	Service/Funding Cost of Hotel	2021-04-15	SFO	30
133	WHITE	Service/Funding for Exceptional Minds	2021-04-12	SFO	23
134	WHITE	Service/Funding Out of State	2021-04-14	SFO	28
135	WHITE	Service/Funding Out of State Texas	2021-04-14	SFO	28
136	WHITE	Service/Funding Pre-modified Vehicle	2021-06-15	SFO	11
137	WHITE	Service/Inactivation of Services	2021-05-19	SFO	15
138	WHITE	Service/Inactivation of Services	2021-06-07	SFO	18
139	WHITE	Service/Personal Assistance	2021-04-06	SFO	9
140	WHITE	Service/Personal Assistance	2021-04-06	SFO	9
142	WHITE	Service/Speech Therapy	2021-06-20	SFO	6
146	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-19	SFO	26
148	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-20	SFO	26
149	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-21	SFO	7
150	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-21	SFO	10
151	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-21	SFO	7
154	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-04-26	SFO	12
155	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-05	SFO	14
156	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-06	SFO	21
157	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-06	SFO	9
158	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-07	SFO	7
159	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-10	SFO	20

	ETHNICITY	APPEAL TYPE	NOA MAILED	GEOGRAPHIC LOCATION	AGE
160	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-10	SFO	7
165	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-18	SFO	6
166	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-18	SFO	1
167	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-21	SFO	7
168	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-05-21	SFO	20
171	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-03	SFO	3
172	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-03	SFO	3
173	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	19
174	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-04	SFO	5
175	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-08	SFO	16
178	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-11	SFO	20
179	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-11	SFO	31
180	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-16	SFO	49
183	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-18	SFO	3
184	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-23	SFO	13
185	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-23	SFO	23
187	WHITE	Service/Term. Svcs. No IPP/IFSP	2021-06-25	SFO	15

North Los Angeles County Regional Center
Executive Committee Special Meeting Minutes
June 24, 2021 – 4:30 pm – Via Zoom

Present: Leticia Garcia, Angelina Martinez, Lillian Martinez, Marianne Davis, Ana Quiles, and Jeremy Sunderland – Committee Members

Liliana Windover, Ruth Janka, Michele Marra, , Jesse Weller, and Betania Luques – Staff Members

I. Call to Order

Jeremy Sunderland, 1st Vice President, called the meeting to order at 4:31p.m.

II. Public Input

No public input

III. Consent Items

1. Approval of Agenda

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

IV. Committee Business

1. Board Orientation/Training – Making Momentum, LLC

The board has decided that all board members would benefit from participating in an in-person orientation/training this upcoming fiscal year. Ruth located a consulting firm, Making Momentum LLC, with experience providing training and support to boards and board members; this firm was used by the San Diego Regional Center and comes highly recommended by the department. A proposal has been sought from Making Momentum, LLC to develop a training/orientation for all the members of the board. The cost will be \$3,000.00 plus hotel, and includes meeting with the Executive Committee members, the Executive Director, a document review including the board bylaws, board policies and current orientation manual, development of training materials, and facilitation.

Proposed dates of training are Saturday July 24th or Saturday July 31st from 10:00

am to 1:00 pm.

The interview with the executive committee will be in a group.

M/S/C (A. Martinez/L.Martinez) to approve Making Momentum LLC proposal with the clarification to seek a recap report after the training.

2. Contract Summaries and Board Resolutions for Momentum LLC (formerly United Cerebral Palsy Los Angeles)
 - A. Board Resolution and Contract for Momentum LLC – PL2060-094
 - B. Board Resolution and Contract for Momentum LLC – PL2061-062

Committee reviewed each contract.

M/S/C (J. Sunderland/A.Martinez) – Abstentions: L. Martinez & A. Quiles to approve both contracts.

3. Board of Trustee – Vacant Seat

The board agreed to recruit to 20 trustees for FY21-22; the election resulted in the filling of 19 seats total, and thus, there is 1 vacant seat. The Nominating Committee has interviewed and recommended applicant Cathy Blin in the event a seat became vacant this coming year. As such, it is recommended to hold a vote at the board's August meeting and meantime, invite Ms. Blin to attend the board orientation/training in July as a nominee, understanding a vote must be held before she can become a trustee.

M/S/C (J. Sunderland/A. Quiles) to recommend Cathy Blin for the vacant seat on the board, and to invite Ms. Blin to the July orientation/training as a nominee.

V. Board Meeting Agenda Items

1. Minutes of the June 24, 2021 Executive Committee Meeting
2. Contract Summaries and Board Resolution for Making Momentum, LLC
3. Nomination of Cathy Blin

VI. Announcements / Information Items

Lety thanked Dr. Weller and the regional center staff for the excellent Town Hall meeting that took place on June 24th on Self-Determination.

1. Next Meeting: Wednesday, July 28th at 7:00 p.m.

VII. Adjournment

Adjourned at 5:08 pm

Submitted by,

Betania Luques

Betania Luques
Executive Administrative Assistant

[ecmin_jun24_2021]



North Los Angeles County Regional Center
Post-Retirement Medical Trust Committee
Meeting Minutes
July 28, 2021

Draft

Present: Ruth Janka, Kim Rolfes, Ana Quiles, and Jeremy Sunderland – Committee Members

Anne Wimmer – HighMark Capital Representative

Michele Marra, Vini Montague, Jesse Weller, Liliana Windover and Cheryl Blizin – Staff Members

Absent: Leticia Garcia

I. Call to Order & Introductions

Lety Garcia asked Jeremy as First Vice President to chair the meeting, and the meeting was called to order at 5:33 p.m. and introductions were made.

II. Public Input – There was no public input.

III. Consent Items

A. Approval of Agenda

Ruth requested to add to each committee agenda a discussion on how to handle public input and participation by non-committee members.

M/S/C (R. Janka/K. Rolfes) To approve the agenda as modified.

B. Approval of Minutes from the April 28th Meeting

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

IV. Committee Business

A. Annual Committee Orientation

1. Review PRMT Policies & Procedures

Copies of the PRMT committee Policies and Procedures were provided and Kim reviewed the policies and procedures with the committee.

2. Determine How to Handle Public Input (added at meeting)
Deferred this topic until Lety could be present for discussion.

B. HighMark Capital Report: Statement of Current PRMT Trust Value and Investment Strategy

Anne provided copies of HighMark's quarterly report on the activity of the center's PRMT and reviewed it with the committee. The report began with a look at the current financial environment, including economic conditions, interest rates/inflation, and outlook. This was followed by the asset allocation summary, holdings report by asset class, selected period performance, and economic data charts. As of July 22, 2021, the market value of the trust assets was \$32,549,972, an increase of \$868,708 since the last report dated April 21, 2021. The increase was due to a gain in investments, a contribution in the amount of \$48,831.95, and a deposit for the fees charged in the prior quarter. The average annualized rate of return (gross of fees) since inception to 6/30/2021 is 6.82%. The rate of return (net of fees) for the past one year is 24.05%, but Anne pointed out this was not a typical year.

C. HighMark Capital Report: Statement of Current CalPERS Unfunded Liability Trust Value and Investment Strategy

Anne provided copies of HighMark's quarterly report on the activity of the center's UAL Contribution Trust and reviewed it with the committee. Anne explained that the Investment objective is different than the PRMT and is a more conservative Income & Growth strategy. Less in equities more in fixed income because of shorter time horizon of investments. The report was followed by the asset allocation summary, holdings report by asset class, selected period performance, and economic data charts. As of July 22, 2021, the market value of the trust assets was \$4,868,923, an increase of \$111,268 since the last report dated April 21, 2021. The increase was due to gains in investments, and a deposit for the fees charged during the prior quarter. The average annualized rate of return (gross of fees) since inception to 6/30/2021 is 13.54%. The rate of return (net of fees) since inception to 06/30/2021 is 13.25%. The rate of return (net of fees) for the past one year is 13.83%.

Anne reviewed the Strategic Asset Allocation and showed different investment objectives based on return and risk. Kim recommended that the Center continue with its current investment strategy for the PRMT and UAL.

M/S/C (K. Rolfes/A. Quiles) to continue a balanced investment strategy for the Post Retirement Medical Trust portfolio, and a growth and income investment strategy for the Unfunded Accrued Liability Trust portfolio.

1) Update on FY2020-2021 Contribution to UAL and Disbursement to CalPERS

Kim reported that the Center recently made a contribution to the UAL trust account of approximately \$250,000 and disbursed this same amount to the CalPERS from the UAL Trust per the action approved by the Board on June 9th.

D. NLACRC's Quarterly PRMT Market Value History Report

Kim provided copies of the report, which reported the PRMT's market value for each quarter since its inception in September 2004. The report shows the market value, the total amount of NLACRC contributions to the PRMT, and the change in market value since the inception of the PRMT. As of June 30, 2021, the market value of the PRMT is \$32,476,061.17.

E. NLACRC's Quarterly CalPERS Unfunded Accrued Liability Trust Value

Kim provided copies of the report, which reported the UAL Trust's market value for each quarter since its inception in January 2020. The report shows the market value, the total amount of NLACRC contributions to the UAL Trust, the disbursements made from the UAL Trust, and the change in market value since the inception of the UAL Trust. As of June 30, 2021, the market value of the UAL Trust was \$4,477,131.81.

F. Quarterly PRMT Fees Report

Kim reported the PRMT Fees report was deferred because NLACRC has not yet received the quarterly fee invoice from US Bank.

G. Quarterly UAL Fees Report

Kim reported that UAL Fee report were deferred as NLACRC has not yet received the quarterly fee invoice from either USBank or Highmark.

H. Review Critical Calendar for Fiscal Year 2021-2022

The committee reviewed the “draft” Critical Calendar for Fiscal Year 2021-2022

M/S/C (R. Janka/A. Quiles) to approve the Committee Critical Calendar for FY2021-22.

V. Board Meeting Agenda Items

The following items were identified for the PRMT’s section of the August 11th board meeting agenda:

- A. Minutes of the July 28th Meeting
- B. Statement of Current PRMT Trust Value
- C. Statement of Current CalPERS UAL Trust Value
- D. PRMT Critical Calendar FY2021-22

VI. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, October 27th, at 5:30 p.m.

VII. Adjournment

Jeremy Sunderland adjourned the meeting at 6:23 p.m.

Submitted by,
Cheryl Blizin
Executive Assistant
[prmt_july28_2021]

POST RETIREMENT MEDICAL TRUST
Market Value History
September 30, 2004 through June 30, 2021

(A) Quarter Ended	(B) Market Value (Note A)	(C) Contributions	(D) Fees Payment Reimbursement	(E) Cumulative Contributions	(F) Net Change (B) - (E)	(G) Obligation at the end of year	(H) Service Costs and Actuarial Loss (Note B)	(I) Net Benefit Obligation (G) - (B) - (H)
6/30/2021	32,476,061.17	14,981,112.01	805,898.49	15,787,010.50	16,689,050.67	Pending		Pending
3/31/2021	30,881,909.86	14,932,280.06	740,256.33	15,672,536.39	15,209,373.47			
12/31/2020	29,864,190.06	14,932,280.06	706,197.16	15,638,477.22	14,225,712.84			
9/30/2020	27,184,546.51	14,932,280.06	672,813.12	15,605,093.18	11,579,453.33			
6/30/2020	25,025,730.08	14,932,280.06	643,117.31	15,575,397.37	9,450,332.71	63,387,477.00		38,361,747
3/31/2020	23,151,937.09	14,932,280.06	616,377.25	15,548,657.31	7,603,279.78			
12/31/2019	26,991,192.48	14,932,280.06	586,092.54	15,518,372.60	11,472,819.88			
9/30/2019	25,659,877.53	14,932,280.06	556,083.05	15,488,363.11	10,171,514.42			
6/30/2019	25,407,770.64	14,932,280.06	526,665.37	15,458,945.43	9,948,825.21	52,454,828.00		27,047,057
3/31/2019	24,681,251.82	14,932,280.06	498,041.92	15,430,321.98	9,250,929.84			
12/31/2018	22,750,076.18	14,932,280.06	471,519.69	15,403,799.75	7,346,276.43			
9/30/2018	24,754,120.10	14,932,280.06	442,868.28	15,375,148.34	9,378,971.76			
6/30/2018	24,047,856.89	14,932,280.06	415,236.62	15,347,516.68	8,700,340.21	46,426,713.00		22,378,856
3/31/2018	23,756,424.36	14,932,280.06	387,859.78	15,320,139.84	8,436,284.52			
12/31/2017	23,928,098.35	14,932,280.06	360,494.56	15,292,774.62	8,635,323.73			
9/30/2017	23,165,331.53	14,932,280.06	333,868.65	15,266,148.71	7,899,182.82			
6/30/2017	22,504,425.55	14,932,280.06	307,889.66	15,240,169.72	7,264,255.83	45,760,110		23,255,684
3/31/2017	22,063,191.18	14,932,280.06	282,344.87	15,214,624.93	6,848,566.25			
12/31/2016	20,217,597.26	14,609,319.00	258,395.69	14,867,714.69	5,349,882.57			

POST RETIREMENT MEDICAL TRUST
Market Value History
September 30, 2004 through June 30, 2021

(A) Quarter Ended	(B) Market Value (Note A)	(C) Contributions	(D) Fees Payment Reimbursement	(E) Cumulative Contributions	(F) Net Change (B) - (E)	(G) Obligation at the end of year	(H) Service Costs and Actuarial Loss (Note B)	(I) Net Benefit Obligation (G) - (B) - (H)
9/30/2016	19,958,834.42	13,785,174.00	234,650.27	14,019,824.27	5,939,010.15			
6/30/2016	19,384,955.41	13,785,174.00	211,620.21	13,996,794.21	5,388,161.20	49,459,087		30,074,132
3/31/2016	18,957,650.17	13,785,174.00	189,109.82	13,974,283.82	4,983,366.35			
12/31/2015	18,601,206.79	13,706,179.00	167,060.70	13,873,239.70	4,727,967.09			
9/30/2015	18,107,160.01	13,706,179.00	145,439.46	13,851,618.46	4,255,541.55			
6/30/2015	19,018,017.51	13,706,179.00	145,439.46	13,851,618.46	5,166,399.05	47,370,818		28,352,800
3/31/2015	19,149,903.03	13,690,179.00	145,439.46	13,835,618.46	5,314,284.57			
12/31/2014	18,469,996.94	13,390,179.00	145,439.46	13,535,618.46	4,934,378.48			
9/30/2014	17,993,607.38	13,390,179.00	145,439.46	13,535,618.46	4,457,988.92			
6/30/2014	17,798,665.12	12,990,179.00	145,439.46	13,135,618.46	4,663,046.66	40,265,597		22,466,932
3/31/2014	17,166,361.87	12,874,279.00	145,439.46	13,019,718.46	4,146,643.41			
12/31/2013	14,136,856.25	11,074,279.00	145,439.46	11,219,718.46	2,917,137.79			
9/30/2013	14,040,952.16	10,674,279.00	145,439.46	10,819,718.46	3,221,233.70			
6/30/2013	12,786,869.51	9,974,279.00	145,439.46	10,119,718.46	2,667,151.05	36,533,551		23,746,681
3/31/2013	12,832,688.19	9,960,179.00	145,439.46	10,105,618.46	2,727,069.73			
12/31/2012	11,153,372.04	8,865,179.00	145,439.46	9,010,618.46	2,142,753.58			
9/30/2012	10,994,759.59	8,865,179.00	145,439.46	9,010,618.46	1,984,141.13			
6/30/2012	10,522,360.20	8,815,179.00	145,439.46	8,960,618.46	1,561,741.74	36,001,927		25,479,567
3/31/2012	8,460,566.40	7,607,902.00	145,439.46	7,753,341.46	707,224.94			
12/31/2011	8,799,393.99	7,607,902.00	133,293.27	7,741,195.27	1,058,198.72			
9/30/2011	8,227,259.01	7,607,902.00	121,468.71	7,729,370.71	497,888.30			

POST RETIREMENT MEDICAL TRUST
Market Value History
September 30, 2004 through June 30, 2021

(A) Quarter Ended	(B) Market Value (Note A)	(C) Contributions	(D) Fees Payment Reimbursement	(E) Cumulative Contributions	(F) Net Change (B) - (E)	(G) Obligation at the end of year	(H) Service Costs and Actuarial Loss (Note B)	(I) Net Benefit Obligation (G) - (B) - (H)
6/30/2011	8,977,454.65	7,412,902.00	110,883.94	7,523,785.94	1,453,668.71	25,436,279		16,458,824
3/31/2011	7,302,925.50	5,777,902.00	99,559.75	5,877,461.75	1,425,463.75			
12/31/2010	7,009,509.24	5,777,902.00	89,252.74	5,867,154.74	1,142,354.50			
9/30/2010	6,564,685.61	5,777,902.00	79,720.77	5,857,622.77	707,062.84			
6/30/2010	6,057,022.65	5,777,902.00	70,765.15	5,848,667.15	208,355.50	25,087,477		19,030,454
3/31/2010	5,431,358.92	4,776,902.00	62,669.13	4,839,571.13	591,787.79			
12/31/2009	5,231,806.16	4,776,902.00	55,055.57	4,831,957.57	399,848.59			
9/30/2009	4,361,731.52	4,049,487.00	51,322.62	4,100,809.62	260,921.90			
6/30/2009	3,927,928.50	4,049,487.00	47,826.75	4,097,313.75	(169,385.25)	24,497,711		20,569,783
3/31/2009	3,540,603.35	4,049,487.00	44,662.79	4,094,149.79	(553,546.44)			
12/31/2008	3,075,682.95	3,360,000.00	41,492.49	3,401,492.49	(325,809.54)			
9/30/2008	3,498,140.33	3,360,000.00	38,639.65	3,398,639.65	99,500.68			
6/30/2008	3,723,104.42	3,360,000.00	35,500.58	3,395,500.58	327,603.84	23,999,545		20,276,441
3/31/2008	3,783,960.42	3,360,000.00	32,714.03	3,392,714.03	391,246.39			
12/31/2007	3,970,244.92	3,360,000.00	29,947.05	3,389,947.05	580,297.87			
9/30/2007	4,051,900.78	3,360,000.00	26,861.93	3,386,861.93	665,038.85			
6/30/2007	3,186,671.22	2,560,000.00	23,660.98	2,583,660.98	603,010.24	23,046,848		19,860,177
3/31/2007	3,070,638.39	2,560,000.00	21,192.64	2,581,192.64	489,445.75			
12/31/2006	3,021,148.74	2,560,000.00	18,782.32	2,578,782.32	442,366.42			
9/30/2006	2,855,589.76	2,560,000.00	15,656.75	2,575,656.75	279,933.01			
6/30/2006	1,956,711.04	1,750,000.00	12,928.95	1,762,928.95	193,782.09	20,443,657	11,569,936	6,917,010
3/31/2006	1,968,644.95	1,750,000.00	11,025.59	1,761,025.59	207,619.36			

POST RETIREMENT MEDICAL TRUST
Market Value History
September 30, 2004 through June 30, 2021

(A) Quarter Ended	(B) Market Value (Note A)	(C) Contributions	(D) Fees Payment Reimbursement	(E) Cumulative Contributions	(F) Net Change (B) - (E)	(G) Obligation at the end of year	(H) Service Costs and Actuarial Loss (Note B)	(I) Net Benefit Obligation (G) - (B) - (H)
12/31/2005	1,871,742.20	1,750,000.00	9,116.27	1,759,116.27	112,625.93			
9/30/2005	1,847,106.17	1,750,000.00	7,255.40	1,757,255.40	89,850.77			
6/30/2005	1,055,849.57	1,000,000.00	5,156.85	1,005,156.85	50,692.72	12,356,248	5,137,013	6,163,385
3/31/2005	1,034,705.70	1,000,000.00	3,753.92	1,003,753.92	30,951.78			
12/31/2004	745,659.50	700,000.00	2,186.51	702,186.51	43,472.99			
9/30/2004	700,555.89	700,000.00	779.43	700,779.43	(223.54)			
6/30/2004	-	-	-	-	-	11,878,805	6,266,747	5,612,058

Note A: Market Value is based on US Bank's quarterly "Periodic Cash-Basis Statement".

Note B: In accordance with SFAS No. 158, Employers' Accounting for Defined Benefit Pension and Other Post-Retirement Plans, adopted in 2007, all previously unrecognized actuarial gains or losses are reflected in the statement of financial position. The plan items not yet recognized as a component of periodic plan expenses, were included as a separate charge to net assets at June 30, 2007.

	<u>2006</u>	<u>2005</u>	<u>2004</u>
Prior service cost \$	4,621,293.00	\$ 4,951,386.00	\$ 5,281,479.00
Actuarial loss \$	6,948,643.00	\$ 185,627.00	\$ 985,268.00
	\$ 11,569,936.00	\$ 5,137,013.00	\$ 6,266,747.00

**Post Retirement Medical Trust
Contributions (04309)
September 30, 2004 through June 30, 2021**

Check Date	Fiscal Year	Check Number	Check Amount	Cumulative Contributions
6/23/2021	FY2019	3034208	48,831.95	14,981,112.01
2/16/2017	FY2015	3026187	322,961.06	14,932,280.06
1/19/2017	FY2015	1067451	824,145.00	14,609,319.00
3/16/2016	FY2014	3024408	78,995.00	13,785,174.00
5/19/2015	FY2013	3022789	16,000.00	13,706,179.00
3/16/2015	FY2013	3022449	300,000.00	13,690,179.00
9/10/2014	FY2013	3021556	400,000.00	13,390,179.00
3/4/2014	FY2013	3020586	500,000.00	12,990,179.00
1/15/2014	FY2013	3020303	1,000,000.00	12,490,179.00
9/16/2013	FY2013	1067412	700,000.00	11,490,179.00
5/20/2014	FY2012	1067422	40,900.00	10,790,179.00
4/9/2014	FY2012	3020781	75,000.00	10,749,279.00
3/4/2014	FY2012	3020588	100,000.00	10,674,279.00
1/15/2014	FY2012	3020306	200,000.00	10,574,279.00
10/7/2013	FY2012	3019802	400,000.00	10,374,279.00
5/8/2013	FY2012	3019121	14,100.00	9,974,279.00
2/20/2013	FY2012	3018720	1,000,000.00	9,960,179.00
2/20/2013	FY2011	3018731	95,000.00	8,960,179.00
9/5/2012	FY2011	3017918	50,000.00	8,865,179.00
4/4/2012	FY2011	3017189	1,207,277.00	8,815,179.00
9/16/2011	FY2010	1067369	195,000.00	7,607,902.00
6/13/2011	FY2010	3015898	635,000.00	7,412,902.00
3/30/2011	FY2010	3015580	1,000,000.00	6,777,902.00
5/19/2010	FY2009	3014212	1,001,000.00	5,777,902.00
9/30/2009	FY2008	3013153	727,415.00	4,776,902.00
1/14/2009	FY2007	3011887	689,487.00	4,049,487.00
6/27/2007	FY2006	3008828	800,000.00	3,360,000.00
7/12/2006	FY2005	3007036	810,000.00	2,560,000.00
6/30/2005	FY2004	1067175	750,000.00	1,750,000.00
12/21/2004	FY2003	3004402	300,000.00	1,000,000.00
6/30/2004	FY2002	1067149	700,000.00	700,000.00
Total			14,981,112.01	14,981,112.01

Post Retirement Medical Trust (04309)
Contributions for Fees
September 30, 2004 through June 30, 2021

A	B	C
Service "Fee" Period	Check Amount	Cumulative Contributions
04/1/21-06/30/21	34,867.82	805,898.49
01/1/21-03/31/21	34,059.17	771,030.67
10/1/20-12/31/20	30,774.34	736,971.50
06/1/20-09/30/20	33,384.04	706,197.16
04/1/20-06/30/20	29,695.81	672,813.12
01/1/20-03/31/20	26,740.06	643,117.31
10/1/19-12/31/19	30,284.71	616,377.25
07/1/19-09/30/19	30,009.49	586,092.54
04/1/19-06/30/19	29,417.68	556,083.05
01/1/19-03/31/19	28,623.45	526,665.37
10/1/18-12/31/18	26,522.23	498,041.92
07/1/18-09/30/18	28,651.41	471,519.69
04/1/18-06/30/18	27,631.66	442,868.28
01/1/18-03/31/18	27,376.84	415,236.62
10/1/17-12/31/17	27,365.22	387,859.78
07/1/17-09/30/17	26,625.91	360,494.56
04/1/17-06/30/17	25,978.99	333,868.65
01/1/17-03/31/17	25,544.79	307,889.66
10/1/16-12/31/16	23,949.18	282,344.87
7/1/16-09/30/16	23,745.42	258,395.69
4/1/16-06/30/16	23,030.06	234,650.27
1/1/16-03/31/16	22,510.39	211,620.21
10/1/15-12/31/15	22,049.12	189,109.82
7/01/15-9/30/15	21,621.24	167,060.70
1/1/12-3/31/12	12,146.19	145,439.46
10/1/11-12/31/11	11,824.56	133,293.27
7/1/11-9/30/11	10,584.77	121,468.71
4/1/11-6/30/11	11,324.19	110,883.94
1/1/11-3/31/11	10,307.01	99,559.75
10/1/10-12/31/10	9,531.96	89,252.74
7/1/10-9/30/10	8,955.62	79,720.78
4/1/10-6/30/10	8,096.02	70,765.16
1/1/10-3/31/10	7,613.56	62,669.14
10/1/09-12/31/09	3,732.95	55,055.58
7/1/09-9/30/09	3,495.87	51,322.63

Post Retirement Medical Trust (04309)
Contributions for Fees
September 30, 2004 through June 30, 2021

A	B	C
Service "Fee" Period	Check Amount	Cumulative Contributions
4/1/09-6/30/09	3,163.96	47,826.76
1/1/09-3/31/09	3,170.30	44,662.80
10/1/08-12/31/08	2,852.84	41,492.50
7/1/08-9/30/08	3,139.07	38,639.66
4/1/08-6/30/08	2,786.55	35,500.59
1/1/08-3/31/08	2,766.98	32,714.03
10/1/07-12/31/07	3,085.12	29,947.05
7/1/07-9/30/07	3,200.95	26,861.93
4/1/07-6/30/07	2,468.34	23,660.98
1/1/07-3/31/07	2,410.32	21,192.64
10/1/06-12/31/06	3,125.57	18,782.32
7/1/06-9/30/06	2,727.80	15,656.75
4/1/06-6/30/06	1,903.36	12,928.95
1/1/06-3/31/06	1,909.32	11,025.59
10/1/05-12/31/05	1,860.87	9,116.27
7/1/05-9/30/05	2,098.55	7,255.40
4/1/05-6/30/05	1,402.93	5,156.85
1/1/05-3/31/05	1,567.41	3,753.92
10/1/04-12/31/04	1,407.08	2,186.51
7/1/04-9/30/04	779.43	779.43
Total Fee Payments	805,898.49	805,898.49

NLACRC CalPERS Unfunded Accrued Liability ("UAL") Contribution Trust
Market Value History
January 1, 2020 through June 30, 2021

(A) Quarter Ended	(B) Market Value	(C) Contributions	(D) Reimbursement Of Bank Fees	(E) Disbursements	(F) Cumulative Contributions & Disbursements (C thru E)	(G) Net Market Change (B) - (F)	(H) Obligation at the end of year	(I) Net Benefit Obligation (H) - (G)
6/30/2021	\$4,477,131.81	\$3,348,700.00		(\$338,855.00)	\$3,009,845.00	\$1,467,286.81	Pending	Pending
3/31/2021	\$4,477,131.81	\$3,348,700.00	\$10,580.79	(\$338,855.00)	\$3,020,425.79	\$1,456,706.02		
12/31/2020	\$3,656,063.91	\$3,348,700.00	\$7,027.43	(\$338,855.00)	\$3,016,872.43	\$639,191.48		
9/30/2020	\$3,449,520.59	\$3,348,700.00	\$4,324.47	(\$338,855.00)	\$3,014,169.47	\$435,351.12		
6/30/2020	\$3,366,323.84	\$3,348,700.00	\$1,714.17	\$0.00	\$3,350,414.17	\$15,909.67	\$10,021,434.00	\$6,671,019.83
3/31/2020	\$3,348,700.00	\$3,348,700.00	\$0.00	\$0.00	\$3,348,700.00	\$0.00		

**NLACRC CalPERS Unfunded Accrued Liability ("UAL") Contribution Trust
Contributions**

January 1, 2020 through June 30, 2021

A Check Date	B Fiscal Year	C Check Number	D Check Amount	E Cumulative Contributions
1/16/2020	FY2018	3031968	3,348,700.00	3,348,700.00
Total			3,348,700.00	3,348,700.00

**NLACRC CalPERS Unfunded Accrued Liability ("UAL") Contribution Trust
Disbursements to CalPERS
January 1, 2020 through June 30, 2021**

A NLACRC Check Date	B US Bank Pay Date	C Fiscal Year	D Check Number	E Check Amount	F Cumulative Disbursements
7/29/2020	7/13/2020	FY2020-2021	3032836	(338,855.00)	(338,855.00)
Total				(338,855.00)	(338,855.00)

**NLACRC CalPERS Unfunded Accrued Liability ("UAL")
Contributions for the Reimbursement of Bank Fees
January 1, 2020 through June 30, 2021**

A	C	D
Service "Fee" Period	Check Amount	Cumulative Contributions
04/01/2021-06/30/2021		\$10,580.79
01/01/2021-03/31/2021	\$3,553.36	\$10,580.79
10/01/2020-12/31/2020	\$2,702.96	\$7,027.43
07/01/2020-09/30/2020	\$2,609.70	\$4,324.47
04/01/2020-06/30/2020	\$1,714.77	\$1,714.77
01/01/2020-03/31/2020	\$0.00	\$0.00
Total Contributions for Fees	\$10,580.79	\$10,580.79