



# **Board of Trustees Meeting**

Thursday, September 9, 2021

6:30 p.m.

**Via Zoom Technology**

**Packet #1**

North Los Angeles County Regional Center  
**Board Packet # 1**  
**September 9, 2021**  
Contents

1. **Purple:** (page 5)  
Consent Items
2. **Green:** (page 20)  
Performance Contract
3. **Yellow:** (page 48)  
Committee Action Items – Administrative Affairs Committee
4. **Blue:** (page 55)  
Committee Action Items – Executive Committee
5. **Orange:** (page 71)  
Committee Action Items – Government & Community Relations
6. **Pink:** (page 72)  
Additional Action Items – Administrative Affairs Committee
7. **Purple:** (page 89 )  
Administrative Affairs Committee
8. **Green:** (page 109 )  
Consumer Advisory Committee
9. **Yellow:** (page 111)  
Consumer Services Committee
10. **Blue:** (page 177 )  
Executive Committee
11. **Orange:** (page 129)  
Government & Community Relations Committee
12. **Pink:** (page 139)  
Vendor Advisory Committee

~ September 2021 ~

October ►

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

~ October 2021 ~

◀ September

November ▶

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					<b>1</b>	<b>2</b>
<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b> 11:00am-1:00 pm Consumer Advisory Committee Meeting	<b>7</b> 9:30 am Vendor Advisory Committee (full meeting)	<b>8</b>	<b>9</b>
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b> 4:00 pm Board Packet Review (Chatsworth Office) 6:00 pm Board Dinner (Santa Clarita Valley Office) 6:30 pm Board Meeting (San Clarita Valley Office) <b>Presentation of Performance Contract</b>	<b>14</b>	<b>15</b>	<b>16</b>
<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b> 6:00 pm Consumer Services  7:00 pm Government/Community Relations	<b>21</b> 10:00am-2:00 pm ARCA Executive Committee Mtg. 7:00 pm Self-Determination Advisory Meeting	<b>22</b> 10:00am-2:00 pm ARCA Executive Board of Directors Mtg.	<b>23</b>
<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b> 5:30 pm Post-Retirement Medical Trust Mtg. 6:15 pm Administrative Affairs Committee Meeting 7:15 pm Executive Committee Meeting	<b>28</b>	<b>29</b>	<b>30</b>
<b>31 Halloween</b>						

North Los Angeles County Regional Center  
**Board of Trustees Meeting - *Via Zoom***  
Thursday, September 9, 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**
5. **Public Input & Comments** (3 minutes)
6. **Consent Items**
  - A. Approval of Agenda (*Packet 1, Page 5*)
  - B. Approval of August 11<sup>th</sup> Board Meeting Minutes (*Packet 1, Page 8*)
7. **Performance Contract**
  - A. Performance Contract Public Meeting Requirements/Promotion/Results
  - B. Presentation of NLACRC’s Draft 2022 Performance Contract (*Packet 1, Page 20*)
8. **Committee Action Items**
  - A. Administrative Affairs Committee – Ana Quiles
    1. Revised Contract Policy and Board Support Policy (*Packet 1, Page 48*)
  - B. Executive Committee – Lety Garcia
    1. Angelina Martinez – Resubmission of Conflict of Interest Resolution Plan (*Packet 1, Page 55*)
    2. Board Member Responsibilities Policy (*Packet 1, Page 69*)
    3. Board/Staff Interaction Policy (*Packet 1, Page 70*)
  - C. Government & Community Relations Committee – Jeremy Sunderland

1. Revised Disability Community Organization, Service Provider & Elected Representative Visit Policy (*Packet 1, Page 71*)
2. Legucator Contract Amendment/Extension

**9. Additional Action Items**

A. Administrative Affairs Committee – Ana Quiles

1. Approval of Contracts

- a) Lisa Sandler (PL2071-785) (*Packet 1, Page 72*)
- b) Ternus Adult Living Supports (PL2066-055) (*Packet 1, Page 76*)
- c) Ternus Adult Living Supports (HL0962-880) (*Packet 1, Page 81*)
- d) Revised Master Board Resolution: Subcodes for CIE/PIP (*Packet 1, Page 85*)

**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 August 25<sup>th</sup> Meeting (*Packet 1, Page 89*)
- B. FY 2021-22 Financial Report (*Packet 1, Page 99* )
- C. FY 2020-21 Provider Relief Funds Financial Report
- D. Final FY2018-19 Financial Report

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

A. Minutes of the September 1<sup>st</sup> Meeting (*Packet 1, Page 109*)

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

- A. Minutes of the August 18<sup>th</sup> Meeting (*Packet 1, Page 111*)
- B. The Annual Legislative Training is held in lieu of a September 21<sup>st</sup> Meeting

**16. Executive Committee – Lety Garcia**

- A. Minutes of the August 25<sup>th</sup> Meeting (*Packet 1, Page 117*)
- B. Executive Director’s Evaluation Process - *Deferred*
- C. Executive Director Negotiating Committee
- D. FY 21-22 Board Training Plan (*Packet 1, Page 125*)
- E. FY 21-22 Board Composition Survey (*Packet 1, Page 126*)

F. Letter of Support for AB 118 (*Packet 1, Page 127*)

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

- A. Minutes of the August 18<sup>th</sup> Meeting (*Packet 1, Page 129*)
- B. Legislative Educators' Report (*Packet 1, Page 133*)
- C. Recognition of Caroline Mitchell – NLACRC Instagram Account
- D. AV Hispanic Chamber of Commerce Membership/Application
- E. The Annual Legislative Training is held in lieu of a September 21<sup>st</sup> Meeting

**18. Nominating Committee – Caroline Mitchell (No report)**

**19. Post-Retirement Medical Trust Committee – Lety Garcia (No report)**

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

- A. Status of Strategic Planning Consultant Proposal Process

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

- A. Minutes of the August 5<sup>th</sup> Meeting – (*Packet 1, Page 139*)

**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, September 16<sup>th</sup> at 1:30 p.m. via Zoom “Fair Hearing Process”
- B. Next Meeting: Wednesday, October 16<sup>th</sup> at 6:30 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 (NLACRC), Inc., a nonprofit corporation, held their regular board meeting via Zoom on August 11, 2021.

Trustees Present

Nicholas Abrahms  
Cathy Blin  
Christina Cannarella  
David Coe  
Marianne Davis  
Leticia Garcia  
Gabriela Herrera  
Sharoll Jackson  
Jennifer Koster  
Angelina Martinez  
Lillian Martinez  
Caroline Mitchell  
Ana Quiles  
Alma Rodriguez  
Rocio Sigala  
Jennifer Siguenza  
Jeremy Sunderland  
Deshawn Turner  
Curtis Wang

Trustees Absent

Sylvia Brooks Griffin

Staff Present

Gabriela Eshrati  
Ruth Janka  
Michele Marra  
Kim Rolfes  
Dr. Jesse Weller  
Liliana Windover  
Sandra Rizo  
Cristina Preuss  
Cheryl Blizin  
Tiffany Jones-  
Newman  
Dr. Michael  
Fernandez

Guests Present

Victoria Berry, FFRC  
Diane Berstein  
Kimberly Bermudez, 24  
Hour Home Care  
Cliff Hathaway, Keolis  
Perla Zuniga, DDS  
Amparo Dallas  
Bob Boden  
Josefina Romo  
Juan Maldonado  
Enrique Rogel  
Claudia Sicairos Beltran  
Anna Hamilton  
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 6:31 p.m.

**2. Housekeeping**

A. Spanish Interpretation Available

- Board members were asked to keep questions to the end of any presentation when speaker is presenting on a subject matter and to raise their hand if they wish to speak. This method will help to streamline the process and end our meetings in a timely manner.



- 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

Board Members attendance was taken.

**4. Introductions**

In an effort to help the board become more familiar with each other, the following volunteers give a brief introduction of themselves.

- Marianne Davis, Second Vice President of the Board of Trustees and Chair of the Strategic Planning Committee

Marianne worked on a Library setting for 10 years. She comes with a public health background. She also worked 40 years helping veterans in the disability field. She is also a board member of the San Fernando Audubon Society. Marianne's favorite song is Shake it Off by Taylor Swift.

- Dr. Michael Fernandez, Diversity, Equity and Inclusion Supervisor

Dr. Fernandez' background is in education with 20 years' experience in this field, working primarily with marginalized students with disabilities. Dr. Fernandez also served in the Marine Corps. He earned his bachelor at Cal State Fullerton and pursued his Ph.D. in Chapman University. His focus in NLACRC has been to understand the organization's vision, mission and goals. Dr. Fernandez's favorite song is Sgt Pepper by The Beatles.

**5. Public Input & Comments** (3 minutes)

- Request made to send meeting invites regarding our Board meetings directly to the board member's calendar, instead of sending emails because use of both may create confusion.
- Request made for board to assist with LVN recruitment as providers are

having difficulty recruiting LVNs. Observation shared regarding the decrease in children participating in early start this past year and an inquiry if this issue is being addressed.

## 6. Consent Items

- A. Approval of Revised Agenda (Packet 2, Page 3)

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

- B. Approval of the June 9<sup>th</sup> Board Meeting Minutes (Packet 1, Page 9)

**M/S/C** (J. Sunderland/A. Martinez) To approve the minutes of the June 9<sup>th</sup> meeting as presented.

## 7. Committee Actions

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

1. Approval of Contracts

- a. Maxim (PL10125-062) (Packet 1, page 21) – *Deferred*
- 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)

**M/S/C** (J. Sunderland/G. Herrera) To authorize the execution of the contracts for Elwyn Quartz, RSCR Laurel, Master Board Resolution Extension of COVID Subcodes and COVID Contracts as presented.

- B. Consumer Services Committee – Gabriela Herrera

1. AB 637 Proposal (*Packet 1, Page 46*)

A PowerPoint presentation was provided regarding the AB 637 Proposal to change the Rate Model Adult Residential Facilities for Persons with Special Healthcare Needs (ARFPSHN).

The center would like to conduct a public meeting in order to present this proposal, obtain the public's feedback, and then present it to the board for their final review and approval. If this proposal is approved by the Board, it will be submitted to DDS for their review and approval.

**M/S/C** (M. Davis/J. Sunderland) To move forward to conduct a public meeting and begin the process to solicit the rate model from DDS.

C. Executive Committee – Lety Garcia

Nominating Committee proposed an additional applicant should a position on the board open. A vote was held to fill the vacant seat.

**M/S/C** (A. Quiles/J. Sunderland) To elect Cathy Blin to the Board of Trustees.

Cathy was immediately seated on the board.

D. Post-Retirement Medical Trust Committee (PRMT) – Lety Garcia

1. Approval of FY 2021-2022 Critical Calendar (*Packet 1, Page 59*)

**M/S/C** (A. Quiles/C. Wang) To approve the PRMT Committee Critical Calendar for FY 2021-22 as presented.

E. Strategic Planning Committee – Marianne Davis

1. Approval of New 3 Year Strategic Plan
2. Approval to Hire a Strategic Planning Consultant
  - a. Recommendation: Deirdre Maloney, Making Momentum

To seek approval from the Board to develop a new 3-year strategic plan and to seek the assistance of a planning consultant.

**M/S/C** (A. Martinez/C. Wang) To create a new 3-year strategic plan and to hire a strategic planning consultant.

## **8. Additional Actions Items**

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

1. Approval of Contracts
  - a. Strategic Concepts ILS (HL0951-520) (Packet 1, Page 60)

**M/S/C** (J. Sunderland/M. Davis) To seek authorization to execute contract with this vendor.

## **9. National Core Indicators (NCI) Child Family Survey FY 2018-19 Presentation**

An NCI PowerPoint presentation was provided to the members of this committee. The NCI is a survey conducted by the Department of Developmental Services (DDS) to assess performance services in support to people with developmental disabilities served by the regional centers. It is a statutory requirement, and it has been in place since 2010, in order to analyze how the services are being conducted, if people are having access to services, and how people with developmental disabilities and their families feel about the services they receive.

In July 2021, DDS also released an NCI dashboard in their website which allows the public to view the service responses by regional center.

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

A. Report on ARCA Meetings

The board's ARCA Delegate highlighted some of the funding strategies dedicated to the developmental disabilities services system included in the American Rescue Plan and reported that the next ARCA Academy regarding "*How services and supports meet the needs of infants and toddlers*" will be held on **Tuesday, September 14<sup>th</sup>, from 6-7:30 pm.**

11. **Executive Director's Report** – Ruth Janka (Packet 2, Page 7)

The executive director's report included information of this year Trailer Bill Language (TBL) and the budget allocation positions that the center will be implemented. Some of the highlights included in the TBL are:

- o Remote Electronic IFSP meetings and early intervention services
- o Remote IPP meetings, if requested by consumer/parent
- o Group Homes for Children Special Healthcare Needs
- o Vendored Group Homes Placements for consumers in Fostercare and Probation
- o Provisional Eligibility
- o Enhanced Language Access and Cultural Competency Initiative
- o Camping, Social Recreation, Education Services, and Alternative Nonmedical Therapies
- o Caseload Ratio Public Meeting requirement
- o Semi-Annual Reporting to DDS re: New CSC Hires (Oct 10 and Mar 10)
- o Service Provider Rate Increases
- o Out of State funding approval (extended timeframe)
- o DDS Contractor to evaluate disparity efforts
- o RC performance improvement indicators
- o DSP Pay Differentials
- o SDP – additional requirements
- o CIE/PIP

The report also included information on the Electronic Visit Verification effective January 1, 2022, COVID-19 statistics, return to workspace information, status of in-person monitoring visits and meetings, DDS guidance/directives and an update of the

Center's operations activities. Attached to the Director's report were the Center's monthly quality assurance, consumer statistics, and special incident reports.

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

A report regarding the Self Determination Program as of July 2021 was presented to the members of this committee. Some of the highlights presented were as follows:

NLACRC Statistics

Participants have completed Orientation: 293

Total number of budgets that are certified: 59

Total number of budgets that are in the certification process: 32

Total number of spending plans that are approved: 55

Total number of spending plans in progress: 4

Total number of PCP's completed: 70

Total number of participants that have transitioned into SDP: 55

Self Determination officially launched on June 7, 2021 and will be open to any Lanterman eligible served by the regional center. In addition, NLACRC continues to conduct monthly informational meetings.

Information was also provided regarding NLACRC SDP allocations for FY 2019-20 and FY 2020-21, RFPs and the Self Determination Workbook, anticipated to be released by September 30, 2021.

The next Self Determination Local Volunteer Advisory Committee has been scheduled on August 19, 2021 at 7:00 pm.

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

A. Minutes of the July 28<sup>th</sup> Meeting (*Packet 1, Page 64*)

The minutes were included in the meeting packet. Please see Ana with any questions.

B. FY 2020-21 Financial Report (*Packet 1, Page 76*)

The June FY20-21 financial report showed that the NLACRC's operations budget was \$60.2 million and purchase of service (POS) budget was \$589.9 million. The Center's budget for FY 2020-21 was a total of \$650.2 million. We are currently projecting a surplus in our POS budget.

B. FY 2020-21 Provider Relief Funds Financial Report (*Packet 1, Page 85*)

No questions were raised; the committee chair offered to address subsequent questions individually should they arise.

C. Revised Contract Policy and Board Support Policy (*Packet 1, Page 86*)

No questions raised and the committee chair offered to address questions individually should they arise.

E. Human Resources Reports (*Packet 1, Page 93*)

1. July 2021 Report
2. 4<sup>th</sup> Quarter Report

No questions raised and the committee chair offered to address questions individually should they arise.

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

New statutory requirement was enacted on March 24, 2011, 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. 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).

A selection committee will begin the selection process, and in April 2022, a contract will be provided to the Board for approval of the new CPA.

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

- A. Minutes of the June 2<sup>nd</sup> Meeting (*Packet 1, Page 98*)
- B. Minutes of the August 4<sup>th</sup> Meeting (*Packet 2, Page 65*)

The minutes were included in the meeting packet and questions regarding the materials are directed to the committee chair.

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

- A. Minutes of the July 21st Meeting (*Packet 2, Page 67*)
- 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*)

The minutes and reports were included in the meeting packet and questions regarding the materials are directed to the committee chair.

**16. Executive Committee – Lety Garcia**

- A. Minutes of the June 24th Special Meeting (*Packet 1, Page 125*)

The minutes were included in the meeting packet and questions regarding the materials are directed to the committee chair.

- B. Minutes of the July 28th Meeting (*Packet 2, Page 74*)

The minutes were included in the meeting packet and questions regarding the materials are directed to the committee chair.

- C. Whistleblower Policy and Acknowledgement (*Packet 2, Page 81*)

On an annual basis, NLACRC is required to provide this policy to all Board members. Policy was reviewed with the members of this committee.

**17. Government & Community Relations Committee (GCRC)– Jeremy Sunderland**



- A. Minutes of the July 21st Meeting (Packet 2, Page 88)

The minutes were included in the meeting packet and questions regarding the materials are directed to the committee chair.

- B. Legucator Report - (Addendum to Packet 2, Page 91a)

This report was included in the meeting packet and questions regarding the materials are directed to the committee chair.

- C. Draft Legislative Platform Guiding Principles (Packet 2, Page 92)

A draft of the Legislative Platform Guiding Principles was presented to this committee. During the GCRC on July 21<sup>st</sup>, it was recommended to insert the word “**consumer and**” into the 3<sup>rd</sup> bullet of the guiding principles. Additional modification or feedback should be provided to Michele Marra prior to the next Board Meeting in September 2021.

- D. Legislative Town Hall Update

During the GCRC on July 21<sup>st</sup>, it was recommended to provide an update to the Board regarding NLACRC’s plan for a legislative town hall. The Center is looking at having a legislative town hall in September or October. The platform will be done via zoom, and the focus will be legislative priorities, advocacy for federal funding, affordable housing, direct services staff/wages, among other topics.

**18. Nominating Committee – *No Report***

**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)

The minutes and statements were included in the meeting packet and questions regarding the materials are directed to the committee chair.

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

- A. Minutes of the August 2nd Meeting (Packet 2, Page 93)
- B. 4th Quarter Report on CIE/PIP Activities (Packet 2, Page 96)
- C. 4th Quarter Report on Program Closures (Packet 2, Page 97)
- D. 4th Quarter Report on New Vendorizations (Packet 2, Page 98)
- E. DEI Policy Steering Committee

The minutes and reports were included in the meeting packet. Strategic Planning Committee has taken and action to establish a DEI Steering Committee; any subsequent questions regarding the information or steering committee are directed to the committee chair.

**21. Vendor Advisory Committee (VAC)**

- A. Minutes of the June 3rd Meeting (Packet 2, Page 99)
- B. Minutes of the August 5th Meeting – *Defer*

The minutes were included in the meeting packet and questions regarding the materials are directed to the committee chair.

**22. Old Business/New Business**

- A. Board and Committee Meeting Attendance Sheets (sent via email)
- B. Board and Committee Meetings Time Report (*sent via email*)
- C. Updated Acronyms Listing (*Packet 2, Page 110*)
- D. Meeting Evaluation (*Packet 2, Page 116*)

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

- A. Next Town Hall: Thursday, August 19th at 1:30 pm via Zoom “Transition Age Services”
- B. Next Board Meeting: Thursday, September 9th at 6:30 pm via zoom.

Public input included the impact of COVID19 on parent's decisions regarding their children's education, including keeping children home on independent study instead of returning to in-person instruction and the impact to families.

- Additional public input included the current major crisis due to the shortage of LVNs and the need for strategies to recruit LVNs to serve our community.

#### **24. Executive Session**

- A. Lease Update
- B. Personnel Update

**M/S/C** (L. Martinez/A.Quiles) To go into executive session.

#### **25. Adjournment**

Adjourned at 9:13 p.m.

Submitted by,

*Liliana Windover*

Liliana Windover  
Executive Administrative Assistant

for:

Lillian Martinez  
Board Secretary

[badmin.aug11.2021]



**Public Policy Performance Measures (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Statewide Average June 2020</i>	<i>NLACRC June 2020</i>	<i>Statewide Average June 2021</i>	<i>NLACRC June 2021</i>	<i>Activities Summary</i>
1.	<b>Decrease the number of individuals who reside in institutional settings</b>	<b>Number and percent of Regional Center consumers in institutional settings, such as state hospitals, Developmental Centers, etc.</b>	0.08% 266	0.06% 17	0.07% 255	0.05% 14	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities:</p> <ul style="list-style-type: none"> <li>• Continues to implement the Community Placement Plan (CPP) and Community Resource Development Plan (CRDP), which identify the current needs and services of individuals receiving secure treatment in developmental centers. The plans identify specific ways of meeting those needs through residential placement, day programs, supplemental supports, including transportation, 1-to-1 assistance, specialized medical, dental, and any other identified needs.</li> <li>• Within the available service codes and with the assistance of the Department of Developmental Services (DDS), NLACRC will design services and identify supports that are essential to meeting the consumer's needs prior to the consumer moving into the community.</li> <li>• Continues to work closely with the developmental centers to plan for the transition of individuals who are ready for smaller, community-based living arrangements.</li> </ul>

**Public Policy Performance Measures (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Statewide Average June 2020</i>	<i>NLACRC June 2020</i>	<i>Statewide Average June 2021</i>	<i>NLACRC June 2021</i>	<i>Activities Summary</i>
1.	(cont'd)						<ul style="list-style-type: none"> <li>• Inform families, developmental center staff, and consumers about all choices available, and encourage them to evaluate all options.</li> <li>• Inform court personnel about the community resources available to them.</li> <li>• Conduct outreach and give information to community providers interested in serving this specialized population through partnership meetings and through RFPs (Request for Proposal process).</li> <li>• Provide New Staff Orientation (NSO) on Residential Living Options focused at teaching new service coordinators how to work with consumers and their families to provide the resources needed to reside in home settings.</li> </ul>
2.	<b>Maintain the percentage of children who reside with families in their homes</b>	<b>Number and percent of minors residing with families</b> <ul style="list-style-type: none"> <li>• own home parent/guardian</li> <li>• foster family</li> </ul>	99.48% 177,196  96.71% 172,258  2.77% 4,938	99.63% 14,987  95.37% 14,346  4.26% 641	99.53% 182,139  96.70% 176,969  2.83% 5,170	99.65% 15,310  94.96% 14,590  4.69% 720	North Los Angeles County Regional Center (NLACRC) will engage in the following activities: <ul style="list-style-type: none"> <li>• Provide training on an ongoing basis to Service Coordinators on family support options available through the regional center and generic resources, including Participant Directed Services and In-Home Supportive Services.</li> </ul>

**Public Policy Performance Measures (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Statewide Average June 2020</i>	<i>NLACRC June 2020</i>	<i>Statewide Average June 2021</i>	<i>NLACRC June 2021</i>	<i>Activities Summary</i>
2.	(cont'd)						<ul style="list-style-type: none"> <li>• Provide training to Service Coordinators about how to discuss and plan with families about family support options using a person-centered, culturally sensitive process.</li> <li>• Continue to develop resources that provide family support options to support families.</li> <li>• Have family support information accessible on the Center's website and in a printed format for consumers, families, service providers and others.</li> <li>• Provide all information in plain language, translated into Spanish.</li> <li>• Make resources available on the website and in printed format about services and support available to adults who reside in home settings.</li> <li>• Provide New Staff Orientation (NSO) courses focused at teaching new Service Coordinators the importance of supporting families to maintain the percentage of children residing with families.</li> <li>• Provide ongoing training on an ongoing basis to Service Coordinators on the Self Determination Program.</li> </ul>

**Public Policy Performance Measures (Required)**

	<b>Goal</b>	<b>Measure</b>	<b>Statewide Average June 2020</b>	<b>NLACRC June 2020</b>	<b>Statewide Average June 2021</b>	<b>NLACRC June 2021</b>	<b>Activities Summary</b>
3.	<b>Increase the number of adults who reside in home settings</b>	<b>Number and percent of adults residing in home settings:</b> <ul style="list-style-type: none"> <li>• Independent Living Services (ILS)</li> <li>• Supported Living Services (SLS)</li> <li>• Adult Family Home Agency home</li> <li>• Home of parent or guardian</li> </ul>	81.25% 14,260	83.60% 9,808	82.20% 148,277	84.90% 10,332	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities:</p> <ul style="list-style-type: none"> <li>• Provide ongoing training to Service Coordinators about services to support home setting options available to consumers to live in the family home or home-like settings.</li> <li>• Provide training to Service Coordinators about how to discuss and provide information to families on residential options using a person-centered, culturally sensitive process.</li> <li>• Conduct a Supported Living Services orientation for consumers and families at least once per month.</li> <li>• Develop Independent Living Service and Supported Living Service resources as needed to support adequate consumer choice in providers.</li> <li>• Develop family support options to ensure that families have options for supports that they need when the Individual Program Plan objective is for the adult to continue to live in the family home.</li> </ul>

**Public Policy Performance Measures (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Statewide Average June 2020</i>	<i>NLACRC June 2020</i>	<i>Statewide Average June 2021</i>	<i>NLACRC June 2021</i>	<i>Activities Summary</i>
3.	(cont'd)						<ul style="list-style-type: none"> <li>• Work with Family Home Agencies to develop family home living arrangements that will meet the needs of our catchment area.</li> <li>• Have resources accessible on the website and in printed format about services and support available to adults who reside in home settings.</li> <li>• Provide all information in plain language, translated into Spanish.</li> <li>• Engage in legislative advocacy for increased affordable housing in partnership with ARCA and interested stakeholders.</li> <li>• Provide ongoing training on an ongoing basis to Service Coordinators on the Self Determination Program and IHSS services.</li> </ul>
4.	<b>Decrease the percentage of children living in larger facilities</b>	<b>Number and percent of minors living in facilities serving greater than 6</b> <ul style="list-style-type: none"> <li>• Intermediate Care Facilities (ICF)</li> </ul>	0.04% 68	0.01% 1	0.03% 59	0.01% 2	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities:</p> <ul style="list-style-type: none"> <li>• Ensure Service Coordinators understand the Center's priority to support families in caring for children in the family home.</li> </ul>
			0.02% 35	0.00% 0	0.02% 30	0.00% 0	



**Public Policy Performance Measures (Required)**

	<b>Goal</b>	<b>Measure</b>	<b>Statewide Average June 2020</b>	<b>NLACRC June 2020</b>	<b>Statewide Average June 2021</b>	<b>NLACRC June 2021</b>	<b>Activities Summary</b>
4.	(cont'd)	<ul style="list-style-type: none"> <li>Skilled Nursing Facilities (SNF)</li> <li>Community Care Facilities (CCF)</li> </ul>	0.00% 5	0.00% 0	0.00% 7	0.01% 1	<ul style="list-style-type: none"> <li>Provide training on an ongoing basis to Service Coordinators as well as through new staff orientation training modules regarding placement options and assessing medical and the health needs of consumers.</li> <li>Service Coordinators will discuss and provide information about options to families using a person-centered, culturally sensitive process.</li> <li>Provide all information in plain language, translated into Spanish. Conduct resource development efforts to ensure that there are adequate resources available in smaller settings whenever possible.</li> </ul>
5.	<b>Decrease the percentage of adults living in larger facilities</b>	<b>Number and percent of adults living in facilities serving greater than 6</b> <ul style="list-style-type: none"> <li>Intermediate Care Facilities (ICF)</li> </ul>	2.06% 3,618	2.56% 300	1.84% 3,323	2.23% 271	North Los Angeles County Regional Center (NLACRC) will engage in the following activities: <ul style="list-style-type: none"> <li>Provide training on an ongoing basis to Service Coordinators as well as through new staff orientation training modules.</li> <li>Service Coordinators will discuss and provide information on options to families using a person-centered, culturally sensitive process.</li> </ul>

<b>Public Policy Performance Measures (Required)</b>							
	<b>Goal</b>	<b>Measure</b>	<b>Statewide Average June 2020</b>	<b>NLACRC June 2020</b>	<b>Statewide Average June 2021</b>	<b>NLACRC June 2021</b>	<b>Activities Summary</b>
5.	(cont'd)	<ul style="list-style-type: none"> <li>• Skilled Nursing Facilities (SNF)</li> <li>• Community Care Facilities (CCF)</li> </ul>	0.61% 1,068	0.59% 69	0.55% 985	0.53% 65	<ul style="list-style-type: none"> <li>• Conduct resource development efforts to provide living arrangements in smaller settings whenever possible.</li> <li>• Continue to promote access and review of our Service Standards, specific to family supports available on our NLACRC website for consumers, families, services providers, and other stakeholders.</li> <li>• Provide New Staff Orientation (NSO) courses focused at teaching new Service Coordinators about the importance of supporting adults to live in integrated, home-like settings rather than larger facilities.</li> </ul>

<b>Public Policy Performance Measures - Employment (Required)</b>			
	<b>Goal</b>	<b>Measure</b>	<b>Activities Summary</b>
6.	Increase the percentage of adult consumers that are employed in integrated	Separate measures for this goal are included below as numbers 6a. through 6d. See below for data on each separate measure.	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities:</p> <ul style="list-style-type: none"> <li>• Service Coordinators will share information about Competitive Integrated Employment (CIE) and the Paid Internship Program (PIP) with their consumers and families during the individualized program planning process.</li> </ul>

**Public Policy Performance Measures - Employment (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Activities Summary</i>
	<p><b>settings with competitive wages.</b></p>		<ul style="list-style-type: none"> <li>• Work with vendors to support the creation of internship programs leading to employment.</li> <li>• Provide training to all adult unit and transition unit staff on the benefits of working (Department of Rehabilitation training) to help consumers understand their options. Begin to work with DOR and establish to refer to their SIP State Internship Program (SIP) and State Employment Initiative (SEP).</li> <li>• Continue partnership meetings for monitoring Local Partnership Agreements (LPAs), for both San Fernando Valley and Santa Clarita Valley/Antelope Valley.</li> <li>• Work with the school districts, transition coordinators, special education administrators and supported employment agencies to help facilitate a smooth transition from the school to work environment.</li> <li>• Case management participation in the Individual Transition Plan (ITP) and Individual Education Plan (IEP).</li> <li>• Continue to organize annual transition fairs in all three valleys so that consumers and their parents have the opportunity to learn about services, service providers, and employment opportunities in their respective communities in preparation for their student leaving high school.</li> <li>• Work with the NLACRC Vendor Advisory Committee to continue implementation of our Board's Employment First Policy.</li> <li>• Continue to partner with supported employment vendors and Department of Rehabilitation (DOR) through consistent participation in the Supportive Employment Committee meetings.</li> <li>• Work with vendors to complete program design addendums to add incentive bonuses for competitive integrated employment.</li> </ul>

**Public Policy Performance Measures - Employment (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Activities Summary</i>
6.	<i>(cont'd)</i>		<ul style="list-style-type: none"> <li>• Provide an annual report to the DDS on metrics required for the Competitive Integrated Employment (CIE) and Paid Internship Programs (PIP). These programs continue to be promoted to support vendors in assisting consumers to achieve their employment outcomes.</li> <li>• Develop a system to identify individuals who are competitively employed and individuals with employment goals.</li> <li>• Utilize our website and social media platforms to provide employment information and resources to consumers, families, and providers.</li> <li>• Provide all information in plain language, translated into Spanish.</li> <li>• Host a Town Hall on Employment.</li> <li>• Collaborate with American Job Centers in California (AJCC) as a potential resource to find job opportunities for consumers.</li> </ul>

**Public Policy Performance Measures - Employment (Required)**

**Measures for Goal 6:**

6a.	<i>Measure</i>	<i>Jan. through Dec. 2018 CA</i>	<i>Jan. through Dec. 2018 NLACRC</i>	<i>Jan. through Dec. 2019 CA</i>	<i>Jan. through Dec. 2019 NLACRC</i>
	<p><b><u>(Consumer earned income (ages 16 and above)From Employment Development Department [EDD])</u></b></p> <p><b>Quarterly number of consumers with earned income</b></p> <p><b>Percentage of consumers with earned income</b></p> <p><b>Average annual wages for consumers</b></p>	<p>27,526</p> <p>16%</p> <p>\$10,317</p>	<p>1,597</p> <p>14%</p> <p>\$12,194</p>	<p>28,170</p> <p>16%</p> <p>\$11,327</p>	<p>1,689</p> <p>14%</p> <p>\$13,334</p>
6b.	<i>Measure</i>	<b>2018</b>			
	<p><b><u>(From Cornell University Disability Status Report)</u></b></p> <p><b>Annual earnings of consumers ages 16-64 compared to people with all disabilities in California.</b></p> <p><i>(*Data for 2018 is the most recent available. The Cornell University 2019 Disability Status Report was not available at the time that this report was finalized.)</i></p>	<p>\$47,600</p>			

<b>Public Policy Performance Measures - Employment (Required)</b>					
<b>6c.</b>	<b>Measure</b>	<b>July 2014 - June 2015 Statewide</b>	<b>July 2014 - June 2015 NLACRC</b>	<b>July 2017 – June 2018 Statewide</b>	<b>July 2017 – June 2018 NLACRC</b>
	<p><b>(From National Core Indicator (NCI) Adult Consumer Survey)</b>  <b>Percentage of adults who reported having integrated employment as their goal in their IPP.</b></p> <p><i>(Note: Data is not available for 2016 because the NCI Surveys are conducted every three years.)</i></p>	27%	28%	29%	26%
<b>6d.</b>	<b>Measure</b>	<b>2018-19 CA Avg.</b>	<b>2019-20 NLACRC Avg.</b>	<b>2018-19 CA Avg.</b>	<b>2019-20 NLACRC Avg.</b>
	<p><b>(From data collected manually from service providers by regional centers)</b>  <b>Number of adults who were placed in competitive integrated employment following participation in a Paid Internship Program.</b></p> <p><b>Percentage of adults who were placed in competitive, integrated employment following participation in a Paid Internship Program.</b></p> <p><b>Average hourly or salaried wages and for adults who participated in a Paid Internship Program.</b></p> <p><b>Average hours worked per week for adults who participated in a Paid Internship Program.</b></p> <p><b>Average wages for adults engaged in competitive, integrated employment, on behalf of whom incentive payments have been made.</b></p>	9  13%  \$12.45  17  \$12.76	3  7%  \$13.34  16  \$13.30	8  9%  \$13.31  16  \$13.52	5  11%  \$13.78  15  \$14.08

**Public Policy Performance Measures - Employment (Required)**

6d.	Measure	2018-19 CA Avg.	2018-19 NLACRC Avg.	2019-20 CA Avg.	2019-20 NLACRC Avg.
	<p><b><u>(From data collected manually from service providers by regional centers) (cont'd)</u></b>  <b>Average hours worked for adults engaged in competitive, integrated employment, on behalf of whom incentive payments have been made.</b></p> <p><b>Total # of incentive payments made for the fiscal year for the following amounts.</b></p> <p style="text-align: right;"><b>Incentive amount:</b></p> <p style="text-align: right;">\$1,500</p> <p style="text-align: right;">\$1,250</p> <p style="text-align: right;">\$1,000</p>	<p style="text-align: center;">22</p> <p style="text-align: center;">27</p> <p style="text-align: center;">39</p> <p style="text-align: center;">43</p>	<p style="text-align: center;">22</p> <p style="text-align: center;">41</p> <p style="text-align: center;">47</p> <p style="text-align: center;">41</p>	<p style="text-align: center;">21</p> <p style="text-align: center;">22</p> <p style="text-align: center;">28</p> <p style="text-align: center;">34</p>	<p style="text-align: center;">20</p> <p style="text-align: center;">27</p> <p style="text-align: center;">33</p> <p style="text-align: center;">36</p>

**Public Policy Performance Measures – Related to Reducing Disparities and Improving Equity in Purchase of Services  
(Two Required)**

	<b>Goal</b>	<b>Measure</b>	<b>Activities Summary</b>
7.	<b>Ensure that consumers and families have access to services and supports regardless of age, diagnosis, ethnicity, or language</b>	<p><b>Indicator showing the relationship between annual authorized services and expenditures by individual's residence type and ethnicity</b></p> <p><b>Data for this measure that is separated by residence type is included below as numbers 7a. through 7f. See below for this data.</b></p>	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities for all three measures to reduce disparities and improve equity:</p> <ul style="list-style-type: none"> <li>• Train all staff on cultural sensitivity and humility and socioeconomic family issues that impact accessing regional center services; provide training on an ongoing basis.</li> <li>• Add cultural sensitivity and humility training to the New Staff Orientation; require all new employees to attend this module.</li> <li>• Share NLACRC-developed cultural sensitivity and humility training materials with NLACRC service provider community.</li> <li>• Implement the Language Access Plan that will support consumers and families in having access to service and supports.</li> <li>• Modify existing materials regarding regional center services to include descriptions of the services.</li> <li>• Create a Diversity, Equity, and Inclusion unit at NLACRC.</li> <li>• Develop a Diversity, Equity, and Inclusion policy.</li> <li>• Continue to implement the Parent Mentor Project, which allows for a parent or family member of a consumer to become part of NLACRC staff to help families utilize and increase their access to regional center services.</li> </ul>



**Public Policy Performance Measures – Related to Reducing Disparities and Improving Equity in Purchase of Services  
(Two Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Activities Summary</i>
7.	<i>(cont'd)</i>		<ul style="list-style-type: none"> <li>• Continue with NLACRC’s Disparity Committee and continue Cafecito Entre Nos event for Spanish-speaking families to facilitate the gathering of information regarding barriers to accessing services and identify strategies/solutions.</li> <li>• Continue with Aprendiendo Entre Nos (Learning Amongst Us) and the Men’s group for LatinX families to provide them with information regarding services for consumers and families from all age groups.</li> <li>• Work with Community-Based Organizations (CBOs) that have received funding from the Department of Developmental Services to provide support in their efforts to reduce purchase of service (POS) disparities and improve increased access to regional center services.</li> <li>• Utilize the IPP Person Centered Plan Service Coordinator Guide to train new Service Coordinators. The guide includes a section to document desired outcomes with a plan for achieving desired outcomes, target dates, community supports and the role of the Service Coordinator in achieving desired outcomes.</li> <li>• Provide ongoing training on an ongoing basis to Service Coordinators on the Self Determination Program and IHSS services.</li> <li>• Monitor and track authorizations to identify possible underserved consumers/families in terms of the amount of funding being spent by age range, language, ethnicity, zip code, etc.</li> <li>• Seek methods to help better analyze POS expenditure data to gain a better understanding about our underserved population’s needs.</li> </ul>

**Public Policy Performance Measures – Related to Reducing Disparities and Improving Equity in Purchase of Services  
(Two Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Activities Summary</i>
7.	(cont'd)		<ul style="list-style-type: none"> <li>• Continue our legislative advocacy efforts by providing community training and special events such as Candidates' Forums and Town Hall meetings.</li> <li>• Utilize our website and social media platforms to provide educational information about employment resources to consumers, families and providers.</li> <li>• Continue to offer <i>Festival Educacional</i>, a free, half-day educational seminar regarding regional center services and generic resources for Spanish-speaking parents of consumers.</li> <li>• Continue to work in partnership with the Office of Clients' Rights Advocacy to offer educational seminars in English and Spanish about regional center services and generic resources to our community.</li> <li>• Work in partnership with the Family Focus Resource Center (FFRC) to make more training available to consumers and families and to help identify underserved populations. Continue to offer monolingual language support groups that offer training to families.</li> <li>• Continue to host monthly NLACRC forums on topics that are requested by the community in efforts to provide information.</li> <li>• Continue efforts to support service providers to comply with the HCBS/CMS Final Rule.</li> </ul>

**Data for Goal 7's Measure:**

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7a</b>	<i>Home</i>	<i>American Indian or Alaska Native</i> 0.39 ----- <i>Asian</i> 0.68 ----- <i>Black/                      African American</i> 0.71 ----- <i>Hispanic</i> 0.70 ----- <i>Native Hawaiian or Other Pacific Islander</i> 0.45 ----- <i>White</i> 0.69 ----- <i>Other Ethnicity or Race</i> 0.66	<i>American Indian or Alaska Native</i> 0.40 ----- <i>Asian</i> 0.63eew5 ----- <i>Black/                      African American</i> 0.72 ----- <i>Hispanic</i> 0.70 ----- <i>Native Hawaiian or Other Pacific Islander</i> 0.70 ----- <i>White</i> 0.67 ----- <i>Other Ethnicity or Race</i> 0.67

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7b</b>	ILS/SLS	American Indian or Alaska Native 0.68 ----- Asian 0.84 ----- Black/ African American 0.82 ----- Hispanic 0.84 ----- Native Hawaiian or Other Pacific Islander 1.00 ----- White 0.86 ----- Other Ethnicity or Race 0.87	American Indian or Alaska Native 0.95 ----- Asian 0.80 ----- Black/ African American 0.81 ----- Hispanic 0.82 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.84 ----- Other Ethnicity or Race 0.77

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7c</b>	Institutions	American Indian or Alaska Native N/A ----- Asian N/A ----- Black/ African American 0.57 ----- Hispanic 0.72 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.09 ----- Other Ethnicity or Race N/A	American Indian or Alaska Native N/A ----- Asian N/A ----- Black/ African American 0.58 ----- Hispanic 0.23 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.05 ----- Other Ethnicity or Race 0.00

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7d</b>	Residential	American Indian or Alaska Native 0.94 ----- Asian 0.90 ----- Black/ African American 0.90 ----- Hispanic 0.90 ----- Native Hawaiian or Other Pacific Islander 0.94 ----- White 0.89 ----- Other Ethnicity or Race 0.88	American Indian or Alaska Native N/A ----- Asian 0.87 ----- Black/ African American 0.88 ----- Hispanic 0.89 ----- Native Hawaiian or Other Pacific Islander 0.94 ----- White 0.83 ----- Other Ethnicity or Race 0.87

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7e</b>	Med/Rehab/ Psych	American Indian or Alaska Native N/A ----- Asian 0.65 ----- Black/ African American 0.71 ----- Hispanic 0.70 ----- Native Hawaiian or Other Pacific Islander 1.00 ----- White 0.77 ----- Other Ethnicity or Race 0.73	American Indian or Alaska Native N/A ----- Asian 0.18 ----- Black/ African American 1.13 ----- Hispanic 0.50 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.75 ----- Other Ethnicity or Race 0.99

	<i>Residence Type</i>	<i>2018-19</i>	<i>2019-20</i>
<b>7f</b>	Other	American Indian or Alaska Native N/A ----- Asian 0.72 ----- Black/ African American 0.90 ----- Hispanic 0.58 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.71 ----- Other Ethnicity or Race 0.97	American Indian or Alaska Native 0.00 ----- Asian 0.34 ----- Black/ African American 0.96 ----- Hispanic 0.64 ----- Native Hawaiian or Other Pacific Islander N/A ----- White 0.81 ----- Other Ethnicity or Race 0.00



**Public Policy Performance Measures – Related to Reducing Disparities and Improving Equity in Purchase of Services  
(Two Required)**

	<b>Goal</b>	<b>Measure</b>	<b>Ethnicity</b>	<b>2018-19</b>	<b>2019-20</b>	<b>Activities Summary</b>
8.	<b>Ensure that consumers and families have access to services and supports regardless of age, diagnosis, ethnicity, or language</b>	<b>Number and percent of individuals receiving only case management services by ethnicity and age</b> <ul style="list-style-type: none"> <li>• Birth to age two, inclusive</li> <li>• Age three to 21, inclusive</li> <li>• Twenty-two and older</li> </ul>	American Indian or Alaska Native  Asian  Black/African American  Hispanic  Native Hawaiian or Other Pacific Islander  White  Other Ethnicity or Race  Total	Birth to 2: 0 (0%) 3 to 21: 9 (39%) 22+: 3 (25%)  Birth to 2: 3 (1%) 3 to 21: 314 (33%) 22+: 78 (15%)  Birth to 2: 5 (2%) 3 to 21: 480 (32%) 22+: 205 (18%)  Birth to 2: 8 (0%) 3 to 21: 2,677 (34%) 22+: 663 (21%)  Birth to 2: 0 (N/A) 3 to 21: 2 (22%) 22+: 1 (14%)  Birth to 2: 9 (1%) 3 to 21: 1,163 (31%) 22+: 497 (13%)  Birth to 2: 11 (1%) 3 to 21: 355 (28%) 22+: 67 (18%)  Birth to 2: 36 (1%) 3 to 21: 5,000 (32%) 22+: 1,514 (17%)	Birth to 2: 0 (0%) 3 to 21: 5 (31%) 22+: 2 (40%)  Birth to 2: 1 (0%) 3 to 21: 333 (32%) 22+: 91 (16%)  Birth to 2: 1 (0%) 3 to 21: 469 (31%) 22+: 216 (19%)  Birth to 2: 9 (0%) 3 to 21: 2,685 (31%) 22+: 729 (22%)  Birth to 2: 0 (0%) 3 to 21: 4 (57%) 22+: 0 (0%)  Birth to 2: 7 (1%) 3 to 21: 1,140 (30%) 22+: 533 (13%)  Birth to 2: 8 (1%) 3 to 21: 393 (29%) 22+: 71 (20%)  Birth to 2: 26 (0%) 3 to 21: 5,029 (31%) 22+: 1,642 (17%)	<b>Same Activities as Goal 7.</b>



**Public Policy Performance Measures – Related to Reducing Disparities and Improving Equity in Purchase of Services  
(Two Required)**

	<b>Goal</b>	<b>Measure</b>	<b>Ethnicity</b>	<b>2018-19</b>	<b>2019-20</b>	<b>Activities Summary</b>
<b>9.</b>	<b>(cont'd)</b>		Native Hawaiian or Other Pacific Islander	Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Consumers – 0% 22+, Expenditures – 0%	Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Consumers – 0% 22+, Expenditures – 0%	
			White	Birth to 2, Consumers – 20% Birth to 2, Expenditures – 23% 3 to 21, Consumers – 24% 3 to 21, Expenditures – 32% 22+, Consumers – 43% 22+, Expenditures – 56%	Birth to 2, Consumers – 19% Birth to 2, Expenditures – 21% 3 to 21, Consumers – 23% 3 to 21, Expenditures – 31% 22+, Consumers – 43% 22+, Expenditures – 55%	
			Other Ethnicity or Race	Birth to 2, Consumers – 16% Birth to 2, Expenditures – 13% 3 to 21, Consumers – 8% 3 to 21, Expenditures – 8% 22+, Consumers – 4% 22+, Expenditures – 4%	Birth to 2, Consumers – 17% Birth to 2, Expenditures – 14% 3 to 21, Consumers – 8% 3 to 21, Expenditures – 7% 22+, Consumers – 4% 22+, Expenditures – 4%	

**Compliance Measure (Required)**

	<i>Goal</i>	<i>Measure</i>	<i>Statewide Average June 2020</i>	<i>NLACRC June 2020</i>	<i>Statewide Average June 2021</i>	<i>NLACRC June 2021</i>	<i>Activities Summary</i>
10.	<b>Increase the percentage of individuals with current CDERs</b>	<b>Number and percent of individuals (Status 1 or 2) Current Client Development Evaluation Report (CDER) or Early Start Report (ESR)</b>	98.34% 301,310	98.96% 23,054	98.39% 310,715	99.13% 23,778	<p>North Los Angeles County Regional Center (NLACRC) will engage in the following activities:</p> <ul style="list-style-type: none"> <li>• Run reports on a regular basis to ensure that Client Development Evaluation Reports (CDERs) and Early Start Reports (ESRs) are as current as possible.</li> <li>• Review the most current data and work on a correction plan if needed.</li> </ul>

**Compliance Measures Required. Activities Optional.**

<i>Measures</i>	<i>Audit Compliance in all Regional Centers as of December 2019</i>	<i>NLACRC Audit Compliance as of December 2019?</i>	<i>Audit Compliance in all Regional Centers as of December 2020</i>	<i>NLACRC Audit Compliance as of December 2020?</i>
<b>1. Passes independent audit</b>	86%	YES	This data is not currently available.	YES
<b>2. Passes DDS audit</b>	100%	YES	This data is not currently available.	YES
<b>3. Audits vendors as required (FY2018-19 vs. FY2019-2020)</b>	81%	YES	This data is not currently available.	*
<b>4. Didn't overspend operations budget</b>	100%	YES	This data is not currently available.	YES
<b>5. Participates in federal waiver</b>	100%	YES	This data is not currently available.	YES
<i>Measure</i>	<i>Statewide Average as of December 2019</i>	<i>NLACRC Baseline as of December 2019</i>	<i>Statewide Average as of December 2020</i>	<i>NLACRC Baseline as of December 2020</i>
<b>6. CDER/ESR Currency</b>	95.33%	95.73%	This data is not currently available.	98.92%

**Compliance Measures Required. Activities Optional.**

<i>Measure</i>	<i>Statewide Average as of December 2019</i>	<i>NLACRC Baseline as of December 2019</i>	<i>Statewide Average as of December 2020</i>	<i>NLACRC Baseline as of December 2020</i>
7. Intake/assessment timelines for consumers ages 3 and above.	97.56%	98.53%	This data is not currently available.	100%
<i>Measure</i>	<i>Statewide Average as of December 2019</i>	<i>NLACRC Baseline as of December 2019</i>	<i>Statewide Average as of December 2020</i>	<i>NLACRC Baseline as of December 2020</i>
8. IPP Development (WIC requirements)	99.05%	N/A – NLACRC was not reviewed for the measure during this period.	This data is not currently available.	97.90%

<i>Measure</i>	<i>Statewide Average as of December 2019</i>	<i>NLACRC Baseline as of December 2019</i>	<i>Statewide Average as of December 2020</i>	<i>NLACRC Baseline as of December 2020</i>
10. Individualized Family Service Plan (IFSP) Requirements Met**	84.90%	86.33%	This data is not currently available.	86.2%

\*DDS Department Directive 01-041520 waived the requirements of Article III, Section 9, paragraph (c) of the Department's regional center contract.

\*\*The IFSP calculation methodology was changed from composite to average in 2017 in order to more accurately reflect the regional center's performance by only including children reviewed during monitoring and not all Early Start consumers.

Data source for statewide averages: <https://www.dds.ca.gov/rc/dashboard/performance-contracts/>.

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).

- ii. The actual cost of transportation services paid for the use of Uber, Lyft, taxi, or other forms of public transportation based on submission of a receipt for the transportation services expense.
  - b. Child Care services or Attendant Care Services: Child care services and attendant care services shall be reimbursed during the time that the board member is participating in a board meeting, board committee meeting, or board activity.
    - i. Virtual Participation: The time for child care services and attendant care services may include up to thirty (30) minutes prior to the scheduled start time of a board meeting, committee, or activity and up to thirty (30) minutes after the actual end time of a board meeting, board committee, or board activity.
    - ii. In-Person Participation: The time for child care services and attendant care services will begin at the time the caretaker begins services and will end at the time the caretaker ends services.
    - iii. Reimbursement for child care services or attendant care services shall be reimbursed at the Department of Developmental Services set hourly rate for voucher/participant directed in-home respite services. Board members may seek an exception regarding the time incurred for child care services or attendant care services, by submitting a written request to the executive director. Such written request must be provided to the executive director prior to the board member incurring such day care or attendant care expenses and shall be subject to the executive director's approval.
    - iv. Board members may seek an exception to use a minor child, under the age of 18 years old, to provide child care services or attendant care services. Such written request must be provided to the executive director prior to the board member incurring such day care or attendant care expenses and shall be subject to the executive director's approval.
3. NLACRC will provide support to Board Members to allow full participation in board meetings, board committees, or board activities by providing board members with the following support:
  - a. Office Supplies: Office supplies will be available to all board members upon request, and such office supplies includes binders, indexes, sheet protectors, writing instruments, clips and fasteners, notepads, filing supplies, post-it notes and labels. Other types of offices supplies may be requested by board members. Such additional request for other types of office supplies shall be subject to the executive director's approval.

- 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.

[Policy.Bd.Support] Adopted 02-14-18 (rev ~~04-14-2021~~ 08-11-2021)

**NOTIFICATION OF CONFLICT OF INTEREST,**  
**AND**  
**RESUBMISSION OF CONFLICT RESOLUTION PLAN**

ANGELINA MARTINEZ - NLACRC BOARD MEMBER  
NORTH LOS ANGELES COUNTY REGIONAL CENTER

**I. Law Governing Conflicts of Interest**

The prohibition against Regional Center employee or board member conflicts of interest has its origin in section 4626 of the Welfare & Institutions Code. Subsection (d) of said section 4626 provides: “The department shall ensure that no regional center employee or board member has a conflict of interest with an entity that receives regional center funding....”

That general prohibition is explained in more detail in Title 17 of the California Code of Regulations, section 54520 “Positions Creating Conflicts of Interests for Regional Center Governing Board Members and Executive Directors,” which provides in pertinent part:

(a) A conflict of interest exists when a regional center governing board member...or family member of such person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations...:

- (1) a governing board member
- (2) a board committee member
- (3) a director
- (4) an officer
- (5) an owner
- (6) a partner
- (7) a shareholder
- (8) a trustee
- (9) an agent
- (10) an employee
- (11) a contractor
- (12) a consultant
- (13) a person who holds any position of management
- (14) a person who has decision or policy making authority.  
(Emphasis added.)

Section 54505 states that: “Business Entity, Entity or Provider” means any individual or business venture from whom or from which the regional center purchases, obtains or secures goods or services to conduct its operations.”

Further, Section 54533 states:

- (a) When a present or potential conflict of interest is identified for a regional center board member, executive director, employee, contractor, agent, or consultant, the present or potential conflict

shall be either eliminated or mitigated and managed through a Conflict Resolution Plan, or the individual shall resign his or her position with the regional center or regional center governing board.

## **II. Potential Conflict of Ms. Martinez**

Angelina Martinez is a Board Member at North Los Angeles County Regional Center (hereinafter “NLACRC” or “the Regional Center”). Ms. Martinez is a board member and the Association of Regional Center Agencies (ARCA) Delegate and as such she participates on the Executive, Nominating and Government and Community Relations Committees. NLACRC Executive Director Ruth Janka confirms that Ms. Martinez is a productive and valued member of the Board of Trustees. Attached as **Exhibit A** is Ms. Martinez completed Conflict of Interest Reporting Statement. As part of the Conflict Resolution Plan, she will remain in her position on the Board of Trustees.

Ms. Martinez’s daughter, Jessica Martinez, however, is a respite worker for her siblings (consumers of NLACRC) for Choice Home Care, a vendor of North Los Angeles County Regional Center. This creates a direct conflict for Ms. Martinez as defined by regulation. This document constitutes a disclosure of this conflict, a Conflict Resolution Plan to mitigate any adverse consequences from this relationship, and a request for re-approval of the Conflict Resolution Plan by DDS.

In short, this Conflict Resolution Plan will have Ms. Martinez remain in her position on the NLACRC Board of Trustees and ARCA Delegate, but limit her actions as a board member so that she in no way participates in any role whatsoever with regard to Choice Home Care or any other vendor who provides ILS, Home Health (RN and LVN services), respite and personal assistance services.

## **III. Facts**

The plan of action proposed herein is designed to eliminate any adverse consequences from the conflict. To better understand how the plan will eliminate any adverse consequences, this request will first provide the facts regarding Ms. Martinez’ duties and responsibilities as a board member and ARCA Delegate and her daughter’s role as a respite worker for Choice Home Care.

### **A. Ms. Martinez’ Duties as Board Member**

As a board member, Ms. Martinez regularly meets with other board members of NLACRC to create policy for the operation of the regional center. Policy is developed through recommendations from board committees and the Executive Director. Direct operation is delegated to the Executive Director who is hired by the board. Staff recommendations for policy initiation or modification go the Executive Director, who, in turn, refers them to the board and/or an appropriate board committee. A copy of the Board Member Responsibilities is attached as **Exhibit B**.



Ms. Martinez primary duties are as follows:

1. Attendance at monthly Board of Trustees meetings, usually held on the second Wednesday of each month at the main NLACRC office in Chatsworth at 6:30 p.m.
2. Membership and attendance on at least one (1) board committee.
3. Because the regional center is funded under contract with the State of California, Department of Developmental Services, each member of the Board of Trustees is required to identify any potential conflict of interest as identified in Welfare and Institutions Code Sections 4626 and 4627.
4. A part of a board member's responsibility is to be an informed and active advocate member of the Board of Trustees, she is expected to attend a board orientation and/or board training scheduled during the first year on the board and attend one annual board retreat.
5. Visitation to NLACRC supported programs is expected in order that board members may be informed about the developmental disabilities service system. Programs include a wide variety of residential and day programs as well as those providers who deliver a specific service (e.g. school setting or transportation).
6. Ms. Martinez participates on the Executive, Nominating and Government and Community Relations committees.

Under the suggested Conflict Resolution Plan, Ms. Martinez will remain in her board position, but will be strictly regulated so that she has no role or involvement whatsoever with any matter that might conceivably impact Choice Home Care, or a vendor that provides ILS, Home Health (LVN and RN services, respite and personal assistance services).

B. Ms. Martinez's Duties as ARCA Delegate

The offices of ARCA delegate and ARCA alternate are established in Article V, Sections 10 and 11 of the bylaws of North Los Angeles County Regional Center. The ARCA delegate and ARCA alternate shall be members of the Board of Trustees and elected by the Board of Trustees. The terms of office shall be a minimum of 2 years with no limitations on the number of terms. The ARCA delegate or ARCA alternate shall report to the Executive Committee, as needed. A copy of the ARCA delegate Responsibilities is attached as **Exhibit C**.

The duties of the ARCA Delegate and ARCA Alternate include:

1. Willing to accept a leadership role in ARCA. The delegate board members play an essential role in ARCA and contribute to its policy direction.
2. Able to clearly articulate the center's position on statewide issues.
3. Able to work effectively in a large group and with individuals who may have differing opinions.

4. Able to explain complex issues to the board in the context of state and local concerns.

5. Willing to commit the time to fully participate in ARCA activities.

ARCA is an incorporated organization of the regional centers. Representatives to ARCA consist of one member from each board and the executive director of each regional center. ARCA meets regularly to address issues of common concern to the regional centers.

The ARCA delegate and ARCA alternate shall represent the corporation at ARCA meetings. The ARCA delegate and/or ARCA alternate shall report to the Board of Trustees regarding actions taken at the ARCA meetings and assure that the board votes, when possible, on any issues requiring such action.

C. Jessica Martinez's Duties at Choice Home Care

Choice Home Care is a service provider to NLACRC that provides the following services:

- In home respite services
- Personal assistance
- Independent Living Services (ILS)
- Home Health (Solely provides RN and LVN skilled nursing services for NLACRC at this time.)
  - RN and LVN
  - Certified Home Health Aides
  - Licensed Physical Therapist
  - Occupational Therapy
  - Speech Therapy
  - Medical Social Services
  - Dietitian

As a respite worker for Choice Home Care, Ms. Martinez provides respite services solely to her siblings who are NLACRC consumers. Ms. Martinez's responsibilities are as follows:

1. Review and understands Individual, Family and/or Home Provider Needs;

2. Provide individual receiving services with the supports necessary to meet their need;
- 3 Understand what to do in case of an emergency;
4. Under the direction of the Co-Founder, has a list of activities appropriate for each individual;
5. Attends in-service trainings and staff meetings;
6. Any other job-related duties as assigned by Co-Founders.

#### **IV. Conflict Resolution Plan**

The Regional Center and its Executive Director, Ruth Janka, have concluded that Ms. Martinez provides great value to the Board of NLACRC. After consideration of the totality of the circumstances and a careful review of the facts, the Executive Director believes it is in the best interests of the Regional Center to create and implement a Conflict Resolution Plan to eliminate any adverse consequences from this relationship and seek re-approval of this plan by DDS.

Initially, the first step in the Conflict Resolution Plan is to allow Ms. Martinez to remain in her position on the Board of Trustees and ARCA Delegate, but to cease any activity or action that might in any way impact Choice Home Care. This will eliminate any instance in which Ms. Martinez would have to vote, give her opinion, analyze, assess the performance of, or take action for or against Choice Home Care, and would eliminate any possible action by Ms. Martinez to recommend Choice Home Care or other similar available ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

The second part of the plan is to insulate Ms. Martinez from any involvement whatsoever with the generic type of provider like Choice Home Care. She would recuse herself from participation in any vote regarding, drafting, planning, or discussion of rules, policies, or restrictions that would impact Choice Home Care and all other ILS, Home Health (LVN and RN services), respite and personal assistance vendors. Any duties that potentially relate to Choice Home Care or generic policies applicable to such a vendor represent a small portion of the valuable duties she performs on behalf of the Regional Center, and these duties can be easily delegated to other Regional Center board members. Like other board members, Ms. Martinez develops policy through recommendations from the Executive Director, and thus works with numerous vendors on a variety of services.

The third part of the plan is the development of an internal process that the Community Services department will notify the Chief Organizational Development Officer in the event that Choice Home Care begins to provide additional services under their Home Health vendorization. Those additional services include the following:

1. Certified Home Health Aides
2. Licensed Physical Therapist

3. Occupational Therapy
4. Speech Therapy
5. Medical Social Services
6. Dietitian

In the event that the above services are provided to NLACRC consumers, Ms. Martinez's Conflict Resolution Plan will include the service(s) that are provided and will comply with the plan as outlined below.

Further, as the Conflict Resolution Plan details below, when any matter arises with regard to Choice Home Care or other ILS, Home Health (RN and LVN services), respite and personal assistance vendors, she will agree not to be involved in the discussion of the matter, the presentation of options to the Board, or the decision or vote on such matter. NLACRC will require Ms. Martinez to abstain from discussion with, or involvement in the matter, and require the other board members to take all such actions, including appropriate description of options, recommendations, analysis and ultimate decision and vote.

The Regional Center and Ms. Martinez suggested Conflict Resolution Plan for this conflict of interest is as follows:

1. Ms. Martinez will have no interaction as a board member with any matter that might impact Choice Home Care, and specifically she will recuse herself from any vote on any matter that could impact Choice Home Care.

2. Ms. Martinez will, in every conceivable manner, cease interacting with the Board on any matter that could conceivably impact Choice Home Care.

3. Ms. Martinez will not participate as a board member in the consideration, preparation, review, presentation, formulation or approval of any report, plan, opinion, recommendation or action regarding Choice Home Care or any actions creating policy or approaches that would impact Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

4. Ms. Martinez will not review or participate as a board member in any discussions, recommendations, or decisions about Purchase of Service (POS) authorizations for Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

5. Ms. Martinez will not review or in any way participate as a board member in the preparation, consideration, or any follow-up related to Special Incident Reports from or about Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

6. Ms. Martinez will not create, review, or in any way participate as a board member in, any corrective action plans for Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

7. Ms. Martinez will not participate as a board member in any discussions, recommendations, action, or resolution of any complaints pertaining to Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

8. Ms. Martinez will take no part as a board member in decisions regarding vendor appeals, or fair hearings involving Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

9. Ms. Martinez will not as a board member access vendor files or other information the regional center maintains about Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors, either in electronic or hard copy form.

10. Ms. Martinez shall not participate as a board member in developing, creating, or recommending any POS policies, or other policies, that might apply to Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors. Instead, these tasks will become the responsibility of the other board members.

11. Ms. Martinez will not be involved as a board member in the negotiation, discussion, obligation or commitment of NLACRC to a course of action involving Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

12. The NLACRC Board of Trustees will be informed about this Plan of Action, and they will be informed of the need to ensure that Ms. Martinez has no involvement whatsoever in any action or business whatsoever involving or affecting Choice Home Care and other ILS, Home Health (RN and LVN services), respite and personal assistance vendors.

13. These restrictions only apply to Choice Home Care and policies impacting other ILS, Home Health (RN and LVN services), respite and personal assistance vendors. The bulk of Ms. Martinez' duties with regard to a vast array of other Board issues and other vendors will remain unchanged, unless the Board work would in any way impact Choice Home Care. This amounts to a reassignment of a small portion of her duties and will not reduce the value and productivity that Ms. Martinez provides to the NLACRC Board.

14. In the event that Choice Home Care provides additional services under their Home Health vendorization, Ms. Martinez will comply with the requirements listed above as it relates to those service(s). The additional services include the following:

- a. Certified Home Health Aides
- b. Licensed Physical Therapist
- c. Occupational Therapy
- d. Speech Therapy
- e. Medical Social Services
- f. Dietitian

15. In the event the board member changes to a different respite agency during the course of her term, each provision of this plan shall apply to with regard to the new agency for the duration of the trustee's term on the board.

16. NLACRC has received approval from its Board of Trustees regarding this Conflict Resolution Plan.

**V. Request Re-Approval of Conflict Resolution Plan**

For the reasons provided above, and in accordance with the Conflict Resolution Plan set forth above, North Los Angeles County Regional Center hereby requests that DDS re-approve the Conflict Resolution Plan in this matter.

Respectfully submitted,

By: \_\_\_\_\_  
Angelina Martinez, NLACRC Board Member

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

By: \_\_\_\_\_  
Lety Garcia, NLACRC Board President

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

By: \_\_\_\_\_  
Ruth Janka, Executive Director, NLACRC

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



**CONFLICT OF INTEREST REPORTING STATEMENT  
DS 6016 (Rev. 08/2013)**

The duties and responsibilities of your position with the regional center require you to file this Conflict of Interest Reporting Statement. The purpose of this statement is to assist you, the regional center and the Department of Developmental Services (DDS) to identify any relationships, positions or circumstances involving you which may create a conflict of interest between your regional center duties and obligations, and any other financial interests and/or relationships that you may have. In order to be comprehensive, this reporting statement requires you to provide information with respect to your financial interests.

A “conflict of interest” generally exists if you have one or more personal, business, or financial interests, or relationships that would cause a reasonable person with knowledge of the relevant facts to question your impartiality with respect to your regional center duties. The specific circumstances and relationships which create a conflict of interest are set forth in the California Code of Regulations, title 17, sections 54500 through 54530. You should review these provisions to understand the specific financial interests and relationships that can create a conflict of interest.

Please answer the following questions to the best of your knowledge. If you find a question requires further explanation and/or there is not enough space to thoroughly answer the question, please attach as many additional sheets as necessary, and refer to the question number next to your answer. If the regional center identifies a conflict involving you, it will be required to prepare a conflict resolution plan. Some relevant definitions have been provided in the footnotes to assist you in responding to this statement.

You are required to file this Reporting Statement within 30 days of beginning your employment with the regional center or from the date that you are appointed to the regional center board or advisory committee board. You are then required to file an annual Reporting Statement by August 1st of every year while you remain employed with the regional center or while you are a member of the regional center board or advisory committee board. You must also file a Reporting Statement within 30 days of any change in your status that could result in a conflict of interest. Circumstances that can constitute a change in your status that can require you to file an updated Reporting Statement are described below in footnote one.

**A. INFORMATION OF REPORTING INDIVIDUAL**

Name: Angelina G. Martinez Regional Center: North Los Angeles County Regional Center

Regional Center Position/Title:  Governing Board Member  Executive Director  
 Vendor Advisory Committee sitting on Board  Employee  
 Contractor  Agent  Consultant

Reporting Status:  Annual  New Appointment (date): \_\_\_\_\_  
 Change of Status<sup>1</sup>

If a change in status, date and circumstance of change in status:  
 As of October 2019, my daughter Jessica Martinez has provided respite for my children due to COVID 19 situation.

1. Please list your job title and describe your job duties at the regional center.  
 -Member, Board of Trustees and ARCA Delegate

<sup>1</sup> Change of status includes a previously unreported activity that should have been reported, change in the circumstance of a previously reported activity, change in financial interest, familial relationship, legal commitment, change in regional center position or duties, change in regional center, or change to outside position or duties. See California Code of Regulations, title 17, sections 54531(d) and 54532(d).

<input checked="" type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

2. Do you or a family member<sup>2</sup> work for any entity or organization that is a regional center provider or contractor?  
 yes  no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers. If the provider or contractor is a state or local governmental entity, provide the specific name of the state or local governmental entity and describe your job duties at the state or local governmental entity.

My daughter Jessica Martinez is a caregiver at Choice Home Care.

3. Do you or a family member own or hold a position<sup>3</sup> in an entity or organization that is a regional center provider or contractor?  yes  no -- If yes, provide the name of the entity or organization, describe what services it provides for the regional center or regional center consumers, and describe your or your family member's financial interest.

see answer for #2 above.

4. Are you a regional center advisory committee board member?  yes  no -- If yes, are you a member of the governing board or owner or employee of an entity or organization that provides services to the regional center or regional center consumers?  yes  no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers.

5. If you are a regional center advisory committee board member and answered yes to all the questions in Question 4 above, do any of the following apply to you: (a) are you an officer of the regional center board; (b) do you vote on purchasing services from a regional center provider; or (c) do you vote on matters where you might have a financial interest?  yes  no -- If yes, please explain.

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<sup>2</sup> Family member includes your spouse, domestic partner, parents, stepparents, grandparents, siblings, stepsiblings, children, stepchildren, grandchildren, parent-in-laws, brother-in-laws, sister-in-laws, son-in-laws and daughter-in-laws. See California Code of Regulations, title 17, sections 54505(f).

<sup>3</sup> For purposes of this question, hold a position generally means that you or a family member is a director, officer, owner, partner, employee, or shareholder of an entity or organization that is a regional center provider or contractor. For a specific description of positions that create a conflict of interest in a regional center provider or contractor see the California Code of Regulations, title 17, sections 54520 and 54526.



<input checked="" type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

6. Do any of the decisions you make when performing your job duties with the regional center have the potential to financially benefit you or a family member<sup>4</sup>? [Note: Governing board members do not have to answer "yes" to this question if the financial benefit would be available to regional center consumers or their families generally].  
 yes  no -- If yes, please explain.

7. Are you responsible for negotiating, making,<sup>5</sup> executing or approving contracts on behalf of the regional center?  yes  no -- If yes, please explain.  
 As a board member, I participate in the approval process of contracts.

8. Do you have a financial interest in any contract<sup>6</sup> with the regional center?  yes  no -- If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?  yes  no -- If yes, please explain.

9. Do any of your family members have a financial interest in any contract with the regional center?  yes  no  
 If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center?  yes  no  
 If yes, please explain.  
 see answer for #2

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<sup>4</sup> Generally, a decision can financially benefit you or a family member if the decision can either directly or indirectly cause you or a family member to receive a financial gain or avoid a financial loss. For a specific description of the types of decisions that can result in a financial benefit to you or a family member see the California Code of Regulations, title 17, sections 54522 and 54527.

<sup>5</sup> California Code of Regulations, title 17, sections 54523(b)(2) and 54528(b)(2) describes the types of conduct which constitute involvement in the making of a contract.

<sup>6</sup> For purposes of questions 8 and 9, a financial interest in a contract generally means any direct or indirect interest in a contract that can cause you or a family member to receive any sort of financial gain or avoid any sort of financial loss irrespective of the dollar amount. California Code of Regulations, title 17, sections 54523 and 54528 define when financial interests in a contract will occur.

<input checked="" type="checkbox"/> Governing Board Member
<input type="checkbox"/> Vendor Advisory on Board
<input type="checkbox"/> Executive Director
<input type="checkbox"/> Employee/Other

10. Do you evaluate employment applications or contract bids that are submitted by your family member(s)?  
 yes  no -- If yes, please explain.

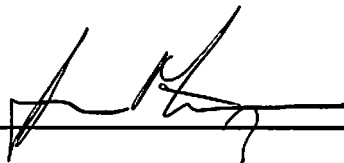
11. Your job duties require you to act in the best interests of the regional center and regional center consumers. Do you have any circumstances or other financial interests not already discussed above that would prevent you from acting in the best interests of the regional center or its consumers?  yes  no -- If yes, please explain.

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**B. ATTESTATION**

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I Angelina G. Martinez (print name) HEREBY CONFIRM that I have read and understand the regional center's Conflict of Interest Policy and that my responses to the questions in this Conflict of Interest Reporting Statement are complete, true, and correct to the best of my information and belief. I agree that if I become aware of any information that might indicate that this statement is not accurate or that I have not complied with the regional center's Conflict of Interest Policy or the applicable conflict of interest laws, I will notify the regional center's designated individual immediately. I understand that knowingly providing false information on this Conflict of Interest Reporting Statement shall subject me to a civil penalty in an amount up to fifty thousand dollars (\$50,000) pursuant to Welfare and Institutions Code section 4626.


Signature  Date 7/22/2021

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**INTERNAL USE ONLY**

Date this Statement was received by Reviewer: \_\_\_\_\_

The reporting individual  does  does not have a  present  potential conflict of interest

Signature of Designated Reviewer <u></u>	Date Review Completed <u>7/23/2021</u>
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North Los Angeles County Regional Center  
Board of Trustees Policy

**Board Member Responsibilities**

The role of the Board of Trustees of the North Los Angeles County Regional Center (NLACRC) is to make policy for the operation of the regional center. Policy is developed through recommendations from board committees and the executive director; direct operation is delegated to the executive director who is hired by the board. Staff recommendations for policy initiation or modification go to the executive director who, in turn, refers them to the board and/or an appropriate board committee.

Your responsibility as a member of the Board of Trustees of the NLACRC would include, but not be limited to:

- Attendance at monthly Board of Trustees meetings, usually held on the second Wednesday of each month at the main NLACRC office in Van Nuys at 6:30 p.m.
- Membership and attendance on at least one (1) board committee.
- Because the regional center is funded under contract with the State of California, Department of Developmental Services, each member of the Board of Trustees is required to identify any potential conflict of interest as identified in Welfare and Institutions Code, Sections 4626 and 4627.
- As part of a board member's responsibility to be an informed and active advocate member of the Board of Trustees, it is expected to attend a board orientation and/or board training scheduled during the first year on the board and attend one annual board retreat.
- Visitation to NLACRC supported programs is expected in order that board members may be informed about the developmental disabilities service system. Programs include a wide variety of residential and day programs as well as those providers who deliver a specific service (e.g. school setting or transportation).

[policy.bd.bdmbr.resps] Adopted 01-13-93

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

**Association of Regional Center Agencies (ARCA)**  
**Delegate and Alternate**

The offices of ARCA delegate and ARCA alternate are established in Article V, Sections 10 and 11 of the bylaws of North Los Angeles County Regional Center. The ARCA delegate and ARCA alternate shall be members of the Board of Trustees and elected by the Board of Trustees. The terms of office shall be a minimum of 2 years with no limitations on the number of terms. The ARCA delegate or ARCA alternate shall report to the Executive Committee, as needed.

The duties of the ARCA Delegate and ARCA Alternate include:

1. Willing to accept a leadership role in ARCA. The delegate board members play an essential role in ARCA and contribute to its policy direction.
2. Able to clearly articulate the center's position on statewide issues.
3. Able to work effectively in a large group and with individuals who may have differing opinions.
4. Able to explain complex issues to the board in the context of state and local concerns.
5. Willing to commit the time to fully participate in ARCA activities.

ARCA is an incorporated organization of the regional centers. Representatives to ARCA consist of one member from each board and the executive director of each regional center. ARCA meets regularly to address issues of common concern to the regional centers.

The ARCA delegate and ARCA alternate shall represent the corporation at ARCA meetings. The ARCA delegate and/or ARCA alternate shall report to the Board of Trustees regarding actions taken at the ARCA meetings and assure that the board votes, when possible, on any issues requiring such action.

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

**Board Member Responsibilities**

The role of the Board of Trustees of the North Los Angeles County Regional Center (NLACRC) is to make policy for the operation of the regional center. Policy is developed through recommendations from board committees and the executive director; direct operation is delegated to the executive director who is hired by the board. Staff recommendations for policy initiation or modification go to the executive director who, in turn, refers them to the board and/or an appropriate board committee.

Your responsibility as a member of the Board of Trustees of the NLACRC would include, but not be limited to:

- Attendance, either virtual or in-person, at monthly Board of Trustees meetings, usually held on the second Wednesday of each month at at one of NLACRC's three offices at 6:30 p.m.
- Membership and attendance on one (1) or more board committees.
- Board participation and advocacy will be focused on systems issues; issues regarding an individual consumer, family or program will be directed to the Executive Director's Office.
- Identification of any potential conflict of interest as identified in Welfare and Institutions Code, Sections 4626 and 4627 during the board member's term on the board will be reported to the administrative assistant to the board.
- Completion of the Conflict of Interest Statement annually and MediCal Provider Enrollment Form as applicable due to the regional center's funding and contract with the State of California, Department of Developmental Services.
- Completion of a W-9 form by board members who seek reimbursement for childcare or personal care services under the Board Member Support policy.
- Adherence to the board's Code of Conduct.
- Attendance at the annual board orientation for all newly seated board members.
- Participation in board-coordinated trainings and the annual board retreat.
- Visitation to NLACRC vendored programs is expected in order that board members may be informed about the developmental disabilities service system. Programs include a wide variety of residential and day programs as well as those providers who deliver a specific service (e.g. school setting or transportation).

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

**Board/Staff Interaction**

- Board members are encouraged to meet with staff to enable members to familiarize themselves with regional center operations.
- Board members are encouraged to seek information from staff to enable members to discharge their duties as board members.
- If a board member's request to staff would require the staff member to allocate his or her time in a manner that interferes with his or her job responsibilities, the staff member should so inform the Executive Director, who will discuss with the Board President.
- When a board member's request for staff assistance has been met with a response that accommodation would require a reallocation of staff time away from the staff member's usual job responsibilities, the board member should redirect his or her request through the president of the board, the executive director, or the appropriate board committee.

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

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

**Purpose**

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

**Intent**

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

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

**Implementation**

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

[policy.bd.dcosperv] ~~Approved August 14, 2019~~

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New, Professional Services Agreement Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Lisa Sandler, Psy. D.</b> Vendor Number: PL2071, Service Code: 785
3.	<b>The Purpose of the Contract</b>	The service provider is validly licensed as a psychologist by the California Board of Psychology; and provides diagnosis and psychotherapy of mental and emotional disorders; or provides individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
4.	<b>The Contract Term</b>	Five (5) year contract effective September 1, 2021 through August 31, 2026.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$54,739.17 per year, or \$273,695.86 over the entire five (5) year term of the contract based on FY2021 expenditure of similar vendorizations.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 8 consumers per month based on FY2021 expenditure of similar vendorizations.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized SMA rates: <ul style="list-style-type: none"> <li>• Evaluation: (1st hour) \$99.60/hour, each add'l hour (2 hrs max.) \$75.81/hr</li> <li>• Test Administration, Scoring (1st 30 min) \$41.88, (each add'l 30 min, 9 30 min max.) \$39.01</li> <li>• Test Evaluation &amp; Scoring for two or more tests (up to 90 min) \$141.48</li> <li>• Out of Office Call \$7.50/day</li> </ul>
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Clinical Psychologist services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), pursuant to 17 CCR, Section 57332(b)(4).



10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	None
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## **Contract Summary and Board Resolution**

The North Los Angeles County Regional Center's ("NLACRC") NLACRC's Board of Trustees reviewed and discussed the Professional Services Agreement ("Agreement", or "Contract") for **Lisa Sandler, Psy. D.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **Lisa Sandler, Psy. D.** was reviewed and approved by NLACRC's Board of Trustees on **September 9, 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.

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Lillian Martinez, Board Secretary

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September 9, 2021  
Date

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

<b>Vendor #</b>	<b>Service Code</b>	<b>Service Code Description</b>
N/A		

**Vendor Name:** Sandler, Lisa M. Psy.D.

**Vendor Number:** PL2071

**Service Code:** 785

**Service Code Description:** Clinical Psychologist

**Description:**

**Service Address:** All services to be provided at the NLACRC Chatsworth office, located at:

9200 Oakdale Ave., Suite 100  
Chatsworth, CA 91311

**Service Description:**

Clinical psychologist will conduct psychological and psychoeducational evaluations for NLACRC.

**Staffing:**

N/A

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	Ternus Adult Living Supports, LLC Vendor Number: PL2066 Service Code: 055
3.	<b>The Purpose of the Contract</b>	The service provider will provide Community Integration Training Program services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide community integration training that includes, but is not limited to, assistance with acquisition, retention, or improvement in self-help, socialization and adaptive skills which take place in a non-residential setting, separate from the home or facility in which the consumer resides. Services shall normally be furnished 4 or more hours per day on a regularly scheduled basis, for one or more days per week unless provided as an adjunct to other day activities included in the consumer's IPP.
4.	<b>The Contract Term</b>	Five (5) year contract effective September 1, 2021 through August 31, 2026.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$ 1,683,162.00 per year, or \$ 8,415,810.00 over the entire five (5) year term of the contract based on cost statement.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 60 consumers per month based on the cost statement.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized monthly rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Community Integration Training Program services.

<p>9.</p>	<p><b>Method or Process Utilized to Establish the Rate or the Payment Amount</b></p>	<p>Negotiated rates as follows are based on a cost statement:</p> <ul style="list-style-type: none"> <li>• \$80.83/day 1:1 staffing</li> <li>• \$98.10/day 1:2 staffing</li> <li>• \$85.86/day 1:3 staffing</li> <li>• \$3,802.77/month 1:1 staffing</li> <li>• \$2,060.11/month 1:2 staffing</li> <li>• \$1,803.06/month 1:3 staffing</li> </ul> <p>The rate negotiated complies with WIC, Section 4691.9 (b) which states that “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The vendor’s requested rates of \$80.83/day (1:1 staffing) and \$3,802.77/month (1:1 staffing) are equal to the median rate.</p> <p>With the temporary SB-81 Supplemental Rate Increase of 8.2%, the rates are as follows:</p> <ul style="list-style-type: none"> <li>• \$80.83 + \$6.63 = \$87.46/day, 1:1</li> <li>• \$98.10 + \$8.04 = \$106.14/day, 1:2</li> <li>• \$85.86 + \$7.13 = \$92.99/day, 1:3</li> <li>• \$3,802.77 + \$311.83 = \$4,114.60/M, 1:1</li> <li>• \$2,060.11 + \$168.93 = \$2,229.04/M, 1:2</li> <li>• \$1,803.06 + \$147.85 = \$1,950.91/M, 1:3</li> </ul> <p>* The temporary SB-81 Supplemental Rate Increase is applied through 12/31/2021 or such time that DDS eliminates the SB-81 Supplemental Rate Increase.</p>
<p>10.</p>	<p><b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b></p>	<p>No.</p>

## **Contract Summary and Board Resolution**

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

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Ternus Adult Living Supports, LLC** was reviewed and approved by NLACRC’s Board of Trustees on **September 9, 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.

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Lillian Martinez, Board Secretary

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September 9, 2021  
Date

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

<b>Vendor #</b>	<b>Service Code</b>	<b>Service Code Description</b>	<b>Vendor Name</b>
PL2067	612	Behavior Analyst	Ternus Adult Living Supports
HL0962	880	Transportation – Additional Component	Ternus Adult Living Supports

**Vendor Name:** Ternus Adult Living Supports, LLC

**Vendor Number:** PL2066

**Service Code:** 055

**Service Code Description:** Community Integration

**Service Address:** 43843 10st West, Lancaster, CA 93534

**Service Description:** Ternus Adult Living Supports (TALS) will encourage each person to be as independent as possible while providing learning opportunities to promote and encourage individuals to excel even further. Partnerships with local businesses and non-profits will allow individuals the opportunity to participate in meaningful activities. TALS believes all consumers have a place in society. With encouragement and training, all can live, work and participate in the community they call home. TALS's purpose is to enhance the lives of the individuals in their program. This can be achieved through three basic principles; Fun, Dignity and Autonomy. The ultimate goal of TALS is to obtain competitive, integrated employment. TALS is designed to provide participants with meaningful community activities to individuals who are diagnosed with developmental disabilities who display challenging behaviors. TALS will partner with Mountain Light, Inc. to meet the behavioral needs of the individuals served. The program has a primary focus on employment and volunteerism. TALS will strive to achieve the following consumer outcomes:

- Participants will actively participate in their community.
- Participants will engage in meaningful activities that improve their community safety skills (e.g., danger awareness, crossing the street, stranger awareness, identifying community helpers).
- Participants will engage in meaningful activities that improve their independent living skills (e.g., shopping, ordering food, using public transportation).
- Participants will improve socialization skills.

**Staffing:**

Director Qualifications:

- A bachelor's degree and a minimum of 18 months of experience in the management or; 5 years of experience working with developmental disabilities, including at least two years in a management or supervisory role
- Completed professional training in the field of developmental disabilities, psychology, social work, or nursing
- Pro-Act
- Health Clearance
- TB clearance

- First Aid
- CPR
- Fingerprint Clearance
- Driving Record Clearance

Manager Qualifications:

- Demonstrated ability to provide staff training, supervision, and planning.
- 3 years' experience working with developmental disabilities. 1 year must be in a similar program or possess a bachelor's degree.
- Completed professional training in the field of developmental disabilities, psychology, social work, or nursing
- Pro-Act
- Health Clearance
- TB clearance
- First Aid
- CPR
- Fingerprint Clearance
- Driving Record Clearance

Direct Support Professionals (DSP) Qualifications:

- Registered Behavior Technician (RBT) certified or RBT ready
- At least 18 years of age
- High school diploma or GED
- 6 months' prior experience working with individuals with developmental disabilities
- Valid California Driver's License
- Fingerprint clearance
- Health screening clearance
- TB clearance
- First aid
- CPR
- Crisis intervention training (Pro-Act)
- Driving record clearance



### Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New, Standardized Contract for Specified Transportation Services, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Ternus Adult Living Supports, LLC</b> Vendor # HL0962, Service Code 880
3.	<b>The Purpose of the Contract</b>	To provide transportation services, additional component.
4.	<b>The Contract Term</b>	Five (5) year contract effective September 1, 2021 through August 31, 2026
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$213,552.00 per year, or \$1,067,760.00 over the entire five (5) year term of the contract.
6.	<b>The Total Proposed Number of Consumers Served</b>	60 consumers per month
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized daily rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Transportation Additional Component services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	<p>Negotiated rate established by NLACRC using a cost statement prepared by the service provider. The rate negotiated complies with WIC, Section 4691.9(b) which states that “no regional center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the regional center and the provider, that is high than the regional center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s request rate of \$13.71/day is equal to the median rate for this service.</p> <p>With the SB-81 Supplemental Rate Increase of 8.2%, the rate is as follows:</p> <ul style="list-style-type: none"> <li>• \$13.71/day + \$1.12 (SB-81) = \$14.83/day</li> </ul>

10.	<b>Exceptional Conditions or Terms: Yes/No</b> <b>If Yes, provide explanation</b>	None
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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 Standardized Contract for Specified Transportation Services (“**Contract**”) for **Ternus Adult Living Supports, LLC** and passed the following resolution:

**RESOLVED THAT**, in compliance with NLACRC’s Board of Trustees’ Contract Policy, the Contract between NLACRC and **Ternus Adult Living Supports, LLC** has been reviewed and is hereby approved by NLACRC’s Board of Trustees on **September 9, 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.

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Lillian Martinez, Board Secretary

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September 9, 2021  
Date

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

<b>Vendor #</b>	<b>Service Code</b>	<b>Service Code Description</b>	<b>Vendor Name</b>
PL2066	055	Community Integration	Ternus Adult Living Supports
PL2067	612	Behavior Analyst	Ternus Adult Living Supports

**Vendor Name:** Ternus Adult Living Supports

**Vendor Number:** HL0962

**Service Code:** 880

**Service Code Description:** Transportation – Additional Component

**Service Address:** 43843 10st West, Lancaster, CA 93534

**Service Description:** Ternus Adult Living Supports will use service code 880 transportation only for pick up and drop off from the Ternus Adult Living Supports Community Integration Program (service code 055). Transportation services will not occur during program hours. This transportation will only be used in conjunction with Ternus Adult Living Supports Community Integration Program. All participants will be picked up and dropped off at their home. Ternus Adult Living Supports will use 12-15 seat passenger vans to transport consumers. Staff members' private vehicles will not be used to transport participants. The vans will not be able to accommodate consumers in wheelchairs; however, walkers or other adaptive devices can be accommodated.

**Staffing:**

Driver Qualifications:

- Registered Behavior Technician (RBT) certified
- At least 18 years of age
- High school diploma or GED
- 6 months' prior experience working with individuals with developmental disabilities
- Valid California Driver's License
- Fingerprint clearance
- Health screening clearance
- TB clearance
- First aid
- CPR
- Crisis intervention training (Pro-Act)
- Driving record clearance
- No DUI's or Reckless driving within the last 10 years

## Master Contract Board Resolution re: CIE/PIP Incentive Payments

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	New Contract or Amendment to Existing Contract Purchase of Services (“POS”)
2.	The Name of Vendor or Service Provider	<p>Various Service Providers, for which NLACRC requires a subcode to be added to a service provider contract in order to identify specific types of POS expenditures and comply with DDS guidelines:</p> <ol style="list-style-type: none"> <li>1. DDS Guidelines for Implementation of Changes to Competitive Integrated Employment Incentive Payments effective July 2021 dated August 24, 2021, pursuant to Welfare and Institutions Code (“WIC”), Section 4870(d) through (g).</li> <li>2. DDS Guidelines for the Implementation of Changes to the Paid Internship Program effective July 2021 dated August 24, 2021, pursuant to WIC, Section 4870(a) through (c).</li> </ol>
3.	The Purpose of the Contract	<p>NLACRC is required to utilize specific subcodes, as per DDS’s guidelines, to identify expenditures for Competitive Integrated Employment (“CIE”) incentive payments or Paid Internship Program (“PIP”) wages and employer-related costs and incentive payments. The following types of POS expenditures require the use of a subcode in order to comply with DDS guidelines to identify POS expenditures associated with either CIE or PIP:</p> <p><u>CIE:</u></p> <ol style="list-style-type: none"> <li>A. <u>CIE milestones achieved 07/01/2016 – 06/30/2021:</u> <ol style="list-style-type: none"> <li>1. The subcode of “CIEP” for all \$1,000.00 incentive payments when a consumer remains in the CIE for thirty (30) consecutive days.</li> <li>2. The subcode of “CIE6” for all \$1,250.00 incentive payments when a consumer remains in the CIE for six (6) consecutive months.</li> <li>3. The subcode of “CIE12” for all \$1,500.00 incentive payments when a consumer remains in the CIE for six (6) consecutive months.</li> </ol> </li> <li>B. <u>CIE milestones achieved 07/01/2021 – 6/30/2025:</u> <ol style="list-style-type: none"> <li>1. The subcode of “EMPP” for all \$2,000.00 incentive payments when a consumer remains in the CIE for thirty (30) consecutive days.</li> <li>2. The subcode of “EMP6” for all \$2,500.00 incentive</li> </ol> </li> </ol>

		<p>payments when a consumer remains in the CIE for six (6) consecutive months.</p> <p>3. The subcode of “EMP12” for all \$3,000.00 incentive payments when a consumer remains in the CIE for twelve (12) consecutive months.</p> <p><u>PIP:</u></p> <p>A. <u>Internship funding effective 07/16/2021:</u> The subcode of “PIPW” for payment of all wages and employer-related costs, not to exceed 1,040 hours per year per consumer.</p> <p>B. <u>Incentives effective 07/01/2021:</u></p> <p>a. The subcode of “PIP30” for all \$750.00 incentive payments when a consumer remains in the paid internship for thirty (30) consecutive days.</p> <p>b. The subcode of “PIP60” for all \$1,000.00 incentive payments when a consumer remains in the paid internship for sixty (60) consecutive days.</p>
4.	The Contract Term	Either a (i) new contract with a term of up to five (5) years; or (ii) an amendment coterminous with an existing contract.
5.	The Total Amount of the Contract	<p>The 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.</p> <p>The fiscal impact of each contract for each service provider may increase by up to \$7,500 per year per consumer for CIE incentive payments.</p> <p>The fiscal impact of each contract for each service provider may increase by up to: 1) \$1,750 per year per consumer for PIP incentive payments and 2) wages and employer-related costs associated with up to 1,040 hours per year per consumer (the former PIP cap of \$10,400 per 12-month period was removed and replaced with a cap of 1,040 hours per 12 month period).</p>
6.	The Rate of Payment or Payment Amount	Payment will be reimbursed to service providers based on 1) achieving work goals as identified in the consumer’s IPP; 2) the actual services authorized; 3) the actual work goals achieved or actual payments made to consumers; and 4) the authorized (statutory) rate.
7.	Method or Process Utilized to Award the Contract.	Based on 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	This Master Board Resolution replaces the previous Master Board Resolution approved on May 10, 2017 based on the requirements of the DDS guidelines for CIE dated August 5, 2016 and for PIP dated July 28, 2016.

## Master Contract Board Resolution re: CIE/PIP Incentive Payments

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 or amendments (“**Agreements**”) when an Agreement is limited to adding a subcode to identify CIE and PIP POS expenditure to comply with DDS guidelines for either 1) competitive integrated employment incentive payments, or 2) paid internship program wages and employer-related costs and/or incentive payments. 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 Agreements when the Agreement is limited to adding a subcode to identify CIE and PIP POS expenditure to comply with DDS guidelines for either 1) competitive integrated employment incentive payments, or 2) paid internship program wages and employer-related costs and/or incentive payments.

On **September 9, 2021** the NLACRC Board of Trustees hereby approves all such Agreements when the Agreement is limited to adding a subcode to identify CIE and PIP POS expenditure to comply with DDS guidelines for either 1) competitive integrated employment incentive payments, or 2) paid internship program wages and employer-related costs and/or incentive payments.

The NLACRC Board of Trustees hereby authorizes and designates any Officer of NLACRC to finalize, execute and deliver Agreements 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 each Agreement shall be conclusively evidenced by the execution of an Agreement 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.

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Lillian Martinez, Board Secretary

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September 9, 2021

Date



North Los Angeles County Regional Center  
**Administrative Affairs Committee Meeting Minutes**  
August 25, 2021

*Draft*

**Present:** Marianne Davis, Lety Garcia, Lillian Martinez, and Jeremy Sunderland – Committee Members  
Kevin Shields – VAC Representative  
Cheryl Blizin, Ruth Janka, Tiffani Jones-Newman, Michele Marra, Vini Montague, Kim Rolfes, Jesse Weller and Lilliana Windover – Staff Members  
Simone Khanna, Don Wood - Guests

**Absent:** Ana Quiles

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**I. Call to Order & Introductions**

Marianne Davis called the meeting to order at 6:02 p.m.

Guests: Simone Khanna, Regional Vice President of Gallagher Insurance to review the insurance plan, and Don Wood, Attorney with Wood & Finck to participate in the Maxim contract discussion.

**II. Public Input**

There was no public input.

**III. Consent Items**

A. Approval of Revised Agenda

Note that agenda item IV.H.1 regarding the Maxim contract would actually be two (2) separate items; 1) 2<sup>nd</sup> Amendment to the prior five-year contract ended June 30, 2021; 2) Five-year renewal contract effective July 1, 2021

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

B. Approval of Minutes from the July 28th meeting

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

**IV. Committee Business**

A. Review Center's Insurance for FY2021-22

Copies of the center's insurance coverage report were provided to the committee. Simone Khanna of Gallagher Insurance reviewed the center's insurance coverage and the annual premium with the committee:

- General/professional liability: \$119,174 (\$13,833 more than previous year due to a 9% increase in the number of professional staff)
- Excess liability: \$57,724 (\$1,435 more)
- Directors & officers liability: \$86,873 (\$2,673 more, due to a 23% increase in annual revenue from \$507M to \$622M)
- Property: \$49,017(\$6,421 more, due to a 24% increase in total property values)
- Excess crime: \$9,434 (\$995 more due to slight increase in staff count and market trends)
- Earthquake/flood: \$51,625 (\$3,188 more due to increase in property value and market trends)
- Cyber liability: \$50,072 (\$17,123 more due to increase in revenue)
- Fiduciary liability: \$5,111 (\$243 more due to 14% increase in Plan Assets)
- Employed lawyers professional liability: \$8,703 (same as prior year)
- Workers compensation: \$622,816 (\$115,369 decrease due to a decrease in Experience Modification/claims frequency of 13%)

The total premium for all policies was \$1,060,549 for FY2021-2022, and was \$65,855 less than the total premium for all polices for FY 2020-2021.

B. FY 2021-22 Financial Report

FY2021-2022 Financial Report for the service month of July 2021 was reviewed with the committee. The Center's projected C preliminary operations budget allocation was \$51,837,981 and the Purchase of Service (POS) budget was \$515,732,507 for a total budget of \$567,570,551. The Center anticipates receiving the C-1 amendment allocation in the next few weeks from DDS, which will provide the Center with additional operations and POS funding. During the July 2021 service month, the Center spent a total of \$43,772,581, and year to date expenditures were the same. Currently there is no projected surplus or deficit, as the first POS Projected Expenditure

Report is not due until December 10, 2021. The Center's year-to-date (YTD) administrative operating expenses were 16.5 %, which is over the statutory 15% administrative cost cap. This is because during the beginning of each fiscal year some of the annual insurance premiums paid in July must be allocated to Administrative costs, pursuant to statute, such as property insurance or liability insurance directly associated with administrative functions. Reporting of administrative expenses over the statutory cap is typical and expected during the first month of the fiscal year. It was explained that as the Center incurs expenditures over the remaining service months of the fiscal year, the administrative costs will decrease as more direct expenditures are incurred. The Center's compliance with the administrative cost cap is based on the Center's total annual expenditures, which would be at the end of the fiscal year, once all operating expenditures have been incurred.

1. Change in FY2021 PEP Surplus/(Deficit) Change Report as of August 10, 2021

Copies of the August 10, 2021 PEP Surplus/(Deficit) Change Report was provided and reviewed with the Committee. The report is typically shared with the Board; however, due to the timing of the Board meeting in August, the report was not available for the August Board meeting. The report was reviewed with the committee and reported that the Center's projected total Purchase of Service surplus of \$21,189,990 had decreased by \$29,006, as compared to the prior month.

2. Statewide RC Purchase of Service Expenditure Projection Report

Copies of the August 10, 2021 report were provided to and reviewed with the Committee.

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 \$366.2 million. NLACRC is #15 in Projected Deficit/Surplus, #13 in Per Capita Allocation, #12 in Per Capita Expenditures, and #10 in the Percent of Deficit to Contract in the state. The percentage of change from the original PEP to current PEP is .12%, and NLACRC ranked #13 statewide.

3. COVID-19 Related Expenses Report

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

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

FY2019-2020 Operations expenses: \$171,696.98  
FY2019-2020 POS expenses: \$19,454,810.26  
FY2020-2021 Operations expenses: \$625,041.24  
FY2020-2021 POS expenses: \$70,042,206.77  
FY2021-2022 Operations expenses: \$136,706.87  
FY2021-2022 POS expenses: \$ 18,234,139.09

4. Statewide Regional Center COVID-19 Related Expenses & CARE's Act Funding as of August 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. The report was reviewed with the committee which is summarized below:

FY2019-2020 Statewide Operations COVID-19 expenses: \$6,202,709  
FY2019-2020 Statewide POS COVID-19 expenses: \$688,024,674  
Statewide there is total projected deficit of \$490,127,383

FY2020-2021 Statewide Operations COVID-19 expenses: \$7,293,022  
FY2020-2021 Statewide POS COVID-19 expenses: \$1,075,002,002  
Statewide there is total projected deficit of \$828,194,024

FY2021-2022 Statewide Operations COVID-19 expenses: \$1,925,894  
FY2021-2022 Statewide POS COVID-19 expenses: \$170,597,584  
Note that we have not received the FY2021-2022 plan from DDS yet.

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

5. FY 2020-2021 Provider Relief Funds Financial Report

The FY2020-2021 Provider Relief Funds Financial Report for the service month of July 2021 was reviewed with the committee. The report showed the Center received \$991,226.62 in funding. Year-to-date expenditures were \$968,637.19 with a remaining balance of \$22,589.44, which needs to be spent by December 31, 2021. Most of the expenditures have been used for technology, including laptops for employees.

C. Final FY2018-2019 Financial Report

The final financial report for the closed contract year FY2018-19 was reviewed with the committee. The final total allocation amount was \$505,104,931, of which we spent \$499,984,190. In regular operations, we reverted \$178,298 to the Department. For POS, we reverted \$4,890,139.34. The department gave the center an allocation based on both the Center's PEP report and the amount the department anticipated the Center would need for POS expenditures, which resulted in a surplus. Additionally, NLACRC received CPP/CRDP start-up funding thru the Integrated Project (Harbor Regional Center) to develop specialized residential facilities for consumers placed out of the developmental center or at risk of being placed at a developmental center. There was \$52,303.13 of funds reverted under the POS-CPP project through the Integrated Project (Harbor Regional Center).

D. 4th Quarter Report on U.S. Bank Transactions (PRMT)

The FY2020-21 4<sup>th</sup> quarter PRMT transactions report was reviewed with the committee. Note that this information is usually presented to the PRMT committee but due to timing of when the invoice was received, the report was not available for the July meeting. Total fees for the 4<sup>th</sup> quarter were \$36,531.94, and total fees for the year were \$136,233.27.

E. 4th Quarter Report on U.S. Bank Transactions (UAL)

The FY2020-21 4<sup>th</sup> quarter UAL transactions report was reviewed with the committee. Total fees for the 4<sup>th</sup> quarter were \$7,223.92, and total fees for the year were \$25,611.22.

F. Review FY2020-21 Action Log – Deferred

G. Regional Center's Contract with DDS: Deferred

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

Administrative Affairs Committee for review.

#### H. Approval of Contracts

1. Maxim (PL1025-062) FY2021 – Second Amendment
2. Maxim (PL1025-062) FY2022 – Renewal contract effective July 1, 2021

Regional center staff met with Maxim to discuss the concerns brought forward by this committee regarding Maxim's usual and customary rate being higher than the rates we can offer providers who have a negotiated rate or median rate. A subsequent meeting was held on August 24, 2021 with Maxim, where they proposed lowering their proposed usual and customary rate from \$34 per hour to \$33 per hour. This discounted rate would apply to the second amendment to the FY2021 contract effective March 1, 2021 to June 30, 2021, and to the renewal contract effective July 1, 2021.

Discussion continued regarding that the \$33 usual and customary rate still seemed quite high, considering that the regional center median rate is \$20.14, and the averaged rate for providers is \$26.66. There is also a concern that the increase in rate is not passed down to the wage-worker level. Options to avoid the increase include continuing negotiations to try to reach a lower rate, or to deny the rate increase by stating that the Board did not approve the rate adjustment. The latter option would necessitate finding another vendor that can accommodate the 80 consumers currently served by Maxim's contract.

**M/S/C** (L. Garcia/ J. Sunderland), Abstention L. Martinez to recommend: 1) review contract further to identify if we have a vendor that can handle the 80 consumers; and 2) do the rate comparison of the dollars that are saved by going with another vendor and report back to the Committee.

#### I. Executed Contracts by NLACRC

1. POS Contract Renewal(s)  
One (1) new contract was executed
2. No Report: Addition of New Sub-Code to Existing POS Contract
3. No Report: Health & Safety Exemptions approved by DDS

4. No Report: Addition of CIE & PIP Services to Existing POS Contract(s)
5. New POS Service Contracts:  
Four (4) new contracts were executed
6. Addition of New COVID-19 Sub-Code to Existing POS Contract:  
Twelve (12) contracts were executed to add new COVID-19-related Sub-Codes
7. No Report: Health & Safety Exemptions approved by Executive Director under DDS Directive dated August 15, 2020 due to COVID-19
8. No Report: Service Provider Revision to Existing Program Design

J. 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 August 19, 2021 in the meeting packet and the reports were shared with the committee. By fiscal year, the amount of cash disbursed by NLACRC that has not been reimbursed to NLACRC by ICF service providers is:

1. FY 2021-22: \$ 461,577
2. FY 2020-21: 2,752,152
3. FY 2019-20: 51,380
4. FY 2018-19: 19,206

Total: \$3,284,313

Month-to-month change was an increase of 18.2%.

K. Human Resources

1. Ensure Personnel Policies are in Compliance with DDS Contract

Defer until we receive new contract language.

2. Monthly Human Resources Report (Attachment)

Copies of the monthly human resource summary as of August 25, 2021 were presented to and reviewed by the committee.

The summary included the following information:

<b>FY 2021-22 Authorized Positions</b>	<b>628</b>
Open positions on hold	0
Open positions vacant	-66
Separations	-6
Sub-total	556
New hires	13
Positions filled	569

Updates on recruiting efforts in the past month that include contacting temp agencies and other external sources for candidates to fill the HR Director position. Also as a result of these contacts we have a couple of candidates who we are in the process of scheduling interviews and one phone screen to be scheduled, with an aim to hire a qualified candidate by October if not sooner. Also, HR and the Case Management leadership team have been working together to streamline the CSC recruitment efforts to support growth. Plan to hire an additional 43 CSCs during the FY2021-22. For FY2022-23, we anticipate needing to hire an additional 100 CSCs to meet the caseload ratio requirements. Rigorous recruitment efforts are required and to support these efforts, Case Management supervisors from all 3 offices will participate in weekly panel interviews, with the potential to interview 24 applicants weekly.

HR is also developing a plan to accelerate non-CSC recruitment and details will be shared at the next meeting. Increasing the use of LinkedIn by adding 4 additional slots, and utilizing Dice to help recruit technology candidates. Also increasing recruitment efforts on social media (Twitter, Facebook and Instagram). A comprehensive list of the sources that HR is using for recruitment will be shared at the next meeting. We are also expanding our recruiting HR staff to support our recruitment initiatives.

L. Revised Contract Policy and Board Support Policy

Copies of the revised Contract Policy and Board Support Policy were provided to and reviewed with the Committee. The recommended



changes were brought forward to the Board on August 11<sup>th</sup> for review.

**M/S/C** (J. Sunderland / L. Garcia) to submit modified Contract Policy and Board Support Policy to the Board for final approval.

## **V. Items for the Next Board Meeting**

The following items were identified for the committee's section of the September 9th board meeting agenda:

- A. Minutes of the August 25th Meeting
- B. FY 2021-22 Financial Report
- C. FY 2020-21 Provider Relief Funds Financial Report
- D. Final FY2018-19 Financial Report
- E. Revised Contract Policy and Board Support Policy
- F. Approval of Contracts

## **VI. Executive Session**

**M/S/C** (J. Sunderland/L. Martinez) to enter Executive Session at 8:00 pm

- A. Personnel Matter

Executive session ended at 8:04 pm

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

- A. Next Meeting: Wednesday, September 29th at 6:00 p.m.

## **VIII. Adjournment**

Marianne Davis adjourned the meeting at 8:05 p.m.

Submitted by,

Cheryl Blizin  
Executive Assistant

[aamin\_Aug25\_2021]



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

BUDGET CATEGORY	Projected Annual C-Prelim Budget	Month Exp	Y-T-D Expenditures	Projected Annual Expenditures	Projected Annual Surplus/(Deficit)	Percent Under(Over) Budget
<b>Operations</b>						
Salaries & Benefits	\$37,458,334	\$3,423,100	\$3,423,100	\$37,458,334	\$0	0.00%
Operating Expenses	\$14,172,460	\$1,693,838	\$1,693,838	\$14,172,460	\$0	0.00%
Subtotal OPS General	\$51,630,794	\$5,116,938	\$5,116,938	\$51,630,794	\$0	0.00%
Salaries & Benefits - CPP Regular	\$0	\$30,638	\$30,638	\$0	\$0	0.00%
Operating Expenses - CPP Regular	\$0	\$0	\$0	\$0	\$0	0.00%
Subtotal OPS CPP Regular	\$0	\$30,638	\$30,638	\$0	\$0	0.00%
Salaries & Benefits - DC Closure/Ongoing Workload	\$0	\$20,963	\$20,963	\$0	\$0	0.00%
Operating Expenses - DC Closure/Ongoing Workload	\$0	\$46	\$46	\$0	\$0	0.00%
Subtotal OPS DC Closure/Ongoing Workload	\$0	\$21,008	\$21,008	\$0	\$0	0.00%
Family Resource Center (FRC)	\$207,187	\$0	\$0	\$207,187	\$0	0.00%
Self Determination Program (SDP) Participant Support	\$0	\$0	\$0	\$0	\$0	0.00%
Subtotal OPS Projects	\$207,187	\$0	\$0	\$207,187	\$0	0.00%
<b>Total Operations:</b>	<b>\$51,837,981</b>	<b>\$5,168,585</b>	<b>\$5,168,585</b>	<b>\$51,837,981</b>	<b>\$0</b>	<b>0.00%</b>
<b>Purchase of Services</b>						
POS (General)	\$515,732,570	\$38,602,459	\$38,602,459	\$515,732,570	\$0	0.00%
CPP Regular and DC Closure/Ongoing Workload	\$0	\$1,537	\$1,537	\$0	\$0	0.00%
<b>Total Purchase of Services:</b>	<b>\$515,732,570</b>	<b>\$38,603,996</b>	<b>\$38,603,996</b>	<b>\$515,732,570</b>	<b>\$0</b>	<b>0.00%</b>
<b>Total NLACRC Budget:</b>	<b>\$567,570,551</b>	<b>\$43,772,581</b>	<b>\$43,772,581</b>	<b>\$567,570,551</b>	<b>\$0</b>	<b>0.00%</b>

**Note A: C-1 Amendment will include additional OPS Funding, FRC Funding, CPP-OPS Funding, POS Funding, and CPP-POS Funding**

**Note B: POS Projected Annual Expenditures will be adjusted with the POS Expenditure Projection ("PEP") report due to DDS on December 10, 2021**

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

<b>TOTAL BUDGET SOURCES</b> Fiscal Year 2021-2022	
Prelim from DDS for OPS	\$51,469,243
C-1 from DDS for OPS, Projects, and CRDP/CPP	\$207,187
C-2 from DDS for OPS, Projects, and CRDP/CPP	
C-3 from DDS for OPS, Projects, and CRDP/CPP	
C-4 from DDS for OPS, Projects, and CRDP/CPP	
C-5 from DDS for OPS, Projects, and CRDP/CPP	
C-6 from DDS for OPS, Projects, and CRDP/CPP	
Prelim from DDS for POS	\$507,005,727
C-1 from DDS for POS and POS-CRDP/CPP	
C-2 from DDS for POS-CRDP/CPP	
C-3 from DDS for POS-CRDP/CPP	
C-4 from DDS for POS-CRDP/CPP	
C-5 from DDS for POS-CRDP/CPP	
C-6 from DDS for POS-CRDP/CPP/HCBSW	
<b>Subtotal - Total Budget received from DDS</b>	<b>\$558,682,157</b>
Projected Revenue	\$161,551
<b>Subtotal - Projected Revenue Operations</b>	<b>\$161,551</b>
Projected ICF/SPA Transportation/Day Program Revenue	\$8,726,843
<b>Subtotal - Projected Revenue Purchase of Services</b>	<b>\$8,726,843</b>
<b>Total Budget</b>	<b>\$567,570,551</b>

<b>OPERATIONS BUDGET SOURCES</b> Fiscal Year 2021-2022	
<b>GENERAL OPERATIONS (Excludes Projects, CPP Regular, CRDP/CPP)</b>	
Preliminary, General Operations (OPS)	51,469,243
C-1, OPS Allocation	
C-2, OPS Allocation	
C-3, OPS Allocation	
C-4, OPS Allocation	
C-5, OPS Allocation	
Total General OPS	51,469,243
Projected Interest Income	\$6,701
Projected Other Income	\$24,850
Projected ICF/SPA Admin Fee	\$130,000
Total Other Revenue	161,551
<b>TOTAL GENERAL OPS</b>	<b>51,630,794</b>
Preliminary, Community Resource Development Plan ("CRDP") /Community Placement Plan ("CPP")	
	\$0
C-1, OPS CRDP/CPP	\$0
C-2, OPS CRDP/CPP	\$0
<b>Total CRDP/CPP Regular</b>	<b>\$0</b>
Preliminary, Developmental Center ("DC") Closure/Ongoing Workload	
	\$0
C-1, OPS DC Closure/Ongoing Workload	\$0
C-2, OPS DC Closure/Ongoing Workload	\$0
<b>Total CPP DC Closure/Ongoing Workload</b>	<b>\$0</b>
Family Resource Center ("FRC")	
	\$207,187
SDP Participant Supports	\$0
<b>Total OPS PROJECTS</b>	<b>\$207,187</b>
<b>Total Operations Budget</b>	<b>\$51,837,981</b>

<b>PURCHASE OF SERVICES (POS) BUDGET SOURCES</b> Fiscal Year 2021-2022	
<b>General POS (Excludes CPP-POS Regular, CRDP/CPP)</b>	
Preliminary, POS	\$507,005,727
C-1, POS Allocation	\$0
C-2, POS Allocation	\$0
C-3, POS Allocation	\$0
C-4, POS Allocation	\$0
<b>Total General POS Allocation</b>	<b>\$507,005,727</b>
ADD:	
Projected ICF SPA Revenue	\$8,726,843
<b>Total Budget, General POS</b>	<b>\$515,732,570</b>

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

	Projected Annual C-Prelim Budget	Net Month	Expended Y-T-D	Projected Remaining Expenses	Proj Annual Expenses	Projected Surplus/ (Deficit)
<b>PURCHASE OF SERVICE</b>						
POS (General)						
3.2 Out of Home	91,722,946	7,459,140	7,459,140	84,263,806	91,722,946	0
4.3 Day Programs	67,248,708	5,575,649	5,575,649	61,673,059	67,248,708	0
4.3 Habilitation Programs	3,546,119	266,109	266,109	3,280,010	3,546,119	0
5.4 Transportation	17,387,664	313,617	313,617	17,074,047	17,387,664	0
6.5 Other Services	335,827,133	24,987,944	24,987,944	310,839,189	335,827,133	0
Total POS (General):	515,732,570	38,602,459	38,602,459	477,130,111	515,732,570	0
<b>CRDP &amp; CPP</b>						
CRDP & CPP Placements	0	1,537	1,537	(1,421)	0	0
CRDP & CPP Assessments	0	0	0	0	0	0
CRDP & CPP Start Up	0	0	0	0	0	0
Deflection CRDP & CPP	0	0	0	0	0	0
Total CRDP & CPP:	0	1,537	1,537	(1,421)	0	0
HCBS Compliance Funding	0	0	0	0	0	0
Total HCBS:	0	0	0	0	0	0
<b>Total Purchase of Service:</b>	<b>515,732,570</b>	<b>38,603,996</b>	<b>38,603,996</b>	<b>477,128,690</b>	<b>515,732,570</b>	<b>0</b>
<b>OPERATIONS</b>						
25010 Salaries/Benefits	34,342,787	3,267,538	3,267,538	31,075,248	34,342,787	0
25010 ABX2-1	3,115,547	207,162	207,162	2,908,385	3,115,547	0
<b>Total Salaries/Benefits:</b>	<b>37,458,334</b>	<b>3,474,701</b>	<b>3,474,701</b>	<b>33,983,633</b>	<b>37,458,334</b>	<b>0</b>
<b>OPERATING EXPENSE</b>						
30010 Equipment Rental	449,184	12,237	12,237	436,947	449,184	0
30020 Equipment Maint	87,499	1,548	1,548	85,951	87,499	0
30030 Facility Rent	5,024,907	793,766	793,766	4,231,141	5,024,907	0
30040 Facility.Maint. AV	261,820	7,954	7,954	253,866	261,820	0
30041 Facility Maint. SFV	149,087	4,904	4,904	144,183	149,087	0
30042 Facility Maint. SCV	97,220	10,125	10,125	87,095	97,220	0
30050 Communication	819,708	24,708	24,708	795,000	819,708	0
30060 General Office Exp	273,752	3,852	3,852	269,900	273,752	0
30070 Printing	36,302	0	0	36,302	36,302	0
30080 Insurance	469,879	430,428	430,428	39,451	469,879	0
30090 Utilities	156,398	0	0	156,398	156,398	0
30100 Data Processing	157,248	671	671	156,577	157,248	0
30110 Data Proc. Maint	305,700	22,300	22,300	283,400	305,700	0
30120 Interest Expense	245,986	36,778	36,778	209,207	245,986	0
30130 Bank Fees	185,156	0	0	185,156	185,156	0
30140 Legal Fees	935,500	0	0	935,500	935,500	0
30150 Board of Trustees Exp	101,500	1,929	1,929	99,571	101,500	0
30151 ARCA Dues	109,598	0	0	109,598	109,598	0
30160 Accounting Fees	99,050	0	0	99,050	99,050	0
30170 Equipment Purchases	1,075,979	269,334	269,334	806,645	1,075,979	0
30180 Contr/Consult-Adm	1,220,970	64,263	64,263	1,156,707	1,220,970	0
30220 Mileage/Travel	232,140	2,222	2,222	229,917	232,140	0
30240 General Expenses	1,536,474	6,867	6,867	1,529,607	1,536,474	0
30240 ABX2-1	141,404	0	0	141,404	141,404	0
Total Operating Expenses:	14,172,460	1,693,884	1,693,884	12,478,576	14,172,460	0
Total Operations:	51,630,794	5,168,585	5,168,585	46,462,209	51,630,794	0
Total Gross Budget :	567,363,364	43,772,581	43,772,581	523,590,899	567,363,364	0
OPS Projects:	207,187	0	0	207,187	207,187	0
<b>Total Gross Budget with Projects:</b>	<b>567,570,551</b>	<b>43,772,581</b>	<b>43,772,581</b>	<b>523,798,086</b>	<b>567,570,551</b>	<b>0</b>

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

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

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

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

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

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

**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**

	<b>Non-CPP POS</b>
Projected Revenue for ICF/SPA Program as of August 10, 2021	\$8,656,254
Projected Revenue for ICF/SPA Program as of July 10, 2021	\$8,729,317
<b>Change in Projected ICF/SPA Revenue</b>	<b>(\$73,063)</b>

 **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 August 10, 2021	\$566,164,576	\$2,565,666	\$568,730,242
Projected POS Expenditures as of July 10, 2021	\$566,208,632	\$2,565,666	\$568,774,298
<b>Change in POS Expenditure Projection:</b>	<b>(\$44,056)</b>	<b>\$0</b>	<b>(\$44,056)</b>

### Decreases in Projected Non-CPP POS Expenditures

▶ Decreases in projected expenditure forecast for day programs and transportation services, which were offset by projected increases for supplemental residential support, community integration training, in-home respite services, and personal assistance services.

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**

	<b>Non-CPP POS</b>	<b>CRDP/CPP POS</b>	<b>TOTAL POS</b>
Projected Surplus/(Deficit) as of Aug 10, 2021	\$21,770,117	(\$580,127)	\$21,189,990
Projected Surplus/(Deficit) as of July 10, 2021	\$21,799,123	(\$580,127)	\$21,218,996
<b>Change in Surplus/(Deficit)</b>	<b>(\$29,006)</b>	<b>\$0</b>	<b>(\$29,006)</b>

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**  
**July 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	\$8,552.22	\$968,637.18	\$22,589.44	\$991,226.62	\$0
<b>TOTAL:</b>	<b>\$991,226.62</b>	<b>\$8,552.22</b>	<b>\$968,637.18</b>	<b>\$22,589.44</b>	<b>\$991,226.62</b>	<b>\$0</b>

**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**  
**Fiscal Year 2018-2019 Projection**  
**Final Contract Balances**  
As Of: 07/03/2021 (June 2021 State Claim)

0.00%

A Description	B Annual Allocation FY2019 E-5	C Annual Year-To-Date Expenditures	D Projected Remaining Expenditures	E Total Projected Expenditures	F Remaining Budget (B-E)	G Percent Budget Utilized ( C / B)
Operations: Regular	\$47,280,434.00	\$47,280,424.23	\$0.00	\$47,280,424.23	\$9.77	100.00%
Operations: ABX2-1 Direct	\$3,115,547.00	\$3,115,547.00	\$0.00	\$3,115,547.00	\$0.00	100.00%
Operations: ABX2-1 Admin	\$141,404.00	\$141,404.00	\$0.00	\$141,404.00	\$0.00	100.00%
Operations: Equity/Disparity Project: CSUN/FETA	\$127,924.00	\$120,435.71	\$0.00	\$120,435.71	\$7,488.29	94.15%
Operations: Equity/Disparity Project: Parent Mentor	\$126,365.00	\$99,244.27	\$0.00	\$99,244.27	\$27,120.73	78.54%
Operations: CPP Regular	\$459,030.00	\$334,737.89	\$0.00	\$334,737.89	\$124,292.11	72.92%
Operations: CPP DC Closure/Ongoing Workload	\$180,890.00	\$180,890.00	\$0.00	\$180,890.00	\$0.00	100.00%
Operations: CPP Porterville Closure	\$73,696.00	\$73,514.50	\$0.00	\$73,514.50	\$181.50	99.75%
Operations: Family Resource Center	\$207,187.00	\$187,981.16	\$0.00	\$187,981.16	\$19,205.84	90.73%
<b>Subtotal Operations (OPS)</b>	<b>\$51,712,477.00</b>	<b>\$51,534,178.76</b>	<b>\$0.00</b>	<b>\$51,534,178.76</b>	<b>\$178,298.24</b>	<b>99.66%</b>
POS: Regular (non-CPP POS)	\$441,563,566.00	\$436,763,004.87	\$0.00	\$436,763,004.87	\$4,800,561.13	98.91%
POS: Part C (Early Start)	\$1,155,915.00	\$1,155,915.00	\$0.00	\$1,155,915.00	\$0.00	100.00%
POS HCBS Compliance Projects	\$368,160.00	\$368,160.00	\$0.00	\$368,160.00	\$0.00	100.00%
POS: ICF SPA	\$8,687,616.78	\$8,687,616.78	\$0.00	\$8,687,616.78	\$0.00	100.00%
POS-CPP Regular: Start-Up	\$121,950.00	\$80,803.94	\$0.00	\$80,803.94	\$41,146.06	66.26%
POS-CPP Regular: Assessments	\$44,346.00	\$35,600.67	\$0.00	\$35,600.67	\$8,745.33	80.28%
POS-CPP Regular: Placements	\$76,387.00	\$56,728.13	\$0.00	\$56,728.13	\$19,658.87	74.26%
POS-CPP Placements Fairview	\$176,221.00	\$158,836.46	\$0.00	\$158,836.46	\$17,384.54	90.13%
POS-CPP Placements Porterville	\$973,292.00	\$970,648.59	\$0.00	\$970,648.59	\$2,643.41	99.73%
<b>Subtotal Purchase Of Services (POS)</b>	<b>\$453,167,453.78</b>	<b>\$448,277,314.44</b>	<b>\$0.00</b>	<b>\$448,277,314.44</b>	<b>\$4,890,139.34</b>	<b>98.92%</b>
<b>Total OPS and POS</b>	<b>\$504,879,930.78</b>	<b>\$499,811,493.20</b>	<b>\$0.00</b>	<b>\$499,811,493.20</b>	<b>\$5,068,437.58</b>	<b>99.00%</b>
POS-CPP Regular: Start-Up Integrated Project/HRC	\$225,000.00	\$172,696.87	\$0.00	\$172,696.87	\$52,303.13	76.75%
<b>Subtotal Purchase Of Services (POS): IP/HRC</b>	<b>\$225,000.00</b>	<b>\$172,696.87</b>	<b>\$0.00</b>	<b>\$172,696.87</b>	<b>\$52,303.13</b>	<b>76.75%</b>
<b>Total OPS and POS</b>	<b>\$505,104,930.78</b>	<b>\$499,984,190.07</b>	<b>\$0.00</b>	<b>\$499,984,190.07</b>	<b>\$5,120,740.71</b>	<b>98.99%</b>

North Los Angeles County Regional Center  
**Consumer Advisory Committee Meeting Minutes (Via Zoom)**  
September 1, 2021

**Present:** Pam Aiona, Bill Abramson, Cynthia Samano, and Destry Walker – Committee Members  
Michelle Heid - Presenter  
Ruth Janka, Executive Director and Leticia Garcia, Board President - Guests

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

**Absent:** Caroline Mitchell, Chair; Nicholas Abrahms, Vice Chair, Lesly Forbes, Suzanne Paggi

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**I. Call to Order & Introductions**

In the absence of the chair and vice-chair, Pamela Aiona called the meeting to order at 11:15 am and introductions were made.

**II. Consent Items**

A. Approval of Agenda

R. Janka requested modification of agenda to add the following topic:

i. Start time of the committee meeting:

1. Chair has asked that the committee consider holding the meeting at a later time. Note: Vice-Chair has a standing conflict as well as he works until late in the day.

▪ C. Samano and P. Aiona suggested that the meeting time remain as scheduled.

**M/S/C** (C. Samano/D. Walker) to approve agenda as modified.

B. Approval of Minutes from the August 4<sup>th</sup> Meeting

**M/S/C** (D. Walker/B. Abrahms) to approve the August 4<sup>th</sup> meeting minutes as presented.

**III. Committee Business**

A. Presentation: Voter Registration

M. Heid provided an overview of a PowerPoint presentation and provided several links in the Chat related to voting information.

B. Policy and Procedures

i. Nominations CAC

ii. Removal from CAC

S. Iwahashi provided a review of the updated committee policies and provided clarification regarding changes from the previous version.

The process of becoming a board member and CAC Chair/Co-Chair was discussed. Recommendation: L. Garcia and R. Janka recommended that Board Application Review be added to the October meeting Agenda.

**Action:** A. Parthenis-Rivas to provide J. Rodriguez with a committee attendance report for the past 12 months.

C. Board application in large print.

Committee members approved the large print application that was presented by S. Iwahashi.

D. DDS Wellness and Health Bulletin

- i. Recognizing Abuse and Neglect
- ii. Reporting Abuse and Neglect
- iii. COVID-19 Variants and Vaccinations

S. Iwahashi provided an overview of the DDS Wellness and Health Bulletin

E. Training Presentation and Calendar

**Action:** J. Rodriguez to add Board Application and Board Packet to the October meeting agenda and training calendar with L. Garcia and J. Rodriguez as presenters.

#### IV. 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 September 1, 2021 Meeting

#### V. Announcement / Information / Public Input

- A. Next Meeting: October 6, 2021 at 11:00 a.m.

B. Public Input

D. Walker shared that he took a survey from the State regarding making voting day a holiday.

#### VI. Adjournment

- P. Aiona adjourned the meeting at 12:40 pm.

Submitted by,



First Name, Last Name  
Executive Assistant

[camin\_sept1\_2021]

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

August 18, 2021

**Present:** Nicholas Abrahms, Christina Cannarella, Jennifer Koster, Sylvia Brooks Griffin, David Coe, Alma Rodriguez, Jennifer Siguenza, Cathy Blin – Committee Members.

Sharoll Jackson – Vendor Advisory Committee Representative

Jeremy Sunderland, Leticia Garcia, Angelina Martinez, Ana Quiles, Suad Bisogno, Michelle Heid -Guests

Emmanuel Gutierrez, Evan Ingber, Sara Iwahashi, Ruth Janka, Michele Marra, Ana Maria Parthenis-Rivas, Cristina Preuss, Kim Rolfes, Dr. Jesse Weller, Jennifer Williamson, Jazmin Zinnerman, Dr. Michael Fernandez, Gabriela Eshrati, Sandra Rizo – Staff Members

**Absent:** Gabriela Herrera, Rocio Sigala, Deshawn Turner

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**I. Call to Order & Introductions**

At 6:01 p.m., the Executive Director asked for a committee member volunteer to chair this meeting in absence of Gabriela Herrera, committee chair. Nicholas Abrahms volunteered to chair the meeting and called the meeting to order at 6:02 p.m.

**II. Public Input**

Committee members would like to see information on the new booster shot vaccine via a News You Can Use blast.

Dr. Fernandez attended a webinar with Dr. Serna today, which touched on the new booster vaccine, and the booster vaccine is not available for everyone yet. It is only available for individuals that have severe health issues. Everyone else will have to wait until end of September.

Committee members were informed that information regarding the new booster vaccine and its parameters has already been sent via a News You Can Use blast.

### III. Consent Items

A. Approval of Revised Agenda

**M/S/C** (J. Siguenza/D. Coe) To add “Update on booster vaccine for Jonson & Johnson recipients” as item IV.M. on the agenda and approve as modified.

B. Approval of Minutes of July 21<sup>st</sup> Meeting

**M/S/C** (C. Cannarella/D. Coe) To approve the July 21, 2021 minutes as presented.

### IV. Committee Business

A. Diversity, Equity, and Inclusion Blueprint (Presentation)

Dr. Fernandez presented on NLACRC’s Blueprint for Diversity, Equity, and Inclusion.

Highlights of the blueprint include:

- Goals of DEI: Community, Accountability, Respect, Empathy (CARE)
- Core objectives: Establish and Maintain, Create, Connect
- Further development of core objectives improve communication by:
- Outcomes

Action Items – 5 Phases

- ✓ Phase 1
  - Create and introduce DEI blueprint
  - Meet with consultant
  - Allow for feedback form Executive Team/Senior Leadership, staff, Board of Trustees, Disparity Committee and community partners
  - Consultant will conduct empathy interviews with staff
- ✓ Phase 2
  - Meet with consultant
  - Receive feedback form consultant
  - Share recommendations with Exec./Leadership team
- ✓ Phase 3
  - Work with consultants to finalize DEI climate survey
  - Final review and dissemination



- Collect, review and discuss results
- ✓ Phase 4
  - Meet with consultants to review survey findings and make recommendations
  - Collaborate with consultants and design DEI training module, onboarding etc.
  - Finalize DEI training, onboarding new staff orientation, etc.
  - Draft part 2 & 3 of DEI training
- ✓ Phase 5
  - Create DEI newsletter
  - Create Dei events calendar
  - Website
  - DEI Steering Committee

The Chief of Program Services went over the various components of our contract with Inclusion Counts, which should be signed and finalized soon. Once contract is signed it will be sent to DDS for approval. Contract components will take approximately 6-9 month to complete with a start date of September 2021, and we will begin with empathy interviews.

B. Committee FY2021-22 Priorities

Committee Priorities for this FY 2021-22 were reviewed, and recommendations were made to amend/add priorities as agreed upon by committee members.

**M/S/C** (J. Koster/S. Brooks) To amend priorities as agreed upon by committee members for new fiscal year 2021-2022.

C. Committee Action Log FY 2020-21

Committee members were informed that the intent of this action log is to share the various actions/motions that have taken place.

D. Participant Directed Services

1. Consumer Services Committee requested NLACRC to advocate for a rate increase to Participant Directed Services Community-based day services

This is a service category for rate increase under the rate study, and advocacy will be coming from the Burns Study by April 2022.

E. July 2021 Consumer Employment Data

First employment report as of the end of July 2021 shows every individual that is competitively employed. This report will be generated monthly.

There was a recommendation to add “residence type” to this report. This information will be added going forward, starting with next month’s report.

F. Monthly Community Resource Development Plan (CRDP) Report

The monthly CRDP report was shared/reviewed with this committee. Report was included in committee packet on page 15.

G. Self-Determination Program Report

The SDP report was reviewed with this committee. SDP is now open and available for everyone. A copy of this report was included in committee packet on page 17.

H. Aging Adult Services and Supports Update

We are continuing our effort in hiring and have been recruiting for these positions. We currently have five external candidates.

I. Consumer Services Committee Meeting Timeframe (proposal to extend).

It was recommended that for now, the timeframe for this committee remain as we look for ways to streamline for efficiency. A suggestion was made to allocate presentations at the end of the agenda.

J. Reinstatement of Social Recreation/Camp Services

We are working on revising our Service Standards to incorporate the reinstatement of Social Recreation/Camp Services as part of the new Trailer Bill Language. We are consulting with the Department and other regional centers for consistency in implementation. Our revised draft of the Service Standards will be coming soon.

K. Quarterly Exception & Exemption Report – Proposed updates to report

At one of the previous Consumer Services Committee meetings, it was suggested to streamline the data that is reported on the Quarterly Exception/Exemptions report. We want to streamline approval of Personal Assistance (PA) by having these approved by Case Management Directors and removed from this report. We will also need to revise our quarterly exception/exemption report to remove suspended services as these exemptions have now been reinstated.

L. Quarterly Diagnostic & Notice of Action (NOA) Reports

There was recommendation and discussion to change the format of the Quarterly Diagnostic and NOA reports as some of these reports contain the same data presented in different ways.

A recommendation was to add “what is an Exception /Exemption” and to eliminate the raw data on the NOA report and in its place, add a graph for age group. We will look into this and will report back at next meeting.

Another recommendation was to present the CRDP report on a quarterly basis vs. monthly.

**M/S/C** (L. Garcia/S. Brooks) To present the CRDP report on a quarterly basis vs. monthly.

M. Update on booster vaccine for Jonson & Johnson recipients

Committee members were informed that we currently don't have information on a booster vaccine for Johnson & Johnson. As we learn more, information will be provided.

V. **Chief of Program Services Report** (Jesse Weller)

Chief of Program Services gave his report which touched on topics for upcoming Town Hall meetings (Vaccine equity & Hesitancy – August 18, 2021, Transition Age Services – August 19, 2021), the Different Thinkers, Different Learners training series upcoming dates, update on Diversity, Equity and Inclusion initiative, and monthly groups.

## VI. Board Meeting Agenda Items

The following items were identified for the committee's section of the September 9, 2021 board meeting agenda:

A. Minutes of the August 18<sup>th</sup> Meeting

## VII. Announcements / Information Items / Public Input

A. Legislative Training: Tuesday, September 14<sup>th</sup> at 6:00 pm.

The legislative training will be held in lieu of the Consumer Services and Government/Community Relations Committee Meetings.

B. Next Meeting: Wednesday, October 20<sup>th</sup> at 6:00 p.m. (via Zoom).

C. September 14<sup>th</sup> ARCA Academy at 6 p.m.

## VIII. Adjournment

Nicholas adjourned the meeting at 8:02 p.m. in absence of committee chair (G. Herrera).

Submitted by:

*Sandra Rizo*

Executive Admin. Assistant



**Executive Committee Meeting Minutes**

August 25, 2021

***Draft***

**Present:** Leticia Garcia, Lillian Martinez, Marianne Davis, and Jeremy Sunderland – Committee Members

**Absent:** Angelina Martinez and Ana Quiles

Ruth Janka, Michele Marra, Kim Rolfes, Jesse Weller, Liliana Windover and Cheryl Blizin – **Staff Members**

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**I. Call to Order**

Lety Garcia, President, called the meeting to order at 8:13 p.m.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda – (*Packet 1, Page 2*)

Agenda Item, Section IV. A. “Review FY 2021-21 Committee Action Log” will be deferred

**M/S/C** (J. Sunderland/M. Davies) To approve the agenda as modified.

B. Approval of Minutes from the July 28<sup>th</sup> Meeting (*Packet 1, Page 4*)

**M/S/C** (M. Davies/J. Sunderland) To approve the minutes as presented.

**IV. Committee Business**

A. Review FY 2020-21 Committee Action Log – ***Deferred***

B. Performance Contract Public Meeting input for next Calendar Year

A presentation to the public regarding our Performance Contract for next calendar year will take place on Thursday, September 2<sup>nd</sup>. Presentation will be

in posted in English and Spanish. Members of this committee are welcome to provide their input regarding any local outcome. In addition, the center has posted a link in our website to a survey that is gathering input from the community about measures they would like to see included.

C. Executive Director's Performance Evaluation Responsibilities/Process

This committee will begin the implementation of the Executive Director's performance evaluation and compensation process for FY 2021-22. In accordance with the Executive Committee policy, the Negotiating Committee will be comprised of 3 members of the Executive Committee that includes the board president, first vice-president and/or immediate past president or another member of the Executive Committee. Since we do not have a current immediate past president, we will solicit the committee for another member.

D. Board Composition Survey – (*Packet 1, Page 11*)

The center completed DDS Board Composition survey and met all the requirements.

E. Board Policies – Proposed Revisions

1. Board Member Responsibilities Policy – (*Packet 1, Page 12*)

The committee reviewed all the proposed revisions to this policy.

**M/S/C** (J. Sunderland/M. Davies) To approve the proposed changes to this policy as presented.

2. Board/Staff Interaction Policy– (*Packet 1, Page 14*)

The committee reviewed the proposed change to this policy.

**M/S/C** (J. Sunderland/M. Davies) To approve the proposed change to this policy as presented.

3. Executive Director's Performance Evaluation (*Packet 1, Page 16*)

Executive Director's Performance Evaluation process was reviewed and revisions were made to capture feedback from previous fiscal year, the proposed revision presented to members of this committee.

**ACTION:** Additional changes and recommendations were proposed by this committee. Edited document will be sent to members of this committee in advance, and it will be discussed at the next Executive Committee meeting.

- a. Executive Director's Performance Evaluation Timeline - (*Packet 1, Page 18*)
- b. Executive Director Performance Evaluation – (*Packet 1, Page 20*)

**ACTION:** Additional changes and recommendations were proposed by this committee. Edited documents will be sent to members of this committee in advance, and it will be discussed at the next Executive Committee meeting.

F. Annual Board Training Plan – (*Packet 1, Page 27*)

A draft of the proposed Board of Trustees Presentation/Training Schedule for FY 2021-22 was reviewed with this committee. In addition, the Center also received a memorandum from DDS requesting a report on the actual trainings provided to our board members. This report is due on December 15<sup>th</sup> and shall include training topics such as conflict of interest (COI) and whistleblower policies.

The members of this committee agreed that the COI and whistleblower trainings will be provided during the new board members orientation in July. In addition, a review of policies will be presented during the Board meeting in August.

Regarding the Board Training Plan presented to members of this committee, it was recommended to provide these trainings during the following months:

- Lanterman Overview Training – November 2021 (weekend)
- Implicit Bias Training – January 2022
- Vendorization Training – February 2022
- Financial Report Training - March 2022
- Cultural Competency – April 2022

G. Angelina Martinez – Conflict of Interest Resolution (COI) Plan – (*Packet 1 – Page 28*)

Angelina Martinez identified a COI in the previous fiscal year. A resolution plan was created and approved by State Council and DDS for one year which will expire in September 2021, therefore a new COI plan needs to be resubmitted. Since there were no changes to her COI, the COI resolution plan will remain the same as last year.

**M/S/C** (J. Sunderland/L. Martinez) To approve the resubmission of the COI for Angelina Martinez as presented.

H. Board Budget vs Expenditures

1. FY 2020-21 – (*Packet 1, Page 42*)

The FY 2020-21 Board Budget vs. Expenditure report was presented to the Committee. It was reported that an action is needed by the Committee to reclassify some line item budgets to cover the most recent training provided to board members. Our current budget is \$52,050, the year-to-date expenditures is \$40,079, and the remaining budget is \$11,971.

**M/S/C** (J. Sunderland/L. Martinez) To authorize the budget reclassification.

2. FY 2021-22 – (*Packet 1, Page 44*)

The FY 2021-22 Board Budget vs Expenditures report was presented to the Committee. The total budget is \$101,500, year-to-date expenditures are \$1,929, and the remaining balance is \$99,571.

I. Strategic Planning Consultant Meetings

We have identified three consultants to help facilitate the strategic plan. It was recommended to have the three consultants meet with our Executive Committee and the Executive Director.

The three consultants identified are:

- 1) Deirdre Maloney, Making Momentum LLC



- 2) Ami Sullivan, Kinetic Flow
- 3) Mary Beth Lepkowsky, Helen Sanderson Associates

**ACTION:** This committee agreed to move forward with these meetings and Ruth will begin scheduling these meetings.

J. Letter of Support for AB 118 – *(Packet 1, Page 47)*

The Government Community Relations Committee recommended to bring a letter of support for AB 118 regarding the emergency services community response grant program. A copy of this letter was presented to members of this committee.

**M/S/C** (J. Sunderland/L. Martinez) To approve the letter of support for AB 118 to be sent to Governor Newsom.

V. **Center Operations**

A. COVID-19

We have observed a decrease in LA County in positivity cases. We are down to 2.9% average and 1,747 hospitalization cases. NLACRC is seeing an increase of COVID-19 exposure among our staff and thus, delaying increasing the number of days staff will be required to work onsite. Further, at this time, we will reopen our offices on September 1<sup>st</sup> to the public by appointment only.

LA County Public Health has issued a new public health order that requires all healthcare workers to be vaccinated by September 30<sup>th</sup>, including health care workers that go into home setting; this order applies to regional center staff. The center will be implementing the vaccination requirement as a condition of employment for specific job classifications. A communication will go out to the community and staff regarding this requirement.

Community Services has continued to do in-person monitoring visits. In the last 90 days they have conducted 372 visits. In addition, services coordinators continue to conduct in-person quarterly visits for individuals living outside of the family home and in licensed settings.

B. DDS Directives and Guidelines

The following directives and guidelines were issued by DDS:

1. 08/25/21 - Extension of Waivers, Modifications and Directives. Extends timelines into October for majority of directives (except half day billing for day services extends to 9/27/21).
2. 08/24/21 - Guidelines for Implementation of Changes to the Paid Internship Program effective July 2021.
3. 08/24/21 - Guidelines for Implementation of Changes to Competitive Integrated Employment Incentive Payments effective July 2021.

C. Trailer Bill Language (TBL)

A summary of this year's TBL (SB 136) and the center's implementation was provided to members of this committee.

D. Early Start Vendor

An early start service provider, which served nearly 300 infants and toddlers in the Antelope Valley area, closed due to bankruptcy. The Center made every attempt through the bankruptcy process to secure another early start provider to assume operations of the former service provider. Unfortunately, it was not possible. We are currently in the process of transitioning the consumers affected by the closure of the early start provider to other service providers. The Center is experiencing challenges securing other early start providers to serve early start consumer residing in the Antelope Valley due to the rate the Center is authorized to pay. The Center is working with the Department to seek authorization for the use of service code 116, therapeutic specialized services, which, if approved, would provide a higher rate for speech therapists, PT and OT therapists and increase the opportunity to secure more licensed early start service providers in the Antelope Valley. Additionally, the Center is seeking CRDP start-up funds from the Department to develop an early start infant program in the Antelope Valley.

E. Cares Act Funding

The Cares Act Funding has allowed the center to purchase laptops for staff. The Center has deployed laptops to the majority of management staff and service coordinators. Staff will no longer be able to

access our virtual system with their personal devices once they receive their laptop. In addition, the deployment of these laptops enhances our security and protects our data.

F. Self-Determination Program (SDP)

- a. We are increasing the participation on this program. We currently have 59 certified budgets, 55 fully transitioned, 3 IPPs and 4 spending plans in progress.
- b. We are in the stage of developing the contracts for the entities who will support this program.

G. Business Continuity Plan

We have contracted with a firm which will help us to develop a business continuity plan in the event we have a disaster, wildfire, interruption in technology, active shooting, etc.. The plan identifies the Center's priority operations and processes for resuming business.

H. Community Engagements

- a. The Town Hall for the month of September will be on the Fair Hearing Process.
- b. Our Performance Contract meeting will be on September 2<sup>nd</sup>. Part of the process for regional centers to develop their contracts is to solicit input from our community through focus groups or a survey regarding goals and activities to achieve goals. The center has posted a link in our website to a survey, requesting the public input.

I. Cultural Competency Contract

We have finalized our cultural competency contract and provided it to the consultant, Inclusion Counts. It is under their review; once agreed upon, we will implement proposal and seek department approval of cultural competency training content. Target date for implementation was September of this year.

**VI. Board Meeting Agenda Items**

- A. Minutes of the August 25<sup>th</sup> Meeting

- B. Board Member Responsibilities Policy
- C. Board/Staff Interaction Policy
- D. Angelina Martinez – Conflict of Interest Resolution Plan
- E. FY21-22 Board Budget – Line Item Reclassification
- F. Letter of Support for AB 118
- G. Board Training Plan for FY 2021-22
- H. Board Composition Survey
- I. Next Town Hall Meeting

## **VII. Announcements / Information Items**

- A. Next Meeting: Wednesday, September 29<sup>th</sup> at 7:00 pm

## **VIII. Adjournment**

Lety adjourned the meeting at 9:50 pm

Submitted by,

*Liliana Windover*

Liliana Windover

Executive Administrative Assistant

[ecmin\_aug25\_2021]



North Los Angeles County Regional Center

**Board of Trustees**

**FY 2021-22 Presentation/Training Schedule - DRAFT**

<b>Date</b>	<b>Presentation/Training/Length</b>	<b>Presenter(s)</b>
7/24/2021	Board Governance (1.5 hours)	Deirdre Maloney, Making Momentum LLC
08/2021	Whistleblower Policy	Michele Marra, Chief Organization Development Officer
9/15/2021	Legislative Advocacy (2 hours)	Michelle Heid, Legislative Consultant
10/27/2021 AA Committee	Regional Center POS & OPS Contracting Process (30 minutes)	Kim Rolfes, Chief Financial Officer
11/2021	Lanterman Developmental Disabilities Services Act Overview (2 hours)	Ruth Janka, Executive Director
3/23/2022 AA Committee	Audits, Financial Statements, Tax Returns and Financial Focus for Board Members (1 hour)	Tom Huey, CPA, Windes LLC
04/2022	Cultural Competency	Consultant
01/2022	Implicit Bias Training	Consultant
02/2022	Vendorization, Quality Assurance and Resource Development	Evelyn McOmie, Community Services Director Arshalous Garlanian, Community Services Manager
05/2022	Conflict of Interest Training	Michele Marra, CODO

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

# Board Composition Survey Summary

## North Los Angeles County Regional Center

NLACRC is located in the Southwest region of CA and serves the health districts of East Valley, San Fernando, and West Valley within the city of Los Angeles. There are 3 offices, with the main office in Chatsworth.

### Ethnic Representation of Catchment Area

<b>Catchment Area Population:</b>		<b>Seated Members:</b>		<b>Full Board:</b>	
<b>2,278,266</b>		<b>20</b>		<b>22</b>	
<i>[W&amp;I Code §4622(d)] The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.</i>					
Race	Population (2015 ACS Data)	Percent (2015 ACS Data)	Board Members	Percent	Compliance Status
American Indian/Alaskan Native	4,483	0.2%	0.0	0%	Met
Asian	207,140	9.1%	1.0	5%	Met
Black/African	129,123	5.7%	2.0	10%	Met
Hispanic/Latino	990,206	43.5%	8.0	40%	Met
Pacific Islander	2,590	0.1%	0.0	0%	Met
White	881,411	38.7%	9.0	45%	Met
Other	63,313	2.8%	0.0	0%	Met
<b>TOTAL BOARD MEMBERS</b>			<b>20.0</b>	<b>100%</b>	

### Skills/Expertise

<i>[W&amp;I Code §4622(b)] The membership of the governing board shall include persons with legal, management or board governance, financial, and developmental disability program expertise.</i>			
Skills/Expertise	Count	Percentage	Compliance Status
Legal (L)	4	20%	Met
Management (M)	11	55%	Met
Board Governance (BG)	6	30%	Met
Financial (F)	6	30%	Met
Developmental Disability Program Experience (DD)	14	70%	Met
<i>*Multiple skills/expertise may be selected per board member.</i>			

### Board Member Representation

*[W&I Code §4622(e)] A minimum of 50 percent of the members of the governing board shall be persons with developmental disabilities or their parents or legal guardians. No less than 25 percent of the members of the governing board shall be persons with developmental disabilities.*

Board Member Representation	Count	Percentage	Compliance Status
Individual Served (I)	5	25%	Met
Parent/Legal Guardian (P)	12	60%	
Other (O)	2	10%	
Vendor Representative (VR)	1	5%	Met
<b>Individual Served (I) and Parent/Legal Guardian (P) Combined</b>	<b>17</b>	<b>85%</b>	<b>Met</b>

### Disability Represented

*[W&I Code §4622(c)] The membership of the governing board shall include representatives of the various categories of disability to be served by the regional center.*

Disability Represented	Count	Percentage
Intellectual Disability	10	50%
Cerebral Palsy	3	15%
Epilepsy	1	5%
Autism	12	60%
5th Category	0	0%
<i>*Multiple disabilities may be selected per board member.</i>		

### Geographic Representation of Catchment Area

*W&I Code §4622(d) The governing board shall reflect the geographic and ethnic characteristics of the area to be served by the regional center.*

County	Count	Percentage
Los Angeles		



# North Los Angeles County Regional Center

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

September 3, 2021

The Honorable Gavin Newsom  
Governor  
1303 10th Street, Suite 1173  
Sacramento, CA 95814

RE: AB 118 (Kamlager) – Department of Social Services: C.R.I.S.E.S. Grant Pilot Program

Position: SUPPORT

Dear Governor Newsom:

The North Los Angeles County Regional Center (“NLACRC”) provides a diverse array of services and support to more than 29,000 people with developmental and intellectual disabilities in the San Fernando, Santa Clarita, and Antelope Valleys. The services provided for individuals and their families under the Lanterman Act are designed to assist people with living full lives in their communities.

It is our understanding that Assembly Bill 118 will establish the Community Response Initiative to Strengthen Emergency Systems (C.R.I.S.E.S.) Act, legislation that will provide a pilot grant program to improve emergency responses for vulnerable populations, including people with disabilities. If passed, this bill will help strengthen and expand community-based responses to emergencies.

The proposed 3-year pilot program will help support people with disabilities, people of color, people who are gender nonconforming, people with immigration status issues, and people who are unhoused or homeless by including trained professionals such as peer support experts, mental health providers, or crisis counselors as responders during an emergency. As you may know, law enforcement involvement can cause people to feel unsafe, including people with disabilities, which may result in people not receiving the help and support they need during a crisis.

The opportunity to have safe access to quality, culturally appropriate emergency services is important to our community!

We support having community-based organizations respond to local crises to improve the health and safety of our whole community and are advocating for a dedicated funding policy to support and strengthen community organizations to fulfill this vital role. For these reasons, we ask that you support AB 118.

We thank you for your leadership and commitment to all Californians, including Californians with intellectual and developmental disabilities.



# North Los Angeles County Regional Center

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

If you have any questions about our position, please do not hesitate to contact Executive Director Ruth Janka at (818) 756-6200.

Respectfully,

Leticia Garcia  
President, Board of Trustees

Ruth Janka  
Executive Director

Cc: Senator Sydney Kamlager-Dove  
Daniel Savino, Government Affairs Director, ARCA



North Los Angeles County Regional Center  
**Government & Community Relations Committee Meeting Minutes**  
August 18, 2021

*Draft*

27 Present

**Present:** Nicholas Abrahms, Cathy Blin, Sylvia Brooks Griffin, David Coe, Sharoll Jackson, Jennifer Koster, Angelina Martinez, Alma Rodriguez, and Jeremy Sunderland, Chair – Committee Members  
Suad Bisogno – Vendor Advisory Representative

Leticia Garcia, Ana Quiles, Victoria Berry, Kimberly Burmudez – Guests  
Michelle Heid – Legislative Educator

Ruth Janka, Michele Marra, Kim Rolfes, Jesse Weller, Jennifer Williamson, Sara Iwahashi, Evan Ingber, Gabriela Eshrati, Emmanuel Gutierrez, Cristina Preuss, Sandra Rizo, and Ana Maria Parthenis-Rivas – Staff Members

**Absent:** Christina Cannarella, Gabriela Herrera, Rocio Sigala, Jennifer Siguenza, Deshawn Tuner,

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**I. Call to Order & Introductions**

Jeremy Sunderland, called the meeting to order at 8:07 pm.

**II. Public Input**

**III. Consent Items**

A. Approval of Agenda

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

B. Approval of Minutes from the July 21, 2021 Meeting

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

**IV. Committee Business**

A. Committee's Action Log from FY 2020-21

M. Marra gave a brief overview of the Committee Action Log FY20-21

B. Disability Community Organization, Service Provider & Elected

Representative Visit Policy

- C. **M/S/C** (N. Abrams/A. Martinez) to approve the Disability Community Organization, Service Provider & Elected Representative Visit Policy

D. Legislative Update

1. Legislative Town Hall – *Page 11*

a. Survey Results and Plan

J. Williamson provided an overview of the LTH Survey.

Based on TH results, top 3 that this committee suggested be used **1**) affordable housing, **2**) advocate for government funding... , and **3**) mental health awareness. **4<sup>th</sup>** and **5<sup>th</sup>**: increasing RC service access and equity.

**M/S/C** (C. Blin/A. Martinez) to make the three topics listed of the **M/S/C** (A. Martinez/J. Koster) to amend the original motion to replace 2 with **4<sup>th</sup>** and **5<sup>th</sup>**.

b. Legislative Academy – Update on Recordation

J. William shared that we cannot record the training, we can have a stand-alone recording with M. Heid and R. Armendariz.

2. Legislative Bills – *Page 16*

M. Marra provided an overview of the Legislative Bills. Summaries are obtained from ARCA.

Recommendation: Action AB118 be taken to EC

**M/S/C** (J. Koster/A. Martinez) to support AB118.

3. Local Legislative Grass Roots Visit Plan – *Page 39*

J. Williamson provided an overview.

Recommendation: To approve the proposal to use key points in the plan when meeting with the legislators.

New recommendation: Delay the visits to Oct/Nov to have more time for training and observe the legislative landscape.

Discussion: A. Quiles Due to the timing for the training, provide additional time for parents who volunteer.

1) Goal to thank people, 2) Train people to do this without talking points, but to be ready 3) How many shots do we get with the grassroots visits?

Recommendation: Start attempting to schedule the meetings, identify teams, identify dates, develop training. Possible do initial visits and then later in the year other visits.

The Sept training and Academy recording will help people prepare and learn.

- M/S/C** (A. Martinez/N. Abrahms) to plan on having legislative visits after Sept 15<sup>th</sup> and start preparation any time prior to that.
4. Legucator Report – *Page 43*  
M. Heid provided an overview.
  5. Legucator Contact  
**M/S/C** (S. Brooks Griffin/S. Jackson) to extend existing contract to June 30, 2022
- E. Social Media
1. Human Interest Stories – *Page 49*  
J. Williamson provided an overview.  
**Action:** Add TicTok to our social media plan.  
**Action:** Have Intellectual Property and HIPAA counsels be present at next meeting to clarify information that is being proposed.
  2. Facebook Analytics – *Page 64*
    - a. Closed Captioning  
More information to come on what makes closed captioning HIPAA compliant.  
**Action:** Bring IP and HIPAA counsel to next meeting to answer questions.
    - b. Facebook Live Broadcast Update  
J. Williamson presented an overview of the pros and cons of FB Live.  
**Action:** Committee members to review and send questions to J. Williamson or M. Marra, for counsel to address.
    - c. Instagram Account Update  
J. Williamson provided an overview.  
**Action:** Acknowledge at next board meeting Caroline Mitchell’s giving her NLACRC Instagram name to the agency.  
**Action:** Develop a plan to increase FB analytics.
- F. NLACRC Consumer and Family Guide Update  
J. Williamson provided an overview.
- G. Business Organizations – *Page 71*
1. Latino Business Alliance (Santa Clarita Valley Chamber of Commerce Update  
S. Iwahashi provided an overview.  
Recommendation: Identify an individual to consistently participate.
- H. Grass Roots Marketing and Outreach Plan – *Page 75*

M. Marra provided an overview.

**Action:** Add YMCA and solicit feedback from the Disparity Committee.

- I. Board Audit: Does the Center have a training and information plan that meets the requirements of statute, contracts, and board policy?

S. Iwahashi provided an overview.

E. Ingber provided an overview as it relates to training.

**V. Board Meeting Agenda Items**

- A. Minutes of the August 18<sup>th</sup> Meeting
- B. Disability Community Organization, Service Provider & Elected Representative Visit Policy
- C. AB118 letter of support
- D. Legucator Contract
- E. AV Hispanic Chamber of Commerce Application.

**VI. Announcements / Information / Public Input**

- A. Next Meeting: Wednesday, October 20<sup>th</sup> at 7:00 p.m.
- B. There will not be a meeting in September due to the Legislative Training.

**VII. Adjournment**

The meeting was adjourned at 10:42 pm.

Submitted by:



Ana Maria Parthenis-Rivas  
Executive Administrative Assistant

[gcrmin\_aug18\_2021]



## **Community and Legislative Educator Report 8/2021**

### **Legislative Update**

The legislature has been out on summer recess from July 16th, and they will return on August 16th to begin the final month of the session. The second house policy committee deadline was on July 14th so if bills have not progressed past their policy committees in the second house they will not continue through the process.

The budget process this year was unlike any in previous years due to California's unexpected budget surplus of almost \$80 billion, federal COVID relief, and considerations related to the ongoing public health emergency. This year's budget was a major victory for California's disability community and included historic investments into regional center services. The 2021-22 budget outlines a multi-year provider rate increase based on the 2019 Rate Study along with a quality incentive program focused on improving consumer outcomes. In addition, there are increased supports for reducing caseload ratios now and in future years. The current budget also eliminates suspensions implemented in previous years including the provider supplemental rate increases and the uniform holiday schedule. It also includes funding to restore camping, social recreation, educational services, and nonmedical therapies. The budget includes funding for these restorations and increased funding in future years.

As there have been many changes made for regional centers through the budget process, it will take time to determine how to implement all of these changes and develop programs and vendors for restored programs. For a complete recap of the 21-22 budget visit:

<https://thearcca.org/advocacy/state-budget/>

### **Legislative Calendar**

July 14th - Second House Policy Committee Deadline

July 16th-August 16th – Summer Recess

August 27th - Second House Fiscal Bill Deadline

September 10th – Last Day of Session

September 14th - Special Gubernatorial Recall Election

October 10th – Last day for Governor to act on bills passed by the Legislature

January 3rd, 2022 – Legislature reconvenes (2nd year of the legislative session)

### **DDS Website**

The Department of Developmental Services updated their website just prior to the onset of the public health emergency. There are many resources for providers, families, and individuals served through the regional center system. <https://www.dds.ca.gov>

### **DDS Directives related to COVID-19**

DDS has continued to issue directives related to the ongoing public health emergency. Recent directives relate to alternative nonresidential services, State Public Health Officer Orders, extension of waivers and modifications of previous directives, transportation services, and rescission of previous directive related to day services for consumers at high risk. For a full listing of directives visit: <https://www.dds.ca.gov/corona-virus-information-and-resources/departments-directives/>

## California Department of Public Health

The California Department of Public Health issued orders related to vaccination of [health care workers \(August 5th, 2021\)](#) and [those working in educational settings \(August 11th, 2021\)](#).

California is currently experiencing the fastest increase in COVID-19 cases during the entire pandemic, with case rates increasing tenfold since early June. The Delta variant, which is two times more contagious than the original virus, is currently the most common variant causing new infections in California. Unvaccinated persons are more likely to get infected and spread the virus, which is transmitted through the air. Most current hospitalizations and deaths are among unvaccinated adults. Hospitals, skilled nursing facilities (SNFs), and the other health care facility types identified in the order are particularly high-risk settings where COVID-19 outbreaks can have severe consequences for vulnerable populations including hospitalization, severe illness, and death.

Health Care Worker Vaccine Requirement

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Health-Care-Worker-Vaccine-Requirement.aspx>

Vaccine Verification for Workers in Schools

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Vaccine-Verification-for-Workers-in-Schools.aspx>

## National Disability Voter Registration Week September 13-20, 2021

Every year the REV UP Campaign coordinates National Disability Voter Registration Week (NDVRW) to increase the political power of people with disabilities by sharing resources and getting people registered to vote. NDVRW is an initiative of the American Association of People with Disabilities (AAPD). Disability Vote CA is a group formed by stakeholders in the state of California. Learn more at: <https://thearcca.org/national-disability-voter-registration-week-training/>

<https://www.aapd.com/advocacy/voting/national-disability-voter-registration-week/>

## Electronic Visit Verification (EVV)

EVV is a telephone and/or computer-based method to electronically verify in-home service visits. It is part of a federal law, 21st Century CURES Act, passed in 2016 that requires states to set up an EVV system to verify that services for all Medicaid-funded personal care and home health care services occurred. Under the Act, an EVV system must verify the following service components:

1. Type of service performed;
2. Individual receiving the service;
3. Date of the service;
4. Location of service delivery;
5. Individual providing the services; and
6. Time the service begins and ends.

An upcoming stakeholder meeting is scheduled for August 24, 2021 from 3:00-4:00pm

Register in advance to attend at: [https://cal-dds.zoom.us/webinar/register/WN\\_et1n9P8LSsCZW2MYXqplKw](https://cal-dds.zoom.us/webinar/register/WN_et1n9P8LSsCZW2MYXqplKw)

More information can be found at: <https://www.dds.ca.gov/services/evv/> and <https://www.dhcs.ca.gov/provgovpart/Pages/EVV.aspx>

## **California Advancing and Innovating Medi-Cal (CalAIM)**

Health Trailer Bill (AB 133) Establishes the CalAIM Act to allow DHCS to seek federal approval for, and implement, the waivers of the CalAIM initiative. More information about CalAIM can be found on the DHCS website at <https://www.dhcs.ca.gov/provgovpart/Pages/CalAIM.aspx>

CalAIM is a multi-year initiative by DHCS to improve the quality of life and health outcomes of our population by implementing broad delivery system, program and payment reform across the Medi-Cal program. The major components of CalAIM build upon the successful outcomes of various pilots (including but not limited to the Whole Person Care Pilots (WPC), Health Homes Program (HHP), and the Coordinated Care Initiative) from the previous federal waivers and will result in a better quality of life for Medi-Cal members as well as long-term cost savings/avoidance.

CalAIM has three primary goals:

1. Identify and manage member risk and need through whole person care approaches and addressing Social Determinants of Health;
2. Move Medi-Cal to a more consistent and seamless system by reducing complexity and increasing flexibility; and
3. Improve quality outcomes, reduce health disparities, and drive delivery system transformation and innovation through value-based initiatives, modernization of systems, and payment reform.

## **DS Task Force**

<https://www.dds.ca.gov/initiatives/ds-task-force/>

The DS Task Force provides guidance on the delivery of services to Californians who have intellectual and developmental disabilities. 42 individuals serve on the full DS Task Force while an additional 115 serve on the 5 Task Force Workgroups. Meeting information is available as well as the recording of the meeting at the website above.

DDS has been holding monthly check-in meetings since the onset of the pandemic and have held them almost every month during 2021. All the past meetings can be viewed at <https://www.dds.ca.gov/initiatives/ds-task-force/>

### Summary of Recent DS Task Force Meetings

On August 5th, 2021, the DS Task Force held a monthly check-in meeting that was previously scheduled for July 7th. Nancy Bargmann began by sharing that DDS will be moving back to quarterly meetings of the full task force along with the meetings of the 5 workgroups. Data on COVID-19 was presented and regional center positivity rates mirror what is seen across the state with some deviation likely due to when cases are reported to the regional center and DDS.

Overall known vaccination status was reviewed with 229,456 consumers over the age of 12 eligible for vaccination. The data reported reflected what is known to regional centers due to reporting of vaccination status not being required.

- 58% of the consumer population have no vaccination reported
- 29% report full vaccination
- 5% report needing the 2nd dose
- 8% reported declining vaccination

Highest vaccination rates are reported in residential settings (ARFPSHN, CCF, CCH, EBSH, FHA, ICF, and NF) and the lowest rates are seen in family homes (home of parent/guardian). This may be due to congregate settings being prioritized for vaccination and underreporting in family homes. Additional vaccination data was presented by race and race/age. The rate of vaccination with at least one dose increased with the age of consumers, with similar distributions by race across age groups. White and Asian groups reported higher rates than Hispanic and Black groups. The website [myturn.ca.gov](http://myturn.ca.gov) in addition to vaccine appointments now offers transportation options to vaccination clinics and in-home vaccination options.

A survey was sent by email to all DS Task Force and Workgroup members to identify priority focus areas. The resulting recommendations will help guide future conversations about how to best address these priorities and the barriers to showing progress and affecting change.

#### Oversight, Accountability & Transparency (OAT)

1. Individual outcomes versus system outcomes
2. Home and Community-Based Services (HCBS) Final Rule, focusing on choice and community inclusion
3. Meaningful outcomes and measures

#### Safety Net

1. Safety and de-escalation
2. Increase specialized providers and knowledgeable staff
3. More accessible, in-person mobile crisis services

#### Community Resources

1. Innovate to increase options
2. Use alternative and blended service models
3. Employment education across the system

#### Community Placement Plan/Community Resource Development Plan (CPP/CRDP)

1. Communicate solutions and system navigation
2. New service models and staffing based on flexibility
3. Service models for the aging population

#### DDS Budget

An update on the DDS budget since the May Revise was given. The overall budget for 2021-22 is \$10.9 billion, an increase of \$1 billion over the 2020-21 budget. Some of the highlighted initiatives include:

- Coordinated Family Support Systems - \$25 million
- Enhanced Community Integration Services - \$12.5 million
- Social Recreation, Camp, and non-Medical therapies - \$19 million
- Language Access and Cultural Competency Training - \$10 million
- Self-Determination Ombudsperson - \$1 million
- Modernized IT Systems - \$6 million
- Rate Adjustments - \$89.9 million

Stakeholder engagement will be pivotal in implementing and affecting change in these future implementations, some of which are outlined in statutes and in trailer bill language. Of note are the Community Navigator program (stakeholder engagement on August 31, 2021), Regional Center Incentive program (workgroup to be established by September 1, 2021), Employment Grants (consultation with stakeholders by September 30, 2021), Paid Intern and



Competitive Integrated Employment program, Rate Adjustments, Self-Determination program, and DS Workforce Development and Training.

## **Disability Thrive**

<https://scdd.ca.gov/iddthrive/>

The Disability Thrive Initiative provides statewide training, support, and resources on how to deliver and access alternative services for Californians with developmental disabilities.

August 11th 3:30-4:15pm Free webinar

The Changing Role of the Workforce Supporting People with Disabilities

For more information or to register for upcoming webinars visit: <https://scdd.ca.gov/iddthrive/>

The pandemic offered an unprecedented opportunity to innovate and develop person-centered alternative services and supports for people with intellectual and developmental disabilities.

Like everything else, the role of the Direct Support Professional (DSP) continues to adapt to the individual needs of those served. The free webinar will discuss these important changes to the workforce supporting people with disabilities, including:

- Shifting from “providing care” to “supporting independence and community engagement”
- Developing the workforce through competency-based education rather than just “training”
- Creating a culture that supports staff recruitment and retention

This webinar will feature guest presenters from the following organizations: Adaptive Learning Center, Community Catalysts and the National Alliance for Direct Support Professionals.

## **CalABLE Accounts**

CalABLE is a savings and investment plan offered by the state of California to individuals with disabilities. Eligible individuals, family, friends and employers can contribute up to \$15,000 a year without affecting the account beneficiary's public disability benefits. CalABLE account owners who work can contribute even more to their accounts. Best of all, earnings on qualified withdrawals from a CalABLE account are federal and California state tax-free.

As California legislation authorized another stimulus payment for SSI and SSDI recipients, the importance of CalABLE accounts for the disability community is even more evident. While the stimulus payments are not counted as income and do not affect benefit amounts, there is a limit on the amount of assets beneficiaries are allowed to hold (\$2,000 per individual, \$3,000 per couple). For the first 12 months, stimulus money is not counted as a resource. After 12 months, any remaining funds will be counted and could result in a suspension of one's SSI benefits. Depositing into a CalABLE account, however, will prevent monies up to \$100,000 from being counted against benefits.

<https://www.calable.ca.gov>

## **2021 Recall of Governor Newsom**

On September 14th, Governor Gavin Newsom will face a recall election to determine whether he shall be recalled and if so, to select a successor. Voters will see two questions on their ballot. The first will ask whether Newsom should be removed, and the second question will ask voters to choose a replacement in the event Newsom is removed from a list of candidates who have qualified for the ballot. The candidate list includes 46 candidates including, former San Diego Mayor Kevin Faulconer, former Republican Congressman Doug Ose, reality TV star

Caitlyn Jenner, and John Cox, the 2018 Republican candidate for governor. Newsom himself is barred from being listed among the candidates who can be considered if the recall passes.

A majority vote is required on the first question for the governor to be recalled. The candidate with the most votes on the second question would win the election, no majority required. Should Governor Newsom survive the recall effort, he will face re-election in a statewide primary election in June 2022 followed by the general election in November 2022.

<https://www.sos.ca.gov/elections/upcoming-elections/2021-ca-gov-recall/newsom-recall-faqs#ballot>

<https://elections.cdn.sos.ca.gov/statewide-elections/2021-recall/quick-facts-2021.pdf>

### **American Recovery Plan Act (HR 525) and HCBS**

American Rescue Plan Act (ARPA) of 2021 – Increased Home and Community-Based Services (HCBS) Spending Plan

On March 11, President Biden signed into law [ARPA](#), a COVID-19 relief package that includes a provision ([Section 9817](#)) to temporarily increase Medicaid’s Federal Medical Assistance Percentage (FMAP) by 10 percent for spending on HCBS. The increased FMAP provides additional support for HCBS during the COVID-19 emergency.

On May 13, CMS provided [additional clarification and guidance](#) to assist states with implementing ARPA’s HCBS section. CMS clarified that states may use the enhanced funding on spending for both HCBS and HCBS-related administrative activities. States have until March 31, 2024, to expend the enhanced FMAP funding. In order to receive the enhanced FMAP funds, CMS requires states to submit an initial HCBS spending plan and narrative, as well as quarterly updates. California’s HCBS spending plan was submitted on July 12th, 2021 to the federal Centers for Medicare and Medicaid Services (CMS). The plan reflected many of the investments included in the initial version released by the Administration in early June, as well as program funding included in the 2021 Budget Act.

<https://www.chhs.ca.gov/blog/2021/07/12/ca-submits-home-and-community-based-services-spending-plan/>

The full plan can be found at the following link:

<https://www.dhcs.ca.gov/Documents/DHCS-HCBS-Spending-Plan-Web-Package-7-12-21.pdf>

North Los Angeles County Regional Center  
**Vendor Advisory Committee Meeting Minutes**  
August 5, 2021

**Present:** Orli Almog, Erica Beall, Suad Bisogno, Kimberly Bermudez, Catherine Carpenter, Cal Enriquez, Bob Erio, Sharoll Jackson (Chair), Dana Kalek, Alex Kopilevich, Don Lucas, Daniel Ortiz, Olga Reyes, Kenny Ha, Kevin Shields, Jodie Agnew-Navarro - Committee Members

**Absent:** Jenni Moran and Nick Vukotic

Ruth Janka, Kim Rolfes, Dr. Jesse Weller, Evelyn McOmie, Stephanie Margaret, Dr. Michael Fernandez, Josie Dauglash, Liliana Windover, Cheryl Blizin, Anna Polin, Nancy Salyers, Sara Iwahashi, Cristina Preuss, Gabriela Eshrati, Fred Rockwood – NLACRC Staff

Approximately 109 Service Providers also participated on the Zoom call.

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**I. Call to Order & Introductions**

Sharoll Jackson, VAC chair, called the meeting to order at 9:31 a.m.

**II. Public Input**

- Jessica Gould, legislative consultant for the disability community shared information regarding her services. Jessica aims to make the legislative process understandable and provides 10 years of experience of guiding clients on the impact of their services on the disabled community in California. For more information, visit Jessica's site at <https://jgouldconsultation.com/>
- Mark Alteri, Service Provider for the Self-Determination Program (SDP), shared information regarding a website he has created for services providers or independent facilitators to set-up their profile and include information regarding their SDP services. For more information, visit Mark's site at <https://www.thecasdpnetwork.org/>

**III. Consent Items**

A. Approval of Agenda

**M/S/C** (K. Shields/ A. Kopilevich) to approve the agenda as presented.

B. Approval of Minutes from the June 3<sup>rd</sup> VAC Meeting

Under page 17, FY 2021-22 Priority Issues, Section IV, it was recommended to change the headline “Implementation of Legislative Changes” for “**Legislative Issues and Advocacy**” in order to match the name of the workgroup.

**M/S/C** (K.Shields/ A. Kopilevich) to update the headline “Implementation of Legislative Changes” under Section IV of the FY 2021-22 Priority Issues for “**Legislative Issues and Advocacy**”

**M/S/C** (S. Bisogno/A. Kopilevich) To approve the June 3<sup>rd</sup> meeting minutes as amended.

**IV. Committee Chair Selection**

Sharoll Jackson was nominated as the VAC Chair for FY 2021-22.

**M/S/C** (B. Erio/A. Kopilevich) To approve the nomination of Sharoll Jackson as the VAC Chair for FY 2021-22.

**V. Executive Director’s Report** (Ruth Janka)

A. Trailer Bill Language (TBL) - SB 136

A summary report was provided regarding the implementation and impact this year’s TBL will have in our system. Some of the language included in the TBL are as follow:

- o Remote Electronic IFSP meetings and early intervention services
- o Remote IPP meetings, if requested by consumer/parent
- o Group Homes for Children Special Healthcare Needs
- o Vendedored Group Homes Placements for consumers in Fostercare and Probation

- o Provisional Eligibility
- o Enhanced Language Access and Cultural Competency Initiative
- o Camping, Social Recreation, Education Services, and Alternative Nonmedical Therapies
- o Caseload Ratio Public Meeting requirement
- o Semi-Annual Reporting to DDS re: New CSC Hires (Oct 10 and Mar 10)
- o Service Provider Rate Increases
- o Out of State funding approval (extended timeframe)
- o DDS Contractor to evaluate disparity efforts
- o RC performance improvement indicators
- o DSP Pay Differentials
- o SDP – additional requirements
- o CIE/PIP

B. COVID-19

There is an increase in positivity rate in the LA County due to the Delta Variant. Current hospitalizations as of 08/04/21 are 1,242 cases with 20% of these cases in the Intensive Care Unit.

DDS is tracking status of individuals who have been vaccinated through regional center data entry into SANDIS. VAC members and attendees were asked for their support in this effort by asking individuals served and their families to provide their vaccination status to service coordinators.

C. Face to Face Visits and Health Screening

NLACRC is still conducting in person visits and in person meetings when requested. If a positive response is obtained during the health screening, the staff person will not enter the facility or home, and the visit will be scheduled.

D. Re-opening NLACRC's Facilities

With the increase of positivity rate due to the Delta Variant, NLACRC is reconsidering the opening of our offices to the public on September 1, 2021. A communication will be forthcoming regarding NLACRC locations opening to the public. DDS Directives

The following directives were recently extended by DDS:

1. 07/21/21 - Rescission of Directive Regarding Day Services for

Consumers at High Risk for Serious Illness due to COVID-19

2. 07/22/21 – Guidance regarding Reimbursement for Transportation Services for Alternative Non-Residential Services.
3. 07/29/21 -Extension of Waivers, Modifications and Directives due to COVID-19.

F. Technology Lending Library RFP

NLACRC has identified Easter Seals as the contractor to provide the technology services and is in the initial phases of contracting.

E. NLACRC Consumer’s Statistics

The following consumer’s statistics as of June 30, 2021 was shared with members of this committee:

- Early Start Consumers 4,299
- Non-Early Start Consumers 23,857
- Intake Individuals 748

As of June 2021 and in accordance with data received from DDS, NLACRC was in 100% compliance with the completion of the intake and assessment process for all our applicants. NLACRC will schedule a Performance Contract Public meeting at the end of September 2021, and will provide more information regarding our performance and progress toward the Center’s performance contract goals.

**VI. Deputy Director-Chief Financial Officer’s Report (Kim Rolfes)**

A. Fun Fact

The Center received an inquiry from DDS regarding its purchase of services expenditures due to the increase in personal assistance services, service code 062, over the five-year period of fiscal year 2017 thru fiscal year 2021. The increase of personal assistance expenditures, under service code 062, was primarily due to the following factors: (i) the increased need of personal assistance services due to COVID-19; (ii) increased communication to our community about the availability of personal assistance services; and (iii) an increase in the number of individuals receiving personal assistance services approximately 1,500 consumers served per month in FY2017 to approximately 3,200 consumers served per month in FY2021.

B. Financial Report (Kim Rolfes)

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. The Center currently projects a POS surplus of \$ 21,799,123 and a small CPP deficit of \$580,127.

For FY2021-22, we received our preliminary contract in the amount of \$558.5M and our cash advances for FY2022. The Center did not need to borrow from our credit line because we received the cash advances prior to when the Center processed the POS payments to service providers.

C. Statewide RC Purchase of Service Expenditure Projection Report

As of July 10<sup>th</sup>, statewide it is reported that there is a \$363.9million surplus. Currently, all 21 regional centers are reporting a POS surplus, ranging from \$5.6 million (NBRC) to \$50.6million (SCLARC). NLACRC's surplus of \$21.8 million is the 6<sup>th</sup> largest surplus.

D. Special POS Check Runs

NLACRC will continue the special check runs. The next special check runs are scheduled on July 28<sup>th</sup>, August 26<sup>th</sup> and September 28<sup>th</sup>.

E. Operations Budget

- The center has started the process to secure a new CPA firm. Under statute, regional centers may only use the same CPA firm for 5 years in a ten-year period. The last year that Windes will be performing the Center's independent audit will be FY2020-2021.
- The Center currently has several audits in process. DDS is currently conducting the Center's two-year biennial audit of FY 2019-20 and FY 2020-21. In addition, the Center is scheduled for our worker's compensation audit in September 2021, and our independent financial audit, that will be conducted by our CPA firm, is scheduled in October 2021.

F. Vendor Independent Reviews and Audit Compliance

The Center received a letter from DDS in May 2020 requesting each regional center to establish a plan to comply with the statutory requirement to collect service providers independent audit or review reports for Year 2019 and Year 2020. Service provider Year 2019 independent audit/review reports were due to the Center no later than September 30, 2020; and service provider Year 2020 independent audit/review reports are due to the Center no later than September 30, 2021. The Center submitted its plan to DDS in July 2021 and will be following up with service providers that have not submitted their Year 2019 independent audit/review reports that were due in September 2020. Under statute, it requires the Center to take an action, up to termination of the service provider's vendorization, for noncompliance with the statutory requirement to submit an independent audit/review report to the Center by the statutory timeline of within 9 months of the service provider's fiscal year end. The Center currently has outstanding audits/review reports that have not been submitted by some of our service providers for FY 2018-19 and FY 2019-20. The Center's Community Services Department will be sending notices of this statutory requirement to service providers. Service providers were reminded that if the service provider's vendorization is terminated due to the failure to provide the independent audit/review report to the Center, it would affect all vendorizations under the service providers tax identification number. Service providers that receive the Center's written notice, were encouraged to submit their independent audit/review report to the Center to mitigate an action to terminate the service provider's vendorization(s) for noncompliance with the statutory requirement.

E. Staffing Updates.

Human Resources: The Center had 551 employees filled out of 624 authorized positions as of end of July 2021. Annualized turnover rate is 0.7%.

**VII. Chief of Program Services Report (Jesse Weller)**

A. Consumer Services Manager

Donna Rentsch, former Community Services Specialist and Consumer Services Supervisor, was promoted to Consumer Services Manager for our Antelope Valley and Santa Clarita Offices.

B. Town Halls



- The town hall on August 19<sup>th</sup> will be regarding Transition Age Services.
- A round table in collaboration with UC Davis Medical Center regarding Vaccine Equity and Hesitancy has been scheduled on August 18, 2021.
- We are also offering a series of webinar trainings in collaboration with Learning Rights Law Center. They are scheduled every 4<sup>th</sup> Tuesday of the month from 10:00 am to 11:30 am.

C. National Core Indicators (NCI) Presentation

An NCI presentation regarding Child/Family Survey data will take place on Wednesday, August 11<sup>th</sup> at 6:30 pm during our Board Meeting.

D. Diversity, Equity and Inclusion

The Center has established a case management unit lead by Dr. Michael Fernandez, Diversity, Equity and Inclusion Supervisor. We have created a blueprint in collaboration with a consultant to look at our policies, procedures, mission and vision statements, and training for our staff.

E. Self Determination Program (SDP)

- SDP is now open to any Lanterman consumers served by the regional center.
- NLACRC continues to conduct monthly informational meetings.
- As of today, we have 48 participants enrolled in this program
- The Center has finished the RFP process for contractors to support the implementation of the SDP; four awardees selected.
- The center received a directive on 07/07/21 from DDS stating that the regional centers can purchase initial person-centered planning services to assist participants as they transition into SDP.
- The next Self Determination Local Volunteer Advisory Committee meeting will be held on August 19, 2021 at 7:00 pm.

F. Placement Reviews

All questions regarding residential placements should be directed to Emmanuel Gutierrez, Case Management Supervisor.

G. Provider Updates

We recently had an Interagency Forum with residential providers in order to

collaborate with NLACRC staff during COVID-19. Any residential services providers who would like to join these forums, please contact Liz Chavez at the Center's Antelope Valley Office.

### **VIII. Community Services Director's Report (Evelyn McOmie)**

#### **A. DDS Rate Model Presentation**

A presentation was provided regarding the DDS Rate Model Implementation. Some of the highlights included the following:

- Background
- Rate Model Report submitted by Burns & Associates
- Fixed Assumptions on Benefits & Wages
- Implementation in accordance with WIC, 4519.10(c)
- Increase percentage by service code
- Link to Rate Study:  
<https://www.burnshealthpolicy.com/DDSVendorRates/>

#### **B. AB 637 Proposal Presentation**

A presentation was provided regarding the AB 637 proposal to change the rate model for Adult Residential Facilities for Person with Special Healthcare Needs (ARFPSHN). Some of the highlights included the following:

- History of ARFPSHNs
- Qualifying Personal Care Needs
- Special health Care Needs
- Service Provider Selection
- Why we need ARFPSHN Services
- Mandated Minimum Staffing
- Example of Fiscal Impact – Current
- Example of Fiscal Impact – Proposed
- The solution and next steps in proposal process

#### **C. Governor's Orders**

##### **1. Health Care Worker Protections in High-Risk Settings**

The Governor's office, under the California Department of Public Health issued an Order on July 26, 2021 regarding the following:

- In order to prevent COVID-19 further spread in hospitals, SNFs, high-risk congregate settings and other health care settings, limited and temporary public health requirements are necessary at this time.
- All facilities identified in this Order must verify vaccine status of all workers.
- Respirator or mask requirement.
- Testing requirements

This order shall take effect on August 9, 2021 and facilities must be in full compliance with this Order by August 23, 2021.

2. The following areas were also addressed during this report:

- PPE Eligibility
- Update regarding Resumption of Annual Inspections using the Compliance and Regulatory Enforcement (CARE) tools.
- CCL Weekly Licensee Assistance Survey
- CCL Informational Call Review Date: 08/11/21 at 1:00 pm
- Adult Day Program Infection Guidance
- Updated Facility Staff Testing and Masking Guidance
- Risk Mitigation Plan
- Quarterly/Annual Review Scheduled – Health Screening

## **IX. Legislative Report\_(Michelle Heid)**

Some of the highlights in Michelle's report are as follow:

- Highlights of the 2021/2022 State Budget
- Electronic Visit Verification
- Legislative Calendar
- DS Task Force
- Disability Thrive
- CalABLE Accounts
- Telehealth

- 2021 Recall of Governor Newsom
- American Recovery Plan Act

Refer to the following link for additional information:

[https://drive.google.com/file/d/1MsasQMAJSs\\_oogdrYY022yrb\\_gV6ZzGv/view](https://drive.google.com/file/d/1MsasQMAJSs_oogdrYY022yrb_gV6ZzGv/view)

## **X. Committee Business (Ruth Janka)**

- Annual VAC Orientation: Review Policies & Procedures  
The Policies and Procedures were reviewed with members of this committee
- FY 2021-22 VAC Meeting Schedule  
A copy of the meeting schedule was provided to the members of this committee.
- FY2021-22 VAC Roster & Teams  
A copy of the VAC roster was provided to the members of this committee.
- VAC Priorities for FY 2021-22  
The VAC priorities for the current fiscal year were reviewed with members of this committee.

## **XI. Progress Reports from Service Provider “Return to Work” Groups**

- Early Start (Dana Kalek)  
Intake for Early Start has steadily increased. This group is looking at early start goals and providing more outreach. Concerns for new intake children under the age of 3 presenting with social anxiety were discussed.
- Licensed Site-Based Program  
No report
- Community Based Program (Suad Bisogno)  
Group met two months ago and discussed the changes under the Burns & Associates Rate Study.
- Independent Living/Supported Living Services (Kevin Shields)  
Group stopped meeting. Anyone interested to continue this group, contact Kevin Shields.

- E. Individualized Services (Kim Rolfes)  
A survey is currently being draft for parents.
- F. Residential Services  
This group has joined forces with the Site Based Program. A meeting has been scheduled on August 12<sup>th</sup> at 10:00 am to discuss the PIN discussed previously by Evelyn McOmie.
- G. Transportation (Evelyn McOmie)  
R&D, Keolis and STA continue to meet every other week. Day programs resuming services were asked to notify R&D with a minimum of two weeks in advance in order to request transportation services.

## **XII. Reports from the VAC Priority Issue Work Groups**

- A. Early Start Services (Dana Kalek)  
Information was provided by Dana under the Return to Work Group for Early Start.
- B. School Age Services (Cal Enriquez)  
Group met on 08/04/21 to discuss issues about COVID, Health & Safety and the shortage of staff.
- C. Adult Services (Suad Bisogno & Erica Beall)  
This group met early July and discussed the Burns & Associates Rate Study. Next meeting's discussion will be regarding housing for people with developmental disabilities. Group meets every other month.
- D. Legislative Issues and Advocacy (Sharoll Jackson)  
Refer to Michelle Heid's link under Section IX of these minutes for more information on legislative issues and advocacy.

## **XIII. Report on Board Committee Meetings**

- A. Administrative Affairs (Kevin Shields)  
Bylaws were reviewed during the last Administrative Affairs committee.
- B. Board of Trustees (Sharoll Jackson)
  - Thank you letters were sent to several Senators for their legislative support and their partnership passing some of the bills.

- Board met in June and reviewed Bylaws, report on SDP, provided a director's report among other issues

B. Consumer Services (Ruth Janka)

The Chair for this committee was established. In addition, an orientation was provided to members of this committee. DDS Directives, quarterly reports, review of the AB 637 proposals and DDS directives among other topics were presented to this committee.

C. Government & Community Relations (Ruth Janka)

This committee did their orientation, review their board policy for our disability community. Some of the issues discussed during this committee were legislative update, town hall meetings, social media, etc.

D. Nominating (Bob Erio) - No Report

F. Strategic Planning (Erica Beall/Nick Vukotic/Ruth Janka)

This committee discussed their performance contract, proposed goals for FY2021-22, review NLACRC Strategic Plan, among other issues discussed during this meeting.

#### **XIV. Agenda Items for the Next Board Meetings**

- A. Minutes of the August 5<sup>th</sup> Meeting.

#### **XV. Announcements/Public Input**

Lety at R&D reported that transportation companies are following the safety protocol for COVID-19. They are in compliance with the federal, State and local counties.

- A. Next Meeting: Thursday, September 2<sup>nd</sup> at 9:30 a.m.

#### **XVI. Adjournment**

Sharoll Jackson adjourned the meeting at 12:05 pm.

Submitted by,

*Liliana Windover*

Liliana Windover  
Executive Assistant

[vacmin\_aug5\_2021]

