

Revised Packet



Board of Trustees Meeting

Wednesday, September 13, 2023
6:30 p.m.

Via Zoom Technology

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

Revised as of 08/24/23

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

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

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

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

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

***The Board of Trustees will have a quarterly hybrid meeting option this month.**

REVISED AGENDA

North Los Angeles County Regional Center
Board of Trustees Meeting - *Via Zoom*
Wednesday, September 13, 2023
6:30 p.m.

~AGENDA~

- 1. Call to Order & Welcome** – Ana Quiles, Board President
- 2. Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
 - C. Monthly Submission for Childcare/Attendant Care Billing
- 3. Board Member Attendance** – Liliana Windover, Executive Administrative Assistant
- 4. Introductions**
 - A. David Coe, First Vice President of the Board
 - B. Evelyn McOmie, Chief Consumer and Community Services Officer, NLACRC
- 5. Public Input & Comments** (3 minutes)
- 6. Consent Items**
 - A. Approval of Agenda (*Page 4*)
 - B. Approval of August 9, 2023, Board Meeting Minutes (*Deferred*)
- 7. Executive Session**
 - A. Legal Update - Vini
- 8. Presentation of DDS Contract for FY23-24** – Vini Montague (*Deferred*)
- 9. Committee Action Items**
 - A. Executive Committee - Ana Quiles
 1. Approval of Changes of Board Master Calendar - Ana (*Page 8*)
 2. Approval of FY 2023-24 Annual Board Training Plan - Ruth (*Page 20*)
 3. Approval of FY 2023-24 Board Goals – Ruth (*Page 21*)

4. Approval to Suspend SDP Board Liaison Position for FY23-24 – Ana

- B. Consumer Services Committee - Rosie Sigala
 1. Approval of Amendment to NLACRC Service Standards: Early Start IDEA Part C in the Case Finding & Public Information section of the Service Standards. - *(Page 29)*
 2. Approval of Committee Priorities for FY 2023-24 *(Page 41)*
 3. Approval of Revised Critical Calendar for FY 2023-24 *(Deferred)*

- C. Administrative Affairs Committee – Brian Gatus
No meeting in August 2023

- D. Government & Community Relations Committee – David Coe
 1. Approval of the Legislative Priorities for FY 2023-24 *(Page 42)*

- E. Vendor Advisory Committee – Suad Bisogno
 1. Approval of Priorities Issues for FY 2023-24

- F. Nominating Committee – Lillian Martinez
 1. Nomination of New Board Members
 - a. Jennifer Koster
 - b. Juan Hernandez
 - c. Vivian Seda

- G. Strategic Planning Committee – Leticia Garcia
 1. Approval of Revised Critical Calendar for FY 2023-24 *(Page 43)*

- 10. Executive Director’s Report – Ruth Janka *(Page 45)***

- 11. Self-Determination Program (SDP) Report – Gabriela Eshrati**
 - A. SDLVAC Liaison August Report *(Page 57)*
 - B. Next Self Determination Local Advisory Committee Meeting scheduled for September 21, 2023, at 6:30 pm

- 12. Administrative Affairs Committee – Brian Gatus**
 - A. Minutes of the July 27, 2023 Meeting *(Page 60)*
 - B. Next meeting Scheduled on September 28, 2023, at 6:00pm

13. **Association of Regional Center Agencies** – Lety Garcia
 - A. August ARCA Liaison Report (*Page 68*)
 - B. Next Meeting Scheduled on October 19-20, 2023
14. **Consumer Advisory Committee**
 - A. Minutes of the August 2nd Meeting – (*Page 78*)
 - B. Minutes of the September 6th Meeting (*Deferred*)
 - C. Next Meeting Scheduled on October 4, 2023, at 3:00pm
15. **Consumer Services Committee** – Rosie Sigala
 - A. Self Determination Program Board Training during Committee Meeting on Wednesday, September 20th at 6 pm.
16. **Executive Committee** – Ana Quiles
 - A. Minutes of the July 27, 2023 Meeting (*Page 80*)
 - B. Minutes of the August 31, 2023 Meeting (*Deferred*)
 - C. SMCI Operations Contract – Vini (*Page 87*)
 - D. Dimanche Home Care PL2207-076 Contract (*Page 90*)
 - E. Next meeting scheduled on September 28, 2023, at 7:30 pm
17. **Government & Community Relations Committee** – David Coe
 - A. Minutes of the August 16th Meeting (*Page 93*)
 - B. Next Meeting on October 18, 2023, at 6:00 pm.
18. **Nominating Committee** – Lillian Martinez
 - A. Redacted Minutes of the April 17th Meeting (*Page 99*)
 - B. Redacted Minutes of the August 15th Meeting – *Deferred*
 - C. Redacted Minutes of the August 21st Meeting - *Deferred*
 - D. Next Meeting Scheduled on October 4, 2023, at 5:30 pm.
19. **Post-Retirement Medical Trust Committee** – Ana Quiles
 - A. Minutes of the July 27th Meeting – (*Page 104*)
 - B. Next Meeting Scheduled on January 25, 2024, at 5:30 pm
20. **Strategic Planning Committee** – Lety Garcia
 - A. Minutes of August 7th Meeting – (*Page 108*)
 - B. Next Meeting Scheduled on November 6, 2023, at 6:00pm
21. **Vendor Advisory Committee** – Suad Bisogno

- A. Minutes of the August 3rd Meeting – (*Page 114*)
- B. Minutes of the September 7th Meeting (*Deferred*)
- C. Next Meeting Scheduled October 5, 2023, at 9:30 am.

22. Old Business/New Business

- A. Board and Committee Meeting Attendance Sheets (*Page 123*)
- B. Board and Committee Meetings Time Report (*Page 132*)
- C. Updated Acronyms Listing (*Page 133*)
- D. Meeting Evaluation Form – *Emailed separately*

23. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, October 11, 2023, at 6:30 pm
- B. Public Meeting Attendance
- C. SDP Independent Facilitator Round Table, September 14th at 2:00 pm
- D. Self-Determination Orientation, September 18th at 9:00 am
- E. Filipino Support Group, September 18th at 6:30 pm
- F. Parent Adult Consumers Support Group, September 20th at 6:30 pm
- G. SLS Orientation, September 21st at 3:00 pm
- H. Self-Determination Local Advisory Committee, September 21st at 6:30 pm
- I. Cultivar and Crecer, September 22nd at 6:30 pm
- J. Self-Determination program Forum and Resource Fair, September 23rd at 10:00 am

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

24. Adjournment



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

Revised as of 08/24/23

| ◆ July 2023 ◆ | | | | | | |
|---------------|--------|--|--|---|--------|--|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | 1 |
| 2 | 3 | 4 Independence Day (NLACRC closed) | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 <u>6:00pm-8:00pm</u> New Board Member Orientation | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 <u>6:00 pm</u> Consumer Services Committee Meeting | 20 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg. | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting* <u>6:15 pm</u> Administrative Affairs Meeting* <u>7:45 pm</u> Executive Committee Meeting* *meetings rescheduled from regular date of: Wednesday, 7/26/23 | 28 | 29 <u>8:00 am-5:00pm</u> Board Retreat |
| 30 | 31 | | | | | |

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

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

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

Revised as of 08/24/23

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

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

Revised as of 08/24/23

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

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

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

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***The Board of Trustees will have a quarterly hybrid meeting option this month.**

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

◆ November 2023 ◆

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

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

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

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

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

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

◆ January 2024 ◆

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

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***The Board of Trustees will have a quarterly hybrid meeting option this month.**

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

◆ February 2024 ◆

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

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

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

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

◆ April 2024 ◆

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|-----------------------|---|--|--|---|-----------------------|-----------------------|
| | 1 Cesar Chavez Day (NLACRC offices closed) | 2 | 3 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 4 <u>9:30 am</u> Vendor Advisory Committee Meeting | 5 | 6 |
| 7 | 8 | 9 | 10 <u>4:30 pm-5:30 pm</u> Board Packet Review (Antelope Valley NLACRC Office or option to attend via Zoom) <u>6:30 pm</u> Board Meeting (Antelope Valley NLACRC Office or option to attend via Zoom) | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 <u>6:00 pm</u> Consumer Services Committee Meeting | 18 <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg. | 19 | 20 |
| 21 | 22 Passover (begins at sundown) | 23 Passover | 24 Passover | 25 Passover <u>5:30 pm</u> Post-Retirement Medical Trust Meeting <u>6:15 pm</u> Administrative Affairs Committee Meeting <u>7:45 pm</u> Executive Committee Meeting | 26 Passover | 27 Passover |
| 28 Passover | 29 Passover | 30 Passover (ends at sundown) | | | | |

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

***The Board of Trustees will have a quarterly hybrid meeting option this month.**

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

◆ **May 2024** ◆

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

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

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

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

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

North Los Angeles County Regional Center

Board of Trustees

FY 2023-24 Presentation/Training Schedule **DRAFT**

| Date | Presentation/Training/Length | Presenter(s) |
|------------------------------------|---|---|
| July 12, 2023 | New Board Member Orientation (2 hours) | Ana Quiles, Board President & Ruth Janka, Executive Director |
| July 21, 2023 | *Board Governance (2 hours) | Amy Westling, Exec. Director ARCA |
| July 29, 2023 | FY23-24 Board Goals and Team Building | Angela Gardner, President Workforce Development Solutions |
| September 20, 2023 | Self Determination Program | TBD |
| October 18, 2023 in lieu of GCR | Legislative Advocacy (2 hours) | TBD |
| November 2023 | * Whistleblower Policy & * COI Training | Parita Burmee, Human Resources Director |
| January 30, 2024 | * Cultural Competency & Implicit Bias Training | Bridging Voices, Consultants |
| February , 2024 | Vendorization, Quality Assurance and Resource Development | Evelyn McOmie, Chief Consumer & Community Services Officer Arshalous Garlanian, Community Services Director |
| March 2024 Board Meeting | Audits, Financial Statements, Tax Returns, and Financial Focus (1 hour) | Lindquist, Von Husen & Joyce & Vini Montague, CFO |

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

Additional Trainings available to board members through ARCA Academy Webinars and include: Boards in the Community, Working Together, Strategic Planning, Diversity Parts 1 & 2, Decoding Regional Center Purchase of Service Data, How Services and Supports Meet the Needs of Infants & Toddlers, Services for School-Age Individuals, Meeting the Service Needs of Adults of All Ages, & Your Role in Legislative Advocacy

() Required Trainings by the Department of Developmental Services*

Approved:

**North Los Angeles County Regional Center
Board of Trustees
Executive Committee Meeting – Board Goals
August 31, 2023**



Angela E. Gardner, MBA

Workforce Development Solutions, Inc. ~ angelagardner.wds@gmail.com



“It’s kind of fun to do the impossible.”
Walt Disney



NLACRC Mission & Vision Statements

Our Mission—what we do and for whom: NLACRC’s mission is to create a community (including families) where each individual with a developmental disability has the opportunity to live a healthy, productive and inclusive life.

Our Vision—the difference we would like to make in our world: NLACRC empowers people with developmental disabilities to have opportunities to achieve their fullest potential in all aspects of life.

NLACRC Values

Dignity/Respect – We recognize that all people have the right to be treated in a humane and ethical way.

Inclusivity/Belonging – We strive for the inclusion of individuals with developmental disabilities and families in all aspects of daily life and for a culture of belonging within our organization.

Equity – We recognize each person has different circumstances and needs and we believe in equal opportunities to access services, participate in employment, participate in the community; also, equal opportunities for members of diverse communities to acquire employment with the Center, partner with the Center in business and equal opportunities for staff to professionally develop and advance in the organization.

Empowerment – We believe in educating and advocating with our community to make informed decisions about their lives, securing the services they need to achieve their goals, and to protect their rights.

Creativity/Innovation – We will have the courage to nurture original ideas, be creative in finding solutions, embrace the use of cutting-edge research and knowledge, and practice flexibility.

2023/2024 Board Goals – *Recommendations*

- **Propose 2023/2024 Board Goals – *Top Three***
 - **Recruitment, Staffing, Retention*****
 - **Consumer/Parent Education*****
 - **Ages & Stages**
 - **Consumer Social**
 - **Legislative Advocacy**
 - **Core Staffing Formula**
 - **Board Outreach/Building Bridges – Resources**
 - **Employment Partnerships**
 - **Community Awareness of NLACRC**
 - **Public Relations*****

******Top Three proposed during the Board Retreat on July 29, 2023***

2023/2024 Board Goals

During the Executive Committee Meeting on August 31, 2023, the following 2023/2024 Board Goals were proposed to move forward to the next Board Meeting for adoption:

- ***Recruitment, Staffing, Retention***
- ***Consumer/Parent Education***
 - **Ages & Stages**
 - **Consumer Social**
- ***Public Relations***
 - **Board Outreach/Building Bridges – Resources**
 - **Employment Partnerships**
 - **Community Awareness of NLACRC**
 - **Legislative Advocacy**
 - **Core Staffing Formula**

2023/2024 Board Goals – *Next Steps*

- **September 13, 2023**
 - **Board Approval of 2023/2024 Board Goals**
- **October 11, 2023**
 - **Goals Workshop**
 - **Objectives to achieve 2023/2024 Board Goals**

Thank You!



Angela E. Gardner, MBA, President
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(760) 265-2994

Workforce Development Solutions, Inc. ~ angelagardner.wds@gmail.com





North Los Angeles County Regional Center

Service Standards

Adopted by the Board of Trustees
March 9, 2022

*Approved by the
Department of Developmental Services
November 18, 2022*

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| III. EARLY START PROGRAM (<i>Approved: November 16, 2018</i>) | Error! Bookmark not defined. |
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North Los Angeles County Regional Center Service Standards

INTRODUCTION

North Los Angeles County Regional Center (NLACRC) is guided by the Lanterman Developmental Disabilities Services Act in the provision of services and supports for persons with developmental disabilities and their family members. The Act specifies activities and obligations the center must discharge to meet its responsibilities. NLACRC fully accepts these responsibilities and will endeavor to meet the needs of consumers¹ within the constraints of its budget.

As part of the activities conducted on behalf of a consumer by the NLACRC, services and supports may be purchased for a consumer as identified on his or her Individual Program Plan (IPP). However, consideration must first be given to viable generic and natural services and supports available to the consumer. Services and supports purchased on behalf of a consumer by the NLACRC must take into consideration the needs, preferences, and choices of the consumer. Services and supports should be flexible and individually tailored to the consumer and, where appropriate, his or her family. Finally, services and supports must be effective in meeting the goals and objectives on the consumer's IPP and reflect a cost-effective use of public resources.

Services and supports purchased on behalf of a consumer by NLACRC must assist the consumer to achieve the greatest self-sufficiency possible and to exercise personal choice. Furthermore, such services and supports, within the context of the IPP, must show a high preference to choices that result in allowing a minor to live with his or her family, an adult to live as independently as possible in the community, and a consumer of any age to interact with persons without disabilities in positive and meaningful ways. To ensure consumers have viable access to quality services and supports within their home communities, NLACRC will work in a collaborative effort with the Area Board and other private or public organizations to provide:

- **Information** - NLACRC will provide consumers with quality and timely information about options. Consumers cannot make informed choices without current and complete information about generic, community and vendored support services. Information may be disseminated in collaboration with the Area Board.
- **Advocacy** - NLACRC will advocate for publicly funded agencies to meet their legal responsibilities to serve consumers. NLACRC may conduct systems advocacy jointly with the Area Board and will work collaboratively with Disability Rights California to provide comprehensive advocacy training.

¹ This includes an adult or child with a developmental disability and/or a family member(s) who has primary or legal responsibility for a minor child who has a developmental disability

- **Options** - NLACRC will encourage and facilitate the creation of quality service and support options for consumers. In collaboration with NLACRC's Vendor Advisory Committee, community best practices standards will be developed and implemented.
- **Consumer Choice and Responsibility** - NLACRC will respect the choices of consumers and acknowledges their ability to accept responsibilities that may be consistent with those for persons without disabilities of the same age.
- **Excellence** - NLACRC accepts its responsibility for adopting policies that ensure the center is effectively and efficiently managed. Accordingly, the Board of Trustees ensures that services are purchased within the framework of the law and service standards as set forth by the board.
- **Responsiveness** - NLACRC will respond to the urgent and critical needs of consumers and/or their family members in a timely and professional manner. The center's Board of Trustees envisions that an appropriate response will be consistent with the consumer's or their family member's situation and may entail exercising greater flexibility as well as creativity in applying the center's service standards. In addition, the center maintains an after-hours business line, (818) 778-1900, to provide consumers, their family members and service providers in immediate need with access to the center.

NLACRC's service standards and policies do not include all possible therapies. Potential therapies will be considered upon review by NLACRC clinicians within the context of the planning team² process. NLACRC clinicians are California-licensed and/or board-certified health care professionals who may include, but are not limited to, physicians, psychologists, board certified behavior analysts, registered nurses, dentists, pharmacists, and registered dental assistants who are NLACRC staff or contractors.

NLACRC is prohibited from purchasing experimental treatments, therapeutic services or devices that have not been clinically determined or scientifically proven to be effective or safe or for which risks, and complications are unknown. In view of the often-complex nature of consumers' needs, it is recognized that some individual circumstances have not been anticipated by these service standards or service needs that occur infrequently. This may include other services and supports not specified in these standards. In such cases, the executive director may review staff recommendations and authorize purchase of service requests.

2 Planning team means the individual with the developmental disability, the parents or legally appointed guardian of a minor, or the legally appointed conservator of an adult consumer, one or more regional center representatives, including the designated service coordinator pursuant to subdivision (b) of section 4640.7 and any individual, including the service provider, invited by the parents or legally appointed guardian of a minor, or the legally appointed conservator of an adult consumer.

In adopting these standards, the Board of Trustees is acting in its role of establishing the service philosophy, standards, and general policy for NLACRC. The board delegates responsibility for the general management of NLACRC and the establishment of operational policies and procedures consistent with these standards to the executive director pursuant to this action.

I. CASE FINDING AND PUBLIC INFORMATION

Service and Procedural Standards

PHILOSOPHY

NLACRC is committed to regular and ongoing case finding activities in its service area to promote participation in the regional center system by eligible persons and their families. Case finding activities are closely interrelated with outreach, public information and human resource development activities.

Outreach should address not only the general public but also special target groups such as non-English speaking populations and/or high risk/high incidence populations or geographical areas. Public information should be designed to improve public awareness of the special needs of persons with developmental disabilities and to promote positive public images and full community participation. Human resource development should encourage new professionals and paraprofessionals to enter the field of developmental services and enhance the skills of those already working in it.

Case finding efforts may be both direct and indirect. Outreach efforts must be multilingual and culturally appropriate. Case finding and outreach beyond the NLACRC service area will be coordinated with Area Board 10 and the Southern California regional centers.

DEFINITION

Case finding and public information encompass a broad variety of activities by NLACRC staff which result in dissemination of information concerning regional center services and enhanced community awareness. Case finding results in new applications for NLACRC services. Public information results in increased knowledge and positive attitudes on the part of the public. Human resource development results in improved consumer services as a result of more and better-qualified persons working in the field. Case finding is also closely associated with prevention activities. (See Section II, Prenatal/Genetics/At Risk.)

POLICY

It is NLACRC's policy to conduct a well-rounded schedule of case finding, outreach, public information and human resource development activities utilizing the center's staff as appropriate. Activities shall take a variety of forms including community presentations; development and distribution of multi-language materials; media outreach; maintenance of lending materials for staff, parents, and professionals; and sponsorship or promotion of related educational events such as classes, workshops and conferences. Bilingual needs and cultural values are given important consideration in the implementation of all related case finding, public information and human resource development activities.

INTAKE AND ASSESSMENT

PHILOSOPHY

NLACRC will conduct intake activities and provide assessment services in accordance with the Lanterman Developmental Disabilities Services Act.

Individuals are to be accepted for intake and assessment without regard to religion, ethnic origin, sex, or degree of disability. Financial resources of the applicant and/or his/her family are not a factor in eligibility for NLACRC services. No individual referred may be denied intake and assessment services unless there is adequate documentation that he/she does not have a developmental disability.

DEFINITIONS

Intake is the 15-day period following a request for assistance. Intake includes, but is not limited to, information and advice about the nature and availability of services provided by regional centers and other agencies in the community. Intake also includes a decision to conduct an assessment for eligibility; provision of an appropriate referral, if applicable; and a review of the Megan's Law website to determine if an applicant over the age of 16 is required to register as a sex offender pursuant to Penal Code 290. Effective July 1, 2011, at the time of the intake and assessment for Early Start or Lanterman Act services, the consumer, or where appropriate, parents, legal guardian or conservator shall provide documentation and information of any health benefits (including insurance cards, etc.) under which the consumer is eligible to receive health benefits. If the consumer has no such benefits, NLACRC will not use that fact to negatively impact the services that the consumer may or may not receive from the regional center.

Assessment refers to those services that determine whether a person has a developmental disability as defined in the Lanterman Developmental Disabilities Services Act.

POLICY

Any individual believed to have a developmental disability, or any individual at risk of parenting an infant with a developmental disability will be given the opportunity to receive initial intake and assessment services. Initial intake, the determination to assess an individual suspected of having a developmental disability, shall be made within 15 working days following the initial request for assistance.

Lanterman Eligibility

The assessment to determine eligibility shall be completed within 120 days following the initial intake. Assessment shall be performed as soon as possible and in no event more than 60 days following initial intake where any delay would expose the client to unnecessary risk to his or

her health and safety or to significant further delay in mental or physical development, or the client would be at imminent risk of placement in a more restrictive environment, including applicants ordered by the courts to be assessed.³

NLACRC will assess within a 45-day timeframe any individual who was previously evaluated by NLACRC and found not eligible for regional center services, who returns to NLACRC within a 24-month timeframe, with a qualifying regional center diagnosis based on evaluation from a third party.

Assessment may include collection and review of historical diagnostic data, provision or procurement of necessary tests and evaluations and summarization of developmental levels and service needs. In determining if an individual meets the definition of developmental disability NLACRC may consider evaluations and tests, including, but not limited to, intelligence tests, adaptive functioning tests, neurological and neuropsychological tests, diagnostic tests performed by a physician, psychiatric tests, and other tests or evaluations that have been performed by, and are available from other sources. Assessment may also include an observation in a secondary setting (e.g., site evaluation or at a designated location in the community). Eligibility assessments may be funded by existing generic resources. In the event that funding from generic resources is not available, NLACRC will fund the eligibility evaluation.

In consultation with the family and with their written consent, an observation in a secondary setting (e.g., a site evaluation or designated location in the community) may be conducted by a licensed clinical psychologist when clinically indicated for diagnostic clarification.

Early Start Eligibility

Any child under age 3 that has a disability or is at risk of having a disability may be eligible. Children may be eligible if they meet one of the criteria listed below:

- Have a developmental delay of at least 25% in one or more of the following six areas: cognitive development, physical and motor development, including vision and hearing; expressive communication development; receptive communication development; social or emotional development, or adaptive development.
- Have an established risk condition of known etiology, with a high probability of resulting in delayed development, including fetal alcohol syndrome, or
- Be considered at high risk of having a substantial developmental disability due to a combination of biomedical risk factors of which are diagnosed by qualified personnel.

This may include children who:

3 Per Welfare and Institutions Code, Section 709.

- Were born prematurely or had low birth weight
- Have extensive medical issues or have been hospitalized for a long period of time
- Have chromosomal conditions such as Down Syndrome, Rett Syndrome, and others
- Had prenatal exposure to drugs or alcohol
- Are showing signs of developmental delays
- Experienced significant birth trauma
- Experienced neglect or abuse
- Have limited hearing, vision, or use of limbs

Each infant or toddler birth through 2 years of age referred for evaluation for early intervention services shall have a timely, comprehensive, multi-disciplinary evaluation of his or her needs and level of functioning in order to determine eligibility within 45 days as per Early Start regulations.

There are several ways to determine an infant's and toddler's eligibility including informed clinical opinion from a qualified professional, conducting an evaluation, a review the child's history and development, gathering information from other sources including family members, other caregivers, medical providers, social workers and educators and a review of pertinent records. Also, the evaluation must be conducted in the native language of the child.

Under IDEA Part C it defines native language as the language normally used by that individual, or a child, the language normally used by the parents of the child. For evaluations and assessments, if determined developmentally appropriate, the language normally used by the child should be the language in which the evaluations are conducted. Native language is further defined for an individual who is deaf or hard of hearing, blind or visually impaired, or for an individual with no written language, as the mode of communication that is normally used by the individual (such as sign language, braille, or oral communication). During the evaluation phase, native language will be considered, and as such arrangement to ensure the evaluations are completed in the native language will take place, either by ensuring the assessor can communicate in the native language or through interpretation services.

Provisional Eligibility

Provisional Eligibility allows for regional center services on a provisional basis for children ages 3-4 without a formal diagnosis of an intellectual or developmental disability. An infant or toddler eligible for early intervention services shall be assessed by the regional center at least 90 days prior to the date that they turn three years of age for purposes of determining their ongoing eligibility for regional center services. If a child does not have a developmental disability, provisional eligibility shall end when the child is five years of age unless an appeal is filed.

NLACRC will utilize available and appropriate assessments and data, which may include secondary observations if clinically indicated and relevant for diagnostic clarification of a

regional center eligible diagnosis. With parent agreement, NLACRC will assess children for ongoing regional center eligibility prior to exiting Early Start at age 3 and prior to exiting the Provisional Eligibility program at age 5.

If the applicant is denied eligibility for regional center services, the applicant will be informed, in writing, of their right to the fair hearing process and any recommendations for services from other agencies made by the staffing team.

North Los Angeles County Regional Center

Consumer Services Committee

Priorities for FY 2023-24

- 1. Propose strategies for increasing access to services in the Center’s communities, including participation in alternative nonresidential services delivery.**
- 2. Address disparities by developing strategies to increase POS expenditures within families of color.**
- 3. Propose and advocate for reduced caseload ratios that will result in effective service coordination for unique populations such as self-determination and consumers/families who are not accessing the services authorized in their Individual Program Plans (IPPs).**
- 4. Monitor progress in the implementation of the center’s self-determination program.**
- 5. Monitor service delivery for compliance with Home and Community-Based Services (HCBS) waiver, statutory and regulatory requirements**



[priorities.2324] Approved:

North Los Angeles County Regional Center

Board of Trustees

DRAFT

Legislative Priorities for F.Y. 2023-24

1. Increase our community engagement and increase participation in legislative advocacy directed toward oversight, accountability, and transparency, and increase funding for the regional center system, and increasing service access and equity.
2. Conduct legislative advocacy trainings, which inform our community and encourage stakeholders to participate in advocacy activities.
3. Hold at least one annual legislative event at the Government & Community Relations Committee's discretion.
4. Engage the community to support legislation for mental health to support our community, and to incentivize employment.
5. Develop and maintain relationships with elected representatives and candidates for legislative office through virtual and live meetings, candidates' forums, and events, as appropriate as determined by the Government & Community Relations Committee.
6. Work with and engage new community partners to engage disability community organizations, service providers and other entities to provide advocacy to support and further the mission of NLACRC.
7. Continue to advocate for funding through appropriate methods (include but not limited to email, social media, and the agency's website) and to government entities that have the power to influence the state of the regional center service system (such as the Health and Human Services Department Secretary, Department of Finance, and the Legislative Analysts' Office).
8. Identify and act on specific bills, initiatives, and budget items that align with the priorities. For example, taking positions, drafting letters, and sharing information with the community. (Items already on this list are: Assembly Bill 1147, and the modernization of core staffing formula)

NLACRC
Strategic Planning Committee
CRITICAL CALENDAR
FY2023-2024

| Month | Activity |
|-----------------|--|
| August | <ul style="list-style-type: none"> ● <u>Orientation for committee members</u> ● <u>Committee elects a chairperson for the current fiscal year</u> ● Review policies & procedures and meeting schedule ● Review Performance Contract Draft for FY2024 ● Review Performance Contract June Data ● Review 2023 Performance Contract Metrics Status ● Review Annual Strategic Plan Implementation Matrix Progress Report ● 4th Quarter reporting of Health & Safety, CIE/PIP, Program Closures & New Vendorizations ● Quarterly Disparity Committee POS Expenditure Review |
| November | <ul style="list-style-type: none"> ● Committee meeting ● Review 2023 Performance Contract Metrics Status ● 2022-2026 Strategic Plan -1st Quarter Status Update ● 1st Quarter reporting of Health & Safety, CIE/PIP, Program Closures & New Vendorizations ● Quarterly Disparity Committee POS Expenditure Review |
| February | <ul style="list-style-type: none"> ● Review public policy performance measure year-end data ● Review Draft Critical Calendar for next fiscal year ● <u>Review 2023 Performance Contract Metrics Status</u> ● <u>Review Performance Contract Draft for FY2024</u> ● 2022-2026 Strategic Plan -2nd Quarter Status Update ● 2nd Quarter reporting of Health & Safety, CIE/PIP, Program Closures & New Vendorizations ● Quarterly Disparity Committee POS Expenditure Review ● |
| May | <ul style="list-style-type: none"> ● <u>Approve Review</u>-Draft Performance Contract for FY2024 ● Review 2023 Performance Contract Metrics Status ● Confirm FY2023-24 Year End reports are posted on website ● Select board meeting to present FY2024 performance objectives and outcomes |

NLACRC
Strategic Planning Committee
CRITICAL CALENDAR
FY2023-2024

| Month | Activity |
|--------------|---|
| | <ul style="list-style-type: none"> • 2022-2026 Strategic Plan- 3rd Quarter Status Update • 3rd Quarter reporting of Health & Safety, CIE/PIP, Program Closures & New Vendorizations • Quarterly Disparity Committee POS Expenditure Review |

[ccal.2023_24] Approved: 03.08.23/Reviewed: 08.07.23/Approved:

North Los Angeles County Regional Center
Executive Director's Report
September 13, 2023

I. LEGISLATION

AB1147 – The Disability Equity and Accountability Act of 2023

This bill is now up for consideration by the full Senate; the Senate can either support the bill as it is written and send it to the Assembly, amend it further and send it to the Assembly, not support the bill, or hold the bill as a two-year bill to be addressed next calendar year. If sent to the Assembly, and approved, it will make it's way to the Governor.

AB138, as amended, will amend amongst other codes, Welfare and Institutions Code, sections 4418.7, 4642, 6500, 6509, and 7505 of, and add to section 4418.8, 4435, 4435.1, 4435.2 and 19629.5.

Specifically, this bill will:

- Would require DDS to notify the courts if an individual cannot be safely served in an acute crisis home and work jointly with regional centers to identify or develop alternative services and supports.
- Would require consideration of supported living as part of active crisis home determination, and prohibit specific interventions, such as prone restraints and seclusion.
- Would authorize DDS to develop a residential program in the community for adolescents and adults with complex needs as part of the safety net plan; up to 3 complex needs homes with a maximum capacity of 5 beds per home. Stay cannot exceed 18 months unless certain criteria are met. Definitions are added to this section regarding acute crisis, complex needs, containment, emergency intervention, prone restraint, physical restraint, and seclusion.
- Would require DDS to establish standardized processes, including standardized templates, for assessing respite services, conducting person-centered planning, for vendorization and intake. Bill would impose certain reporting requirements and establishes timelines.
- Requires DDS to explore the feasibility of electronic tracking of coordination and utilization of generic services
- Would require DDS to collect data regarding number of individuals requesting intake, outcome of intake, length of time to complete assessment, and number of notices of action sent; would also require regional centers to record race and ethnicity and preferred language at the time of intake take certain actions within the intake timeline, including an eligibility or assessment determination and provision of a written notice, in a consumer's preferred language.
- Would require regional centers to determine eligibility or determine the need for assessment within the 15-day intake timeline, and require a notice of action if determine ineligible or an assessment is not initiated.
- Would authorize DDS to amend existing lease for Fairview Developmental Center to establish complex needs homes.

II. CENTER OPERATIONS

Staffing - Recruitment

August 14th New Hires: 4 total - 3 Consumer Services Coordinators (1 Bilingual Spanish) and an HR Specialist 1, Priscila Reyes.

August 28th New Hires: 5 total - all Consumer Services Coordinators (3 Bilingual Spanish).

NLACRC Career Day scheduled for **Saturday, September 9th** at the **Chatsworth** location from 9:00 am to 1:00 pm.

Expansion of partnership with the American Job Center's of California, NLACRC participated in an **American Job Centers of California Job Fair** as a host, at Goodwill Industries, in **Panorama City** on August 23rd, and will be participating in an AJCC Job Fair in **Lancaster** on September 7th.

NLACRC participated in an **American Job Centers of California Job Fair** as a host, at Goodwill Industries, in **Panorama City** on August 23rd, and will be participating in an AJCC Job Fair in **Lancaster** on September 7th.

Staffing – Changes

Executive Administrative Assistants Hailey Lauderdale and Elizabeth Alvarez have both separated from the agency to pursue other employment opportunities. We wish them both well! **Executive Administrative Assistant Liliana Windover** will be retiring this year, with her last day of work being October 12, 2023 and her official retirement date being December 31, 2023. We will miss her!

Administrative Assistant Monike Paz joined the Center in August and is doing a fantastic job of supporting the board, we're very happy to have her on the team!

Provider and Community Engagement and Outreach

Met with with **Senator Menjivar's team**, along with NLACRC's Consumer Services Directors Cristina Preuss and Donna Rentsch, and DEI Supervisor Raphael Munoz, to present information regarding regional center eligibility, the application process, service coordination and services in both Early Start and the Lanterman Programs on Tuesday, August 22nd. See Senator Menjivar's tweet at

Attended **The Nurture Collective's** grand opening on August 24th, a new infant development program in the Antelope Valley, to tour the program and meet program staff. This much needed resource offers feeding therapy, occupational therapy and infant development programming in a spacious environment.

NLACRC is joining the 6 other Los Angeles County regional centers in "**L.A. Parent**" magazine in **promoting our Early Start Program across Los Angeles County**. The full page ad, in both English and Spanish, will describe the importance and availability of early intervention services, free of charge, in Los Angeles County, and will include contact information for all 7 regional centers. The digital edition will be deployed to 130,000 parents, will be posted on LAParent.com and available for regional centers to post; print copies will be distributed throughout Los Angeles and provided to regional centers in September.

NLACRC is scheduled to for a collaboration meeting with **Valley Village** to discuss our community's need for residential nursing care (ARFPSHN services) in the San Fernando Valley.

Field Safety Training

NLACRC has added Field Safety Training to our catalog of trainings. This training will teach staff to implement pre-planning related to safety for home visits, including home visit safety strategies for adults

and children, upon arrival and during a meeting, and offers de-escalation strategies. This is a required training for all staff and has been added to the required trainings for new hires who's position requires fieldwork.

Social Recreation Grants Outreach Plan

- Community Services meets monthly with all grantees to discuss progress and address barriers to outreach and completing grant activities
- Community Services provides ongoing technical assistance
- Published a landing page on our website listing the approved social recreation projects, contact information for the projects (with links to project websites), and a schedule of events
- Promoting approved projects in NLACRC's News You Can Use newsletters and at public meetings
- Community Services is hosting Social Recreation Information Sessions for service coordinators in August and September to inform of availability of projects, services offered, geographic locations, and intended participants.
- Connecting project staff with Family Focus Resource Center to promote to families

Social Recreation Reimbursement Office Hours

Community Services Department will release September office hours next week. Drop-in office hours provide CSCs with assistance completing Social Recreation Reimbursement forms. Note, consumers/families may attend office hours with their service coordinator and may bring receipts for "on-the-spot" reimbursement submissions for social recreation activities approved in the IPP/IFSP.

NLACRC's FY2023 -24 Fiscal Audit

Pursuant to our contract with the Department of Developmental Services, DDS is conducting a fiscal audit of the Center including, but not limited to, the following areas: Purchase of Service, Part C, Targeted Case Management, Operations, Administrative Cost Cap, Leases, Insurance, Consumer Trust Accounts, Self Determination, Fiscal Assets, Governing Board, Vendor Independent Audits and Payroll. Fieldwork was conducted July 21 through August 24, 2023 and the auditors are continuing to solicit records for review.

FY2023 Independent Audit – Lindquist, Von Husen & Joyce, LLP

NLACRC's independent financial audit by Lindquist, Von Husen & Joyce, LLP is scheduled to begin September 11, 2023.

Inclusion, Equity and Diversity Initiative

DDS has **approved** the Center's plan; trainings will be quarterly with Bridging Voices begin in September in the Center's San Fernando Valley Office and are scheduled across the organization through May of 2024. This also meets our Regional Center Performance Measure in the focus area of Equity and Cultural Competency.

Quality Assurance

For the month of August 2023, Community Services conducted 89 residential visits as follows:

- 49 unannounced visits
 - 39 - CCFs, 10 - ICFs, 0 - FHAs, 0- FFA (8 AV, 41 SFV/SC)
 - 17 Annual Reviews – CCF and Day Program (3 AV, 14 SFV/SC)

- 23 Other. 23 In-Person Visits (DDS Reviews, New Provider Orientation, QA/RD Walkthrough, 7 Day visit, SIR Follow/Complaint/CAP Follow-up, Attempted Unannounced Visits – provider was not home)
- 0 Corrective Action Plans developed with residential providers
- 0 Plan of Improvement with a non-residential provider

Consumer Statistics

As of August 2023, the Center served 34,668 consumers and applicants, including 5,049 in Early Start, and 27,256 (increase of 654) in the Lanterman program. The Center’s San Fernando Valley Office serves 21,914 individuals, Antelope Valley serves 8,506 and the Santa Clarita Office serves 3,736 (these totals include applicants, and individuals served under Lanterman and the Early Start programs).

Upcoming Support and Consumer Advocacy Group Meetings include:

- Filipino Support Group, September 18th at 6:30 pm
- Parent Adult Consumers Support Group, September 20th at 6:30 pm
- Cultivar and Crecer, September 22nd at 6:30 pm

Additionally, the **Family Focus Resource Center** coordinates several support groups including “Black & African American Family Focus Support Group” “Mamas Latinas Grupo de Apoyo” and the “Parent Check-In and Chat”. Please see **NLACRC’s Calendar of Events**, which includes a **link** for the **Family Focus Resource Center**, for information regarding more support groups, training opportunities, dates, times, and links.

Upcoming Community Events and Educational Training Opportunities

- SDP Independent Facilitator Round Table, September 14th at 2:00 pm
- Self-Determination Orientation, September 18th at 9:00 am
- SLS Orientation, September 21st at 3:00 pm
- Self-Determination Local Advisory Committee, September 21st at 6:30 pm
- Self-Determination program Forum and Resource Fair, September 23rd at 10:00 am

Additional training and support groups are offered as well! Please see **NLACRC’s Calendar of Events**, which includes a **link** for the **Family Focus Resource Center**, for information regarding dates, times and links for these events, trainings and more.

Upcoming Disability Organization Events/Activities

State Council on Developmental Disabilities next council meeting is September 19th at 10:45 am
 Disability Rights California’s next board meeting is November 4th at 9:30 at 9:30 am

III. STATE/LOCAL UPDATES

A. Department of Developmental Services

i. Lanterman Developmental Disabilities Services Act – Translated!

DDS will be publishing the Lanterman Act into Spanish! The department intends to maintain the publication in both English and Spanish ongoing.

ii. FY23-24 Service Access and Equity Grants

Service Access and Equity Grant applications from community-based organizations and regional centers are due to DDS by September 26, 2023 through the online application in GrantVantage. Questions regarding the application or process should be sent to SAEgrantprogram@dds.ca.gov.

iii. Direct Service Professional Internship Program

DDS has contracted with All's Well to administer the department's statewide DSP Internship Program; the goal is to provide paid internships to individuals interested in working in the field of developmental disabilities and enhance the service provider workforce across the state. The program will be piloted across selected regional centers before being implemented statewide.

iv. Regional Center Performance Measures (RCPM) Program

Phase I of the Regional Center Performance Measure Program is complete; DDS will be posting a report on its website with the performance of all 21 regional centers in each performance area.

Focus Area: Equity and Cultural Competency; Measure: Service Coordinator Competency in Cultural and Ethnic Diversity

DDS has **approved** the Center's plan for a series of trainings on equity and ethnic diversity; the trainings will be conducted quarterly by Bridging Voices/Equity Praxis Group, and are scheduled to begin in September. The training series will be attended by all staff with training dates scheduled through May of 2024.

v. DDS Liaison to NLACRC – Xochitl Gonzalez

NLACRC's new DDS Primary Regional Center Liaison is Xochitl Gonzalez, she works in the Office of Community Operations and can be reached at 951/405-3097.

vi. DDS Direct Service Professional Training Stipend and Incentive Program Pilot

DDS is seeking to launch this program statewide in September; DSPs will be able to earn two stipends, \$500 each, for participating in training. Of the two trainings, the Code of Ethics is required to earn a stipend.

B. Association of Regional Center Agencies (ARCA)

ARCA's Board of Directors met, in-person and virtually, on August 17 and 18 where the board reviewed ARCA's Financial Statement for July 2023, ARCA's Executive Director's Report, which included an Update on ARCA Little Hoover Commission Commitments, AB1147, and FY24-25 Budget Priorities. Additionally, the board received a legislative update and board committee reports.

Regarding the Little Hoover Commission Commitments, ARCA staff is working on recommendations for greater regional center consistency in four areas: data transparency, vendorization, intake and family support needs assessment. For data transparency, ARCA has

drafted a classification system for website information based on existing mandates, including a “Transparency” button for website homepages. For vendorization, ARCA is cross-checking all Title 17 vendorization requirements for all services codes in development of a single document that lays out each vendorization requirement by service code. For intake, ARCA coordinated a small workgroup of clinical directors to draft a uniform practice for continued eligibility for individuals over the age of 3 who have transferred to another regional center. For family support needs assessments, ARCA is exploring an external contractor to develop a customized tool that would be implemented statewide.

On another note, ARCA’s Board of Directors took an action to further develop ARCA into a professional association, including the development of a framework or guidelines that provide the Executive Director greater decision-making authority as it relates to achieving the association’s legislative goals.

C. State Council on Developmental Disabilities (SCDD)

- 3rd Annual “There Should Be A Law” Contest launching September 1, 2023. Send a problem and solution to SCDD to have your idea considered as a future legislative priority. Ideas will be chosen by the Legislative and Public Policy Committee. Ideas can be submitted to <https://bit.ly/BillIdeas>.
- Ongoing Statewide Self-Determination Program Orientations are being held online, in English, Armenian and other languages.
- The Statewide Self Advocacy Network connects self-advocates, their communities and statewide organizations to help increase leadership by people with disability. Next meeting is in-person and available via Zoom on Thursday, September 7 from 9:30 a.m. to 3:30 pm. Zoom Link: <https://bit.ly/SSAN2023September>



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

| Month | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Totals |
|---|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--------|
| # of Res'l & Day QA Staff | 6 | 5 | 4 | 4 | 5 | 6 | 6 | 6 | | | | | |
| # Annual Facility Monitoring Visits | 14 | 10 | 17 | 8 | 24 | 21 | 13 | 17 | | | | | 124 |
| # Unannounced Visits | 29 | 46 | 57 | 38 | 49 | 85 | 66 | 49 | | | | | 419 |
| # Corrective Action Plans Issued | 1 | 3 | 1 | 3 | 3 | 1 | 2 | 0 | | | | | 14 |
| *Substantial Inadequacies Cited: | | | | | | | | | | | | | |
| 1.Threat to Health or Safety | | | | | | | 1 | | | | | | |
| 2.Provision of fewer staff hours than req'd | | 1 | 1 | 1 | 1 | | | | | | | | |
| 3.Violations of Rights | | 1 | | | | | | | | | | | |
| 4.Failure to implement consumer's IPP | 1 | | | 2 | 1 | 1 | 1 | | | | | | |
| 5.Failure to comply with Admission Agreement | | 3 | | 2 | 2 | | 1 | | | | | | |
| 6.Deficiencies handling consumers' cash resources | | | | | | | | | | | | | |
| 7.Failure to comply with staff training reqs | | | | | | 1 | | | | | | | |
| 8.L4 fails to use methods per program design | | | | | | | | | | | | | |
| 9.L4 fails to measure consumer progress | | | | | | | | | | | | | |
| 10.Failure to take action per CAP | 1 | | | | | 1 | | | | | | | |
| 11.Failure to use rate increase for purposes authorized | | | | | | | | | | | | | |
| 12.Failure to ensure staff completes DSP requirements. | | | | | | | | | | | | | |
| 13.Failure to submit Special Incident Report | | | | | | | | | | | | | |
| *per Title 17 §56054(a) | 2 | 5 | 1 | 5 | 4 | 3 | 3 | 0 | 0 | 0 | 0 | 0 | |

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

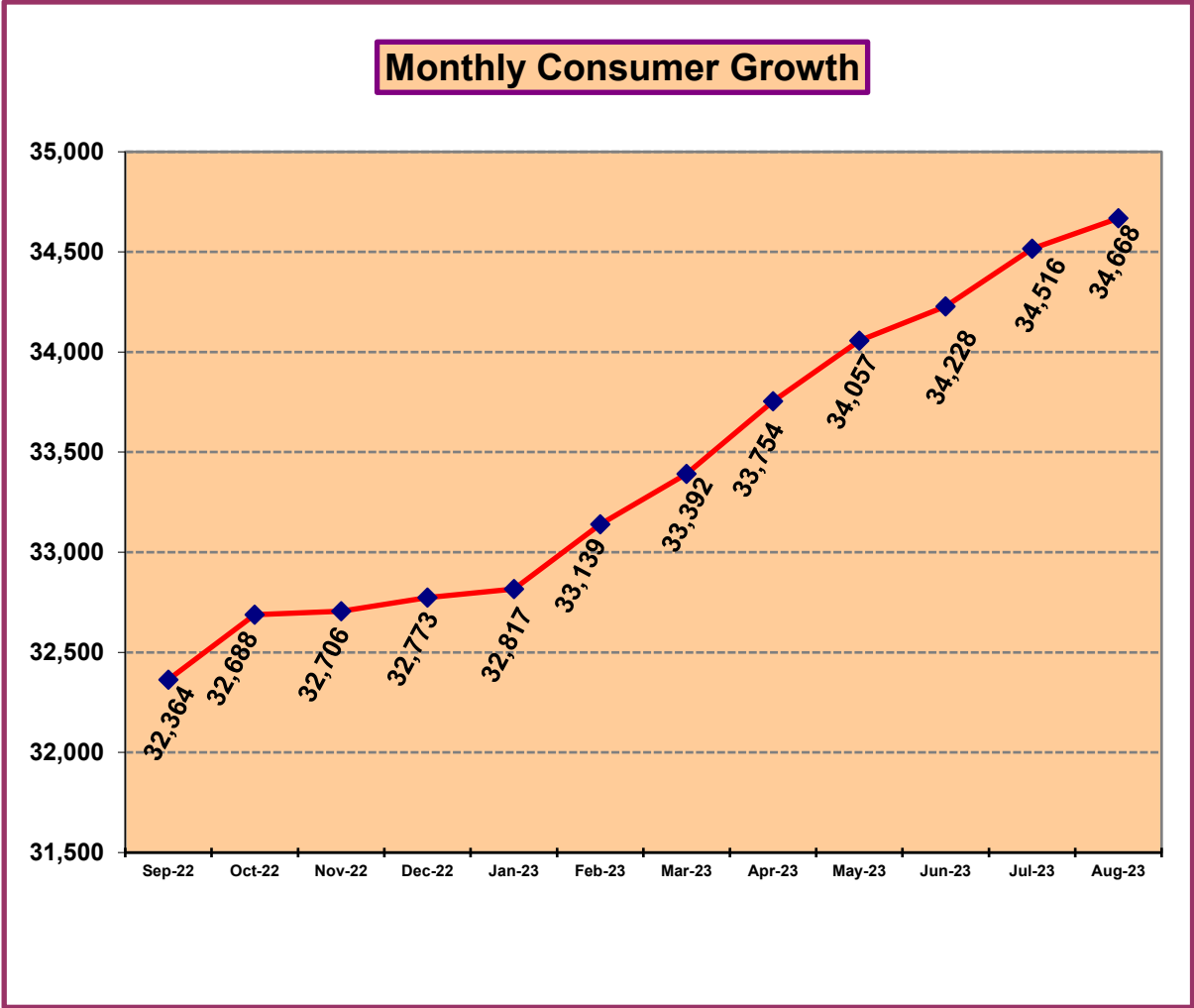
| | September 2022 Total | August 2023 Total | Increase/ Decrease | % Change |
|--|-------------------------|----------------------|-----------------------|--------------|
| ALL VALLEYS | | | | |
| Total Non-Early Start | 25,392 | 27,256 | 1,864 | 7.34% |
| Total Early Start | 4,869 | 5,049 | 180 | 3.70% |
| Unit Supervisor Cases (*) | 149 | 238 | 89 | 59.73% |
| Self Determination Specialist (*) | 39 | 1 | -38 | -97.44% |
| Prenatal Services | 0 | 0 | 0 | #DIV/0! |
| Provisional Eligibility | 420 | 574 | 154 | 36.67% |
| Development Center | 16 | 13 | -3 | -18.75% |
| Enhanced Caseloads | 205 | 240 | 35 | 17.07% |
| Enhanced Case Mgmt | 34 | 32 | -2 | -5.88% |
| Specialized 1:25 Caseloads | 22 | 33 | 11 | 50.00% |
| Pending Transfer | 70 | 79 | 9 | 12.86% |
| Early Start Intake Services | 0 | 273 | 273 | #DIV/0! |
| Intake Services | 1,148 | 880 | -268 | -23.34% |
| TOTAL ALL VALLEYS | 32,364 (**) | 34,668 | 2,304 | 7.12% |
| SAN FERNANDO VALLEY | | | | |
| Adult Services | 6,290 | 6,390 | 100 | 1.59% |
| Adult Unit Supervisor (*) | 15 | 23 | 8 | 53.33% |
| Transition Services | 3,207 | 3,420 | 213 | 6.64% |
| Transition Unit Supervisor (*) | 19 | 58 | 39 | 205.26% |
| School Age Services | 6,308 | 7,100 | 792 | 12.56% |
| School Age Unit Supervisor (*) | 48 | 46 | -2 | -4.17% |
| Early Start Services | 3,190 | 3,491 | 301 | 9.44% |
| Early Start Unit Supervisor (*) | 5 | 1 | -4 | -80.00% |
| Early Start Intake Unit Supervisor (*) | 17 | 3 | -14 | -82.35% |
| Prenatal Services | 0 | 0 | 0 | #DIV/0! |
| Provisional Eligibility | 420 | 574 | 154 | #DIV/0! |
| Provisional Unit Supervisor (*) | 14 | 13 | -1 | #DIV/0! |
| On-Duty Specialist Unit | 0 | 0 | 0 | #DIV/0! |
| Development Center | 16 | 13 | -3 | -18.75% |
| Enhanced Caseload | 205 | 240 | 35 | 17.07% |
| Enhanced Case Mgmt | 34 | 32 | -2 | -5.88% |
| Specialized 1:25 Caseloads | 22 | 33 | 11 | 50.00% |
| Pending Transfer | 70 | 79 | 9 | 12.86% |
| Early Start Intake Services | 0 | 273 | 273 | #DIV/0! |
| Intake Services | 723 | 542 | -181 | -25.03% |
| Self Determination Specialist (*) | 15 | 1 | -14 | -93.33% |
| TOTAL | 20,485 | 21,914 | 1,714 | 8.37% |
| ANTELOPE VALLEY | | | | |
| Self Determination Specialist (*) | 13 | 0 | -13 | -100.00% |
| Adult Services | 2,590 | 2,757 | 167 | 6.45% |
| Adult Unit Supervisor (*) | 1 | 2 | 1 | 100.00% |
| Transition Unit | 1,856 | 1,889 | 33 | 1.78% |
| Transition Unit Supervisor (*) | 2 | 0 | -2 | -100.00% |
| School Age Services | 2,172 | 2,544 | 372 | 17.13% |
| School Age Unit Supervisor (*) | 5 | 45 | 40 | 800.00% |
| Early Start Unit Supervisor (*) | 1 | 3 | 2 | 200.00% |
| Early Start Intake Unit Supervisor (*) | 11 | 27 | 16 | 145.45% |
| Early Start Services | 1,057 | 978 | -79 | -7.47% |
| Intake Services | 425 | 338 | -87 | -20.47% |
| TOTAL | 8,100 | 8,506 | 463 | 5.72% |
| SANTA CLARITA VALLEY | | | | |
| Self Determination Specialist (*) | 11 | 0 | -11 | -100.00% |
| Adult Services | 950 | 952 | 2 | 0.21% |
| Adult Unit Supervisor (*) | 0 | 1 | #DIV/0! | #DIV/0! |
| Transition Services | 665 | 715 | 50 | 7.52% |
| Transition Unit Supervisor (*) | 0 | 6 | 6 | #DIV/0! |
| School Age Services | 1,354 | 1,489 | 135 | 9.97% |
| School Age Supervisor (*) | 6 | 4 | -2 | -33.33% |
| Early Start Services | 622 | 580 | -42 | -6.75% |
| Early Start Unit Supervisor (*) | 2 | 0 | -2 | -100.00% |
| Early Start Intake Unit Supervisor (*) | 3 | 6 | 3 | 100.00% |
| TOTAL | 3,591 | 3,736 | 149 | 4.15% |

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

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

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

| Month | Consumers | Growth | % Change |
|--------------------|-----------|--------------|----------|
| Sep-22 | 32,364 | 324 | 1.00% |
| Oct-22 | 32,688 | 18 | 0.06% |
| Nov-22 | 32,706 | 67 | 0.20% |
| Dec-22 | 32,773 | 44 | 0.13% |
| Jan-23 | 32,817 | 322 | 0.98% |
| Feb-23 | 33,139 | 253 | 0.76% |
| Mar-23 | 33,392 | 362 | 1.08% |
| Apr-23 | 33,754 | 303 | 0.90% |
| May-23 | 34,057 | 171 | 0.50% |
| Jun-23 | 34,228 | 288 | 0.84% |
| Jul-23 | 34,516 | 152 | 0.44% |
| Aug-23 | 34,668 | | |
| Total | | 2,304 | |
| Average | | 209 | |
| Percent Chg | | 7.12% | |



August 2023 CSC Caseload Ratio

| San Fernando Valley | | | | | | | | | |
|------------------------------|---------------|-------------|--------------|-----------|------|----------|----|--------|--|
| Adult Services | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Adult Unit 1 | 752 | 8 | 94.0 | 1 | | | | | |
| Adult Unit 2 | 951 | 10 | 95.1 | 1 | | | | | |
| Adult Unit 3 | 9 | | | | | | | | |
| Adult Unit 4 | 962 | 6 | 160.3 | 5 | | | | | |
| Adult Unit 5 | 886 | 6 | 147.7 | 4 | | | | | |
| Adult Unit 6 | 911 | 8 | 113.9 | 2 | | | | | |
| Adult Unit 7 | 1002 | 8 | 125.3 | 4 | | | | | |
| Adult Unit 8 | 917 | 9 | 101.9 | 2 | | | | | |
| Adult Unit 9 | | | | 5 | | | | | |
| Adult Unit 10 | | | | 4 | | | | | |
| Adult Unit 11 | | | | 4 | | | | | |
| Total | 6,390 | 55 | 116.2 | 32 | | | | | |
| Transition Services | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Transition Unit 1 | 1,022 | 8 | 127.8 | 3 | | 1 | | | |
| Transition Unit 2 | 1,100 | 9 | 122.2 | 2 | | | | | |
| Transition Unit 3 | 1,298 | 12 | 108.2 | 1 | | | | | |
| Transition Unit 4 | | | | 4 | | | | | |
| Total | 3,420 | 29 | 117.9 | 10 | | 1 | | | |
| School Age Services | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| School Age 3 | 1,307 | 12 | 108.9 | | | | | | |
| School Age 4 | 1,179 | 10 | 117.9 | 2 | | | | | |
| School Age 5 | 1,169 | 12 | 97.4 | | | | | | |
| School Age 6 | 1,113 | 11 | 101.2 | | | | | | |
| School Age 7 | 1,200 | 11 | 109.1 | 1 | | | | | |
| School Age 8 | 1,132 | 9 | 125.8 | 2 | | | | | |
| School Age 9 | | 2 | | 2 | | | | | |
| Total | 7,100 | 67 | 106.0 | 7 | | | | | |
| Early Start Services | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Early Start 1 (Status 1 & 2) | 590 | | | | | | | | |
| Early Start 1 Intake | 86 | | | | | | | | |
| Early Start 1 Total | 676 | 8 | 84.5 | 2 | | | | | |
| Early Start 2 (Status 1 & 2) | 502 | | | | | | | | |
| Early Start 2 Intake | 50 | | | | | | | | |
| Early Start 2 Total | 552 | 7 | 78.9 | 2 | | | | | |
| Early Start 3 (Status 1 & 2) | 516 | | | | | | | | |
| Early Start 3 Intake | 52 | | | | | | | | |
| Early Start 3 Total | 568 | 6 | 94.7 | 4 | | | | | |
| Early Start 4 (Status 1 & 2) | 492 | | | | | | | | |
| Early Start 4 Intake | 47 | | | | | | | | |
| Early Start 4 Total | 539 | 5 | 107.8 | 4 | | | | | |
| Early Start 5 (Status 1 & 2) | 449 | | | | | | | | |
| Early Start 5 Intake | 79 | | | | | | | | |
| Early Start 5 Total | 528 | 8 | 66.0 | | | | | | |
| Early Start 6 (Status 1 & 2) | 329 | | | | | | | | |
| Early Start 6 Intake | 43 | | | | | | | | |
| Early Start 6 Total | 372 | 5 | 74.4 | 4 | | | | | |
| Early Start 7 (Status 1 & 2) | 219 | | | | | | | | |
| Early Start 7 Intake | 37 | | | | | | | | |
| Early Start 7 Total | 256 | 4 | 64.0 | 3 | | | | | |
| Status 1 Over 36 mo. | 45 | | | | | | | | |
| Total | 3,491 | 43 | 81.2 | 19 | | | | | |
| Total Non-Early Start | 16,910 | 151 | 112.0 | 49 | | 1 | | | |
| Total Early Start | 3,491 | 43 | 81.2 | 19 | | | | | |
| Total | 20,401 | 194 | 105.2 | 68 | | 1 | | | |

August 2023 CSC Caseload Ratio

| | | | | | | | | | |
|------------------------------------|-----------|-------------|------------|---------|------|---------|----|--------|---|
| SFV Self Determination Specialist* | 1 | 2 | 0.5 | | | | | | |
| Intake Services | 542 | 9 | 60.2 | | | | | | 2 |
| Antelope Valley | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Adult Unit 1 | 1,071 | 8 | 133.9 | 3 | | | | | |
| Adult Unit 2 | 1,160 | 8 | 145.0 | 4 | | | | | |
| Adult Unit 3 | 526 | 6 | 87.7 | 4 | | | | | |
| Total | 2,757 | 22 | 125.3 | 11 | | | | | |
| Transition Unit 1 | 1,013 | 13 | 77.9 | | | | | | |
| Transition Unit 2 | 876 | 8 | 109.5 | 2 | | | | | |
| Total | 1,889 | 21 | 90.0 | 2 | | | | | |
| School Age 1 | 1,094 | 8 | 136.8 | 4 | | | | | |
| School Age 2 | 1,061 | 9 | 117.9 | 4 | | | | | |
| School Age 3 | 389 | 4 | 97.3 | 3 | | | | | |
| Total | 2,544 | 21 | 121.1 | 11 | | | | | |
| AV Early Start 1 (Status 1 & 2) | 340 | | | | | | | | |
| AV Early Start 1 Intake | 40 | | | | | | | | |
| AV Early Start 1 Total | 380 | 6 | 63.3 | 3 | | | | | |
| AV Early Start 2 (Status 1 & 2) | 402 | | | | | | | | |
| AV Early Start 2 Intake | 39 | | | | | | | | |
| AV Early Start 2 Total | 441 | 5 | 88.2 | 1 | | | | | |
| AV Early Start 3 (Status 1 & 2) | 156 | | | | | | | | |
| AV Early Start 3 Intake | 1 | | | | | | | | |
| AV Early Start 3 Total | 157 | 2 | 78.5 | 4 | | | | | |
| Status 1 Over 36 mo. | 21 | | | | | | | | |
| | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Total Non-Early Start | 7,190 | 64 | 112.3 | 24 | | | | | |
| Total Early Start | 978 | 13 | 75.2 | 8 | | | | | |
| Total | 8,168 | 77 | 106.1 | 32 | | | | | |
| AV Self Determination Specialist* | | 1 | | | | | | | |
| AV Intake Services | 338 | 5 | 67.6 | | | | | | 2 |
| Santa Clarita Valley | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. | |
| Adult Unit | 952 | 10 | 95.2 | 1 | | | | | 1 |
| Transition Unit 1 | 100 | 1 | 100.0 | | | | | | |
| Transition Unit 2 | 615 | 6 | 102.5 | 1 | | | | | |
| Total | 715 | | | | | | | | |
| School Age Unit 1 | 996 | 10 | 99.6 | | | | | | |
| School Age Unit 2 | 493 | 5 | 98.6 | 4 | | | | | |
| Total | 1,489 | 15 | 99.3 | 4 | | | | | |
| SCV Early Start (status 1 & 2) | 339 | | | | | | | | |
| SCV Early Start Intake | 8 | | | | | | | | |
| SCV Early Start 1 Total | 347 | 7 | 49.6 | 4 | | | | | |
| SCV Early Start 2 (status 1 & 2) | 219 | | | | | | | | |
| SCV Early Start 2 Intake | 14 | | | | | | | | |
| SCV Early Start 2 Total | 233 | 6 | 38.8 | 2 | | | | | |
| Status 1 Over 36 mo. | 23 | | | | | | | | |
| | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | | | | |
| Total Non-Early Start | 3,156 | 32 | 98.6 | 6 | | | | | 1 |
| Total Early Start | 580 | 13 | 44.6 | 6 | | | | | |
| Total | 3,736 | 45 | 83.0 | 12 | | | | | 1 |
| SCV Self Determination Specialist* | | 1 | | | | | | | |

August 2023 CSC Caseload Ratio

| All Valleys | Consumers | Ser. Coord. | Case Ratio | Opening | Hold | Floater | OD | Assoc. |
|--|-----------|----------------------------|------------|--------------|------|---------|----|--------|
| Total Non-Early Start | 27,256 | 247 | 110.3 | 79 | | 1 | 1 | |
| Total Early Start | 5,049 | 69 | 73.2 | 33 | | | | |
| Sub-total | 32,305 | 320 | 101.0 | 112 | | 1 | 1 | |
| *Self Determination Specialist | 1 | 4 | | | | | | |
| *Total Non Early Start Supervisor | 198 | | | | | | | |
| *Total Early Start Supervisor Status 1&2 | 4 | | | | | | | |
| *Total Early Start Supervisor Intake | 36 | | | | | | | |
| Intake Services | 880 | 14 | 62.9 | | | | | 4 |
| Early Start Intake | 273 | 5 | 54.6 | | | | | 3 |
| Prenatal Services | | | | | | | | |
| Provisional Eligibility | 574 | 7 | 82.0 | 1 | | 1 | | |
| Enhanced Caseloads | 240 | 6 | 40.0 | | | | | |
| On-Duty Specialist Unit | | | | | | | 1 | 4 |
| AV On-Duty/Floater Specialist Unit | | | | | | | 2 | 4 |
| SCV On-Duty/Floater Specialist Unit | | | | | | | 1 | |
| Development Center | 13 | | | | | | | |
| Enhanced Case Management | 32 | 1 | | | | | | |
| Specialized 1:25 Caseloads | 33 | 1 | | 2 | | | | |
| Pending Transfer | 79 | | | | | | | |
| Total | 34,668 | 354 | 97.9 | 115 | | 6 | 9 | 7 |
| * Numbers not part of ratio count, but counted on | | | | | | | | |
| Total Summary section | | | | | | | | |
| SFV Adult Unit Supervisor* | 23 | | | | | | | |
| SFV Transition Unit Supervisor* | 58 | | | | | | | |
| SFV School Age Unit Supervisor* | 46 | | | | | | | |
| SFV Early Start Unit Supervisor* | 1 | | | | | | | |
| SFV Early Start Intake Unit Supervisor* | 3 | | | | | | | |
| Provisional Unit Supervisor | 13 | | | | | | | |
| SCV Early Start Unit Supervisor* | | | | | | | | |
| SCV Early Start Intake Unit Supervisor* | 6 | | | | | | | |
| SCV School Age Supervisor* | 4 | | | | | | | |
| SCV Transition Supervisor* | 6 | | | | | | | |
| SCV Adult Supervisor* | 1 | | | | | | | |
| AV Adult Unit Supervisor* | 2 | | | | | | | |
| AV Transition Supervisor* | | | | | | | | |
| AV School Age Supervisor* | 45 | | | | | | | |
| AV Early Start Unit Supervisor* | 3 | | | | | | | |
| AV Early Start Intake Unit Supervisor* | 27 | | | | | | | |
| FOR REFERENCE | | | | | | | | |
| Cases included in Sub-Total above | | | | | | | | |
| (1) Total Status 1 Over 36 mo. | 89 | Medicaid Waiver by Office: | | | | | | |
| (2) Shared-in | 8 | SFVO | | 6621 | | | | |
| (3) Shared-out | 24 | SCVO | | 1422 | | | | |
| Total Early Start (Status 1 & 2) | 4,557 | AVO | | 2505 | | | | |
| Total Early Start Intake | 532 | IRT | | 7 | | | | |
| | | Total | | 10555 | | | | |
| Notes | | | | | | | | |
| (1) These are individuals transitioning from Early Start | | | | | | | | |
| (2) Share-in: NLACRC provides case management | | | | | | | | |
| (3) Share-out: NLACRC provides funding | | | | | | | | |

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

Name:

Meeting: SDLVAC

Date of Meeting: August 17, 2023

| | | |
|----|---------------------|---|
| 1. | Number of Attendees | 27 |
| 2. | Public Input: | <p>NLACRC Contact list https://www.nlacrc.org/home/showpublisheddocument/15599/638273295877589620</p> <p>Support Group 1st Wednesday of the Month September 6, 2023 4:30 - 6:00 pm https://www.nlacrc.org/home/showpublisheddocument/15211/638149493563230000</p> <p>DVU SDP Connect September 13,2023 and September 27, 2023 https://us02web.zoom.us/meeting/register/tZ0pce-srj0qHdeGcs9F4WBQsRgcKqI-ZwZ7#/registration</p> <p>IF RoundTable Every 2nd Thursday 2:00pm to 3:00pm https://us06web.zoom.us/meeting/register/tZUrcOyggToiGNFqNQzt0JZnz1WboqsNOC7N#/registration Next meeting 099</p> <p>DVU SDP LVAC Member Collaborative Sept 5, 2023 https://us02web.zoom.us/meeting/register/tZ0ucumpqzMuGNyZ5sdhPgGBE7Izizi05j7C#/registration</p> <p>SDP Resource Fair is on September 23, 2023 from 10:00am to 1:00pm = https://drive.google.com/file/d/1cJVkfyf1vz8nC5lqHvtrFXU87-SOWIFv/view</p> <p>Lia Cervantes-SDCC State Council training https://scdd.ca.gov/losangeles/ IF roundtable LA County need to have more then 1 clients https://lp.constantcontactpages.com/su/kk9UFbd/SCDDLA SDCC orientations https://scdd.ca.gov/sdp-orientation/ SDCC Newsletter https://lp.constantcontactpages.com/su/kk9UFbd/SCDDLA</p> <p>Victoria Berry Avenues SLS -Webinar series EVERY TUESDAY MORNING IN OCTOBER 2023,VIA ZOOM, 10AM – 12PM https://avenuessls.org/zoom-page/</p> <p>Claudia Cares discussed their RFP Coaching and IF training</p> |

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| | | <p>success 148 registered, 70 certificates first cohort 16 in mentorship program, 6 are with NLACRC. Languages available in current cohort: Spanish, 1 Japanese, 1 German, 1 Farsi, 1 Vietnamese, 1Romanian. Next cohort for IF training is September 8th</p> |
| 3. | <p>Points of Discussion:</p> | <p>Co-Chair Richard Dier went over Self-Governance Document also knows as “Bylaws” which was also presented to NLACRC for review. LVAC reviewed by Co-Chairs and sent to all committee members</p> <p>Suggestions:</p> <ol style="list-style-type: none"> 1. Way to be able to remove member 2. Chair and Co hair to work closely together 3. Documents can be revised at any time <p>Went over Self Governance-Advancing the principles and mechanics of SDP, will be involved in training for CSC and fair hearing officers</p> <p>Roles how SDLAC will elect and roles-Nominations in August of even years</p> <p>How can you participant:</p> <ul style="list-style-type: none"> Attendance standards Standards of conduct Participation standards |
| 4. | <p>Reported out to Committee/Meeting:</p> | <ol style="list-style-type: none"> 1) Working on hard to make to make LVAC more productive--Self-Governance 2)Bagley Keene no longer needed for LVACs 3)DDS to present in September 4)Lori attended 4 pother LVAC meetings <p>Popular topics:</p> <ul style="list-style-type: none"> *GTI’s 1% Westside reported that might go away- Terrasel Jones, GTI’s <i>Director of State Services</i> clarified this is in discussion with DDs so that consumer don’t pay it directly, Employee Burden is 24% for Co-Employer *Employee burden was also a big issue *RFP expenditures *Creating a tracking platform or Ap-Eastbay https://www.rceb.org/wp-content/uploads/2023/07/2023-RFP-Project-A-SDP-Tracking-Platform.pdf *SDP tracking of intervals <ol style="list-style-type: none"> 5) NLACRC will be putting out a survey to al Service Coordinators to get their feedback on their knowledge and on areas they feel they need to still learn 6)SDP Manager went over the numbers of participants with an increase |

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|-----------|---------------------------------|--|
| | | of 12 among other numbers. |
| 5. | Area of Concerns: | <p>1) 099 procedures and insurance requirement. Topic will be discussed at the next Roundtable September 14th 2:00pm</p> <p>2) Difficulties persisting within SDP</p> <p>3) How new law 4688.22 around Soc Rec will work, passes 7/1/2023</p> |
| 6. | Action Items: | <p>1) Self Governance Document – Approved with Corrections by committee</p> <p>2) There is one committee position to fill by NLACRC and they will start interviews soon</p> |
| 7. | Questions for the Board: | None |
| 8. | Miscellaneous | Reach us at nlacrcsdlac@gmail.com |

North Los Angeles County Regional Center
Administrative Affairs Committee Meeting Minutes

July 27, 2023

Present: Brian Gatus, Ana Quiles, Leticia Garcia, Andrew Rodriguez, Andrea Devers– Committee Members

Liliana Windover, Cristina Preuss, Donna Rentsch, Elizabeth Alvarez, Evelyn McOmie, Malorie Lanthier, Parita Burmee, Hailey Lauderdale – Staff Members

Joe Huie - Lindquist, Andy Ou - Lindquist, Jasmine Barrios-Minutes Services - Guests

Absent:

I. Call to Order & Introductions

Brian Gatus called the meeting to order at 6:39 pm.

Committee Members, NLA Board Members and NLA Staff introduced themselves, as well as the guests from Lindquist.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

Vini requested that Items IV. Lindquist Presentation and Item V. Executive Session be switched on the agenda.

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

B. Approval of Minutes of the April 26th, 2023 Meeting

M/S/C (A. Quiles/L. Martinez) To approve the Meeting Minutes as presented. The motion passed with 2 abstentions from A. Rodriguez and B. Gatus

IV. Lindquist, Von Husen & Joyce Presentation of NLACRC's IRS Form 990 Tax Return

Joe Huie, from Linquist reviewed his presentation on NLA's IRS Form 990, as presented in the packet. He explained that this form lists NLA's financial information taken from the audited financial statements. The report includes recap of revenues, assets, organization activities, grants and reporting schedules. It also outlines information on 1099 employees, full-time employees, governance type, number of voting members, compensation for organization officers, auditing statements, etc. It was noted that this

is a public document and the Committee was asked to review the document and vote to move the document to the Executive Committee for approval to submit to the Form 990.

M/S/C (A. Quiles/A. Rodriguez) To move Form 990 to the Executive Committee for approval to submit to IRS.

V. Executive Session

A. Quarterly Legal Update

M/S/C (A. Quiles/L. Martinez) To enter the Executive Session at 7:05 pm

M/S/C (A. Quiles/A. Rodriguez) To enter the Executive Session at 7:31 pm

Vi. Committee Business

A. Annual Committee Orientation- Vini Montague

Vini reviewed this information as presented in the packet.

1. Policies and Procedures

The duties of the Administrative Affairs Committee are to review and monitor contract obligations, the budget, report expenditures to the Board, recommend policy in personnel matters regarding salaries, retention and related issues.

2. Board Audit Section

Questions were listed for the Committee to determine that the Committee is fulfilling its purpose as it relates to its duties to the Board.

3. Approved Critical Calendar

This item is reviewed and approved annually

4. Board Policies for Administrative Affairs Review

5. Review FY2022-23 Action Log

B. Discussion of Meeting Schedule

Vini reviewed this item as presented in the packet. Vini proposed a change of the meeting schedule to the last Thursday of the month.

M/S/C (A. Quiles/A. Rodriguez) To approve the revision of the meeting schedule as revised.

C. Regional Center's Contract with DDS - deferred

D. Status Report on Credit Line and Cash Flow

Vini reviewed this item as presented in the packet. NLA received a preliminary allocation from DDS. 2 cash advances were received in the 2nd week of July. This allowed NLA to fund an entire month of expenditures without borrowing against the line of credit. For this FY, a seasonal credit line increase was approved and the line of credit will be increased in April, May and June of 2024, to \$70 million dollars. This will allow NLA to

fund expenditures for those months without using the credit line.

E. Approval of Contracts

1. PathPoint PL2205-076 – New Vendorization
POS Contract – Provides Coordinated Family Support services
5-year contract effective: September 1, 2023 through August 31, 2028
Projected total contract amount is \$2225,075.00
Projected to serve 5 consumers per month
2. Strategic Concepts LS PL2201-076 – New Vendorization
POS Contract – Provides Coordinated Family Support services
5-year contract effective: September 1, 2023 through August 31, 2028
Projected total contract amount is \$1,125,375.00
Projected to serve 5 consumers per month
3. AAA Home Care P L2193-896 – New Vendorization
POS Contract – Provides supported living services
5-year contract effective: September 1, 2023 through October 31, 2028
Projected total contract amount is \$4,646,880.00
Projected to serve 10 consumers per month
4. ABA Therapy 612 – New Vendorization, U&C Rate
POS Contract – Provides Behavior Analyst services
5-year contract effective: September 1, 2023 through August 31, 2028
Projected total contract amount is \$3,484,800.00
Projected to serve 22 consumers per month
5. ABA Therapy 615 – New Vendorization, U&C Rate
POS Contract – Provides Behavior Management Assistant services
5-year contract effective: September 1, 2023 through August 31, 2028
Projected total contract amount is \$1,900,800.00
Projected to serve 22 consumers per month.
6. Cicecki, Jibid PL2192-672 – New Vendorization, U&C Rate
POS Contract – Provides counseling services
5-year contract effective: September 1, 2023 through August 31, 2028
Projected total contract amount is \$72,000
Projected to serve 3 consumers per month.

M/S/C (A. Quiles/A. Rodriguez) To approve the above listed POS contracts for presentation to the Board.

7. Softchoice Microsoft Licensing Agreement
Operations Contract – Provides Microsoft licenses and products
5-year contract effective: July 1, 2023 to June 30, 2026

Projected total contract amount is \$413,517.12

M/S/C (A. Quiles/A. Rodriguez) To approve the above listed operations contract for presentation to the Board.

8. Advanced Behavioral Pathways

Operations Contract – Provides legislative education and engagement services
5-year contract effective: July 1, 2023 to June 30, 2024
Projected total contract amount is \$92,578.00

Vini explained the need to continue with our current legislative education team as another vendor was not selected before the departure of NLA's Public Information Officer. In the interim, NLA is looking for approval for this new contract that will allow the continuation of services for FY23-24. The rates have not changed for this contract. Ruth Janka also noted that this position will be brought in-house as a long-term solution and that this is an interim solution for legislative services. The Committee requested a breakdown of the contract amount and what it covers for review.

M/S/C (L. Garcia/A. Rodriguez) To approve the above listed operations contract for presentation to the Executive Committee for urgent approval.

F. Executed Contracts by NLACRC

1. No report: San Fernando Valley Office Reconfiguration over \$250k
2. No report: 11/30/22: San Fernando Valley Office Expansion over \$250k
3. No report: 11/30/22: Santa Clarita Valley Office Expansion over \$250k
4. No report: 09/09/2015: Minimum wage, sick leave increase
5. No report: 09/09/2021: Adding CIE/PIP program design addendums/subcodes
6. No report: 06/14/2017: Subcodes
7. No report: 06/13/2018: Renewals
8. No report: 10/10/201: Health & Safety related
9. No report: 06/09/2021: Program Design changes
10. No report: 05/11/2022: April 1, 2022 rate increase
11. No report: 05/11/2022: EBSH consumer cost changes

G. FY 2022-23 Financial Reports – Vini Montague

1. FY2022-23 Financial Report June 2023
D2 Budget - \$83,687,032
Monthly Expenditures - \$2,050,798
YTD Expenditures - \$67,381,611
Currently, there is not a projected surplus or deficit at this time.
Administrative vs. Direct Allocation Report percentage should be below 15% annually, currently at 14.5%.

The Committee reviewed individual reports within this section to determine frequency of review. After discussion, the Committee determined the following:

M/S/C (A. Quiles/A. Rodriguez) To approve the POS Late Bill Report to be reviewed on an annual basis, after the close of the previous FY.

Vini recommended that aside from the Monthly Financial Recap and the Administrative vs. Direct Allocation Report, she review the remaining Financial Reports with the Committee on a biannual basis, to give a focused report on this information.

M/S/C (A. Quiles/A. Rodriguez) To approve the Monthly Financial Recap and the Administrative vs Direct Allocation Report to be reviewed at each Committee Meeting.

M/S/C (A. Quiles/A. Rodriguez) To approve the remaining financial reports to be reviewed on a biannual basis.

Vini proposed that all of the financial reports be pushed back by one month. May's reports would be presented in July under this change.

M/S/C (A. Quiles/A. Rodriguez) To approve the financial reports to be presented 30 days in arrears.

2. Social Recreation, Camp and Non-Medical Therapies Service Report - Vini Montague

As of July 21, 2023, there were 141 authorizations for purchase reimbursements and \$81,893 in claims paid.

Vini will revise this report to include a column to notate amount authorized. There are some cases in which the full amount of the authorization is not utilized. Vini will also work with Consumer Services on an additional report that pulls information on when NLA is notified when full packets of information has been provided, to track response times.

3. Assembly Bill 637 Proposal for Social Recreation FMS Update- Evelyn McOmie
This action item is complete, final updates were provided at the May meeting.

H. Intermediate Care Facility (ICF) State Plan Amendment Summary - Vini Montague

1. ICF/SPA Billing Summary

Vini reviewed the report as presented in the packet.

Cash Impact for ICF program: \$4,084,906.63

Cash Impact for SPA program: \$249,237.98

2. ICF/SPA Receivables

This report reflects change in Outstanding Total Receivables from month-to-month. As of July 21, 2023, there was an increase in total receivables by 28.8% to \$4,410,570

The Committee discussed the frequency of review for these reports. It was determined to discontinue the report on a recurring basis. In the event that NLA is at risk of borrowing against the line of credit, Vini will present this report for further Committee review.

M/S/C (A. Quiles/A. Rodriguez) To approve the remaining ICF and SPA reports to be reviewed only in the event that NLA is at risk for borrowing against the line of credit.

I. Statewide Regional Center POS Expenditure Projection Report

This report ranks Regional Centers in terms of projected surplus for the 21 area Regional Centers.

Projected Surplus: \$3,405

Per Capital Allocation: \$26,931

Rank: 18 of 21

M/S/C (A. Quiles/A. Rodriguez) To approve the POS Expenditure Projection report to be reviewed on an annual basis at the February meeting.

J. Human Resources Report - Parita Burmee

Ruth introduced Parita Burmee as the new HR Director who joined NLA on July 10th. Parita reviewed the report as presented in the packet.

1. 4th Quarter HR Report

Positions on Hold: 58

New Hires: 40

Promotions: 12

Separations: 35

Quarterly Turnover Rate: 0.151%

2. Monthly Human Resource Report

On-Hold Positions - 58

Open Positions Vacant - 175

Positions Filled as of June 7- 649

FY22-23 Authorized Positions - 832

% Filled - 78.0%

New Hires - 13

Separations - 13

Annualized Turnover Rate: 2.0%

San Fernando Open Positions - 119

Antelope Valley Open Positions - 42

Santa Clarita Open Positions - 14

The Committee expressed concern for the increase in turnover and the extensive list of open positions. Parita stated that NLA is committed to recruiting staff as quickly as possible. There will be multiple job fairs scheduled as well as partnering with trade colleges and schools for increased outreach. Ruth explained that majority of the CSC positions that are on hold are listed as such due to the creation of additional units for CSC assignment.

During discussion, there were noted discrepancies in the report, Ana Quiles recommended that NLA staff reevaluate this report and streamline its contents for monthly review by the Committee. In addition, the Committee recommended that HR present the strategies for increased recruitment and retention.

M/S/C (A. Quiles/A. Rodriguez) To approve the Monthly HR Report to be streamlined and include strategies and outcomes for recruitment and retention efforts.

3. Temporary Staff Statistics Update

This information was reviewed as presented in the packet.

K. FRC and Resource Library Update

Evelyn shared that NLA extended the contract for the Family Resource Library to continue to run the San Fernando Valley Library, and will continue to do so for the FY. In January 2025, an RFP will be posed for the library contract. Office libraries in Santa Clarita and Antelope Valley will continue to be managed by NLA staff.

Leticia Garcia recommended the creation of an RFP to be issued to solicit a mobile library unit to better serve the catchment area and to release the bandwidth of management from NLA staff.

L. Board Member Conflict of Interest

Ruth Janka shared that Board Members are required to complete Conflict of Interest Forms on an annual basis. COI Forms are due August 1st. For any members who have COIs, a Conflict Resolution Plan must be completed, reviewed and approved by the Board to submit to DDS before the August 31st deadline. This item will be handled by email and Committee Members will be notified.

VII. Review of Meeting Action Items

- A. To update the Meeting Schedule as revised (Board Support)
- B. To revise the Social Rec Report to include information on repayment timelines. To revise the frequency of the financial reports as discussed (Vini Montague)
- C. To revise the Monthly Human Resources Report to streamline information and to include strategies and outcomes for recruitment and retention. (Parita Burmee/Ruth Janka)
- D. To gather information regarding a mobile library unit and its potential for utilization (Evelyn McOmie)

VIII. Board Meeting Agenda Items

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

- A. Minutes of the July 27th Meeting
- B. FY 2022-2023 Financial Report
- C. Approval of Contracts
- D. Monthly Human Resources Reports
- E. Executive Session - Legal Update

IX. Announcements / Information Items / Public Input

- A. Next Meeting: Thursday, September 28th, 2023 at 6:00 p.m.
- B. Committee Attendance

No public input

X. Adjournment

David Coe, Committee Chair, adjourned the meeting at 9:25 p.m.

Submitted by:

(*) *Elizabeth Alvarez*
Executive Administrative Assistant

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

LOS ANGELES COUNTY REGIONAL CENTER ARCA Delegate Report

Name: Lety Garcia

Meeting: ARCA Board of Directors Meeting

Date of Meeting: 8/17-8/18/23

| | | |
|----|--|--|
| 1. | Number of Attendees | Approx. 40 |
| 2. | Public Input: | An adult consumer shared there is a need to have service providers that assist in receiving training and obtaining jobs in a competitive environment. Using platforms like LinkedIN, placement agencies, and college career centers to search for jobs that can use the consumer's individual talents to obtain gainful employment. Create a You Tube Channel that includes case studies, testimonials, and can answer potential employer questions to understand how they can hire consumers. |
| | Funding and Sustainability: | Discussions with DDS and regional center staff using surplus purchase-of-service funds to enhance opportunities for development of additional safety net resources as alternatives to residential care and receiving services in the home. |
| 4. | Inclusive Communities: | Discussions on simpler and more accurate calculation of caseload ratios, which will be used to bolster the case for sufficient funding for the regional center function. |
| 5. | Flexible and Sustainable Service Models: | Met with Single Stop, a company that may be able to develop a software solution to aid in the sharing of generic services with those served and their families. Ongoing advocacy for AB 649 (Wilson) to repeal the generic services appeals mandate. |
| 6. | Implementation of the Self-Determination Program: | Discussions were had with DDS regarding improving the effectiveness and efficiency of Fiscal Management Services in the Self-Determination Program. Currently 3500 Statewide Participants in SDP DDS Staff will participate in all LVAC meetings |
| 7. | Points of Discussion for the Board: | Social Rec Funding Grants of \$12.5 million for individual vendorization with the Boys & Girls Clubs and YMCA's |
| 8. | Miscellaneous: | Efforts are in place to translate the Lanterman Act in Spanish. |
| 9. | Next Meeting: | October 19-20 in San Diego. The meeting on 10/20 is open to the public and is accessible via Zoom. |

Enclosures:

AB 1147 (Page

ARCA ED Report (Page

Update of Little Hoover Commission (Page

AB 1147 (Addis) Update

ISSUE: Overview and update on a critical piece of legislation

BACKGROUND:

AB 1147 (Addis) was introduced in February 2023, with Disability Voices United and the Integrated Community Collaborative as its sponsors. The sponsors indicate the bill is intended to address issues of equity, accountability, and transparency in the developmental services system.

ANALYSIS/DISCUSSION:

While ARCA staff engaged with the sponsors shortly after introduction of the legislation, first on the policy issues in the bill and later on the anticipated costs, given the complexity of the bill and the potential cost of its various elements, ARCA opted not to take a position on it during its consideration by the Assembly. Many elements that would have significantly increased regional center staff workload were removed from the legislation in that time due to cost concerns.

At its June 2023 meeting, the ARCA Board took a position of Oppose Unless Amended on AB 1147 in response to the portions of the bill related to changes to regional centers' boards of directors and including regional centers within the purview of the Public Records Act (PRA). ARCA's proposed amendments sought to strengthen regional center board member training and increase posting of public information related to regional centers' internal practices for making decisions about service authorizations.

That position served as the basis for subsequent advocacy work with the sponsors, legislative staff, and others. Since that time, the following major amendments to the bill have been made:

- Delayed implementation of the PRA requirement for regional centers until January 1, 2025;
- Withdrawal of the proposal to both shorten terms for regional center board members and to lengthen the amount of time between board member terms;
- Withdrawal of the proposal to expand regional center board nominating committees to include individuals other than regional center board members; and,
- Withdrawal of the proposal for WIC §4731 complaints to be submitted to DDS rather than regional centers.

The bill is on the agenda for the Senate Appropriations Committee hearing on August 14, 2023, at which time it will most likely be sent to the "suspense file," with its final outcome being determined by the committee in a few weeks.

ARCA staff will continue its work on this impactful piece of legislation and will continue to keep the ARCA Board of Directors updated on its status.

ATTACHMENT(S): *AB 1147 (Addis as amended 13July2023) - Summary*

AB 1147 (Addis) – Disability Equity and Accountability Act of 2023 **As amended July 13, 2023**

Section 1: Bill title, “Disability Equity and Accountability Act of 2023.”

Section 2: Findings and declarations. This is a common way to describe the basic goals of a bill. They do not have the force of law. For AB 1147, the core point is that the service system is “plagued with racial, ethnic, and geographic disparities.” Given how much money is spent each year, the lack of board trainings, service consistency, and transparent data, it is the intent of the Legislature to eliminate disparities, provide “equitable access to services,” develop new accountability tools, and improve regional center governance.

Section 3: Amends Welfare and Institutions Code (WIC) §4519.5, on collecting and reporting purchase of service data. AB 1147 adds a requirement that DDS makes sure the data matches US Census categories, that RCs confirm the race/ethnicity of clients at each annual IPP review, that ILS and SLS be reported separately, and that all this is online and machine-readable. Additionally, annual POS expenditures would also have to include tribal affiliation, and within that data, nonmedical therapies would be inclusive of tribal culture and ceremony.

Section 4: **Creates** WIC §4519.20. This new section would require DDS to develop a “project charter” by March 1, 2025, related to ongoing mandates about uniform statewide data (which covers many state entities). The charter would require that the data system within developmental services meet various philosophical and programmatic goals.

Section 5: Amends WIC §4571, about quality assessments. [*Think National Core Indicators – Daniel*]. AB 1147 adds a requirement that DDS report to the Legislature (by March 1, 2025) about what parts of the quality assessment requirements aren’t being met.

Section 6: **Creates** WIC §4620.6, requiring DDS to develop a common set of services and supports (including supported living services) that must be available to all clients at their IPP meetings. To be created in conjunction with various stakeholders, including ARCA, by January 1, 2026. There is also intent language that this common set of minimum services doesn’t preclude others being added in the IPP.

Section 7: Amends WIC §4622, about the work of RC boards. It would mandate that boards be composed of community members who are representative of the community, and that new members be found through outreach and prevents the regional center Executive Director’s role in any part of the process. Board trainings would no longer be done by the center, but by DDS. DDS would have to survey board members about their ability to participate in meetings, and take action if someone reports they aren’t able to participate. DDS would have to create guidance for boards in evaluating their executive directors, with “issues of equity and diversity” being specifically mentioned – though otherwise undefined. Lastly, this would make DDS develop antiretaliation policies for boards/members related to service reductions, as well as a grievance policy. All RC boards would **have to** adopt those policies.

Section 8: Amends WIC §4626.5, which covers conflict of interest policies. AB 1147 expands this to include a prohibition on RC employees accepting gifts from providers, clients, or families that are worth more than \$15 in a year [*This is evocative of a similar rule related to lobbyists and government officials – Daniel*]. It would also require centers to have a policy prohibiting senior staff from hiring relatives at the center or “any ancillary foundation or organization.”

AB 1147 (Addis) – Disability Equity and Accountability Act of 2023 **As amended July 13, 2023**

Section 9: **Creates** WIC §4629.1. Makes a brand-new set of regional center performance measures, in addition to the ones that *already* exist. These new standards include both penalties and incentives. The Department, with stakeholder input, will be define success and failure, and review them annually. The same goes for developing the corrective action plan process, to include technical assistance and other elements. There are seven “domains,” though specific data points are not defined. The domains are: 1) community integration, 2) employment, 3) equity in service access, 4) case management, 5) consumer and family choice, experience, and satisfaction, 6) human and civil rights, and 7) health and safety.

Section 10: **Creates** WIC §4639.76. This would make regional centers subject to the California Public Records Act (PRA), starting January 1, 2025. While the specifics of what that means is beyond the scope of this summary, [here is a primer](#) if you wish to learn more. The two core points of the PRA are that (with some exceptions) public records should be open and accessible to the public, and copies should be made available promptly.

Section 11: Amends WIC §4642, which covers intake for Lanterman Act and Early Start services. During intake, RCs are supposed to give standard info packets. AB 1147 would make those packets be “reasonably” culturally competent for “diverse” racial and ethnic groups, and include info on the Self-Determination Program and appeals rights. Would expand the reasons starting the 15-day intake timeline to any inquiry related to both regional center services and an individual’s eligibility.

Section 12: Amends WIC §4646, describing IPP creation. AB 1147 makes a number of changes that can be summarized as requiring the IPP and assessments be person-centered and consistent with various federal rules about same, and that each IPP meeting include info about the Self-Determination Program (with a 5-business-day clock for additional action if there is interest).

Section 13: Amends WIC §4646.4, on RCs’ IPP policies. Concerning the generic services mandate, AB 1147 would require regional centers to fund any needed generic service that isn’t available. Current law only covers services that could potentially be paid for through health insurance for those in the Early Start program.

Section 14: Amends WIC §4646.5, on the IPP process. AB 1147 would require IPPs be reviewed every two years, not every three years, updates language that currently evokes the concept of person-centered planning to make it explicitly so, and requires centers to start using those updated materials no later than March 1, 2025.

Section 15: Amends WIC §4659, on generic services. AB 1147 overhauls the current law about when centers can pay for medical/dental services to make those services easier to access, and reduce bureaucratic burdens on families when trying to get those services through a regional center. It will require regional centers to purchase a service once a generic agency has issued a denial. It will also require DDS to develop a single, statewide uniform vendorization process.

Section 16: Amends WIC §4685.8, on the Self-Determination Program. This is just a minor technical clean-up related to the changes in Section 13.

Section 17: Amends WIC §4726, on records access during appeals. Technical clean-up to underscore that other statutory privacy protections remain in effect. This is in reference to Section 10’s proposed mandate that centers be subject to the Public Records Act.

**AB 1147 (Addis) – Disability Equity and Accountability Act of 2023
As amended July 13, 2023**

Section 18: Amends WIC §4731, on rights violations. Requires that a complaint that is elevated from the regional center to DDS be, at that point, decided within 30 days (instead of the current 45). Complaint data would be compiled quarterly (current law is annual), made available online, and include the resultant decisions.



Executive Director's Report August 17, 2023

I. Funding for Current and Future Needs

a. Refine rate reform for developmental services.

- i. Arranged for a discussion between DDS and provider associations regarding the coming changes to regulations and expectations in response to implementation of the rate models.
- ii. Met with service providers to discuss legislative strategy for addressing issues with the rate model implementation in the coming Budget year.
- iii. Participated in the Rate Implementation Advisory Committee meetings with DDS held on 7/6 and 7/27.

b. Advocate for an equitable and sustainable regional center operations funding methodology.

- i. Worked with DDS to explore how to better capture regional centers' need for funding for resource development and quality assurance.
- ii. Participated in discussions on simpler and more accurate calculation of caseload ratios, which will be used to bolster the case for sufficient funding for this regional center function.
- iii. Identified the need for additional regional center staff resources to carry out the expected coordination with health care plans in comments to both DHCS and DDS.
- iv. Explored with DDS options for funding regional center technology and security costs through the rent approval process.

II. Flexible and Sustainable Services

a. Support the development of needed services identified by individuals served and families.

- i. Discussed with DDS and regional center staff using surplus purchase-of-service funds to enhance opportunities for development of additional safety net resources.
- ii. Met with DDS to discuss how its risk management contractor could better support quality improvement in regional center service providers.
- iii. Participated in several discussions regarding improving the effectiveness and efficiency of Fiscal Management Services in the Self-Determination Program.
- iv. Engaged in discussions with the Community Services Directors regarding Participant Directed Services for Social Recreation services.

b. Promote more efficient coordination of regional center and generic services.

- i. Developed comments on the draft Memorandum of Understanding between regional centers and Medi-Cal Managed Care Plans to better coordinate health care and developmental services.
- ii. Engaged in several activities related to smoothing the transition of ICF residents to Medi-Cal Managed Care Plans, including presenting at a webinar on this topic and joining Department of Health Care Services staff on tours of ICF homes.
- iii. Met with Single Stop, a company that may be able to develop a software solution to aid in the sharing of generic services with those served and their families.
- iv. Ongoing advocacy for AB 649 (Wilson) to repeal the generic services appeals mandate.

III. Promotion of the Lanterman Act

a. Develop meaningful metrics to support measurement and improvement of regional center effectiveness.

- i. Discussed with DDS for greater definition and clarity on uniform equity measures and potential pathways for achieving that.

b. Support greater consistency and enhanced performance across all 21 regional centers balanced with local decision-making.

- i. Continued conversations with potential contractors for ARCA's family supports standardization project to discuss developing a universal assessment tool for Respite, Day Care, and PA services

- to be used by RCs for a more consistent practice of evaluating individuals' needs.
- ii. Worked with a small workgroup to draft a Standardized Vendorization process.
- iii. Completed initial draft of RC transparency/data reporting webpages.

IV. Inclusive and Equitable Communities

a. Communicate with diverse communities and advocate alongside them for the services and supports necessary to promote good outcomes.

- i. Continued conversations with potential contractors for ARCA's family supports standardization project. Scheduled a meeting with a DDS representative to discuss ARCA's efforts to communicate and work with diverse communities and advocate for services and supports to promote good outcomes.

b. Support the work of regional centers and their community partners to increase community inclusion for individuals with developmental disabilities.

- i. Advocated for DDS to withdraw its finding that Self-Determination Program Local Volunteer Advisory Committees are subject to Bagley-Keene requirements, which limit community participation.
- ii. Participated in the ARCA's employment specialist and employment committee meeting, where we discussed various topics related to building employment capacity and supporting individuals to obtain competitive, integrated employment.
- iii. Participated in the ARCA's Deaf Specialist group meeting, where we discussed various topics, including how best to support individuals within the deaf and hard-of-hearing community to access needed services and support.
- iv. Worked with the Community Services Directors on the transition of Social Recreation services from group activities to individualized local programs that are integrated in the broader community.

V. Regional Center System Efficacy

a. Support regional center board member development and effectiveness.

- i. Testified on AB 1147 (Addis) related to its impact on regional center board effectiveness and in appreciation of the decision to keep intact current board terms.

- ii. Provided a training for NLACRC board members regarding board responsibilities and governance.

Update on Little Hoover Commission Commitments

BACKGROUND:

The [Little Hoover Commission](#) is an independent state oversight agency that describes its mission as, “investigate state government operations and policy, and – through reports and legislative proposals – make recommendations to the Governor and Legislature to promote economy, efficiency and improved service in state operations.” They explore how programs can and should function today and in the future. The Commission is made up of 13 [Commissioners](#), including four members of the Legislature and nine members of the public, with a specific prohibition on them being members of the Administration. The Commission began its examination last year of the developmental services system and released its [report](#) with a variety of recommendations on April 13, 2023.

ANALYSIS/DISCUSSION:

The Commission held a series of three hearings and a roundtable discussion on the topic of the state’s developmental services system, in order to “assess the extent of current disparities in service access within the state, identify the underlying causes of these disparities and the current state efforts to address them, and consider how state government can improve the consistency and timeliness of service delivery for the individuals and their families who rely on the state’s developmental services programs.” A consistent theme during those events and in the Commission’s recommendations was a desire for greater consistency between regional centers “in client experiences across regional centers.” ARCA submitted formal comments for the Commission’s consideration on November 4, 2022 that provided the organization’s commitment to strive for greater consistency in several areas. Following is a summary of the current status of each of these initiatives:

1. Data Transparency – ARCA staff have drafted a classification system for website information, based on existing mandates. A draft version of the website layout, including consistent URLs and a “Transparency” button for website homepages, has been deployed and is under review and revision. Next, critical flaw feedback will be taken from stakeholders and incorporated as appropriate. That final draft will be reviewed by the Executive Directors prior to implementation across all 21 regional centers’ websites.
2. Vendorization – The cross-checking of all Title 17 vendorization requirements along with a document that lays out each requirement for vendorization of the 100 plus service codes has been completed by ARCA’s workgroup with the support of ARCA staff. Over the next month, regional center Community Services Directors and Chief Financial Officers will review and propose revisions for consideration by the workgroup prior to seeking approval of the Executive Directors.
3. Intake – ARCA staff coordinated a small workgroup of Clinical Directors that has drafted a uniform practice to continue eligibility determinations for individuals over the age of 3 that have transferred to another regional center during the intake process. The proposal was reviewed by a group of Intake Managers during their meeting held in April. Their suggestions were incorporated in the document and discussed during the Clinical Directors May meeting. The Clinical Directors have approved the document and will be forwarding to the Executive Directors for approval.
4. Assessing Family Support Needs – ARCA staff reviewed with a small workgroup of Directors of Client Services the current assessment tools used by regional centers for determining respite, personal assistance, and daycare services. The group reached a consensus to explore the potential adoption of a standardized assessment tool, which was determined to be too cumbersome and costly for this purpose. Given this, ARCA began exploring collaboration with external contractors for the development of a tool to meet this need. The contractors will develop proposals this month to address public engagement, evaluation of existing tools, and development and implementation of a customized tool for this purpose.

North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes (Via Zoom)
August 2nd, 2023

Present: David, Pamela Aiona & Bill Abramson – Committee Members

Gilberto Padilla, Suzanne Paggi, Elisa Herzog, Desiree Boykin, Alex Phuong,
Jose Ramirez, Ismael Maldonado, Juan Hernandez – Guests

Raphael Munoz, Cristina Preuss, Jose Rodriguez, Nahid Abouzar, Armine
Bagumyan, and Cesar Cuevas – Staff

Absent:

I. Call to Order & Introductions

P.Aiona called meeting to order at 3:05 pm and introductions were made by all committee members, staff, and guests.

II. Consent Items

- A. Approval of Agenda
M/S/C (George/P.Aiona) To approve the Agenda.
- B. Approval of Minutes from June 7th, 2023 Meeting
M/S/C (George/B.Abramson) To approve the Minutes as presented.

III. Committee Business

- A. CAC Orientation
 - a. Policy and Procedures
 - i. J.Rodriguez reviewed the policies and procedures related to this committee.
 - b. CAC Goals
 - i. J.Rodriguez covered the goals of the committee.
 - c. Meeting schedule
 - i. J.Rodriguez reviewed the upcoming schedule. It was discussed to change time on flyer from 3pm-4pm to 3pm-4:30pm.
- B. Training/Presentation update
J.Rodriguez reviewed the upcoming calendar and the presentations that are in the works, including an emergency coordinator presentation and a collaboration with the LAPD to conduct a presentation on working with regional center clients.
Action item: Foothill/Van Nuys division will be contacted to schedule this.

- C. Topics for Quarterly public presentations
It was proposed to provide a training or presentation on scams that are done through emails, phone calls, and different technologies. Also, a training on CPR and first aid was explored.
- D. In person meetings
J.Rodriguez asked the attendants whether they prefer a hybrid model for future meetings or a fully online model. Most prefer a hybrid model.

IV. Identify Agenda Items for the Next Board Meeting

- A. Minutes from the August 2nd, 2023 Meeting

V. Announcements/Information/Public Input

- A. Next meeting: September 6th, 2023
- B. Attendance Sheet
- C. Public Input
J.Hernandez shared the details of a community event and will forward it to J.Rodriguez for distribution to the attendees. J.Rodriguez will also send applications for the board of trustees to attendees.
I.Maldonado will send information for an upcoming event to J.Rodriguez. He also offered his assistance to attendees who need support related to Lanterman information. His email address is ismaelmlndnd@yahoo.com and phone number is (818) 231-8872.
It was shared that San Gabriel Pomona Regional Center will hold a client training on building an emergency go kit on 9/28 at 5pm via Zoom.

VI. Adjournment

- P.Aiona adjourned the meeting at 4:21 pm.

Submitted by:

Cesar Cuevas
Administrative Assistant



North Los Angeles County Regional Center
Executive Committee Meeting Minutes

July 27, 2023

Present: Ana Quiles, Brian Gatus, David Coe, Lillian Martinez, Rocio Sigala, Leticia Garcia, Andrew Ramirez - Committee Members

Hailey Lauderdale, Ruth Janka, Lilliana Windover, Elizabeth Alvarez, Eelyn McOmie, Vini Montague – Staff Members

Jasmine Barrios, Minutes Services - Guests

Absent:

I. Call to Order

Ana Quiles called the meeting to order at 9:25 pm.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

The agenda was amended to add the following items under Committee Business, the remaining items shifter accordingly:

Item I - Approval of Contracts

Item J- IRS Tax Form 990

Item N- Board Recruitment

M/S/C (D. Coe/ B. Gatus) To approve the agenda as revised

B. Approval of Minutes of May 31st Meeting

Ruth Janka noted a correction on page 8 of the Minutes, under Item O that states that the Kinetic Flow Questionnaire would be approved by the Executive Committee. The edit would be to change “Executive Committee” to “Strategic Planning Committee”. Also, Ruth requested that the “September 22nd” deadline for the survey to go live and the data to be compiled, be changed to “October”.

M/S/C (D. Coe/L. Garcia) To approve the Meeting Minutes as revised

IV. Consumer Advisory Committee – Cristina Preuss

A. CAC Report

NLACRC Staff has met with George Alvarado and his Service Coordinator, in preparation for his participation at the Consumer Advisory Committee. Scheduling is ongoing, in coordination with his schedule and ILS work. Support has also been arranged for George to attend the ARCA CAC Delegate Meetings. There were questions raised, regarding the continuation of ARCA CAC Delegate meetings. Ruth Janka will reach out to ARCA to confirm the schedule for the ARCA CAC Delegate meetings. Ana Quiles recommended that the ARCA and ARCA CAC Delegate Meetings to the calendar.

Leticia Garcia recommended that the Committee consider having Andres, the Client Access Delegate, give a presentation to CAC about ARCA. Ruth will also ask about this presentation in her communication with ARCA.

B. CAC Meeting Flyers

This item has been completed. The orientation for new Board Members will take place on Wednesday, August 2nd from 3:00-4:30 pm at NLACRC.

V. Annual Committee Orientation

Ana reviewed this information as presented in the packet.

A. Policies and Procedures

B. Officers Policy Statements

C. Critical Calendar

The Critical Calendar will be revised to include the Board Retreat and Dinner Location and Date to be determined at the August Committee Meeting. Additions will also be made to reflect the determined meeting schedule.

M/S/C (A. Ramirez/B. Gatus) To approve the revision to the Critical Calendar

D. Board Audit Section

E. Meeting Schedule

Ana Quiles requested that the schedule be revised for the meetings to be changed to the last Thursday of the month, following the Administrative Affairs Committee Meeting.

M/S/C (D. Coe/L. Garcia) To approve the revision to the Meeting Schedule and Committee meetings will take place on the last Thursday of the month.

F. Board & Committees List

G. Review Action Log

VI. Executive Session

A. Whistleblower Complaint

M/S/C (D. Coe/A. Ramirez) To enter the Executive Session at 9:40 pm

M/S/C (D. Coe/B. Gatus) To exit the Executive Session at 9:54 pm

VII. Committee Business

A. Liaison Reports

1. ARCA Report - Leticia Garcia

Leticia reviewed the information as presented in the packet. Points of discussion included providing a letter of support for AB1147. The Committee requested that the ARCA reports and Minutes be included in the Board packet.

2. Self-Determination Local Volunteer Advisory Committee - Gabriela Eshrati

Gabriela reviewed this information as presented in the packet. Points of discussion include 099 Vendorizations and insurance issues and the selection of a liaison from the Board. The SDP Chairs are requesting to be included in the training and orientation for SDP to the Board. Gabriela will serve as the liaison in the interim.

Ana recommended that this report be included in this packet, but to be reviewed at the Consumer Services Committee meeting and the Board Meeting and to sunset its review at the Executive Committee.

M/S/C (B. Gatus/D. Coe) To discontinue the review of the SDLVAC report at the Consumer Services Committee.

B. Annual Board Retreat Update- Ana Quiles

As of now, there will be 4 Board Members that are expected to be absent from the Board Retreat. Ana shared that goals for the Board will be discussed, regarding community engagement outreach, etc. The Committee was asked to think about potential goals they would like to see the Board accomplish. NLACRC will also provide extra items for Board Member Binders if they would like to work on them.

C. AB1147 Status Update- Ruth Janka

Ruth shared that this bill is currently in Senate Appropriations. ARCA still holds the position to oppose this proposed legislation unless amended. The Committee is being tasked to determine if NLACRC should write a letter of support for this bill.

M/S/C (D. Coe/A. Ramirez) To approve a letter to be drafted in support of AB1147.

Ruth stated that should the contract be approved, Michele Heid will be asked to draft the letter of support.

- D. Draft Board Primary Activities for FY2023-24
Ruth Janka reviewed this information as presented in the packet. The Committee has the right to revisit the document at any point.

M/S/C (D. Coe/B. Gatus) To approve the primary activities for FY2023-24.

- E. Revised Critical Calendar for FY2023-24
This item was addressed under Item A: Committee Orientation

- F. Purchase of Service Annual Report FY2023-24
Ruth reported that all DDS deadlines were met and the report is finalized. This item is informational for the Committee.

- G. FY 2022-23 Board vs Expenditures
Vini Montague proposed a revision that would reallocate \$1000 from Item 9: Board Meeting supplies, to Item A: Board Retreat.

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

- H. FY 2023-24 Board vs Expenditures
Vini reviewed this information as presented in the packet. There is no action needed from the Committee.

- I. Approval of Contracts - Advanced Behavioral Pathways
Operations Contract – Provides legislative education and engagement services
5-year contract effective: July 1, 2023 to June 30, 2024
Projected total contract amount is \$92,578.00

Vini explained the need to continue with our current legislative education team as another vendor was not selected before the departure of NLACRC's Public Information Officer. In the interim, NLACRC is looking for approval for this new contract that will allow the continuation of services for FY23-24. The rates have not changed for this contract. Ruth Janka also noted that this position will be brought in-house as a long-term solution and that this is an interim solution for legislative services. The Committee requested a breakdown of the contract amount and what it covers for review.

M/S/C (L. Garcia/A. Ramirez) To approve the Advanced Behavioral Pathways contract as presented, on behalf of the Board. The motion passed with 1 abstention from Lillian Martinez.

- J. IRS Tax Form 990
Vini reviewed the information as presented.

M/S/C (L. Martinez/D. Coe) To approve the submission of Tax Form 990 as presented.

- K. Revised Whistleblower Policy Status Update
Ruth shared that the Executive Committee will no longer participate in Whistleblower Investigations. The Committee will be informed any whistleblower reports being filed; investigations will be conducted by NLACRC staff. Whistleblowers received and the progress on the investigation will continue to be reviewed by the Executive Committee.
- L. Succession Plan
Ana shared that Ruth is currently working on a plan of presenting information on succession planning and organization to the Committee. Updates will be relayed as they become available.
- M. Public Input Community Concerns
Ruth explained that a process has been developed for Evelyn McOmie to assign a member of her team to get contact information for public input concerns. The assigned staff member will contact the individual within 24 hours to initiate communication in addressing the concern.
- N. Executive Director Evaluation Process Update
Ana announced that this is the last year of the Executive Director current contract. The Negotiating Committee will work to update the Job Description and to ensure that evaluations are streamlined and updated.
- O. Board Recruitment
Leticia Garcia recommended a mailer be sent to the Community to attract interest in Board Member vacancies. She requested information related to cost and timeframe for Board Recruitment mailers.

M/S/C (L. Martinez/A. Ramirez) To approve the draft of an updated Board Recruitment mailer.

VIII. Center Operations – Ruth Janka

Ruth reviewed this report as presented in the packet. Highlights include:

Recruitment

July 5th new hires included 7 Consumer Services Coordinators (3 Bilingual Spanish), 1 Accounting Specialist, 1 Executive Administrative Assistant – Board, 1 Information Technology Specialist, 1 Administrative Assistant, 1 Community Services Specialist. July 17th new hires included 3 Consumer Services Coordinators (1 Bilingual Spanish), 1 Floater Specialist, and 1 Public Information Specialist.

Retention

Recent retention activities include the provision of an employment incentive, a “Loyalty Award”, to all staff employed as of 6/23/23. All employees with less than a full year of service received \$500, employees with a full year of service as of 5/31/23 and less than 2 years of service received \$1,000, and employees with 2 or more full years of service as of 5/31/23 received \$1,000 plus \$175 per each full year of service.

Coordinated Employment Supports Pilot Program

DDS will be launching a Coordinated Employment Supports Pilot Program, similar to the Coordinated Family Supports Program; this program will be available to individuals graduating from high school or transitioning out of a Work Activity Program (sub-minimum wage program).

Tuition Reimbursement Program

The Center is implementing the Tuition Reimbursement Program for eligible employees to continue their education to enhance services received by consumers, increase their subject matter expertise and support career advancement. The program will be promoted on the employee intranet site, the employee ADP portal, and all newly hired staff will be informed as part of their orientation. Participants are eligible for up to \$10,000 each fiscal year for up to three years and must agree to work no less than one year for each year of tuition reimbursement received; following the last year of reimbursement. Participants must agree to repayment or partial repayment of the tuition reimbursement if concurrent or postgraduation work requirements are not completed.

Social Recreation

Additional Awardees On July 14, 2023, DDS informed regional centers that funds have been awarded to the California Alliance of Boys & Girls Clubs and California State Alliance of YMCAs. The alliances will work with their local Boys & Girls Clubs and YMCAs to enhance social recreation programs for individuals served by regional centers across the state. The alliances will assist their affiliates with vendorization with regional centers statewide.

IX. Review of Meeting Action Items

- A. Amend the meeting minutes (Board Support)
- B. Communicate with Andres regarding ARCA CAC Meeting, needs for George Alvarado and to discuss presenting at CAC Meeting (Ruth Janka)
- C. Update the EC Meeting Schedule and Critical Calendar to include new meeting dates and determination of Board Retreat/Dinner location and date. (Board Support)
- D. Assign Michelle Heid to draft letter of Support for AB1147 (Ruth Janka)
- E. SDLVAC Report to be removed from the agenda. (Board Support)
- F. Draft mailer for Board Recruitment (Public Information Department)

X. Board Meeting Agenda Items

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

- A. Minutes of the July 26th Meeting
- B. FY2023-24 Board vs Expenditures
- C. FY2022-23 Board vs Expenditures
- D. Executive Committee Critical Calendar for FY2023-24
- E. Board Primary activities for FY2023-24

XI. Announcements / Information Items / Public Input

- A. Next Meeting: Thursday, August 31, 2023
- B. Committee Attendance
- C. Board Member Check-in Mtgs with Executive Committee
- D. Self-Determination Orientation, August 2nd at 4:30 pm
- E. Caseload Ratio Public Meeting, August 3rd, 1;00 pm
- F. Virtual Alianza de Hombres, August 8th, 7:00 pm
- G. ARCA Family Support Services Webinar, August 10th, 2:00 pm
- H. Parents of Adult Consumers Support Group, August 16th, 6:30 pm
- I. Self Determination Local Advisory Committee, August 17th, 6:30 pm
- J. Filipino Support Group, August 21st at 6:30 pm
- K. Cultivar y Crecer, August 25th, 6:30 pm

XI. Adjournment

Ana Quiles, Committee Chair, adjourned the meeting at 10:47 p.m.

Submitted by:

() Lílíana Windover*

Executive Administrative Assistant

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



North Los Angeles County Regional Center

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CONTRACT SUMMARY AND BOARD RESOLUTION

| No. | DESCRIPTION | CONTRACT SUMMARY |
|-----|---|--|
| 1. | Contract Overview: (New or Amendment) (POS or OPS) | Operations First Amendment for Consulting Services |
| 2. | Name of Vendor or Service Provider | Software Management Consultants, Inc. (" SMCI ") |
| 3. | Purpose of the Contract | <p><u>Original Contract:</u> Vendor provides Application Development/Support and Integration services including but not limited to:</p> <ul style="list-style-type: none"> • MS SQL Server Development Support (SQL Server Integration Systems, SQR Server Reporting Services, SQR Server ETL). Builds and creates database system to support NLACRC's Electronic Document Management System ("EDMS"), Sharepoint projects, Application System Development, and Disaster Recovery Back-ups. • Business & System Analysis • Support in Data Warehouse environment in SQL that communicates with IBM iSeries applications and custom applications (SANDIS, UFS, etc.) • Therefore Document Management System Support. • Power BI Report Development Support |
| 4. | Contract Term(s) | <p>Twelve (12) month Contract.</p> <p><u>Original Contract:</u> July 1, 2023 through September 30, 2023</p> <p><u>First Amendment:</u> Additional services coterminous with current contract, effective October 1, 2023 through June 30, 2024.</p> |
| 5. | Total Amount of the Contracts | <p>Original Contract Amount: \$188,079.00 First Amendment: \$564,237.00</p> <p>Total Contract: \$752,316.00</p> |

| | | |
|----|--|---|
| 6. | Rate of Payment or Payment Amount | \$62,693.00 per month |
| 7. | Method or Process Utilized to Award the Contract | The IT Director solicited proposals from various vendors and determined that SMCI's proposal best met NLACRC's business needs and strategic plan goals. Additionally, IT Director also identified a substantial cost savings amount with the vendor's existing knowledge of NLACRC internal operations, including familiarity with existing IT infrastructure, systems, databases, and other similar key factors. |
| 8. | Method or Process Utilized to Establish the Rate or the Payment Amount | Usual & Customary Rate |
| 9. | Exceptional Conditions or Terms: Yes/No If yes, provide explanation | No |

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

 Brian Gatus, Board Treasurer

September 27, 2023
 Date

CONTRACT SUMMARY AND BOARD RESOLUTION

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

RESOLVED THAT in compliance with NLACRC’s Board of Directors Contract Policy, on September 27, 2023, the Consulting Services Agreement (“**Agreement**”) between NLACRC and SMCI was reviewed and discussed by the NLACRC Board of Trustees. The NLACRC Board of Trustees hereby authorizes and designates any Officer of NLACRC to execute and deliver the Agreement on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions, as such Officer may approve. The final terms of the Agreement shall be conclusively evidenced by the execution of the Agreement by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Chief Financial Officer, Chief Consumer and Community Services Officer, Chief Information Officer, or Human Resources Director, and no one else.

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

Lillian Martinez, Board Secretary

September 27, 2024
Date



North Los Angeles County Regional Center

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Contract Summary and Board Resolution

| No. | Description | Contract Summary |
|-----|---|--|
| 1. | Contract Overview: (New or Amendment) (POS or OPS) | New Purchase of Services (POS) |
| 2. | The Name of Vendor or Service Provider | Dimanche Home Care Vendor Number: PL2207, Service Code: 076 |
| 3. | The Purpose of the Contract | Contractors provide Coordinated Family Support (CFS) Services pursuant to the State’s Budget Bill for developmental services, SB 188 (Chapter 49, Statutes of 2022) where WIC, Section 4688.06 was added establishing the Coordinated Family Support Services that recognize the right of adults with developmental disabilities to reside and continue to reside in the family home. CFS services will be provided in a manner that are tailored to the unique needs of the consumer and are respectful of the language, ethnicity, and culture of the family home. |
| 4. | The Contract Term | Five (5) year contract effective September 01, 2023 through August 31, 2028. |
| 5. | The Total Amount of the Contract | Projected annual cost is \$225,075.00 per year, or \$1,125,375.00 over the entire five (5) year term of the contract based on description of services and estimated calculations. |
| 6. | The Total Proposed Number of Consumers Served | Projected 5 consumers per month. |
| 7. | The Rate of Payment or Payment Amount | Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized \$60.02 DDS Set Rate. |
| 8. | Method or Process Utilized to Award the Contract. | Based on vendorization requirements under statute and regulation for Coordinated Family Support services. |
| 9. | Method or Process Utilized to Establish the Rate or the Payment Amount | DDS Set Rate as established on DDS directive dated January 27, 2023. |
| 10. | Exceptional Conditions or Terms: Yes/No If Yes, provide explanation | None |



North Los Angeles County Regional Center

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Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“**NLACRC**”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Coordinated Family Support Agreement (“**Agreement**”, or “**Contract**”) for **Dimanche Home Care** and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Contract between NLACRC and **Dimanche Home Care** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **August 30, 2023.**

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

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

Lillian Martinez, Board Secretary

August 30, 2023
Date

NLACRC – VENDOR CONTRACT REQUEST – EXECUTIVE SUMMARY

Vendor Name: Dimanche Home Care

Vendor #: PL2207

Svc Code: 076

Date: 8/1/23

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

| Vendor # | Service Code | Description |
|-----------------|---------------------|--------------------|
| n/a | | |

Service Address: 25000 Avenue Stanford Suite 304 Valencia Ca. 91355

Service Description: A regional center shall classify a vendor as a CFS provider when the vendor coordinates and provides items identified below for adults who reside in the family home. CFS shall be tailored to the unique needs of the consumer and their family and provided in a manner that respects their language and culture. It shall be primarily provided in a person’s home. CFS may include, but is not limited to:

1. Identifying and providing supports necessary to successfully reside in the family home.
2. Providing assistance and training for the consumer and their family in navigating comprehensive services and supports that are tailored to meet their unique needs, including creating pathways to overcome barriers to accessing generic and other resources.
3. Providing additional information or resources on the consumer’s diagnosis and identified supports.
4. Coordinating consistency in training across providers specific to the needs of the consumer and their family.
5. Assisting with scheduling of service delivery including medical and other appointments.
6. Identifying transportation options or services.
7. Identifying backup providers/supports and providing those backup supports when the plan fails.
8. Providing futures planning for the consumer, including those living with aging caregivers.
9. Providing training to the consumer which maximizes their independence.

CFS shall not replace or duplicate any regional center service coordination, generic service or other regional center funded service that the consumer and their family are receiving. CFS may not be provided by an individual who resides in the same home as the consumer. At minimum, the need shall be assessed annually, with progress being reported quarterly.

Service Area: Santa Clarita Valley/ San Fernando Valley

Staffing: 1:1

Employment Component: n/a

Exceptional Conditions: n/a

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

August 16, 2023

Present: Anna Hurst, Cathy Blin, David Coe, Nicholas Abrahms, Vivian Seda, Jodie Agnew-Navarro – Committee Members

Monike Paz, Liliana Windover, Cristina Preuss, Cesar Cuevas, Chris Whitlock, Evan Ingber, Vini Montague– Staff Members

Michelle Heid – Legucator, Leticia Garcia- Board Member, John Van De Riet, Dolly Sharma- Minutes Services - Guests

Absent: Curtis Wang, Michael Costa, Sharmila Brunjes

I. Call to Order & Introductions

Cristina Preuss called the meeting to order at 6:05 pm.

The Committee Members and NLA staff introduced themselves.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

M/S/C (C. Blin/D. Coe) To approve the agenda as presented

B. Approval of Minutes from the May 17th Meeting

M/S/C (N. Abrahms/C. Blin) To approve the meeting minutes as presented. The motion passed with 1 abstention from Jodie Agnew-Navarro.

IV. Committee Business

A. Annual Committee Orientation - Cristina Preuss

1. Policies & Procedures

Duties of the Committee include: reviewing public awareness-related materials, to inform and educate the diversified communities served by NLA, will serve as a clearing house for public awareness forums, to review all legislation affecting NLA’s business, establishing contacts, advocating with elected officials and advocacy groups, and implementing and maintaining legislative actions for the Board.

2. Legislative Platform Guiding Principles

NLA is committed to supporting legislation that promotes and protects the spirit and intent of the Lanterman Act. These principles include:
Legislation must:

- Ensure equal protection, preserve service entitlement and promote access to service systems with appropriate and sufficient resources.
- Ensure inclusion into the community, including access to housing, education, employment, transportation and all public services.
- Promote a system in which family supports are individualized, family focused, family driven and in which families' decision making for their children is respected and fostered.
- Promote locally determined, orderly development of needed supports and services that reflects an equitable distribution of resources among services and supports for persons with developmental disabilities.
- Promote quality community-based services and supports for persons with developmental disabilities and their family members.
- Promote and enable persons with developmental disabilities and their families to exercise self-determination, empowerment and choices.
- Promote and protect the rights of persons with developmental disabilities and their families.

3. Board Recognition Policy & Application

This policy is to guide the board in its efforts to recognize individuals who have made a distinguishable contribution in the lives of people with developmental disabilities. The individual's contribution should be over a sustained period of time, made within NLA's catchment area, and have positively impacted the lives of many consumers and individual must be held in high esteem by his/her peers.

The board may choose to recognize individuals as follows:

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

4. Board Audit Section

This document was reviewed as presented in the packet

5. Critical Calendar FY 23-24

This document was reviewed as presented in the packet

6. Board's Disability Community Organization, Service Provider and Elected Representative Visit Policy – Framework for Strategy Implementation FY2023-24

All board members should participate in a minimum of at least one disability community organization, legislative, and service provider event, although participation in more than one visit/event is highly encouraged. The purpose of attending these types of events is typically to convey a message, deliver a regional center information package, discuss the center's position on an issue, show support, share information, education, and/or discuss legislative issues as they pertain to the regional center system. Upon completion of any visit, a board member should provide feedback on what happened during their visit at the next board meeting following the visit.

B. Volunteer to Serve as Committee Chair

David Coe volunteered to serve as the Committee Chair for the FY23-24 term.

M/S/C (C. Blinn/A. Hurst) To approve David Coe to serve as the Committee Chair for FY23-24.

C. Finalize Board's Legislative Priorities for FY23-24

Michelle reviewed the legislative priorities as presented in the packet. The Committee made the determination to add an eighth priority that will review 3-7 legislative bills and initiatives that are aligned with the Legislative Priorities as a working list.

Other revisions to the priorities include: to expand on Priority #1 to include the revision of the Core Staffing Formula and to include "increased funding". Priority #6 will include the revision "to increase community partnerships".

M/S/C (C. Blinn/A. Hurst) To approve the revisions to the Legislative Priorities as discussed.

D. Proposed Legislative Activity: Candidate's Forum - Michelle Heid

Michelle shared that there are 14 legislators that cover NLA's catchment area. Senator Scott Wilk will be terming out from the Antelope and Santa Clarita Valleys and there will be a local vacant Senate seat in his absence. All 14 legislators will be running for election this year. The Committee is being asked to consider plans for the October Legislative Candidates' Forum.

David Coe made the suggestion that the Committee look into how NLA can communicate this information to consumers who may want to take actions as constituents. After discussion, the Committee decided to host 1 in-person and 1 online or hybrid Legislative Advocacy Training in February. This item will be added to the agenda for the next Vendor Advisory Committee Meeting in order to solicit a host for the Advocacy Trainings.

M/S/C (D. Coe/C. Blin) To approve the addition of 1 in-person and 1 virtual/hybrid Legislative Advocacy Trainings to be held in February 2024.

David Coe proposed a bi-monthly list of legislative activities that are happening in the NLA catchment area. This was something that Michelle did previously and will begin to compile again but will require a directive from the Committee according to her contract.

M/S/C (D. Coe/A. Hurst) To approve Michelle Heid to compile a bi-monthly list of legislative events and activities that are taking place in NLA's catchment area.

V. **Report Outs/ Discussion**

A. Social Media

1. Social Media Analytics Report – May, June & July 2023

Chris Whitlock, the Supervisor for Public Information, shared the analytics as presented in the packet. It was noted that there was an increase in the number of posts which will increase engagement. New strategies and content are being developed to increase traffic across all social media sites. NLA does pay for boosters and promotion, David Coe

suggested that NLA utilize the “Story” feature on Facebook and Instagram as they provide increased profile visibility on feeds when a story is included. Vendors are welcome to submit information for posts created and shared by NLA, the Committee suggested re-posting or posting links instead to better clarity on who is hosting the event. Further concerns include the accessibility and plain language of any post that NLA creates or shares. The Committee requested more insight on social media posts that highlight people. Posting employee profiles, sharing consumer stories are all ways that can highlight personal connections with viewers. The main focus of NLA’s social media platforms should be to inform the community, announce NLA and related events and to spotlight personal stories.

B. Legislative Update

1. Legucator Report August – Michelle Heid

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

- Budget signed and chaptered 6/27/2023
Governor Newsom and legislative leaders agreed to a budget deal that was signed and chaptered just in time for the start of the new fiscal year beginning July 1st. The budget includes a \$310 billion spending plan that the Governor and legislature say protects core programs and covers a \$30 billion deficit without spending the reserves the state has worked hard to amass over the past few years. The spending plan also does not include any new revenues to close the deficit gap, but instead reduces investments in fighting climate change, delays funding for the construction of transitional and full day kindergarten facilities and an additional \$8 billion funding cuts to various programs.
- DS Task Force
The DS Task Force provides guidance on the delivery of services to Californians who have intellectual and developmental disabilities. 42 individuals serve on the full DS Task Force while an additional 115 serve on the 5 Task Force Workgroups (Community Resources, Oversight, Accountability and Transparency, Safety Net, Service Access & Equity, and System & Fiscal Reform).
- Assembly Budget Floor Report: 6/24/2023
The Governor and the Legislature have agreed that budget reserves need to be maintained due to significant uncertainties about the economy and tax revenues to be paid by California’s high-income tax filers in October. The June 27th state budget package includes the Assembly’s proposal to give the administration power to delay, with notice to the Legislature, one-time spending items in departmental line items of the 2023-24 budget to no later than March 1, 2024. This authority, if exercised by the administration, would allow the Legislature to consider additional reductions and delays to budgeted one-time spending—in addition to those already approved in this year’s budget packages—in response to possible revenue deterioration in the coming months. The Assembly’s key budgetary goal—shared with the Senate and the Governor—is to keep protecting the state’s core ongoing programs in education, health care, the human services safety net, wildfire protection, public safety, housing, and natural resources, among others.

- **Fun Fact**
As the 71st Speaker in the CA Assembly, Robert Rivas is now one of three most powerful political figures in California, alongside the governor and Senate president pro tempore. The speaker installs committee chairs, controls what legislation gets voted on and negotiates the budget with the governor and Senate leader. The position has been traditionally held by lawmakers representing more urban areas of the state, and Asm. Rivas' rural upbringing may add a new perspective to the position.
- **DDS Directives Issued**
On May 11th, 2023 DDS issued a directive regarding updated rates and minimum wage increase for Participant-Directed Services, Service Codes 456, 457, and 458.
On July 14th, 2023 DDS issued two directives regarding the Quality Incentive Program, about Employment Capacity and Employment Access incentive payments, providing detailed information regarding service providers' eligibility, reporting requirements and logistics, and issuance of incentive payments.
On July 20th, 2023 DDS issued guidance on conducting meetings for Self-Determination Program Local Volunteer Advisory Committees.

2. **Local Grassroots Marketing and Outreach – Cristina Preuss**

a. **Prioritization of School Districts/SELPA's**

Christina shared the information as presented in the packet. Activity has been slow due to schools being closed for the summer in July. School has restarted for most districts and NLA has plans on attending school and family events in school districts that are in the catchment area. The team attended several Back-to-School Giveaways to provide information. NLA is also partnering with local medical providers to give information about Early Start Programs to expectant mothers.

Through the language outreach specialist program, NLA is able to support families that speak Armenian, Farsi, Tagalog and Spanish.

VI. Board Audit Question

- A. Does NLA have a training and information plan that meets the requirements of statute, contracts and Board Policy?

Evan Ingber introduced himself as the Training and Development Supervisor at NLA. He relayed the information as it pertains to the Board Audit Question stating that NLA does have such a training program in place. There are annual, mandated trainings that are rolled out to staff that includes but is not limited to HIPAA compliance and national voter registration as designated by the State. When individuals apply and begin the intake process, change address or renew services, NLA should be offering voter registration forms and staff is trained accordingly. NLA recently developed an eLearning catalog with self-paced training and open enrollment.

VII. Review of Meeting Action Items

- A. To revise the Legislative Priorities to include the determined changes. (Michelle Heid)
- B. To create a list of accompanying bills and initiatives that match the Legislative Priorities (Michelle Heid)
- C. Add agenda item to solicit hosts for the February Legislative Advocacy Trainings and identify potential event dates for February 2024. (NLA Board Support)
- D. Create draft task list for October 2023 Legislative Candidates' Forum and February 2024 Legislative Advocacy Trainings (Michelle Heid)

VIII. Board Meeting Agenda Items

- A. Minutes of the August 16th Meeting

IX. Announcements / Information / Public Input

- A. Next Meeting: Wednesday, October 18, 2023
- B. Committee Attendance

Public Input
No public input

X. Adjournment

David Coe adjourned the meeting at 8:50 pm

Submitted by:

(*) *Liliana Windoer*

Executive Administrative Assistant

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

North Los Angeles County Regional Center
Nominating Committee Redacted Meeting Minutes

April 17, 2023

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

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

Jasmine Barrios -Minutes Services - **Guests**

Absent: Jennifer Koster

I. Call to Order

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

II. Consent Items

A. Approval of Agenda

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

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

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

III. Committee Business

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

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

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

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

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

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

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

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

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

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

B. Board Composition

1. NLACRC Board Composition - March 2023

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

2. Tentative DDS Board Composition FY2023-24

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

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

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

There has been a recent application submitted from a Candidate to serve on the Board of Trustees. As an individual served who has submitted an application, she is eligible to be added to the slate without going through the interview process.

M/S/C (L. Martinez/A. Quiles) To approve Candidate for inclusion to the slate of nominees.

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

Revisions were made to the Interview Questions to include:

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

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

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

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

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

D. Approve draft Critical Calendar for FY2023-24

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

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

E. New Committee Business

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

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

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

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

VI. Board Meeting Action Items

- A. To make revisions to the Board proposed slate of officers, nominees and re-nominees for presentation to the Executive Committee (Liz Chavez)
- B. To confirm the status of Candidates application as it relates to automatically being submitted to the Executive Committee with a revision to the slate (Liz Chavez)
- C. To send the revised Nominating Policy to the Committee via email for electronic vote and presentation to the Board once approved (Liz Chavez)

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

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

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

VII. Board Meeting Agenda Items

A. Minutes of April 17th Meeting

B. Updated Critical Calendar for FY2023-24

VIII. Announcements / Information

A. Next Meeting: TBD

IX. Adjournment

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

The meeting was adjourned at 7:25 pm.

Submitted by:

Minutes Services



North Los Angeles County Regional Center
Post-Retirement Medical Trust Committee Meeting Minutes

July 27, 2023

Present: Ana Quiles, Brian Gatus, David Coe, Ruth Janka -Committee Members

Liliana Windover, Cristina Preuss, Donna Rentsch, Elizabeth Alvarez, Evelyn McOmie, Malorie Lanthier, Parita Burmee, Hailey Lauderdale – Staff Members

Anne Wimmer – HighMark Capital, Tim Banach – U.S. Bank, Andy Ou- Lindquist, Joe Huie- Lindquist, M Mitchell, Jasmine Barrios-Minutes Services - Guests

Absent:

I. Call to Order & Introductions

Ana Quiles called the meeting to order at 5:31 pm.

Committee Members, NLA Board Members and NLA Staff introduced themselves, as well as the guests from HighMark Capital and US Bank.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

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

B. Approval of Minutes of April 26th Meeting

M/S/C (B. Gatus/D. Coe) To approve the Meeting Minutes as presented. The motion passed with 1 abstention from Brian Gatus.

IV. Committee Business

A. Annual Committee Orientation – Vini Montague

Vini reviewed the information as presented in the packet.

1. Review PRMT Policies and Procedures

This document outlines the responsibilities of the Committee. This Committee exists to oversee and guide the distributions from the Post-Retirement Medical Trust and the CalPERS Unfunded liability trust account.

2. Approve Critical Calendar for FY 2023-24

Vini proposed a change to the critical calendar that will include a change for all of the meeting dates to fall on the last Thursday of the month in 2024.

M/S/C (D. Coe/B. Gatus) To approve the critical calendar as revised

B. Discussion of Meeting Schedule

This information was discussed in the previous agenda item.

C. HighMark Capital Report – Anne Wimmer

Anne reviewed the report as presented in the packet.

- Economic Conditions
 - o GDP grew 1.1% in Q1 2023
 - o Resilient jobs market, US added 209,000 new jobs in June, with unemployment at 3.6%.
- Interest and Inflation
 - o CPI rose 0.2% in June, lowest in 2 years
 - o 10-year treasury, ~3.8% inverted yield curve continues
- Outlook
 - o Mild recession forecasted for 2023, recovery in 2024.
 - o Concerns include possible recession, geopolitical events

1. Statement of Current PRMT Trust Value

- This statement is for post-retirees and future retiree healthcare benefits, it is a longtime horizon account that can be volatile.
- This account has an investment objective that is identified as Balanced
- As of July 20, the portfolio is at \$31.9 million dollars. This is comprised of multiple asset classes.
 - o Total equities are at 58.9 %
 - o Fixed income - 30.6%,
 - o Alternatives - 6.2%.
 - o Cash and equivalents – 4.3%

2. Statement of Current CalPERS UAL Trust Value

- This statement has a shorter time horizon than the PRMT account. This account carries less in equities, but more in bonds. This account also makes periodic payments to CalPERS in regards to pension obligations. This account has an investment objective that is identified as Income and Growth
- As of July 20, the portfolio is at \$9.6 million dollars. This is comprised of multiple asset classes.
 - o Fixed income – 51.4%
 - o Total Equities – 37.5%
 - o Alternatives – 6.2%.
 - o Cash and equivalents – 4.9%

D. Review Investment Strategy for PRMT Trust

Vini explained that this trust was established with the goal of putting enough money into the account to fund annual premiums for retirees. Currently, premiums for retirees are being funded by operations, which has proven to be very costly for the organization. There has been no distribution taken from this account as of yet. Each July, the Committee is tasked with reviewing the PRMT Trust investment strategy to determine if any changes will be made. The current strategy is a long horizon strategy that could range up to 30 years. Brian Gatus proposed a possible increase in risk for this account to allow for stronger growth over time. The Committee discussed this topic at length and ultimately decided to keep the current strategy at this time. However, the Committee would like to get more information to review the possible options. Vini Montague will compile data points, including percentage of funding, to help the Committee determine if this trust should move to a capital appreciation strategy. The Committee will revisit this item at the January 2024 meeting.

E. Review Investment Strategy for CalPERS UAL Trust

Vini shared that the purpose of this account was to ensure that the account could fund any unfunded liabilities. Last year, the actuarial report indicated that NLA no longer had unfunded liability and a distribution out of the account was not made. The Committee discussed this topic at length and ultimately decided to keep the current strategy at this time. However, the Committee would like to get more information to review the possible options. The Committee will revisit this item at the January 2024 meeting.

F. Quarterly PRMT Market Value History Report

Vini reviewed this report as presented in the packet. As of June 30:

- Market Value - \$28,418,065.69
- Total Contributions – \$14,981,112.01
- Quarterly Fee Reimbursement Payments - \$1,044,697.06

G. Quarterly UAL Market Value History Report

Vini reviewed this report as presented in the packet. As of March 31:

- Market Value - \$9,299,077
- Total Contributions – \$10,787,341
- Cumulative Reimbursement of Bank Fees - \$65,109

The Committee discussed the frequency of the review of items F and G, the Quarterly PRMT and UAL Market Value History Reports. It was determined to review this information on an annual basis.

M/S/C (B. Gatus/R. Janka) To approve the review of the Quarterly PRMT and UAL Market Value History Reports on an annual basis.

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

V. Board Meeting Agenda Items

- A. Minutes of the July 27th Meeting
- B. Statement of Current PRMT Trust Value
- C. Statement of Current UAL Trust Value

VI. Announcements / Information Items / Public Input

- A. Next Meeting: January 25, 2024 at 5:30 p.m.
- B. Committee Attendance

VII. Adjournment

Ana Quiles adjourned the meeting at 6:39 p.m.

Submitted by:

(*) *Elizabeth Alvarez*
Executive Administrative Assistant

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

North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes

August 7, 2023

Present: Leticia Garcia, Ana Quiles, Brian Gatus, Lillian Martinez, Ruth Janka, Evelyn McOmie, Cristina Preuss, Daniel Ortiz- Committee Members

Ruth Janka, Elizabeth Alvarez, Liliana Windover, Vini Montague, Hailey Lauderdale, Cristina Preuss, Evelyn McOmie, Arshalous Garlanian– Staff Members

Ami Sullivan - Kinetic Flow, Jasmine Barrios-Minutes Services - Guests

Absent:

I. Call to Order & Introductions

Ruth Janka called the meeting to order at 6:01 pm.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

Ruth announced that Committee Business, Item B: Volunteer to serve as Committee Chair will be for the FY2023-24 year, and not FY2022-23 as listed on the agenda.

Leticia Garcia proposed that Committee Business, Item D: Individual and Family Satisfaction Survey be moved to the top of the agenda to be most efficient with the time that we are with Kinetic Flow.

M/S/C (L. Garcia/B. Gatus) To approve the agenda as revised

B. Approval of Minutes of May 1st, 2023 Meeting

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

IV. Committee Business

A. Individual and Family Satisfaction Survey - Ami Sullivan, Kinetic Flow

Ami, from Kinetic Flow reviewed the information as presented in the packet. Ami presented an updated timeline, draft survey and other recommendations. The Committee is being asked for any noted revisions for the draft survey and survey invite.

1. Timeline Update

This was created based on recommendations from the Committee based on noted milestones. The timelines indicates that NLA will mail/email out notifications on August 24th, Online data collection to begin on August 24th and online data collection closes on September 12th. With the end of the online data collection, telephone interviewing and SMS data collection will open on September 12th. All collections are closed by October 23rd and reports will be presented to the Strategic Planning Committee on January 10th, 2024.

2. Draft Survey

This document was reviewed as presented in the packet. Online, SMS and phone interviews are all different ways to collect data, based on what is most convenient for the individual. Phone interviews will meet the needs of consumers and as such, there will be some fluctuation in questions.

The questionnaire is broken down into multiple sections and answers are on a 5-point, unbalanced scale. Scores within the 3-4 range are still positive. The questions notated in green are questions that were on a previous survey, the survey has been expanded from 20 questions to 34 questions. Time frame for completion can vary, but hovers around 12 minutes.

In reference to question 24, Leticia Garcia requested the inclusion of a question regarding how long it took for the consumer to actually receive service. An open-ended response was created to ask “Can you tell us what services or support you were not able to receive or that was substantially delayed and why?”

Other recommendations from Leticia include a follow up to question 28 that asks: “Were you provided information on service providers that offer supported employment, independent living skills, etc.” A review of instances of “etcetera” will be conducted to insert terms.

3. Draft Survey Invitation

Ami reviewed this information as presented in the packet. The invitation will go out both via regular mail and email.

4. Survey Crosswalk

This document was created to ensure that each survey question corresponds with an outcome metric of the Strategic Plan. It outlines the measure and metric and what questions correspond. This will allow the Committee and Board to review the areas in which there is the greatest needs.

5. Recommend January 8, 2024 Meeting to review Satisfaction Survey Report

This item was reviewed under Item B 2. Meeting Schedule. The Committee will review all of the above listed documents and submit their feedback to Ami Sullivan via email by the close of business on Monday, August 14th.

B. NLA Purchase of Services Expenditure Data – Ruth Janka
Ruth reviewed the information as presented in the packet.

1. Committee Policies & Procedures

The duties of the Committee shall be to participate in the development of NLACRC's strategic plan, performance contract and make recommendations to the Board of Trustees on adopting and modifying goals and objectives contained in the performance contract. The committee may advise to the Board of Trustees on developing a long-range resource development plan and participate in the strategic planning of types of services needed. At the direction of the Board, the SPC may be required to develop recommendations for the Board's consideration in other areas, such as pending legislation, housing, or other activities that may require NLACRC to utilize a community forum for input.

2. Review Committee Critical Calendar

Ruth proposed that the Critical Calendar be revised to include the selection of a Committee Chair to the August Meeting. Also, as the performance contract is now due each fiscal year, the current contract is 18-months long, a review draft is not needed in August. As such, it was proposed that the Performance Contract draft be reviewed in February and approved in May for submission to DDS for FY2024-25.

In regards to POS Expenditure Data, the Disparity Committee will review comparative data such as expenditures by diagnosis, location and ethnicity and make recommendations. Based on that information, the Consumer Services Committee will make determinations on actions based on the data. The Strategic Planning Committee determined to eliminate the quarterly Disparity Committee POS Expenditure review from the Committee calendar.

Leticia recommended that the RFPs for surveys be added to the critical calendar to allow for the Committee to plan upcoming surveys with more advanced notice. The Committee agreed and the Employment Survey RFP Opening will be added to the November 2023 agenda.

3. FY 2023-24 Meeting Schedule

Currently, the Committee operates on a quarterly schedule. Ruth would like to add the recommendation to hold a meeting on January 8th to review the report from Kinetic Flow that will outline the Individual Family Satisfaction Survey before it is presented at the February Board Meeting.

M/S/C (L. Garcia/L. Martinez) To approve the addition of a January 8th meeting for review of the Individual Family Satisfaction Survey.

4. Board Policy – Employment First

Ruth reviewed this information as presented in the packet. It was noted that this policy sets the expectation that employment will be actively pursued on behalf of those who are seeking to be competitively employed.

C. Volunteer to serve as FY 2023-24 Committee Chair - Ruth Janka

Ruth called for volunteers to serve as Committee Chair, Leticia Garcia was proposed and she

accepted.

M/S/C (R. Janka/B. Gatus) To approve Leticia Garcia as the Strategic Planning Committee Chair for FY2023-24.

D. NLA POS Expenditure Data - Ruth Janka

1. Report

The Committee determined that this data will no longer be reviewed in future meetings but was reviewed as presented in the packet before the change was made. Ruth reviewed the data points that was originally requested in terms of expenditures that are seeing increases and improvement by location, diagnosis and ethnicity.

2. Review Process

As discussed previously, the review for this data will occur in the Disparity and Consumer Services Committees.

E. Performance Contract Update -Ruth Janka

1. 2023-24 Performance Contract Metric Update

Ruth reviewed the information as presented in the packet. It was noted that there were measures that were considered “out-of-the-box” measures that were submitted to DDS. Ruth will find those measures and email them to the Committee for review. It was also noted that the Employment Specialist Position is still under recruitment but the Workforce Employment Specialist is conducting outreach and will focus on Case Management. Evelyn McOmie will get the details of the outreach and report back to the Committee.

Data on CIE incentives that shows the total number of competitive integrated employment placements will be shared with the Committee as part of the usual CIE/IP data review at the November Committee Meeting.

After discussion, the Committee made the recommendation to increase the goal for 10 CSC new hires per months as opposed to the currently listed 5 new hires per month.

M/S/C (L. Garcia/L. Martinez) To increase the New Hire goals to 10 CSCs per month

F. 2023 Performance Contract June Data - *deferred*

G. Strategic Plan 2026 Metric Updates – Ruth Janka

Ruth reviewed the information as presented in the packet. Highlights include: Best practices training and assessments for staff are being developed that twill build trust and longstanding relationships with consumers.

Training is being proposed that is being approved by DDS that includes Humility and Respectful Communication to meet social, cultural and ethnic needs. A webpage has also been created that for mental health and well-being as well as housing resources that are listed on the NLA webpage under Resources.

H. 4th Quarter Community Integrated Employment/Paid Internship Program (CIE/PIP) Report – Evelyn McOmie

Evelyn reviewed the report as presented in the packet. After discussion, the Committee decided to review this information on a semi-annual basis.

- I. 4th Quarter Program Closures Report – Arshalous Garlanian
Arshalous reviewed the report as presented in the packet. After discussion, the Committee decided to review this information on an annual basis.
- J. 4th Quarter New Vendorizations Report - Arshalous Garlanian
Arshalous reviewed the report as presented in the packet. After discussion, the Committee decided to review this information on a quarterly basis.
- K. 4th Quarter Health and Safety Exemption Report Submitted to DDS - Arshalous Garlanian
Arshalous reviewed the report as presented in the packet. After discussion, the Committee decided to sunset the review of this information.

M/S/C (L. Garcia/A. Quiles) To approve the updated review frequency for each report as determined by the Committee and to sunset the 4th Quarter Health and Safety Exemption report.

V. Review of Meeting Action Items

- A. Send the most recent Performance Contract Measures (RCPM) to Ami to reference in revising the draft survey. (Ruth Janka)
- B. Committee to receive the Survey Documents for review and provide feedback to Ami Sullivan via email by Monday, August 14th. (Board Support/Committee Members)
- C. Revise the Critical Calendar to reflect the elimination of the POS Expenditure Data Review, the addition of Committee Chair Selection in August and the addition of the Employee Satisfaction Survey RFP to November (Board Support)
- D. Send out updated Performance Measures to the Committee (Ruth Janka)
- E. Identify areas of outreach that the Workforce Employment Specialist has been working on and email the information to the Committee (Evelyn McOmie)
- F. To solicit members for Board Recruitment (Board Members)

VI. Board Meeting Agenda Items

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

- A. Minutes of the August 7, 2023 Meeting
- B. Strategic Plan
- C. 4th Quarter Report on CIE/PIP Activities
- D. 4th Quarter Report on New Vendorizations
- E. 4th Quarter Health and Safety Exemption Report

VII. Announcements / Information Items / Public Input

- A. Next Meeting: Monday, November 6, 2023, at 6:00 p.m.

B. Committee Attendance

VIII. Adjournment

Leticia Garcia adjourned the meeting at 8:16 p.m.

Submitted by:

(* *Elizabeth Alvarez*

Executive Administrative Assistant

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

DRAFT

North Los Angeles County Regional Center
Vendor Advisory Committee Meeting Minutes

August 3, 2023

Present: Suad Bisogno, Jaklen Keshishyan, Alex Kopilevich, Andrea Devers , Masood Babaeian, Vahe Mkrtchian, Octavia Askew, Lisa Williamsen, Sharon Weinberg, Daniel Ortiz, Dana Kalek, Elizabeth Alvarez, Catherine Carpenter, Jodie Agnew-Navarro, and Erica Beall–
Committee Members

Ruth Janka, Hailey Lauderdale, Donna Rentsch, Kimberly Johnson-McNeil, Liliana Windover – **Staff Members**

Michelle Heid - Legucator, Dolly Sharma -Minutes Services, Alicia Turner - Jay Nolan Community Services and approximately 57 Service Providers- **Guests**

Absent:

I. Call to Order & Introductions

Suad Bisogno, Chair, called the meeting to order at 9:34 am.

The Committee Members introduced themselves to the group.

II. Public Input

Victoria Berrey, from Family Focus Resource Center, shared that there is a new 2-prt series on the IPP process that will be offered in English and Spanish in August and September. An Early-Start Support group will have a meeting scheduled later in August via Zoom and in-person meetings are being planned as well. The Armenian Parent connection is a new group that will be starting in September 7th. Details will be included in the next *News You Can Use* issue. Monthly IEP Trainings will commence in September. Victoria also noted that there is a surplus of face shields and masks that was received during the pandemic. Anyone who is in need of masks or face shields are welcome to call FFRC to arrange pickup.

Alicia Turner introduced herself as a Rehabilitation Services Supervisor with Jay Nolan Community Services. She shared information regarding an Employment Soft Skills Training that will help prepare consumers from ages 18-24, prepare for employment. The first Cohort will take place in Fall 2023, the 2nd cohort is being planned for the Winter of 2024 in Mission Hills. More information can be found by emailing: knavarro@jaynolan.org Information was also given related to the Uniquely Abled Academy (UAA) Robotics Programming Program. This joint venture with JNCS, University of Southern California and College of the Canyons. The Open House for the program will take place on Tuesday, August 8th at 6pm and August 15th at 6pm. This program prepares individuals with autism who have a high school diploma or GED, to take on a manufacturing career and focused job training in Robotic Programming.

III. Consent Items

- A. Approval of Agenda
M/S/C (M. Babaeian/D. Kalek) To approve the agenda as presented

- B. Approval of Minutes from the June 1, 2023 Meeting
M/S/C (A. Kopilevich/D. Kalek) To approve the Minutes as presented. The motion passed with abstentions from the following: Please notate names of new VAC members who were not present at June 2023 meeting

IV. Executive Director's Report - Ruth Janka

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

Whistleblower Complaint

It was noted that an anonymous Whistleblower Complaint was received by NLA. The complaint is being investigated and the allegation includes the discrimination of African-American consumers for authorization of services. Ruth assured that NLA is taking this complaint very seriously and is currently being investigated. More information will be shared as it becomes available.

Masking Requirements

Ruth stated that anyone who works directly with an individual or in the family home is considered a healthcare worker. As of August 1, L.A. County continues to order that the required masking of healthcare workers will remain in effect until otherwise noted.

Trailer Bill Language

Parents are no longer required to participate in the Behavioral Intervention Program in order for NLA to fund the. Early Start Service, although there are benefits to doing so. For social recreation, camp, and nonmedical therapies, centers are forbidden from making people first exhaust IHSS, exchange respite (or other service) 14hours, or have copays. DDS can issue directives for these services, including providing them as participant-directed services.

Employment Access Incentive Payments

Service providers may claim QIP Employment Access incentive payments for individuals who attained competitive integrated employment on or After July 1, 2022. To claim, providers must complete a form and submit to DDS, and attest to accuracy. Incentive amounts are as follows: \$500 for 4 consumers achieving CIE for 30 consecutive days, and \$1,000 for continued employment for 6 months; \$500 per consumer exiting a Paid Internship Program (PIP) and achieving CIE for 30 consecutive days, and \$500 for continued employment for 6 months; \$500 per consumer exiting sub-minimum wage employment and achieving CIE for 30 consecutive days and \$500 for continued employment for 6 months.

Regional Center Performance Measures (RCPM) Program Equity and Cultural Humility, Service Coordinator Competency in Cultural and Ethnic Diversity

NLA has submitted a training plan to DDS and is awaiting approval; meantime, quarterly training dates are being coordinated across the agency.

Recruitment

July 5th new hires included 7 Consumer Services Coordinators (3 Bilingual Spanish), 1

Accounting Specialist, 1 Executive Administrative Assistant – Board, 1 Information Technology Specialist, 1 Administrative Assistant, 1 Community Services Specialist. July 17th new hires included 3 Consumer Services Coordinators (1 Bilingual Spanish), 1 Floater Specialist, and 1 Public Information Specialist. Ruth shared data related to open CSC vacancies:

San Fernando - 75

Antelope Valley- 38

Santa Clarita Valley- 13

The data is currently being reformatted to include the most efficient information; the Committee requested a way to sort vacancies by department to identify holes that are causing delays. There were questions raised in regards to having CSCs return to the office more than 3 days per week. Currently, new CSCs are in a 90-day training period where they are onsite. After that period, they are in-office 3 days per week and then work remotely outside of that. NLA has had issues with CSC candidates and new hires who are hesitant to return to the office, given the post-COVID workforce.

Retention

Recent retention activities include the provision of an employment incentive, a “Loyalty Award”, to all staff employed as of 6/23/23. All employees with less than a full year of service received \$500, employees with a full year of service as of 5/31/23 and less than 2 years of service received \$1,000, and employees with 2 or more full years of service as of 5/31/23 received \$1,000 plus \$175 per each full year of service.

Tuition Reimbursement Program

NLA is implementing the Tuition Reimbursement Program for eligible employees to continue their education to enhance services received by consumers, increase their subject matter expertise and support career advancement. The program will be promoted on the employee intranet site, the employee ADP portal, and all newly hired staff will be informed as part of their orientation. Participants are eligible for up to \$10,000 each fiscal year for up to three years and must agree to work no less than one year for each year of tuition reimbursement received; following the last year of reimbursement. Participants must agree to repayment or partial repayment of the tuition reimbursement if concurrent or postgraduation work requirements are not completed.

Vendored Advocacy Assistance Services

July Townhall “Transitioning to Adulthood” which will include the topics of employment, housing, advocacy assistance, and generic resources. The townhall will be held on Thursday, July 27th via Zoom. The Center’s website includes a “Generic Resource” webpage with information regarding California Children’s Services, Child Care Resource Center, Department of Mental Health, Department of Rehabilitation, Head Start, In-Home Supportive Services, Independent Living Center of Southern California, LA County Services, MediCal, and Supplemental Security Income. Each entity has a “hot link” that takes you to their website for additional information.

Coordinated Employment Supports Pilot Program

DDS will be launching a Coordinated Employment Supports Pilot Program, similar to the Coordinated Family Supports Program; this program will be available to individuals graduating

from high school or transitioning out of a Work Activity Program (sub-minimum wage program).

V. Chief Financial Officer's Report – Vini Montague

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

Projected D-2 Allocation: \$946,720,714

June Monthly Expenditures: \$70,149,652

Projected Annual Surplus: \$107,323,622

NLA received a preliminary allocation cash advance. This is in the amount of \$651,000,000 and will allow NLA to meet financial obligations without tapping into the line of credit for the month of August.

eBilling will have a scheduled downtime on Saturday, August 19th to install an upgrade. The service is expected to be down for a few hours that morning.

VI. Chief Consumer & Community Services Officer Report – Donna Rentsch

Donna presented the report on behalf of Evelyn McOmie. She reviewed the information as presented in the packet. Highlights include:

Adult Aging Specialist Position

This position has been filled and will report to Gabriela Eshrati in the Antelope Valley office but will have the ability to float to other offices as needed.

Consumer Advisory Committee

The NLA CAC is seeking participation for those interested in contributing. Jose Rodriguez is the liaison who can be contacted for those who would like more information.

POS Approval Pilot Update

New POS approval process is live, there were 5,638 POS' approved by Supervisors. By the end of August, all supervisors will be approving POS; within their scope. Additionally, the exception process is being reviews to accommodate requests.

CIE/PIP

Community Services Manager has emailed Service Providers with CIE and PIP POS authorizations in the system to reconcile it to ensure it is appropriately reflecting incentives for those who have been placed at job sites/internships. Vendors are being asked to submit their excel sheet to Venus at their earliest convenience.

Supporting Students with Intellectual Disabilities

DDS has allocated \$710,000 in a grant to establish and support postsecondary education pilot programs for students with intellectual/developmental disabilities. California State University Northridge is one of the 6 campuses that will be sharing the grant from DDS. Information is being shared with consumers who could benefit from this program.

VII. Community Services Director's Report – Kimberly McNeil Johnson

Kimberly reviewed the report as presented in the packet in lieu of Arsholous Garlanian. Highlights include:

Percentage of Rate Adjustment used for Wages and Benefits for Direct Care Staff. Starting January 1, 2023, providers that received a rate increase must use a percentage for staff wages and benefits. DDS has posted an online tool showing the required percentage applicable to each service.

2023 DSP Workforce Data Collection: Survey: NLACRC will notify agencies that completed the survey and identified to receive the incentive payment.

NLACRC Vendor Fair

We will host an in-person Vendor Fair on September 26 & 27th SFV & October 5th in AV office. Registration information is forthcoming. Octavia Askew pointed out that the October 5th meeting will conflict with an upcoming VAC meeting, as both are in-person. Kimberly will confirm this information and will report back to the VAC if there is a resolution.

HCBS Compliance

NLACRC continues to work with Service providers to validate HCBS compliance. Our HCBS Specialist will schedule site visits to review Validation and Remediation plans submitted by Providers. Additionally, a 1:1 consultation will be provided for programs with Remediation plans.

2023 Service Provider Upcoming Training:

Person-Centered Thinking: Certificate Program- through Mains on August 9 & 10th (in-person)
Open Futures Learning: providing self-guided learning modules to aide our vendors and their staff with a broad range of online courses.

Reimbursement for Early Start Provider Training

One-time, time-limited funding for early intervention service providers training.

Reimbursement is available for 1) cost of training fees and/or 2) staff time to attend training.

Submit your request for funding to Resourcedevelopment@nlacrc.org. The Deadline to submit reimbursements is September 30th.

VIII. Legislative Report - Michelle Heid

In the interest of time, the report was not reviewed but was presented in the packet.

IX. Committee Business

A. Committee Goals, Priorities and Workgroups for FY 2023-24

There are currently 3 workgroups, the Committee decided to continue with the same workgroups for FY23-24. After the next Adult Workgroup Meeting, it will be determined if the Adult Workgroup needs to be further broken down.

Ruth shared recommendations for priorities from the Consumer Services Committee to assist the VAC in guiding their priorities:

1. Propose strategies for increasing access to services in the Center's communities, including participation in alternative nonresidential services delivery.
2. Address disparities by developing strategies to increase POS expenditures within families of color.
3. Propose and advocate for reduced caseload ratios that will result in effective service coordination for unique populations such as self-determination and consumers/families who are not accessing the services authorized in their Individual Program Plans (IPPs).
4. Monitor progress in the implementation of the center's self-determination program.
5. Monitor service delivery for compliance with Home and Community-Based Services (HCBS) waiver, statutory and regulatory requirements.

After discussion, the Committee was able to identify a few subareas where there is a need. These include, ICF, Transportation, Residential Services or other services impacted by HCBS. The Adult Services Workgroup will discuss further on how to best facilitate the needs that the VAC wants to address.

The priorities will be outlined by the Adult Services Workgroup at their September meeting and will be presented to the VAC for discussion, vote and approval at the September Committee Meeting.

B. Annual VAC Orientation – Ruth Janka

Ruth reviewed the information as presented in the packet:

1. Review Policies & Procedures

The Vendor Advisory Committee is responsible for designating a committee member to serve as a member of the Board of Trustees; this person also serves as chairperson of the Vendor Advisory Committee. It is also responsible for providing advice, guidance, recommendations, and technical assistance to the board in carrying out its mandated duties.

2. FY 2023-24 VAC Meeting Schedule including in-person meetings

The Vendor Advisory Committee shall meet at least quarterly. The quarterly meetings shall be scheduled for a full year following seating of the members each year. A copy of the 23 scheduled meetings will be provided to the Board of Trustees. Other meetings may be scheduled and called by the chairperson of the committee. The VAC at NLA meets 10 months out of the year, typically on the 1st Thursday of the month and with dark months in July and December.

Suad proposed in-person meetings 3 times out of the year, rotating different NLA locations. Ruth will confirm with IT on the ability for each location to facilitate hybrid

meetings. It was tentatively decided to have the October 5th Meeting in Antelope Valley, January 4th, 2024 in San Fernando Valley and March 7th, 2024 in Santa Clarita Valley.

M/S/C (S. Weinberg/A. Kopilevich) To approve the revised meeting schedule as revised

3. FY 2023-24 VAC Roster & Terms

In order to be a Vendor Advisory Committee member in good standing, a person must be a vendor, or a board member or employee of a NLACRC vendored program. A change in board membership, employment status or vendor status may affect the person's eligibility or representation. Any such change must be reported in writing immediately to the Board of Trustees for its consideration. If a member misses three consecutive meetings, or five meetings in a one-year period, he/she shall be considered to have resigned from the Vendor Advisory Committee.

4. Review Action Log for FY 2022-23

This information was reviewed as presented in the packet. This log will be updated with the most recent information.

C. Back Up Chair for September Meeting

Suad will not be in attendance for the next VAC meeting and Jodi Agnew-Navarro will be leading the meeting in her absence.

D. Support Recruitment for Consumer Advisory Committee

Jodi Agnew-Navarro noted that there were only a few consumers who attended the recent Board Dinner. She learned that there has been a challenge in recruiting for the CAC. The Committee is being asked to pass along information to any consumer they feel may be able to contribute to the Consumer Advisory Committee. The meetings are currently held on a monthly basis in Chatsworth but there are capabilities for Zoom attendance.

E. Ken Lane Memorial Senior Health Fair

The development of a health fair event for aging adults is in its infancy and those who are willing to help are encouraged to email Suad Bisogno.

F. Back to Basics – Message to BOD

Suad shared this memo that has been drafted for the NLA Board to drum up support and to request resolutions to authorizations that still need approval. The Committee is being asked to review the memo and to vote on presentation at the next Board Meeting.

X. Committee Work Group Reports

- A. Early Start Services - Dana Kalek
There are no updates to report.

- B. School Age Services -Cal Enriquez
There are no updates to report.

- C. Adult Services - Suad Bisogno & Erica Beall
There are no updates to report.

XI. Board Committee Reports

- A. Administrative Affairs - Andrea Devers
There are no updates to report.
- B. Consumer Services -Erica Beall
Erica shared that there are some contracts that were approved that will help alleviate needs.
- C. Government & Community Relations -Jodi Agnew-Navarro
There are no updates to report.
- D. Nominating -Suad Bisogno
The Committee had a special meeting to discuss term renewal.
- E. Strategic Planning - Daniel Ortiz
There are no updates to report.

XII. Review of Meeting Action Items

- A. Send the LA County Masking Requirements Letter to VAC Members (Board Support)
- B. Send information regarding the other 5 campuses participating in the DDS Postsecondary Education Grant to the VAC (Donna Rentsch)
- C. Include the Community Services Director Report in future meeting packets for the VAC (Board Support)
- D. Review other meeting dates/options for October 5th Vendor Fair/VAC Meeting that are currently scheduled for the same time/date (Kimberly McNeil Johnson)
- E. Updated priorities to be presented to the VAC for approval and presentation to Board (Suad Bisogno)
- F. Confirm the capability for each office to host hybrid meetings with IT (Ruth Janka)
- G. Revise the action log to include the most updated information to the Committee (Board Support)

XIII. Agenda Items for the Next Board Meeting

- A. Minutes of the August 3rd Meeting
- B. Critical Calendar FY 2023-24

XIV. Announcements/Public Input

- A. Next Meeting: Thursday, September 7, 2023 at 9:30 a.m.
- B. Committee Attendance

XV. Committee Work Group Information

- A. Early Start Services (Dana Kalek)
For meeting schedule and information

Contact: Dana Kalek - dkalek@cdikids.org
Next workgroup meeting: September 21, 2023 at 9:00 am (via Zoom)

B. School Age Services (Cal Enriquez)

For meeting schedule and information

Contact: Cal Enriquez – cenriquez@accreditednursing.com

Next workgroup meeting: August 8, 2023 at 9:30 am (via Zoom)

C. Adult Services (Suad Bisogno & Erica Beall)

For meeting schedule and information

Contact: Suad Bisogno - Suad@irioc.org

Next workgroup meeting: September 5th at 11:00 am (via Zoom)

XVI. Adjournment

Suad adjourned the meeting at 12:07 pm.

Submitted by:

(*) *Elizabeth Alvarez*

Executive Administrative Assistant

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

| Rolling 12-Month Attendance | Jun-23 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|-------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Board Members | Board | Board | Board | Board | Board | Board | Dark | Board | Board | Board | Board | Board | Board | Absences |
| Ana Laura Quiles, President | P | | P | | | | | | | | | | | 0 |
| Alma Rodriguez | P | | P | | | | | | | | | | | 0 |
| Andrew Ramirez | P | | P | | | | | | | | | | | 0 |
| Anna Hurst | *P | | P | | | | | | | | | | | 0 |
| Brian Gatus | Ab | | P | | | | | | | | | | | 1 |
| Cathy Blin | P | | P | | | | | | | | | | | 0 |
| Curtis Wang | *P | | P | | | | | | | | | | | 0 |
| David Coe | P | | P | | | | | | | | | | | 0 |
| George Alvarado | P | | P | | | | | | | | | | | 0 |
| Leticia Garcia | P | | P | | | | | | | | | | | 0 |
| Lillian Martinez | P | | P | | | | | | | | | | | 0 |
| Michael Costa | *P | | P | | | | | | | | | | | 0 |
| Nicholas Abrahms | P | | P | | | | | | | | | | | 0 |
| Rocio Sigala | P | | P | | | | | | | | | | | 0 |
| Sharmila Brunjes | P | | P | | | | | | | | | | | 0 |
| Suad Bisogno (<i>VAC Rep</i>) | Ab | | P | | | | | | | | | | | 1 |
| Vivian Seda (<i>Board Intern</i>) | *P | | P | | | | | | | | | | | 0 |

P = Present Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she

| 12-Month Attendance | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Total |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| Administrative Affairs | | | | | | Dark | | | Dark | | Dark | Dark | | Absences |
| Brian Gatus, Chair | | | | | | | | | | | | | *P | 0 |
| Andrew Rodriguez | | | | | | | | | | | | | *P | 0 |
| Lety Garcia | | | *P | P | P | | P | P | | P | | | P | 0 |
| Ana Quiles | P | P | P | P | P | | P | P | | P | | | P | 0 |
| Andrea Devers (VAC Rep) | | | | | | | | | | | | | *Ab | 0 |

P = Present Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance | Jul-22 | Aug-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Total |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| Consumer Services Committee | | | | | Dark | | | | | Dark | Dark | | Absences |
| Rocio Sigala | P | P | P | Ab | | | P | | P | | | P | 1 |
| Alma Rodriguez | | | | | | | | | | | | P | 0 |
| Anna Hurst | | | | | | | | | | | | P | 0 |
| Cathy Blin | Ab | P | P | P | | | P | | P | | | P | 1 |
| Curtis Wang | | | | | | | | | | | | P | 0 |
| George Alvarado | *P | P | P | P | | | P | | P | | | P | 0 |
| Sharmila Brunjes | *P | P | Ab | P | | | P | | P | | | P | 1 |
| Nicholas Abrahms | P | P | P | P | | | P | | P | | | P | 0 |
| Michael Costa | | | | | | | | | | | | P | 0 |
| Vivian Seda - Board Intern | | | | | | | | | | | | P | 0 |
| Erica Beall (VAC Rep) | *P | P | P | P | | | P | | P | | | P | 0 |

P = Present Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | May-23 | Jun-23 | Jul-23 | Aug-23 | Total |
|----------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Executive Committee | | | Dark | | | Dark | Sp.S | Sp.S | | Dark | | | Absences |
| Leticia Garcia | P | P | | P | P | | P | P | P | | P | P | 0 |
| Lillian Martinez | P | P | | P | P | | P | P | P | | P | P | 0 |
| Ana Quiles, Chair | P | P | | P | P | | P | P | P | | P | P | 0 |
| Brian Gatus | | | | | | | | | | | *P | P | 0 |
| Andrew Ramirez | | | | | | | | | | | *P | P | 0 |
| David Coe | P | P | | P | P | | P | P | P | | P | Ab | 1 |
| Rocio Sigala | Ab | P | | P | Ab | | P | P | P | | Ab | P | 3 |

P = Present Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance | Apr-22 | May-22 | Jun-22 | Jul-22 | Aug-22 | Aug-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Aug-23 | Total |
|---|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Government & Community Relations Committee | | | Dark | | | | | Dark | Dark | | | | Dark | | | Absences |
| Cathy Blin | P | P | | Ab | P | P | P | | | P | | P | | P | P | 1 |
| David Coe, Chair | | | | | | | | | | | | | | | P | 0 |
| Michael Costa | | | | | | | | | | | | | | | Ab | 1 |
| Anna Hurst | | | | | | | | | | | | | | | P | 0 |
| Nicholas Abrahms | P | P | | P | P | P | P | | | P | | P | | P | P | 0 |
| Sharmila Brunjes | | | | *P | P | P | Ab | | | P | | P | | P | Ab | 2 |
| Vivian Seda | | | | | | | | | | | | | | | P | 0 |
| Curtis Wang | | | | | | | | | | | | | | | Ab | 1 |
| Jodie Agnew-Navarro, VAC Rep | | | | | | | P | | | P | | P | | Ab | P | 1 |

P = Present Ab = Absent

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance | Jun-22 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Apr-23 | May-23 | Jun-23 | Jul-23 | Total |
|-------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Post-Retirement Medical Trust | Dark | | Dark | Dark | | Dark | Dark | | | Dark | Dark | | Absences |
| Ana Quiles, Chair | | P | | | Ab | | | P | P | | | P | 1 |
| Brian Gatus | | | | | | | | | | | | *P | 0 |
| David Coe | | *P | | | P | | | P | P | | | P | 0 |

P = Present Ab = Absent * = Joined Committee

Attendance Policy: In the event a Trustee shall be absent from three (3) consecutive regularly-scheduled Board meetings or from three (3) consecutive meetings of any one or more committees on which he or she may be serving, or shall be absent from five (5) regularly-scheduled Board meetings or from five (5) meetings of any one or more Committees on which he or she may be serving during any twelve (12) month period, then the Trustee shall, without any notice or further action required of the Board, be automatically deemed to have resigned from the Board effective immediately. The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Board member following each regularly-scheduled Board meeting. (policy adopted 2-10-99)

| 12-Month Attendance | Nov-22 | Dec-22 | Jan-23 | Feb-23 | 3/6/23 | 3/16/22 | 3/22/23 | 3/24/23 | 4/17/2023 | 5/23/2023 | 8/15/2023 | 8/21/2023 | Total |
|--------------------------------|--------|-------------|-------------|-------------|--------|---------|---------|---------|-----------|-----------|-----------|-----------|-----------------|
| Nominating Committee | | Dark | Dark | Dark | | | | | | | | | Absences |
| David Coe | P | | | | P | P | P | P | P | P | P | P | 0 |
| Lillian Martinez, Chair | P | | | | P | P | P | P | P | P | P | P | 0 |
| Ana Quiles | P | | | | P | P | P | P | P | P | P | P | 0 |
| Sharmila Brunjes | | | | | | | | | | | P | P | 0 |
| Suad Bisogno | P | | | | P | P | P | P | P | P | P | P | 0 |

P = Present Ab = Absent

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| 12-Month Attendance | Sep-22 | Oct-22 | Nov-22 | Dec-21 | Jan-22 | Feb-23 | Mar-23 | Apr-22 | May-23 | Jun-23 | Jul-23 | Aug-23 | Total |
|---------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Strategic Planning | | | | Dark | Dark | | Dark | | Dark | Dark | Dark | | Absences |
| Lety Garcia | P | P | P | | | P | | P | P | | | P | 0 |
| Brian Gatus | Ab | Ab | P | | | P | | P | P | | | P | 2 |
| Lillian Martinez | P | P | P | | | P | | P | P | | | P | 0 |
| Ana Quiles | P | P | P | | | P | | P | P | | | P | 0 |
| Daniel Ortiz - VAC Rep | | | | | | P | | Ab | P | | | P | 1 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |

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| 12-Month Attendance | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-22 | Apr-23 | May-23 | Jun-23 | Jul-22 | Aug-23 | Sep-23 | Total |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| Vendor Advisory Committee | | | | Dark | | | | | | | | | | Absences |
| Suad Bisogno, Chair | P | P | P | | P | P | P | P | P | P | | P | Ab | 1 |
| Alex Kopilevich | P | P | P | | P | P | P | P | P | P | | P | P | 0 |
| Andrea Devers | P | P | P | | P | P | P | P | P | P | | P | P | 0 |
| Cal Enriquez | P | P | P | | P | P | P | P | P | P | | Ab | P | 1 |
| Catherine Carpenter | P | P | Ab | | P | P | P | Ab | P | P | | P | P | 2 |
| Dana Kalek | P | P | P | | P | P | P | P | P | P | | P | P | 0 |
| Daniel Ortiz | P | P | P | | Ab | P | P | Ab | P | P | | P | Ab | 3 |
| Erica Beall | P | P | P | | P | P | P | P | P | P | | P | P | 0 |
| Jaklen Keshishyan | | | | | | | | | | | | *P | P | 0 |
| Jodie Agnew Navarro | P | P | P | | P | P | Ab | P | P | P | | P | P | 1 |
| Lisa Williamsen | P | P | P | | P | P | P | Ab | P | P | | P | P | 1 |
| Masood Babaeian | | | | | | | | | | | | *P | P | 0 |
| Octavia Askey | | | | | | | | | | | | *P | P | 0 |
| Rosalyn Daggs | | | | | | | | | | | | Ab | Ab | 2 |
| Sharon Weinberg | | | | | | | | | | | | *P | P | 0 |
| Vahe Mkrtchian | | | | | | | | | | | | *P | P | 0 |

P = Present Ab = Absent

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Fiscal Year 2023-2024

(Rounded to the nearest quarter of an hour.)

(Rounded to the nearest quarter of an hour.)

| Committee | Jul-23 | | | | Aug-23 | | | | Sep-23 | | | | Oct-23 | | | |
|--|---------|----------|--------------|--------------|---------|----------|------------|---------|---------|----------|------------|---------|--------|-----|------------|---------|
| | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded |
| New Board Member Orientation (7/12/23) | 6:00 PM | 9:00 PM | 3:00 | 3:00 | | | | | | | | | | | | |
| Board Member Retreat (7/29/23) | 8:00 AM | 5:05 PM | 9:05 | 9:00 | | | | | | | | | | | | |
| Administrative Affairs | 6:39 PM | 9:25 PM | 2:46 | 2:45 | | | | | | | 0:00 | 0:00 | | | | |
| Board Meeting | | | | | 6:30 PM | 8:59 PM | 02:29 | 2:30 | | | 0:00 | 0:00 | | | | |
| Consumer Advisory | | | | | 3:05 PM | 4:21 PM | 01:16 | 3:00 | | | 0:00 | 0:00 | | | | |
| Consumer Services | 6:01 PM | 10:09 PM | 4:08 | 4:15 | | | | | | | 0:00 | 0:00 | | | | |
| Executive | 9:25 PM | 10:47 PM | 1:22 | 1:15 | 6:03 PM | 9:53 PM | 03:50 | 3:00 | | | 0:00 | 0:00 | | | | |
| Executive (special session) | | | | | | | | | | | | | | | | |
| Government and Community Relations | | | | | 6:05 PM | 8:50 PM | 02:45 | 3:00 | | | | | | | | |
| Nominating | | | | | 6:05 PM | 7:18 PM | 01:13 | 3:00 | | | | | | | | |
| Nominating | | | | | 6:06 PM | 8:19 PM | 02:13 | 4:00 | | | | | | | | |
| Strategic Planning | | | | | 6:01 PM | 8:16 PM | 02:15 | 3:00 | | | | | | | | |
| Post Retirement Medical Trust | 5:31 PM | 6:39 PM | 1:08 | 1:15 | | | | | | | | | | | | |
| Vendor Advisory | | | | | 9:31 AM | 12:10 PM | 02:39 | 2:45 | 9:32 AM | 11:39 AM | 2:07 | 2:00 | | | | |
| Total Hours/Month | | | 21:29 | 21:30 | | | | | | | | | | | | |

North Los Angeles County Regional Center

ALPHABET SOUP

| | |
|----------|---|
| AAIDD | - American Association on Intellectual and Developmental Disabilities |
| AAP | - Adoption Assistance Program |
| AB | - Assembly Bill (State) |
| ABLE Act | - The “Achieving a Better Life Experience” (ABLE) Act of 2014 |
| ACRC | - Alta California Regional Center |
| ADA | - Americans with Disabilities Act |
| ADC | - Adult Development Center |
| AFPF | - Annual Family Program Fee |
| AIS | - ARCA Information Systems |
| ARCA | - Association of Regional Center Agencies |
| ARFPSHN | - Adult Residential Facility for Persons with Specialized Healthcare Needs |
| BCBA | - Board-Certified Behavior Analyst |
| CAC | - Consumer Advisory Committee |
| CAL-ARF | - California Association of Rehabilitation Facilities |
| CAL-TASH | - The Association for Persons with Severe Handicaps |
| CARF | - Commission on Accreditation of Rehabilitation Facilities |
| CASA | - Community Advocacy Services Association |
| CASHPCR | - California Association of State Hospitals-Parent Councils for the Retarded |
| CCF | - Community Care Facility |
| CCL | - Community Care Licensing |
| CCR | - California Code of Regulations |
| CCS | - California Children’s Services (State and County) |
| CDCAN | - California Disability Community Action Network |
| CDE | - Comprehensive Diagnostic Evaluation |
| CDER | - Client Development Evaluation Report |
| CIE | - Competitive Integrated Employment |
| CMS | - Centers for Medicare and Medicaid Services (formerly HCFA) |
| CMIS | - Client Management Information System |
| COEC | - Community Outreach and Education Committee (ARCA) |
| COLA | - Cost of Living Adjustment |
| CP | - Cerebral Palsy |
| CPES | - Community Provider of Enrichment Services |
| CPP | - Community Placement Plan |
| CRDP | - Community Resource Development Plan |
| CSC | - Consumer Service Coordinator |

| | |
|------------|---|
| CSLA | - Community Supported Living Arrangement |
| CVRC | - Central Valley Regional Center |
| DAC | - Day Activity Center |
| DCFS | - Department of Children and Family Services (County) |
| DD | - Developmental Disabilities |
| DD Council | - State Council on Developmental Disabilities |
| DDS | - Department of Developmental Services (State) |
| DHCS | - Department of Health Care Services |
| DHS | - Department of Health Services (State) |
| DOE | - Department of Education (State and Federal) |
| DOF | - Department of Finance |
| DOH | - Department of Health |
| DOR/DR | - Department of Rehabilitation |
| DPSS | - Department of Public Social Services (County) |
| DRC | - Disability Rights California (formerly Protection & Advocacy, Inc.) |
| DSM | - Diagnostic and Statistical Manual of Mental Disorders |
| DSP | - Direct Support Professional |
| DSS | - Department of Social Services (State) |
| DOR | - Department of Rehabilitation (State) |
| DRC | - Disability Rights California (formerly Protection & Advocacy) |
| DTT | - Discrete Trial Training |
| DVU | - Disability Voices United |
| EBSH | - Enhanced Behavioral Support Home |
| ECF | - Exceptional Children's Foundation |
| EDD | - Employment Development Department (State) |
| EDMS | - Electronic Document Management System |
| ELARC | - Eastern Los Angeles Regional Center |
| EPSDT | - Early and Periodic Screening, Diagnosis, and Treatment |
| FACT | - Foundation for Advocacy, Conservatorship, and Trust of CA |
| FCPP | - Family Cost Participation Program |
| FDC | - Fairview Developmental Center |
| FEMA | - Federal Emergency Management Assistance |
| FETA | - Family Empowerment Team in Action |
| FHA | - Family Home Agency |
| FMS | - Financial Management Service |
| FNRC | - Far Northern Regional Center |
| FSA | - Flexible Spending Account |

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| GGRC | - Golden Gate Regional Center |
| HCBS | - Home and Community Based Services (Waiver) |
| HCFA | - Health Care Financing Administration (now called CMMS) |
| HIPAA | - Health Insurance Portability and Accountability Act |
| HOPE | - Home Ownership for Personal Empowerment |
| HRC | - Harbor Regional Center |
| HUD | - Housing and Urban Development (Federal) |
| ICB Model | - Individualized Choice Budget Model |
| ICC | - Inter-agency Coordinating Council |
| ICC | - Integrated Community Collaborative/Intregadoras |
| ICF | - Intermediate Care Facility |
| ICF/DD | - Intermediate Care Facility/Developmentally Disabled |
| ICF/DD-H | - Intermediate Care Facility/Developmentally Disabled-Habilitative |
| ICF/DD-N | - Intermediate Care Facility/Developmentally Disabled-Nursing |
| ICF/SPA | - Intermediate Care Facility/State Plan Amendment |
| IDEA | - Individuals with Disabilities Education Act |
| IDEIA | - Individuals with Disabilities Education Improvement Act |
| IDP | - Individual Development Plan |
| IDT | - Inter-disciplinary Team |
| IEP | - Individual Educational Plan |
| IFSP | - Individual Family Service Plan |
| IHP | - Individual Habilitation Plan |
| IHSS | - In-Home Supportive Services |
| ILC | - Independent Living Center |
| ILS | - Independent Living Services |
| IMD | - Institutes of Mental Disease |
| IPP | - Individual Program Plan |
| IRC | - Inland Regional Center |
| ISP | - Individual Service Plan |
| KRC | - Kern Regional Center |
| LACHD | - Los Angeles County Health Department |
| LACDMH | - Los Angeles County Department of Mental Health |
| LACTC | - Los Angeles County Transportation Commission |
| LADOT | - Los Angeles Department of Transportation (City) |
| LAUSD | - Los Angeles Unified School District |

| | |
|-----------|--|
| LCSW | - Licensed Clinical Social Worker |
| LDC | - Lanterman Developmental Center |
| LEA | - Local Education Agency |
| LICA | - Local Interagency Coordination Area |
| LRC | - Lanterman Regional Center |
| MCH | - Maternal and Child Health |
| MFCC | - Marriage, Family and Child Counselor |
| MHRC | - Mental Health Rehabilitation Center |
| MMIS | - Medicaid Management Information System |
| MSW | - Masters in Social Work |
| NADD | - National Association for the Dually Diagnosed |
| NASDDDS | - National Association of State Directors of Developmental Disabilities Services |
| NBRC | - North Bay Regional Center |
| NLACRC | - North Los Angeles County Regional Center |
| OAH | - Office of Administrative Hearings |
| OCRA | - Office of Client Rights Advocacy |
| OPS | - Operations funds (for Regional Centers) |
| OSEP | - Office of Special Education Programs |
| OSERS | - Office of Special Education and Rehabilitative Services |
| OSHA | - Occupational Safety and Health Administration |
| OT | - Occupational Therapy |
| PAI | - Protection and Advocacy, Inc. (now called Disability Rights CA) |
| PDD | - Pervasive Developmental Disorder |
| PDC | - Porterville Developmental Center |
| PDF | - Program Development Fund |
| PEP | - Purchase of Service Expenditure Projection (formerly SOAR) |
| PEPRA | - Public Employees' Pension Reform Act |
| PERS | - Public Employees' Retirement System |
| PET | - Psychiatric Emergency Team |
| PIP | - Paid Internship Program |
| PL 94-142 | - Public Law 94-142 (Right to Education Bill) |
| PMRT | - Psychiatric Mobile Response Team |
| POLST | - Physician Orders for Life-Sustaining Treatment |
| POS | - Purchase of Services funds (for Regional Centers) |
| PRMT | - Post-Retirement Medical Trust |

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|--------|---|
| PRRS | - Prevention Resources and Referral Services |
| PRUCOL | - Permanently Residing in the U.S. Under Color of the Law |
| PT | - Physical Therapy |
| QMRP | - Qualified Mental Retardation Professional |
| RC | - Regional Center |
| RCEB | - Regional Center of the East Bay |
| RCFE | - Residential Care Facility for the Elderly |
| RCOC | - Regional Center of Orange County |
| RCRC | - Redwood Coast Regional Center |
| RDP | - Resource Development Plan |
| RFP | - Request for Proposals |
| RRDP | - Regional Resource Development Project |
| RSST | - Residential Service Specialist Training |
| SARC | - San Andreas Regional Center |
| SB | - Senate Bill (State) |
| SCDD | - State Council on Developmental Disabilities |
| SCIHLP | - Southern CA Integrated Health and Living Project |
| SCLARC | - South Central Los Angeles Regional Center |
| SDRC | - San Diego Regional Center |
| SDC | - Sonoma Developmental Center |
| SDP | - Self-Determination Program |
| SDS | - Self-Directed Services |
| SEIU | - Service Employees' International Union |
| SELPA | - Special Education Local Plan Area |
| SG/PRC | - San Gabriel/Pomona Regional Center |
| SLS | - Supported Living Services |
| SMA | - Schedule of Maximum Allowances (Medi-Cal) |
| SNF | - Skilled Nursing Facility |
| SOAR | - Sufficiency of Allocation Report (see PEP) |
| SOCCO | - Society of Community Care Home Operators |
| SPA | - State Plan Amendment |
| SRF | - Specialized Residential Facility |
| SSA | - Social Security Administration |
| SSDI | - Social Security Disability Insurance |
| SSI | - Supplemental Security Income |
| SSP | - State Supplementary Program |

- TASH - The Association for the Severely Handicapped
- TCRC - Tri-Counties Regional Center

- UAP - University Affiliated Program
- UCI - Unique Client Identifier
- UCP - United Cerebral Palsy
- UFS - Uniform Fiscal System

- VAC - Vendor Advisory Committee
- VIA - Valley Industry Association (Santa Clarita Valley)
- VICA - Valley Industry & Commerce Association (San Fernando Valley)
- VMRC - Valley Mountain Regional Center

- WAP - Work Activity Program
- WIOA - Workforce Innovation and Opportunity Act

[alphabetsoup] January 7, 2021