



# **Board of Trustees Meeting**

Wednesday, September 14, 2022

6:30 p.m.

**Via Zoom Technology**

**Packet # 1**

NLACRC Board of Trustees Calendar  
Fiscal Year 2022-23

~ September 2022 ~						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
				<b>1</b> <u>9:30 am</u> Vendor Advisory Committee Meeting (break-out groups)	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b> <b>Labor Day</b> (NLACRC closed)	<b>6</b>	<b>7</b> <u>11:00am-1:00 pm</u> Consumer Advisory Committee Meeting  <u>5:30 pm</u> Nominating Committee Meeting	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b> <u>5:30 pm</u> Board Packet Review <b>(Zoom)</b>  <u>6:30 pm</u> Board Meeting <b>(Zoom)</b>	<b>15</b> <u>10:00am-2:00 pm</u> ARCA Executive Committee Mtg.	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b> <u>5:30 pm</u> Nominating Committee Meeting	<b>21</b> <u>6:00 pm</u> Legislative Advocacy Board Training (No CSC/GCRC Meeting)	<b>22</b> First day of Autumn	<b>23</b>	<b>24</b>
<b>25</b> Rosh Hashanah (begins at sundown)	<b>26</b> Rosh Hashanah (no work)  <u>6:00 pm</u> Strategic Planning Committee Meeting	<b>27</b> Rosh Hashanah (no work)	<b>28</b> <u>6:00 pm</u> Administrative Affairs Committee Meeting  <u>7:30 pm</u> Executive Committee Meeting	<b>29</b> <u>5:30 pm</u> Nominating Committee Meeting	<b>30</b>	

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

NLACRC Board of Trustees Calendar  
Fiscal Year 2022-23

~ October 2022 ~						
◀ September						November ▶
Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 Yom Kippur (begins at sundown)	5 Yom Kippur (no work)  5:30 pm Nominating Committee Meeting	6 9:30 am Vendor Advisory Committee (full meeting)  11:00am-1:00 pm Consumer Advisory Committee Meeting	7	8
9 Sukkot (begins at sundown)	10 Sukkot (no work)  6:00 pm Whistleblower Policy & COI Board Training	11 Sukkot (no work)	12 5:30 pm Board Packet Review (Zoom)  6:30 pm Board Meeting (Zoom)	13	14	15
16 Shemini Atzeret Simchat Torah (no work)	17 Shemini Atzeret Simchat Torah (no work)	18 Shemini Atzeret Simchat Torah (no work)	19 6:00 pm Consumer Services Committee  7:00 pm Government/Community Relations Committee	20 10:00am-2:00 pm ARCA Executive Committee Mtg.	21 10:00am-2:00 pm ARCA Executive Board of Directors Mtg.	22
23	24	25	26 5:30 pm Post-Retirement Medical Trust Mtg. 6:15 pm Administrative Affairs Committee Meeting 7:45 pm Executive Committee Meeting	27	28	29
30	31 Halloween					

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

North Los Angeles County Regional Center

**Board of Trustees Meeting - *Via Zoom***

Wednesday, September 14, 2022

**6:30 p.m.**

That's

~ **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. Board Support Updates
  
3. **Board Member Attendance** – Lizeth Chavez, Executive Administrative Assistant
  
4. **Introductions**
  - A. Cathy Blin, Board Member
  - B. Robert Dhondrup, Public Information Manager
  
5. **Public Input & Comments** (3 minutes)
  
6. **Consent Items**
  - A. Approval of Agenda (*Page 4*)
  - B. Approval of August 10<sup>th</sup> Board Meeting Minutes
  
7. **Executive Session**
  - A. Union Negotiations
  
8. **Executive Director's Performance Evaluation** – Clarence Foster
  - A. Evaluation Process and Evaluation Form (*Page 8*)
  - B. Negotiating Committee – Ana Quiles
  
9. **Committee Action Items**
  - A. Approval of Administrative Affairs, Consumer Services, Government Community & Relations, and Executive Committee Critical Calendars (*Page 20*)

- B. Administrative Affairs Committee – David Coe
  - 1. Review of Board Contract Policy Revision *(Page 30)*
  
- C. Consumer Advisory Committee – Jennifer Koster
  - 1. Approval of Goal and Priorities for FY2022-23 *(Page 33)*
  - 2. Approval of Training Presentation Schedule for FY2022-23 *(Page 34)*
  
- D. Consumer Services Committee – Andrew Ramirez
  - 1. Approval of Committee Priorities for FY2022-23 *(Page 35)*
  - 2. Approval of Welcome and Access Onboarding Policy and Ad-Hoc Committee
  
- E. Executive Committee – Ana Quiles
  - 1. Approval of Revised Board and Committee List *(Page 36)*
  - 2. Approval of Annual Board Training Plan *(Page 37)*
  - 3. Approval of Committee Representative Report Out Forms *(Page 38)*
  - 4. Approval of Board of Trustees Policy Statement Revisions for President, First Vice President, and Secretary *(Page 40)*
  - 5. Review of Board Support Policy Revision *(Page 43)*
  
- F. Government & Community Relations Committee – Jordan Feinstock
  - 1. Approval of Legislative Priorities for FY2022-23 *(Page 47)*
  
- G. Nominating Committee – Lillian Martinez
  - 1. Nomination of New Board Member (George Alvarado)
  
- H. Strategic Planning Committee – Lety Garcia
  - 1. Review of Policies and Procedures Revision *(Page 49)*
  - 2. Review Proposed Revision to ByLaws Articles VII, Section 11.a Composition *(Page 50)*
  
- I. Additional Action Items
  - Administrative Affairs Committee – David Coe
    - 1. Approval of Contracts
      - a. Dr. Moreno-Walter PsyD PL2123-785 *(Page 51)*
  
- 10. Executive Director’s Report – Ruth Janka *(Page 55)***

11. **Self-Determination Program (SDP) Report** – Jesse Weller (*Page 62*)
12. **Administrative Affairs Committee** – David Coe
  - A. Minutes of the August 31<sup>st</sup> Meeting – *defer*
  - B. Insurance Coverage for FY2022-23 (*Page 68*)
  - C. FY 2021-2022 Financial Report (*Attachment #1*)
  - D. FY2022-2023 Financial Report (*Attachment #2*)
  - E. Monthly Human Resources Report (*Page 74*)
13. **Association of Regional Center Agencies** – Angelina Martinez
  - A. August Meeting Report (*Page 76*)
14. **Consumer Advisory Committee** – Jennifer Koster
  - A. Minutes of the August 3<sup>rd</sup> Meeting (*Page 79*)
  - B. Minutes of the September 7<sup>th</sup> Meeting (*Page 82*)
  - C. Committee Meeting Time Change
15. **Consumer Services Committee** – Andrew Ramirez
  - A. Minutes of the August 17<sup>th</sup> Meeting
16. **Executive Committee** – Ana Quiles
  - A. Minutes of the August 31<sup>st</sup> Meeting - *defer*
  - B. Jaravata Northridge Home PL2122-109 (*Page 85*)\*\*
  - C. FY2021-22 Board vs Expenditures (*Page 90*)
  - D. FY2022-23 Board Budget (*Page 91*)
  - E. ELARC Boardsmanship Manual (*Attachment*)
17. **Government & Community Relations Committee** – Jordan Feinstock
  - A. Minutes of the August 4<sup>th</sup> Meeting (*Page 92*)
  - B. Minutes of the August 17<sup>th</sup> Meeting
18. **Nominating Committee** – Lillian Martinez
  - A. Redacted Minutes of the April 6<sup>th</sup> and April 18<sup>th</sup> Meetings (*Page 99*)
  - B. Minutes of September 7<sup>th</sup> Meeting – *defer*
  - C. DDS Composition Requirement Update
19. **Post-Retirement Medical Trust Committee** – Ana Quiles
  - A. Next Meeting October 26, 2022 at 5:30pm

- 20. Strategic Planning Committee – Lety Garcia**  
A. Minutes of the August 29<sup>th</sup> Meeting - *defer*
- 21. Vendor Advisory Committee – Suad Bisogno**  
A. Minutes of the September 1<sup>st</sup> Meeting – *defer*  
B. Housing Recommendations from the Adult Services Workgroup – Erica Beall (*Page 110*)
- 22. Old Business/New Business**  
A. Board and Committee Meeting Attendance Sheets (*Page 113*)  
B. Board and Committee Meetings Time Report (*Page 122*)  
C. Updated Acronyms Listing (*Page 123*)  
D. Meeting Evaluation (*Page 129*)
- 23. Announcements/Information/Public Input**  
A. Next Meeting: Wednesday, October 12<sup>th</sup> at 6:30pm  
B. Public Meeting Attendance (*Page 130*)  
C. Virtual Alianza de Hombres, September 13<sup>th</sup> at 7:00pm  
D. Virtual Town Hall: Parent Perspective/Early Start, September 15<sup>th</sup> at 1:30pm  
E. Community Based Organization Roundtable, September 15<sup>th</sup> at 1:30pm  
F. Filipino Support Group, September 19<sup>th</sup> at 6:30pm  
G. Self-Advocacy Group Meeting, September 20<sup>th</sup> at 10:45am  
H. Performance Contract Public Meeting, September 20<sup>th</sup> at 1:00pm  
I. FFRC Advance IEP, September 21<sup>st</sup> at 11:00am  
J. Performance Contract Public Meeting, September 22<sup>nd</sup> at 1:00pm  
K. Cultivar y Crecer, September 23<sup>rd</sup> at 6:30pm
- 24. Adjournment**



*\*\* Due to the urgency of having this contract approved for service delivery the contract was approved by the Executive Committee on August 31, 2022.*

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

**Executive Director's Evaluation**

The Lanterman Act requires regional center boards to provide annual evaluations of their Executive Directors. The Executive Committee has responsibility for the Executive Director's evaluation as well as contract negotiation. The Negotiating/Compensation Committee will be comprised of three (3) members of the Executive Committee that includes the Board President, first vice-president and/or immediate past president or another member of the Executive Committee. To ensure confidentiality, the following procedure will be used.

- Trustees with 3 or more months of time served are required to participate in the evaluation. Prior board membership, membership on the Vendor or Consumer Advisory Committee or Board Internship Program will accumulate months of service. Failure to submit a signed evaluation to the Board President or their designee by the scheduled date will be treated as resignation from the Board, unless discussed with the Board President and there is agreement to grant an extension. The Board President will be available to help board members who ask for assistance.
- Blank evaluations will be reviewed by the board at the September Board meeting. All eligible board members will have an opportunity to bring concerns/issues regarding any areas of performance in which the Executive Director needs to improve during the Executive Director's current performance period. "Needs Improvement" should only be used if the following has occurred:
  - The issue has been identified by a board member and documented in writing to the board president or an elected officer;
  - The issue has been addressed at an Executive Session of the Executive Committee during the months between October to January;
  - The Executive Committee has confirmed that there is a need for improvement;
  - The Board President or designated member of the Executive Committee has met with the Executive Director regarding the performance deficit identified, the improvement needed, and any performance recommendations made by the Executive Committee; and
  - The Executive Director has been provided with a full performance review period to address the issue.
- The Executive Director evaluations will be distributed for completion at the February Board meeting. Board members will have 1 month to complete the evaluation which is due to the Legal Counsel by the March Board meeting.



- The Board President may include the Negotiating Committee when meeting with the Executive Director for the purpose of discussing any contract and/or compensation requests that need to be considered by the committee.
- Upon receipt of the Board Member evaluations, Legal Counsel will review the performance evaluations and create a summary report, the CODO will be responsible for all other non-performance evaluation information for inclusion in the review conducted by the Negotiation/Compensation Committee. After review by the Negotiation/Compensation Committee and presented to the Executive Committee, the evaluation will be reviewed, in Executive session, by the full board. Legal counsel will be present at the discretion of the Negotiating/Compensation Committee to provide support as it relates to the Executive Director's performance evaluation. Three copies of the final letter will be produced: the original will be provided to the CODO, a copy along with all board inputs will be stored and secured at the Legal Counsel's office and a copy will go to the Executive Director. No other copies of the evaluation or board member inputs will be made.
- The Board President will decide whether they will discuss the evaluation with the Executive Director alone, or with the Negotiating Committee if they so desire.
- Negotiations – Refer to the Executive Director's Performance Evaluation Timeline.

North Los Angeles County Regional Center  
Board of Trustees

**Executive Director’s Performance Evaluation Timeline**

Time Period	Actions
<u>August</u>	<ul style="list-style-type: none"> <li>• The Chief Organizational Development Officer (CODO) will review with the new Board President his/her responsibilities and the process surrounding the Executive Director’s performance evaluation.</li> </ul>
<u>September</u> Board Meeting	<ul style="list-style-type: none"> <li>• The Executive Director’s performance evaluation process and blank performance evaluations are reviewed with the board members.</li> <li>• The Board President will create a Negotiating Committee and provide the members’ names to the CODO. The Negotiating/Compensation Committee will be comprised of three (3) members of the Executive Committee that includes the Board President, First Vice-President and/or immediate past President or another member of the Executive Committee.</li> </ul>
<u>October - January</u>	<ul style="list-style-type: none"> <li>• All eligible Board Members will have an opportunity to bring concerns/issues regarding any areas of performance in which the Executive Director needs to improve during the Executive Director’s current performance period.”</li> <li>• Needs Improvement” should only be used if the following has occurred:               <ul style="list-style-type: none"> <li>- The issue has been identified by a Board Member and documented in writing to the Board President or an elected officer;</li> <li>- The issue has been addressed at an Executive Session of the Executive Committee during the months between October to January;</li> <li>- The Executive Committee has confirmed that there is a need for improvement;</li> <li>- The Board President or designated member of the Executive Committee has met with the Executive Director regarding the performance deficit identified, the improvement needed, and any performance recommendations made by the Executive Committee; and</li> <li>- The Executive Director has been provided with a full performance review period to address the issue.</li> </ul> </li> </ul>

-	<ul style="list-style-type: none"> <li>• The CODO, Chief Financial Officer, Director of Finance and Legal Counsel will meet with the Board President and the Negotiating Committee to review the performance evaluation and compensation process.</li> </ul>
<u>January</u> Executive Committee Meeting	<ul style="list-style-type: none"> <li>• The Negotiating Committee will request external compensation data from the CODO.</li> </ul>
<u>February</u> Board Meeting	<ul style="list-style-type: none"> <li>• Blank Executive Director evaluation forms are distributed for Board Members to complete. Completed evaluations are due to the Legal Counsel by the March Board meeting.</li> <li>• Board Members with less than 3 months of service <u>do not</u> complete evaluation forms. All other Board Members <u>must</u> complete an evaluation form. Failure to submit a signed evaluation to the Board President or their designee by the scheduled date will be treated as resignation from the Board, unless discussed with the Board President and there is agreement to grant an extension.)</li> <li>• The Board President may include the Negotiating Committee when meeting with the Executive Director for the purpose of discussing any contract and/or compensation requests that need to be considered by the committee.</li> </ul>

<u>March</u> Board Meeting	<ul style="list-style-type: none"> <li>• Completed Executive Director evaluation forms are due to the Board President and board attorney. Legal Counsel will retain all Executive Director evaluation forms and summaries.</li> </ul>
<u>April</u> Executive Committee Meeting	<ul style="list-style-type: none"> <li>• Legal Counsel will complete and provide a summary report of the Executive Director's evaluation and review with the Negotiating Committee (in Executive session).</li> <li>• The CODO, Chief Financial Officer, and Director of Finance will meet with the Negotiating Committee to provide the compensation data for review and provide any requested additional information.</li> </ul>
<u>May</u> Board Meeting	<ul style="list-style-type: none"> <li>• The Negotiating Committee provides a summary of the compensation and/or contract changes (in Executive session). Legal Counsel will be present at the discretion of the Negotiating Committee to provide support as it relates to the Executive Director's performance evaluation. The Executive session will be placed at the beginning of the Board meeting agenda.</li> </ul>
<u>June</u>	<ul style="list-style-type: none"> <li>• The CODO will prepare the documentation necessary to process the Negotiating Committee's compensation and/or contract changes as appropriate.</li> </ul>

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|  | <ul style="list-style-type: none"><li>• The CODO will schedule a meeting with the Executive Director and provide the Board President with all required documents needed for the meeting (e.g., compensation, employment contract changes, etc.). The Board President will decide whether they will discuss the evaluation with the Executive Director alone, or with the Negotiating Committee if they so desire.</li><li>• Performance evaluation information will be provided by Legal Counsel.</li><li>• Copies of all signed documents will be provided to the CODO to allow for the timely processing of compensation information.</li></ul> |
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North Los Angeles County Regional Center

**Executive Director Performance Evaluation**

Completed by:                      Name: \_\_\_\_\_

Board committees on which you have served:

_____	_____
_____	_____
_____	_____

Board offices you have held:

_____	_____
_____	_____
_____	_____

**Sources of information:** Director’s reports; committee reports; monthly financial reports; audit reports; special incident reports; quality assurance reports; feedback relative to the performance-based contract; status of board self-audits and board goals; DDS feedback; personnel reports from human resources; ARCA reports; feedback from Festival Educacional; consumer survey results; information provided in board meetings; action logs.

The rating categories for this evaluation are:

Outstanding / Exceeds Expectations / Meets Expectations / Needs Improvement \*

- All eligible Board Members will have the opportunity to bring concerns/issues regarding any areas of performance in which the Executive Director needs to improve during the Executive Director's current performance period.
  
- "Needs Improvement" should only be used if the following has occurred:
  - The issue has been identified by a Board Member and documented in writing to the Board President or an elected officer;
  - The issue has been addressed at an Executive Session of the Executive Committee during the months between October to January;
  - The Executive Committee has confirmed that there is a need for improvement;
  - The Board President or designated member of the Executive Committee has met with the Executive Director regarding the performance deficit identified, the improvement needed, and any performance recommendations made by the Executive Committee; and
  - The Executive Director has been provided with a full performance review period to address the issue.

A.	Board Functions	Yes	No
1	Does the Executive Director support the regional center’s programs and policies?		
2	Does the board have the information it needs to carry out its responsibilities?		
3	Is help and guidance provided to the board in setting policy?		
4	Are important items identified for board attention?		
5	Does the Executive Director clearly communicate policy decisions and actions to the board through regular reports?		
6	Does the Executive Director understand and communicate information on legislative issues?		
7	Do board members feel comfortable asking the Executive Director for help in understanding issues?		
8	Does the Executive Director effectively convey board goals and policies to the staff, consumers, service providers, and appropriate community agencies?		
9	Does the Executive Director provide adequate staff and technical assistance to committees?		
10	Does the Executive Director effectively represent the board with other agencies (e.g. the Association of Regional Center Agencies (ARCA), local public agencies, appropriate community agencies)?		
11	Does the Executive Director give the board information about possible problems and suggest plans of action?		
12	Are individual committee goals / actions combined into an overall plan for the board?		
13	Is appropriate board training provided?		
14	Are the annual fiscal audits (results of a review by an outside accounting firm) reported to the board?		
15	Does the board have a signed contract with DDS?		
16	Are the goals of the performance-based contract being met?		

A.	Board Functions (continued)	Yes	No
17	Are monthly financial reports provided to the board?		
18	Are possible financial problems identified clearly and early?		
19	Are the Purchase of Service Expenditure Projection (PEP) reports reviewed by the board?		
20	If required, does the center have a credit line?		
21	Is a critical calendar of necessary actions issued each year?		
22	Is an annual status of insurance coverage provided to the board?		
23	Are potential legal problems and options clearly explained?		

**Summary rating and comments on the Executive Director’s performance in this area:**

Outstanding  Exceeds Expectations  Meets Expectations  Needs Improvement

In this category, what do you feel are the Executive Director’s greatest strengths?

For this category, what could the Executive Director change that would benefit her/him and/or theregional center most?





C.	Center Representation and Community Support	Yes	No
1	Is the Executive Director in touch with local legislators and their staff?		
2	Does the Executive Director effectively convey board goals and policies to the staff, consumers, service providers, and appropriate community agencies?		
3	Is information distributed to the community?		
4	Does the Executive Director maintain communication lines to the service provider community?		
5	Does the Executive Director effectively represent the center at ARCA?		
6	Does the regional center work with public and private organizations (generic resources) to maximize the provision of services to consumers?		
7	Does the Executive Director and other staff meet on a regular basis with community and provider groups to share information and solve problems?		
8	Are self-advocacy groups supported?		

**Summary rating and comments on the Executive Director’s performance in this area:**

Outstanding  Exceeds Expectations  Meets Expectations  Needs Improvement

In this category, what do you feel are the Executive Director’s greatest strengths?

For this category, what could the Executive Director change that would benefit her/him and/or the regional center most?

**It is very important that you provide comments in this section:**

<b>D.</b>	<b>Do you recommend that the board renews the Executive Director's contract?</b>	<b>Yes</b>	<b>No</b>
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**Summary rating and comments on the Executive Director's overall performance:**

Outstanding  Exceeds Expectations  Meets Expectations  Needs Improvement

Overall, what do you feel are the Executive Director's greatest strengths?

Overall, what could the Executive Director change that would benefit her/him and/or the regional center most?

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

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

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

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

**LEGEND**

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

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

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

<b>August</b>	<p><del>Committee reviews the committee action log from the previous fiscal year.</del></p> <p>Committee finalizes their priority issues for this fiscal year and presents them to the Board of Trustees next month for approval.</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p>
<b>September</b>	<p>An annual board &amp; VAC legislative training is held in lieu of the committee meetings.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p>
<b>October</b>	<p>Committee reviews the 1<sup>st</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 1<sup>st</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Exceptions Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 1<sup>st</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 1<sup>st</sup> Quarter 4731 Report</p> <p>Committee reviews the 1<sup>st</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Purchase of Services (POS) Services Data Monthly Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p><u>Board Audit:</u> Ensure the service standards are consistent with the center’s mission, vision, and values statement.</p>
<b>November</b>	<p>Committee is given their monthly update on the Self-Determination Program.</p>

	<p>Purchase of Services (POS) Services Data Monthly Report</p> <p><u>Board Audit:</u> Review the center’s mission, vision, and values statement to determine if the center is providing adequate guidance in establishing consumer services policy.</p>
<b><i>December</i></b>	(The committee does not meet in December.)
<b><i>January</i></b>	<p>Committee reviews the 2<sup>nd</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Exceptions Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 2<sup>nd</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 2<sup>nd</sup> Quarter 4731 Report</p> <p>Committee reviews the 2<sup>nd</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p>
<b><i>February</i></b>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p> <p><u>Board Audit:</u> Has the Board properly referred service standard issues to this committee?</p>
<b><i>March</i></b>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p>



	<u>Board Audit</u> : Does any action impact the availability or quality of services?
<b><i>April</i></b>	<p>Committee reviews and approves the committee’s draft critical calendar for next fiscal year.</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Diagnostic Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Diagnostic Report by Age</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Consumer Intake report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Exceptions Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter NOAs/Appeals Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Appeals Report by Ethnicity/Office</p> <p>Committee reviews the 3<sup>rd</sup> Quarter NOAs by Ethnicity/Location/Services &amp; Age Range</p> <p>Committee reviews the 3<sup>rd</sup> Quarter 4731 Report</p> <p>Committee reviews the 3<sup>rd</sup> Quarter Community Resource Development Plan (CRDP) Report</p> <p>Purchase of Services (POS) Services Data Monthly Report</p> <p>Committee is given their monthly update on the Self-Determination Program.</p>
<b><i>May</i></b>	<p>Committee is given their monthly update on the Self-Determination Program.</p> <p>Purchase of Services (POS) Services Data Monthly Report</p> <p><u>Board Audit</u>: Ensure that the community placement plan goals are being met.</p>
<b><i>June</i></b>	(The committee does not meet in June.)

[ccal.2022-23]: 6/08/2022

Rev:

**NLACRC**  
**Government & Community Relations Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

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

**NLACRC**  
**Government & Community Relations Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

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

[ccal.2022-23] Approved: 6/08/2022

**NLACRC**  
**Executive Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

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

**NLACRC**  
**Executive Committee**  
**CRITICAL CALENDAR**  
**FY 2022-23**

<b>Month</b>	<b>Activity</b>
<b>February</b>	The negotiating committee will meet with the Executive Director.
<b>March</b>	Committee meeting.
<b>April</b>	<p>Committee reviews drafts of board master and critical calendars for next fiscal year.</p> <p>Committee reviews and approves the committee’s draft critical calendar for next fiscal year.</p> <p>The CHRO, CFO, and Director of Finance meet with the negotiating committee to provide the compensation data for review and provides any requested additional information.</p> <p>Executive Director’s evaluation to be completed and a summary report is reviewed (in Executive Session).</p>
<b>May</b>	<p>The Board President presents proposed committee assignments for next fiscal year.</p> <p>Committee discusses board goals for the next fiscal year.</p> <p>Committee reviews proposed Board Budget for next fiscal year</p>
<b>June</b>	<p>(The committee does not meet in June.)</p> <p>The CHRO will prepare the documentation necessary to process the negotiating committee’s compensation and/or contract changes as appropriate.</p> <p>The CHRO will schedule a meeting with the Executive Director and provide the Board President with all required documents needed for the meeting (e.g. compensation, performance review information, employment contract changes, etc.).</p> <p>Copies of all signed documents will be provided to the CHRO to allow for timely processing of compensation information.</p>

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

**Contract Policy**

**1. General**

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

**2. Departments Affected**

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

**3. Responsibility**

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

**4. Policy**

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

**5. Procedures**

- A. When applicable, contracts in the amount of \$250,000 or more may be reviewed by NLACRC's legal counsel.
- B. The term of any employment contract between NLACRC and an employee or contractor shall not exceed the term of the state's contract with the regional center, WIC 4640.6(k)(3).

- C. At the time NLACRC delivers the board packets to the Board of Trustees, the board packets may notify the Board of Trustees of those contracts that the board will be asked to review and approve. Upon request of any board member, the executive assistant to the board will provide a copy of such contract to such board members before the board meeting. The CFO or the CFO's designee may also provide additional contracts for the Board of Trustees to review and approve that were not included in the board packets.
- D. The CFO or the CFO's designee shall present to the Board of Trustees all contracts in the amount of \$250,000 or more for review and approval.
- E. Contracts presented to the Board of Trustees shall include the following the information:
1. The name of the vendor or service provider.
  2. The purpose of the contract.
  3. The contract term.
  4. The total amount of the contract.
  5. The rate of payment or payment amount.
  6. The method or process utilized to award the contract (i.e. request for proposal, cost statement, other).
  7. The method or process utilized to establish the rate or the payment amount.
  8. Executive Summary, as applicable, of all services the service provider is vendored to provide Consumers and families.
  - 8.9. Approximate percentage of service delivery anticipated within each valley (San Fernando Valley, Santa Clarita Valley and Antelope Valley)

Upon approval of the contract by the Board of Trustees, the board shall authorize any officer of the corporation to execute the contract without material changes but otherwise on such terms deemed satisfactory to such officer.

- F. If the Board of Trustees does not approve the contract, the CFO, or the CFO's designee, shall notify the vendor or service provider, in writing, that the contract was denied. The CFO or the CFO's designee shall endeavor to provide written notice to the vendor or service provider within ten (10) business days after the Board of Trustees' decision not to approve the contract.
- G. The Board of Trustees has the power to delegate to the Executive Committee of the board the power and authority to approve a contract on behalf of the board.

[policy.bd.contract] Approved 8/10/11 (Rev. ~~7/27/229/9/21~~)



# North Los Angeles County Regional Center

## Consumer Advisory Committee

### FY 2022-23 Priority Activities

1. CAC members will promote and support efforts for meaningful employment opportunities for people with disabilities.
2. CAC members will regularly attend various transportation meetings in order to keep current on any changing trends.
3. CAC members will work together to share information about current consumer issues at CAC meetings (like employment, transportation, legislation, and housing). Any information that the committee thinks is really important will be posted on their web page.
4. CAC members will educate other consumers about the CAC to promote involvement and membership.



[cac.goals.22.23] Approved: \_\_\_\_\_

North Los Angeles County Regional Center  
Consumer Advisory Committee

Training/Presentation Calendar

FY 2022-23

Date (Time)	Training/Presentation Topic
July 19, 2022	Informal Meeting (check-in)
August 3, 2022	CAC Orientation
September 7, 2022	Finalize Training Schedule
October 5, 2022	Voting (legislative educators)
November 2, 2022	Lanterman Housing Alliance (Jessica Gould)
December 7, 2022	Informal Meeting (check-in)
January 4, 2023	ARCA presentation
February 1, 2023	Metro services (tbd)
March 1, 2023	IHSS (tbd)
April 5, 2023	Adult Protective Services
May 3, 2023	Self-Advocacy (Suzanne Paggi)
June 7, 2023	DDS Budget update (legislative educators) (tbd)

Note: Presentations should be no longer than 20 minutes.

North Los Angeles County Regional Center

**Consumer Services Committee**

**Priorities for FY 2022-23**

1. Evaluate progress and implement best practices related to the ongoing success of the Self Determination Program, with a focus on increasing enrollment and ongoing support and accountability once enrolled.
2. Increase service access and equity for underserved communities; propose and employ strategies to address differences by ethnicity, age, location, living situation, and services.
3. Prioritize efforts related to increasing competitive employment opportunities for individuals served, with a focus on increasing employment options by increasing the employer pool; collaborating with service providers to have effective measures related to employment goals.
4. Track service delivery progress and support service providers for compliance with the Home and Community-Based Services (HCBS) waiver, statutory and regulatory requirements.
5. Ongoing recruitment and training of Service Coordinators with a focus on retention by reducing caseload ratios for effective service coordination; continued advocacy to update the core staffing formula.



[priorities.22.23] Approved by Consumer Services Committee: August 17, 2022  
Approved by Board of Trustees on:

## BOARD & BOARD COMMITTEE LIST

FY 2022-23

### Board of Trustees

**Ana Quiles** – President & Chair  
**Alma Rodriguez** – First V.P.  
**Rocio Sigala** – Second V.P.  
**Lillian Martinez** - Secretary  
**David Coe** - Treasurer  
**Angelina Martinez**-ARCA Delegate  
**Leticia Garcia**– ARCA Alternate  
George Alvarado – Board Intern  
Andrew Ramirez  
Brian Gatus  
Cathy Blin  
Gabriela Herrera  
Jennifer Koster  
Jordan Feinstock  
Nicholas Abrahms  
Sharmila Brunjes  
Sylvia Brooks Griffin  
Suad Bisogno – VAC Chair

### Administrative Affairs

**David Coe, Chair**  
Alma Rodriguez  
Ana Quiles  
~~Angelina Martinez~~  
**Leticia Garcia**  
Lillian Martinez  
Rocio Sigala  
VAC Representative  
Bob Erio

### Consumer Advisory **Jennifer Koster, Chair**

### Executive

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

### Consumer Services

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

### Government & Community Relations

**Jordan Feinstock, Chair**  
Andrew Ramirez  
Brian Gatus  
Cathy Blin  
~~Gabriela Herrera~~  
**George Alvarado**  
Nicholas Abrahms  
Rocio Sigala  
Sharmila Brunjes  
Sylvia Brooks Griffin  
VAC Representative  
~~Kevin Shields~~

### Nominating

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

### Strategic Planning

1. **Leticia Garcia, Chair**
2. Ana Quiles
3. **Alma Rodriguez**
4. **Brian Gatus**
5. Jesse Weller
6. Lillian Martinez
7. Michael Fernandez
8. Ruth Janka
9. **Sharmila Brunjes**
10. VAC Representative  
Kimberly Bermudez

### Post-Retirement Medical Trust

**Ana Quiles, Chair**  
Vini Montague  
Alma Rodriguez  
David Coe  
Ruth Janka

### Vendor Advisory

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

[comlist.22.23] Approved: 8/10/22  
Revised:

North Los Angeles County Regional Center

**Board of Trustees**

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

<b>Date</b>	<b>Presentation/Training/Length</b>	<b>Presenter(s)</b>
July 11, 2022	New Board Member Onboarding (3 hours)	Ruth Janka, Executive Director
August 20, 2022	Leadership Team Building	Desiree Saddler, Saddler Consulting Group, Inc.
August 23, 2022	*Board Governance (1.5 hours)	Chris Arroyo, SCDD
September 21, 2022	Legislative Advocacy (2 hours)	Michelle Heid, Legislative Consultant
October 10, 2022	* Whistleblower Policy & * COI Training	Clarence Foster, Chief Human Resources Officer
November 7, 2022	Lanterman Developmental Disabilities Services Act Overview (2 hours)	<b>Chris Arroyo, SCDD</b>
January 30, 2023	* Cultural Competency & Implicit Bias Training	<b>Bridging Voices-Uniendo Voces (BVUV)</b>
February 21, 2023	Vendorization, Quality Assurance and Resource Development	Evelyn McOmie, Chief Consumer & Community Services Officer Arshalous Garlanian, Community Services Director
March 8, 2023 Board Meeting	Audits, Financial Statements, Tax Returns, and Financial Focus for Board Members (1 hour)	New CPA Firm Vini Montague, CFO – Monthly AA Financials ARCA Audit Info as it applies to NLA

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

Additional Trainings available to board members 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:

**LOS ANGELES COUNTY REGIONAL CENTER  
(Committee) Report**



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

**Meeting:** \_\_\_\_\_

**Date of Meeting:** \_\_\_\_\_

<b>1.</b>	<b>Number of Attendees</b>	
<b>2.</b>	<b>Public Input:</b>	
<b>3.</b>	<b>Points of Discussion:</b>	
<b>4.</b>	<b>Reported out to Committee/Meeting:</b>	
<b>5.</b>	<b>Area of Concerns:</b>	
<b>6.</b>	<b>Action Items:</b>	
<b>7.</b>	<b>Questions for the Board:</b>	
<b>8.</b>	<b>Miscellaneous:</b>	

# LOS ANGELES COUNTY REGIONAL CENTER

## ARCA Reporting Out Form

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

**Meeting:** \_\_\_\_\_

**Date of Meeting:** \_\_\_\_\_

<b>1.</b>	<b>Number of Attendees</b>	
<b>2.</b>	<b>Public Input:</b>	
<b>3.</b>	<b>Funding and Sustainability:</b>	
<b>4.</b>	<b>Inclusive Communities:</b>	
<b>5.</b>	<b>Flexible and Sustainable Service Models:</b>	
<b>6.</b>	<b>Implementation of the Self-Determination Program:</b>	
<b>7.</b>	<b>Points of Discussion for the Board:</b>	
<b>8.</b>	<b>Miscellaneous:</b>	
<b>9.</b>	<b>Next Meeting:</b>	

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

**President**

The office of president is established in Article V, Section 5 of the bylaws of North Los Angeles County Regional Center. The president shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one (1) year with the number of consecutive terms limited to two (2). The president shall serve on the Executive ~~and Committee~~ Post-Retirement Medical Trust Committees.

The president shall:

- Call meetings of the Board of Trustees.
- Preside at meetings of the ~~T~~rustees and all Executive and Post-Retirement Medical Trust Committee ~~m~~Meetings.
- Execute, on behalf of the corporation, any and all instruments necessary to transact the business of the corporation in accordance with such authority as may be granted to him/her by the Board of Trustees.
- Exercise such other powers and perform such other duties as may be prescribed by the Board of Trustees and the bylaws.
- Be an ex-officio member of all committees of the Board of Trustees.



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

The office of first vice president is established in Article V, Section 6 of the bylaws of North Los Angeles County Regional Center. The first vice president shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one (1) year with no limitation on the number of terms. The first vice president shall serve on the Executive and Post-Retirement Medical Trust Committees.

The first vice president shall:

- Act for the president in his/her absence or incapacity, performing the duties of the president to include:
  1. Calling meetings of the Board of Trustees.
  2. Presiding at meetings of the trustees and all Executive and Post-Retirement Medical Trust Committee meetings.
  3. Executing, on behalf of the corporation, any and all instruments necessary to transact the business of the corporation in accordance with such authority as may be granted to him/her by the Board of Trustees.
- Exercise such other powers and perform such other duties as may be prescribed by the Board of Trustees and the bylaws.

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

**Secretary**

The office of secretary is established in Article V, Section 8 of the bylaws of North Los Angeles County Regional Center. The secretary shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one (1) year with no limitation on the number of terms. The secretary shall serve on the Executive Committee.

The secretary shall:

- Review the minutes, taken by the ~~secretary~~Executive Assistant to the ~~e~~Executive ~~d~~Director, at meetings of the Board of Trustees, and sign the original copy of the minutes.
- Maintain a log or record of actions taken in executive session and ~~transfer this~~ send the record to the Executive Administrative Assistant at the Regional Center on a monthly or as needed basis. ~~record to his/her successor.~~
- Sign the original copy of the bylaws when revisions are made.
- Perform such other duties as may be prescribed by the Board of Trustees and the bylaws.

North Los Angeles County Regional Center

**Board of Trustees Policy**

**Board Member Support**

**Scope**

This policy applies to NLACRC Board of Trustees.

**Purpose**

To establish a policy to support, facilitate, and enhance the participation of board members in board meetings, board committee meetings, board activities, and any other board sanctioned activities.

**Rationale**

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

**Procedure**

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



- b. Equipment and Devices: Portable equipment and devices to provide connectivity to the internet will be available for all board members, upon request, in order for board members to fully participate in Board meetings, Board committees, and Board activities remotely. Board members understand that the equipment and devices are the property of NLACRC and must be returned to NLACRC upon the board member's departure from the Board of Trustees. Further, board members understand that board members receiving equipment and devices must adhere to NLACRC's acceptable use policy.
4. NLACRC will strive to provide support for all board members to facilitate full participation in Board meetings, committee meetings, or board activities to include producing documents prepared by NLACRC in larger font or print size, providing verbal translations during Board meetings, and providing a board meeting packet review.
5. NLACRC will strive to protect the personal information of all its board members. In the unlikely event of a breach of personal information, NLACRC will provide the impacted board members with credit monitoring services for at least 12 months, at regional center's expense if the following information is disclosed in the breach: ~~in the event of a breach of personal information, as follows:~~
- The ~~An~~ individual's first name or first initial and last name in combination with any one or more of the following:
    - Social Security Number
    - California Driver's License Number or California Identification Card Number
    - Medical or Health Information, such as personal, medical or insurance identifiers that could result in financial theft or fraud
    - ~~Health Information, such as personal, medical or insurance identifiers~~
    - Account Number, Credit/Debit Card Number in combination with any required security code, access code or password
    - Username or email address in combination with a password or security question and answer that would permit access to an online account
6. All other requests for support will be considered by NLACRC on a case-by-case basis, subject to the executive director's written approval.
7. A Child Care or Attendant Care Services Billing form must be completed and signed in order to receive reimbursement from NLACRC for childcare or attendant care services. The completed and signed Child Care/Attendant Care Services billing Form, along with all payment documentation, should be submitted to NLACRC within sixty (60) days after the date of the meeting, and no later than 12 months from the date of service delivery. An exception to the 12-month deadline may be granted by the Chief Financial Officer or

Executive Director. Payment will be issued within 30 days of the date of submission. Any board member that receives childcare, personal assistance or respite services through a vendored agency as a result of his or her child's Individual Program Plan, must provide a certification from the vendored agency that demonstrates the dates and hours of service reflected on the billing form were not provided by the vendored agency.

8. A Travel Expense Claim form must be completed and signed in order to receive reimbursement from NLACRC for mileage reimbursement or transportation costs to attend meetings. The completed and signed Travel Expense Claim Form, along with all supporting documentation, should be submitted to NLACRC within sixty (60) days after the date of the meeting, and no later than 12 months from the date of service delivery. An exception to the 12-month deadline may be granted by the Chief Financial Officer or Executive Director. Payment will be issued within 30 days of the date of submission.
9. All reimbursements made to board members by NLACRC shall be reported annually to the Internal Revenue Services in the form of a 1099-NEC Form (non-employee compensation), unless the board member provides the following documentation within sixty (60) days of the date the actual expenditure was incurred.
  - a. Day Care Services or Attendant Care Services: Copies of cancelled checks, invoice from the day care provider demonstrating a payment was made, or other documentation that demonstrates an actual payment was made to the day care or attendance care worker.
  - b. Mileage Reimbursement: Documentation from either Google, MapQuest, or other resource that demonstrates (i) the actual mileage driven; (ii) the starting address; (iii) the day care setting address, if applicable; and (iv) the ending address.
  - c. Transportation Reimbursement: Copies of an invoice, receipt, or other documentation that demonstrates an actual payment was made for transportation services.
  - d. If it is determined the payment received from NLACRC exceeds the actual expenses incurred by the board member, the amount of reimbursement that is in excess of the actual expenses incurred by the board member must be paid back to NLACRC by the board member within one-hundred, twenty days (120) of the actual date the expenditure was incurred. Such amounts not reimbursed to NLACRC within the 120-day timeline shall be reported to the IRS.

***REDLINED DRAFT WITH CHANGES***

North Los Angeles County Regional Center

**Board of Trustees**

Legislative Priorities for F.Y. ~~2021-22~~ 2022-23

1. ~~Continue~~Increase our community engagement and ~~encourage~~increase participation in legislative advocacy directed toward identifying those issues important and relevant to our constituencies with oversight, accountability and transparency for the regional center system, and, including, but not limited to, increasing service access and equity, ~~advocating for a reduction in regional center caseload sizes, professionalization of direct services staff wages, mental health awareness, the Self-Determination Program and access and education of our law enforcement agencies about individuals with developmental disabilities.~~
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. ~~Build and sustain relationships with~~Work with community partners to engage disability community organizations, service providers and other entities to provide advocacy to ~~that can~~ support and further the mission of NLACRC.
7. Continue to advocate for ~~federal~~ 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).

***CLEAN DRAFT WITH CHANGES***

North Los Angeles County Regional Center

**Board of Trustees**

Legislative Priorities for F.Y. 2022-23

8. Increase our community engagement and increase participation in legislative advocacy directed toward oversight, accountability and transparency for the regional center system, and increasing service access and equity.
9. Conduct legislative advocacy trainings, which inform our community and encourage stakeholders to participate in advocacy activities.
10. Hold at least one annual legislative event at the Government & Community Relations Committee's discretion.
11. Engage the community to support legislation for mental health to support our community, and to incentivize employment.
12. 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.
13. Work with community partners to engage disability community organizations, service providers and other entities to provide advocacy to support and further the mission of NLACRC.
14. 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).



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

**Policies & Procedures**

**Rationale**

North Los Angeles County Regional Center's (NLACRC) Board of Trustees will create a permanent Strategic Planning Committee (SPC) charged with developing and implementing annual performance contract objectives. The committee will also participate in the development and monitoring of the Center's strategic plan and give advice to the Board of Trustees on developing a long-range resource development plan.

**Composition**

- The composition of the SPC shall be consistent with requirements found in the Lanterman Developmental Disabilities Services Act for regional centers when convening any task force or advisory group. As such, the SPC may have members who are or who represent primary consumers, family members, service providers, the State Council, and staff. The SPC should have not less than ~~twelve (12)~~ ten (10) or more than sixteen (16) members, of which a minimum of 60% being board members. The chairperson is selected by the members of the committee.
- The board president, with the advice and consent of the Board of Trustees, shall appoint committee members. A quorum shall consist of 50% of the members of the SPC.

**Purpose**

The SPC will identify gaps in the service delivery system and recommend alternatives to close these gaps. The committee may identify service gaps in generic agencies within NLACRC's catchment area that may require some systems advocacy, legislation or interagency coordination.

**Duties**

The duties of the SPC 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.

Committee should give consideration to alternating their nomination for the position among eligible board members. Election of the committee chair will occur at the time of the regular board elections. The Nominating Committee will also recommend the nomination of a vice-chair.

(c) Duties. The duties of the Consumer Advisory Committee shall be to provide the Center's Board of Trustees with recommendations on legislation or services and supports provided by the center or other publicly funded entities

### **Section 11. Strategic Planning Committee**

(a) Composition. The Strategic Planning Committee shall be consistent with requirements found in the Lanterman Developmental Disabilities Services Act for regional centers when convening any task force or advisory group. As such, the Strategic Planning Committee may have members who are or who represent primary consumers, family members, service providers, the State Council, and staff. The Strategic Planning Committee should have not less than ~~twelve (12)~~ **ten (10)** or more than sixteen (16) members, of which a minimum being 60% board members. The chairperson is selected by the members of the committee. The board president, with the advice and consent of the Board of Trustees, shall appoint committee members. A quorum shall consist of 50% of the members of the Strategic Planning Committee.

(b) Duties. The Strategic Planning Committee is charged with providing advice in the development and implementation of the Regional Center's annual performance contract, the objectives contained therein, and recommendations to the Board of Trustees on adopting and modifying goals and objectives contained in the 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. The Strategic Planning Committee may identify gaps in the service delivery system, including generic agencies, and recommend alternatives to close these gaps, such as systems advocacy, legislation, or interagency coordination. At the direction of the Board, the Strategic Planning Committee may be charged with developing recommendations for the Board's consideration in other areas, such as housing or other activities that may require the Regional Center to utilize a community forum for input.

## **ARTICLE VIII**

### **RECORDS AND REPORTS**

**Section 1. Inspection of Records.** The Regional Center shall maintain adequate and correct

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

Vendor #	Service Code	Service Code Description
N/A		

**Vendor Name:** Dr. Moreno-Walter, PsyD A Professional Psychology Corporation

**Vendor Number:** PL2123

**Service Code:** 785

**Service Code Description:** Clinical Psychologist

**Service Address:** All services to be provided at NLACRC’s Chatsworth office:  
 9200 Oakdale Ave, Suite 100  
 Chatsworth, Ca. 91311

**Rate(s):** Evaluation (1st hour) \$99.60/hour  
 Each add'l hour, 2 hrs max. \$75.81/hr;  
 Test Admin, Scoring (1st 30 min) \$41.88; Each add'l 30 min, 9 30-min intervals max.) \$39.01;  
 Test Eval & Scoring for two or more tests (up to 90 min) \$141.48

**Program Service Description:**

Psychological evaluations to determine eligibility for regional center services, including Intellectual Disability and Autism Spectrum Disorder. Assessment testing data recording and psychological evaluation report to be written and submitted to NLACRC. All services will be provided in-office at the NLACRC Chatsworth office. Services may be provided in English or Spanish.

**Staffing:**

Dr. Mohena Moreno-Walter will provide all services. No additional staff will be utilized.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview: (New or Amendment) (POS or OPS)</b>	New, Professional Services Agreement Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Dr. Moreno-Walter, Psy. D. A Professional Psychology Corporation</b> Vendor Number: PL2123, Service Code: 785
3.	<b>The Purpose of the Contract</b>	The service provider is validly licensed as a psychologist by the California Board of Psychology; and provides diagnosis and psychotherapy of mental and emotional disorders; or provides individual and group testing and counseling in order to assist individuals achieve more effective personal, social, educational, and vocational development and adjustment.
4.	<b>The Contract Term</b>	Five (5) year contract effective October 1, 2022 through September 30, 2027.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$88,322.41 per year, or \$441,612.05 over the entire five (5) year term of the contract based on FY2022 expenditure of similar vendorizations.  Annual cost is calculated based on projected similar utilization of this Clinical Psychologist based on the utilization of the eight (8) similar Clinical Psychologists vendored in the past five years. Average monthly expenditure ws \$7,630.20 per month.
6.	<b>The Total Proposed Number of Consumers Served</b>	Projected 31 consumers per month based on FY2022 expenditure of similar vendorizations.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized Schedule of Maximum Allowances (SMA) rates: <ul style="list-style-type: none"> <li>• Evaluation: (1st hour) \$99.60/hour, each add'l hour (2 hrs max.) \$75.81/hr</li> <li>• Test Administration, Scoring (1st 30 min) \$41.88, (each add'l 30 min, 9 30 min max.) \$39.01</li> <li>• Test Evaluation &amp; Scoring for two or more tests (up to 90 min) \$141.48</li> </ul>
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Clinical Psychologist

		services.
9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	The maximum rate of reimbursement shall be in accordance with the Schedule of Maximum Allowances (SMA), pursuant to 17 CCR, Section 57332(b)(4).
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	NLACRC's Clinical team has an average of 250 psychological evaluations per month. Timely scheduling of new intake cases or assessment for a child nearing 3 years of age or 5 years of age when eligible under the Provisional Eligibility Program (PEP), is imperative to meet DDS-mandated timelines and provide consumers the appropriate services that may be needed.  This vendorization is time sensitive as demand exceeds current scheduling capability.

## **Contract Summary and Board Resolution**

The North Los Angeles County Regional Center's ("NLACRC") NLACRC's Board of Trustees reviewed and discussed the Professional Services Agreement ("**Agreement**", or "**Contract**") for **Dr. Moreno-Walter, Psy. D. A Professional Psychology Corporation** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC's Board of Trustees Contract Policy, the Contract between NLACRC and **Dr. Moreno-Walter,, Psy. D. A Professional Psychology Corporation** was reviewed and is hereby approved by NLACRC's Board of Trustees on **September 14, 2022.**

NLACRC's Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC's legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an "Officer" means NLACRC's Executive Director, Deputy Director, Chief Consumer & Community Services Officer, Chief Financial Officer, Chief Human Resources Officer, and 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 Board of Trustees; (3) the Resolution is in full force and has not been revoked or changed in any way.

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Lillian Martinez, Board Secretary

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September 14, 2022

Date

North Los Angeles County Regional Center  
**Executive Director's Report**  
September 14, 2022

**I. LEGISLATION**

**AB 2216 (Irwin)** – this bill ensures that if an ABLÉ account beneficiary dies, the account can be legally transferred to an individual who qualifies for an ABLÉ Account ensuring the funds will continue to be put towards the needs of a person with a disability. ARCA has submitted a signature request to Governor Newsom on this bill.

**AB 2511 (Irwin)** – this bill requires skilled nursing facilities to have backup power to protect the health and safety of individuals with developmental disabilities who are at heightened risk during public safety power shutoffs. ARCA has submitted a signature request to Governor Newsom on this bill.

**SB 870 (Portantino)** – this bill seeks to expand eligibility for regional centers services by raising the age of onset of disability from 18 to 22 years, specifically targeting young adults who experience a Traumatic Brain Injury (TBI) during that time frame. ARCA, on behalf of the regional center system, applauds this goal, the unique needs of these individuals should be met and services provided to allow them to live full, integrated lives in communities of their choosing. The challenge is that individuals with a TBI are affected in the area of impulse control and interplay with other fundamental issues that dominate the way services should be provided. The regional center system is not currently equipped to meet serve the needs this bill targets and as such, ARCA has formally submitted comment on the bill seeking the Governor to make an honest accounting of the costs needed to successfully implement.

**SB 1092 (Hurtado)** – this bill sought to update the fair hearings process; it was held in appropriations and will not move forward this session.

**AB 1663 (Maienschein)** – this bill seeks to put supported decision-making into state law for the first time and reforms the probate conservatorship process. This bill passed in both the Senate and the Assembly.

**II. STATE/LOCAL UPDATES**

**A. Mattel Television – Thomas & Friends Animated Series**

Thomas & Friends is introducing its first character with Autism, Bruno the Brake Car, voiced by an actor with Autism. Bruno is joyful, makes puns, and does a great job of keeping the big, heavy cargo steady with his strong breaks. He has a bright red exterior with a lantern that indicates when he is excited or cautious. His best day is spent with friends, who love and respect him for who he is. Writers for the show hope that the positive representation will show kids with autism that their struggles are legitimate, their strengths are real and that they are valuable to their families and communities. They also hope that neurotypical kids will gain new insight into their friends with autism as Bruno challenges preconceptions and gives them ideas for ways to genuinely help people live their best lives. – Variety Magazine

**B. Department of Developmental Services (DDS)**

State of Emergency Declared – Excessive Heat

On September 2, 2022, Gov. Newsom declared a State of Emergency (SOE) in California due to extreme heat, that began on August 30<sup>th</sup> and was expected through September 6<sup>th</sup>. As a result of the SOE and the potential impact on individuals participating in nonresidential services in the community, DDS has authorized regional centers to pay nonresidential service providers for absences that are a direct result of the extreme heat. Service providers may only bill for absences in excess of the average number of

absences experienced by the vendor during the 12 month period prior to the month in which the disaster occurred (Section 54326 of Title 17, California Code of Regulations). DDS issued a second memorandum authorizing regional centers to fund absences to nonresidential service providers in excess of the average number through September 9<sup>th</sup>.

#### 2022-23 Service Access and Equity Grants

DDS is accepting applications for FY22-23 SAE grants from community based organizations and regional centers. Proposals are due by October 25, 2022 by 5:00 through the online application in Grantvantage.

#### Regional Center Performance Measures Workgroup Meeting

This group met on August 2, 2022 to review the final summary of Phase 1 performance measures and discuss next steps for implementation. The performance measures include the following Focus Areas - Measures:

- Early Start – Child Find and Identification, and Timely Access to Early Start Services
- Employment – Participation in Competitive Integrated Employment and Data Points and Reporting for CIE
- Equity and Cultural Competency – Linguistic Diversity, Language Access and Service Coordinator Competency in Cultural & Ethnic Diversity
- Individual & Family Experience/Satisfaction – Consumer/Family Satisfaction with Regional Center Services
- Person Centered Services Planning – Service Plans Demonstrate Person-Centered Criteria, Service Coordinator Facilitation Skills
- Service Coordination & Regional Center Operations – Choice of Services within Regional Centers, Timely Service Authorizations, Service Coordinator Competency, and Intake Process

Next steps for measure implementation include DDS issuing directives to regional centers and providing training in the coming months. DDS is also planning a workgroup to discuss training the community on the expectations around person centered planning.

#### Quality Incentive Program Workgroup Meeting

The Quality Incentive Program is a voluntary program for service providers designed to improve consumer outcomes, service provider performance and the quality of services. Participating service providers that meet or exceed quality measures developed by DDS with input from stakeholders will be eligible for incentive payments. The amount of statewide funding available will be updated annually through the budget process each year. The six focus areas are Prevention and Wellness, Employment, Early Intervention, Workforce Capacity, Service Access and Informed Choice and Satisfaction. This group did not meet in August. DDS will be releasing guidance on the measures soon, with training and education for providers anticipated this Fall.

#### Employment Workgroup Meeting

This workgroup did not meet in August; at their last meeting in July, the group pointed out the challenges with implementing the Paid Internship Program and recommended that DDS allow service providers to be funded directly rather than requiring the use of a FMS. An additional recommendation is advocacy for legislation that incentivizes employers to hire people with developmental disabilities.



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

#### August 19, 2022 Board of Directors Meeting

Each year ARCA strives to identify Budget priorities in three areas:

- 1) Expansion of direct services or benefits to individuals served by regional centers and their families
- 2) Support of the service provider network, and,
- 3) Resources and/or flexibilities that enable regional centers to better support their communities

ARCA's priorities last year included elimination of the Annual Family Program Fee and Family Cost Participation Program, acceleration of the rate model implementation, and modernization of the Core Staffing Formula. The FY22-23 Budget included a one-year suspension of both the AFPP and FCPP, a six-month acceleration of the rate model implementation and investments in regional center service coordination but not an overhaul of the Core Staffing Formula. Building on the themes and successes of last year's Budget season, as well as the findings of the recent State Auditor's Report on the regional center system, ARCA proposed and the Board of Director's adopted the following priorities for FY23-24:

- 1) Elimination of the AFPP and FCPP programs, as they are barriers to service access;
- 2) Regular updates to the service provider rate models to support stability and sustainability;
- 3) Revising the Core Staffing Formula to reflect current regional center staffing and salary needs to support stability and sustainability.

#### Public Webinars

On Thursday, September 22<sup>nd</sup>, ARCA will be hosting a public webinar about the *Home and Community-Based Services Final Rule*; advance registration required; Spanish and ASL interpretation will be provided. A recording of the webinar will be available at [www.cal-collab.net/web-academies](http://www.cal-collab.net/web-academies).

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

#### There Should Be A Law Contest

SCDD is soliciting ideas for new legislation to benefit people with intellectual and developmental disabilities. Anyone can enter the contest, the idea must benefit individuals we serve and ideas may be submitted online at <https://bit.ly/BillIdeas>. Deadline for submissions is Friday, September 30, 2022.

#### SCDD Statewide Trainings

Self Determination Orientation Modules are offered in English and Vietnamese and can be scheduled online.

Emergency Prepared Training – Earthquakes and Tsunamis is scheduled for Friday, September 9 from 9:00 AM to 10:30 AM. This is a virtual training, is free and available online.

### E. LA County Public Health MonkeyPox Update

The risk of monkeypox in the general population remains very low based on the available information according to the LA County Public Health Department. Monkeypox vaccine is now available for high risk groups and registration for the vaccine is no longer required.

## III. COVID

### A. Statistics

## LA County Public Health COVID Update as of Thursday, September 8, 2022

<http://publichealth.lacounty.gov>

Current Hospitalizations: 780

Positivity Rate: 7.23% (7-day average)

### B. DDS Guidance/Directives

*08/26/22 Department Directive 01-082622: Extension of Waivers, Modifications, and Directives due to COVID-19*

**This directive provides notice that Department Directive 01-061520: Extension of Early Start Services will be rescinded effective October 3, 2022.** Otherwise, the 01-082622 Directive extends the provisions of several former directives into late September and mid October of 2022. Some of the alternatives allowed by extension of timelines include delegation of authority to regional center Executive Director's to grant rate increases for residential services only, service delivery in an alternate location or via remote electronic communications, such as FaceTime, video conference or telephone conference, provision for regional centers to hold public meetings via remote electronic communications, and the provision of personal assistance, supported employment program and independent living skills services under the Participant Directed Services program. All department directives are available on the Center's website.

### C. New Booster Shots for COVID-19 from Moderna and Pfizer (source: DDS)

On September 3, 2022, California Health & Human Services Agency Secretary Dr. Mark Ghaly, and Director of the California Department of Public Health and State Public Health Officer Dr. Tomás J. Aragón, issued a joint statement on the emergency use authorization in the United States of updated COVID-19 boosters - the Moderna bivalent booster for individuals 18 years of age and older and the Pfizer-BioNTech bivalent booster for individuals 12 years of age and older. This statement follows the [Western States Scientific Safety Review Workgroup's](#) and the U.S. Centers for Disease Control and Prevention's (CDC) support of the federal Advisory Committee on Immunization Practices' recommendation.

In summary:

- New booster shots will be available beginning in a few days, and supplies may be limited, at least initially.
- These new boosters are designed to address both the original and more recent variants of COVID-19 virus. (Bivalent)
- These are booster shots, to be used NO SOONER THAN two months after a previous primary series or other booster shot.
- Someone must receive primary vaccination before receiving one of these new booster shots.
- The new Moderna booster is available only to people age 18 and older.
- The new Pfizer-BioNTech booster is available to people age 12 and older. This new booster replaces the prior monovalent booster for this age population; the prior monovalent booster for age 12 and up no longer is authorized for use.
- Either of the new boosters may be administered at the same time as other vaccines, including the annual influenza (flu) vaccine.

#### **IV. Non-COVID Related**

##### **A. Regional Center Staffing**

###### Chief Financial Officer

Vini Montague has accepted the position of CFO and officially started on Monday, August 29th! She is straddling her former position of Director of Finance while she assumes the duties of the office of the CFO. We will be holding recruitment for the Director of Finance position while Vini assesses the duties of both positions.

###### Community Services Director

Arshalous "Arsho" Garlanian has promoted to the position of Community Services Director! Arsho joined NLACRC in 2013 and formerly held the positions of Quality Assurance Specialist, Contracts and Compliance Supervisor and Community Services Manager.

###### Quality Improvement and Outcomes Manager

Jennifer Moore (formerly Jennifer Williamson) has officially started her position as Quality Improvement and Outcomes Manager; within the Case Management Department and reporting to Evelyn McOmie. Jennifer will be assessing, identifying, tracking and analyzing areas of quality improvement and outcomes in Case Management and will oversee improvement activities, will recommend and develop systems that lead to improvements and efficiencies, assist in the implementation of new state mandates as a result of statutory and regulatory amendments, and create, coordinate and directly train case management staff on a variety of topics directed toward quality improvement.

###### Staffing Statistics

Effective July 31, 2022, the Center has 703 positions authorized, 6 positions on hold, 88 vacant positions, 608 positions filled. Annualized turnover rate is 0.19% at this time. NLACRC has implemented an updated hiring process, effective September 1st and is engaging in active recruitment including the full use of online job boards such as Indeed, ZipRecruiter and LinkedIn to solicit candidates for all vacant positions, use of active links to apply for positions through ADP to support the management of applicants, and increased participation in local job fairs. Additionally, the Center is using our social media platforms and website to promote career opportunities here at the Center and has developed a recruitment card (the size of a postcard). The recruitment card lists the benefits of working at NLACRC, is in English and Spanish, with a QR code that directly links a potential applicant to our "Career Opportunities" webpage where applicants can view job descriptions for all vacant positions and apply online! Recent hiring includes 13 new staff in August and has 8 new staff scheduled to onboard this September.

##### **B. Regional Center Services Survey**

Community Services is conducting its annual survey of our staff and our community to identify resource development needs in each geographic area of our catchment (by office location). The survey launched on August 15, 2022 and the information received will inform the Center's next Request for Vendorization cycle!

##### **C. California Early Childhood Special Education Network Exemplar Leads Program**

NLACRC applied for the CalECSE Network's Exemplar Leads Program, which seeks to demonstrate exemplary practices that have resulted in timely transitions from early start to preschool programs. Leads will also provide technical assistance in the field and provide professional learning, attend regularly scheduled meetings and collaborate with other agencies. \$30,000 available for the agency and \$7,000 stipend for the Lead (as the project may require the Lead to participate on weekends and during non-core

business hours), \$4,000 for travel costs. CalECSE expressed that they were impressed with the Center's application, and NLACRC made it to the interview phase of the process and is now awaiting the result.

**D. Cultural Competency and Implicit Bias Training – Bridging Voices**

The Lanterman Act requires all regional centers to provide staff with implicit bias training and requires department approval of the training curriculum. NLACRC has received DDS approval and implemented training for all NLACRC Staff. The training is a 2-part series, 3 hours each session, and focuses on understanding, recognizing and interrupting implicit bias. The content is informative, easy to understand and interactive; feedback from staff in the main has been positive.

**E. DDS Home and Community Based Services Audit**

DDS has concluded their audit of the Center for compliance with the program requirements for those consumers that participate in the HCBS Waiver Programs; the Center is awaiting the outcome of their findings.

**F. DDS Employment Grants**

Received a significant number of proposals from providers seeking grant funding from DDS, including projects ranging from acquiring acquire Association of Community Rehabilitation Educators (ACRE) certification for their organization's employment curriculum, allowing them to retrain and develop their current workforce and offer trainings to other organizations, training DSP to complete Employment Training on Customized Employment, resulting in ACRE certification, to developing training modules on the benefits of employment, navigating & maintaining social security and MediCal benefits while working, and person centered career planning.

**G. Language Access and Cultural Competency**

The Center's Language Access and Cultural Competency Plan has been accepted by DDS and includes securing a language access and cultural competency consultant, a language access and culture plan that will include stakeholder input to learn more about the needs of our community, language outreach specialists, LGBTQ+ outreach specialist, document translations in additional languages including the Consumer and Family Guide and Emergency Preparedness resources, and website redesign.

**H. Santa Clarita Valley Office Expansion**

Reconfiguration/Expansion project began 7/22/22 with the first-floor completion originally due in October 2022, and 2<sup>nd</sup> floor completion originally expected by September, however, due to delays in the issuance of permits by the City of Santa Clarita, we anticipate these completion dates to change. Nonetheless, the office will remain open to our community during construction, with the receptionist, Office Assistants, On Duty Specialist and Supervisor onsite.

**I. Community Engagement**

Town Halls

On 08/18/22, NLACRC staff Dana Lawrence, Fair Hearings Manager, Gabby Eshrati, Cristina Preuss and Jazmin Zinnerman, Consumer Services Directors, presented "Rights Under the Lanterman Act" with 30 attendees, including community partners and staff. The September Town Hall is regarding Early Start- A Parent Perspective and is scheduled for 9/15/2022 at 1:30 PM.

Upcoming Support and Consumer Advocacy Group Meetings include:

- Filipino Support Group, September 19<sup>th</sup> at 6:30 pm
- NLACRC Self-Advocacy Group, September 20<sup>th</sup> at 10:45 am
- Cultivar y Crecer, September 23<sup>rd</sup> at 6:30 pm

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

#### Upcoming Community Events and Educational Training Opportunities

- Community-Based Organization (CBO) Roundtable/Mesa Redonda de Organization Comunitarias, September 15<sup>th</sup> at 1:30 pm
- NLACRC’s Virtual Town Hall: Parent Perspective – Early Start, September 15<sup>th</sup> at 1:30 pm
- FFRC What are Respite Services Workshop, September 16<sup>th</sup> at 10:00 am
- FFRC Advanced IEP Workshop, September 20<sup>th</sup> and 21<sup>st</sup> at 11:00 am
- Performance Contract Public Meeting, September 20<sup>th</sup> at 10:45 am and September 22<sup>nd</sup> at 6:30 pm

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.

#### J. Quality Assurance

For the month of August 2022, Community Services conducted 126 residential visits as follows:

- 65 unannounced visits
  - 41 - CCFs, 20 - ICFs, 4 - FHAs, 0- FFA (17 AV, 48 SFV/SC)
- 22 Annual Reviews – CCF and FHA (8 AV, 16 SFV/SC)
- 37 Other In-Person Visits (New Provider Orientation, QA/RD Walkthrough, 2 Virtual Semi- Annual Reviews with DDS, and Follow Up Visits)
- 4 Corrective Action Plans developed in the month of August.

#### K. Consumer Statistics

As of August 2022, the Center served 32,101 consumers and applicants, including 4822 (increase of 6 over last month) in Early Start and 25,211 (increase of 42) in the Lanterman program. The Center’s San Fernando Valley Office serves 20,277 individuals, Antelope Valley serves 7,985 and the Santa Clarita Office serves 3,602 (these totals include applicants, and individuals served under Lanterman and the Early Start programs).

#### L. Special Incident Reports

During the month of August 2022, the center received 72 special incident reports, 10 of which occurred in months prior to June.



# North Los Angeles County Regional Center

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

## Self Determination Program Report - Implementation Updates

September 1, 2022

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

Participants have completed Orientation: **549**

Total number of budgets that are certified: **172**

Total number of budgets that are in the certification process: **24**

Total number of spending plans that are approved: **137**

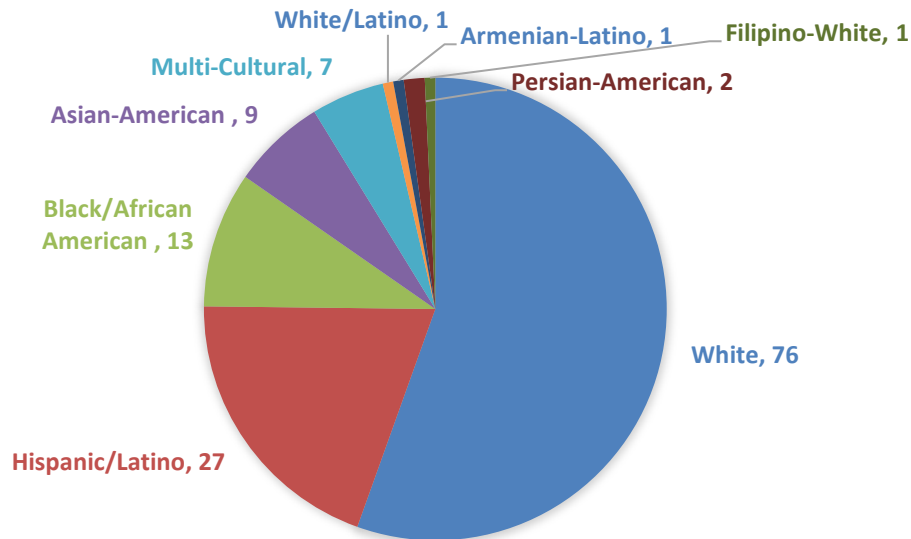
Total number of spending plans in progress: **26**

Total number of PCP's completed: **159**

Total number of participants that have opted out of SDP after enrolled: **1**

Total number of participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: **137**

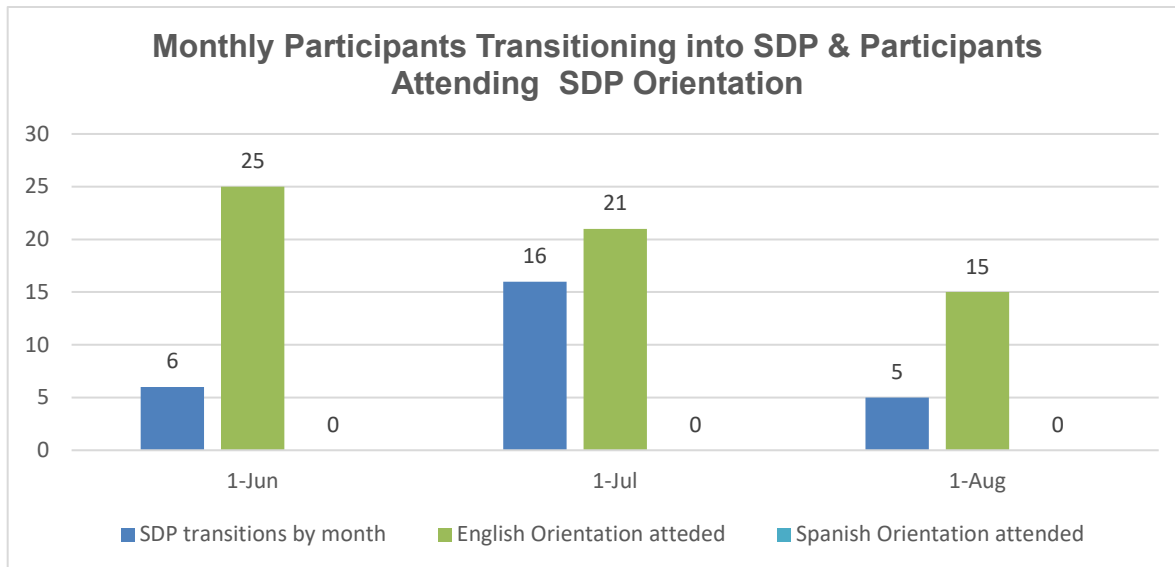
### ETHNICITY OF CURRENT PARTICIPANTS IN SDP



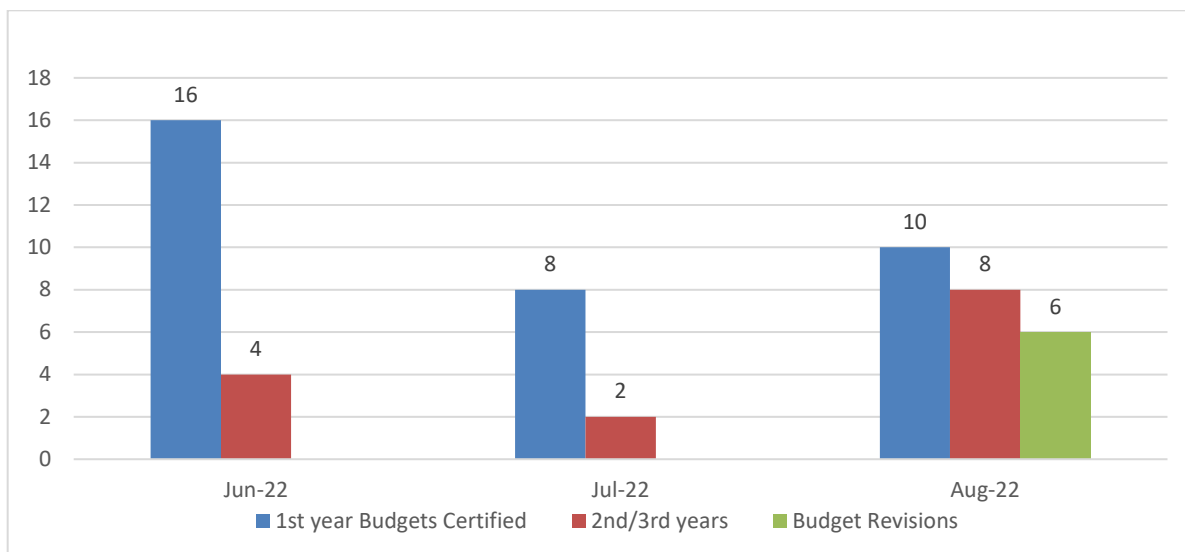


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### Monthly Budgets Certified

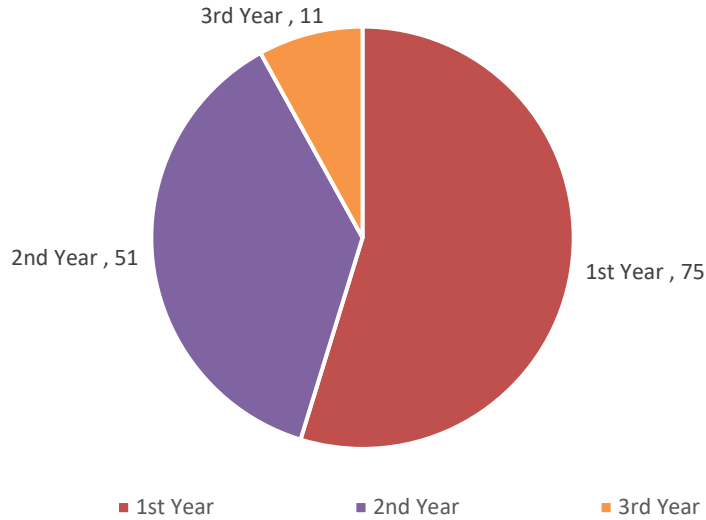




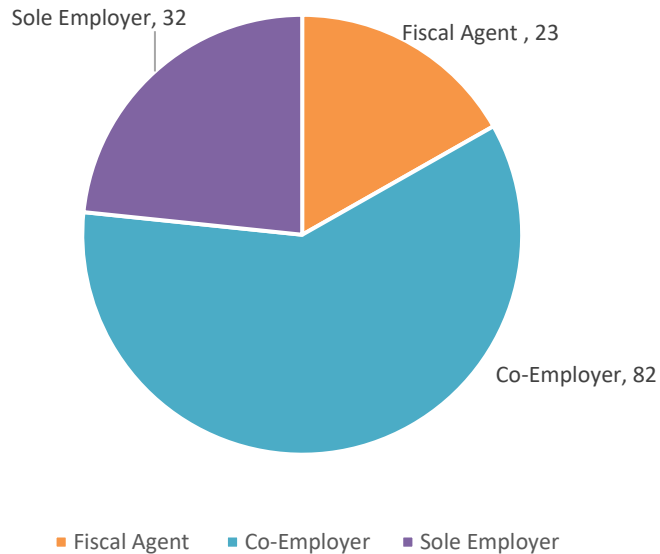
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### SDP Budget Year as of August 1st



### SDP Participants By FMS Model



**\*\*FMS agencies used by NLACRC SDP Participants: Aveanna, Mains'l, Cambrian, GT Independence, Acumen, & The Emlyn Group.**





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## NLACRC Implementation Updates

- Pre-enrollment Transition Support:  
Effective 8/1/2022, participants have two options when it comes to transition supports.
  - ❖ Option A- Available only through January 31, 2023. This option is what is currently in place. Under this option, participants can receive a Person Center Plan (PCP) and/or Independent Facilitator (IF) services.
  - ❖ Option B- Will be available as of August 1, 2022 and effective February 1, 2023 this will be the only option. Under option B, the participant receives:
    - PCP (only) service under 024 reimbursement (up to \$1,000)
    - Independent Facilitator (IF) support and or FMS support, reimbursed under service code 099, which means the providers must be vendored with NLACRC.
- Effective 7/01/2022 Developmental Services Trailer Bill SB 188 (Chapter 49, Statutes of 2022) amended Welfare and Institutions Code section 4685.8(c)(1), removing the requirement that the cost of financial management services (FMS) be paid by the participant out of the participant's individual budget. Accounting and Case Management are working to ensure that this is implemented as soon as possible. We will be creating a separate authorization for the FMS fee. Participants will need to update their spending plans to allocate the FMS fees available as of July 1, 2022. NLACRC.
- Department of Developmental Services (DDS) partnered with State Council to develop a statewide orientation. This Orientation is now available: <https://scdd.ca.gov/sdp-orientation/>
- Participant Choice Specialists: NLACRC has been allocated funding for 3 positions:
  - As of September we will have 1 Participant Choice Specialist Position vacant.
- Services in the SDP Spending plan must comply with the HCBS Final Rule. Regional Centers along with FMS agencies, must assess and confirm that services comply.  
<http://www.dds.ca.gov/initiatives/cms-hcbs-regulations>  
<http://www.dds.ca.gov/initiatives/cms-hcbs-regulations/training-information>
- Orientation & Information Meetings continue monthly
  - Orientation Meetings:
    - Monday September 12, 2022 (English) from 9AM-12:00PM
    - Monday September 19, 2022 (Spanish) from 9AM-12:00PM
  - Informational Meetings
    - Monday September 12, 2022 (English) at 3:00PM
    - Monday September 19, 2022 (Spanish) at 3:00PM
  - Participants can now self-register for Orientations and will receive a confirmation upon submission.
- NLACRC has the following allocations to support the implementation of SDP:
  - FY 2019/20: 109,258.00
  - FY 2020/21: 149,328.00
  - FY 2021/22: 149,331.00 (new) RFP will be posted this month.
  - *Priorities identified:* Recruitment and Training for Independent Facilitators, Joint Training on SDP Principles & Program Logistics, Small Group and Individualized

*Supporting people with developmental disabilities in the San Fernando, Santa Clarita, and Antelope Valleys since 1974*



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Coaching, SDP Orientation Supports/Workgroups/Resource Fair, and Translation & Interpretation Services.

- Funding Allocations: Disability Voices United, Integrated Community Collaborative, and The Legacy Center have executed contracts for SDP implementation, coaching, and resource fairs.
  - Partnership meetings held monthly.
- Self Determination Support Group – 1<sup>st</sup> Wednesday of each month
  - Facilitated by Autism Society of Los Angeles
  - Next meeting Wednesday October 5, 2022 – 6:00-7:30PM
- SDP Local Volunteer Advisory Committee- Thursday September 15, 2022 from 6:30PM-8:30PM
  - The meeting will be held virtually. The Zoom link can be found on NLACRC's calendar.
  - Everyone is welcomed to attend meetings!
- SDP Local Volunteer Advisory Committee & Disability Voices United – Best Practices Subcommittee
  - The Best Practices Subcommittee is reviewing workflows and processes related to NLACRC's implementation of Self Determination.
- Virtual Orientation is now available at the NLACRC website. Information continues to be sent via SDP News You Can Use monthly.
- FMS Agencies now posted on NLACRC Website: <https://www.nlacrc.org/consumers-families/self-determination-program/fms-agencies>

## Resources:

- Disability Voices United – SDP Connect Meetings (Every other Wednesday at 4:30-6pm)  
[Upcoming Events | Disability Voices United](#)
- Self Determination Program Service Definitions:  
[https://www.dds.ca.gov/wp-content/uploads/2019/05/SDP\\_Service\\_Definitions.pdf](https://www.dds.ca.gov/wp-content/uploads/2019/05/SDP_Service_Definitions.pdf)



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## FMS Providers Serving NLACRC Catchment Area:

Available FMS Services	FMS Model	Languages Spoken	Accepting participants?	Employee Burden Cost
Acumen	Bill Payer, Sole Employer	English and Spanish	Has not responded.	14.8%
Aveanna Support Services	Bill Payer and Co-Employer (with nursing through home health agency only)	English, Spanish, Vietnamese, Cantonese, Mandarin and Trieu Chau	Yes, however for November 1, 2022. They have enrollment policies in place. Background checks need to be completed along with spending plan, auth, eBilling and Form 200 by the 15 <sup>th</sup> of previous month.	13.9% + 3.3% sick pay  They advise consumers to go with 20% just in case.
Cambrian	Bill Payer, Sole Employer, Co-Employer	English, Spanish, Vietnamese, Tagalog, Farsi	Yes	22%
The Emlyn Group	Bill Payer, Sole Employer and Co-employer	English only	Yes	If the employee provides personal care (grooming, bathing dressing feeding etc.) the employer burden is 25%  Non-personal care is 19.5%
GT Independence	Bill Payer, Sole Employer, Co-Employer	All Languages are supported to assist Individuals in the language of their choice	Yes, however spending plan, auth & ebilling must be completed by the 15 <sup>th</sup> of previous month.	Co-employer 19.5%  Sole Employer-Varies depending on workers comp
Mains'l	Bill Payer, Sole Employer, and Co-employer	English Only	No. They have a waitlist and cannot take anyone until 2023.	16.5%

**\*Employee burden: the cost for hiring and maintaining an employee.**



NORTH LOS ANGELES COUNTY  
regional center

Property & Casualty Insurance Program

August 31, 2022



**Gallagher**

Insurance | Risk Management | Consulting



# Insurance Coverage Summary

Policy	Company	Blanket Limits	Deductible	Premium
General / Professional Liability 7/1/22 – 7/1/23	NIAC A IX	General, Professional, and Sexual Abuse Liability <ul style="list-style-type: none"> <li>\$1 million per claim (separate limits)</li> <li>\$3 million annual aggregate (separate limits)</li> </ul> Employee Benefits Liability <ul style="list-style-type: none"> <li>\$1 million per claim</li> <li>\$3 million annual aggregate</li> </ul>	N/A	\$128,103
Automobile Liability 7/1/22 – 7/1/23	NIAC A IX	\$1M CSL Non-owned / Hired Car Liability	\$500	Included above
Directors & Officers 7/1/22 – 7/1/23	NIAC A IX	\$1M D&O \$1M Employment Practices \$2M Policy Aggregate \$250,000 Wage & Hour Defense Defense costs are paid in addition to the limit of liability	\$25,000 \$25,000 \$25,000	\$94,609
Umbrella Liability 7/1/22 – 7/1/23	NIAC A IX	\$4M each claim and general aggregate that extends over the General, Professional, Abuse, Auto, Employers, and Employee Benefits Liability coverages. \$2M each claim and aggregate that extends over the D&O Liability	NIL	\$62,585



# Insurance Coverage Summary

Policy	Company	Blanket Limits	Deductible	Premium
Property 7/1/22 – 7/1/23	Great American A+ XV	\$19,753,596 Building / Tenants Improvements \$3,901,860 Business Personal Property \$5,232,331 Business Income \$5,638,464 Computer Hardware \$3,950,000 Valuable Papers – When combined  \$500,000 Employee Dishonesty \$500,000 Forgery or Alteration \$500,000 Computer Fraud and Funds Transfer \$500,000 Investigative Expenses \$50,000 Fraudulent Impersonation ERISA Plan included	\$1,000 \$1,000 72 Hours \$1,000 \$1,000  \$1,000 \$1,000 \$1,000 \$1,000 \$1,000	\$59,936
Excess Crime 7/1/22 – 7/1/23	Great American A+ XV	\$3,500,000 Employee Theft \$3,500,000 Forgery or Alteration Limit \$3,500,000 Theft of Money and Securities Limit \$3,500,000 Outside the Premises - Money & Securities Limit \$3,500,000 Computer Fraud Limit \$3,500,000 Funds Transfer Fraud Limit \$3,500,000 Money Orders & Counterfeit Currency Limit	\$501,000 \$501,000 \$501,000 \$501,000 \$501,000 \$501,000 \$501,000	\$10,835



# Insurance Coverage Summary

Policy	Company	Blanket Limits	Deductible	Premium
Earthquake/Flood 7/1/22 – 7/1/23	Evanston A XV	\$5M per occurrence and in the aggregate \$37,449,262 in Total Insurance Value	EQ 5% of TIV subject to \$25K minimum  Flood \$25K	\$55,481.39



# Insurance Coverage Summary

Policy	Company	Blanket Limits	Deductible	Premium
Fiduciary Liability 7/1/22 – 7/1/23	Hudson A XV	\$1M each claim and aggregate	\$25,000	\$5,264
Cyber Liability 7/1/22 – 7/1/23	Beazley/ Lloyds A XV	\$1M Cyber Incident Response Fund \$1M Business Interruption and Extra Expenses \$1M Digital Data Recovery \$1M Network Extortion \$1M Cyber, Privacy, and Network Liability \$1M Payment Card Loss \$1M Regulatory Proceedings \$1M Media Liability \$1M Policy Aggregate \$250,000 Social Engineering Fraud	\$100,000 \$100,000/10 hr. \$100,000 \$100,000 \$100,000 \$100,000 \$100,000 \$100,000	\$36,137
Employed Lawyers Professional Liability 7/1/22 – 7/1/23	Philadelphia A++ XV	\$1M per claim and aggregate	\$5,000	\$8,703
Workers' Compensation 7/1/22 – 7/1/23	Quality Comp Not Rated Safety National \$500K xs A++ XV	Statutory Limits	NIL	\$644,123, incl. 1 time Capital Contribution of \$36,921

- Workers Comp carrier moved from Berkshire Hathaway to Quality Comp, due to premium savings
- Cyber carrier moved from ACE to Beazley, due to retention increase with incumbent





## Premium History

Policy	2018-19	2019-20	2020-21	2021-22	2021-22
General / Professional Liability	\$89,793	\$90,217	\$105,341	\$119,174	\$128,103
Excess Liability	\$47,972	\$49,528	\$52,689	\$57,724	\$62,585
Directors & Officers Liability	\$80,683	\$83,244	\$84,200	\$86,873	\$94,609
Property	\$32,633	\$36,109	\$42,596	\$49,017	\$59,936
Excess Crime	\$7,260	\$7,260	\$8,439	\$9,434	\$10,835
Earthquake/Flood	\$34,582	\$34,247	\$48,437	\$51,625	\$55,481
Cyber Liability	\$30,817	\$32,165	\$32,949	\$50,072	\$36,137
Fiduciary Liability	\$4,868	\$4,868	\$4,868	\$5,111	\$5,264
Employed Lawyers Liability	\$3,441	\$3,560	\$8,703	\$8,703	\$8,703
Workers Compensation	\$695,465	\$633,316	\$738,185	\$622,816	\$644,123
<b>Total (All Policies)</b>	<b>\$1,027,514</b>	<b>\$974,514</b>	<b>\$1,126,407</b>	<b>\$1,060,549</b>	<b>\$977,673</b>

### 2022-23 Renewal Changes

- Increase in claims for Property resulted in rate increase (impacts Property premium)
- Number of Employees increased 10% from 613 to 677 (impacts Liability, Crime premium)
- Revenues increased by 13% increase from \$572M to \$645M (impacts D&O, Cyber, and Liability premiums)
- Experience Modification increased by 8% - from 308% to 333% (impacts Workers' Compensation premium)
- Payroll increased by 27% - from \$34,386,271 to \$43,762,825 (impacts Workers' Compensation premium)

Jun-22

HUMAN RESOURCES REPORT

	Open Positions on Hold	Open Positions Vacant	Positions Filled as of June 30	FY21/22 Authorized Positions	% Filled	New Hires as of June 30	Separations as of June 30	Annualized Turnover Rate
All Locations	5	78	610	692	88.15%	12	11	0.18%

FY21/22 Authorized Positions	Positions Added Based on FY 21/22 Growth
692	79

	Open Positions on Hold	Open Positions Vacant	Positions Filled as of June 30	FY21/22 Authorized Positions	% Filled	New Hires as of June 30	Separations as of June 30
SFV	4	56	435	499	87.17%	5	9
AV	1	16	125	136	91.91%	7	1
SCV	0	6	50	57	87.72%	0	1

Open SC Positions:

40

Service Coordinators	Department/ Location	Open as of Date
CSC	SA - SFV	Sep-21
CSC-BIL-SPECIALIZED SPECL	AD - SFV	Nov-20
CSC - SDP SPECL	SD - SFV	Feb-22
CSC - BIL ENH CASELOAD SPECL	EC - SFV	Feb-22
CSC - BIL	AD - SFV	Mar-22
CSC - BIL	SA - SFV	Mar-22
CSC - SPECIALIZED SPECL	AD - SFV	Apr-22
CSC - BIL	TRANS - SFV	Apr-22
CSC	AD - SFV	May-22
CSC	AD - SFV	May-22
CSC	AD - SFV	May-22
CSC - BIL	AD - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC	SA - SFV	May-22
CSC	ES - SFV	May-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	INTAKE - SFV	Jun-22
CSC	AD - SFV	Jun-22
CSC	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	SA - SFV	Jun-22

CSC - BIL	SA - AV	Feb-22
CSC - BIL	AD - AV	Apr-22
CSC - BIL	SA - AV	Apr-22
CSC - BIL	INTAKE - AV	May-22
CSC	AD - AV	May-22
CSC	AD - AV	May-22
CSC	SA - AV	May-22
CSC - BIL	SA - AV	May-22
CSC - BIL	ES - AV	May-22
CSC - BIL	AD - AV	May-22
CSC - BIL	CM - AV	May-22

CSC - SPECL OD	AD - SCV	May-22
CSC	TRANS - SCV	May-22
CSC	TRANS - SCV	May-22
CSC	TRANS - SCV	May-22

CSC Vacancies by Location	
SFV	25
AV	11
SCV	4
Non-CSC Vacancies by Location	
SFV	31
AV	5
SCV	2

40

38

Open Other Positions:

38

All Other Positions	Department/ Location	Open as of Date
Executive Administrative Assistant*	Executive Admin - SFV	Apr-21
Consumer Svcs Specialist-HCBS	Community Svcs - SFV	May-21
Psychologist	Clinical - SFV	Oct-21
Community Living Specialist	AD - SFV	Oct-21
Emergency Management Coord	Public Information- SFV	Oct-21
Office Assistant II - BIL	Recs & Doc Mgmt - SFV	Nov-21
Accounting Specialist	Accounting - SFV	Nov-21
Deaf Services Specialist	Community Svcs - SFV	Nov-21
Intake Associate	Intake - SFV	Dec-21
Accounting Specialist*	Accounting - SFV	Jan-22
Executive Administrative Assistant*	Finance Admin - SFV	Jan-22
Accounting Specialist	Accounting - SFV	Feb-22
IT Specialist I*	IT - SFV	Mar-22
Office Assistant I	Office Services - SFV	Mar-22
Workforce and Employment Specialist	Trans - SFV	Mar-22
Accounting Specialist	Accounting - SFV	Mar-22
Parent & Family Support Specialist	Consumer Svcs Spt - SFV	Mar-22
CPP Community Svcs Specialist	Community Svcs - SFV	Apr-22
Consumer Services Manager	AD - SFV	Apr-22
Consumer Services Manager	SA - SFV	Apr-22
Technical Support Engineer	IT - SFV	Apr-22
School Transition Liason	ES - SFV	May-22
Office Assistant II	Office Services - SFV	May-22
Employment Services Specialist	Community Svcs - SFV	May-22
Administrative Assistant	Human Resources	May-22
HR Specialist I	Human Resources	Jun-22
Chief Financial Officer	Finance Admin - SFV	Jun-22
IT Director	IT - SFV	Jun-22
Consumer Services Transition Liason	Consumer Services - ES - SFV	Jun-22
Community Services Director	Community Services I - SFV	Jun-22
HR Generalist	Human Resources	Jun-22

Office Assistant II*	Support - AV	Nov-21
Participant Choice Specialist	Consumer Svcs SD - AV	Nov-21
IT Specialist II	IT - AV	Dec-21
Office Assistant II	Intake - AV	Feb-22
Office Assistant II	Office Services - AV	Jun-22

Office Assistant III	Support - SCV	Apr-22
Participant Choice Specialist	Consumer Svcs SD - SCV	Apr-22

Total Terms: 11		
Position	Separation Reason	Term Month
CSC	Personal	Jun-22
CSC	Personal	Jun-22
CSC	Personal	Jun-22
CSC	Other	Jun-22
CFO	Other	Jun-22
Office Assistant II	Personal	Jun-22
CSC	Other Employment	Jun-22
HR Specialist I	Other	Jun-22
CSC	Other Employment	Jun-22
Office Assistant II	Retired	Jun-22
CSC	Other Employment	Jun-22

On Hold Positions FY 21/22

5

Hold Positions	Dept/ Location	Hold as of Date
Jr Accountant	Accounting - SFV	Apr-22
Family Advocate	PI & Training - AV	Apr-22
Resource Development Specialist	Community Svcs SD - SFV	Apr-22
CSC	AD - SFV	Apr-22
Office Assistant I	Office Svcs - SFV	Apr-22

Release of Positions From Hold: 2

Month FY 21/22	Positions Released From Hold
July	0
August	0
September	0
October	0
November	0
December	0
January	0
February	0
March	1
April	0
May	0
June	1

Jul-22

HUMAN RESOURCES REPORT

Open Positions on Hold	Open Positions Vacant	Positions Filled as of July 31	FY22/23 Authorized Positions	% Filled	New Hires as of July 31	Separations as of July 31	Annualized Turnover Rate
6	88	608	703	86.49%	12	13	0.18%

FY22/23 Authorized Positions	Positions Added Based on FY 22/23 Growth
703	7

Open Positions on Hold	Open Positions Vacant	Positions Filled as of July 31	FY22/23 Authorized Positions	% Filled	New Hires as of July 31	Separations as of July 31
5	58	437	499	87.58%	8	7
1	22	109	136	80.15%	1	5
0	5	54	57	94.74%	3	1

Open SC Positions:

52

Service Coordinators	Department/ Location	Open as of Date
CSC	SA - SFV	Sep-21
CSC-BIL-SPECIALIZED SPECL	AD - SFV	Nov-20
CSC - SDP SPECL	SD - SFV	Feb-22
CSC - BIL ENH CASELOAD SPECL	EC - SFV	Feb-22
CSC - BIL	AD - SFV	Mar-22
CSC - BIL	SA - SFV	Mar-22
CSC - SPECIALIZED SPECL	AD - SFV	Apr-22
CSC - BIL	TRANS - SFV	Apr-22
CSC	AD - SFV	May-22
CSC	AD - SFV	May-22
CSC	AD - SFV	May-22
CSC - BIL	AD - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC - BIL	TRANS - SFV	May-22
CSC	SA - SFV	May-22
CSC	ES - SFV	May-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	INTAKE - SFV	May-22
CSC - BIL	INTAKE - SFV	Jun-22
CSC	AD - SFV	Jun-22
CSC	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	AD - SFV	Jun-22
CSC - BIL	SA - SFV	Jul-22
CSC - BIL	SA - PROV - SFV	Jul-22
CSC	SA - SFV	Jul-22
CSC - BIL	ES - SFV	Jul-22

CSC - BIL	SA - AV	Feb-22
CSC - BIL	AD - AV	Apr-22
CSC - BIL	SA - AV	Apr-22
CSC - BIL	INTAKE - AV	May-22
CSC	AD - AV	May-22
CSC	AD - AV	May-22
CSC	SA - AV	May-22
CSC - BIL	SA - AV	May-22
CSC - BIL	ES - AV	May-22
CSC - BIL	AD - AV	May-22
CSC - BIL	CM - AV	May-22
CSC - BIL	ES - AV	Jun-22
CSC - BIL	AD - AV	Jul-22
CSC - BIL	AD - AV	Jul-22
CSC - BIL	AD - AV	Jul-22
CSC	SA - AV	Jul-22
CSC	ES - AV	Jul-22
CSC - BIL	CM - AV	Jul-22

CSC - SPECL OD	AD - SCV	May-22
CSC	TRANS - SCV	May-22
CSC	TRANS - SCV	May-22
CSC	TRANS - SCV	May-22
CSC	TRANS - SCV	Jul-22

CSC Vacancies by Location	
SFV	29
AV	18
SCV	5
Non-CSC Vacancies by Location	
SFV	29
AV	4
SCV	0

Open Other Positions:

36

All Other Positions	Department/ Location	Open as of Date
Executive Administrative Assistant*	Executive Admin - SFV	Apr-21
Consumer Svcs Specialist-HCBS	Community Svcs - SFV	May-21
Psychologist	Clinical - SFV	Oct-21
Community Living Specialist	AD - SFV	Oct-21
Emergency Management Coord	Public Information- SFV	Oct-21
Office Assistant II - BIL	Recs & Doc Mgmt - SFV	Nov-21
Accounting Specialist	Accounting - SFV	Nov-21
Deaf Services Specialist	Community Svcs - SFV	Nov-21
Intake Associate	Intake - SFV	Dec-21
Accounting Specialist*	Accounting - SFV	Jan-22
Executive Administrative Assistant*	Finance Admin - SFV	Jan-22
Accounting Specialist	Accounting - SFV	Feb-22
IT Specialist I*	IT - SFV	Mar-22
Office Assistant I	Office Services - SFV	Mar-22
Workforce and Employment Specialist	Trans - SFV	Mar-22
Accounting Specialist	Accounting - SFV	Mar-22
CPP Community Svcs Specialist	Community Svcs - SFV	Apr-22
Consumer Services Manager	AD - SFV	Apr-22
Consumer Services Manager	SA - SFV	Apr-22
School Transition Liason	ES - SFV	May-22
Office Assistant II	Office Services - SFV	May-22
Employment Services Specialist	Community Svcs - SFV	May-22
Chief Financial Officer	Finance Admin - SFV	Jun-22
IT Director	IT - SFV	Jun-22
Consumer Services Transition Liason	Consumer Services - ES - SFV	Jun-22
Community Services Director	Community Services I - SFV	Jun-22
Office Assistant II	Accounting - SFV	Jul-22
Executive Administrative Assistant*	Human Resources - SFV	Jul-22
Nurse Consultant	Clinical - SFV	Jul-22
IDEA Specialist	SA - SFV	Jul-22
Health and Safety Specialist	Community Services - SFV	Jul-22
Health and Safety Specialist	Community Services - SFV	Jul-22

IT Specialist II	IT - AV	Dec-21
Office Assistant II	Intake - AV	Feb-22
Office Assistant II	Office Services - AV	Jun-22
Consumer Services Supervisor - OD/FL	Case Management -AV	Jul-22

Total Terms:		
Position	Separation Reason	Term Month
CSC - BIL	Personal	Jul-22
CSC	Personal	Jul-22
CSC	Personal	Jul-22
CSC	Retired	Jul-22
CSC	Other	Jul-22
Office Assistant II	Personal	Jul-22
Nurse Consultant	Other - Transfer	Jul-22
Executive Administrative Assistant- HR I BIL	Personal	Jul-22
CSC - BIL	Personal	Jul-22
CSC	Personal	Jul-22
CSC	Personal	Jul-22
CSC - BIL	Other - Promotion	Jul-22
CSC	Other - Promotion	Jul-22

On Hold Positions FY 22/23

6

Hold Positions	Dept/ Location	Hold as of Date
Jr Accountant	Accounting - SFV	Apr-22
Family Advocate	PI & Training - AV	Apr-22
Resource Development Specialist	Community Svcs SD - SFV	Apr-22
CSC	AD - SFV	Apr-22
Office Assistant I	Office Svcs - SFV	Apr-22
Technical Support Engineer	IT - SFV	Jul-22

Release of Positions From Hold: 0

Month FY 22/23	Positions Released From Hold
July	0
August	0
September	0
October	0
November	0
December	0
January	0
February	0
March	0
April	0
May	0
June	0

# ARCA Report August 2022

- Angelina Martinez
  - Board of Directors
    - HOUSING/JOB OPPORTUNITIES
      - Working on increasing affordable housing as well as job opportunities.
      - Making sure our consumers are happy with the job opportunities offered.
      - In the next 2 years people are interested in living independently
    - REGIONAL CENTER OF ORANGE COUNTY
      - Low-income families were assisted with back- to- school backpacks this was featured in the newspaper La Opinion, it reached out to the Spanish speaking Communities
    - COLLECTION OF HEALTH AND WELLNESS DATA
      - Spanish speaking communities have had struggles to reach certain services and this helps to obtain that data in how to help them and inform them, this makes strategy makes services accessible to different cultures, this is being carried out by help of service coordinators.
      - Survey is not anonymous; gathered with case workers and families.
    - SELF-DETERMINATION (Nancy & Brian)

- Policy decisions that are currently being worked on and DDS Team is making that a priority to carry things.
- 1,637 Self Determination Program participants and it has increased as the months have passed.
- Whites are over represented
- 25% are Spanish Speaking
- Looking to increase expenditures for Black and Spanish Communities.
- PILOT PROGRAM IN THE WORKS FOR THOSE ENDING:
  - Education programs
  - Seeking employment
- JUNE 2023
  - Update Core Staffing Formula, DDS agreed to a certain extent but will continue to see how to improve
- CONTINUE IMPROVEMENT IN:
  - lowering case ratios for case workers
- ARCA ACADEMY:
  - In person academy events for training board members, in Spring 2023, one in Northern California and one in Southern California.
- ARCA PUBLIC ACADEMY:
  - September 2022 Public webinar: Home and Community Based Services Final Rule
- FEES:

- To be waived for families last year and planning to continue on that plan to maintain SUSTAINABILITY.
- LAWS:
  - Law enforcement: fight will continue for the next year due to money. (this was to train law enforcement in working with people with disabilities.)
  - 1092 Senator Hurtado
  - Conservatorship bill: opposed, limiting conservatorships, to be worked on next year, separate clean up.
  - SB870: Senator Portafino: Change Lanterman Act developmental disability before age 22, need to be accepted between age 18-22 birthday. Traumatic brain injury that usually develops later on in life. This change is from the age rather being 18 it was moved up to 22.
    - Limited rehab and treatment
    - 22 is the end of developmental period
    - Can be cause of athletic accident, military or car accident.
    - Frontal lobe: lack of impulse control and lots of anger
- ARCA will next meet on October 2022

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

August 3, 2022

**Present:** Bill Abramson, Pamela Aiona, Suzanne Paggi, Cynthia Samano, and Jennifer Koster – Committee Members

Amparo Dallas, Ana Quiles, Desiree Boykin, Lillian Martinez, Melinda Tannan, Nancy Gallardo-Interpreter - Guests

Jose Rodriguez, Lizeth Chavez, and Dr.Michael Fernandez – Staff

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**I. Call to Order & Introductions & Public Input**

In the absence of J.Koster, Chair, unable to access the meeting information, S. Paggi called meeting to order at 11:24 am and introductions were made by all committee members, staff and guests.

**II. Consent Items**

A. Approval of Agenda

**M/S/C** (J.Koster/B.Abramson) To approve the revised Agenda with the addition of item 3.G.Change in Committee Meeting Time.

B. Approval of Minutes from June Meeting

**M/S/C** (B.Abramson/J.Koster) To approve the Minutes as presented.

**III. Committee Business**

A. CAC Orientation – Jose Rodriguez

- Policy and Procedures – Jose gave an overview of the policies as provided in the packet.
- CAC Goals – A request from Suzanne for additional input and more information from the Board of Trustees in regards to employment opportunities and how the Committee may best fulfil this goal.
- Meeting Schedule – Jose reviewed the upcoming Meeting schedule for FY2022-23.

**M/S/C** (J.Koster/S.Paggi) To defer the CAC Goals for next meeting for additional input on employment opportunities.

**Action Item:** Dr.Michael Fernandez will get additional information and clarification on how their activities will contribute to meeting the goal.

B. Training/Presentation Calendar

Jose Rodriguez provided an overview of the upcoming pending training topics and schedule, he requested feedback from the committee on any additional topics they would like to have a training on and asked that they send him an email to [jrodriguez@nlacrc.org](mailto:jrodriguez@nlacrc.org) with all feedback and requests. Suzanne offered a training on how to be a good self-advocate for the month of May. There was a request for a training on Adult Protective Services and ARCA, Association of Regional Center Agencies. Committee agreed on these suggestions.

**Action Item:** Jose will update the presentation calendar and identify presenters.

C. Project Proposal (Housing presentation by Jessica Gould)

The Board has agreed to fund the presentation fee and will be schedule for the month of November.

D. CAC Members check-in for dark months July and December

Suzanne clarified that she wanted informal zoom meetings and a support system for consumers and anyone else who may want to attend during those months. It was agreed that this may be a great opportunity for consumers to ask questions and show interest in the Committee.

**M/S/C** (S.Paggi/B.Abramson) To approve the informal hangout for the CAC members, Consumers, and support staff only during the months of July and December.

**Action Item:** Dr.Fernandez to publicize the hangout to bring awareness to the Committee and for possible recruitment.

E. DDS Wellness Tool Kit

Jose reviewed the DDS pamphlet as it relates to best practices when interacting with local police and authority agencies.

**Action Item:** Jose will email the website link for this information to the email distribution list and reach out to DDS to inquire about a presentation on this information.

F. CAC Vice Chair – Liz Chavez

Discussion on the agreement to appoint a Vice Chair was held. Suzanne nominated herself. Liz requested all nominations be emailed to [boardsupport@nlacrc.org](mailto:boardsupport@nlacrc.org) by no later than Monday, August 8<sup>th</sup>. Item will be reviewed at next month's meeting.



G. Change in Committee Meeting Time

Jose stated that day programs are held during the CAC meeting times making it difficult for consumers to attend.

**M/S/C** (S.Paggi/J.Koster) To defer the item for review to next month's meeting.

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

- A. Minutes from the August 3, 2022, Meeting

**V. Announcements / Information / Public Input**

- A. Next meeting: September 7, 2022
- B. Ana Quiles stated during public input that the Board of Trustees will be recruiting for consumers to fill a seat on the Board. Lillian Martinez shared [www.motherroadstudios.com](http://www.motherroadstudios.com) for consumers to attend for a social hangout.

**VI. Adjournment**

S. Paggi adjourned the meeting at 12:42 pm.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant



North Los Angeles County Regional Center  
**Consumer Advisory Committee Meeting Minutes (Via Zoom)**  
September 7, 2022

**Present:** Bill Abramson, Pamela Aiona, and Jennifer Koster – Committee Members  
  
Alex Phuong, Jason Girard, Destry Walker, Lesly Forbes, Gil Villalobos-Interpreter  
- Guests  
  
Jose Rodriguez, Lizeth Chavez, Dr. Michael Fernandez, Lisseth Carrillo, and Cesar  
Cuevas – Staff

**Absent:** Suzanne Paggi, Cynthia Samano

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**I. Call to Order & Introductions & Public Input**

P.Aiona called meeting to order at 11:10 am and introductions were made by all committee members, staff and guests.

**II. Consent Items**

- A. Approval of Agenda  
**M/S/C** (B.Abramson/P.Aiona) To approve the revised Agenda.
- B. Approval of Minutes from August Meeting  
**M/S/C** (B.Abramson/P.Aiona) To approve the Minutes as presented.

**III. Committee Business**

- A. Committee Goals update – Jose Rodriguez
- Jose gave an overview of the third policy as provided in the packet. Dr. Michael Fernandez mentioned the value of sharing information to other NLACRC consumers by creating a list of resources that is available to anyone who is interested in obtaining specific services as it relates to employment opportunities.
- M/S/C** (B.Abramson/P.Aiona) To approve the CAC Goals and priorities as presented.

**Action Item:** Jose Rodriguez will distribute a list of available resources to include information from J.Koster on housing to the CAC email distribution.

- B. Finalize Training/Presentation Calendar for FY2022-23

Jose Rodriguez provided an overview of the upcoming pending training topics and schedule, he requested feedback from the committee on dates that they would like to meet.

**M/S/C** (J.Koster/B.Abramson) To hold the informal meetings on December 7, 2022 and July 19, 2023.

**Action Item:** Jose will update the presentation calendar, identify presenters, and send everyone the meeting information. Dr. Fernandez will promote the informal meetings for December and July on NLACRC's website and social media.

- C. Vice Chair Nomination update – Liz Chavez  
Liz Chavez stated that the Nomination Committee will be meeting this evening to discuss the nomination. There will be an update regarding this nomination by next month's meeting.
- D. Committee Meeting Time Change  
Jose Rodriguez led the discussion for any meeting time concerns and changes. Jennifer Koster prefers a later meeting time, and other members expressed concerns surrounding their potential work schedules as time conflicts.  
**M/S/C** (B.Abramson/J.Koster) To move the meeting time to 3:00PM starting in October 2022.  
**Action Item:** Jose will see if there are any conflicts in time change with Michelle Heid for the voting presentation in October. Liz will see if there are any conflicts with Jessica Gould in time change for the housing presentation in November.
- E. Recommendations for Monthly Town Hall Topics – Michael Fernandez  
J.Koster suggested talking about different forms of overcoming discrimination, hurdles to obtaining employment, gaining admissions to school, and how to overcome any obstacles that may arise in pursuing these endeavors.  
**Action Item:** Dr. Michael Fernandez will follow up on how to best provide these trainings moving forward. He will be bringing on board an LGBTQ specialist and providing training to all staff on LGBTQ best practices.
- F. Recommendations for Needed Services by Office Location – Dr. Michael Fernandez

Dr. Michael Fernandez inquired as to what other services the members feel could be added to certain geographical areas that do not currently have them. He mentions the importance in bringing more resources to areas that need them. The discussion primarily focused on the Antelope Valley for concerns with homelessness and transportation. Jose stated that members can always email him with any resources that they are aware of so that he can distribute the information.

- G. Executive Committee Report Out – Dr. Michael Fernandez
  - a. Executive Committee Summary  
Dr. Michael Fernandez would like to recap any action items discussed during this meeting that need follow-up. He listed the aforementioned action items and also provided a summary of the executive committee being aware of discussions and actions of the CAC.

#### **IV. Identify Agenda Items for the Next Board Meeting**

- A. Minutes from the September 7, 2022, Meeting

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

- A. Next meeting: October 5, 2022 at 3:00PM
- B. Liz Chavez and Jose Rodriguez will ensure members receive any information related to future meetings via email.

#### **VI. Adjournment**

J.Koster adjourned the meeting at 1:03 pm.

Submitted by:

*Cesar Cuevas*  
Administrative Assistant



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

Vendor #	Service Code	Service Code Description
H32678	905	RESIDENTIAL FACILITY ADULTS-OWNER OPERATED
H32782	915	RESIDENTIAL FACILITY ADULTS-STAFF OPERATED

**Vendor Name:** JARAVATA NORTHRIDGE HOME

**Vendor Number:** PL2122

**Service Code:** 109

**Service Code Description:** SUPPLEMENTAL RESIDENTIAL PROGRAM SUPPORT

**Service Address:** 9532 RHEA AVE NORTHRIDGE, CA 91324

**Service Area:** San Fernando Valley

**Service Description:** This vendor is approved to provide 1:1 staffing on a consumer specific basis. This vendorization is to be used in conjunction with the home with vendor# H32678.

**Staffing:** *Administrator for service level 2*

Qualifications are:

- Have a minimum of 6 months of prior experience providing direct supervision and special services to persons with developmental disabilities
- Must possess a Department of Social Services Administrator’s Certificate
- Must possess a Community Care Licensing Orientation Certificate
- Must possess a DDS Direct Support Professional Training year 1 & 2 Certificates
- Must possess a NLACRC Residential Service Providers Orientation Certificate

*Direct Care Staff*

Qualifications are:

- Have a minimum of six months of prior experience providing direct supervision and special services; or
- Within six months of beginning to provide direct supervision and special services in the facility, complete at least 8 hours of continuing education per year.
- Within the first 40 hours of providing consumer services in the facility, all new direct care staff shall complete an on-site orientation.
- One year from the date on which the direct care staff was hired to satisfactorily complete the first 35-hour competency-based training course and pass the competency test applicable to that training segment, or to pass a challenge test applicable to that training segment; and
- Two years from the date on which the direct care staff was hired to satisfactorily complete the second 35-hour competency-based training course and pass the competency test applicable to that training segment, or to pass a challenge test applicable to that training segment.

- Direct care staff shall complete any additional training in a specific knowledge area(s) which has been identified as needing improvement in the written notification pursuant to Title 17 Section 56033.

## Contract Summary and Board Resolution

No.	Description	Contract Summary
1.	<b>Contract Overview:</b> (New or Amendment) (POS or OPS)	New Nonresidential Negotiated Rate Agreement, Purchase of Services (POS)
2.	<b>The Name of Vendor or Service Provider</b>	<b>Jaravata Northridge Home, Inc.</b> Vendor Number: PL2122, Service Code 109
3.	<b>The Purpose of the Contract</b>	The service provider will provide Supplemental Residential Services Program Support services pursuant to Title 17, Section 54356 and the DDS published guidelines regarding Miscellaneous Services revised 05/10/2010. The service provider will provide, or obtain the time limited supplemental staffing in excess of the amount required by regulation. Supplemental Residential Program Support is designed to implement an objective in the consumer's IPP and allows the consumer to remain in their current residential environment. Supplemental Residential Program Support services include, but are not limited to: assistance and training in skills for activities of daily living and in socially appropriate skills to replace (and serve the same function/purpose as) a challenging behavior.
4.	<b>The Contract Term</b>	Five (5) year contract effective 09/01/2022 through 08/31/2027.
5.	<b>The Total Amount of the Contract</b>	Projected annual cost is \$372,147.24 per year, or \$1,860,736.20 over the entire five (5) year term of the contract based on the provider's cost.  Annual cost is calculated based on projected utilization of 730.56 hours per month (24 hours per day x 30.44 days per month) x 3 consumers.
6.	<b>The Total Proposed Number of Consumers Served</b>	Maximum 3 consumers per month.  Note: H32678-109 has a vendored capacity of 4. Supports for the first consumer will be providing for by the facility (service code 905, level 2) staffing requirements.
7.	<b>The Rate of Payment or Payment Amount</b>	Payment will be reimbursed to service provider based on 1) the actual services authorized; 2) the actual services provided; and 3) the authorized hourly rate.
8.	<b>Method or Process Utilized to Award the Contract.</b>	Based on vendorization requirements under statute and regulation for Supplemental Residential Services Program Support services.

9.	<b>Method or Process Utilized to Establish the Rate or the Payment Amount</b>	Negotiated hourly rate of \$14.15 is based on a cost statement. The rate negotiated complies with WIC, Section 4691.9 (b) which states that effective July 1, 2008 “no Regional Center may negotiate a rate with a new service provider, for services where rates are determined through a negotiation between the Regional Center and the provider, that is higher than the Regional Center’s median rate for the same service code and unit of service, or the statewide median rate for the same service code and unit of service, whichever is lower.” The provider’s stated cost is the same as both the Statewide Median rate and the NLACRC Median rate, effective January 1, 2020, of \$14.15 per hour.
10.	<b>Exceptional Conditions or Terms: Yes/No If Yes, provide explanation</b>	This level 2 residential facility was vendored September 13, 1993. Longtime consumer now requires 24/7 supplemental support to allow for consumer’s needs to be met and the least restrictive environment to be maintained. Residential home located in San Fernando Valley.

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

\_\_\_\_\_  
David Coe, Board Treasurer

\_\_\_\_\_  
August 31, 2022  
Date



## **Contract Summary and Board Resolution**

The North Los Angeles County Regional Center’s (“**NLACRC**”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Nonresidential Negotiated Rate Agreement (“**Agreement**”, or “**Contract**”) for **Jaravata Northridge Home, Inc.** and passed the following resolution:

**RESOLVED THAT** in compliance with NLACRC’s Board of Trustees Contract Policy, the Nonresidential Negotiated Rate Agreement between NLACRC and **Jaravata Northridge Home, Inc.** was reviewed and approved by NLACRC’s Executive Committee on behalf of the Board of Trustees on **August 31, 2022.**

NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorizes and designates any officer of NLACRC to finalize, execute and deliver the Contract on behalf of NLACRC, in such form as NLACRC’s legal counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidenced by the execution of the Contract by such Officer. For purposes of this authorization, an “Officer” means NLACRC’s Executive Director, Deputy Director, Chief Consumer & Community Services Officer, Chief Financial Officer, Chief Human Resources Officer, and 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.

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Lillian Martinez, Board Secretary

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August 31, 2022  
Date

**Board of Trustees Budget vs Expenditures  
FY 2021-2022  
Expenditures Paid through August 18, 2022 (July 2022 state claim)**

No	A Description	B Approved FY 2021-22 Board Budget	C Budget Revision 1/26/2022	D Budget Revision 4/13/2022	E Budget Revision 8/10/2022	F Approved Revised Budget	G Year to Date Expenses	H Budget Remaining (F-G)	I % of Budget Utilized (G/F)
1	Board Retreat, Board Dinner and CAC Holiday Party	\$ 20,000.00				\$ 20,000.00	\$ 10,155.78	\$ 9,844.22	50.78%
2	NLACRC Legislative Events	\$ 10,000.00		\$ (5,000.00)	\$ (5,000.00)	\$ -	\$ -	\$ -	
3	ARCA Meetings, Conferences, & Activities (includes airfare, hotels, meals, parking, etc.)	\$ 15,000.00	\$ (10,000.00)	\$ (5,000.00)	\$ 2,000.00	\$ 2,000.00	\$ 157.96	\$ 1,842.04	7.90%
4	Board Member Support to Participate in Meeting and Events (ipads, supplies, etc)	\$ 15,000.00	\$ 2,500.00	\$ 10,000.00	\$ 11,000.00	\$ 38,500.00	\$ 37,469.69	\$ 1,030.31	97.32%
5	Transportation for Board Members (Keolis)	\$ 4,000.00			\$ (4,000.00)	\$ -	\$ -	\$ -	
6	Child Care/Attendant Care Support for Board Members	\$ 18,500.00			\$ (9,000.00)	\$ 9,500.00	\$ 6,503.70	\$ 2,996.30	68.46%
7	Meals for Board and Board Committee Meetings	\$ 5,000.00		\$ (5,000.00)		\$ -	\$ -	\$ -	
8	Board & VAC Member Recruitment Expenses	\$ 2,000.00				\$ 2,000.00	\$ -	\$ 2,000.00	0.00%
9	Board Meeting Supplies (nameplates, flowers, greeting cards, paper goods)	\$ 1,000.00	\$ 7,500.00	\$ 5,000.00	\$ (1,350.00)	\$ 12,150.00	\$ 4,542.59	\$ 7,607.41	37.39%
10	Sponsorships	\$ 3,000.00			\$ (2,650.00)	\$ 350.00	\$ 350.00	\$ -	100.00%
11	Translation & Minutes Services	\$ -			\$ -	\$ -	\$ -	\$ -	
12	Board Training	\$ 8,000.00			\$ 9,000.00	\$ 17,000.00	\$ 900.00	\$ 16,100.00	5.29%
	<b>Total</b>	<b>\$ 101,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 101,500.00</b>	<b>\$ 60,079.72</b>	<b>\$ 41,420.28</b>	<b>59.19%</b>

**Board of Trustees Budget vs Expenditures**  
**Fiscal Year 2022-2023**  
**Expenditures Paid through August 18, 2022 (July 2022 State Claim)**  
**Approved Budget**

No	A Description	B Approved Budget FY 2022-23	C YTD Expenses	D Budget Remaining (B-C)	E % of Budget Utilized (C/B)
1	Board Retreat, Board Dinner and CAC Holiday Party	\$ 20,000.00	\$ -	\$ 20,000.00	0.00%
2	NLACRC Legislative Events	\$ 3,500.00	\$ -	\$ 3,500.00	0.00%
3	ARCA Meetings, Conferences, & Activities (includes airfare, hotels, cabs, meals, parking, etc.)	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%
4	Board Member Support to Participate in Meeting & Events (overnight mailing, iPads, supplies, etc)	\$ 28,000.00	\$ 564.85	\$ 27,435.15	2.02%
5	Transportation for Board Members (Keolis)	\$ 1,000.00	\$ -	\$ 1,000.00	0.00%
6	Child Care/Attendant Care Support for Board Members	\$ 12,000.00	\$ -	\$ 12,000.00	0.00%
7	Meals for Board and Board Committee Meetings	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%
8	Board & VAC Member Recruitment Expenses	\$ 2,000.00	\$ -	\$ 2,000.00	0.00%
9	Board Meeting Supplies (nameplates, flowers, greeting cards, paper goods)	\$ 9,000.00	\$ -	\$ 9,000.00	0.00%
10	Sponsorships	\$ 3,000.00	\$ -	\$ 3,000.00	0.00%
11	Board Training	\$ 15,000.00	\$ -	\$ 15,000.00	0.00%
			\$ -	\$ -	
	<b>Total</b>	<b>\$ 101,500.00</b>	<b>\$ 564.85</b>	<b>\$ 100,935.15</b>	<b>0.56%</b>

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

August 4, 2022

**Present:** Andrew Ramirez, Nicholas Abrahms, Rocio Sigala, Sharmila Brunjes, Brian Gatus, Cathy Blin, Gabriela Herrera, Jordan Feinstock, Kimberly Bermudez – Committee Members

Ruth Janka, Malorie Lanthier, Liliana Windover, Dr. Jesse Weller, Evelyn McOmie, Vini Montague, Dr. Michael Fernandez, Evan Ingber, Robert Dhondrup, Liz Chavez, Jennifer Williamson – Staff Members

Michelle Heid – Legucator, Ana Quiles, Jennifer Koster, Leticia Garcia, Saul, Nancy Gallardo- Interpreter, Dolly Sharma- Minutes Services - Guests

**Absent:** George Alvarado, Sylvia Brooks-Griffin

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**I. Call to Order & Introductions**

Dr. Jesse Weller called the meeting to order at 6:03 pm.

Members of the Committee and NLACRC Staff introduced themselves, Guests introduced themselves in the chat.

**II. Public Input**

No public input

**III. Consent Items**

A. Approval of Agenda

**M/S/C** (R. Sigala/C. Blin) To approve the agenda as presented

B. Approval of Minutes from the May 18<sup>th</sup> Meeting

**M/S/C** (N. Abrahms/C. Blin) To approve the May 18<sup>th</sup> Minutes as presented. The motion carries with the abstentions of Andrew Ramirez, Brian Gatus, Jordan Feinstock and Sharmila Brunjes.

**IV. Committee Business**

A. Volunteer to Serve as Committee Chair

Dr. Weller asked for any volunteers to serve as Chairperson for the Committee. The duties include conducting Committee Meetings, being the point-of-contact for the Committee for agenda items determined by NLACRC Staff and reporting applicable items on behalf of the Committee at Board Meetings. It is the duty of the Committee to vote on a Chairperson for this FY.

**M/S/C** (J. Feinstock / A. Ramirez) To postpone the open discussion for volunteers and vote for Chairperson until the end of the meeting for a better understanding of the process and what the position entails. The motion passed and Ruth Janka will conduct the meeting in the interim.

B. Annual Committee Orientation – Ruth Janka

1. Policies and Procedures (*Page 10*)

The GCRC is responsible for reviewing public facing related materials, such as videos, DVDs, brochures, speaking engagements, outreach for Board Members reflective of community demographics of culture and ethnic origin, and media. The GCRC shall inform and educate the diversified communities served by NLACRC as to the purposes, policies, and operational procedures for the organization. The Committee will also serve as a clearinghouse for all public awareness forums and materials developed by the NLACRC Board for distribution to the community. The GCRC is responsible for the review of all legislation affecting in LA's business including consumer services and or individuals with developmental disabilities in general and in some instances develops a position paper for the board approval and action.

2. Legislative Platform Guiding Principles (*Page 12*)

The Committee will apply the following guiding principles to decide its position on new legislation.

- 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 and Application (*Page 13*)

The purpose of the policy is to guide the Board in its efforts to recognize individuals who have made a distinguishable contribution to the lives of people with developmental disabilities. The GRCR Committee will determine individuals that the Board may consider to be recognized. Ruth reviewed these items as presented in the packet.

4. Board Audit Section (*Page 16*)

This document identifies 4 areas to help the Committee run effectively. These areas include knowledge, skills, dangers, and a list of questions for the Committee to determine if the standards are being met to be effective as a group. Ruth reviewed these areas as presented in the packet.

5. Critical Calendar FY 2022-23 (*Page 17*)  
The Critical Calendar identifies the items that are to be reviewed by the Committee and when. It also identifies the Board Audit questions that will be answered that month.
6. Public Input and Participation during Committee Business (*not included in packet*)  
During Public Input, Committee Members should not engage in dialogue or answer questions. Once Committee Business has begun, only Committee Members, and Board Members Of note, only Committee Members are able to vote.

### C. Social Media

1. Social Media Analytics May 2022- Robert Dhondrup (*Page 19*)
  - Facebook Audience Engagement
    - Engagement level of reactions, comments, and shares. There were 1299 total Engagements in May for the English page and 360 total Engagements for the Spanish page.
  - Instagram Audience Engagement
    - 165 Likes, 37 Comments, 185 Posts Sent for the English page
    - 46 Likes, 22 Comments, 173 Posts Sent for the Spanish page
  - Twitter Audience Engagement
    - 186 Tweets, 8,814 Total Impressions, 5,678 Profile Visits, 10 Mentions and 13 New Followers
2. Social Media Analytics June 2022 - Robert Dhondrup (*Page 40*)
  - Facebook Audience Engagement
    - 957 total Engagements for the English page and 335 total Engagements for the Spanish page.
  - Instagram Audience Engagement
    - 298 Likes, 7 Comments, 173 Posts Sent for the English page
    - 160 Likes, 3 Comments, 164 Posts Sent for the Spanish page
  - Twitter Audience Engagement
    - 188 Tweets, 8,194 Total Impressions, 7,833 Profile Visits, 4 Mentions and 10 New Followers
3. Social Media Updates  
Robert and the team are working together to build Facebook and Instagram audiences by including reminders to tag friends and families. Currently around 5,000 likes on Facebook with a goal of doubling that number by the year. Instagram growth was limited due to the lack of tree link utilization, but that issue has been resolved. Hashtags will be more prominent and used more effectively.

Rocio Sigala noted the difference in the numbers of engagements from the English and Spanish accounts. She recommended the original flyer be available as presented in English but translated. Currently, the Spanish flyers are very similar to each other.

New Inclusion, Equity and Diversity page is now available on the NLACRC Website. The Application page has also been streamlined for better utilization. Robert asked for any feedback from the Committee.

NLACRC is currently testing *Accesibly*, a new widget for accessibility for the Center's website. This tool can be accessed by a blue icon on the NLACRCCRC website that will

allow options for individuals to make the site more readable, enlarge content, adjust colors and text-to-voice. Robert asked the Committee for feedback and if positive after a few weeks, will become a permanent part of the website. The Committee recommended that Accessibe be a feature on a future social media post to inform individuals of its function. Feedback and comments can be sent to [publicinfo@NLACRCrc.org](mailto:publicinfo@NLACRCrc.org).

#### D. Legislative Update

##### 1. Finalize Discussion of Board's Legislative Priorities for FY 2022-23 - Jennifer Williamson (*Page 58*)

A duty of this Committee is to propose the Board's Legislative Priorities for the FY, the priorities are used to guide NLACRC's legislative actions. The Legislative Priorities from last year are presented in the packet and the Committee can choose to keep the same priorities for this FY or has the option to change them completely. It is recommended to keep the number of priorities from 4-6 in order for NLACRC to make meaningful efforts towards the priorities. Jennifer reviewed the priorities from FY21-22 as presented in the packet.

Ana Quiles recommended that all activities within the Committee be connected to the priorities and to update wording of the priorities to make it simpler and clearer. There was discussion surrounding potential changes in regard to creating a separate priority for mental health awareness, clarifying relationships with disability community organizations, etc.

- Change the word "continue" to "increase" on Priority 1
- Add a priority regarding engaging with the community-at-large to support legislation that provides mental health services for individuals and their families and incentivizing employees to hire individuals with developmental disabilities.
- Changing verbiage on Priority 5 to reflect getting community partners to engage in legislative advocacy.
- Removing the word "funding" from Priority 6

Jennifer will create a draft based on notes from this discussion and sent to the Committee via Board Support for review. The Committee will review the draft for approval at the next Committee Meeting.

##### 2. Legislative Bills- Jennifer Williamson (*Page 59*)

NLACRC tracks legislative bills that have an impact on the community, and they are shared with the Committee each month. Any bills that the Committee decides to act on will go through the Subject Matter Expert Review Process. An expert on that subject will provide additional information to the Committee and will make a recommendation on what actions the Committee can take. The Committee votes on an action in regard to that particular bill to send to the Board of Trustees for approval. The Bill Tracker shows updates on Letters of Support, status as well as inactive bills and is updated on a monthly basis.

Jennifer Williamson and Robert Dhondrup will participate in ARCA's next Legislative Committee Meeting on August 8<sup>th</sup>. The Bill Tracker will be updated after that date and any new bills introduced at that meeting will be brought to the Committee at the next Committee Meeting.

##### 3. Legucator Report – Michelle Heid (*Page 96*)

Michelle Heid introduced herself as the Legislative and Community Educator, also known as the Legucator, and has served in this role for the last 5 years. She is also an NLACRC Vendor who provides Behavioral Services and the parent of an autistic child.

The report includes a Legislative Calendar that lists important deadlines for the legislature. As far as the 2022 Elections, California's top 2 candidates from the Open Primaries will move on to the General Election. A full list of candidates is provided in the report. DDS Directives are also included in the report, DDS has continued to issue directives related to the ongoing COVID-19 pandemic. Michelle gave a brief overview of the report as presented in the packet.

4. Proposed Legislative Activity- Candidate Forum – Jennifer Williamson and Michelle Heid

NLACRC has hosted Candidate Forums during election years in the past. AS this is an election year, NLACRC will strategically choose a few candidates to schedule for a Candidate Forum. The proposed Forum will be 1.5-hour virtual forum via Zoom that will have translation services available in Spanish and ASL with closed captioning.

The Forum is a way for the community to get to know the candidate as well as a way for the candidate to hear feedback from the community.

The Committee is being asked to determine a date for the Forum, determine what race will be highlighted, form a subcommittee to work with the Legucators in organizing the Forum, determine how the Q&A will be conducted and to select a Committee Member to moderated the event alongside the Legucator.

- Proposed dates are October 18<sup>th</sup>, 20<sup>th</sup>, 25<sup>th</sup> or 27<sup>th</sup>.
- Proposed time: 6:00pm-7:30pm

After discussion, Rocio identified races from the Committee to be considered for the Forum as being Congressional District 2 and Assembly District 39. There was a recommendation in the chat for holding an Informational Meeting for consumers on voting. Michelle stated that meetings on voting are on the list for Legucator Community Trainings. It was also recommended to extend the Forum to be a 2-hour meeting.

**M/S/C** (B. Gatus/ A. Ramirez) To propose a 2-hour Forum in October related to 2 races, Congressional District 27 and Assembly District 39. The motion passed with 1 nay from Jordan Feinstock.

E. Local Grassroots Marketing and Outreach

1. Distribution of Peachjar Free Flyer Program – Jennifer Williamson (*Page 111*)

Peachjar is a company that sends flyers for events and organizations to many schools in the NLACRC catchment area. NLACRC participates in Peachjar's Free Flyer Program, in which informational flyers are distributed to 1 school district every 30 days. A flyer was created to highlight NLACRC and was distributed to the Antelope Valley UHSD. The flyer was distributed to 23,800 emails, of which, 190 people viewed the entire flyer. There are 17 other schools included in School District Distribution. The dates for distribution were June 3, 2022 to July 2, 2022.



Jennifer will put together a proposed distribution calendar of when the flyer will be distributed to each school district with a focus on elementary schools to present at the next Committee Meeting.

2. Prioritization of School Districts/SELPAs – Dr. Michael Fernandez (*Page 112*)

Dr. Fernandez shared that Grassroots Community outreach is about community engagement and building relationships to achieve long-term and sustainable outcomes. There are 4 elements to success:

- Professional Outreach – involves collaborating with organizations and agencies
- Community Outreach – includes the development and presentation of workshops and lectures at the professional level, schools, teachers, etc.
- Family and Student Outreach – includes presentations during school events, PTA meetings, Resource Fairs, Back-to-School Fairs, College Fairs, etc.
- Distribution of Literature – includes various communication and the delivery of NLACRC Literature

In Fall 2021, in-person grassroots efforts resumed and targeted 10 sites listed on the report as presented in the packet. In January and February 2022, efforts focused on strengthening relationships with the identified Pilot Sites. The sites were invited to Meet-and-Greet to discuss NLACRC and the services provided.

The Committee recommended that a survey be sent out after any grassroots outreach event to get feedback from the community to help connect and identify needs, where appropriate and follow up with the noted concerns/questions.

Dr. Fernandez will create a template surrounding school outreach efforts with qualitative components to highlight what is being done in this area.

F. Revisit of Item A: Volunteer to Serve as Committee Chairperson

Jordan Feinstock volunteered to serve as the Committee Chair.

**M/S/C** (A. Ramirez/S. Brunjes) To approve Jordan Feinstock as the Committee Chairperson.

**V. Meeting Action Items**

- A. Legislative Priorities Revised Draft to be sent to Board Support for Committee Review (Item D.1) – Jennifer Williamson
- B. Proposal Draft for the Legislative Candidate Forum (Item D.4) – Michelle Heid
- C. Create a proposed calendar for Peachjar Flyer Distribution to schools, focused on Elementary schools and Early Childhood Education Centers and the LAUSD (Item E. 1) – Jennifer Williamson
- D. Revise the format of the report template for Schools (Item E.2)– Dr. Jesse Weller/ Dr. Michael Fernandez

**VI. Board Meeting Agenda Items**

- A. Minutes of the August 4<sup>th</sup> Meeting

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

A. Next Meeting: August 17<sup>th</sup>, 2022 at 7:00 pm.

No public input

**VIII. Adjournment**

Ruth Janka adjourned the meeting at 8:48 pm.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant

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



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

April 6<sup>th</sup>, 2022

**Present:** Angelina Martinez, Jeremy Sunderland, Caroline Mitchell, Leticia Garcia, Ana Quiles, Bob Erio - **Committee**

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

Dolly Sharma - Minutes Services

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**I. Call to Order**

Angelina Martinez called the meeting to order at 5:30 p.m.

**II. Consent Items**

A. Approval of Agenda (Page 2)

Leticia Garcia wished to add the Consideration of CAC Committee Members to the Board. Liz Chavez wished to update 2<sup>nd</sup> VP nomination to the Slate of officers.

**M/S/C** (J.Sunderland/A.Quiles) To approve the amended Agenda.

B. Approval of Minutes from the March 2<sup>nd</sup>, 2022, Meeting (Page 3)

**M/S/C** (C.Mitchell/A.Quiles) To approve the minutes of the March 2<sup>nd</sup> meeting as presented.

C. Approval of Redacted Minutes of March 2<sup>nd</sup>, 2022 Meeting (Page 6)

**M/S/C** (L.Garcia/A.Quiles) To approve the redacted minutes of the March 2<sup>nd</sup> meeting as presented.

**III. Committee Business**

A. Slate of Officers for Next Fiscal Year

1. Finalize recommended slate of officers, nominees, and re-nominees for the next fiscal year to be presented at the next Executive Committee (*Page 9*)

Leticia Garcia shared the changes to the slate, Marianne Davis as the 2<sup>nd</sup> Vice President. Leticia Garcia would like to move her name from the ARCA delegate and put it in ARCA alternate. Liz Chavez wished to add ARCA CAC delegate and CAC Chair for Jennifer Koster.

**Action Item: Liz Chavez** will make these changes.

Leticia Garcia discussed confirming nominations for members up for reelection, including Nicholas Abrams, Jennifer Koster, and Lillian Martinez.

**Action Item: Liz Chavez** to confirm that each nominee was interested in the position

Caroline Mitchell asked about mailing an application for Jose. He has already applied.

Leticia Garcia remarked that two applicants were slated for an interview with CAC but not picked: Applicant 1 and Applicant 2.

Leticia Garcia recommended bringing them in for an interview to have various CAC members on the Board. Caroline Mitchell's recommendation is Jennifer Koster. Leticia Garcia argued they should consider the extra applicants to limit criticism. Ana Quiles agreed that it is good to have additional interviews to have more representation.

**M/S/O** (L. Garcia / J. Sunderland) to recommend bringing Applicant 1 to an interview and Applicant 2 only if his application is eligible. **Caroline Mitchell opposed.**

Leticia Garcia noted that if Applicant 2 was not eligible, they could use his application from last year. If not, he will need to wait another year.

Angelina clarified that if Applicant 2 does not qualify, it will be Applicant 1. It was determined that Applicant 2 did not apply, therefore, he was not eligible.

**Action Item:** Interview Applicant 1 for and verify employment for VAC applicants before the next meeting.

B. Identify Board Applicants for Nomination of the Slate of Officers

1. Board Composition NLACRC -- (page 11)

Jeremy Sutherland withdrew support for Applicant 9 for disruptive behavior.

Liz Chavez shared the tally of the results.

Applicant 3 - 19.4

Applicant 4 - 19.0

Applicant 5 - 16.2

Applicant 6 - 15.0

Applicant 7 - 15.0

Applicant 8 - 14.5

Applicant 9 - 11.4

Applicant 10 (absent).

Leticia Garcia asked if everyone agreed on a good candidate. There was no discussion.

Leticia Garcia asked about Applicant 4 as the second candidate. There were no objections or discussions.

Angelina Martinez commented on how it was challenging to understand Applicant 5. Caroline Mitchell commented

that he might need help understanding meetings to help him communicate. Leticia Garcia shared this might be difficult during virtual meetings.

**Action Item: Liz Chavez** will determine what kind of support the Board will provide to nominees such as Applicant 5.

Leticia Garcia shared that Applicant 6 is a client/consumer and was very articulate. Everyone is in favor of Applicant 6.

The Committee discussed Applicant 8. Angelina Martinez shared that he was good and didn't understand why he scored low. Ana Quiles was also confused, as she had scored him high. Jeremy Sunderland did not meet him. Leticia Garcia went over his work history and remarked that he could be a candidate if there were no concerns.

The Committee discussed Applicant 7. Leticia Garcia gave an overview of his work history. The Committee agreed that he is a potential candidate.

Leticia Garcia shared there are five board seats, and 20 total is a good number. She recommended confirming these six, with the option to add another if needed.

Jeremy Sutherland shared that there is always a drop-off if more than 20 members. Ana Quiles noted that more people on the Board would make operations difficult. Leticia Garcia suggested agreeing on 20 and having an alternate for a seamless transition should a member resign.

Leticia Garcia clarified that Applicant 9 was no longer considered because of his behavior. Angelina Martinez agreed with Jeremy Sunderland as the behavior is not

representative of a board member. Therefore, the Committee agreed he will no longer be considered.

Leticia Garcia clarified that will check on board support for Applicant 5, and Applicant 4, Applicant 3, Applicant 7, Applicant 8, and Applicant 6 are favorable, with a sideline for Applicant 1. Liz Chavez clarified there is no application for Applicant 2. Liz Chavez clarified that she did not have everyone's rating sheet, which is why the numbers look different. Ana Quiles would like to see the spreadsheet to see the totals to determine the best alternate.

**Action Item: Liz Chavez** will create a spreadsheet of total responses to confirm board support for Applicant 5 and other applicants for the next meeting.

**Action Item: The Committee** will interview Applicant 1 at 5:30 Monday, April 18th, in time to make recommendations for the Board meeting on May 12<sup>th</sup>. The VAC applications need to be at the top of the agenda to accommodate Bob Erio.

## 2. Board Composition DDS – (page 12)

Leticia Garcia shared they will need three new consumers on the Board. Angelina shared they will need Applicant 5, Applicant 6, and one more. Leticia shared that if they don't meet the DDS composition, they will need to actively recruit and share why they couldn't find a candidate. Jeremy Sunderland noted they could not just put someone on the Board to fill a position.

Leticia Garcia remarked that DDS data has not been updated in 2 years and that they will need Asian representation. She clarified that Applicant 3 made the cut. They will need to be at 9 Latino for 20 members, including Applicant 7 and Applicant 8, while Applicant 5 will represent white, and Applicant 6 will represent the consumers. There were no issues with Applicant 4, who identified as African American. The

Committee will wait for the tallies to determine the best alternate. The Committee agrees with this composition for the next meeting.

**Action Item: Liz Chavez** will provide an update on the Board Composition for the next meeting.

C. Identify VAC applicants for Nomination

Bob Erio asked for clarification on a candidate, and the Board discussed the candidate's qualifications in addition to other candidates.

**Action Item: Liz Chavez** will garner more information on these candidates' backgrounds.

The Committee will deliberate more on the candidates to present them to the Board.

Leticia Garcia noted they could nominate VAC Applicant 3 and they would be in good shape.

Liz Chavez gave the ratings for the VAC applicants.

VAC:

VAC Applicant 1 – 14.2

VAC Applicant 2 – 14.0

VAC Applicant 3 - 13.6

VAC Applicant 4 - 11.6

D. Review and approve the draft Critical Calendar for FY 2022-23 (Page 15)

Ana Quiles discussed the Board intern and felt it could be an advantageous position for others interested in Board positions. Jeremy Sunderland remarked this had happened in the past. Ana Quiles felt this is an excellent opportunity to learn about the Board.



**Action item: Liz Chavez** will look for the Intern Application to use for next year.

**M/S/C** (A. Martinez / C. Mitchell) to approve the Critical Calendar for FY 2022-23 as presented.

#### **IV. Board Meeting Agenda Items**

A. Minutes of April 6<sup>th</sup> Meeting

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

A. Next meeting (for interviews): Monday, April 18<sup>th</sup>, 2022, at 5:30 p.m.

**Action Item: Liz Chavez** will send documents to prepare for the next meeting in advance.

#### **VI. Adjournment**

The meeting was adjourned at 7:08 p.m.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant

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

North Los Angeles County Regional Center  
**Nominating Committee Meeting Minutes**  
April 18, 2022

**Present Committee Members:** Leticia Garcia, Angelina Martinez (Chair), Caroline Mitchell, Jeremy Sunderland, Ana Quiles

**Staff Members:** Liliana Windover, Lizeth Chavez

**Guests:** Bob Erio – Vendor Advisory Committee Representative  
Jasmine Barrios - Minutes Services

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### **I. Call to Order**

Angelina Martinez called the meeting to order at 5:30 p.m.

### **II. Consent Items**

#### A. Approval of Agenda (*Page 2*)

**M/S/C** (L. Garcia / A. Quiles) To approve the Agenda as presented.  
Motion was approved

#### B. Approval of Minutes from the April 6<sup>th</sup>, 2022 Meeting – *deferred*

#### C. Approval of Redacted Minutes from the April 6<sup>th</sup>, 2022 Meeting – *deferred*

### **III. Committee Business**

#### A. Applicant 1 Interview with Board

1. Board members discussed the format for the interview questions.
2. Applicant 1 joined meeting at 6:00 pm and the interview took place.

#### B. Finalize recommended slate of officers, nominees, and re-nominees for next fiscal year to be presented at next Executive Committee

1. Rating Sheet Report

2. Finalize Board Applicants for Re-Election

i. Board Members for Re-Election

**M/S/C** (A. Quiles / J. Sunderland) To re-elect Nicholas Abrahms, Jennifer Koster, Lillian Martinez and Alma Rodriguez to the Board. Motion was approved.

3. Finalize Board Applicants for Nomination (*Page 19*)

- i. Had 6 initial applicants, it was determined that Applicant 4 would need additional support in order to serve. It was recommended that Applicant 4 be considered for an ILS service that will give him the support he needs to participate on the Board. Until that time, it was suggested that Applicant 4 serve as a Board Intern with ILS support for 1 year and will be considered as a Board Member at the next Nominating Session.

**M/S/C** (L. Garcia / J. Sunderland) To consider Applicant 4 for the Board Internship. Motion was approved.

- ii. A motion was made to approve the remaining 5 candidates as Board Nominees.

**M/S/C** (C. Mitchell / L. Garcia) To accept Applicant 1, Applicant 2, Applicant 3, Applicant 4, and Applicant 5 as Board Nominees. Motion was approved.

4. Finalize VAC Applicants for Nomination and Re-Elections

- i. Had 4 initial applicants, it was determined that VAC Applicant 4 is not eligible for the position but a motion was made to approve the remaining 3 candidates as applicants.

**M/S/C** (L. Garcia / A. Quiles) To accept Applicant 2, Applicant 2, and Applicant 3 as VAC Applicants. Motion was approved.

ii. Kevin Shields, VAC member is up for re-election.

**M/S/C** (L. Garcia / A. Quiles) To re-elect Kevin Shields for the VAC. Motion was approved.

iii. Don Lucas, VAC Member is up for re-election.

**M/S/C** (A. Quiles / J. Sunderland) To re-elect Don Lucas for the VAC. Motion was approved.

5. Finalize Recommended Slate of Officers

i. Slate of Officers for Approval

**M/S/C** (J. Sunderland / A. Quiles) To approve Ana Quiles, Alma Rodriguez, Marianne Davis, David Coe, Lillian Martinez, Jennifer Koster, Angelina Martinez, Marianne Davis, and Leticia Garcia as the Slate of Officers. Motion was approved.

C. Board Composition

1. NLACRC Board Composition FY 2021-22

i. Reference only

2. Tentative DDS Board Composition FY 2022-23

i. Not compliant with 2 items, have time to increase these numbers.

D. Board Intern Policy

1. Policy on agenda as reference only.

**IV. Board Meeting Agenda Items**

A. Redacted Minutes for April 6<sup>th</sup> Meeting

B. Redacted Minutes for April 18<sup>th</sup> Meeting

C. Critical Calendar for FY 2022-23

D. Slate of Officers will be presented at the next Executive Committee Meeting

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

A. Next Meeting: TBD during next Nominating Session

## **VI. Adjournment**

The meeting was adjourned at 6:49 p.m.

Submitted by:

(\*) *Lizeth Chavez*

Executive Administrative Assistant

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

## NLACRC VAC Adult Services Breakout Group Housing Focus Recommendations -Final

### Preface

This group was chartered to focus on the following:

- Develop expanded and creative housing options that ensure individuals have a safe, affordable place to live within their own communities and with the required supports needed to ensure their success within their chosen housing options.

### Background

In the 2021-2022 VAC year, this committee has had quarterly meetings with a wide representation of NLACRC Service Providers. In these meetings, there have been discussions focused on the housing needs of people with I/DD. In these discussions, the group has talked about some of the following points:

- Choice
- Affordability
- Advocacy support on housing choices for persons who do not have family
- Access and equity for those who do not have family members with financial means to assist
- Representation of people with I/DD in State programs supporting affordable housing projects
- Understanding that one's culture influences one's housing preferences
- Individuals with I/DD may need more education on affordability and housing choices
- Parents of people with I/DD are aging and passing on, we do not have safety nets for those who live in these family homes
- Home ownership for people with I/DD needs to be better accommodated
- The service system over relies on congregate care models and needs to move forward in expanding housing choices
- The term "placement" is disparaging to people with I/DD
- Nationally, people with I/DD report wanting to live in homes of their own
- 48% of Californians served by RCs report concern planning for future housing needs (See Figure 1.)
- The state and RCs don't really have a good means of getting to unmet needs in the area of housing as the view is either "housed" or "unhoused" rather than housed in a manner that intersects the individual's preferences with affordability.

Figure 1. NCI Data - Adult Family Survey California Statewide Report: 2019-20

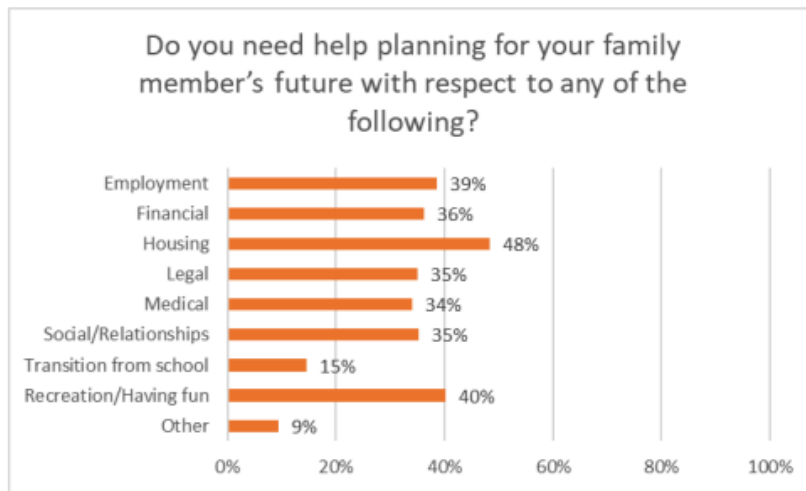


Table Q6. Do you need help planning for your family member's future with respect to any of the following?

Categories are not mutually exclusive, therefore N is not shown

Regional Center	Employment	Financial	Housing	Legal	Medical	Social or Relationships	Transition From School	Recreation or Having Fun	Other
ACRC	39%	37%	48%	36%	32%	38%	15%	41%	12%
CVRC	30%	31%	36%	33%	33%	26%	12%	30%	13%
ELARC	40%	33%	40%	32%	35%	33%	15%	38%	5%
FDLRC	46%	41%	59%	33%	36%	40%	15%	43%	8%
FNRC	32%	38%	46%	35%	34%	32%	8%	35%	21%
GGRC	36%	35%	61%	32%	41%	33%	12%	35%	11%
HRC	46%	41%	50%	36%	37%	41%	20%	43%	7%
IRC	35%	34%	38%	37%	26%	34%	13%	41%	9%
KRC	38%	30%	31%	31%	28%	28%	10%	37%	14%
NBRC	43%	40%	58%	35%	33%	40%	10%	44%	8%
<b>NLACRC</b>	<b>44%</b>	<b>39%</b>	<b>48%</b>	<b>36%</b>	<b>36%</b>	<b>39%</b>	<b>16%</b>	<b>42%</b>	<b>8%</b>
RCEB	40%	41%	59%	37%	38%	37%	16%	41%	9%
RCOC	41%	40%	56%	39%	38%	36%	17%	44%	9%
RCRC	40%	46%	51%	50%	44%	33%	15%	36%	17%
SARC	40%	38%	60%	35%	40%	34%	15%	40%	8%
SCLARC	29%	26%	33%	25%	28%	29%	14%	42%	6%
SDRC	40%	38%	52%	34%	33%	38%	15%	43%	10%
SGPRC	41%	35%	47%	40%	38%	35%	16%	43%	9%
TCRC	40%	33%	51%	34%	32%	35%	14%	35%	9%
VMRC	30%	29%	38%	35%	29%	28%	13%	31%	14%
WRC	41%	38%	48%	36%	35%	41%	15%	40%	7%
<b>CA Average</b>	<b>39%</b>	<b>36%</b>	<b>48%</b>	<b>35%</b>	<b>34%</b>	<b>35%</b>	<b>15%</b>	<b>40%</b>	<b>9%</b>
<b>Weighted NCI Average</b>	<b>35%</b>	<b>35%</b>	<b>49%</b>	<b>36%</b>	<b>31%</b>	<b>32%</b>	<b>12%</b>	<b>39%</b>	<b>11%</b>

In our quarterly meetings, we also had presentations, reviewed data, and were informed on legislative initiatives supporting housing choices for people with I/DD. The presentation that we had from the Lanterman Housing Alliance members was

well attended, recorded, and shared to be made available to NLACRC staff and Board members. For an overview of some of the talking points from the Lanterman Housing Alliance presentation please see Attachment 1.

### Recommendations for NLACRC

The NLACRC VAC Adult Services Workgroup wishes to put forward the following recommendations to NLACRC Board members, staff, VAC, and constituents:

1. Survey NLACRC consumers and families on how knowledgeable they are regarding housing, where they need more information, what they want broadly, and what types of the various affordable housing models are needed
2. Consider Housing Specialist type positions within NLACRC
3. Consider a housing education event annually hosted by NLACRC to help individuals and families, staff, and providers to understand all things housing and to better assist long term planning needs
4. Continue taking support positions on legislation that creates expanded housing choices for people with I/DD
5. Educate NLACRC personnel on housing choices fitting of adults without disabilities and disrupt over reliance on congregate care models and fade use of the term “placement”
6. Inform vendor community on service models that are slowing in need, versus areas to grow
7. Support increased education to individuals and resource availability for AFHA model
8. Inform consumers, families, and other constituents on Micro-boards and starting CalAble planning early
9. Periodically offer Request for Proposal projects through the Community Resource Development Plan that encourage non-congregate models for housing



12-Month Attendance	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Total
<b>Administrative Affairs</b>					Dark						Dark			<b>Absences</b>
<b>David Coe, Chair</b>												*p	P	0
<b>Alma Rodriguez</b>												*p	P	0
<b>Lety Garcia</b>														0
<b>Ana Quiles</b>	Ab	P	P	P		P	P	P	P	P		P	P	1
<b>Lillian Martinez</b>	P	P	P	P		P	P	P	P	P		P	P	0
<b>Rocio Sigala</b>												*p	P	0
<b>Bob Erio (VAC Rep)</b>												*p	P	0

P = Present      Ab = Absent ned 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)

North Los Angeles County Regional Center  
**Consumer Advisory Committee**  
 FY22-23 Meeting Attendance

Consumer Attendee <i>*Committee Members</i>	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	TOTALS
	2021	2021	2021	2021	2022	2022	2022	2022	2022	2022	2022	2022	2022	Absences
<b>*Jennifer Koster, Chair</b>							P		P			P	P	<b>0</b>
<b>*Bill Abramson</b>	P	P	Ab		P	P	P	P	P	P		P	P	<b>1</b>
<b>*Pam Aiona</b>	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
<b>*Suzanne Paggi</b>	Ab	P	P		P	P	P	P	P	P		P	Ab	<b>2</b>
<b>*Cynthia Samano</b>	P	P	P		Ab	P	P	P	P	P		P	Ab	<b>1</b>
Susan Good			P			P		P	Ab	Ab		Ab	Ab	
Melinda Tannan												P	Ab	
Lesly Forbes													P	
Destry Walker													P	
Alex Phuong													P	

P = Present      Ab = Absent      No Meeting      Voluntarily Resigned

**Membership:** Consumers who attend 5 meetings in a 12-month period can become a CAC Member.

12-Month Attendance	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Total
<b>Consumer Services Committee</b>		<b>Dark</b>			<b>Dark</b>						<b>Dark</b>			<b>Absences</b>
<b>Andrew Ramirez, Chair</b>												*P	P	<b>0</b>
<b>Cathy Blin</b>	*P		P	P		P	P	P	P	P		Ab	P	<b>1</b>
<b>Brian Gatus</b>												*P	Ab	<b>1</b>
<b>Gabriela Herrera</b>	Ab		P	P		Ab	P	P	Ab	P		Ab	P	<b>4</b>
<b>Sharmila Brunjes</b>												*P	P	<b>0</b>
<b>Nicholas Abrahms</b>	P		P	P		P	P	P	P	P		P	P	<b>0</b>
<b>Rocio Sigala</b>	Ab		P	P		P	P	P	Ab	P		P	P	<b>2</b>
<b>George Alvarado</b> (Bd Intern)												*P	P	<b>0</b>
<b>Erica Beall</b> (VAC Rep)												*P	P	<b>0</b>

P = Present      Ab = Absent      \* = Joined Committee

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12-Month Attendance	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Total
<b>Executive Committee</b>					<b>Dark</b>						<b>Dark</b>			<b>Absences</b>
<b>Leticia Garcia</b>	P	P	P	Ab		P	P	P	P	P		P	P	<b>1</b>
<b>Angelina Martinez</b>	Ab	P	P	P		P	P	P	P	P		Ab	P	<b>2</b>
<b>Lillian Martinez</b>	P	P	P	P		P	P	P	P	P		P	P	<b>0</b>
<b>Ana Quiles</b>	Ab	P	P	P		P	P	P	P	P		P	P	<b>1</b>
<b>David Coe</b>												*P	P	<b>0</b>
<b>Rocio Sigala</b>												*P	P	<b>0</b>
<b>Alma Rodriguez</b>												*P	P	<b>0</b>

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12-Month Attendance	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Aug-22	Total
<b>Government &amp; Community Relations Committee</b>		Dark			Dark						Dark				<b>Absences</b>
<b>Andrew Ramirez</b>												*P	P	P	<b>0</b>
<b>Cathy Blin</b>	*P		P	P		P	P	P	P	P		Ab	P	P	<b>1</b>
<b>Brian Gatus</b>												*P	P	Ab	<b>1</b>
<b>Nicholas Abrahms</b>	P		P	P		P	P	P	P	P		P	P	P	<b>0</b>
<b>Jordan Feinstock</b>												*P	P	P	<b>0</b>
<b>Sharmila Brunjes</b>												*P	P	P	<b>0</b>
<b>Rocio Sigala</b>	Ab		P	P		P	P	P	Ab	P		P	P	P	<b>2</b>
<b>Sylvia Brooks Griffin</b>	*P		P	P		P	Ab	Ab	P	P		P	Ab	P	<b>3</b>
<b>George Alvarado</b> (Bd Intern)												*P	Ab	P	<b>1</b>

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12-Month Attendance	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	4/1/2022	4/18/2022	May-22	Jun-22	Jul-22	Aug-22	9/7/2022	9/20/2022	Total
<b>Nominating Committee</b>			Dark	Dark						Dark	Dark	Dark	Dark			<b>Absences</b>
David Coe														P		<b>0</b>
Lillian Martinez														P		<b>0</b>
Jennifer Koster														P		<b>0</b>
Ana Quiles						*P	P	P	P					P		<b>0</b>
Suad Bisogno														P		<b>0</b>

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\* = Joined Committee

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12-Month Attendance	Aug-21	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Total
Post-Retirement Medical Trust	Dark	Dark		Dark	Dark		Dark	Dark		Dark	Dark		Dark	Absences
Ana Quiles			P			P			P			P		0
Alma Rodriguez												*P		0
David Coe												*P		0

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12-Month Attendance	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	31-Jan	Feb-22	Mar-22	Apr-22	2-May	23-May	31-May	Jun-22	Jul-22	Aug-22	Aug-22	Total
Strategic Planning	Dark	Dark							Dark				Dark	Dark			Absences
Sharmila Brunjes																	
Lety Garcia			P	P	P	P	P	P		P	P	P			P	P	0
Brian Gatus																	
Lillian Martinez			P	P	P	P	P	P		P	P	P			P	P	0
Ana Quiles			P	P	P	P	P	P		P	P	P			P	P	0
Alma Rodriguez																	
Kimberly Bermudez (VAC Rep)															P	Ab	1

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12-Month Attendance	Sep-21	Oct-21	Nov-21	Dec-21	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Total
<b>Vendor Advisory Committee</b>				<b>Dark</b>										<b>Absences</b>
Suad Bisogno, Chair	P	P	P		P	P	Ab	P	P	P		P	P	<b>1</b>
Alex Kopilevich	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
Andrea Devers												* P	P	<b>0</b>
Bob Erio	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
Cal Enriquez	P	P	P		P	P	P	P	P	P		Ab	P	<b>1</b>
Catherine Carpenter	P	P	P		P	P	P	P	P	Ab		P	P	<b>1</b>
Dana Kalek	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
Daniel Ortiz	P	P	P		P	P	P	Ab	P	P		P	P	<b>1</b>
Don Lucas	P	P	P		P	P	Ab	P	P	P		P	Ab	<b>2</b>
Erica Beall	P	P	P		P	Ab	P	P	P	P		P	P	<b>1</b>
Jodi Agnew Navarro	Ab	P	P		P	P	P	P	P	P		P	P	<b>1</b>
Kevin Shields	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
Kimberly Bermudez	P	P	P		P	P	P	P	P	P		P	P	<b>0</b>
Lisa Williamsen												* P	P	<b>0</b>
Nick Vukotic	P	P	P		Ab	P	P	P	P	P		P	P	<b>1</b>
Rosalyn Daggs												* P	P	<b>0</b>

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North Los Angeles County Regional Center  
 FY 2021-22 Board of Trustees  
 Board and Committee Time Report

Fiscal Year 2022-2023

(Rounded to the nearest quarter of an hour.)

Committee	Jul-22				Aug-22				Sep-22			
	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded	Start	End	Total Time	Rounded
New Board Member Orientation	3:00 PM	5:15 PM	02:15	2:15								
Administrative Affairs	6:15 PM	8:31 PM	02:16	2:15	6:02 PM	8:00 PM	01:58	2:00				
Board Meeting					6:30 PM	8:30 PM	02:00	2:00				
Consumer Services	6:05 PM	9:44 PM	03:39	3:45	6:01 PM	7:40 PM	01:39	1:45				
Executive	8:32 PM	10:56 PM	02:24	2:30	8:01 PM	10:23 PM	02:22	2:15				
Government and Community Relations (*)					6:03 PM	8:48 PM	02:45	2:45				
Government and Community Relations	9:51 PM	9:59 PM	00:08	0:15	7:42 PM	9:28 PM	01:46	1:45				
Nominating									5:34 PM	7:18 PM	01:44	1:45 AM
Strategic Planning					6:02 PM	8:45 PM	02:43	2:45				
Strategic Planning					6:03 PM	7:33 PM	01:30	1:30				
Post Retirement Medical Trust	5:30 PM	6:12 PM	00:42	0:45								
Vendor Advisory					9:30 AM	11:46 AM	02:16	2:15	9:31 AM	11:47 AM	2:16 AM	2:15
<b>Total Hours/Month</b>			<b>11:24</b>	<b>11:45</b>			<b>18:59</b>	<b>19:00</b>			<b>4:00</b>	<b>4:00</b>

North Los Angeles County Regional Center

**ALPHABET SOUP**

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

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

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

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

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

- TASH - The Association for the Severely Handicapped
- TCRC - Tri-Counties Regional Center
  
- UAP - University Affiliated Program
- UCI - Unique Client Identifier
- UCP - United Cerebral Palsy
- UFS - Uniform Fiscal System
  
- VAC - Vendor Advisory Committee
- VIA - Valley Industry Association (Santa Clarita Valley)
- VICA - Valley Industry & Commerce Association (San Fernando Valley)
- VMRC - Valley Mountain Regional Center
  
- WAP - Work Activity Program
- WIOA - Workforce Innovation and Opportunity Act

[alphabetsoup] January 7, 2021



North Los Angeles County Regional Center  
Board of Trustees

**Meeting Evaluation**

Name: \_\_\_\_\_

Comments: \_\_\_\_\_

1. Did the meeting follow the agenda? Yes \_\_\_ No \_\_\_

2. Did the meeting begin as scheduled? Yes \_\_\_ No \_\_\_

3. Did the meeting end as scheduled? Yes \_\_\_ No \_\_\_

4. Did you receive written or verbal information about the issues on the agenda? Yes \_\_\_ No \_\_\_

5. Did the information received enable you to make informed decisions? Yes \_\_\_ No \_\_\_

6. Did the issues concern:

a. Consumers? Yes \_\_\_ No \_\_\_

b. Board operations? Yes \_\_\_ No \_\_\_

c. Committee business? Yes \_\_\_ No \_\_\_

d. Center operations? Yes \_\_\_ No \_\_\_

e. None of the above? (please specify below)

\_\_\_\_\_  
\_\_\_\_\_

7. Did you feel prepared to participate in the meeting? Yes \_\_\_ No \_\_\_

8. What would you like more information about?

\_\_\_\_\_  
\_\_\_\_\_

**NLACRC Public Meeting Attendance  
FY2022-23**

<b>NLACRC</b>	<b>APRIL</b>	<b>MAY</b>	<b>JUNE</b>	<b>JULY</b>	<b>AUGUST</b>	<b>SEPTEMBER</b>	<b>OCTOBER</b>	<b>NOVEMBER</b>	<b>DECEMBER</b>	<b>Total Attendees</b>
<b>Public Meetings - 2022</b>										
<b>Aprendiendo Entre Nos / Learning Amongst Us</b>	60	No Mtg	172	No Mtg	15					<b>247</b>
<b>Alianza de Hombres</b>	73	No Mtg	45	37	43					<b>198</b>
<b>Cafecito Entre Nos</b>	104	72	96	95	126	108				<b>601</b>
<b>Disparity Committee Meeting</b>	17	23	25	17	No Mtg.	No Mtg.				<b>82</b>
<b>Virtual Town Halls</b>	159	9	27	4						<b>199</b>
<b>New Consumer Orientation - English</b>	31	No Mtg	No Mtg	No Mtg	25					<b>56</b>
<b>New Consumer Orientation - Spanish</b>	4	No Mtg	No Mtg	No Mtg	6					<b>10</b>
<b>New Consumer (ES) Orientation - English</b>	No Mtg	No Mtg	No Mtg	No Mtg	17					<b>17</b>
<b>New Consumer (ES) Orientation - Spanish</b>	No Mtg	No Mtg	No Mtg	No Mtg	0					<b>0</b>
<b>Virtual Resource Fair</b>	45	No Mtg	No Mtg	No Mtg						<b>45</b>
<b>SDLVAC</b>	No Mtg	32	24	No Mtg	28					<b>84</b>
<b>SDP Informational Meeting - English</b>	7	No Mtg	13	8	0					<b>28</b>
<b>SDP Orientation Meeting - English</b>	29	17	25	21	15					<b>107</b>
<b>SDP Informational Meeting - Spanish</b>	No Mtg	No Mtg	0	0	8					<b>8</b>
<b>SDP Orientation Meeting - Spanish</b>	2	0	0	0	0					<b>2</b>
<b>Caseload Ratio Public Meeting</b>	No Mtg	41	No Mtg	No Mtg						<b>41</b>