

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

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting via Zoom on **March 13, 2024**

Trustees Present

Suad Bisogno
Rocio Sigala
Leticia Garcia
Sharmila Brunjes
Ana Quiles
Andrew Ramirez
Brian Gatus
Vivian Seda
George Alvarado
Lillian Martinez
Cathy Blin
David Coe
Nicholas Abrahms
James Henry
Kelsi Livingston
Anna Hurst
Jenifer Koster
Juan Hernandez
Alma Rodriguez

Trustees Absent

Michael Costa
Curtis Wang

Guests Present

Richard Dier - SDLAC
Lori Walker - SDLAC
Uvence Martinez – DDS
Xochitl Gonzalez – DDS
Josefina Romo – SDLAC
Mary Angela Flores – ICC
Nicholas Mendoza – Coach for George A.
S. Scott Seamands – Lindquist
Charlotte Tay – Lindquist
Thea Edolsa - Lindquist
Monica Garcia – Focus Family Resource
Center
Kermit Jackson – NLA Veteran CSC
Norma Arzale
Ana Maddaiero
K Foster
Araseli Ramirez
Laura Piva
Heydy Alvarado
Lidia Cordero
Mariano Ponce
Megan Mitchell
Ani Markaryan
Suzanne Edens
Maria Ortiz
Alicia Martin Johnson
Lata Monge
Grace Granados
Ari Stark
Brianna Effinger
Bryce Henderson
Adriana Serrano
Adrienne Covarrubias
Nancy Diggs
Karla Robles
over 150 NLA Service Coordinators

Staff Present

Vini Montague
Arezo Abedi
Evelyn McOmie
Kimberly Visokey
Parita Burmee
Gabriela Eshrati
Donna Rentsch
Arshalous Garlanian
Mayra Alvarado

- 1. Call to Order & Welcome** – Ana Quiles, Board President
Ana called the meeting to order at 6:37 p.m.

2. **Board Member Attendance /Quorum**– Kimberly Visokey, Executive Administrative Assistant
Kimberly took attendance of Board Members; a quorum was present.
3. **Closed Session**
 - A. Personnel
M/S/C (C. Wang/N. Abrahms) To enter the Closed Session at 6:04 pm.

M/S/C (G. Alvarado/B. Gatus) To exit the Closed Session at 6:38 pm.
4. **Housekeeping**
 - A. Spanish Interpretation Available
Ana informed attendees that instructions for Spanish Interpretation are located in the chat.
 - B. Public Attendance
Ana asked public attendants to notate their names and agency in the chat.
 - C. Monthly Submission for Childcare/Attendant Care Billing
It was noted that all meeting invites to include: boardsupport@nla.org
 - D. Ana Quiles requested that the Board Members change their name as it appears on the Zoom call to reflect their first/last name, Board position and NLA location. She also asked that NLA staff do the same to help attendees identify the speakers.
5. **Introductions**
 - A. Parita Burmee, Chief Human Resources Officer
Parita has served with NLA for almost 8 months and has experience in the pharmaceutical and hospitality industries. She lives with her husband, daughter and golden doodle. Parita also enjoys baking, hiking, art and spending time with her friends and family.
 - B. James Henry, Board Member
James is an Academic Advisor at California State University Northridge, where he also teaches African-American studies. He is interested in contributing to the Board as much as possible as the family member of an individual with disabilities.
6. **Public Input**

Monica Garcia, from the Family Focus Resource Center, shared that there will be a free Resource Fair in Lancaster on Saturday, March 16th, from 10 am to 1 pm. There are also some upcoming workshops on “Sexuality for Adults with Disabilities” as part of the Generic Services Workshop Series.

Kermit Jackson, a Service Coordinator with NLA, shared that he has served for 17 years. He is concerned about the continuing high-caseloads for CSCs. Many CSCs have more than 100 clients. The volume of clients has decreased the ability of the CSCs to do their best for their clients and, in turn, has left him and many of his colleagues feeling overworked. Kermit also voiced concern over a social media post from an NLA Board Member in which, Kermit stated, the Board Member is holding a baseball bat commenting on obtaining services for his child at NLA. Kermit stated that the post in question has put the CSC department at risk for retaliatory behavior from clients in response.

EJ Pavia, a Worksite Organizer with SEIU Local 7 to 1, expressed the same sentiments as Kermit Jackson regarding the social media posts and high caseloads that do not allow CSCs to give the clients the time that they deserve. In addition, he is concerned about the harassment that CSCs have experienced. EJ asked for greater support for CSCs from NLA staff and that the Board Member who posted the social media post, resign from the Board.

Richard Dier, Co-Chair for the Self-Determination Local Advisory Committee, stated that it was NLA's 50th Anniversary. He stated that the SDLAC's Committee-Centered Plan is available on the Committee's website. Richard requested that a possible change in the NLA bylaws to allow a representative of the SDLAC to be permitted to speak during Board Meetings, during agenda items that concern Self-Determination.

Lori Walker, Chair for the Self-Determination Local Advisory Committee, shared that the next SDLAC Meeting will be March 21st at 6:30 pm, not as is listed in the packet.

7. Consent Items

A. Approval of Agenda

M/S/C (G. Alvarado/B. Gatus) To approve the meeting agenda as presented.

B. Approval of February 14, 2024 Board Meeting Minutes

M/S/C (A. Ramirez/B. Gatus) To approve the Minutes as presented.

8. Lindquist, Von Husen & Joyce Presentation – NLA's FY22-23 Audited Financial Statements

Scott Seamands, reviewed the results of the FY22-23 Audit, as presented in the packet.

Highlights include:

- It is the auditors' opinion that NLA's financial statements present fairly, in all material respects, the financial position of NLA for FY22-23 and the changes in its net assets and its cash flows for the years ended according to accounting principles generally accepted in the U.S.
- The audit was scheduled to begin in October 2023 but the audit was delayed until

January 2024. The audit was completed in February 2024, compared with March in FY21-22.

- The types and magnitude of errors noted in the prior year-end cash reconciliation were not noted in the current year-end cash reconciliation.
- The lease standard was new this year and Lindquist provided training to Vini and her team in regards to calculations.

The Board inquired about recommended actions that NLA can take in preparation for the next audit and the response was to encourage CSCs to obtain the necessary signatures from the client at the earliest convenience.

A. Closed Session

M/S/C (G. Alvarado/L. Martinez) To enter the Closed Session at 7:12 pm.

M/S/C (G. Alvarado/L. Martinez) To exit the Closed Session at 7:21 pm.

Upon return from the Closed Session, the Board voted to determine approval for the Auditor's Report.

M/S/C (G. Alvarado/J. Hernandez) To approve the Auditor's Report as presented.

9. Action Item

A. To Approve the revisions to the CAC Chair, Attendance Policy, and Term of Office sections in the Bylaws

M/S/C (G. Alvarado/J. Hernandez) To approve the revisions to the noted sections of the bylaws as presented.

B. Board Support Standard Operating Procedures – *deferred*

10. Committee Action Items

A. Administrative Affairs

1. Approval of Revised Meeting Schedule
This information was reviewed as presented in the packet
2. Approval of Revised Critical Calendar

This information was reviewed as presented in the packet.

It was noted that these items should be revised to include an update to the Independent Audit for September. Board Support will make the appropriate revisions as discussed.

3. Approval of Contracts

A. Virtue Home Care HL1084-862

POS Contract – Provides In-Home Respite

5-year contract effective: April 1, 2024, through March 31, 2029

Projected total contract amount is \$464,912.27

Projected to serve 40 consumers per month

B. Rockin' Oldies PL2181-062

POS Contract – Provides Personal Assistance services

5-year contract effective: June 1, 2023, through May 31, 2028

Projected total contract amount is \$166,302.72

Projected to serve 9 consumers per month

M/S/C (G. Alvarado/J. Hernandez) To approve Contracts A and B as presented.

The motion passed with 3 abstentions from A. Quiles, R. Sigala and L. Martinez.

C. DV Therapy PL2228-612

POS Contract – Provides Behavior Analyst services

5-year contract effective: April 01, 2024, through March 31, 2029

Projected total contract amount is \$263,688.00

Projected to serve 50 consumers per month

D. DV Therapy PL2229-615

POS Contract – Provides Behavior Management Assistant services

5-year contract effective: April 01, 2024, through March 31, 2029

Projected total contract amount is \$944,760.96

Projected to serve 37 consumers per month

E. DV Therapy PL2230-616

POS Contract – Provides Behavior Management Technician services

5-year contract effective: April 01, 2024, through March 31, 2029

Projected total contract amount is \$5,367,960.00

Projected to serve 37 consumers per month

F. Sekibo, Tumini PL2262-785

POS Contract – Provides Diagnosis and psychotherapy of mental and emotional disorders

5-year contract effective: April 1, 2024, through March 31, 2029

Projected total contract amount is \$551,646.11

Projected to serve 23 consumers per month

G. Ride On LA PL2263-106

POS Contract – Provides specialized Recreational Therapy services

5-year contract effective: April 1, 2024, through March 31, 2029

Projected total contract amount is \$156,000

Projected to serve 10 consumers per month

H. Phiba Home PL2254-109

POS Contract – Provides Supplemental Residential Services Program Support services

5-year contract effective: April 01, 2024, through March 31, 2029

Projected total contract amount is \$496,465.20

Projected to serve 2 consumers per month

I. Brilliant Corners PL2186-999, PL2187-999, PL2188-999 1st amendments

POS Contract – Three CPP Housing Agreements, each in connection with the purchase and renovation of a property

30-year contract effective: June 1, 2023, through the earlier of (1) the date HDO is no longer owner of the Property or (2) May 31, 2053

Original Projected total contract amount: \$350,000 Acquisition; \$400,000 Renovation

Amended Projected total contract amount: \$379,597 Acquisition; \$604,974 Renovation

Projected to serve 4 consumers per EBSH

J. Ultra Jiu Jitsu PL2144-008 1st amendment

POS Contract – Provides Sports Club services

2-year contract effective: February 1, 2023, through January 31, 2025

Projected total contract amount is \$84,000

Projected to serve 20 consumers per month

K. Zooz Fitness PL2143-008 1st amendment

POS Contract – Provides Sport Club services

5-year contract effective: January 1, 2023, through December 31, 2027

Projected total contract amount is \$1,281,280.00

Projected to serve 8 consumers per month

M/S/C (G. Alvarado /N. Abrahms) To approve Contracts C - K, as presented.

4. Approval of Salary Schedule Website Posting

This information was reviewed in the packet. DDS requires a salary schedule to be posted on NLA's website. Parita has been looking at the schedules for the other Regional Centers in the area and, as a result, a 15% pay increase in consideration of the higher cost of living and the fast-food worker rate increase. Information was received from a recruiting perspective, to note that there have been several candidates who declined job offers with NLA due to pay rate. The HR team is reaching back out to those candidates to inform them of the 15% pay increase. The pay increase became effective on February 26th and will apply to all NLA staff members.

M/S/C (J. Hernandez/L. Martinez) To approve the posting of the NLA Salary Schedule as presented.

B. Government and Community Relations Committee

1. To Approve a Candidate Forum for Fall 2024

M/S/C (G. Alvarado/J. Hernandez) To approve the coordination of a Candidate Forum for Fall 2024 as presented.

2. To Approve Consumer Legislative Advocacy Training

M/S/C (G. Alvarado/J. Hernandez) To approve the coordination of a Consumer Legislative Advocacy Training as presented.

C. Executive Committee

1. Approval of Board/Staff Interaction Policy Revision

It was requested that a note be included that this policy does not replace the process of filing a 4731 Complaint on Bullet Point #3.

M/S/C (G. Alvarado/J. Hernandez) To approve the Board/Staff Interaction Policy as revised.

2. Approval of Board Member Responsibilities Policy - Proposed Legislative Visit Requirement

M/S/C (J. Hernandez/R. Sigala) To approve the Board Responsibilities Policy as Presented.

D. Nominating Committee

1. Approval of Chair Alternate Policy

M/S/C (G. Alvarado/J. Hernandez) To approve the Chair Alternate Policy as presented.

2. Board Source Self-Evaluation Tool

M/S/C (G. Alvarado/J. Hernandez) To approve the Board Source Self-Evaluation tool as presented.

After the vote, it was requested that the Board also require an annual Board President evaluation, which would allow anonymous feedback to be presented to the President to assist them in their role.

M/S/C (L. Garcia/G. Alvarado) To create a process for a required Board President Evaluation.

The motion did not pass with the following outcome:

Approve: L. Garcia, C. Blin, N. Abrahms, A. Hurst, J. Koster

Oppose: A. Quiles, D. Coe, R. Sigala, L. Martinez, B. Gatus, A. Ramirez, A. Hernandez, J. Hernandez, J. Henry, V. Seda, G. Alvarado

Abstention: S. Bisogno

E. Consumer Services Committee

1. Approval of the proposed Service Standards: Social Recreation submission to DDS

M/S/C (R. Sigala/G. Alvarado) To approve the Service Standards submission to DDS.

11. Executive Director's Report – Cristina Preuss

Cristina reviewed the report as presented in the packet.

LEGISLATIVE

ARCA has joined community stakeholders, including the Lanterman Coalition, in opposing any delay of the final provider rate increases. An opinion article in the Capitol Weekly emphasizes

the importance for California policymakers to continue to invest in the developmental services system including equity and service capacity. The proposal would result in an overall loss of \$1 billion in anticipated funding, including \$400 million from federal sources. Quoting Amy Westling, "Sustained funding and long-term investments remain critical to serving Californians with developmental disabilities." Efforts must continue to reach policymakers and the Administration to ensure continuous progress for individuals with developmental disabilities.

DDS

NLA received information on the expansion of permissible training topics and the updated timeline to submit training requests for the Early Start Provider Training initiative, funded through the American Rescue Plan Act (ARPA) of 2021.

On February 21, 2024 California Health and Human Services Agency (CalHHS) announced the establishment of a Master Plan for Developmental Services Stakeholder Committee that will develop the Plan to be released by March 2025.

DDS has introduced TBL, which would permanently eliminate the AFPP and FCPP fees charged to families. These have both been suspended since the beginning of the pandemic.

Coordinated Family Support

Community Services Department has created a series of information sessions regarding Coordinated Family Support (CFS). These sessions, created for Case Management, include information regarding the newly published CFS Directives issued by the Department of Developmental Services (DDS), as well as introductions to new CFS providers. The CFS Info Sessions are scheduled for February 27, March 26, and April 23.

ARCA

ARCA is recommending that the state consider the following principles: the preservation of the entitlement to needed services and supports as defined in the Lanterman Act, ensuring the equitable availability of flexible and sustainable services needed to help individuals achieve person-centered outcomes, the alignment of policies and available supports based on California's Employment First Policy, to support community inclusion and participation including accessible transportation, leveraging innovative technology and proactively prepare for the changing service needs of people served across their lifespans considering diagnostic and demographic trends. Also working in conjunction with DDS, ARCA continues its work in the following focus areas: Rate Model Implementation; Equity Next Steps as DDS is engaging in conversations with Georgetown University for a potential new study to understand the source of inequities better and make recommendations.

SCDD

Disabilities (SCDD) is conducting data collection for: (1) families with an adult with IDD living in their home, (2) families or guardians of an adult with IDD who does not live in their family home and (3) families with a child with IDD. A report will be provided as surveys are received.

Center Operations

In collaboration with the People Scout recruitment company, a virtual hiring fair was conducted on February 28, February 29, and March 1. A total of 130 individuals registered, and 51 interviews were scheduled for the 3 days. We continue ongoing recruitment and interviews to fulfill vacancies.

Consumer Statistics

As of February 2024, the Center served 35,766 consumers and applicants, including 4,926 in Early Start and 28,088 (an increase of 144) in the Lanterman program. The Center's San Fernando Valley Office serves 22,575 individuals, Antelope Valley serves 8,785, and the Santa Clarita Office serves 3,893 (these totals include applicants and individuals served under Lanterman and the Early Start programs).

Evelyn McOmie asked the Board to consider the projects and requests that are given to NLA staff to determine the priority and the turnaround time of the requests. She noted that due to the high caseloads that are being experienced, it is vital that NLA staff be available to assist CSCs and clients as efficiently as possible.

Cristina also announced that NLA is looking into a revolving employee survey to gauge feedback from staff on how best to improve processes, communication, engagement, etc.

- 12. Self Determination Program (SDP) – Gabriela Eshrati**
Ana reviewed the information as presented in the packet.
 - A. SDLVAC Liaison Report
 - B. Next Self Determination Local Advisory Committee Meeting is scheduled for March 21, 2024, at 6:30pm

- 13. Association of Regional Center Agencies - Leticia Garcia**
Ana reviewed the information as presented in the packet.
 - A. ARCA Liaison Report - No meeting in February
 - B. Next meeting is scheduled for March 22, 2024

- 14. Administrative Affairs Committee -Brian Gatus**
Ana reviewed the information as presented in the packet.
 - A. Minutes of the January 23rd Meeting
 - B. Minutes of the February 27th Meeting - deferred
 - C. Review of Insurance
 - D. Report on Lease Agreement
 - E. 2nd Quarter PRMT and UAL Fees Reports

- F. FY2023-2024 Financial Reports
- G. FY2023-2024 Board Budget vs Expenditure Report
- H. Statewide Regional Center POS Expenditure Projection Report
- I. Social Recreation, Camp & Non-Medical Therapies Services Report
- J. Payments and Authorizations Timeline Summary
- K. 2nd Quarter HR Report
- L. Monthly Human Resources Report
- M. Temporary Staff Statistics Report
- N. Status of People Scout Recruitment
- O. Next Meeting: Tuesday, April 23, 2024 at 6:00 p.m.

15. Consumer Advisory Committee – George Alvarado

Ana reviewed the information as presented in the packet.

- A. Minutes of the February 7th Meeting
- B. Minutes from the March 6, 2024 Meeting - *deferred*
- C. Next Meeting Scheduled on April 3, 2024, at 3:00pm

16. Consumer Services Committee – Rocio Sigala

Ana reviewed the information as presented in the packet.

- A. Minutes of the November 15th Meeting
- B. Minutes of the February 21st Meeting - *deferred*
- C. Next Meeting Scheduled on April 17, 2024, at 6:00pm

17. Executive Committee – Ana Quiles

Ana reviewed the information as presented in the packet.

- A. EVV- electronic visit verification information for SDP cases
- B. Bylaws Review Schedule - it was determined that the Committee would review the document at every other meeting as follows:
 - 1. Review pages 1-12, stopping at "Election and Term of Office."
 - 2. Review pages 12-26, stopping at "Officers"
 - 3. Review pages 26-36, stopping at "Consumer Services Committee"
 - 4. Review pages 36 to end. 7
- C. Minutes of the January 25th Meeting
- D. Minutes of the February 29th Meeting - *deferred*
- E. Next Meeting Scheduled on March 28, 2024, at 6:00pm

18. Recruitment Committee

- A. Executive Director Job Posting is Live on the NLACRC Website
- B. Feedback from Input Sessions-Workforce Development Solutions
- C. Minutes of the January 29th Meeting
- D. Minutes of the February 12th Meeting
- E. Minutes of the February 20th Meeting
- F. Minutes of the February 26th Meeting
- G. Minutes of the March 4th Meeting - *deferred*

- H. Minutes of the March 11th Meeting - *deferred*
- I. Next Meeting Scheduled for March 18, 2024, at 5:00pm

M/S/C (J. Hernandez/B. Gatus) To waive the Attendance Bylaws for the members of the Recruitment Committee due to the frequency of meetings.

19. Government & Community Relations – David Coe

Ana reviewed the information as presented in the packet.

- A. Minutes of the January 17th Meeting - *deferred*
- B. Review Board Recognition Policy
- C. Next Meeting Scheduled on March 20, 2024, at 6:00pm

David thanked everyone who was involved with the candidate visit. He requested that the Board send thank-you notes for Assemblyman Lackey, who stayed the entire time and who has followed up with the team afterwards. Any interested parties can call Board Support who will coordinate the pick-up of the items.

M/S/C (D. Coe/C. Blinn) To approve thank-you notes or handmade cards to be taken to Assemblyman Lackey.

20. Nominating Committee - Lillian Martinez

Ana reviewed the information as presented in the packet.

- A. Chair To make an Announcement to call for Slate of Officers
- B. Minutes of the February 7th Meeting
- C. Minutes of the March 6th Meeting - *deferred*
- D. Next Meeting Scheduled on April 3, 2024, at 5:30pm

21. Post-Retirement Medical Trust Committee – Ana Quiles

Ana reviewed the information as presented in the packet.

- A. Next Meeting Scheduled on April 25, 2024, at 5:30 pm

22. Strategic Planning Committee- Leticia Garcia

Ana reviewed the information as presented in the packet.

- A. Minutes of the February 5th Meeting - *deferred*
- B. Presentation of results of Individual and Family Service Survey
- C. Next Meeting Scheduled on May 6, 2024, at 6:00pm

23. Vendor Advisory Committee – Suad Bisogno

Ana reviewed the information as presented in the packet.

- A. Minutes of the February 1st Meeting
- B. Minutes of the March 7th Meeting - *deferred*
- C. Identify Nominees to serve as chair for the next fiscal year
- D. Next Meeting Scheduled on April 4, 2024, at 9:30am

24. Old Business/New Business

Ana reviewed the information as presented in the packet.

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

25. Review of Committee Action Log Items

- A. To revise the Meeting Schedule and Critical Calendar to include an update to the independent audit in September. (Board Support)
- B. To reach out to former candidates who declined positions because of pay rates to discuss salary increases. (Parita Burmee)
- C. To revise the Board/Staff Interaction policy to include a note about 4731 as discussed. (Board Support)
- D. Board Members who would like to create a card for Assemblyman Lackey, to contact Board Support. (Applicable Board Members)

26. Announcements/Information/Public Input

- A. Next Meeting: Wed., April 10, 2024, at 6:00pm
- B. Committee Attendance

27. Adjournment

Ana Quiles, Board President, adjourned the meeting at 8:41 p.m.

Submitted by:
Minutes Services

Submitted by:
Arezo Abedi
Executive Administrative Assistant

