

**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 **October 11, 2023**

Trustees Present

Ana Quiles
Rosie Sigala
Leticia Garcia
Curtis Wang
Sharmila Brunjes
Jenifer Koster
Andrew Ramirez
Brian Gatus
Vivian Seda
George Alvarado
Lillian Martinez
Anna Hurst
David Coe
Alma Rodriguez
Michael Costa

Guests Present

Richard Dier - SDLAC
Lori Walker – SDLAC
Xochitl Gonzalez – DDS
Christine Bagley – DDS
Fernando Gomez - ICC
Chris Whitlock
Azucena Bustillos
Daisy Medina
Bill Abramson
MJ Gentry
A. Dunbar
S. Gutierrez
M. Mitchell
Yenny
Minutes Services

Staff Present

Ruth Janka
Vini Montague
Liliana Windover
Cristina Preuss
Monike Paz
Parita Burmee
Gabriela Eshrati
Evelyn McOmie
Malorie Lanthier
Kimberly Visokey

Trustees Absent

Suad Bisogno

Minutes Services was not added to the call until after Executive Session.

1. **Call to Order & Welcome** – Ana Quiles, Board President
2. **Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance
 - C. Monthly Submission for Childcare/Attendant Care Billing
 - D. Board Members review the center’s Whistleblower Policy and sign the acknowledgement
3. **Board Member Attendance** – Monike Paz, Administrative Assistant
Monike Paz took attendance of Board Members; a quorum was present.
4. **Introductions**
 - A. Angela Gardner, President, Workforce Development Solutions
5. **Public Input & Comments**
6. **Consent Items**
 - A. Approval of Agenda

B. Approval of August 9, 2023, Board Meeting Minutes - deferred

C. Approval of September 13, 2023, Board Meeting Minutes

7. Executive Session

A. Personnel

M/S/C (/) To enter the Executive Session at 6:53 pm.

M/S/C (D. Coe/B. Gatus) To exit the Executive Session at 7:53 pm.

8. Presentation of DDS Contract for FY23-24 – Vini Montague

9. Committee Action Items

A. Executive Committee - Ana Quiles

1. Approval of CRP for Michael Costa

B. Consumer Services Committee - Rosie Sigala

1. Approval of Revised Critical Calendar for FY 2023-24

Minutes Services was added to the call.

C. Administrative Affairs Committee – Brian Gatus

1. Approval of Contracts – Vini Montague

Vini Montague presented the contracts as presented in the packet.

a. Peace Living PL2195-605

M/S/C (A. Ramirez /G. Alvarado) To approve the Peace Living contract.

b. CN PL2175-707

M/S/C (G. Alvarado/A. Ramirez) To approve the CN contract.

c. Butterfly Effect PL2169-612

d. Butterfly Effect PL2170-615

M/S/C (B. Gatus/J. Koster) To approve the Butterfly Effect contracts.

e. My Valley Community Services HL1057-520

M/S/C (G. Alvarado/A. Ramirez) To approve My Valley Community Services contract.

- f. My Valley Community Services PL2209-076
- g. Buildability PL2216-076
- h. Creative Minds PL2225-076
- i. The Adult Skills Center PL2223-076

M/S/C (G. Alvarado/L. Martinez) To approve the My Valley Community Services, Buildability, Creative Minds, and Adult Skills Center contracts.

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

M/S/C (G. Alvarado/J. Koster) To approve the VAC Priorities.

- E. Strategic Planning Committee - Leticia Garcia
 - 1. Annual Update on NLACRC’s Strategic Plan
Ana Quiles stated that VAC had reviewed a request from the Board about implementing a visit verification. VAC prepared some concerns and potential ideas. She recommended forwarding the VAC comments to CSC for review. Leticia Garcia noted this could be a financial issue for some vendors, which should be considered in discussions.

M/S/C (G. Alvarado/L. Garcia) To forward the response from VAC to CSC for consideration.

10. Additional Action Items

- A. Amend Board of Trustees FY23-24 Critical Calendar

M/S/C (G. Alvarado/C. Wang) To approve the revised Critical Calendar.

11. Executive Director's Report - Ruth Janka

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

Bill AB1147 was put into action as a 2-year bill. In January 2024, action can be taken on the bill, meaning it can be amended.

Bill 138 could make changes to the Lanterman Act, including around emergency care. One section of the bill requires Regional Centers to make decisions within the 15-day intake period based on the belief of the existence of a disability. If someone is not eligible, a notice of action will be prepared. Those determined not eligible will receive a written notice and have appeal rights.

In Center operations at NLACRC, one of the top retention strategies according to Harvard was connections, so they are increasing those connections. A coffee machine was installed in each office to increase communication. Low-cost shopping for staff was also added to their offices as well to provide support. Quarterly overtime was implemented for up to 40 hours was implemented.

Kimberly Visokey, Executive Administrative Assistant, and Monike Paz, Administrative Assistant, were introduced to the Board.

Deputy Director interviews were conducted, and they are now waiting for responses.

Tuition reimbursement was launched at NLACRC for \$30,000 over 3 years with a commitment of working at NLACRC for every year reimbursed.

State-wide Implicit Bias Training was not required for NLACRC as their training was approved by DDS, though leadership will be asked to take the training in order to understand what the rest of the state was receiving.

Independent Family Satisfaction Surveys were still being conducted through October 23, 2023, via phone interview and text links.

- 12. Self-Determination Program (SDP) Report – Gabriela Eshrati**
Ana Quiles reviewed the information as presented in the packet.
 - A. SDLVAC Liaison September Report
 - B. Next Meeting: October 1, 2023, at 6:30 pm
- 13. Association of Regional Center Agencies - Leticia Garcia**
Ana Quiles reviewed the information as presented in the packet.
 - A. ARCA Liaison Report
 - B. Next Meeting: October 19-20, 2023
- 14. Administrative Affairs Committee – Brian Gatus**
Ana Quiles reviewed the information as presented in the packet.
 - A. Minutes of the September 28, 2023, Meeting - *deferred*
 - B. Next Meeting: November 30, 2023, at 6:00pm
- 15. Consumer Services Committee – Rosie Sigala**
Ana Quiles reviewed the information as presented in the packet.
 - A. Minutes of the September 20, 2023, Meeting
 - B. DDS Purchase of Service (POS) Annual Report for FY 2021-22
 - C. Next Meeting: November 15, 2023, at 6:00pm

Mr. George, Chair of the CAC, and Juan, member of the CAC, expressed concern about delayed arrival and pickup on AV routes and about Metro not being able to pick up associates. This was reported by one individual, but he had stated it was a widespread issue in the area of either having late transportation or the transportation passing them by.

Mr. George also requested training in how to report abuse. At other agencies, individuals had spoken out about harassment or mistreatment, but it was never properly reported. Some individuals may not know they are being taken advantage of, so providing training for them could make them more aware.

Ana Quiles stated they could consider partnerships with transportation. Rosie Sigala stated there was a new program called Freedom which was a free transportation resource that reimburses volunteer drivers throughout the county. Ana Quiles stated they will also consider ways that families can advocate for themselves.

Action Item: Potential transportation partnerships and family advocacy education options will be investigated.

16. Executive Committee – Ana Quiles

Ana Quiles reviewed the information as presented in the packet.

A. Minutes of the September 28, 2023, Meeting - *deferred*

B. Approved Gittelson Inc. PL2212-785 contract on behalf of the Board.

C. Assigned Proposed Service Provider Visit Validation Vendorization Requirement for in-home services to VAC.

D. Next Meeting: October 26, 2023, at 6:00 pm

Ana Quiles stated they needed to establish a Negotiating Committee in order to review ED information.

Leticia Garcia stated they missed their ED Deadline according to the Critical Calendar. Ana Quiles stated that they have a commitment for the following week to discuss this topic with Vini Montague.

Action Item: A Negotiating Committee meeting will be held the following week to address ED.

17. Government & Community Relations – David Coe

A. Next Meeting: October 18, 2023, at 6:00 pm.

David Coe stated the upcoming meeting was replaced with Legislative Training. He stated losing the meeting would be detrimental to the committee since they only host 5 meetings per year and suggested rescheduling. Ruth Janka suggested considering what online training is available

or if they could record the training so that time from the committee was not used.

David Coe stated he would like to hold the committee meeting as listed in the packet and schedule. The training can be voluntary outside of the committee meeting.

Action Item: Staff will cancel the training scheduled during the Government & Community Relations meeting.

Ruth Janka stated they will amend the training plan.

M/S/C (B. Gatus/J. Koster) To amend the Training Plan.

18. Nominating Committee - Lillian Martinez

Ana Quiles reviewed the information as presented in the packet.

- A. Redacted Minutes of the August 15th Meeting
- B. Redacted Minutes of the August 21st Meeting
- C. Next Meeting: TBD.

19. Post-Retirement Medical Trust Committee – Ana Quiles

Ana Quiles reviewed the information as presented in the packet.

- A. Next Meeting: January 25, 2024, at 5:30 pm

20. Strategic Planning Committee- Leticia Garcia

Ana Quiles reviewed the information as presented in the packet.

- A. 4th Quarter Report on CIE/PIP Activities
- B. 4th Quarter Report on New Vendorizations
- C. 4th Quarter Health and Safety Exemption Report
- D. Next Meeting: November 6, 2023, at 6:00pm

Leticia Garcia stated an RFP for the next survey in November needed to be updated in the Critical Calendar. Ruth Janka stated this had already been approved and would be included in the agenda, Critical Calendar, and the next packet.

21. Vendor Advisory Committee – Suad Bisogno

Ana Quiles reviewed the information as presented in the packet.

- A. Minutes of the September 7th Meeting
- B. Minutes of the October 5th Meeting - *deferred*
- C. Next Meeting: November 2, 2023, at 9:30 am.

22. Old Business/New Business

Ana Quiles 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*

23. Announcements/Information/Public Input

- A. Next Meeting: Wednesday, November 8, 2023, at 6:30 pm
- B. Public Meeting Attendance
- C. Virtual Cafecito Entre Nos, October 12, 2023, at 11:00 am
- D. SDP Independent Facilitator Round Table, October 12, 2023, at 2:00 pm
- E. Orientaciones de Autodeterminación, October 16, 2023, at 9:00 am
- F. Parents of Adult Consumers Support Group, October 18, 2023, at 6:30 pm
- G. Virtual Aprendiendo Entre Nos/Learning Amongst Us, October 19, 2023, at 10:00 am
- H. SLS Orientation, October 19, 2023, at 3 pm
- I. Self Determination Local Advisory Committee Meeting, October 19, 2023, at 6:30 pm
- J. "Diferente Maneras de Pensar, Diferente Maneras de Aprender" "Different Thinkers, Different Learners", October 24, 2023, at 10:00 am
- K. Cultivar y Crecer, October 27, 2023, at 6:30 pm
- L. Support Group for Self Determination Program at NLACRC - Grupo de apoyo de NLACRC para el programa de autodeterminación, November 1, 2023, at 4:30 pm
- M. New Consumer Orientation (Via Zoom), November 1, 2023, at 6:30 pm
- N. Black & African American Support Group, November 1, 2023, at 6:30 pm
- O. Self-Determination Orientation, November 6, 2023, at 9:00 am
- P. Early Start Family Orientation: Learn about the Early Start program, November 8, 2023 at 9:00 am
- Q. Orientación Familiar De Intervención Temprana, November 8, 2023, at 10:30 am

24. Adjournment

Ana Quiles, Board President, adjourned the meeting at 8:36 p.m.

Submitted by:

Kimberly Visokey

Executive Administrative Assistant

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

