



Board of Trustees Meeting

Wednesday, June 12, 2024

6:00 p.m.

Via Zoom Technology

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

Revised 02/26/2024

◆ June 2024 ◆

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

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

North Los Angeles County Regional Center

Board of Trustees Meeting -

Wednesday, June 12, 2024

6:00 p.m.

~AGENDA~

1. **Call to Order & Welcome** – Ana Quiles, Board President
2. **Housekeeping**
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
 - C. Reminder – Monthly Submission for Childcare/Attendant Care Billing/**All Meeting Invites to Include** BoardSupport@NLACRC.org
 - D. *Update Zoom Screen Name to include full name, board position, and geographic location (SFV, AV, or SCV)
3. **Board Member Attendance/Quorum** – Kimberly Visokey, Executive Assistant
4. **Consent Items**
 - A. Approval of Agenda (***Page 3***)
 - B. Approval of May 8, 2024 Board Meeting Minutes (***Page 7***)
5. **Public Input & Comments** (3 minutes)- Reserved for Agenda Items
6. **Closed Session**
 - A. Board Governance
 - B. Personnel
7. **Action Item**
 - A. Conflict of Interest Resolution Plan / Vivian Seda (***Page 18***)
 - B. Approval of Contracts – Robert Kutaj
 1. Family Resource Center (***Page 29***)
 - C. Approval of Contribution to PRMT and CalPERS UAL Trust – Robert Kutaj (***Page 31***)
8. **Committee Business**
 - A. Ballot Presentation
 1. Election Process Requirements (***Page 34***)
 2. Ballot updates / Additional Nominations
 3. Review of the process

- B. Approval of Committee Assignments *(Page 42)*
- C. Board of Trustees Election
- D. Annual Required Statements
 - 1. Conflict of Interest *(Page 43)*
 - 2. Confidentiality Agreements *(Page 47)*
 - 3. Medi-Cal Clearance Forms – New members only *(Page 49)*

9. Committee Action Items

A. Nominating Committee – Lillian Martinez

- 1. Election Results

B. Executive Committee

- 1. Board of Trustees Master Calendar *(Page 55)*
- 2. Board of Trustees Critical Calendar *(Page 79)*
- 3. Approval of the updated 2024-25 EC Critical Calendar *(Page 96)*
- 4. Overnight Costs for Board & Committee Packets – Robert Kutaj *(Page 98)*
- 5. Approval of Contracts – Robert Kutaj
 - a. HCBS Funding Plan 2022-2023 Reallocation *(Page 99)*
- 6. PFM Asset Management Investment Advisory Agreement *(Page 102)*

C. Administrative Affairs

- 1. Bank Signature Cards – Robert Kutaj
 - A. Board Resolution for Change in Officers *(Page 111)*
 - B. Board Resolution for Supersedure Agreement *(Page 112)*
 - C. Facsimile Signature Addendum *(Page 113)*
- 2. Approval of the 2024-25 Critical Calendar *(Page 114)*

D. Consumer Advisory Committee

- 1. Approval of the 2024-25 Critical Calendar *(Page 117)*

E. Recruitment Committee

- 1. Approval of updated 2023-24 Critical Calendar *(Page 118)*

F. Strategic Planning Committee

- 1. Approval of the 2024-25 Critical Calendar *(Page 121)*

G. Vendor Advisory Committee

- 1. Approval of the 2024-25 Critical Calendar *(Page 123)*

10. Executive Director's Report – Cristina Preuss *(Page 126)*

11. **Self-Determination Program (SDP) Report** – Gabriela Eshrati (*Page 136*)
 - A. SDLVAC Liaison May Report (*Page 142*)
 - B. Next Self Determination Local Advisory Committee Meeting scheduled for June 20, 2024, 6:30pm
12. **Association of Regional Center Agencies** – Lety Garcia
 - A. Next meeting scheduled for June 20, 2024
13. **Administrative Affairs Committee** – Brian Gatus
 - A. Next meeting scheduled for Tuesday, July 23, 2024
14. **Consumer Advisory Committee** – George Alvarado
 - A. CAC Report – Cristina Preuss (*Page 144*)
 - B. Minutes of the May 1, 2024 Meeting (*Page 145*)
 - C. Minutes of the June 4, 2024 Meeting (*Deferred*)
 - D. Next Meeting Wednesday, August 7, 2024
15. **Consumer Services Committee** – Rosie Sigala
 - A. Minutes of the April 17, 2024 Meeting (*Deferred*)
 - B. Next Meeting Wednesday, July 17, 2024
16. **Executive Committee** – Ana Quiles
 - A. Minutes of the April 25, 2024 Meeting (*Page 148*)
 - B. Minutes of the May 30, 2024 Meeting (*Deferred*)
 - C. Next Meeting Thursday, July 25, 2024 at 6:00pm
17. **Recruitment Committee** – Ana Quiles
 - A. ED Candidates Presentation Survey
 - B. Minutes of the April 22, 2024 Meeting (*Page 152*)
 - C. Minutes of the May 7, 2024 Meeting
 - D. Minutes of the May 13, 2024 Meeting (*Page 154*)
 - E. Minutes of the May 20, 2024 Meeting (*Page 156*)
 - F. Minutes of the June 3, 2024 Meeting (*Deferred*)
 - G. Minutes of the June 10, 2024 Meeting (*Deferred*)
 - H. Next Meeting Scheduled for June 17, 2024, at 5:00pm
18. **Government & Community Relations Committee** – Evelyn McOmie
 - A. Minutes of the May 15, 2024 Meeting (*Deferred*)
 - B. Next Meeting Wednesday, August 21, 2024 at 6:00pm

19. **Nominating Committee** – Lillian Martinez
 - A. Minutes of the April 30, 2024 Meeting (*Deferred*)
 - B. Next Meeting August 7, 2024 at 5:30pm

20. **Post-Retirement Medical Trust Committee** – Ana Quiles
 - A. Minutes of the April 25, 2024 Meeting (*Deferred*)
 - B. Next Meeting Thursday, August 22, 2024 at 5:30pm

21. **Strategic Planning Committee** – Lety Garcia
 - A. Performance Objectives and Outcomes (*Page 158*)
 - B. Executive Summary of Performance Contract (*Page 170*)
 - C. Minutes of the February 5, 2024 Meeting (*Page 171*)
 - D. Minutes of the May 6, 2024 Meeting (*Deferred*)
 - E. Next Meeting Monday, August 5, 2024 at 6:00pm

22. **Vendor Advisory Committee** - Suad Bisogno
 - A. Minutes of the June 6, 2024 Meeting (*Deferred*)
 - B. Next Meeting Scheduled on August 1, 2024, at 9:30am

23. **Old Business/New Business**
 - A. Board and Committee Meeting Attendance Sheets (*Page 175*)
 - B. Board and Committee Meetings Time Report (*Page 186*)
 - C. Updated Acronyms Listing (*Page 187*)
 - D. Meeting Evaluation Form – *Emailed separately*

24. **Review of Committee Action Log Items (Item Owner and Due Date)**
 - A. Board Committee Action Log (*Page 193*)

25. **Announcements/Information/Public Input**
 - A. Next Meeting: Wed., July 10, 2024, at 6:00pm

Please refer to NLACRC’s website for the Calendar of Events, which includes a link for the Family Focus Resource Center, for information regarding more support groups, training opportunities, dates, times, and links – [Calendar of Events | NLACRC](#)

26. **Adjournment**



**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 **May 8, 2024**

Trustees Present

Suad Bisogno
Lety Garcia
Sharmila Brunjes
Ana Quiles
Andrew Ramirez
Brian Gatus
Vivian Seda
George Alvarado
Lillian Martinez
Rosie Sigala
Cathy Blin
Nicholas Abrahms
James Henry
Anna Hurst
Jennifer Koster
Juan Hernandez
Curtis Wang
Michael Costa

Trustees Absent

Rocio Sigala
Kelsi Livingston

Guests Present

David Lester – NLA Counsel
Nicholas Mendoza – Coach for George A.
Lori Walker – SDLAC
Christian Villafuerte – Interpreter
Miriam Mendoza- Interpreter
Patty Gutierrez
Joe Huie – Lindquist
Mirriam Erberich
Daysi
MJ Gentry
Jon Francis – SDLAC
Karina Andrade
Kathie Fentes
Dora Contreras
Jesse Garcia
Josefina Romo
Karla Robels
Moni
John Gutierrez
Andy Ou
Ute Escorcia – CBEM
De Luis
Elaine Winkler
Cesar Alameda
Luis Alberto Zavala
Victoria Berrey

Staff Present

Vini Montague
Evelyn McOmie
Kimberly Visokey
Gabriela Eshrati
Donna Rentsch
Megan Mitchell
Arezo Abedi
Arsho Garlanian
George
Cristina Preuss

1. **Call to Order & Welcome** – Ana Quiles, Board President
Ana called the meeting to order at 6:03 p.m.

2. **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 agencies in the chat.

C. Monthly Submission for Childcare/Attendant Care Billing

It was noted that all meeting invites should be sent to 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.

3. Board Member Attendance /Quorum– Kimberly Visokey, Executive Administrative Assistant
Kimberly took attendance of Board Members; a quorum was present.

4. Consent Items

A. Approval of Agenda

It was noted that an item needed to be added under 19 for the slate of officers for 2024-2024.

For item F.2, it was updated to state “Approval of Disbursement from the CalPERS Trust”.

M/S/C (C. Wang/A. Ramirez) To approve the meeting agenda as revised.

B. Approval of April 10, 2024 Board Meeting Minutes

M/S/C (J. Koster/N. Abrahm) To approve the Minutes as presented.

5. Public Input and Comments

Ismael Msldando informed everyone that there was a new counsel for people with disabilities.

Lillian Martinez, NLA Board Member, read 46-26-a from the Lanterman and related laws that stated that “the department should give a high priority to ensuring the regional center Board members and employees act in the course of their duties solely in the best interest of the regional center consumers and their families without regard to the interest of any other organization with which they are associated...”. Her comments were to reflect the importance of loyalty to the regional center and its consumers.

6. Closed Session

A. Board Governance

M/S/C (L. Martinez /J. Koster) To enter the Closed Session at 6:12 pm.

7. Lindquist, Von Husen & Joyce Presentation of NLACRC's IRS Form 990 Tax Return – Joe Huie, Lindquist

Joe presented Form 990, a summary of the organization's financial statements. He stated that the 990 is a public document that would be available to the public if requested. Joe reviewed the form. Part one included a summary of the number of members, revenue, and expenses. Total assets and liabilities increased. There were no changes made between the previous and current year.

M/S/C (G. Alvarado /J. Koster) To approve the form 990.

8. Committee Business

A. NCI Presentation – Evelyn McOmie

1. Child Family Survey 2021-22
2. Adult Family Survey 2021-22
3. Family Guardian Survey 2021-22
4. Adult In-Person Survey 2017-18
5. Adult In-Person Survey 2020-21

Evelyn McOmie presented the survey results that were provided in the packet. Highlights included:

- The National Core Indicator surveys were done every other year.
- The NCI asks individuals with intellectual disabilities and their families how they feel about the services. The data was solely for north LA.
- The surveys are directly mailed to everyone.
- The surveys inform the legislator and government to provide insight on where there is room for growth.
- The five specific areas addressed by surveys were access, choice, community participation, information and planning, and satisfaction.
- The targeted number was 280 participants.
- The family guardian survey addressed adults who were living at home.
- For family access services and supports, 8 out of 10 families with individuals living at home with them said that services and supports helped them live a good life at home.
- The needs were being met in the preferred language.
- An area for improvement was complaint filing.

- The NCI for 2017-2018 focused largely on employment, and highlights included that all respondents liked where they worked, only three out of 10 people said they took part in a community group, eight out of 10 had friends they liked to talk and do things with, nine out of 10 reported that their case manager considered their preferences, nine out of 10 stated that they could contact their case manager when they wanted to.
- Improvements were needed in self-advocacy groups.
- The NCI for 2020-2021 was similar to the first three reports. Highlights included seven out of 10 individuals being able to choose services they get as part of their IPP, six out of 10 families said that individuals had a complete physical exam in the past year, nine out of 10 families said the individual had someone to get help if they felt scared, and seven out of 10 families said the individual was able to go out and do things they wanted to do in the community as often as they wanted.
- The websites where there was additional information were highlighted.
- Everyone was reminded to complete the survey. The deadline was June 30, and Ana asked everyone to complete it by June 1.
- The presentation will be provided to the Board and the community.

B. Committee List

Ana reviewed the updated list and the new makeup of the Committees.

M/S/C (G. Alvarado /J. Koster) To approve the updated Committee list.

9. Committee Action Items

A. Administrative Affairs

1. Administrative Affairs' Draft Critical Calendar for FY2024-2025

Vini stated that there were no changes to the Critical Calendar.

M/S/C (A. Ramirez /B. Gatus) To approve the Administrative Affairs' Draft Critical Calendar.

2. Approval to Authorize an Officer to Secure Insurance Coverage for FY2024-2025

Vini reported that the current insurance policy expired on June 30, 2024, and insurance was needed for the following fiscal year.

M/S/C (G. Alvarado / B. Gatus) To approve the insurance coverage for FY2024-2025.

3. Approval to Authorize an Officer to Secure a Credit Line for FY2024-2025
4. Approval to Authorize an Officer to Make Disbursements & Execute Disbursement Instructions

Vini reported that the current line of credit would expire on June 30, 2024, and they were seeking to approve an officer to secure a line of credit for FY2024-2025 and to make any disbursements. They were looking to increase the line of credit to \$70 million, along with a seasonal increase to \$80 million at the beginning and end of the year. Vini stated that they were working with Citi Bank on what they would be approved for. The amount would be known by the end of May. Vini explained that there was the potential to draw against the line of credit. She stated drawing against the line of credit had to be done in approximately 2011 or 2012.

M/S/C (G. Alvarado / C. Wang) To approve the authorization of an officer to secure a credit line for FY2024-2025 and to make and execute disbursements.

5. Approval of ARCA Dues for FY2024-2025

Vini stated that the fees for FY2025 were included in the Board packet. They were an increase from the prior year, for a total of \$158,823.47. Information was included about the benefits received from ARCA.

M/S/C (G. Alvarado / J. Koster) To approve payment of the ARCA dues.

6. Approval of Contracts

Vini presented the contracts in groupings, including contracts with conflict of interest, administrative changes, new vendorizations, start-up funding, and usual and customary rates.

M/S/C (G. Alvarado / A. Ramirez) To approve set A of the contracts.

M/S/C (G. Alvarado / B. Gatus) To approve set B of the contracts.

M/S/C (C. Blin / J. Koster) To approve set C of the contracts.

M/S/C (J. Koster / G. Alvarado) To approve set D of the contracts.

M/S/C (G. Alvarado / J. Koster) To approve set DI of the contracts.

B. Consumer Services Committee

1. Approval of the CSC Draft Critical Calendar for FY2024-2025

There were no changes to the CSC Draft Critical Calendar for FY2024-2025.

M/S/C (G. Alvarado / A. Ramirez) To approve the CSC Draft Critical Calendar for FY2024-2025.

C. Executive Committee

1. Approval of the EC Draft Critical Calendar for FY2024-2025 – *deferred*
2. Board of Trustees Bylaw Review Pages 1-12

The updated bylaws were recommended for approval. The Board discussed the bylaws and the changes.

M/S/C (L. Garcia /S. Brunjes) To accept section 3 regarding the number of trustees with the previously stated numbers. B. Gatus and L. Martinez abstained.

Ana explained the reasoning for the changes in the section.

M/S/C (A. Ramirez /G. Alvarado) To approve the recommendations to the bylaws.

D. Government and Community Relations Committee

1. Approval of the GCRC Draft Critical Calendar for FY2024-2025

No changes were made.

M/S/C (C. Wang / A. Hurst) To approve the GCRC Draft Critical Calendar for FY2024-2025.

E. Nominating Committee

1. Approval of the NC Draft Critical Calendar for FY2024-2025 – *deferred*
2. Board of Trustees updated Application

The timeframe of the meetings was updated to be at 6:00 pm instead of 6:30 pm. The updated application included ethnicity and race to update the DDS survey. It was suggested to explain the reasoning for asking for ethnicity and race in the application.

M/S/C (A. Ramirez /G. Alvarado) To approve the updated Board of Trustees application with the addition of reasoning for asking for ethnicity and race.

M/S/C (L. Garcia /A. Ramirez) To add to the application that meetings would be at 6:00 pm for executive sessions and 6:30 pm for regular sessions.

3. DDS Survey

The information was submitted based on what people inputted. In the previous application, information was not captured in the way that it was required.

M/S/C (G. Alvarado /L. Martinez) To approve sending out the DDS survey and asking current Board members to fill it out.

F. Post-Retirement Medical Trust Committee

1. Approval of PRMT Draft Critical Calendar for FY2024-2025

The update was that there would be two meetings per year.

M/S/C (C. Blin / B. Gatus) To approve the PRMT Draft Critical Calendar for FY2024-2025.

2. Approval of Disbursement from CalPERS Trust

The unfunded liability requirement for FY2025 had a prepaid option, which would save 3 to 4%.

M/S/C (A. Ramirez / C. Blin) To approve a disbursement of \$498,388 from the CalPERS Trust to pay the unfunded liability employee contribution.

G. Recruitment Committee

1. Executive Director Onboarding Plan

The onboarding plan was approved through Recruiting and submitted to DDS.

M/S/C (G. Alvarado / C. Blin) To approve the Executive Director Onboarding Plan.

10. Executive Director's Report – Cristina Preuss

Cristina reviewed the report as presented in the packet.

LEGISLATIVE

The governor's May revise will be released on Friday, May 10th, at 11:00 and streamed online. Later in the day, there will be a discussion. There will be information regarding the budget and any potential changes. Everyone was encouraged to join and watch the May revise online.

DDS

Work continued with the service provider directory, which was in development. Workgroups were happening across the state regarding an IPP template. There was input from families, stakeholders, and more to ensure that there was broad community feedback. For North LA, the intake assessment personnel were invited to take charge of implicit bias training.

ARCA

Regarding the master plan for the environmental services, a workgroup and committee continued to meet and work on various paths. The system was being examined across the board because it needed to change due to the growth.

Center Operations

Staffing Data

April data: Total # positions filled: 683; 937 authorized.

April New Hires: 1st cycle and 2nd cycle: 22 and 7 new employees

Staffing Changes: The Chief of the Human Resources department resigned. The starting date for the new Director of HR was determined.

Consumer Statistics

The Center served 36,518 consumers as of April 2024.

Introducing Emergency Management Specialist Roy Ortega

Roy Ortega is the point person for NLACRC's response to various forms of disasters and emergencies and assists with planning, preparing, and responding crisis management activities.

Email: ROrtega@nlacrc.org.

Special Events

The annual Board dinner was on May 3. The vendor fairs were well-attended. The NLACRC expo was happening on May 11th and May 17th.

There were discussions surrounding hiring and caseloads. It was asked to hear from senior staff regarding various scenarios and proposals.

M/S/C (B. Gatus /R. Sigala) To approve seeking staff recommendations on how to best provide adequate compensation for the existing staff.

The assignment would go to Administrative Affairs.

M/S/C (L. Garcia /C. Blin) To approve contacting DDS and soliciting their help to follow up on their offer to fix their issue with staff and salaries.

11. Self Determination Program (SDP) – Gabriela Eshrati

Ana reviewed the information as presented in the packet.

A. SDLVAC Liaison February Report

B. The next Self Determination Local Advisory Committee Meeting is scheduled for May 16, 2024, at 6:30pm

- 12. Association of Regional Center Agencies** - Leticia Garcia
Ana reviewed the information as presented in the packet.
B. Next meeting is scheduled for June 20, 2024
- 13. Administrative Affairs Committee** -Brian Gatus
Ana reviewed the information as presented in the packet.
A. Minutes of the February 27th Meeting
B. FY2023-2024 Financial Reports
C. FY2023-2024 Admin vs. Direct Allocation Report
D. Social Recreation, Camp & Non-Medical Therapies Services Report
E. Purchase of Services Outstanding Payments
F. 3rd Quarter HR Report
G. Monthly HR Report
H. Temporary Staff Statistics Report
I. Next Meeting: Tuesday, July 23, 2024
- 14. Consumer Advisory Committee** – George Alvarado
George reviewed the information as presented in the packet.
A. CAC Report – Cristina Preuss
B. Minutes from the April 3, 2024 Meeting
C. Minutes from the May 1, 2024 Meeting
D. Next Meeting Scheduled on June 5, 2024, at 3:00pm
- 15. Consumer Services Committee** – Rosie Sigala
Ana reviewed the information as presented in the packet.
A. Minutes of the February 21st Meeting
B. Minutes of the April 17th Meeting -*deferred*
C. Next Meeting Scheduled on July 17, 2024
- 16. Executive Committee** – Ana Quiles
Ana reviewed the information as presented in the packet.
A. Minutes of the March 28th Meeting
B. Minutes of the April 25th Meeting – *deferred*
C. NLACRC Board of Trustees Civility Code
D. Next Meeting Scheduled on May 30, 2024, at 6:00pm
- 17. Recruitment Committee**
Ana reviewed the information as presented in the packet.
A. Minutes of the March 18th Meeting
B. Minutes of the April 8th Meeting
C. Minutes of the April 15th Meeting
D. Minutes of the April 22nd Meeting – *deferred*
E. Minutes of the May 7th Meeting – *deferred*
F. Next Meeting Scheduled for May 13, 2024, at 5:00pm

- 18. Government & Community Relations** – Evelyn McOmie
Ana reviewed the information as presented in the packet.
- A. Minutes of the March 20th Meeting
 - B. Next Meeting Scheduled on May 15, 2024, at 6:00pm
- 19. Nominating Committee** - Lillian Martinez
Ana reviewed the information as presented in the packet.
- A. Minutes of the March 6th Meeting
 - B. Minutes of the April 30th Meeting – *deferred*
 - C. Updated Board Roster
 - D. Returning Candidates Feedback Sessions – May 9, May 14, and May 28
 - E. Next Meeting Scheduled on August 7, 2024

Vivian was added to the Board slate for Secretary. Juan accepted the nomination for ARCA CAC alternate. Juan nominated himself for President. Sharmilla accepted her nomination for ARCA alternate. The slate was presented. George was an ARCA CAC delegate. The voting will occur in June.

- 20. Post-Retirement Medical Trust Committee** – Ana Quiles
- A. Minutes of the April 25, 2024 Meeting – *deferred*
 - B. Fiscal Year 2023 Actuarial Report Presentation
 - C. PFM Capital Statement of Current PRMT Trust Value
 - D. PFM Capital Statement of Current CalPERS UAL Trust Value
 - E. Quarterly PRMT Market Value History Report
 - F. Quarterly UAL Market Value History Report
 - G. Next Meeting Thursday, July 25, 2024
- 21. Strategic Planning Committee**- Leticia Garcia
- A. Minutes of the February 5th Meeting – *deferred*
 - B. Minutes of the May 6th Meeting – *deferred*
 - C. Next Meeting Scheduled on May 6, 2024, at 6:00pm
- 22. Vendor Advisory Committee** – Suad Bisogno
- A. Minutes of the April 4, 2024 Meeting
 - B. Minutes of the May 2, 2024 Meeting – *deferred*
 - C. Next Meeting Scheduled on June 6, 2024, at 9:30am
- 23. Old Business/New Business**
- A. Board and Committee Meeting Attendance Sheets
 - B. Board and Committee Meetings Time Report
 - C. Updated Acronyms Listing
 - D. Meeting Evaluation Form – Emailed separately

24. Review of Committee Action Log Items

A. Board Committee Action Log

25. Announcements/Information/Public Input

A. Next Meeting: Wednesday, June 12, 2024, at 6:00pm

B. Committee Attendance

26. Adjournment

There was a suggestion that each committee provide a report regarding their goals and progress towards achieving them.

Ana Quiles, Board President, adjourned the meeting at 9:03 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.*



NOTIFICATION OF CONFLICT OF INTEREST,
AND
CONFLICT RESOLUTION PLAN

VIVIAN SEDA – NLACRC BOARD MEMBER
NORTH LOS ANGELES COUNTY REGIONAL CENTER

1) Law Governing Conflicts of Interest

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

That general prohibition is explained in more detail in Title 17 of the California Code of Regulations, section 54524 “General Prohibition of Conflicts of Interest for Regional Center Governing Board Members and Executive Directors,” which provides in pertinent part:

- a) “[R]egional center governing board members and executive directors are obligated to discharge their responsibilities with integrity and fidelity and are prohibited from placing themselves in a position where their private, personal interests may conflict with their official duties.
- b) Governing board members and executive directors are impliedly bound to exercise the powers conferred on them with disinterested skill, zeal and diligence and for the benefit of the regional center and the consumers.
- c) If a situation arises that has not been specifically addressed in these regulations, where a governing board member, executive director, or his or her family member's personal or pecuniary interest conflicts with the individual's duty to act in the best interest of the regional center or the consumers, the governing board member or executive director is disqualified from taking any part in the discussion or from making any recommendation or decision regarding the transaction or decision.”

(Emphasis added.)

Further, Section 54533 states:

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

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

2) **Potential Conflict of Ms. Seda**

Vivian Seda is a Board Member at North Los Angeles County Regional Center (hereinafter “NLACRC” or “the Regional Center”). Ms. Seda is a board member, and she participates on the Consumer Services, Strategic Planning and Government and Community Relations Committees. NLACRC Interim Executive Director Cristina Preuss confirms that Ms. Seda is a productive and valued member of the Board of Trustees. Attached as **Exhibit A** is Ms. Seda’s completed Conflict of Interest Reporting Statement. As part of the Conflict Resolution Plan, she will remain in her position on the Board of Trustees.

Ms. Seda’s spouse has obtained direct employment by the North Los Angeles County Regional Center in the position of Consumer Services Coordinator (hereinafter “CSC”). This creates a direct conflict for Ms. Seda as defined by regulation. This document constitutes a disclosure of this conflict, a Conflict Resolution Plan to mitigate any adverse consequences from this relationship, and a request for approval of the Conflict Resolution Plan by DDS.

In short, this Conflict Resolution Plan will have Ms. Seda remain in her position on the NLACRC Board of Trustees but limit her actions as a board member so that she in no way participates in any role whatsoever with deciding NLACRC employee contractual and/or other employee financial matters; this would include, but not be limited to staff compensation decisions determining base salary wage increases, surplus compensatory allocations, and/or any other employee financial contractual matters that would provide a material benefit to NLACRC staff-level employees.

3) **Facts**

The plan of action proposed herein is designed to eliminate any adverse consequences from the conflict. To better understand how the plan will eliminate any adverse consequences, this request will first provide the facts regarding Ms. Seda’s duties and responsibilities as a board member.

A. **Ms. Seda’s Duties as Board Member**

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

Ms. Seda's primary duties are as follows:

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

Under the suggested Conflict Resolution Plan, Ms. Seda will remain in her board position, but will be strictly regulated so that she has no role or involvement whatsoever with any matter that might conceivably impact the annualized compensation, employee benefits, collective bargaining agreements, or any other financial interests of her spouse, an employed staff member of NLACRC.

4) Conflict Resolution Plan

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

Initially, the first step in the Conflict Resolution Plan is to allow Ms. Seda to remain in her position on the Board of Trustees, but to cease any activity or action that might in any way impact NLACRC staff employment, compensation, or other staff-related employment contractual matters. This will eliminate any instance in which Ms. Seda would have to vote, make a motion, give her opinion, analyze, assess the performance of, or take action for or against NLACRC staff changes, and would eliminate any possible action by Ms. Seda to recommend such.

The second part of the plan is to insulate Ms. Seda from any involvement whatsoever with review or financial interest decision-making for NLACRC staff compensation or benefits provisions. She would recuse herself from participation in any vote regarding, contracts, corrective action, review of special incidents, drafting, planning, or discussion of rules, policies, or restrictions that would impact NLACRC staff compensation or benefits provisions. Any duties that potentially relate to such (and they represent a very small portion of the valuable duties she performs on behalf of the Regional Center), and these duties can be easily delegated to other Regional Center board members.

Further, as the Conflict Resolution Plan details below, when any matter arises with regards to NLACRC staff employment, compensation, and/or other staff-related contractual matters, she will agree not to be involved, and as such, will not be present for any discussion of a matter, presentation of options to the Board, or decision or vote on a matter involving topics of this scope. NLACRC will require Ms. Seda to transition to another room (either virtual or physical) to ensure she is not present for discussion, does not access information regarding such topics, or have any influence over any decision or involvement in a matter involving such topics, or require other board members to take an action, including appropriate description of options, recommendations, analysis and ultimate decision and vote.

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

1. Ms. Seda will have no interaction as a board member with any matter that might impact NLACRC staff employment, compensation, and/or other staff-related contractual matters, and specifically will recuse herself from any vote on any matter that could impact NLACRC staff employment, compensation, and/or other staff-related contractual matters.
2. Ms. Seda will, in every conceivable manner, cease interacting with the Board on any matter that could conceivably impact NLACRC staff employment, compensation, and/or other staff-related employment contractual matters.
3. Ms. Seda will not participate as a board member in the consideration, preparation, review, presentation, formulation or approval of any report, plan, opinion, recommendation or action regarding NLACRC staff employment, compensation, and/or other staff-related contractual matters or any actions creating policy or approaches that would impact NLACRC staff employment, compensation, and/or other staff-related contractual matters.
4. Ms. Seda will not create, review, or in any way participate as a board member in, any corrective action plans for NLACRC staff employment, compensation, and/or other staff-related contractual matters.
5. Ms. Seda will not review, participate, or be present as a board member, in any discussions, recommendations, action, or resolution of any complaints pertaining to NLACRC staff employment, compensation, and/or other staff-related contractual matters.
6. Ms. Seda will not, as a board member, access information the regional

center maintains about NLACRC staff employment, compensation, and/or other staff-related employment contractual matters, either in electronic or hard copy form.

7. Ms. Seda will not review, participate, or be present as a board member, in developing, creating, or recommending any policies, or other policies, that might apply to NLACRC staff employment, compensation, and/or other staff-related contractual matters. Instead, these tasks will become the responsibility of the other board members.

8. Ms. Seda will not be involved as a board member in the negotiation, discussion, obligation or commitment of NLACRC to a course of action involving NLACRC staff employment, compensation, and/or other staff-related contractual matters.

9. The NLACRC Board of Trustees will be informed about this Plan of Action, and they will be informed of the need to ensure that Ms. Seda is not involved whatsoever in any action or business whatsoever involving or affecting NLACRC staff employment, compensation, and/or other staff-related contractual matters.

10. These restrictions only apply to NLACRC staff employment, compensation, and/or other staff-related contractual matters. The bulk of Ms. Seda's duties with regard to a vast array of other Board issues and other vendors will remain unchanged, unless the Board work would in any way impact NLACRC staff employment, compensation, and/or other staff-related contractual matters. This amounts to a reassignment of a small portion of her duties and will not reduce the value and productivity that Ms. Seda provides to the NLACRC Board.

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

5) Request Approval of Conflict Resolution Plan

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

Respectfully submitted,

By: 
Vivian Seda, NLACRC Board Member

Date: _____

By: _____
Ana Quiles, NLACRC Board President

Date: _____

By: _____
Cristina Preuss, Interim Executive Director,
NLACRC

Date: _____

Reset Form

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

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

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

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

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

A. INFORMATION OF REPORTING INDIVIDUAL

Name: Vivian Seda Regional Center: North Los Angeles

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

Reporting Status: Annual New Appointment (date): _____
 Change of Status¹

If a change in status, date and circumstance of change in status:
 Husband started working at North Los Angeles County Regional Center

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

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

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

2. Do you or a family member² work for any entity or organization that is a regional center provider or contractor?
 yes no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers. If the provider or contractor is a state or local governmental entity, provide the specific name of the state or local governmental entity and describe your job duties at the state or local governmental entity.

Works as CSC with NLACRC

3. Do you or a family member own or hold a position³ in an entity or organization that is a regional center provider or contractor? yes no -- If yes, provide the name of the entity or organization, describe what services it provides for the regional center or regional center consumers, and describe your or your family member's financial interest.

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

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

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

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

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

6. Do any of the decisions you make when performing your job duties with the regional center have the potential to financially benefit you or a family member⁴? [Note: Governing board members do not have to answer “yes” to this question if the financial benefit would be available to regional center consumers or their families generally].
 yes no -- If yes, please explain.

7. Are you responsible for negotiating, making,⁵ executing or approving contracts on behalf of the regional center? yes no -- If yes, please explain.
 As a Board Member I will be approving contracts with ver two hundred fifty thousand

8. Do you have a financial interest in any contract⁶ with the regional center? yes no -- If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center? yes no -- If yes, please explain.

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

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

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

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


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

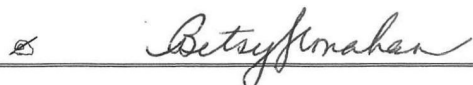
10. Do you evaluate employment applications or contract bids that are submitted by your family member(s)?
 yes no -- If yes, please explain.

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

B. ATTESTATION

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

Signature  Date 5/13/24

| INTERNAL USE ONLY | |
|---|---|
| Date this Statement was received by Reviewer: | |
| The reporting individual <input checked="" type="checkbox"/> does <input type="checkbox"/> does not have a <input checked="" type="checkbox"/> present <input checked="" type="checkbox"/> potential conflict of interest | |
| Signature of Designated Reviewer <u></u> | Date Review Completed <u>5/15/2024</u> |

North Los Angeles County Regional Center
Board of Trustees Policy

Board Member Responsibilities

The role of the Board of Trustees of the North Los Angeles County Regional Center (NLACRC) is to make policy for the operation of the regional center. Policy is developed through recommendations from board committees and the executive director with final approval from the Board of Trustees.

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

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



North Los Angeles County Regional Center

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Contract Summary and Board Resolution

| No. | Description | Contract Summary |
|-----|--|---|
| 1. | Contract Overview: (New or Amendment) (POS or OPS) | Specialized Funding for Family Resource Center |
| 2. | The Name of Vendor or Service Provider | California State University Northridge (CSUN) |
| 3. | The Purpose of the Contract | Three-year contract with CSUN for the operation of the Family Focus Resource Center in the San Fernando Valley, Santa Clarita Valley and Antelope Valley offices. |
| 4. | The Contract Term | July 1, 2024 to June 30, 2027 |
| 5. | The Total Amount of the Contract | Maximum contract amount of \$621,561 |
| 6. | The Rate of Payment or Payment Amount | \$207,187 per year for 3-year term |
| 7. | Method or Process Utilized to Award the Contract. | CSUN is the existing operator of the Family Focus Resource Center. |
| 8. | Method or Process Utilized to Establish the Rate or the Payment Amount | Specialized funding allocation |
| 9. | Exceptional Conditions or Terms: Yes/No If Yes, provide explanation | No |



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Contract Summary and Board Resolution

The North Los Angeles County Regional Center (“NLACRC”) Board of Trustees reviewed and discussed the California State University Northridge contract for the Family Focus Resource Center.

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the Family Focus Resource Center Agreement (“**Agreement**”) between NLACRC and California State University Northridge was reviewed and discussed by the NLACRC Board of Trustees on **June 12, 2024**.

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

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

Lillian Martinez, Board Secretary

June 12, 2024

Date



North Los Angeles County Regional Center

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BOARD RESOLUTION FOR CONTRIBUTION TO POST RETIREMENT MEDICAL TRUST ACCOUNT FROM FISCAL YEAR 2023-2024 FUNDS

RESOLVED that the Board of Trustees of the North Los Angeles County Regional Center (“NLACRC”) authorizes a contribution to its Post Retirement Medical Trust Account from fiscal year 2023-2024 available funds up to the amount of **\$11,000,000.00**.

Certification by Secretary: I certify that (1) I am the Secretary of the North Los Angeles County Regional Center; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

June 12, 2024

Date



North Los Angeles County Regional Center

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

BOARD RESOLUTION FOR CONTRIBUTION TO CALPERS UNFUNDED LIABILITY MEDICAL TRUST ACCOUNT FROM FISCAL YEAR 2023-2024 FUNDS

RESOLVED that the Board of Trustees of the North Los Angeles County Regional Center (“NLACRC”) authorizes a contribution to its CalPERS Unfunded Accrued Liability Trust Account from fiscal year 2023-2024 available funds up to the amount of **\$10,000,000.00**.

Certification by Secretary: I certify that (1) I am the Secretary of the North Los Angeles County Regional Center; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

June 12, 2024

Date

Amortization Schedule and Alternatives (continued)

| Date | <u>Current Amortization Schedule</u> | | <u>Alternative Schedules</u> | | | |
|--------------------------|--------------------------------------|-------------------|------------------------------|-------------------|----------------------|-------------------|
| | Balance | Payment | 20 Year Amortization | | 15 Year Amortization | |
| | | | Balance | Payment | Balance | Payment |
| 6/30/2024 | 23,360,277 | 515,055 | 23,360,277 | 2,100,639 | 23,360,277 | 2,450,579 |
| 6/30/2025 | 24,416,497 | 1,013,115 | 22,777,890 | 2,100,639 | 22,416,247 | 2,450,579 |
| 6/30/2026 | 25,029,825 | 1,511,174 | 22,155,900 | 2,100,639 | 21,408,023 | 2,450,579 |
| 6/30/2027 | 25,170,145 | 2,009,234 | 21,491,615 | 2,100,639 | 20,331,240 | 2,450,579 |
| 6/30/2028 | 24,805,291 | 2,507,293 | 20,782,159 | 2,100,639 | 19,181,236 | 2,450,578 |
| 6/30/2029 | 23,900,911 | 2,507,292 | 20,024,460 | 2,100,639 | 17,953,033 | 2,450,579 |
| 6/30/2030 | 22,935,035 | 2,507,293 | 19,215,237 | 2,100,639 | 16,641,311 | 2,450,579 |
| 6/30/2031 | 21,903,478 | 2,507,293 | 18,350,987 | 2,100,639 | 15,240,392 | 2,450,579 |
| 6/30/2032 | 20,801,776 | 2,507,294 | 17,427,968 | 2,100,639 | 13,744,210 | 2,450,578 |
| 6/30/2033 | 19,625,157 | 2,507,294 | 16,442,184 | 2,100,640 | 12,146,289 | 2,450,579 |
| 6/30/2034 | 18,368,528 | 2,507,293 | 15,389,365 | 2,100,639 | 10,439,708 | 2,450,578 |
| 6/30/2035 | 17,026,448 | 2,507,292 | 14,264,956 | 2,100,640 | 8,617,081 | 2,450,579 |
| 6/30/2036 | 15,593,109 | 2,507,294 | 13,064,086 | 2,100,639 | 6,670,514 | 2,450,578 |
| 6/30/2037 | 14,062,300 | 2,507,294 | 11,781,558 | 2,100,640 | 4,591,582 | 2,450,579 |
| 6/30/2038 | 12,427,396 | 2,507,293 | 10,411,817 | 2,100,640 | 2,371,281 | 2,450,579 |
| 6/30/2039 | 10,681,320 | 2,507,293 | 8,948,933 | 2,100,639 | | |
| 6/30/2040 | 8,816,511 | 2,507,294 | 7,386,574 | 2,100,639 | | |
| 6/30/2041 | 6,824,893 | 2,507,294 | 5,717,975 | 2,100,640 | | |
| 6/30/2042 | 4,697,845 | 2,507,292 | 3,935,910 | 2,100,639 | | |
| 6/30/2043 | 2,426,160 | 2,507,293 | 2,032,666 | 2,100,640 | | |
| 6/30/2044 | | | | | | |
| 6/30/2045 | | | | | | |
| 6/30/2046 | | | | | | |
| 6/30/2047 | | | | | | |
| 6/30/2048 | | | | | | |
| 6/30/2049 | | | | | | |
| Total | | 45,165,269 | | 42,012,786 | | 36,758,681 |
| Interest Paid | | 21,804,992 | | 18,652,509 | | 13,398,404 |
| Estimated Savings | | | | 3,152,483 | | 8,406,588 |

Section 7. Election and Term of Office. Except as otherwise provided herein, the Trustees shall be elected by the Board and shall serve for a term as hereinafter provided:

(a) Except for Trustees who are elected to fill a vacancy, each Trustee shall be elected for a term of up to three years, as designated by the Board, with each term commencing on the first day of July of the year in which the Trustee is elected to office; provided in no event shall a Trustee serve in such capacity for a period longer than seven years within an eight year period. Per the requirements of the Lanterman Act, members of the governing Board shall not be permitted to serve more than seven years within each eight-year period .

(b) Each year, during which the term of one or more Trustees is due to expire, the Nominating Committee shall submit to the Board, at the regularly scheduled meeting held in May, a list of candidates it recommends for election to membership to the Board. At the May meeting in which the Nominating Committee submits its recommended candidates to the Board, any member of the Board may nominate from the floor other candidates for membership to the Board, provided the individual nominated is a person who has submitted an application to serve as a Trustee to the Nominating Committee, and provided further that the nomination is both joined by at least four (4) other members of the Board and is consented to by the individual nominated. If one or more candidates for membership to the Board are nominated by a Trustee from the floor at a regularly scheduled meeting, the Nominating Committee shall, prior to the election, meet and interview those candidates who have not previously been interviewed and shall present a report concerning such interviews to the Board at the next meeting.

(c) The election of Trustees shall be held at regularly scheduled meetings of the Board.

(d) At each election, the Board may determine to leave one (1) or more, but not more than seven Trustee positions vacant.

(e) The Board shall vote for the election of Trustees by voice vote, unless either the number of candidates for membership to the Board exceeds the number of Trustees to be elected or any one or more Board members requests that the vote be conducted by written ballot. If the Board decides to use written ballots for an election, they must make that clear during the nomination phase of the candidates to enable the secretary to prepare the ballots for the election. Before the election, each Board member will be provided with a ballot with their name printed at the top of it. All members of the Board present at the meeting at which the Trustees are to be elected, including the Board member presiding at the meeting, shall be eligible to vote. A candidate must receive a majority of votes cast by the Trustees eligible to vote at the meeting to be elected as a Trustee and, if the number of candidates nominated exceeds the

number of Trustees to be elected, the candidates receiving the highest number of votes shall be elected as Trustees, provided the number of votes received by those candidates in each case constitute a majority of the votes cast by Trustees eligible to vote. Votes shall be counted and certified by both the Secretary of the Board and the Secretary of the Regional Center. When announcing the outcome of the election, the Secretary of the Board will state whether or not the nominee was elected; the number of votes for or against will not be divulged. In the event candidates receiving a majority of the votes cast by the Trustees eligible to vote are less than the number of Trustees to be elected, then, subject to Subsection (d), the Board may declare a vacancy, or vacancies, on the Board. In the event a Trustee position remains vacant because of a tie vote among candidates, each of whom has received a majority of the votes cast by Trustees eligible to vote, a run-off vote shall be conducted and the candidate, or candidates, receiving the highest votes shall be elected to fill the vacant Trustee position or positions. Each Board member can vote only once for each vacant position and cast no more votes than the total number of vacant positions to be voted on. After the election, the secretary will keep the used ballots for a limited period of time so anyone wanting to see the used ballots will have the opportunity to do so.

(f) Anything herein to the contrary notwithstanding, the Vendor Advisory Committee shall be entitled to designate one member from its Committee to serve as a Trustee at the meeting at which Trustee elections are held. The Trustee designated by the Vendor Advisory Committee shall serve a term of one year.

(g) Each Trustee shall serve as a member of the Board until such time as he or she:

(1) Resigns, which for this purpose shall include a Trustee's deemed resignation for failure to satisfy the attendance requirements for Board members as described Subsection (h) of this Section 7.

(2) Is removed for cause, including but not limited to noncompliance with the Board Code of Conduct, by a majority of the Trustees then in office. A Trustee may be removed for cause if he or she has been declared of unsound mind by a final order of court, has been convicted of a felony, or has been found by a final order or judgment of any court to have breached any duty under Article 3 of the California Corporations Code.

(3) Is removed without cause by two-thirds (2/3) vote of the Trustees then in office, provided notice of any proposed action to remove a Trustee without cause is mailed to each Trustee then in office at least twenty (20) days prior to the scheduled meeting at which the proposed removal is to be considered.

(4) Completes his or her term in office or, if sooner, completes seven years in office as a Trustee in an eight-year period.

(h) In the event a Trustee shall be absent from either three consecutive regularly-

scheduled Board meetings or from three consecutive committee meetings or shall be absent from five regularly-scheduled Board meetings or from five committee meetings during any twelve 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. If a Trustee is serving on more than one committee at any time, his or her attendance at meetings of each committee shall be considered separately in determining the Trustee's absences for purposes of this Subsection (h). The secretary of the Board shall mail notice of each Trustee's absences during the preceding twelve (12) month period to each Trustee with the following month's board meeting packet.

Section 8. Vacancies. A vacancy or vacancies on the Board shall be deemed to exist in the case of the death, resignation, or removal of any Trustee, if the authorized number of Trustees is increased or if the Trustees fail at any meeting of the Board at which any Trustees are elected, to elect the full authorized number of Trustees. Except for a vacancy caused by the death, resignation, or removal of the Trustee designated by the Vendor Advisory Committee, vacancies on the Board may be filled by a majority of the remaining Trustees at a meeting.

Section 9. Meetings.

(a) The Board shall hold ten (10) regular meetings during the fiscal year, rotating meetings among each regional center office location as follows: five (5) at the San Fernando Valley office, two (2) at the Santa Clarita office and three (3) at the Antelope Valley office. One meeting may serve as a Board training. The Board shall schedule its regular meetings on the second Wednesday of the month, if not a legal holiday, or if a legal holiday, then on the next succeeding Wednesday that is a business day, unless otherwise scheduled by a majority vote of the Board by the members. The Secretary of the Board shall notify each Trustee of the date, time and place of each regular meeting, by either first-class mail, postmarked at least four (4) days prior to the date of the scheduled meeting, or by telephone, e-mail, or in person at least forty-eight (48) hours before the time of said meeting.

(b) Special meetings of the Board may be called by the President, by the Executive Committee, or by one-third of the Trustees then in office. Notice of the date, time, and place of a special meeting shall be provided each Trustee by the Secretary of the Board in the same manner and within the same time periods as provided in Subsection (a) concerning regular meetings, except that the notice shall include a description of the proposed purpose of the meeting and an agenda of those items to be considered at the meeting.

(c) All meetings of the Board shall be open and public, and all persons shall be permitted to attend any meeting, except as otherwise provided herein. At each meeting of the

Board, time shall be permitted for public input and any person attending an open and public meeting of the Board shall have the right to record the proceedings on a tape recorder in the absence of a reasonable finding by the Board that such recording constitutes, or would constitute, a disruption of the proceedings. The Regional Center shall provide a copy of Article 3 (Sections 4660-4669) of the California Welfare and Institutions Code to each Trustee at the time he or she assumes his or her duties as Trustee.

(d) In addition to the notice required to be provided to the Trustees pursuant to Subsections (a) and (b) above, the Board shall provide notice of each meeting to any person who requests such notice in writing. Notwithstanding the notice requirements set forth in Subsections (a) and (b), notice shall be mailed at least seven (7) days in advance of each meeting to each person who requests notice under this Subsection (d). The notice shall include the date, time, and place of the meeting and a specific agenda for the meeting, which shall include an identification of all substantive topic areas to be discussed. No item shall be added to the agenda which is not set forth in the notice, except for urgent matters not related to the purchase of service reductions requested by DDS and for which notice could not have been provided at least seven (7) days before the meeting, and except for new items brought before the Board by members of the public.

(e) An emergency meeting of the Board may be called without complying with the notice requirements provided for at Subsection (d) in the case of an emergency situation involving matters upon which prompt action is necessary because of either an actual or threatened disruption of Regional Center services. For purposes of this Subsection (e), “emergency situation” means any activity that severely impairs public health, safety, or both, as determined by a majority of the members of the Board. In these situations, while not required, advance notice shall be provided to the extent practicable and the local State Council office shall be notified of each emergency meeting. The minutes of an emergency meeting, including a description of any actions taken at the meeting, shall be mailed immediately to those persons who requested notice pursuant to Subsection (d).

(f) Anything herein to the contrary notwithstanding, the Board may hold a closed session to discuss or consider one or more of the following:

- (1) Real estate negotiations;
- (2) The appointment, employment, evaluation of performance, or dismissal of a Regional Center employee;
- (3) Employee salaries and benefits;
- (4) Labor contract negotiations;
- (5) Pending litigation, as described at Section 4664 of the California Welfare and Institutions Code.

Anything herein to the contrary notwithstanding, any matter dealing with a particular Regional Center consumer must be conducted in a closed session, unless it is requested that the issue be discussed publicly by either the consumer, the consumer's conservator, or the consumer's parent or guardian where the consumer is a minor. Minutes of closed sessions shall be taken by the Board Secretary in a notebook kept by a designated officer or employee of the Regional Center, but these minutes shall not be considered public records. Prior to and directly after holding any closed session, the Board shall state the specific reason or reasons for the closed session. In the closed session, the Board may consider only those matters covered in its statement.

(g) Meetings of the Trustees shall be presided over by the Board President, or, in his or her absence, by the First Vice President, or, in his or her absence, by the Second Vice President, or, in the absence of all of them, by a Trustee chosen by a majority of the Trustees present. The Secretary of the corporation shall act as Secretary of the Board of Trustees. In the absence of the Secretary, the presiding officer shall appoint a person to act as Secretary for the meeting.

(h) The provisions set forth in Subsections (c), (d) and (f) of this Section 9 shall not apply to the corporate affairs of the Board which have no relationship to the role and responsibility of the Regional Center.

(i) All meetings of the Board shall be held in facilities accessible to persons with physical disabilities. The Regional Center shall not conduct any meeting, conference, or other function in any facility that prohibits the admittance of any person, or persons, on the basis of race, religious creed, color, national origin, ancestry, sex, or disability.

(j) All meetings shall be available for virtual participation in order to promote easier access and will remain in effect until further notice. Board member virtual participation constitutes attendance at board and committee meetings.

Section 10. Quorum and Voting. A majority of the Trustees entitled to vote shall constitute a quorum of the Board for the transaction of business, except as otherwise provided in these Bylaws. Every act or decision done or made by a majority of the Trustees present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board, unless a greater number is required by law or by these Bylaws.

Section 11. Freedom from Liability. No Trustee shall be personally liable for the debts, liabilities, or obligations of the Regional Center.

ARTICLE V

OFFICERS

Section 1. Number and Title. The officers of the Regional Center shall be members of the Board and shall consist of a President, First Vice President, Second Vice President, Treasurer, ARCA delegate and ARCA alternate, and Secretary, and such other officers as may be provided for by the Board.

Section 2. Election. The officers of the Regional Center shall be elected by the Board at the regularly scheduled June meeting of the Board. A slate of nominees shall be submitted by the Nominating Committee prior to the Board's regularly scheduled June meeting. Nominations may be made from the floor at the meeting in which the election is held or at any time prior to the election for that office. In the event that there is more than one (1) nominee for an office or should any Board member request it, the vote shall be by secret ballot. The candidate receiving the highest number of votes shall be elected to the office provided that he or she has received a majority vote in favor of election. In the event that no candidate receives a majority vote in favor of election, there shall be a runoff between the two (2) highest candidates. Election shall be by individual office, in the order the offices are identified in these Bylaws.

Section 3. Term of Office. Officers shall serve for a term of one (1) year commencing on July 1 and ending on June 30 of the following calendar year or, if later, on the date his or her successor is elected. Notwithstanding the foregoing, an officer may be removed by the vote of two-thirds (2/3) of the total membership of the Board. Notice of a proposed removal action shall be mailed to the full Board prior to the general meeting at which such vote would be taken. With the exception of the President, who may serve no more than two (2) consecutive terms of office, there is no limitation to the number of terms that may be served.

Section 4. Vacancies. In the case of death, resignation, or removal of any officer of this corporation, the Board shall elect his or her successor, who shall hold his or her office for the unexpired term of that office.

Section 5. Duties of the President. The President shall preside at all meetings of the Trustees. Subject to the control of the Board, he or she shall:

- (a) Call meetings of the Board.

(b) Execute on behalf of the Regional Center any and all instruments necessary to transact the business of the Regional Center in accordance with such authority as may be granted to him or her by the Board.

(c) Chair the quarterly Post-Retirement Medical Trust meetings.

(d) Exercise such other powers and perform such duties as may be prescribed by the Board or these Bylaws.

Section 6. Duties of First Vice President. The First Vice President shall:

(a) In the absence or incapacity of the President, perform the duties of the President.

(b) Participate in the quarterly meetings of the Post-Retirement Medical Trust Committee.

(c) Exercise such other powers and perform such duties as may be prescribed by the Board or these Bylaws.

Section 7. Duties of Second Vice President. The Second Vice President shall:

(a) In the absence or incapacity of the First Vice President, act to fulfill the duties of that office.

(b) Act as parliamentarian.

(c) Exercise such other powers and perform such duties as may be prescribed by the Board or these Bylaws.

Section 8. Duties of Secretary. The Secretary shall:

(a) Cause to be taken and maintained at the principal office of corporation the minutes of meetings of the Board and the Executive Committee.

(b) Maintain a log or record of actions taken in executive session and transfer this record to his or her successor.

(c) Sign the original copy of the Bylaws when revisions are made.

(d) Review the attendance of Board members at monthly meetings and inform the President if a Board member has failed to meet the attendance requirements as described at Section 7, Subsection (h), of Article IV.

(e) Exercise such other powers and perform such duties as may be prescribed by the Board or these Bylaws.

BOARD & BOARD COMMITTEE LIST

FY 2024-2025

Consumer Services

Nicholas Abrahms
George Alvarado
Cathy Blin
Sharmila Brunjes
James Henry
Anna Carlstone Hurst
Jennifer Koster
Alma Rodriguez
Rocio Sigala

Strategic Planning

Nicholas Abrahms
George Alvarado
Sharmila Brunjes
Lety Garcia
James Henry
Juan Hernandez
Anna Carlstone Hurst
Ana Quiles
Vivian Seda
Cristina Pruss, Staff
Evelyn McOmie, Staff

Government & Community Relations

George Alvarado
Cathy Blin
Michael Costa
Juan Hernandez
Jennifer Koster
Vivian Seda
Curtis Wang

Administrative Affairs

Cathy Blin
Brian Gatus
Andrew Ramirez

Nominating

Sharmila Brunjes
Lety Garcia
Brian Gatus
Juan Hernandez
Ana Quiles
Rocio Sigala
Curtis Wang

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

2. Do you or a family member² work for any entity or organization that is a regional center provider or contractor? yes no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers. If the provider or contractor is a state or local governmental entity, provide the specific name of the state or local governmental entity and describe your job duties at the state or local governmental entity.
3. Do you or a family member own or hold a position³ in an entity or organization that is a regional center provider or contractor? yes no -- If yes, provide the name of the entity or organization, describe what services it provides for the regional center or regional center consumers, and describe your or your family member's financial interest.
4. Are you a regional center advisory committee board member? yes no -- If yes, are you a member of the governing board or owner or employee of an entity or organization that provides services to the regional center or regional center consumers? yes no -- If yes, provide the name of the entity or organization and describe what services it provides for the regional center or regional center consumers.
5. If you are a regional center advisory committee board member and answered yes to all the questions in Question 4 above, do any of the following apply to you: (a) are you an officer of the regional center board; (b) do you vote on purchasing services from a regional center provider; or (c) do you vote on matters where you might have a financial interest? yes no -- If yes, please explain.

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

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

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

6. Do any of the decisions you make when performing your job duties with the regional center have the potential to financially benefit you or a family member⁴? [Note: Governing board members do not have to answer “yes” to this question if the financial benefit would be available to regional center consumers or their families generally].
 yes no -- If yes, please explain.

7. Are you responsible for negotiating, making,⁵ executing or approving contracts on behalf of the regional center? yes no -- If yes, please explain.

As a NLACRC board member, I will be responsible for approving contracts over \$250,000.

8. Do you have a financial interest in any contract⁶ with the regional center? yes no -- If yes, did you negotiate, make, execute or approve the contract on behalf of the regional center? yes no -- If yes, please explain.

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

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

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

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

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

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

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

B. ATTESTATION

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

Signature _____ Date _____

INTERNAL USE ONLY

Date this Statement was received by Reviewer: _____

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

| | |
|---|-----------------------|
| Signature of Designated Reviewer | Date Review Completed |
|  | |

MEMORANDUM

Date: July 1, 2024

To: NLACRC Board Members

From: Kimberly Visokey, Executive Administrative Assistant

Subject: **Provision and Protection of Confidential Information**

In connection with your service on the NLACRC Board of Trustees, you have received, currently receive, and will receive and/or review certain proprietary and otherwise sensitive information and materials concerning NLACRC and its consumers, vendors, and other operations (confidential information). NLACRC requires your agreement to the following:

- I. The confidential information will be kept confidential by you. In the event that you become legally compelled (by deposition, interrogatory, request for documents, subpoena, civil investigative demand or similar process) to disclose any of the confidential information, you shall provide NLACRC with prompt prior written notice of such requirement so that the center may seek a protective order or other appropriate remedy and/or waive compliance with the terms of this agreement. In the event that such protective order or other remedy is not obtained, or that NLACRC waives compliance with the provisions hereof, you agree to furnish only that portion of the confidential information which you are advised by written opinion or counsel is legally required and to exercise best efforts to obtain assurance that confidential treatment will be accorded such confidential information.
- II. The term “confidential information” does not include any information which:
 - A. At the time of disclosure or thereafter is generally available to and known by the public (other than a result of a disclosure directly or indirectly by you).
 - B. Was available to you on a non-confidential basis from a source other than NLACRC or its advisors, provided that such source is not and was not bound by a confidentiality agreement with NLACRC.
 - C. Has been independently acquired or developed by you without violating any of your obligations under this agreement. It is also hereby acknowledged that as between you and NLACRC all confidential information is the sole property of NLACRC.
- III. At any time NLACRC so requests, or in no event later than upon completion of your board service, you will promptly return to NLACRC all copies of any confidential information in your possession, and you will destroy all copies of any analyses, compilations, studies or other

documents prepared by you or for your use containing or reflecting any confidential information.

- IV. You understand and acknowledge that NLACRC is not making any representation or warranty, expressed or implied, as to the accuracy or completeness of the confidential information, and neither NLACRC nor any of its officers, directors, employees, vendors, volunteers or agents will have any liability to you or any other person resulting from your use of the confidential information.
- V. You agree that NLACRC shall be entitled to equitable relief, including injunction and specific performance, in the event of any breach by you of the provisions of this agreement, in addition to all other remedies available to NLACRC at law or in equity. Furthermore, in the event any action is instituted by NLACRC or you to enforce any of the terms and provisions contained herein, the prevailing party in such action shall be entitled to such reasonable attorneys' fees, costs and expenses as may be fixed by the court. You also hereby irrevocably and unconditionally consent to submit to the exclusive jurisdiction of the courts of the State of California and of the United States of America located in the County of Los Angeles for any actions, suits or proceedings arising out of or relating to this agreement (and you agree not to commence any action, suit or proceeding relating thereto except in such courts), and further agree that service of any process, summons, notice or document by U.S. registered mail to your address set forth above shall be effective service of process of any action, suit or proceeding brought against you in any such court. You hereby irrevocably and unconditionally waive any objection to the laying of venue of any action, suit or proceeding arising out of this agreement, in the courts of the State of California or the United States of America located in the City of Los Angeles, and hereby further irrevocably and unconditionally waive and agree not to plead or claim in any such court that any such actions, suit or proceeding brought in any such court has been brought in an inconvenient forum.. This agreement will be governed by and construed in accordance with the internal laws of the State of California.
- VI. It is further understood and agreed that no failure or delay by NLACRC in exercising any right, power or privilege hereunder will operate as a waiver hereof, nor will any single or partial exercise thereof preclude any other or further exercise thereof or the exercise of any right, power or privilege hereunder.

If you agree with the foregoing, please sign and return this letter which will constitute our agreement with respect to the subject matter of this letter.

CONFIRMED AND AGREED:

(Board Member's Printed Name)

(Board Member's Signature)

(Date)

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) (Continued)

B. Identification Information – for Individuals with Ownership or Control Interest, Officers, Directors, Managing Employees, Partners and/or Agents of the Partnership, Group Association, Corporation, Institution or Entity.

1. Full legal name (Last) (Jr., Sr., etc.) (First) (Middle)

2. Residence address (number, street) City State ZIP code (9-digit)

3. Social security number (required) 4. Date of birth 5. Driver's license number or state-issued identification number (Attach a current and legible copy)

6. Is the above individual related to any individual listed in Section IV, Table A (Page 9)? If yes, check the appropriate box and list name of individual: Yes No

Spouse Parent Child Sibling Other (explain): _____

Name of individual: _____

7. If the above individual is **directly** associated with the entity identified in Section I, what is the individual's relationship with the applicant/provider? Check all that apply.

5% or greater owner Partner Managing employee Agent
 Director/officer, title: Other (specify): Board Member

8. If the above individual is **directly** associated with an entity identified in Section III, indicate the name of that entity in the space below:

a. Legal business name of entity as listed in Section III, Part A

North Los Angeles County Regional Center Board of Trustees

b. What is this individual's role with the entity reported in Section III? Check all that apply.

5% or greater owner Partner Managing employee Agent
 Director/officer, title: Other (specify): Board Member

C. Respond to the following questions:

1. **Within ten years from the date of this statement**, has the above individual been convicted of any felony or misdemeanor involving fraud or abuse in any government program? Yes No

If yes, provide the date of the conviction (mm/dd/yyyy): _____

2. **Within ten years from the date of this statement**, has the above individual been found liable for fraud or abuse involving any government program in any civil proceeding? Yes No

If yes, provide the date of the final judgment (mm/dd/yyyy): _____

Do not leave any questions, boxes, lines, etc., blank.

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) *(Continued)*

Name of individual listed in Section IV, Part B, Item 1: _____

3. **Within ten years from the date of this statement**, has the above individual entered into a settlement in lieu of a conviction for fraud or abuse involving any government program? Yes No

If yes, provide the date of the settlement (mm/dd/yyyy): _____

4. Does the above individual currently participate, or has he or she ever participated, as a provider in the Medi-Cal program or in another state's Medicaid program? If yes, provide the following information: Yes No

| State | Name(s) (Legal and DBA) | NPI and/or Provider Number(s) |
|-------|----------------------------|-------------------------------|
| | | |
| | | |
| | | |

5. Has the above individual **ever** been suspended from a Medicare, Medicaid, or Medi-Cal program? If yes, attach verification of reinstatement and provide the following information: Yes No

| Check Applicable Program | NPI and/or Provider Number(s) | Effective Date(s) of Suspension | Date(s) of Reinstatement(s), as applicable |
|-----------------------------------|-------------------------------|---------------------------------|--|
| <input type="checkbox"/> Medi-Cal | | | |
| <input type="checkbox"/> Medicaid | | | |
| <input type="checkbox"/> Medicare | | | |
| <input type="checkbox"/> Medi-Cal | | | |
| <input type="checkbox"/> Medicaid | | | |
| <input type="checkbox"/> Medicare | | | |

6. Has the above individual's license, certificate, or other approval to provide health care **ever** been suspended or revoked? Yes No

If yes, include copies of licensing authority's decision(s) and written confirmation from them that his or her professional privileges have been restored and provide the following information:

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|-----------------|--|
| | | |
| | | |
| | | |

Do not leave any questions, boxes, lines, etc., blank.

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) *(Continued)*

Name of individual listed in Section IV, Part B, Item 1: _____

7. Has the above individual otherwise lost or surrendered his or her license, certificate, or other approval to provide health care while a disciplinary hearing was pending? Yes No

If yes, attach a copy of the written confirmation from the licensing authority that his or her professional privileges have been restored and provide the following information:

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|-----------------|--|
| | | |
| | | |

8. Has the above individual's license, certificate, or other approval to provide health care **ever** been disciplined by any licensing authority? Yes No

If yes, include copies of licensing authority decision(s) including any terms and conditions for each decision and provide the following information:

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|-----------------|--|
| | | |
| | | |

9. List the name and address of all health care providers, participating or not participating in Medi-Cal, in which the above individual also has an ownership or control interest.

If none, check here

If additional space is needed, attach additional page (label "Additional Section IV, Part C, Item 9"). Number of pages attached: _____

a. Full legal name of health care provider (include any fictitious business names)

| | | | |
|-----------------------------|------|-------|--------------------|
| b. Address (number, street) | City | State | ZIP code (9-digit) |
| | | | |

- Proceed to Section V.

Do not leave any questions, boxes, lines, etc., blank.

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) *(Continued)*

B. Identification Information – for Individuals with Ownership or Control Interest, Officers, Directors, Managing Employees, Partners and/or Agents of the Partnership, Group Association, Corporation, Institution or Entity.

1. Full legal name (Last) (Jr., Sr., etc.) (First) (Middle)

2. Residence address (number, street) City State ZIP code (9-digit)

3. Social security number (required) 4. Date of birth 5. Driver's license number or state-issued identification number (~~Attach a current and legible copy~~)

If Board member does not have a driver's license or ID, enter "N/A"

6. Is the above individual related to any individual listed in Section IV, Table A (Page 9)? If yes, check the appropriate box and list name of individual: Yes No

Spouse Parent Child Sibling Other (explain): _____

Name of individual: _____

7. If the above individual is **directly** associated with the entity identified in Section I, what is the individual's relationship with the applicant/provider? Check all that apply.

5% or greater owner Partner Managing employee Agent Director/officer, title: _____ Other (specify): _____

If Board officer, check here and include title

If Board member, check here and include title

8. If the above individual is **directly** associated with an entity identified in Section III, indicate the name of that entity in the space below: **N/A**

a. Legal business name of entity as listed in Section III, Part A

N/A

b. What is this individual's role with the entity reported in Section III? Check all that apply.

5% or greater owner Partner Managing employee Agent Director/officer, title: _____ Other (specify): _____

If Board officer, check here and include title

If Board member, check here and include title

C. Respond to the following questions: *Each Board member answer yes or no to the following questions:*

1. **Within ten years from the date of this statement**, has the above individual been convicted of any felony or misdemeanor involving fraud or abuse in any government program? Yes No

If yes, provide the date of the conviction (mm/dd/yyyy): _____

2. **Within ten years from the date of this statement**, has the above individual been found liable for fraud or abuse involving any government program in any civil proceeding? Yes No

If yes, provide the date of the final judgment (mm/dd/yyyy): _____

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) (Continued)

Name of individual listed in Section IV, Part B, Item 1: Enter Board member name here

Each Board member answer yes or no to the following questions:

3. **Within ten years from the date of this statement**, has the above individual entered into a settlement in lieu of a conviction for fraud or abuse involving any government program? Yes No
 If yes, provide the date of the settlement (mm/dd/yyyy): _____

4. Does the above individual currently participate, or has he or she ever participated, as a provider in the Medi-Cal program or in another state's Medicaid program? If yes, provide the following information: Yes No

| State | Name(s) (Legal and DBA) | NPI and/or Provider Number(s) |
|-------|--|-------------------------------|
| | If you answered yes to questions 3 or 4, complete this section; if no, enter "N/A" | |
| | | |

5. Has the above individual **ever** been suspended from a Medicare, Medicaid, or Medi-Cal program? If yes, attach verification of reinstatement and provide the following information: Yes No
 Each Board member answer yes or no

| Check Applicable Program | NPI and/or Provider Number(s) | Effective Date(s) of Suspension | Date(s) of Reinstatement(s), as applicable |
|---|--|---------------------------------|--|
| <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Medicaid <input type="checkbox"/> Medicare | If you answered yes to questions 5 complete this section; if no, enter "N/A" | | |
| <input type="checkbox"/> Medi-Cal <input type="checkbox"/> Medicaid <input type="checkbox"/> Medicare | | | |

6. Has the above individual's license, certificate, or other approval to provide health care **ever** been suspended or revoked? Yes No
 If yes, include copies of licensing authority's decision(s) and written confirmation from them that his or her professional privileges have been restored and provide the following information: Each Board member answer yes or no

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|--|--|
| | If you answered yes to questions 6 complete this section; if no, enter "N/A" | |
| | | |

IV. OWNERSHIP INTEREST AND/OR MANAGING CONTROL INFORMATION (INDIV.) (Continued)

Name of individual listed in Section IV, Part B, Item 1: Enter Board member name here

7. Has the above individual otherwise lost or surrendered his or her license, certificate, or other approval to provide health care while a disciplinary hearing was pending? Yes No
 If yes, attach a copy of the written confirmation from the licensing authority that his or her professional privileges have been restored and provide the following information: **Each Board member answer yes or no**

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|--|--|
| | If you answered yes to questions 7 complete this section; if no, enter "N/A" | |
| | | |

8. Has the above individual's license, certificate, or other approval to provide health care **ever** been disciplined by any licensing authority? Yes No
 If yes, include copies of licensing authority decision(s) including any terms and conditions for each decision and provide the following information: **Each Board member answer yes or no**

| Where Action(s) was Taken | Action(s) Taken | Effective Date(s) of Licensing Authority's Action(s) |
|---------------------------|--|--|
| | If you answered yes to questions 8 complete this section; if no, enter "N/A" | |
| | | |

9. List the name and address of all health care providers, participating or not participating in Medi-Cal, in which the above individual also has an ownership or control interest.
If none, check here <----- **Each Board member to check box or complete information below**
 If additional space is needed, attach additional page (label "Additional Section IV, Part C, Item 9"). Number of pages attached: _____

a. Full legal name of health care provider (include any fictitious business names)
Only complete if Board member has ownership or controlling interest of a health care provider

| | | | |
|--|------|-------|--------------------|
| b. Address (number, street) | City | State | ZIP code (9-digit) |
| Only complete if Board member has ownership or controlling interest of a health care provider | | | |

- Proceed to Section V.

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| July 2024 | | | | | | |
|-----------|--------|---|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | 1 | 2 | 3 | 4 Independence Day (NLACRC closed) | 5 | 6 |
| 7 | 8 | 9 | 10 5:00pm-7:30pm Board Member Orientation | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 6:00 pm Consumer Services Committee Meeting | 18 | 19 | 20 |
| 21 | 22 | 23 6:00 pm Administrative Affairs Committee Meeting | 24 | 25 6:00 pm Executive Committee Meeting | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| August 2024 | | | | | | |
|-------------|--|---------|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | 1 <u>9:30 am</u> Vendor Advisory Committee Meeting | 2 | 3 |
| 4 | 5 <u>6:00 pm</u> Strategic Planning Committee Meeting | 6 | 7 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 22 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting <u>6:30 pm</u> Executive Committee Meeting | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| September 2024 | | | | | | |
|----------------|--------|--|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 3:00pm Consumer Advisory Committee Meeting | 5 9:30 am Vendor Advisory Committee Meeting | 6 | 7 |
| 8 | 9 | 10 | 11 5:00 pm Board Packet Review 6:00 pm Board of Trustees Meeting | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 6:00 pm Consumer Services Committee Meeting | 19 | 20 | 21 |
| 22 | 23 | 24 6:00 pm Administrative Affairs Committee Meeting | 25 | 26 6:00 pm Executive Committee Meeting | 27 | 28 |
| 29 | 30 | | | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| October 2024 | | | | | | |
|--------------|--------|---------|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | 1 | 2 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 3 <u>9:30 am</u> Vendor Advisory Committee Meeting | 4 | 5 |
| 6 | 7 | 8 | 9 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 <u>6:00 pm</u> Executive Committee Meeting | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 Halloween | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| November 2024 | | | | | | |
|---------------|---|--|--|--|--|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | 1 | 2 |
| 3 | 4 <u>6:00 pm</u> Strategic Planning Committee Meeting | 5 | 6 <u>3:00pm</u> Consumer Advisory Committee Meeting | 7 <u>9:30 am</u> Vendor Advisory Committee Meeting | 8 | 9 |
| 10 | 11 Veterans Day (NLACRC offices closed) | 12 | 13 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 <u>6:00 pm</u> Consumer Services Committee Meeting | 21 <u>6:00 pm</u> Executive Committee Meeting | 22 | 23 |
| 24 | 25 | 26 <u>6:00 pm</u> Administrative Affairs Committee Meeting | 27 | 28 Thanksgiving (NLACRC offices closed) | 29 Day after Thanksgiving (NLACRC closed) | 30 |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| December 2024 | | | | | | |
|---------------|--------|---------|---|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 Christmas Day (NLACRC offices closed) | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

January 2025

| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
|--------|--|---------|---|--|--------|----------|
| | | | 1 New Year's Day (NLACRC offices closed) | 2 <u>9:30 am</u> Vendor Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | | |
| 5 | 6 | 7 | 8 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | | 10 | 11 |
| 12 | 13 | 14 | 15 <u>6:00 pm</u> Government & Community Relations Committee Meeting | | 17 | 18 |
| 19 | 20 Martin Luther King Day (NLACRC offices closed) | 21 | | 23 <u>6:00 pm</u> Executive Committee Meeting | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| February 2025 | | | | | | |
|---------------|--|---|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | 1 |
| 2 | 3 <u>6:00 pm</u> Strategic Planning Committee Meeting | 4 | 5 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 6 <u>9:30 am</u> Vendor Advisory Committee Meeting | 7 | 8 |
| 9 | 10 | 11 | 12 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 13 | 14 | 15 |
| 16 | 17 Presidents Day (NLACRC offices closed) | 18 | 19 <u>6:00 pm</u> Consumer Services Committee Meeting | 20 | 21 | 22 |
| 23 | 24 | 25 <u>6:00 pm</u> Administrative Affairs Committee Meeting | 26 | 27 <u>6:00 pm</u> Executive Committee Meeting | 28 | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| March 2025 | | | | | | |
|------------|---|---------|---|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 6 <u>9:30 am</u> Vendor Advisory Committee Meeting | 7 | 8 |
| 9 | 10 | 11 | 12 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 <u>6:00 pm</u> Executive Committee Meeting | 28 | 29 |
| 30 | 31 Cesar Chavez Day (NLACRC offices closed) | | | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| April 2025 | | | | | | |
|------------|--------|---|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | 1 | 2 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 3 <u>9:30 am</u> Vendor Advisory Committee Meeting | 4 | 5 |
| 6 | 7 | 8 | 9 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 <u>6:00 pm</u> Consumer Services Committee Meeting | 17 | 18 | 19 |
| 20 | 21 | 22 <u>6:00 pm</u> Administrative Affairs Committee Meeting | 23 | 24 <u>6:30 pm</u> Executive Committee Meeting | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| May 2025 | | | | | | |
|----------|---|---------|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | 1 <u>9:30 am</u> Vendor Advisory Committee Meeting | 2 | 3 |
| 4 | 5 <u>6:00 pm</u> Strategic Planning Committee Meeting | 6 | 7 <u>3:00pm</u> Consumer Advisory Committee Meeting | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 22 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting <u>6:30 pm</u> Executive Committee Meeting | 23 | 24 |
| 25 | 26 Memorial Day (NLACRC offices closed) | 27 | 28 | 29 | 30 | 31 |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| June 2025 | | | | | | |
|-----------|--------|---------|---|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 3:00pm Consumer Advisory Committee Meeting | 5 9:30 am Vendor Advisory Committee Meeting | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 Juneteenth (NLACRC offices closed) | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

DRAFT

| July 2024 | | | | | | |
|-----------|--------|--|---|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | 1 | 2 | 3 | 4 Independence Day (NLACRC closed) | 5 | 6 |
| 7 | 8 | 9 | 10 5:00pm-7:30pm Board Member Orientation | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 6:00 pm Consumer Services Committee Meeting | 18 | 19 | 20 |
| 21 | 22 | 23 6:00 pm Administrative Affairs Committee Meeting | 24 | 25 6:00 pm Executive Committee Meeting | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

Commented [KV1]: Meeting removed, 1st committee meeting will be on September 18th

Commented [KV3]: Meeting removed, 1st committee meeting will be on September 22nd

Commented [KV2]: Meeting moved to the 4th week of August

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

DRAFT

| August 2024 | | | | | | |
|--------------------|--|---------|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | 1 <u>9:30 am</u> Vendor Advisory Committee Meeting | 2 | 3 |
| 4 | 5 <u>6:00 pm</u> Strategic Planning Committee Meeting | 6 | 7 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 22 <u>5:30 pm</u> Post-Retirement Medical Trust Meeting <u>6:30 pm</u> Executive Committee Meeting | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |

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

DRAFT

| September 2024 | | | | | | |
|-----------------------|--------|---|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 <u>3:00pm</u> Consumer Advisory Committee Meeting | 5 <u>9:30 am</u> Vendor Advisory Committee Meeting | 6 | 7 |
| 8 | 9 | 10 | 11 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 <u>6:00 pm</u> Consumer Services Committee Meeting | 19 | 20 | 21 |
| 22 | 23 | 24 <u>6:00 pm</u> Administrative Affairs Committee Meeting | 25 | 26 <u>6:00 pm</u> Executive Committee Meeting | 27 | 28 |
| 29 | 30 | | | | | |

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

DRAFT

| October 2024 | | | | | | |
|---------------------|--------|---------|--|---|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | 1 | 2 <u>3:00pm</u> Consumer Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 3 <u>9:30 am</u> Vendor Advisory Committee Meeting | 4 | 5 |
| 6 | 7 | 8 | 9 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 <u>6:00 pm</u> Executive Committee Meeting | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 Halloween | | |

DRAFT

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| November 2024 | | | | | | |
|---------------|---|--|--|--|---|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | 1 | 2 |
| 3 | 4 6:00 pm Strategic Planning Committee Meeting | 5 | 6 3:00pm Consumer Advisory Committee Meeting | 7 9:30 am Vendor Advisory Committee Meeting | 8 | 9 |
| 10 | 11 Veterans Day (NLACRC offices closed) | 12 | 13 5:00 pm Board Packet Review 6:00 pm Board of Trustees Meeting | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 6:00 pm Consumer Services Committee Meeting | 21 6:00 pm Executive Committee Meeting | 22 | 23 |
| 24 | 25 | 26 6:00 pm Administrative Affairs Committee Meeting | 27 | 28 Thanksgiving (NLACRC offices closed) | 29 Day after Thanksgiving (NLACRC closed) | 30 |

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

DRAFT

| December 2024 | | | | | | |
|---------------|--------|---------|---|----------|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 Christmas Day (NLACRC offices closed) | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |

DRAFT

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| January 2025 | | | | | | |
|--------------|--|---------|---|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | 1 New Year's Day (NLACRC offices closed) | 2 <u>9:30 am</u> Vendor Advisory Committee Meeting <u>5:30 pm</u> Nominating Committee Meeting | 3 | 4 |
| 5 | 6 | 7 | 8 <u>5:00 pm</u> Board Packet Review <u>6:00 pm</u> Board of Trustees Meeting | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 <u>6:00 pm</u> Government & Community Relations Committee Meeting | 16 | 17 | 18 |
| 19 | 20 Martin Luther King Day (NLACRC offices closed) | 21 | 22 | 23 <u>6:00 pm</u> Executive Committee Meeting | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |

DRAFT

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| February 2025 | | | | | | |
|---------------|---|--|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | 1 |
| 2 | 3 6:00 pm Strategic Planning Committee Meeting | 4 | 5 3:00pm Consumer Advisory Committee Meeting 5:30 pm Nominating Committee Meeting | 6 9:30 am Vendor Advisory Committee Meeting | 7 | 8 |
| 9 | 10 | 11 | 12 5:00 pm Board Packet Review 6:00 pm Board of Trustees Meeting | 13 | 14 | 15 |
| 16 | 17 Presidents Day (NLACRC offices closed) | 18 | 19 6:00 pm Consumer Services Committee Meeting | 20 | 21 | 22 |
| 23 | 24 | 25 6:00 pm Administrative Affairs Committee Meeting | 26 | 27 6:00 pm Executive Committee Meeting | 28 | |

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

DRAFT

| March 2025 | | | | | | |
|-------------------|--|---------|---|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 3:00pm Consumer Advisory Committee Meeting 5:30 pm Nominating Committee Meeting | 6 9:30 am Vendor Advisory Committee Meeting | 7 | 8 |
| 9 | 10 | 11 | 12 5:00 pm Board Packet Review 6:00 pm Board of Trustees Meeting | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 6:00 pm Government & Community Relations Committee Meeting | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 6:00 pm Executive Committee Meeting | 28 | 29 |
| 30 | 31 Cesar Chavez Day (NLACRC offices closed) | | | | | |

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

DRAFT

April 2025

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

DRAFT

NLACRC Board of Trustees Calendar
Fiscal Year 2023-24

| May 2025 | | | | | | |
|----------|---|---------|--|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| | | | | 1 9:30 am Vendor Advisory Committee Meeting | 2 | 3 |
| 4 | 5 6:00 pm Strategic Planning Committee Meeting | 6 | 7 3:00pm Consumer Advisory Committee Meeting | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 5:00 pm Board Packet Review 6:00 pm Board of Trustees Meeting | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 6:00 pm Government & Community Relations Committee Meeting | 22 5:30 pm Post-Retirement Medical Trust Meeting 6:30 pm Executive Committee Meeting | 23 | 24 |
| 25 | 26 Memorial Day (NLACRC offices closed) | 27 | 28 | 29 | 30 | 31 |

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

DRAFT

| June 2025 | | | | | | |
|-----------|--------|---------|---|--|--------|----------|
| Sunday | Monday | Tuesday | Wednesday | Thursday | Friday | Saturday |
| 1 | 2 | 3 | 4 3:00pm Consumer Advisory Committee Meeting | 5 9:30 am Vendor Advisory Committee Meeting | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 Juneteenth (NLACRC offices closed) | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | | | | | |

Commented [KV5]: Meeting Removed

Commented [KV4]: Meeting Removed

North Los Angeles County Regional Center
Board of Trustees

CRITICAL CALENDAR FOR FY 2024-25

JULY

New Board Officers, Board Members, and Vendor Advisory Committee Members are seated.

Board Member Orientation

Consumer Services Committee (CSC) Meeting & Orientation

Quarterly Post-Retirement Medical Trust Committee Meeting & Orientation

Administrative Affairs Committee (AA) Meeting & Orientation

- Review DDS Contract

Executive Committee (EC) Meeting & Orientation

Board Retreat

AUGUST

(All committees review their actions from the previous year.)

Quarterly Strategic Planning Committee (SPC) Meeting & Orientation

- Establish annual goals and metrics

Consumer Advisory Committee (CAC) Meeting & Orientation

Government/Community Relations (GCRC) Meeting & Orientation

Nominating Committee (NC) Meeting & Orientation

Vendor Advisory Committee (VAC) Meeting & Orientation

- A group photograph is taken for the center's website when the meeting is in person.

Board of Trustees Meeting (Zoom)

- A group photograph is taken for the center's website when the meeting is in person.

- The Human Resources Director reviews the board's responsibilities and the process surrounding the Executive Director's Performance Evaluation with the Board President.
- Review DDS Contract

Executive Committee (EC) Meetings

- Schedule and conduct Annual Legislative board training
- Determine the location, date, and cost of the Annual Board Retreat
- Determine the location, date, and cost of the Board of Trustees Dinner

Public Meetings are held this month to get community input into the Center's Performance Contract for next calendar year.

SEPTEMBER

Consumer Advisory Committee (CAC) Meeting

Nominating Committee holds an Educational Session for potential Board Applicants (if needed)

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (Zoom)

- The Human Resources Director reviews the Executive Director's evaluation process and the Evaluation Form with the Board.
- The Board President creates a Negotiating Committee and provides their names to the Human Resources Director.

Consumer Services Committee (CSC) Meeting

- Review 4731 Quarterly Report.

Administrative Affairs Committee (AA) Meeting

Executive Committee (EC) Meeting

- Whistleblower Compliance Officer (HR Director) gives the Committee an Annual Report on compliance activity.
- Update on NLACRC's Strategic Plan

OCTOBER

Nominating Committee holds an Educational Session for potential Board Applicants (if needed)

Consumer Advisory Committee (CAC) Meeting

Nominating Committee (NC) Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting

- Annual Update on NLACRC's Strategic Plan
- All Board Members review the center's Whistleblower Policy and sign the acknowledgment.

Government/Community Relations Committee (GCRC) Meetings

Executive Committee (EC) Meeting

- The Human Resources Director and Chief Financial Officer meet with the Board President and the Negotiating Committee to review the Performance Evaluation and Compensation Process. (This can also be done in November.)

NOVEMBER

Quarterly Strategic Planning Committee (SPC) Meeting

- Strategic Plan – 1st Quarter Status Update

Consumer Advisory Committee (CAC) Meeting

- Vendor Advisory Committee (VAC) Meeting (work groups meet)

Board of Trustees Meeting (Zoom)

- Board members with expiring terms and eligible for re-nomination are sent forms to complete to indicate continued interest. Forms are due back via boardsupport@nlacrc.org by December 15th

Consumer Services Committee (CSC) Meeting

Administrative Affairs Committee (AA) Meeting

Executive Committee (EC) Meeting

DECEMBER

Annual Consumer Advisory Committee (CAC) holiday party

Annual Board of Trustees holiday party.

(The board is “dark” in December - no board or board committee Meetings will be held.)

Board and Vendor Advisory Members with expiring terms who are eligible for re-nomination received forms in November to indicate their interest in serving an additional term, forms are due by December 15th.

JANUARY

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting

- Discussion is held about board officers for next fiscal year; recommendations for officers are made and interest for serving as an officer is solicited.
- The Human Resources Director and Chief Financial Officer will meet with the Board President, External Counsel, and the Negotiating Committee to review the Performance Evaluation and Compensation Process.

Government/Community Relations Meeting

Quarterly Post-Retirement Medical Trust Committee Meeting

Executive Committee Meeting

- The Negotiating Committee requests external compensation data from the Chief Human

Resources Officer.

- Committee begins discussion about the next Annual Board Retreat.
- Committee identifies locations for the Board Retreat and Board Dinner.

FEBRUARY

Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 2nd Quarter Status Update
- Review Draft FY24-25 Performance Contract

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (Zoom)

- Blank Executive Director Evaluation Forms are distributed for Board Members to complete. Board members with less than 3 months of service do not complete evaluations. All other Board Members must complete an evaluation or will be considered to have resigned from the board. The completed forms are due to External Counsel and the Board President prior to the March Board Meeting.
- The Negotiating Committee meets with the Executive Director.

Consumer Services Committee

- Review 4731 Quarterly Report.

Administrative Affairs Meeting

- Audited Financial Statement is presented.

Executive Committee Meeting

MARCH

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

- Nominees are identified to serve as chair for next fiscal year

Board of Trustees Meeting (Zoom)

- Audited Financial Statement is presented for approval.
- Present Draft FY 24-25 Performance Contract for

- Completed Executive Director Evaluation Forms are due to External Counsel and the Board President.

Government/Community Relations (GCR) Committee Meeting

- Review Board Recognition Applications, if applicable.

Executive Committee Meeting

- Executive Director's Evaluation Forms due to External Counsel and the Board President.

APRIL

Nominating Committee Meeting

- Committee interest for next board year is solicited via boardsupport@nlacrc.org from returning board members.

Vendor Advisory Committee (VAC) Meeting

- A new chair is nominated to serve next fiscal year

Consumer Advisory Committee (CAC) Meeting

Board of Trustees Meeting (**Antelope Valley Office**)

- Approve FY24-25 Performance Contract

Consumer Services Committee

- Review 4731 Quarterly Report.

Quarterly Post-Retirement Medical Trust Committee Meeting

- Actuary Presentation of NLACRC's Actuarial Report

Executive Committee Meeting

- Committee reviews drafts of Board Master and Critical Calendars for next fiscal year.
 - Review Purchase of Service Annual Report.
 - The Human Resources Director and Chief Financial Officer meet with the Negotiating Committee to provide the compensation data for review and provides any requested additional information.
 - Executive Director's Evaluation to be completed and a Summary Report is reviewed (in Executive Session).
-

MAY

Nominating Committee

- Committee assignments are recommended for the next fiscal year.

Administrative Affairs Committee Meeting

- NLACRC's Form 990 Tax Return is presented.

Consumer Advisory Committee (CAC) Meeting

Vendor Advisory Committee (VAC) Meeting

- A new chair is elected to serve next fiscal year

Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 3rd Quarter Status Update

Board of Trustees Meeting (San Fernando Valley Office)

- Nominating Committee presents their recommended nominees and re-nominees for next fiscal year.
- Electronic election ballots are distributed to board members.
- Forms indicating committee interest for the next fiscal year are distributed to the board for their completion.
- The Negotiating Committee provides a summary of the compensation and/or contract changes for the Board's approval (in Executive Session). The Executive Session will be placed at the beginning of the Board Meeting Agenda.
- A Training is given on the DDS Conflict of Interest statements
- NLACRC's Form 990 Tax Return is presented to the Board for their review and acceptance.
- Presentation of NCI Data

Government/Community Relations Meetings

- Select Board Recognition Awardee/s, if applicable

Administrative Affairs Committee Meeting

Executive Committee Meeting

- Committee discusses board goals for the next fiscal year.

JUNE

Consumer Advisory Committee Meeting

Vendor Advisory Committee Meeting

Board of Trustees Meeting (Zoom)

- Board discusses board's proposed primary activities for the next fiscal year.
- Election results are announced for Board Members, Board Officers, Board Interns, and Vendor Advisory Committee for the next fiscal year.
- Nominating Committee presents committee assignments for board approval for the next fiscal year.
- Conflict of Interest statements are distributed to Board members. (Statements must be signed by Board members and returned for review prior to July 1st.)
- Confidentiality statements must be completed by board members, for filing, for next fiscal year.
- Medi-Cal Clearance Forms must be completed by new board members for next fiscal year.
- The Human Resources Director will prepare the documentation necessary to process the Negotiating Committee's Compensation and/or contract changes as appropriate.
- The Human Resources Director 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.)
- Copies of all signed documents will be provided to the Human Resources Director to allow for the timely processing of compensation information.

Annual Board Dinner

North Los Angeles County Regional Center
Board of Trustees

CRITICAL CALENDAR FOR FY 2024-25

JULY

New Board Officers, Board Members, and Vendor Advisory Committee Members are seated.

Board Member Orientation

~~Consumer Services Committee (CSC) Meeting & Orientation~~

~~Quarterly Post-Retirement Medical Trust Committee Meeting & Orientation~~

~~Administrative Affairs Committee (AA) Meeting & Orientation~~

- ~~▪ Review DDS Contract~~

~~Executive Committee (EC) Meeting & Orientation~~

Board Retreat

AUGUST

(All committees review their actions from the previous year.)

Consumer Services Committee (CSC) Meeting & Orientation

Quarterly Post-Retirement Medical Trust Committee Meeting & Orientation

Administrative Affairs Committee (AA) Meeting & Orientation

- Review DDS Contract

Executive Committee (EC) Meeting & Orientation

Quarterly Strategic Planning Committee (SPC) Meeting & Orientation

- Establish annual goals and metrics

Consumer Advisory Committee (CAC) Meeting & Orientation

Commented [KV1]: These items are moved to August

Government/Community Relations (GCRC) Meeting & Orientation

Nominating Committee (NC) Meeting & Orientation

Vendor Advisory Committee (VAC) Meeting & Orientation

- A group photograph is taken for the center's website when the meeting is in person.

Board of Trustees Meeting (Zoom)

- A group photograph is taken for the center's website when the meeting is in person.
- The Human Resources Director reviews the board's responsibilities and the process surrounding the Executive Director's Performance Evaluation with the Board President.
- Review DDS Contract

Executive Committee (EC) Meetings

- Schedule and conduct Annual Legislative board training
- Determine the location, date, and cost of the Annual Board Retreat
- Determine the location, date, and cost of the Board of Trustees Dinner

Public Meetings are held this month to get community input into the Center's Performance Contract for next calendar year.

SEPTEMBER

Consumer Advisory Committee (CAC) Meeting

Nominating Committee holds an Educational Session for potential Board Applicants (if needed)

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (Zoom)

- The Human Resources Director reviews the Executive Director's evaluation process and the Evaluation Form with the Board.
- The Board President creates a Negotiating Committee and provides their names to the Human Resources Director.

Consumer Services Committee (CSC) Meeting

- Review 4731 Quarterly Report.

Administrative Affairs Committee (AA) Meeting

Executive Committee (EC) Meeting

- Whistleblower Compliance Officer (HR Director) gives the Committee an Annual Report on compliance activity.
- Update on NLACRC's Strategic Plan

OCTOBER

Nominating Committee holds an Educational Session for potential Board Applicants (if needed)

Consumer Advisory Committee (CAC) Meeting

Nominating Committee (NC) Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting

- Annual Update on NLACRC's Strategic Plan
- All Board Members review the center's Whistleblower Policy and sign the acknowledgment.

Government/Community Relations Committee (GCRC) Meetings

Executive Committee (EC) Meeting

- The Human Resources Director and Chief Financial Officer meet with the Board President and the Negotiating Committee to review the Performance Evaluation and Compensation Process. (This can also be done in November.)

NOVEMBER

Quarterly Strategic Planning Committee (SPC) Meeting

- Strategic Plan – 1st Quarter Status Update

Consumer Advisory Committee (CAC) Meeting

- Vendor Advisory Committee (VAC) Meeting (work groups meet)

Board of Trustees Meeting (Zoom)

- Board members with expiring terms and eligible for re-nomination are sent forms to complete to indicate continued interest. Forms are due back via boardsupport@nlacrc.org by December 15th

Consumer Services Committee (CSC) Meeting
Administrative Affairs Committee (AA) Meeting

Executive Committee (EC) Meeting

DECEMBER

Annual Consumer Advisory Committee (CAC) holiday party

Annual Board of Trustees holiday party.

(The board is “dark” in December - no board or board committee Meetings will be held.)

Board and Vendor Advisory Members with expiring terms who are eligible for re-nomination received forms in November to indicate their interest in serving an additional term, forms are due by December 15th.

JANUARY

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting

- Discussion is held about board officers for next fiscal year; recommendations for officers are made and interest for serving as an officer is solicited.
- The Human Resources Director and Chief Financial Officer will meet with the Board President, External Counsel, and the Negotiating Committee to review the Performance

Evaluation and Compensation Process.

Government/Community Relations Meeting

Quarterly Post-Retirement Medical Trust Committee Meeting

Executive Committee Meeting

- The Negotiating Committee requests external compensation data from the Chief Human Resources Officer.
- Committee begins discussion about the next Annual Board Retreat.
- Committee identifies locations for the Board Retreat and Board Dinner.

FEBRUARY

Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 2nd Quarter Status Update
- Review Draft FY24-25 Performance Contract

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

Board of Trustees Meeting (Zoom)

- Blank Executive Director Evaluation Forms are distributed for Board Members to complete. Board members with less than 3 months of service do not complete evaluations. All other Board Members must complete an evaluation or will be considered to have resigned from the board. The completed forms are due to External Counsel and the Board President prior to the March Board Meeting.
- The Negotiating Committee meets with the Executive Director.

Consumer Services Committee

- Review 4731 Quarterly Report.

Administrative Affairs Meeting

- Audited Financial Statement is presented.

Executive Committee Meeting

MARCH

Consumer Advisory Committee (CAC) Meeting

Nominating Committee Meeting

Vendor Advisory Committee (VAC) Meeting

- Nominees are identified to serve as chair for next fiscal year

Board of Trustees Meeting (Zoom)

- Audited Financial Statement is presented for approval.
- Present Draft FY 24-25 Performance Contract for

- Completed Executive Director Evaluation Forms are due to External Counsel and the Board President.

Government/Community Relations (GCR) Committee Meeting

- Review Board Recognition Applications, if applicable.

Executive Committee Meeting

- Executive Director's Evaluation Forms due to External Counsel and the Board President.

APRIL

Nominating Committee Meeting

- Committee interest for next board year is solicited via boardsupport@nlacrc.org from returning board members.

Vendor Advisory Committee (VAC) Meeting

- A new chair is nominated to serve next fiscal year

Consumer Advisory Committee (CAC) Meeting

Board of Trustees Meeting (**Antelope Valley Office**)

- Approve FY24-25 Performance Contract

Consumer Services Committee

- Review 4731 Quarterly Report.

Quarterly Post-Retirement Medical Trust Committee Meeting

- Actuary Presentation of NLACRC's Actuarial Report

Executive Committee Meeting

- Committee reviews drafts of Board Master and Critical Calendars for next fiscal year.
- Review Purchase of Service Annual Report.
- The Human Resources Director and Chief Financial Officer meet with the Negotiating Committee to provide the compensation data for review and provides any requested additional information.
- Executive Director's Evaluation to be completed and a Summary Report is reviewed (in Executive Session).

MAY

Nominating Committee

- Committee assignments are recommended for the next fiscal year.

Administrative Affairs Committee Meeting

- NLACRC's Form 990 Tax Return is presented.

Consumer Advisory Committee (CAC) Meeting

Vendor Advisory Committee (VAC) Meeting

- A new chair is elected to serve next fiscal year

Quarterly Strategic Planning Committee Meeting

- Strategic Plan – 3rd Quarter Status Update

Board of Trustees Meeting (San Fernando Valley Office)

- Nominating Committee presents their recommended nominees and re-nominees for next fiscal year.
- Electronic election ballots are distributed to board members.
- The Negotiating Committee provides a summary of the compensation and/or contract changes for the Board's approval (in Executive Session). The Executive Session will be placed at the beginning of the Board Meeting Agenda.
- A Training is given on the DDS Conflict of Interest statements
- NLACRC's Form 990 Tax Return is presented to the Board for their review and

acceptance.

- Presentation of NCI Data

Government/Community Relations Meetings

- Select Board Recognition Awardee/s, if applicable

Administrative Affairs Committee Meeting

Executive Committee Meeting

- Committee discusses board goals for the next fiscal year.

JUNE

Consumer Advisory Committee Meeting

Vendor Advisory Committee Meeting

Board of Trustees Meeting (Zoom)

- Board discusses board's proposed primary activities for the next fiscal year.
- Election results are announced for Board Members, Board Officers, Board Interns, and Vendor Advisory Committee for the next fiscal year.
- Nominating Committee presents final committee assignments for board approval for the next fiscal year.
- Conflict of Interest statements are distributed to Board members. (Statements must be signed by Board members and returned for review prior to July 1st.)
- Confidentiality statements must be completed by board members, for filing, for next fiscal year.
- Medi-Cal Clearance Forms must be completed by new board members for next fiscal year.
- The Human Resources Director will prepare the documentation necessary to process the Negotiating Committee's Compensation and/or contract changes as appropriate.
- The Human Resources Director 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.)
- Copies of all signed documents will be provided to the Human Resources Director to allow for the timely processing of compensation information.

Annual Board Dinner

[ccal.2023-24] Rev: 05/30/2023 by the EC Approved:

DRAFT

| NLACRC MONTHLY Executive Committee CRITICAL CALENDAR FY 2024-25 | |
|--|---|
| <i>Executive Committee Meetings are held on the 4th Thursday of the month.</i> | |
| <i>Month</i> | <i>Activity</i> |
| July | <p>Committee reviews the Purchase of Service Annual Report FY 2022-2023</p> <p>Orientation for new Committee. Committee reviews their Policies & Procedures, Bylaws Statement, Board Audit Section, Action Log or previous fiscal year and Officers Policy.</p> <p>Committee is provided with copies of their approved critical calendar for the new fiscal year.</p> |
| August | <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 Human Resources Director will review with the new Board President his/her responsibilities and the process surrounding the Executive Director's performance evaluation.</p> <p>Determine the cost, location, and date of the Annual Board Dinner for FY 24-25.</p> <p>Determine the cost, location, and date of the Annual Board Retreat for FY 24-25.</p> |
| September | Whistleblower Compliance Officer (Human Resources Director) gives the committee an annual report on whistleblower compliance activity. |
| October | Committee meeting. |
| November | Committee meeting. |
| December | The committee does not meet in December |
| January | <p>The Human Resources Director, and CFO, 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 Human Resources Director.</p> <p>Committee begins discussion about the next annual Board Retreat.</p> <p>Committee identifies locations for the Board Retreat and Board Dinner.</p> |
| February | The Negotiating Committee meets with the Executive Director. |

DRAFT

| NLACRC MONTHLY Executive Committee CRITICAL CALENDAR FY 2024-25 | |
|--|--|
| <i>Executive Committee Meetings are held on the 4th Thursday of the month.</i> | |
| <i>Month</i> | <i>Activity</i> |
| March | Committee meeting. |
| April | Committee meeting. |
| May | <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> <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>Committee begins discussion of the annual Board Retreat for the next fiscal year.</p> <p>The Human Resources Director, and CFO 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> <p>The Human Resources Director will prepare the documentation necessary to memorialize the negotiating committee’s compensation recommendations and/or contract changes as appropriate.</p> <p>The Human Resources Director 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 Human Resources Director to allow for timely processing of compensation information.</p> |
| June | The committee does not meet in June |

**Estimated Annual Cost
Distribution of Hard Copy Board Packets
Fiscal Year 2023-2024**

| | | |
|------------------|-----------|---------------|
| Labor & Supplies | \$ | 2,630 |
| Overnight Costs | \$ | 29,634 |
| TOTAL | \$ | 32,264 |



North Los Angeles County Regional Center

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Contract Summary and Board Resolution

| No. | Description | Contract Summary |
|-----|---|---|
| 1. | Contract Overview: (New or Amendment) (POS or OPS) | New HCBS Compliance Services Agreement, Purchase of Services (POS) |
| 2. | The Name of Vendor or Service Provider | <p>Department of Developmental Services (“DDS”) approval of additional funding concept to comply with the CMS Final Rules (“HCBS Funding Concept”).</p> <p>Service code: 999 (non-start up development funds)</p> <p>DDS has approved re-allocation of \$1,690 funds previously approved for project #2 (Yukon Learning) and \$150,310 funds previously approved for project #5 (incentive payments) to be awarded to Service Provider as awarded through Request for Proposal (RFP) process to provide Association of Community Rehabilitation Educators (ACRE) employment training to NLACRC-vendored service agencies. Training will cover topics such as disability rights, community research, assessment/discovery, career planning, workplace support, and job development. Portion of award could include incentive payment stipend for NLACRC-vendored service agencies.</p> |
| 3. | The Purpose of the Contract | <p>The 2023 Budget Act contained \$15 million for service providers to make changes to their services and supports in order to meet the requirements of the federal Centers for Medicare & Medicaid Services (“CMS”) Home and Community-Based Services (“HCBS”) final regulations, or “Rules”.</p> <p>NLACRC received initial approval from DDS for \$694,518 on February 1, 2023. On May 10, 2023, NLACRC received original approval of plan to award the funds to first five funding concepts below. On May 15, 2024, DDS received approval of re-allocation of funds per the below allocation, which includes the above new project.</p> |
| 4. | The Contract Term | June 1, 2024 through February 28, 2025 |



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| | | |
|-----|--|--|
| 5. | The Total Amount of the Contract | <ol style="list-style-type: none"> 1. Mains'l: up to \$142,508 2. Yukon Learning: \$48,310 \$50,000 3. Workability L.A.: up to \$133,200 4. Mountain Light: up to \$100,000 5. Service Provider incentive payments: up to \$118,500 \$268,810 6. ACRE training: \$152,000 <p>Total approved funding proposals: \$694,518.</p> |
| 6. | The Total Proposed Number of Consumers Served | Currently serving (consumers/month): n/a |
| 7. | The Rate of Payment or Payment Amount | Payment will be reimbursed to Service Providers based on performance milestones or on other such terms as required under DDS's written guidelines. |
| 8. | Method or Process Utilized to Award the Contract. | Request for Proposal for digital learning environment/educational content, and development of training resources, tools and consultation for service providers posted on NLACRC website on May 22, 2023. Request for Proposal for ACRE training will be posted on NLACRC website. |
| 9. | Method or Process Utilized to Establish the Rate or the Payment Amount | DDS awarded total amount of funds on February 1, 2023. The funds were included in the D-1 allocation sent on September 9, 2022. |
| 10. | Exceptional Conditions or Terms: Yes/No If Yes, provide explanation | <p>HCBS FY23 funding projects were previously approved by the Board based on the original award allocation on June 14, 2023.</p> <p>Contract is subject to changes recommended by legal counsel and on such further terms and conditions as any Officer of NLACRC may approve.</p> <p>Any change to award amounts per contract will be approved by DDS.</p> |



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Contract Summary and Board Resolution

The North Los Angeles County Regional Center’s (“NLACRC”) Executive Committee on behalf of the Board of Trustees reviewed and discussed the Contract Summary for the above HCBS Compliance Services Agreement and passed the following resolution:

RESOLVED THAT in compliance with NLACRC’s Board of Trustees Contract Policy, the NLACRC’s Executive Committee on behalf of the Board of Trustees has reviewed and discussed the Contract Summary and hereby authorizes any Officer of the NLACRC to execute the above HCBS Compliance Services Agreement (“**Agreement**” or “**Contract**”) related to the Department of Developmental Services (“**DDS**”) approved HCBS Funding Concepts on **May 30, 2024**.

The NLACRC’s Executive Committee on behalf of the Board of Trustees hereby approves all such Contracts that are related to the DDS-approved HCBS Funding Concepts. The NLACRC’s Executive Committee on behalf of the Board of Trustees hereby authorized 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. Changes in the final contract may include adjustment to the allocation of the award per contract, not to exceed \$694,518 total award between all FY2023 HCBS Compliance Services Agreements and service provider incentive payments. 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 Interim Executive Director, Deputy Director, and Chief Financial Officer, and no one else.

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

Lillian Martinez, Board Secretary

May 30, 2024
Date

INVESTMENT ADVISORY AGREEMENT

THIS AGREEMENT, entered into as of the 12th day of June, 2024 (the “Agreement”), by and between **North Los Angeles County Regional Center, Los Angeles County, California** (hereinafter the “Client”) and PFM ASSET MANAGEMENT LLC, a Delaware limited liability company with an office in **San Francisco, California** (hereinafter the “Advisor”).

W I T N E S S E T H

WHEREAS, the Client maintains the **North Los Angeles County Regional Center Post-Retirement Medical Trust** (the “Fund”); and

WHEREAS, the Fund has funds available for investment purposes; and

WHEREAS, the Client desires to avail itself of the experience, sources of information, advice, assistance and facilities available to the Advisor; to have the Advisor undertake certain duties and responsibilities; and to perform certain services as investment advisor on behalf of the Fund, as provided herein; and

WHEREAS, the Advisor is willing to provide such services on the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the premises and mutual covenants herein contained, the parties hereto, intending to be legally bound, agree as follows:

1. SERVICES OF ADVISOR.

The Client hereby engages the Advisor to serve as investment advisor with respect to the Fund under the terms of this Agreement, and the Advisor accepts such engagement. The Advisor will determine the asset allocation of investments for the Fund (the “Investment Strategy” of the Fund) on the basis of information provided by the Client or other service providers, including the anticipated amounts of cash required by the Fund for distributions and other expenses, and the appropriate risk tolerance for the Fund based upon the cash needs of the Fund and the Client’s resources. The Advisor will then execute the Investment

Strategy of the Fund by buying and selling shares of the investment funds. Initially the Fund shall be invested in investment funds in specified proportions as set forth in a separate schedule delivered to the Client by the Advisor at or prior to the time the Fund is initially funded (as the same may be revised by the Advisor from time to time, the "Schedule").

The Advisor will reassess and may alter the Investment Strategy asset allocation at least annually and "rebalance" the investment funds as reflected in the Schedule at least annually to maintain the ratios of the Investment Strategy, and will consult with the Client at least annually to determine whether there are reasons to revise the Investment Strategy. The Advisor will conduct a review at least annually of the performance of the investment funds held by the Fund and, in its judgment, will add to or reduce allocations to each investment fund and will add or delete investment funds (within the parameters of the Investment Strategy). The Advisor will promptly advise the Client in writing of any revision of the Fund's Investment Strategy and any additions to or deletions from the investment funds held by the Fund. In addition, the Advisor will provide to the Client a quarterly analysis of the performance of the investment funds in which the Fund is invested together with notice of any reallocation of assets among investment funds; the asset balances and market values for such analysis shall be as supplied to the Advisor by the Custodian (as hereinafter defined). In connection with all of the foregoing, the Advisor will promptly give the Client written notice of any changes to the Schedule.

The Client agrees to legally appoint a custodian (the "Custodian") to take and have custody of cash, assets and securities of the Fund. The Custodian shall not be the Advisor and shall be independent of the Advisor. The Client agrees to enter, or that it has entered, into a custodian agreement with the Custodian. The Advisor is authorized to give instructions to the Custodian with respect to the Fund as to deliveries of securities and payments of cash for the payment of securities and as otherwise provided in Section 2(b) of this Agreement. The Advisor shall not take possession of or act as custodian for the cash, securities or other assets of the Fund and shall have no responsibility in connection therewith.

Authorized investments shall include only those investments which are permissible under applicable statutes and regulations and the Fund's written

investment policy, if any, as provided by the Client to the Advisor. The Custodian or an affiliate of the Custodian may be the investment advisor of investment funds selected by the Advisor.

2. COMPENSATION.

(a) For all services provided by the Advisor to the Fund pursuant to this Agreement, the Fund shall incur an annual fee based on net assets under management in the Fund determined on a quarterly basis as defined in the Investment Advisory Fee Schedule below. For purposes of this section, “net assets” means the net market value of all cash and investments assets as of the end of the most recent quarter.

Investment Advisory Fee Schedule

| <u>Average Assets Under Management</u> | <u>Fees</u> |
|--|-------------|
| All Assets | 0.35% |

No minimum annual fee.

(b) At the end of each calendar quarter, the Advisor will prepare and submit to the Client for approval a quarterly invoice for its fee. Such invoice will include a statement of the basis upon which the fee was calculated. Unless instructed otherwise within 15 calendar days of the postmark on the invoices, the Client authorizes the Advisor to charge such invoices to the Fund’s account and authorizes and instructs the Custodian to disburse funds from such account for the payment of the fees and costs to the Advisor. If sufficient funds are not available, the Client agrees to compensate the Advisor from other sources within 30 calendar days of the postmark date. If the Advisor shall serve for less than the whole month, the compensation shall be pro-rated.

(c) If and to the extent that the Client shall request the Advisor to render services other than those to be rendered by the Advisor hereunder, such additional services shall be compensated separately on terms to be agreed upon between the Advisor and the Client.

3. EXPENSES.

(a) The Advisor shall furnish at its own expense all necessary administrative services, office space, equipment, clerical personnel, telephone and other communication facilities, investment advisory facilities, and executive and supervisory personnel for managing the investments, inclusive of reasonable costs required to attend meetings with the Client.

(b) Except as expressly provided otherwise herein, the Fund shall pay all of its expenses including, without limitation, taxes, expenses (including front- or back-end charges) of an investment fund, fees and expenses of the Fund's independent auditors and legal counsel, if any, insurance premiums, fees and expenses of the Custodian appointed by the Client, as provided in Section 1, and the keeping of books and accounts.

4. REGISTERED ADVISOR; DUTY OF CARE.

The Advisor hereby represents it is a registered investment advisor under the Investment Advisers Act of 1940. The Advisor shall immediately notify the Client if at any time during the term of this Agreement it is not so registered or if its registration is suspended. The Advisor agrees to perform its duties and responsibilities under this Agreement with reasonable care. The federal securities laws impose liabilities under certain circumstances on persons who act in good faith. Nothing herein shall in any way constitute a waiver or limitation of any rights which the Client or the Fund may have under any federal securities laws. The Client hereby authorizes the Advisor to sign an Internal Revenue Service Form W-9 on behalf of the Client and to deliver such form to broker-dealers or others from time to time as required in connection with securities transactions pursuant to this Agreement.

5. ADVISOR'S OTHER CLIENTS.

The Client understands that the Advisor performs investment advisory services for various other clients which may include investment companies, commingled trust funds and/or individual portfolios. The Client agrees that the Advisor, in the exercise of its professional judgment, may give advice or take action with respect to any of its other clients which may differ from advice given or the timing or nature of action taken with respect to the Fund. The Advisor shall not have any obligation to purchase, sell or exchange any security for the Client solely by reason of the fact that the Advisor, its principals, affiliates, or

employees may purchase, sell or exchange such security for the account of any other client or for itself or its own accounts.

6. TERM.

In the event of a material breach, the non-breaching party may terminate this Agreement immediately upon notice by certified mail, return receipt requested. Notwithstanding the foregoing, Client may terminate this Agreement at any time on not less than thirty (30) days' written notice to Advisor. The Advisor may terminate this Agreement at any time after one year upon thirty (30) days' written notice to Client.

7. FORCE MAJEURE.

The Advisor shall have no liability for any losses arising out of the delays in performing or inability to perform the services which it renders under this Agreement which result from events beyond its control, including interruption of the business activities of the Advisor or other financial institutions due to acts of God, acts of governmental authority, acts of war, terrorism, civil insurrection, or riots.

8. DISCIPLINARY ACTIONS.

The Advisor shall promptly give notice to the Client if the Advisor shall have been found to have violated any state or federal securities law or regulation in any final and unappealable judgment in any criminal action or civil suit in any state or federal court or in any disciplinary proceeding before the Securities and Exchange Commission (the "SEC") or any other agency or department of the United States, any registered securities exchange, the Financial Industry Regulatory Authority, or any regulatory authority of any State based upon the performance of services as an investment advisor.

9. INDEPENDENT CONTRACTOR.

The Advisor, its employees, officers and representatives, shall not be deemed to be employees, agents (except as to the purchase or sale of securities described in Section 1), partners, servants, and/or joint ventures of the Client or the Fund by virtue of this Agreement or any actions or services rendered under this Agreement.

10. BOOKS.

The Advisor shall maintain records of all transactions in the Fund. The Advisor shall use its best efforts to cause the Custodian to provide the Client with a statement, no less frequently than quarterly, showing deposits, withdrawals, purchases and sales (or maturities) of investments, earnings received, and the value of assets held on the last business day of the month all as provided for in the Custodian agreement between the Client and the Custodian.

11. ADVISOR'S BROCHURE AND BROCHURE SUPPLEMENT.

The Advisor warrants that it has delivered to the Client prior to the execution of this Agreement, the Advisor's current SEC Form ADV, Part 2A (brochure) and Part 2B (brochure supplement). The Client acknowledges receipt of such brochure and brochure supplement prior to the execution of this Agreement.

12. MODIFICATION.

This Agreement shall not be changed, modified, terminated or discharged in whole or in part, except by an instrument in writing signed by both parties hereto, or their respective successors or assigns.

13. SUCCESSORS AND ASSIGNS.

The provisions of this Agreement shall be binding on the Advisor and its successors and assigns, provided, however, that the rights and obligations of the Advisor may not be assigned without the consent of the Client, except if the rights and obligations of the Advisor are assigned to the Advisor's parent company, U.S. Bancorp Asset Management, Inc., or any other U.S. Bancorp affiliated registered investment adviser, provided, however, that the Client be provided seven (7) days written notice of such assignment.

14. NOTICE.

Written notices required under this Agreement shall be sent by regular mail, certified mail, overnight delivery or courier, and shall be deemed given when received at the parties' respective addresses shown below. Either party must notify the other party in writing of a change in address.

Client's Address

North Los Angeles County Regional Center
9200 Oakdale Avenue, Suite 100
Chatsworth, CA 91311

Attn: Vini Montague

Advisor's Address

PFM Asset Management LLC
1 California Street, Suite 1000
San Francisco, CA 94111
Attn: Monique Spyke

With a Copy to:

PFM Asset Management LLC
213 Market Street
Harrisburg, PA 17101
Attn: Chief Administrative Officer

15. APPLICABLE LAW.

This Agreement shall be construed, enforced, and administered according to the laws of **California**. The Advisor and the Client agree that, should a disagreement arise as to the terms or enforcement of any provision of this Agreement, each party will in good faith attempt to resolve said disagreement prior to filing a lawsuit.

16. APPROVAL; EXECUTION; SEVERABILITY.

(a) This Agreement has been approved by the Board of Trustees (the "Governing Body") of the Client. The Governing Body hereby authorizes Vini Montague, Chief Financial Officer, and Cristina Preuss, Interim Executive Director, acting on behalf of the Client, to interact with the Advisor regarding the Fund, and the Advisor may rely on any instructions received from Vini Montague, Chief Financial Officer, and Cristina Preuss, Interim Executive Director; provided however, that this Agreement may not be amended without the prior approval of the Governing Body. The Governing Body may designate additional Designated Persons or remove Designated Persons from time to time by written notice to the Advisor.

(b) Each party to this Agreement represents and warrants that the person or persons signing this Agreement on behalf of such party is authorized and empowered to sign and deliver this Agreement for such party.

(c) The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their authorized representatives as of the date set forth in the first paragraph of this Agreement.

PFM ASSET MANAGEMENT LLC

By: _____

Name: _____

Title: Managing Director

NORTH LOS ANGELES COUNTY REGIONAL CENTER

By: _____

Name: _____

Title: _____

[USE ONLY IF CALLED FOR IN SECTION 16]

ANNEX I

DESIGNATED PERSONS

The following are Designated Persons pursuant to Section 16 of the foregoing Investment Advisory Agreement, and each such person's signature is set forth below.

| <u>Name of Designated Person</u> | <u>Title</u> | <u>Signature</u> |
|----------------------------------|-----------------------------------|------------------|
| <u>Cristina Preuss</u> | <u>Interim Executive Director</u> | _____ |
| <u>Vini Montague</u> | <u>Chief Financial Officer</u> | _____ |
| _____ | _____ | _____ |
| _____ | _____ | _____ |



North Los Angeles County Regional Center

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

Board Resolution For Change of Officers

City National Bank

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees duly and regularly held on the 12th day of June 2024, in accordance with the laws and by-laws of the above organization, _____ was elected Board President, _____ was elected Board Treasurer, and _____ was elected Board Secretary effective on the 1st day of July 2024.

The undersigned retiring Board President and retiring Board Treasurer resign authority to sign under accounts maintained by the organization. Outstanding checks issued by the retiring officers in the name of the organization on or before the above date remain payable.

This is to certify that the foregoing is a true copy of a resolution adopted by the Board of Trustees of the above organization and that said resolution is in full force and effect.

 XXXXXXXX, Incoming Board President

 XXXXXXXX, Incoming Board Treasurer

 XXXXXXXX, Incoming Board Secretary

Concur: _____
Ana Quiles, Retiring Board President

Concur: _____
Brian Gatus, Retiring Board Treasurer

Concur: _____
Lillian Martinez, Retiring Board Secretary



North Los Angeles County Regional Center

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Board Resolution

For City National Bank’s Supersedure Agreement (Business)

Resolved that at a meeting of The North Los Angeles County Regional Center, Inc. Board of Trustees held on the 12th day of June 2024, in accordance with the laws and by-laws of the above organization, City National Bank is authorized to remove Ana Quiles and Brian Gatus as Authorized Signer from all accounts of the North Los Angeles County Regional Center presently open under the Account Agreement with City National Bank, effective and including June 30, 2024. See Schedule A.

Resolved that the Board of Trustees instructs City National Bank to add the following person as Authorized Signer to all accounts of the North Los Angeles County Regional Center presently or hereafter opened under the Account Agreement with all associated rights and authority, effective July 1, 2024:

_____ xxxxxxxxx, Board President

_____ xxxxxxxxx, Board Treasurer

Further Resolved that the authorization is in addition to any other authorizations in effect and will remain in full force until the Bank receives written notice of revocation at the address(es) and manner designated by City National Bank.

Schedule A

| Account Description | Account Number |
|---------------------------------------|----------------|
| Business Checking Account | xxxxxx6 |
| Payroll Account | xxxxxx4 |
| Flexible Spending Account | xxxxxx2 |
| Consumer Group Account | xxxxxx9 |
| Dedicated Consumer Account | xxxxxx4 |
| Help Fund/Donation Account | xxxxxx0 |
| Restricted Funds Account (Prevention) | xxxxxx5 |

Certification by Secretary: I certify that (1) I am the Secretary of North Los Angeles County Regional Center ; and (2) the foregoing Resolution is a complete and accurate copy of the resolution duly adopted by the North Los Angeles County Regional Center’s Board of Trustees; and (3) the Resolution is in full force and has not been revoked or changed in any way.

Lillian Martinez, Board Secretary

June 12, 2024
Date



North Los Angeles County Regional Center

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

Facsimile Signature Addendum

This is our notification to City National Bank that effective July 1, 2024, North Los Angeles County Regional Center, Inc. will be using a Facsimile Signature for the following account(s):

Account Number: xxxxxx6

Account Name: North Los Angeles County Regional Center's "Business Checking"

Name and title of individual(s) whose facsimile signature is to be used:

xxxxxxx, Board President

xxxxxxx, Board Treasurer

Attach a sample of the Facsimile signature(s) being used.

I certify that each person whose name, specimen signature, or facsimile signature is set forth above is an authorized signer on the above referenced account(s).

Authorizing Signature: _____ Date: June 12, 2024

Lillian Martinez, Board Secretary

NLACRC
Administrative Affairs Committee
CRITICAL CALENDAR
FY 2024-25

| Month | Activity |
|------------------|---|
| July | AA Orientation for new committee. AA Review policies & procedures, board audit section, action log for previous fiscal year, 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 th quarter human resources report. HR Review any Board Member Conflict of Interest L Quarterly legal update (Executive session). F Review POS Late Bill Report F Review Detailed Financial Reports |
| August | (The committee does not meet in August) <i>Note: Independent audit entrance meeting occurs in August</i> |
| September | I Recommend to the Board to authorize an officer to secure workers compensation insurance for next calendar year. I Review Center’s insurance coverage for the new fiscal year. PRMT Review 4 th quarter fees report on U.S. Bank transactions. UAL Review 4 th quarter fees report on U.S. Bank & PFM Asset Mgmt transactions. F Update on independent audit HR Ensure personnel policies in compliance with DDS contract. 4th Quarter Reporting of New Vendorizations |
| October | (The committee does not meet in October) |
| November | HR Review 1 st quarter human resources report. PRMT Review 1 st quarter fees report on U.S. Bank transactions. UAL Review 1 st quarter fees report on U.S. Bank & PFM Asset Mgmt transactions. C Status report on lease agreements. |

NLACRC
Administrative Affairs Committee
CRITICAL CALENDAR
FY 2024-25

| <i>Month</i> | <i>Activity</i> |
|-----------------|---|
| | F Update on independent audit L Quarterly legal update (Executive session). 1st Quarter Reporting of New Vendorizations |
| December | (The committee does not meet in December) |
| January | (The committee does not meet in January) |
| February | 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. PRMT Review 2 nd quarter fees report on U.S. Bank transactions. UAL Review 2nd quarter fees report on U.S. Bank & PFM Asset Mgmt transactions. F Review Purchase of Services (“POS”) projection of surplus/deficit. HR Review 2 nd quarter human resources report. L Quarterly legal update (Executive session). F Review Detailed Financial Reports F Review ARCA PEP Statewide Report I Review Insurance for Upcoming Fiscal Year 2nd Quarter Reporting of New Vendorizations |
| March | (The committee does not meet in March) |
| April | AA Review and approve draft critical calendar for upcoming fiscal year F Establish credit line for upcoming fiscal year - yes/no? F Review and make recommendation to Board regarding ARCA dues for upcoming fiscal year L Quarterly legal update (Executive session) HR Review 3 rd quarter human resources report. I Recommend to the Board to authorize an officer to secure insurance in June for next fiscal year. PRMT Review 3 rd quarter fees report on U.S. Bank transactions UAL Review 3rd quarter fees report on U.S. Bank & PFM Asset Mgmt |

NLACRC
Administrative Affairs Committee
CRITICAL CALENDAR
FY 2024-25

| <i>Month</i> | <i>Activity</i> |
|-------------------------------------|--|
| | <p>transactions.</p> <p>F Status report on current credit line and cash flow</p> <p>F Establish credit line for the budget year for upcoming fiscal year</p> <p>AA Review & Approve operational contracts over \$250K expiring 6/30</p> <p>L CPA presentation on IRS Form 990 tax return. 3rd Quarter Reporting of New Vendorizations</p> |
| <i>May</i> | (The committee does not meet in May) |
| <i>June</i> | (The committee does not meet in June) |
| <i>Monthly or as needed</i> | <p>F Review budget allocation from DDS</p> <p>F Review budget amendments</p> <p>AA Committee trainings</p> <p>F Review statewide regional center POS Report</p> <p>F Review contracts</p> <p>F Review Audit Report(s) conducted by various entities of the Center</p> <p>L Update on pending litigation</p> <p>HR Report on union-related issues</p> |
| <u>LEGEND</u> | |
| 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 |

[ccal.2024-25] Approved:

NLACRC
Consumer Advisory Committee
CRITICAL CALENDAR
FY 2024-25

| Month | Activity |
|------------------|--|
| July | No Committee Meeting |
| August | Orientation for new committee members, Review Policies and Procedures and Meeting Schedule, Review Critical Calendar, Review of Priority Activities Chair Selection |
| September | Create Structure for Meeting Priority Activities |
| October | Voting Rights |
| November | Legislative Training |
| December | No Committee Meeting |
| January | Transportation Updates |
| February | Emergency Preparedness |
| March | Consumer Advocacy |
| April | Review of Calendar and Topics for Quarterly Trainings for the Next Fiscal Year |
| May | Board Governance |
| June | Budget Update |

**NLACRC
Recruitment Committee
CRITICAL CALENDAR
FY 2023-24**

| <i>Month</i> | <i>Activity</i> |
|------------------|--|
| <i>July</i> | No meeting to be held. |
| <i>August</i> | No meeting to be held. |
| <i>September</i> | No meeting to be held. |
| <i>October</i> | No meeting to be held. |
| <i>November</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • Assemble a Recruitment Committee |
| <i>December</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • Obtain Bids from Search Firms • Select a Search Firm / Human Resources and CFO to initiate contract. • Establish a Budget for Recruitment Expenses |
| <i>January</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • Contract with Search Firm • Establish a Recruitment Timeline • Establish interview panel and review Executive Director Interview Guide and written assessment. • Prepare for the outgoing executive director's transition <p><u>EgonZehnder Timeline</u></p> <ul style="list-style-type: none"> • Individual interviews with Search Committee, designated Board members and management |
| <i>February</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • Search Firm to vet candidates and present to Recruitment Committee candidates identified for interviewed. • Search Firm to present candidate assessments and coordinated Zoom or in-person interviews. |

**NLACRC
Recruitment Committee
CRITICAL CALENDAR
FY 2023-24**

| <i>Month</i> | <i>Activity</i> |
|---------------------|--|
| | <p><u>EgonZehnder Timeline</u></p> <ul style="list-style-type: none"> • <i>Continue</i> - individual interviews with Search Committee, designated Board members and management • Finalize Role Specification and Search Strategy • Agree on Search Strategy • Long List of Candidates developed & sources contacted • Candidates engaged and screened |
| <i>March</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • <i>Continue</i> - Search Firm to vet candidates and present to Recruitment Committee candidates identified for interviewed. • <i>Continue</i> - Search Firm to present candidate assessments and coordinated Zoom or in-person interviews. • Review DDS' onboarding plan and finalize plan specific to NLACRC for executive director's onboarding to the organization. <p><u>EgonZehnder Timeline</u></p> <ul style="list-style-type: none"> • <i>Continue</i> - Long List of Candidates developed & sources contacted • <i>Continue</i> - Candidates engaged and screened • EgonZehnder interviews and conducts diligence, including early referencing |
| <i>April</i> | <p><u>NLACRC Timeline</u></p> <ul style="list-style-type: none"> • First Round interviews with Search Committee • Extend an offer to the selected candidate, and be prepared for negotiations regarding compensation, benefits, and other terms. • Inform candidates of their status in the process, even those who were not selected. |

| NLACRC Recruitment Committee CRITICAL CALENDAR FY 2023-24 | |
|--|--|
| <i>Month</i> | <i>Activity</i> |
| | |
| <i>May</i> | <u>EgonZehnder Timeline</u> <ul style="list-style-type: none"> • Second Round interviews with Search Committee |
| <i>June</i> | <u>NLACRC Timeline</u> <ul style="list-style-type: none"> • <i>Continue</i> - Extend an offer to the selected candidate, and be prepared for negotiations regarding compensation, benefits, and other terms. <u>EgonZehnder Timeline</u> <ul style="list-style-type: none"> • Formal referencing of finalists • Candidate evaluation Session with Board and meetings with select management • Select a candidate and negotiate final agreement plus background check • Develop announcement and finalize communications • Integration Planning <u>Ongoing</u> <ul style="list-style-type: none"> • Continue to engage with the new executive director to facilitate their integration and support their success in the role |

Commented [KV1]: Moved from April to May

Commented [KV2]: Moved from May to June

[ccal.2023-24] UPDATED: June 3, 2024

**NLACRC
Strategic Planning Committee
CRITICAL CALENDAR
FY2024-2025**

| Month | Activity |
|-----------------|--|
| August | <ul style="list-style-type: none"> • Orientation for committee members • Committee elects a chairperson for the current fiscal year • Review policies & procedures and meeting schedule • Review Performance Contract June Data • Review 2024 Performance Contract Metrics Status • Review Annual Strategic Plan Implementation Matrix Progress Report • Semi-Annual Reporting of CIE/PIP, • Annual Reporting of Program Closures • 4th Quarter Reporting of New Vendorizations |
| November | <ul style="list-style-type: none"> • Committee meeting • Review 2024 Performance Contract Metrics Status • 2022-2026 Strategic Plan -1st Quarter Status Update • 1st Quarter reporting of New Vendorizations • Review the Results of the Employee Satisfaction Survey RFP • Review Semi-Annual Strategic Plan Implementation Matrix Progress Report |
| January | <ul style="list-style-type: none"> • Committee meeting • Review results of the Individual and Family Satisfaction Survey Present to the Board of Trustees the Results of the Employee Satisfaction Survey |
| February | <ul style="list-style-type: none"> • Review public policy performance measure year-end data • Review Draft Critical Calendar for next fiscal year • Review 2024 Performance Contract Metrics Status • Review Performance Contract Draft for FY2024 • 2022-2026 Strategic Plan -2nd Quarter Status Update • Semi-Annual Reporting of CIE/PIP, • 2nd Quarter Reporting of New Vendorizations |

Commented [KV1]: Moved to November and changed to Semi-Annual

Commented [KV2]: Moved to the Administrative Affairs Committee

Commented [KV3]: "Review the Results of" verbiage added

Commented [KV4]: Moved from August

Commented [KV5]: Verbiage changed

Commented [KV6]: Moved to the Administrative Affairs Committee

**NLACRC
Strategic Planning Committee
CRITICAL CALENDAR
FY2024-2025**

| Month | Activity |
|-------|--|
| May | <ul style="list-style-type: none"> • Approve Draft Performance Contract for FY2024 • Review 2024 Performance Contract Metrics Status • Confirm FY2024-25 Year End reports are posted on website • Select board meeting to present FY2024 performance objectives and outcomes • 2022-2026 Strategic Plan- 3rd Quarter Status Update • 3rd Quarter reporting of New Vendorizations • Review Semi-Annual Strategic Plan Implementation Matrix Progress Report |

Commented [KV7]: Addition

Commented [KV8]: Moved to the Administrative Affairs Committee

Commented [KV9]: Addition

[ccal.2023_24] Reviewed: 05.06.24/Approved:

North Los Angeles County Regional Center
Vendor Advisory Committee

CRITICAL CALENDAR FOR FY 2024-25

JULY

(No meeting.)

AUGUST

- Align committee goals, priorities, and workgroups for current fiscal year
- Provide committee with fiscal year meeting schedule
- Committee is provided with copies of their approved critical calendar for the new fiscal year.
- Committee Orientation
- Welcome new VAC members
- Review action log from previous fiscal year
- System/Industry Issues

SEPTEMBER

- Open Issues for Discussion
- Workgroup and/or Committee Report Out *

OCTOBER

- System/Industry Issues
- Workgroup and/or Committee Report Out *

NOVEMBER

- Vendor Advisory Committee members with expiring terms and eligible for re-nomination are mailed forms on November 1 to complete to indicate interest. Interest forms are due to boardsupport@nlacrc.org by December 15th.
- Put a call for new VAC members
- Open Issues for Discussion
- Workgroup and/or Committee Report Out *

DECEMBER

(A committee meeting will not be held in December.)

Commented [KV1]: New Text

Commented [KV2]: New Text

Vendor Advisory Committee members with expiring terms and eligible for re-nomination were mailed forms on November 1 to complete to indicate interest. interest forms are due to boardsupport@nlacrc.org by December 15th.

Commented [KV3]: Text removed

JANUARY

- System/Industry Issues
- Workgroup and/or Committee Report Out *

FEBRUARY

- Seek committee members to participate in Grass Roots Week (April)
- Solicit nominations for the Annual Jynny Retzinger Community Service Award
- Open Issues for Discussion
- Workgroup and/or Committee Report Out *

MARCH

- System/Industry Issues
- NLACRC Grass Roots Week update
- Workgroup and/or Committee Report Out *

APRIL

- VAC members interested in serving as Chair and an Alternate Chair for next fiscal year are identified
- Open Issues for Discussion
- Workgroup and/or Committee Report Out *

Commented [KV4]: Added Text

MAY

- A Chair and an Alternate Chair for next fiscal year is elected
- Committee reviews and approves the committee's draft critical calendar for next fiscal year.
- System/Industry Issues
- Workgroup and/or Committee Report Out *

Commented [KV5]: Added Text

JUNE

- Discuss committee goals for next fiscal year
- Presentation of Jynny Retzinger Award
- Workgroups and Committee Final Report Out

**Workgroups meet monthly or bimonthly and report outs will be provided as available*

Approved on:



North Los Angeles County Regional Center
Director's Report
June 2024

Legislative:

May revise budget updates - On May 22, during informational hearing the discussion focused on childcare and other social services cuts. However, Assemblymember Arambula discussed the history of the rate increase and expressed his concern with the delay in the increase, and the broader impact on the stability of the system. Public comment from a representative from ARCA, expressed the Association's opposition to the service provider rate delay. Budget will be voted on by June 15th, 2024. Service provider rally was held in Sacramento on May 21. NLACRC service provider community and supporters held a rally on May 31 in Van Nuys, CA.

California's Department of Rehabilitation (DOR) - will be renamed "Disability Works California" as it was announced on May 14th by department director Joe Xavier. He stated that "people with disabilities and employers do not associate the word 'rehabilitation' with jobs, good wages, and equity, nor does rehabilitation accurately describe the services we provide." There will be a comprehensive rebrand and outreach campaign to enhance its reach to all people with disabilities, as well as employers, educators, and families. There is also the establishment of the new Employment First Office, that "*will drive the development of statewide policies that promote the employment of people with the most significant developmental disabilities*".

Department of Developmental Services:

DDS Announcement - has announced the release of the Spanish translation of the Lanterman Act. This translation will have a significant impact on the lives of individuals with developmental disabilities and their families in the Spanish-speaking community. [Lanterman Act and Related Laws - CA Department of Developmental Services : CA Department of Developmental Services](#)

Master Plan updates - committee meetings started in April and alternate between in person and virtually. For more information: <https://www.chhs.ca.gov/home/master-plan-for-developmental-services/>

The Georgetown University National Center for Cultural Competence - (NCC) released their results of an evaluation titled "[Independent Evaluation of the Services and Access and Equity Program.](#)" The primary focus of the evaluation report is the Service Access and Equity Grant Program (SAE) of the California-Department of Developmental Services (DDS). Recommendations: Metrics, Measures, and SAE Grant Prioritize grants by identifying specific areas of focus that have the greatest likelihood of reducing disparities. In order to ensure consistency statewide as it pertains to measures, the state must develop a standardized definition of equity. Establish a requirement that regional centers also receive an SAE grant, as well as the CBO, when the two entities partner together on a project. Refine the area of focus on disparities to include not just race, ethnicity, and languages but also service availability, accessibility, quality, and utilization of supports and services on all levels. Increase the length of time by awarding one-year planning grants with up to 3-4 years of additional funding for implementation and evaluation. Develop effective measures and evaluation methodologies that will increase effectiveness in determining the impact of the program. Reduce the number of priorities and identify specific areas of impact that most likely will

reduce disparities. Increase the capacity for data collection, analysis and reporting on behalf of the regional centers and CBOs to accurately measure the impact of the SAE Grant Program.

Center Operations:

Staffing Data– Current Status:

May data: Total # positions filled – **715**; Total # positions authorized- **946**.

May New Hires:

1st cycle- 17 new employees

2nd cycle: 17 new employees

Contractor People Scout conducted a virtual hiring fair on May 23, 24, 28, 30 and 31.

Staffing Changes:

New Hire– Director of Human Resources, Betsy Monahan

Project Search - NLACRC, Tierra del Sol, LAUSD special education center, and Kaiser Permanente Woodland Hills have joined to participate in an innovative internship for individuals with disabilities called Project SEARCH. A number of consumers as interns experience a yearlong placement that equips them with skills, work experience and valuable resources to expand their careers. For some of the individuals that we serve this is the experience of a lifetime that lays a foundation for career and employment prospects in the future. On May 24th, eight (8) consumers from NLACRC graduated from the program.

Quality Assurance:

For the month of May 2024, Community Services conducted 116 residential visits as follows:

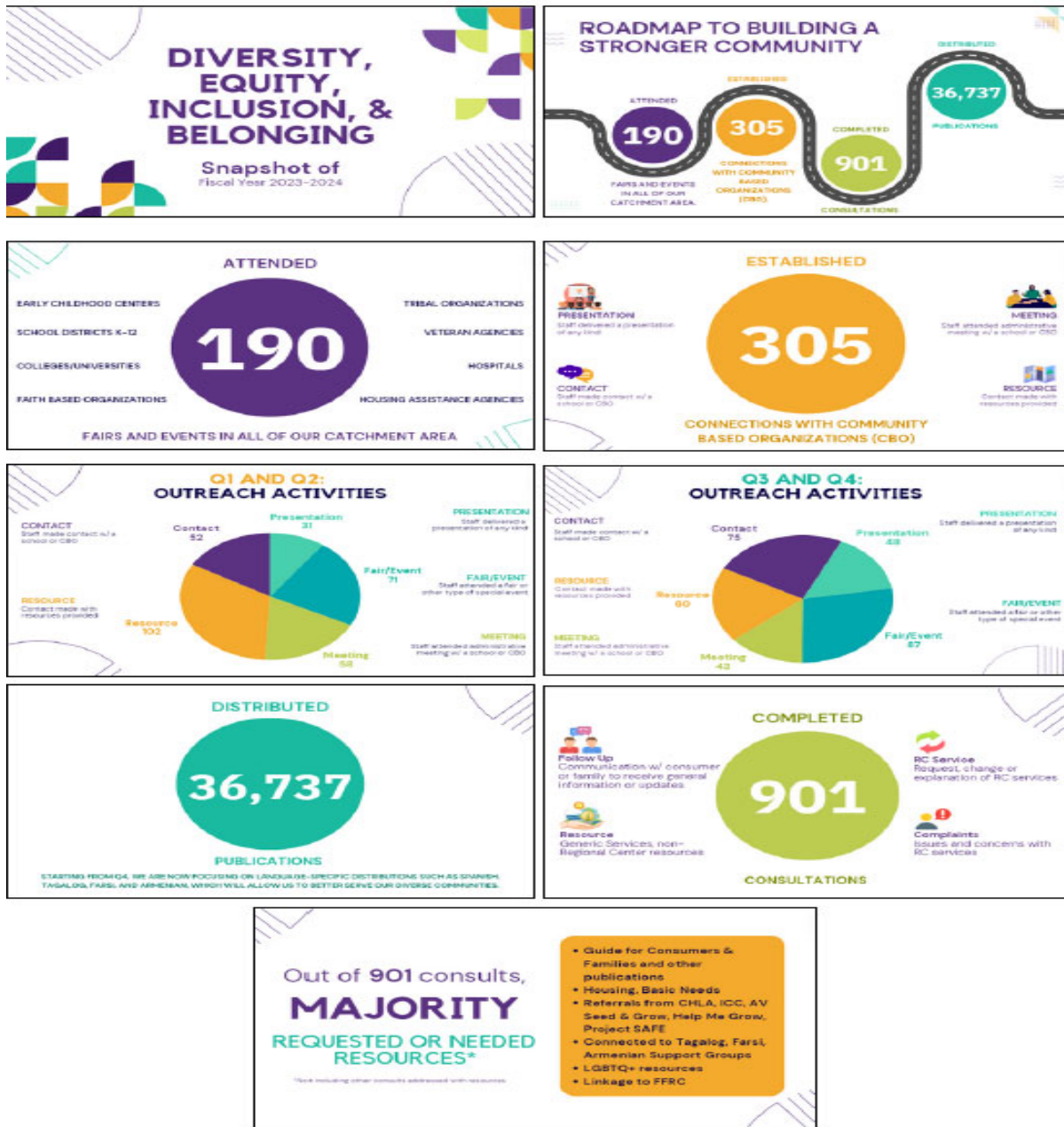
- 60 unannounced visits
 - 27 - CCFs, 22 - ICFs, 11 - FHAs, 0- FFA (15 AV, 45 SFV/SC)
- 36 Annual Reviews – CCF and Day Program (15 AV, 21 SFV/SC)
- 30 Other: 0 Virtual, 30 In-Person Visits (DDS Reviews, New Provider Orientation, QA/RD Walkthrough, 7 Day visit, SIR Follow/Complaint/CAP Follow-up, Attempted Unannounced Visits – provider was not home)
- 3 Corrective Action Plans developed with residential providers
- 0 Plan of Improvement with a non-residential provider

Consumer Statistics:

As of May 2024, the Center served 36,677 consumers and applicants, including 5,571 in Early Start, and 28,799 (increase of 145) in the Lanterman program. The Center’s San Fernando Valley Office serves 23,328 individuals, Antelope Valley serves 9,073 and the Santa Clarita Office serves 3,990 (these totals include applicants, and individuals served under Lanterman and the Early Start programs).

Introducing Diversity, Equity, Inclusion and Belonging Team - DEIB

This team was created to focus on outreach activities to ensure families, consumers, community-based organizations, and entities at large and to receive information about regional center systems and services. The focus also includes to engage in collaborative efforts to increase the knowledge and resources for the communities that we serve. The team originally started by 2 bilingual parent mentors and as of today the team consists of 2 Spanish speaking Parent and Family Support Specialists, 1 Outreach Language Specialist Armenian Speaking, 1 Outreach Language Specialist Tagalog Speaking, 1 Outreach Language Specialist Farsi Speaking, 2 Outreach Language Specialists Spanish Speaking, 1 LGBTQ+ specialist, and 1 consumer advocate.



Contact info for DEIB team:

pfsssupport@nlarc.org, outreach@nlarc.org, LGBTsupport@nlarc.org, JRodriguez@nlarc.org

Special Events:

Annual All Staff event - May 29, 2024

Vendor Fairs - AV office on 4/29/2024
SFV office on 5/7/2024 and 5/8/2024

NLACRC EXPO - Antelope Valley Embassy Suites 5/11/2024
SFV Airtel Plaza 5/17/24

Upcoming Community Events and Educational Training Opportunities:

NLACRC's Calendar of Events: [Calendar of Events | NLACRC](#)

*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.

Family Focus Resource Center: [Events | California State University, Northridge \(csun.edu\)](#)

*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 Disability Organization Events/Activities:

State Council on Developmental Disabilities next council meeting - July 16, 2024

Disability Rights California's next board meeting - September 20, 2024

Residential and Day Program Quality Assurance Monitoring Activities
January 2024 - December 2024

| Month | Jan | Feb | March | April | May | June | July | Aug | Sept | Oct | Nov | Dec | Totals |
|---|-----|-----|-------|-------|-----|------|------|-----|------|-----|-----|-----|--------|
| # of Res'l & Day QA Staff | 6 | 7 | 7 | 7 | 7 | | | | | | | | |
| # Annual Facility Monitoring Visits | 23 | 20 | 23 | 29 | 36 | | | | | | | | 131 |
| # Unannounced Visits | 31 | 32 | 81 | 69 | 60 | | | | | | | | 273 |
| # Corrective Action Plans Issued | 2 | 1 | 6 | 1 | 3 | | | | | | | | 13 |
| *Substantial Inadequacies Cited: | | | | | | | | | | | | | |
| 1.Threat to Health or Safety | | | | 1 | 2 | | | | | | | | |
| 2.Provision of fewer staff hours than req'd | 1 | | | | | | | | | | | | |
| 3.Violations of Rights | | 1 | 2 | | 2 | | | | | | | | |
| 4.Failure to implement consumer's IPP | 1 | | 1 | | | | | | | | | | |
| 5.Failure to comply with Admission Agreement | 1 | 1 | 5 | 1 | 2 | | | | | | | | |
| 6.Deficiencies handling consumers' cash resources | | | | | | | | | | | | | |
| 7.Failure to comply with staff training reqs | | | 1 | | | | | | | | | | |
| 8.L4 fails to use methods per program design | | | | | | | | | | | | | |
| 9.L4 fails to measure consumer progress | | | | | | | | | | | | | |
| 10.Failure to take action per CAP | | | | | | | | | | | | | |
| 11.Failure to use rate increase for purposes authorized | | | | | | | | | | | | | |
| 12.Failure to ensure staff completes DSP requirements. | | | | 1 | | | | | | | | | |
| 13.Failure to submit Special Incident Report | | | | | 1 | | | | | | | | |
| *per Title 17 §56054(a) | 3 | 2 | 9 | 3 | 7 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |

May 2024 CSC Caseload Ratio

Filled Positions

Vacancies

San Fernando Valley

Adult Services

| | Unit Total | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|---------------|--------------|-------------|--------------|-------------|-----------|------------|-------------|----------|----|--------|
| Adult Unit 1 | 573 | 6 | 529 | 88.2 | 3 | 44 | 14.7 | | | |
| Adult Unit 2 | 770 | 8 | 703 | 87.9 | 3 | 67 | 22.3 | | | |
| Adult Unit 3 | 12 | | 12 | | | | | | | |
| Adult Unit 4 | 756 | 8 | 662 | 82.8 | 3 | 94 | 31.3 | | | |
| Adult Unit 5 | 732 | 7 | 641 | 91.6 | 3 | 91 | 30.3 | | | |
| Adult Unit 6 | 608 | 6 | 550 | 91.7 | 4 | 58 | 14.5 | | | |
| Adult Unit 7 | 729 | 9 | 729 | 81.0 | 3 | | | | | |
| Adult Unit 8 | 759 | 8 | 672 | 84.0 | 3 | 87 | 29.0 | | | |
| Adult Unit 9 | 598 | 8 | 598 | 74.8 | 1 | | | | | |
| Adult Unit 10 | 425 | 6 | 425 | 70.8 | | | #DIV/0! | | | |
| Adult Unit 11 | 447 | 4 | 361 | 90.3 | 3 | 86 | 28.7 | 2 | | |
| Total | 6,409 | 70 | 5,882 | 84.0 | 26 | 527 | 20.3 | 2 | | |

Transition Services

| | Unit Total | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|-------------------|--------------|-------------|--------------|--------------|-----------|------------|-------------|----------|----|--------|
| Transition Unit 1 | 1,098 | 10 | 1,000 | 100.0 | 1 | 98 | 98.0 | 1 | | |
| Transition Unit 2 | 1,181 | 9 | 966 | 107.3 | 2 | 215 | 101.0 | | | |
| Transition Unit 3 | 1,324 | 13 | 1,324 | 101.8 | | | #DIV/0! | | | |
| Transition Unit 4 | | | | | 4 | | | | | |
| Total | 3,603 | 32 | 3,290 | 102.8 | 7 | 313 | 44.7 | 1 | | |

School Age Services

| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|---------------|--------------|-------------|--------------|--------------|-----------|------------|------------|---------|----|--------|
| School Age 3 | 1,263 | 11 | 1,263 | 114.8 | 1 | | | | | |
| School Age 4 | 1,124 | 11 | 1,124 | 102.2 | 1 | | | | | |
| School Age 5 | 1,106 | 9 | 999 | 111.0 | 3 | 107 | 35.7 | | | |
| School Age 6 | 1,254 | 10 | 1,167 | 116.7 | 1 | 87 | 87.0 | | | |
| School Age 7 | 1,220 | 10 | 1,135 | 113.5 | 2 | 85 | 42.5 | | | |
| School Age 8 | 1,120 | 9 | 946 | 105.1 | 2 | 174 | 87.0 | | | |
| School Age 9 | 716 | 8 | 632 | 79.0 | 1 | 84 | 84.0 | | | |
| School Age 10 | | | | | 7 | | | | | |
| Total | 7,803 | 68 | 7,266 | 106.9 | 18 | 537 | 30 | | | |

Early Start Services

| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|---------------------------------|--------------|-------------|--------------|-------------|-----------|------------|-------------|---------|----|--------|
| Early Start 1 (Status 1, 2 & U) | 526 | | | | | | | | | |
| Early Start 1 Intake | 31 | | | | | | | | | |
| Early Start 1 Total | 557 | 8 | 557 | 69.6 | 2 | | | | | |
| Early Start 2 (Status 1, 2 & U) | 544 | | | | | | | | | |
| Early Start 2 Intake | 48 | | | | | | | | | |
| Early Start 2 Total | 592 | 6 | 497 | 82.8 | 3 | 95 | 31.7 | | | |
| Early Start 3 (Status 1, 2 & U) | 482 | | | | | | | | | |
| Early Start 3 Intake | 43 | | | | | | | | | |
| Early Start 3 Total | 525 | 6 | 436 | 72.7 | 4 | 89 | 22.3 | | | |
| Early Start 4 (Status 1, 2 & U) | 408 | | | | | | | | | |
| Early Start 4 Intake | 43 | | | | | | | | | |
| Early Start 4 Total | 451 | 6 | 421 | 70.2 | 3 | 30 | 10.0 | | | |
| Early Start 5 (Status 1, 2 & U) | 599 | | | | | | | | | |
| Early Start 5 Intake | 73 | | | | | | | | | |
| Early Start 5 Total | 672 | 8 | 672 | 84.0 | | | #DIV/0! | | | |
| Early Start 6 (Status 1, 2 & U) | 365 | | | | | | | | | |
| Early Start 6 Intake | 40 | | | | | | | | | |
| Early Start 6 Total | 405 | 5 | 387 | 77.4 | 4 | 18 | 4.5 | | | |
| Early Start 7 (Status 1, 2 & U) | 363 | | | | | | | | | |
| Early Start 7 Intake | 50 | | | | | | | | | |
| Early Start 7 Total | 413 | 5 | 402 | 80.4 | 2 | 11 | 5.5 | | | |
| Status 1 Over 36 mo. | 60 | | | | | | | | | |
| Total | 3,615 | 44 | 3,372 | 76.6 | 18 | 243 | 13.5 | | | |

| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|------------------------------|---------------|-------------|---------------|-------------|-----------|--------------|-------------|----------|----|--------|
| Total Non-Early Start | 17,815 | 170 | 16,438 | 96.7 | 51 | 1,377 | 27.0 | 3 | | |
| Total Early Start | 3,615 | 44 | 3,372 | 76.6 | 18 | 243 | 13.5 | | | |
| Total | 21,430 | 214 | 19,810 | 92.6 | 69 | 1,620 | 23.5 | 3 | | |

May 2024 CSC Caseload Ratio

| | | | | | | | | | | |
|-------------------------------------|--------------|-------------|--------------|-------------|-----------|--------------|-------------|---------|----------|--------|
| SFV Self Determination Specialist* | | 2 | | | | | | | | |
| Intake Services | 640 | 8 | 640 | 80.0 | 1 | | | | | 2 |
| Antelope Valley | | | | | | | | | | |
| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
| Adult Unit 1 | 819 | 5 | 269 | 53.8 | 7 | 550 | 78.6 | | | |
| Adult Unit 2 | 1,009 | 9 | 841 | 93.4 | 2 | 168 | 84.0 | | | |
| Adult Unit 3 | 985 | 11 | 985 | 89.5 | | | | | | |
| Total | 2,813 | 25 | 2,095 | 83.8 | 9 | 718 | 79.8 | | | |
| Transition Unit 1 | 1,172 | 11 | 999 | 90.8 | 2 | 173 | 86.5 | | | |
| Transition Unit 2 | 261 | 1 | 88 | 88.0 | 9 | 173 | 19.2 | | | |
| Transition Unit 3 | 580 | 7 | 580 | 82.9 | | | | | | |
| Total | 2,013 | 19 | 1,667 | 87.7 | 11 | 346 | 31.5 | | | |
| School Age 1 | 983 | 10 | 973 | 97.3 | 2 | 10 | 5.0 | | | |
| School Age 2 | 1,124 | 10 | 971 | 97.1 | 3 | 153 | 51.0 | | | |
| School Age 3 | 713 | 7 | 640 | 91.4 | 2 | 73 | 36.5 | | | |
| Total | 2,820 | 27 | 2,584 | 95.7 | 7 | 236 | 33.7 | | | |
| AV Early Start 1 (Status 1, 2 & U) | 400 | | | | | | | | | |
| AV Early Start 1 Intake | 29 | | | | | | | | | |
| AV Early Start 1 Total | 429 | 6 | 429 | 71.5 | 3 | | | | | |
| AV Early Start 2 (Status 1, 2 & U) | 247 | | | | | | | | | |
| AV Early Start 2 Intake | 18 | | | | | | | | | |
| AV Early Start 2 Total | 265 | 5 | 265 | 53.0 | 1 | | | | | |
| AV Early Start 3 (Status 1, 2 & U) | 291 | | | | | | | | | |
| AV Early Start 3 Intake | 19 | | | | | | | | | |
| AV Early Start 3 Total | 310 | 6 | 310 | 51.7 | | | #DIV/0! | | | |
| Status 1 Over 36 mo. | 34 | | | | | | | | | |
| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
| Total Non-Early Start | 7,646 | 71 | 6,346 | 89.4 | 27 | 1,300 | 48.1 | | | |
| Total Early Start | 1,004 | 17 | 1004 | 59.1 | 4 | | | | | |
| Total | 8,650 | 88 | 7,350 | 83.5 | 31 | 1,300 | 41.9 | | | |
| AV Self Determination Specialist* | | 1 | | | | | | | | |
| AV Intake Services | 423 | 6 | 423 | 70.5 | | | #DIV/0! | | | 2 |
| Santa Clarita Valley | | | | | | | | | | |
| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
| Adult Unit | 1,014 | 11 | 1014 | 92.2 | | | #DIV/0! | | 1 | |
| Transition Unit 1 | | | | | | | | | | |
| Transition Unit 2 | 722 | 6 | 559 | 93.2 | 2 | 163 | 81.5 | | | |
| Total | 722 | 6 | 559 | 93.2 | 2 | 163 | 81.5 | | | |
| School Age Unit 1 | 999 | 10 | 999 | 99.9 | | | #DIV/0! | | | |
| School Age Unit 2 | 603 | 7 | 603 | 86.1 | 3 | | | | | |
| Total | 1,602 | 17 | 1,602 | 94.2 | 3 | | | | | |
| SCV Early Start (status 1, 2 & U) | 286 | | | | | | | | | |
| SCV Early Start Intake | 12 | | | | | | | | | |
| SCV Early Start 1 Total | 298 | 7 | 298 | 42.6 | 1 | | | | | |
| SCV Early Start 2 (status 1, 2 & U) | 341 | | | | | | | | | |
| SCV Early Start 2 Intake | 13 | | | | | | | | | |
| SCV Early Start 2 Total | 354 | 8 | 354 | 44.3 | 2 | | | | | |
| Status 1 Over 36 mo. | 9 | | | | | | | | | |
| | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
| Total Non-Early Start | 3,338 | 34 | 3,175 | 93.4 | 5 | 163 | 32.6 | | 1 | |
| Total Early Start | 652 | 15 | 652 | 43.5 | 3 | | | | | |
| Total | 3,990 | 49 | 3,827 | 78.1 | 8 | 163 | 20.4 | | 1 | |
| SCV Self Determination Specialist* | | 1 | | | | | | | | |

May 2024 CSC Caseload Ratio

| All Valleys | Consumers | Ser. Coord. | Consumers | Case Ratio | Vacancies | Consumers | Case Ratio | Floater | OD | Assoc. |
|--|-----------|-------------|-----------|------------|-----------|-----------|------------|---------|----|--------|
| Total Non-Early Start | 28,799 | 275 | 25,959 | 94.4 | 83 | 2,840 | 34.2 | 3 | 1 | |
| Total Early Start | 5,271 | 76 | 5,028 | 66.2 | 25 | 243 | 9.7 | | | |
| Sub-total | 34,070 | 355 | 30,987 | 87.3 | 108 | 3,083 | 28.5 | 3 | 1 | |
| *Self Determination Specialist | | 4 | | | | | | | | |
| *Total Non Early Start Supervisor | 286 | | | | | | | | | |
| *Total Early Start Supervisor Status 1, 2 & U | 4 | | | | | | | | | |
| *Total Early Start Supervisor Intake | 20 | | | | | | | | | |
| Intake Services | 1,063 | 14 | | 75.9 | 1 | | | | | 4 |
| Early Start Intake | 307 | 7 | | 43.9 | 2 | | | | | 3 |
| Prenatal Services | | | | | | | | | | |
| Provisional Eligibility | 577 | 8 | | 72.1 | | | | 1 | | |
| Enhanced Caseloads | 240 | 6 | | 40.0 | | | | | | |
| On-Duty Specialist Unit | | | | | | | | | | 4 |
| AV On-Duty/Floater Specialist Unit | | | | | | | | 3 | | 4 |
| SCV On-Duty/Floater Specialist Unit | | | | | | | | 1 | | |
| Lead CSC Trainers | 7 | 4 | | | | | | | | |
| Development Center | 11 | | | | | | | | | |
| Enhanced Case Management | 27 | 1 | | | | | | | | |
| Specialized 1:25 Caseloads | 27 | 1 | | | 2 | | | | | |
| Pending Transfer | 38 | | | | | | | | | |
| Total | 36,677 | 396 | | 92.6 | 113 | | | 8 | 9 | 7 |

*** Numbers not part of ratio count, but counted on Total Summary section**

| | |
|---|-----|
| SFV Adult Unit Supervisor* | 14 |
| SFV Transition Unit Supervisor* | 100 |
| SFV School Age Unit Supervisor* | 61 |
| SFV Early Start Unit Supervisor* | 2 |
| SFV Early Start Intake Unit Supervisor* | |
| Provisional Unit Supervisor | 21 |
| SCV Early Start Unit Supervisor* | |
| SCV Early Start Intake Unit Supervisor* | 3 |
| SCV School Age Supervisor* | 12 |
| SCV Transition Supervisor* | |
| SCV Adult Supervisor* | |
| AV Adult Unit Supervisor* | 23 |
| AV Transition Supervisor* | 11 |
| AV School Age Supervisor* | 44 |
| AV Early Start Unit Supervisor* | 2 |
| AV Early Start Intake Unit Supervisor* | 17 |

**NORTH LOS ANGELES COUNTY REGIONAL CENTER
MONTHLY STATISTICS RECAP
May 2024**

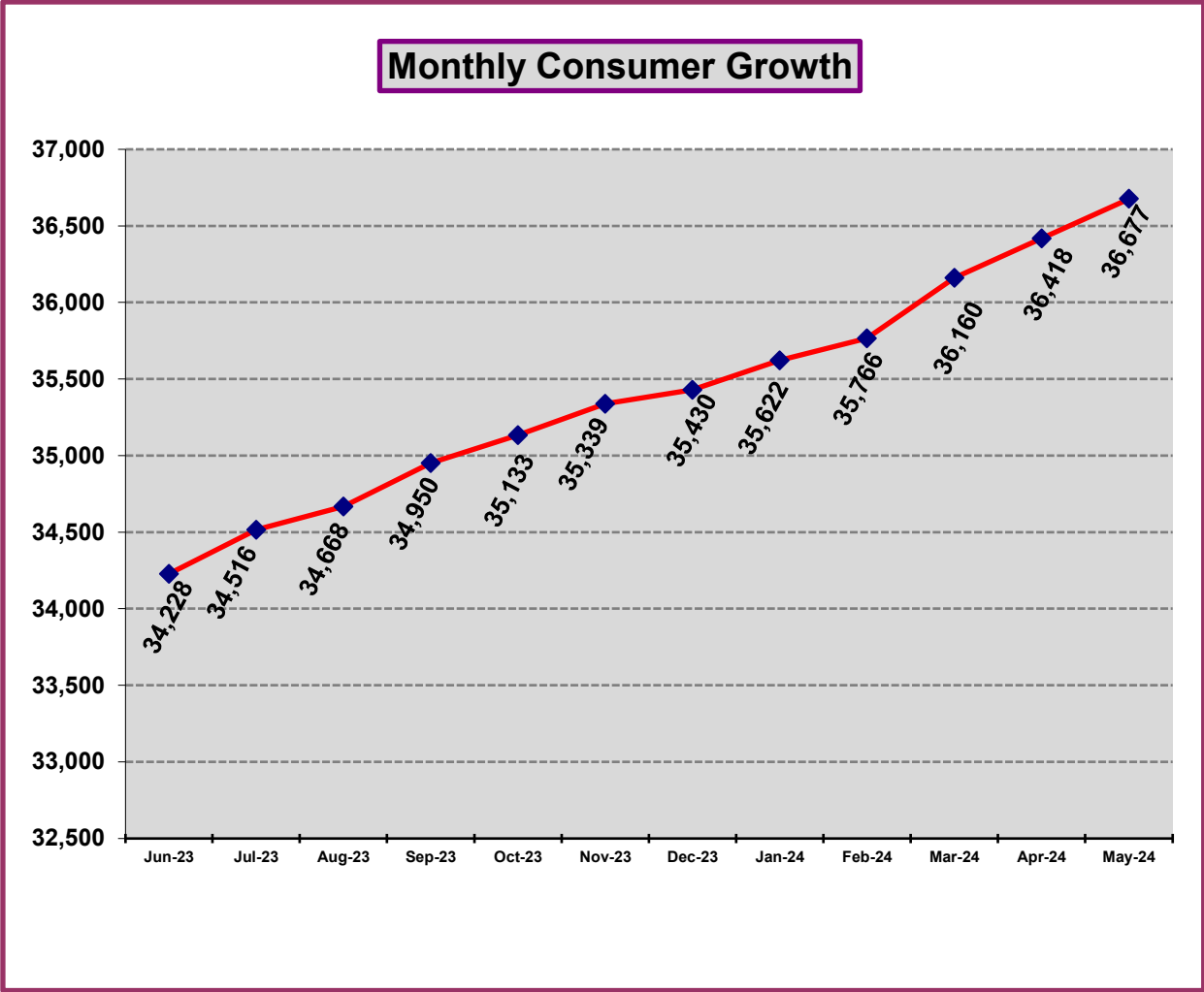
| | June 2023 Total | May 2024 Total | Increase/ Decrease | % Change |
|--|--------------------|-------------------|-----------------------|--------------|
| ALL VALLEYS | | | | |
| Total Non-Early Start | 26,904 | 28,799 | 1,895 | 7.04% |
| Total Early Start | 4,899 | 5,271 | 372 | 7.59% |
| Unit Supervisor Cases (*) | 191 | 310 | 119 | 62.30% |
| Self Determination Specialist (*) | 2 | 0 | -2 | -100.00% |
| Provisional Eligibility | 573 | 577 | 4 | 0.70% |
| Development Center | 14 | 11 | -3 | -21.43% |
| Enhanced Caseloads | 240 | 240 | 0 | 0.00% |
| Enhanced Case Mgmt | 32 | 27 | -5 | -15.63% |
| Specialized 1:25 Caseloads | 36 | 27 | -9 | -25.00% |
| Lead CSC Trainers | 0 | 7 | 7 | #DIV/0! |
| Pending Transfer | 53 | 38 | -15 | -28.30% |
| Early Start Intake Services | 342 | 307 | -35 | -10.23% |
| Intake Services | 942 | 1,063 | 121 | 12.85% |
| TOTAL ALL VALLEYS | 34,228 (**) | 36,677 | 2,449 | 7.15% |
| SAN FERNANDO VALLEY | | | | |
| Adult Services | 6,366 | 6,409 | 43 | 0.68% |
| Adult Unit Supervisor (*) | 29 | 14 | -15 | -51.72% |
| Transition Services | 3,390 | 2,013 | -1,377 | -40.62% |
| Transition Unit Supervisor (*) | 16 | 100 | 84 | 525.00% |
| School Age Services | 6,923 | 7,803 | 880 | 12.71% |
| School Age Unit Supervisor (*) | 69 | 61 | -8 | -11.59% |
| Early Start Services | 3,346 | 3,615 | 269 | 8.04% |
| Early Start Unit Supervisor (*) | 1 | 2 | 1 | 100.00% |
| Early Start Intake Unit Supervisor (*) | 4 | 0 | -4 | -100.00% |
| Provisional Eligibility | 573 | 577 | 4 | #DIV/0! |
| Provisional Unit Supervisor (*) | 2 | 21 | 19 | #DIV/0! |
| Development Center | 14 | 11 | -3 | -21.43% |
| Enhanced Caseload | 240 | 240 | 0 | 0.00% |
| Enhanced Case Mgmt | 32 | 27 | -5 | -15.63% |
| Specialized 1:25 Caseloads | 36 | 27 | -9 | -25.00% |
| Pending Transfer | 53 | 38 | -15 | -28.30% |
| Early Start Intake Services | 342 | 307 | -35 | -10.23% |
| Intake Services | 587 | 1,063 | 476 | 81.09% |
| Self Determination Specialist (*) | 1 | 0 | -1 | -100.00% |
| TOTAL | 21,560 | 22,328 | 304 | 1.41% |
| ANTELOPE VALLEY | | | | |
| Self Determination Specialist (*) | 1 | 0 | -1 | -100.00% |
| Adult Services | 2,742 | 2,813 | 71 | 2.59% |
| Adult Unit Supervisor (*) | 8 | 23 | 15 | 187.50% |
| Transition Unit | 1,857 | 2,013 | 156 | 8.40% |
| Transition Unit Supervisor (*) | 13 | 11 | -2 | -15.38% |
| School Age Services | 2,501 | 2,820 | 319 | 12.75% |
| School Age Unit Supervisor (*) | 27 | 44 | 17 | 62.96% |
| Early Start Unit Supervisor (*) | 2 | 2 | 0 | 0.00% |
| Early Start Intake Unit Supervisor (*) | 8 | 17 | 9 | 112.50% |
| Early Start Services | 975 | 1,004 | 29 | 2.97% |
| Intake Services | 355 | 423 | 68 | 19.15% |
| TOTAL | 8,430 | 9,073 | 682 | 8.09% |
| SANTA CLARITA VALLEY | | | | |
| Self Determination Specialist (*) | 0 | 0 | 0 | #DIV/0! |
| Adult Services | 964 | 1,014 | 50 | 5.19% |
| Transition Services | 707 | 722 | 15 | 2.12% |
| School Age Services | 1,454 | 1,602 | 148 | 10.18% |
| School Age Supervisor (*) | 4 | 12 | 8 | 200.00% |
| Early Start Services | 578 | 652 | 74 | 12.80% |
| Early Start Unit Supervisor (*) | 0 | 0 | 0 | #DIV/0! |
| Early Start Intake Unit Supervisor (*) | 6 | 17 | 11 | 183.33% |
| TOTAL | 3,703 | 3,990 | 295 | 7.97% |

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

**This number is our total number of consumers as January 2024 (Early Start, Lanterman and others: Intake services, pending transfers, DC, enhanced case management, etc.)

NLACRC TOTAL (ALL SERVICES) MONTHLY CONSUMER GROWTH ALL VALLEYS

| Month | Consumers | Growth | % Change |
|--------------------|-----------|--------------|----------|
| Jun-23 | 34,228 | 288 | 0.84% |
| Jul-23 | 34,516 | 152 | 0.44% |
| Aug-23 | 34,668 | 282 | 0.81% |
| Sep-23 | 34,950 | 183 | 1.11% |
| Oct-23 | 35,133 | 183 | 0.52% |
| Nov-23 | 35,339 | 206 | 0.58% |
| Dec-23 | 35,430 | 91 | 0.26% |
| Jan-24 | 35,622 | 192 | 0.54% |
| Feb-24 | 35,766 | 144 | 0.40% |
| Mar-24 | 36,160 | 394 | 0.61% |
| Apr-24 | 36,418 | 258 | 0.61% |
| May-24 | 36,677 | 259 | 0.61% |
| Total | | 2,632 | |
| Average | | 219 | |
| Percent Chg | | 8% | |





North Los Angeles County Regional Center

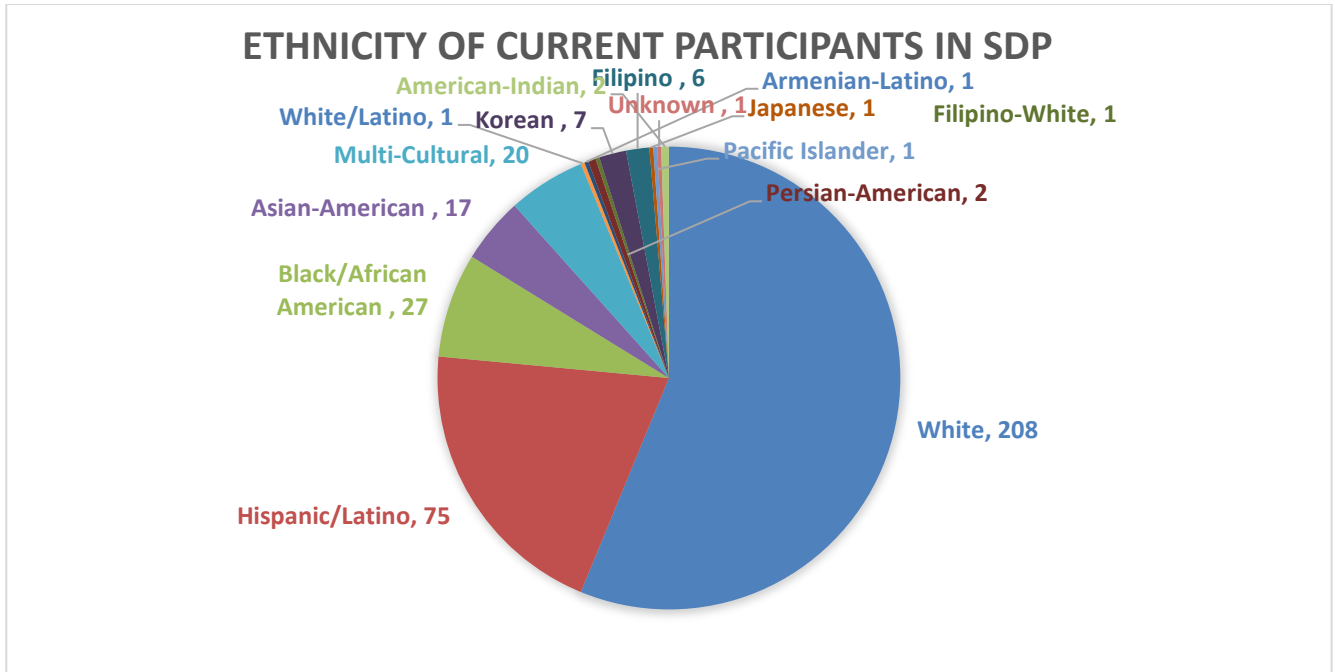
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Self Determination Program Report - Implementation Updates

June 1, 2024

North Los Angeles County Regional Center Statistics

- Participants have completed Orientation: **852** (increased by 20)
- Total number of budgets that are certified: **419** (increased by 11)
- Total number of initial budgets that are in the certification process: **7**
- Total number of spending plans that are approved: **370**
- Total number of spending plans in progress: **46**
- Total number of PCP's completed: **396** (Increased by 7)
- Total number of participants that did not continue after receiving budget: **3**
- Total number of participants that have opted out of SDP after enrolled: **4**
- Total number of Inter-Regional Center Transfers (out): **4**
- Participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: **370** (increased by 12)



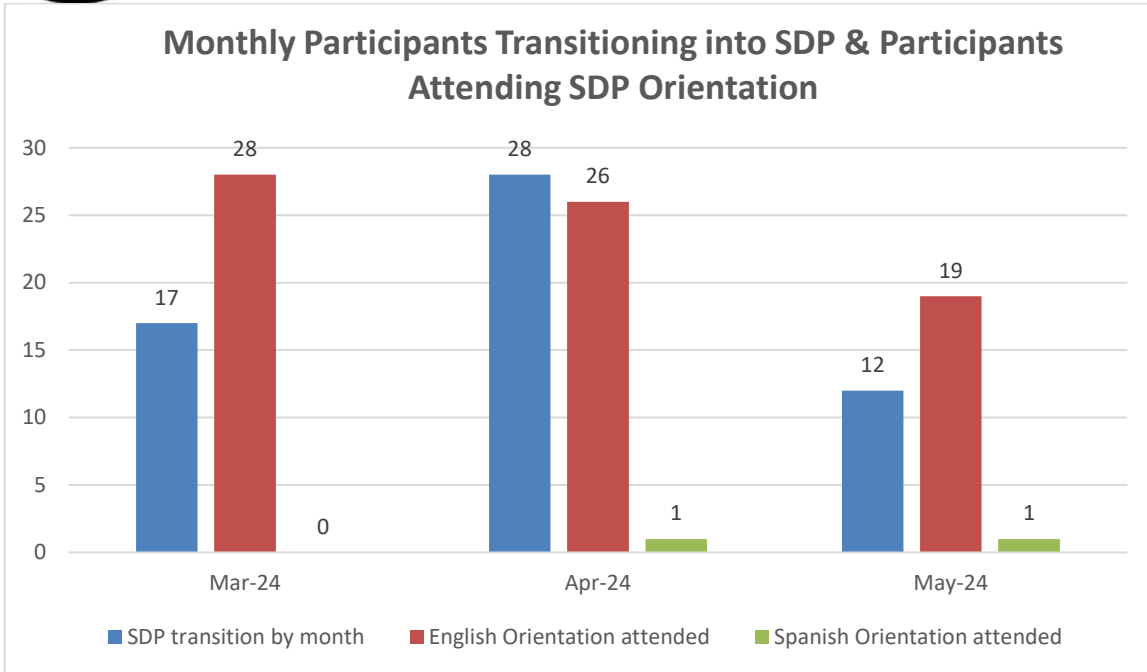
Transitions based on ethnicity :

- White- 9
- Multi-Cultural-1
- Latino/Hispanic-3
- American Indian-1

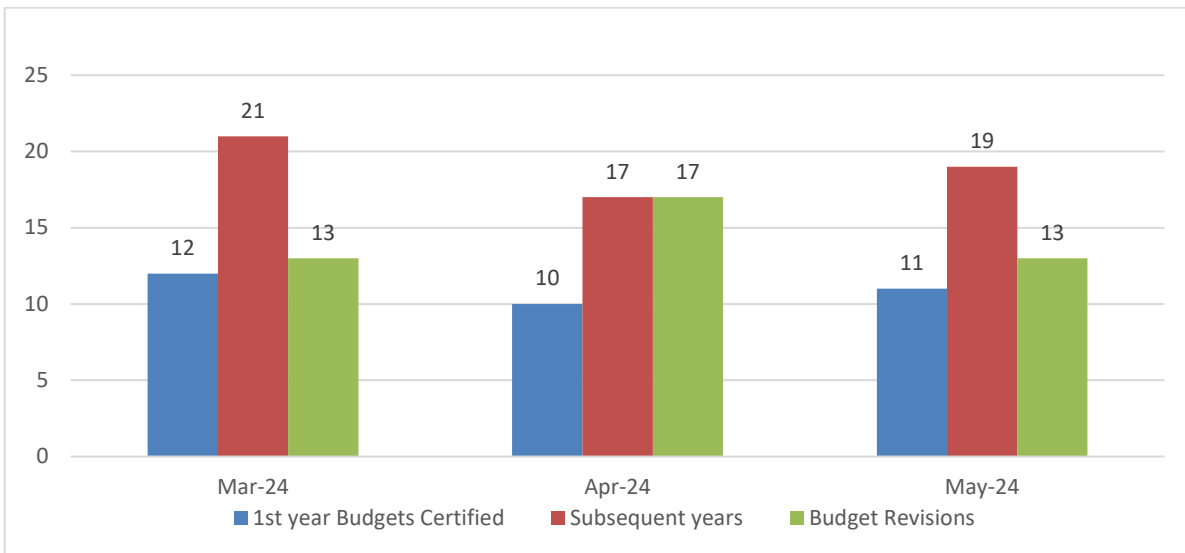


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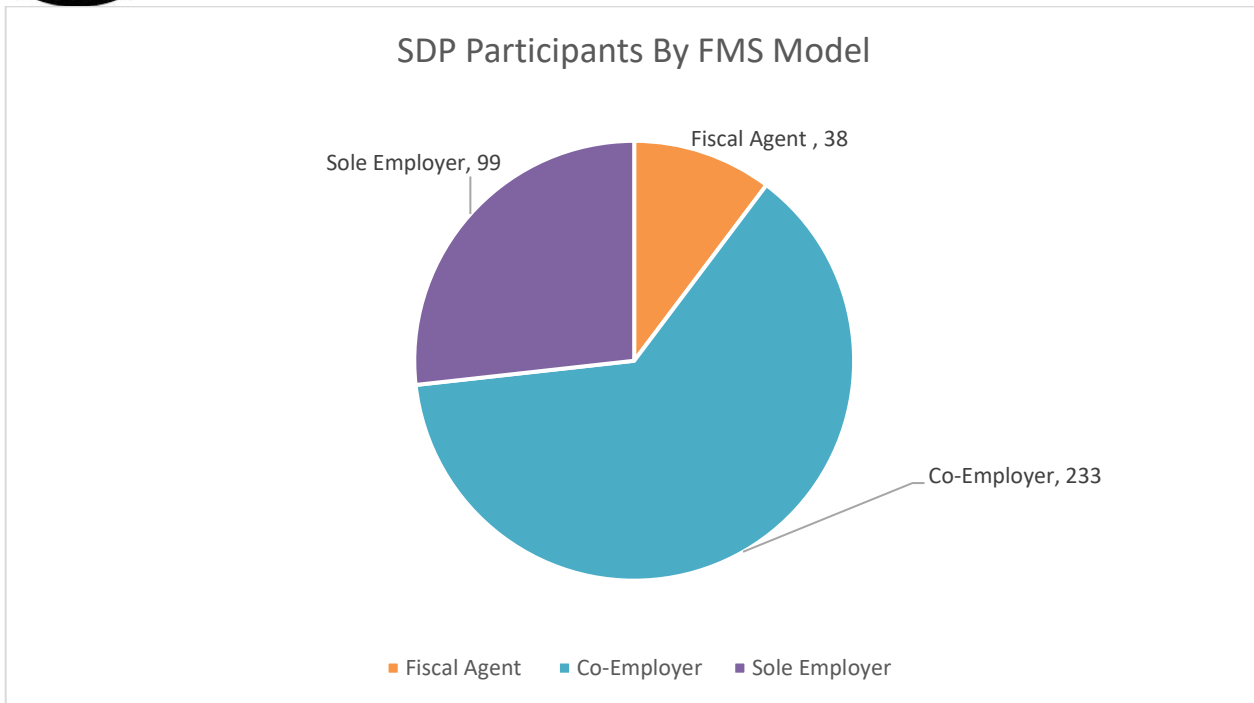
Monthly Budgets Certified





North Los Angeles County Regional Center

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Transitions this month:

Bill Payer: 1

Co-Employer: 7

Sole Employer: 6

NLACRC Implementation Updates/ information:

- SDP Orientation is available:
 1. Through State Council <https://scdd.ca.gov/sdp-orientation/>
 2. Virtual through NLACRC on the 1st Monday of the month in English and 3rd Monday of the month in Spanish (unless there is a holiday, day may change).
RSVP: selfdetermination@nlacrc.org
 - Next Virtual Orientation meetings:
 - Monday July 1, 2024 (English) from 9AM-12:00PM
 - Monday July 15, 2024 (Spanish) from 9AM-12:00PM
 3. Virtually available at any time (24/7) through NLACRC website: [Self-Determination Orientation | NLACRC](#).
- Self Determination Support Group – July 3, 2024 at 4:30pm via Zoom. [Meeting Registration - Zoom](#)
- SDP Local Volunteer Advisory Committee- Thursday June 20 from 6:30PM-8:30PM
 - The meeting will be held virtually. The Zoom link can be found on NLACRC’s calendar [Self Determination Local Advisory Committee Meeting | Calendar of Events | NLACRC](#)
Everyone is welcomed to attend meetings!



North Los Angeles County Regional Center

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- Support for participants and families: NLACRC has coaches available to support with SDP transition process or if you are in the program and need assistance. Ask your CSC for a referral.
 - Claudia Cares Consulting
 - The Legacy Center
- NLACRC & SDP Local Volunteer Advisory Committee Best Practices Subcommittee
 - The Best Practices Subcommittee is reviewing workflows and processes related to NLACRC's implementation of Self Determination. The committee meets monthly.

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

| FMS Agencies | Model | Language Spoken: | Accepting participants? | Employee Burden Cost | Budget Limits | Contact Info |
|---------------------------|---|---|---|--|--|--|
| Acumen | Bill Payer, Sole Employer | English & Spanish But have translators for other languages. | Yes. Consult required and it may take up to 2 months to transition. | 15.1% | \$200,000 | Yvette Torres (424) 210-8810 yvettet@acumen2.net |
| Aveanna | Bill Payer and Co-Employer (with nursing through home health agency only) | English, Spanish, Vietnamese, Cantonese, Mandarin and Trieu Chau | Consult required. Date to be given my FMS agency. | 13.6% + 3.3% sick pay They advise consumers to go with 20% just in case. | Anything above \$150,000 requires additional review. They have a "hard limit" of \$200,000.000 annually. | (866) 979-1182 fmsinfo@aveanna.com |
| Cambrian | Bill Payer, Co- Employer | English, Spanish, Vietnamese, Tagalog, Farsi | Yes | 25% | Budgets over \$120,000 require review. | David Ellis (562) 498-1800 Ext. 2231 davide@cfms1.com |
| Casa Fiscal/Essential Pay | Bill Payer, Co-employer | English, Spanish, Mandarin | No | 22% | None | (510) 336-2900 (833) 268-8530 contact@essentialpay.com |
| GT Independence | Bill Payer, Sole Employer, Co-Employer | All Languages are supported to assist Individuals in the language of their choice | Require a certified budget & spending plan draft to start onboarding process. | Co-employer 24% Sole Employer-18% All FMS models-Non-payroll burden 1% | None | Terrasel Jones (877) 659-4500 tjones@gtindependence.com |
| Mains'l | Bill Payer, Sole Employer, and Co- employer | English Only | Require certified budget & spending plan draft to start onboarding process. | 16.5% for Sole Employer 17.5% for Co-employer | None | Jason Bergquist (866) 767-4296 jmbergquist@mainsl.com |

| | | | | | | |
|-----------------|--|---|---|---|------------------|--|
| Ritz | Bill Payer, Co-Employer | English, Spanish & Mandarin | New clients- visit website to fill out an inquiry form. Waitlist-June 2024 | 22.75%-Co- employer | \$120,000 | Website: Ritzfms.com Kitleng Pui kpui@ritzvocalional.com (626)-600-4703 |
| Action | Bill Payer, Co-Employer, Sole Employer | English & Spanish | Yes, new clients call and leave message or fill out a contact us request on the website. | 25%-Co- employer 17% Sole Employer | No budget limits | Main office: (310) 867-8882 Website: actionfms.com Email: contact@actionfms.com |
| SequoiaSD, Inc. | Bill Payer, Co-Employer, Sole Employer | English, Spanish, Translation available for other languages | Yes, but have certified budget. | 22.5% Co- employer 21.64% Sole- Employer | \$250,000 | Website: sequoiasd.com sequoiaenrollment@sequoiasd.com |
| FMS Pay LLC | Bill Payer | English Spanish Translation available for other languages | Waiting list until June 2024. | N/A | No budget limit | Phone: (858) 281-5910 Website: www.myfmspay.com |
| FACT | Bill Payer, Co-Employer, Sole Employer | Unknown | Waiting list | Unknown | Unknown | Jessica.burnett@factfamily.org |

LOS ANGELES COUNTY REGIONAL CENTER
Board Member Reporting Out Form

Name: Gabriela Eshrati
Meeting: SDLVAC
Date of Meeting: May 16, 2024

| | | |
|-----------|---|--|
| 1. | Number of Attendees | 29 |
| 2. | Public Input: | <ul style="list-style-type: none"> • John Feringa from Droman introduced himself as an FMS vendor with Harbor RC who can support NLACRC consumers as well. • Kristianna Moralls from DVU stated that expo, vendors approached her, and they want a “Vendor Guidebook.” • Albert Feliciano- SCDD. Statewide training every Monday at 10am with different topics. The trainings are offered both in English and Spanish. They also offer SDP Orientation. • Marta Smajdor- introduced herself as a parent trying to learn about SDP. • Lori- Resources: <ul style="list-style-type: none"> ➢ Master Plan for Developmental Services. It is not SDP specific but will affect the program. Master Plan for Developmental Services - California Health and Human Services ➢ DDS is having meeting re: their new IPP template. ➢ NLACRC website resources are available to those interested in SDP. • DVU will be having a presentation on the new DDS Directives. • Karla had questions regarding process for 2nd year budgets. |
| 3. | Points of Discussion: | <ul style="list-style-type: none"> • Committee wants to meet informally in July to organize their efforts to improve SDP. |
| 4. | Reported out to Committee/Meeting: | <p><u>Chair Report:</u></p> <ul style="list-style-type: none"> • DDS Directives: <ul style="list-style-type: none"> ➢ Billing Requirements. This goes into effect June 30th. There are new requirements for those billing monthly. Among the requirements, you need a contract. ➢ Employer Burden: This directive limits what can be included as employer burden. ➢ Effective May 1st FMS are no longer required surety bond. • Chair reported that at the Board Meeting there was not much discussion re: SDP. She stated that there is a little more discussion at the Consumer Services Committee. • Best Practices report out: <p><u>Successes:</u></p> <ul style="list-style-type: none"> ➢ Video trainings added to the NLACRC website. ➢ SDP participants should have received resource flyer. <p><u>Discussion</u> re: SDP RFP allocation funds.</p> <ul style="list-style-type: none"> ➢ NLACRC is moving forward with the support group as well as coaching for participants and IFs. ➢ There are a few items pending approval from NLACRC: <ol style="list-style-type: none"> 1. Donating funds to the DVU website development. 2. RFP funds to assess NLACRC’s SDP process. 3. Reallocating funds from resource fair to coaching |

| | | |
|----|---------------------------------|--|
| | | <p>services.</p> <ul style="list-style-type: none"> • Committee Plan progress report will be posted on NLACRC website in SDP section. • More to come on the deep dive training for NLACRC staff. |
| 5. | Area of Concerns: | <ul style="list-style-type: none"> • FMS policies and procedures as they are affecting participants services. |
| 6. | Action Items: | <ul style="list-style-type: none"> • The Committee and NLACRC to continue working on Committee Plan through Best Practices Meeting. |
| 7. | Questions for the Board: | <ul style="list-style-type: none"> ➤ No questions but the committee continues to want more involvement from the Board. |
| 8. | Miscellaneous | |

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

Name: Cristina Preuss

Meeting: CAC

Date of Meeting: May 1, 2024

| | | |
|-----------|---|--|
| 1. | Number of Attendees | 4 committee members, 11 guests, 3 staff members |
| 2. | Public Input: | n/a |
| 3. | Points of Discussion: | Postponed reporting abuse training. Confirmed budget update presentation for June meeting by Michelle Heid. |
| 4. | Reported out to Committee/Meeting: | Presentation conducted about early start at board of trustees meeting. Postponed rate model allocation |
| 5. | Area of Concerns: | n/a |
| 6. | Action Items: | none |
| 7. | Questions for the Board: | n/a |
| 8. | Miscellaneous: | n/a |

North Los Angeles County Regional Center
Consumer Advisory Committee Meeting Minutes (Via Zoom)
May 1st, 2024

Present: George Alvarado, Pamela Aiona, Bill Abramson, Santos Rodrigues, Juan Hernandez – Committee Members

Alex Phuong, Desiree Boykin, Jennifer Koster, Karina Lira, Ellen Sweigert
Nicholas Mendoza, Elisa Herzog, Nestor Nieves, Elisa Herzog, Marianita Mendezl, Ana Quiles, Minutes Services - Guests

Jose Rodriguez, Kimberly Visokey – Staff

Absent:

I. Call to Order & Introductions

G. Alvarado called the meeting to order at 3:04 pm, and introductions were made by all committee members, staff, and guests.

II. Consent Items

A. Approval of Agenda

M/S/C (B. Abramson / J. Hernandez) To approve the Agenda. Motion **passed**.

B. Approval of Minutes from April 3rd, 2024 Meeting

M/S/C (G. Alvarado /J. Hernandez) To approve the March 6, 2024 minutes.
Motion **passed**.

III. Committee Business

A. Chair Board Meeting Report – Nicholas Mendoza on behalf of George A.
At the last Board of Trustees meeting held on April 10th, there was a closed session along with public input and a presentation on the early start program by a member of the LACRC. They discussed a new template for data collection pending approval from the Department of Developmental

Services. Criteria and eligibility for the early start program were reviewed, emphasizing support for young children and their families through LACRC services. The meeting also addressed a new rate model and communication with California ARCA, aiming to secure funding from the pending \$1 billion allocation, potentially included in the 2024-2025 budget. Additionally, a deaf specialist from NLACRC was introduced, specializing in communication with the hearing impaired.

- B. Review of the 2024-25 Critical Calendar.
The presenter of this review was not present.
- C. Training / Presentation Calendar – Jose R.
Jose R. noted that there was no presenter available for the training and presentation calendar, specifically regarding adult protective services. Despite efforts to contact a potential presenter, no response was received within the anticipated timeframe. Therefore, the session discussing reporting abuse and types of abuse was postponed until further communication could be established. However, it was confirmed that a budget update presentation for June had been arranged with Michelle Hyde, a legislative educator, scheduled for June 5th. It was also mentioned that there would be no meeting in July, with plans for a CAC orientation in August. Further discussions on existing goals were planned for the August meeting, with ongoing communication expected.

IV. Identify Agenda Items for the Next Board Meeting

- A. Minutes from the May 1st, 2024, meeting

V. Announcements/Information/Public Input

- A. Community Learning Forums
 - Throughout the month, several events were scheduled. The Community Learning Forum was held monthly, offering informative sessions, with the next event focusing on Internet Safety on May 21st. Additionally, a Disaster Preparedness session was organized by City Council 7, Monica Rodriguez, for May 18th. NLA CRC arranged an expo at the Airtel hotel on May 17th, featuring workshops and resources. Finally, Take Action hosted a Mental Health Affair at Richie Balance Park on May 5th, open to the community at no cost.

- B. Self-Advocacy Academy Calendar
- C. Self-Advocacy Academy Internet Safety
- D. Disaster Preparedness Fair
- E. NLACRC Expo
- F. Take Action LA County
- G. Next meeting June 5, 2024
- H. Attendance sheet

VI. Adjournment

- G. Alvarado adjourned the meeting at 3:36 pm.

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.*

North Los Angeles County Regional Center
Executive Committee Meeting Minutes

April 25, 2024

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

Arezo Abedi, Kimberly Visokey, Cristina Preuss, Gabriela Eshrati, Evelyn McOmie, Vini
Montague – Staff Members

David Lester- NLA Counsel, Jasmine Barrios – Minutes Services- Guests

Absent:

I. Call to Order

Ana Quiles called the meeting to order at 6:30 pm.

II. Committee Member Attendance/Quorum

III. Public Input – Agenda Items

None

IV. Consent Items

A. Approval of Agenda

M/S/C (R. Sigala/ L. Garcia) To approve the agenda as presented.

B. Approval of Minutes of March Meeting Minutes

M/S/C (B. Gatus/L. Garcia) To approve the Minutes as presented.

V. Closed Session

A. Board Governance

B. Personnel

M/S/C (L. Martinez/R. Sigala) To enter the Closed Session at 6:34 pm

M/S/C (L. Garcia/L. Martinez) To exit the Closed Session at 7:00 pm

VI. Committee Business

A. Board of Trustees Bylaw Review Pages 1-12 – Ana Quiles

The revised bylaws were presented in the packet.

M/S/C (L. Martinez/R. Sigala) To approve the Bylaw Review as presented in the packet.

B. Quotes for Coaching and Support Consultant – Megan Mitchell

Megan shared that 4 vendors have been contacted regarding Board Governance and Legislative coaching. She expects to have proposals to present to the Committee at the next Committee meeting.

It was noted that there are companies that provide multiple methods of coaching to be able to utilize one company for multiple scopes of services available. The Committee made the request to include a presentation of proposals to include Board Governance Coaching, Leadership Coaching as well as Legislative consulting.

C. Update Critical Calendar - Cristina Preuss

It was determined to continue meeting on a monthly basis and the Committee considered the day of the week on which the meeting will be held. After discussion, it was decided that Committee meetings would continue on Thursdays unless revised by the incoming slate of Committee members.

M/S/C (L. Martinez/R. Sigala) To approve the continuation of Executive Committee Meetings on Thursdays.

Board Support will add this item to the Executive Committee meeting for final approval on behalf of the Board.

D. Civility Code – David Lester

David shared the code to be read at the beginning of each meeting as a reminder of how interactions should be conducted. This code was reviewed as presented in the packet. It is the responsibility of the Committee Chairs to ensure that the code is read but does not necessarily have to read the code themselves.

M/S/C (L. Garcia /L. Martinez) To approve the Civility Code as presented.

Board Support will communicate this with the entire Board and will add the code to the pre-meeting slide that is shown at the beginning of every meeting. In addition, the Civility Code will be added to the Board Manual.

VII. Center Operations

Cristina shared the information as presented in the packet.

Department of Developmental Services:

Provisional eligibility has been expanded beyond children 3 and 4 years of age also to include children under age 3. A

Child under the age of five may be found provisionally eligible for regional center services if the child has a disability

April 25, 2024

that is not solely physical and has significant functional limitations in at least two of the following areas of

major life activity, as determined by a regional center:

1. Self-care
2. Receptive and expressive language
3. Learning
4. Mobility
5. Self-direction

Association of Regional Center Agencies (ARCA):

The association continues to collaborate with other Lanterman Coalition members to develop a strategy and messaging in opposition to the proposed delay of rate increases that would result in a loss of \$1 billion to the service system. Master Plan strategic committee started stakeholder meetings and the plan is centered on system change and evolution.

Staffing

Current Status and Recruitment:

Staffing Data– Current Status (as of 4/18/2024):

Total # of positions filled: 680

Total # of positions authorized: 933

In collaboration with the People Scout recruitment company, a virtual hiring fair was scheduled for April 3rd, 4th and 5th. Another event to take place in May.

NLA Expo

NLA has received a grant to host in person Expos; two events in FY 2023-2024 and two events in FY 2024-2025. These events will be free to the consumers, families, participating vendors, and community members.

These Expos will be an all-encompassing event that will focus on services throughout the lifespan of the consumers served by NLA. Every age group will have vendors that specialize in target areas of service.

This year's target areas of service are as follows:

- Early Start – Social & Emotional Development
- School Age – Social Skills and Recreation
- Transition – Employment and Programs
- Adult – Housing and Aging Adult
- Self Determination Program – SDP
- Generic Resources
- Home and Community-Based Services (HCBS)

Dates:

- Saturday, May 11th, from 11 am to 4 pm in the Antelope Valley. Embassy Suites Hotel; located at 39375 5th Street West, Palmdale, CA 93551.
- Friday, May 17th, from 1 pm to 7 pm in the San Fernando Valley. Airtel Plaza Hotel, located at 7277 Valjean Ave, Van Nuys, CA 91406

The Committee requested that the NLA Expo Flyer be revised to include an agenda with start times listed for various panels of interest.

VIII. Review of Meeting Action Items

- A. Compile proposals from companies related to Board Governance Coaching, Leadership Coaching and Legislative Consulting to be presented at the next Committee meeting (Megan Mitchell)
- B. To update the Critical Calendar to note meetings on Thursdays. (Board Support)
- C. To communicate the Civility Code to all Board Members, to add the code to the pre-meeting slide and to include it in the Board Manual. (Board Support)
- D. To update the NLA Expo flyer with agenda and panel times (Cristina Preuss/Board Support)
- E. To add the Bylaw Review to the next Board Meeting agenda. (Board Support)

IX. Board Meeting Agenda Items

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

- A. Minutes of the March 28th Meeting
- B. Minutes of the April 25th Meeting
- C. Bylaw Review (pages 1-12)

X. Announcements / Information Items / Public Input

- A. Next meeting is Thursday, May 30, 2024, at 6:00 PM
- B. Committee Attendance

Xi. Adjournment

Ana Quiles, Committee Chair, adjourned the meeting at 7:39 pm.

Submitted by:
Arezo Abedi



North Los Angeles County Regional Center

Recruiting Committee Meeting Minutes

April 22, 2024

Present: Ana Quiles, Alma Rodriguez, Lillian Martinez, Suad Bisogno, Leticia Garcia, Vini Montague, Brian Gatus - Committee Members

Kimberly Visokey– Staff Members

Lyapa Nakazwe-Masiya – Egon Zehnder, Emily Nichols – Egon Zehnder Marianita Mendez - DDS, Jasmine Barrios -Minutes Services - Guests

Absent: Parita Burmee

I. Call to Order

Ana Quiles called the meeting to order at 5:00 pm.

II. Public Input

None

III. Consent Items

A. Approval of Agenda

M/S/C (B. Gatus/A. Rodriguez) To approve the agenda as presented.

B. Approval of Minutes of the April 15th Meeting

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

IV. Committee Business

A. Executive Director Relocation Compensation Update - deferred

Ana Quiles shared that this item will be removed from this Committee and will be forwarded to the Negotiating Committee for continued discussion and to make a recommendation to the Board.

B. Review ED Onboarding Plan – Ana Quiles

Ana reviewed the information as presented in the packet. It was noted that this draft will be sent to DDS for feedback and the Committee will vote on the final draft to send to the Board for final approval. Board Support will submit the draft to DDS.

V. Closed Session

A. Confirm Interview Schedule

B. Candidate Interviews Review

C. Long List of Candidates

M/S/C (S. Bisogno/A. Rodriguez) To enter the Closed Session at 5:05 pm

M/S/C (A. Rodriguez/B. Gatus) To exit the Closed Session at 6:05 pm

VI. Review of Committee Action Items

- A. To add Relocation Compensation as an item to the Negotiating Committee meeting agenda. (Board Support)
- B. To submit the draft to DDS for feedback before final recommendation to the Board and to add to the May Board Meeting agenda. (Board Support)
- C. To add an updated list of candidates with profiles to the SharePoint site for the Committee to review. (Egon Zehnder/Board Support)
- D. To send an availability survey to schedule candidate interviews for the next 2 weeks. (Board Support)
- E. Update the Committee makeup policy and add to the Board Meeting agenda. (Board Support)

VII. Agenda Prep

- A. Review Critical Calendar
- B. Review Timelines
- C. Update DDS Timeline

VIII. Board Meeting Agenda Items

- A. Minutes of the April 22nd Meeting
- B. ED Onboarding Plan
- C. Committee makeup policy and add to the Board Meeting agenda

IX. Announcements

- A. Next Meeting, Monday, April 29, 2024 at 5:00 pm
- B. Recruitment Timeline
- C. Attendance Sheet

X. Adjournment

Ana Quiles, Committee Chair, adjourned the meeting at 6:11 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.*



North Los Angeles County Regional Center

Recruiting Committee Meeting Minutes

May 13, 2024

Present: Ana Quiles, Alma Rodriguez, Lillian Martinez, Leticia Garcia, Vini Montague, Brian Gatus
- Committee Members

Arezo Abedi– Staff Members

Lyapa Nakazwe-Masiya – Egon Zehnder, Sarah Trevino – Egon Zehnder, Marianita Mendez - DDS, Jasmine Barrios -Minutes Services - Guests

Absent: Suad Bisogno

I. Call to Order

Ana Quiles called the meeting to order at 5:05 pm.

Ana read the Civility Code to the meeting attendees.

II. Public Input

None

III. Consent Items

A. Approval of Agenda

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

B. Approval of Minutes of the April 22nd Meeting

M/S/C (B. Gatus/L. Garcia) To approve the Minutes as presented.

IV. Committee Business

A. Review for updating the Executive Director Recruitment Plan

This item was reviewed as presented in the packet. Vini Montague will work with Sheila King to ensure that the updated plan is submitted to DDS.

V. Closed Session

A. Confirm Interview Schedule

B. Candidate Interviews Review

C. Long List of Candidates

M/S/C (B. Gatus/L. Garcia) To enter the Closed Session at 5:10 pm

M/S/C (L. Martinez/A. Rodriguez) To exit the Closed Session at 6:30 pm

After the Closed Session, Ana shared that there are 2 action items that were determined in the closed session:

- Board support will send the Scheduling Survey out to Board Members by May 14th
- A review of the Recruiting Budget will be added to the next Committee meeting agenda by Board Support.

VI. Review of Committee Action Items

- A. Update and send final ED Recruitment Plan to DDS (Vini Montague/Sheila King)
- B. Send Scheduling Survey out to Board Members by May 14th (Board Support)
- C. To add Review of Recruiting Budget to next Committee Meeting Agenda (Board Support)

VII. Agenda Prep

- A. Review Critical Calendar
- B. Review Timelines
- C. Update DDS Timeline

VIII. Board Meeting Agenda Items

- A. Minutes of the May 13th Meeting

IX. Announcements

- A. Next Meeting, Monday, May 20, 2024 at 5:00 pm
- B. Recruitment Timeline
- C. Attendance Sheet

X. Adjournment

Ana Quiles, Committee Chair, adjourned the meeting at 6:36 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.*



North Los Angeles County Regional Center
Recruiting Committee Meeting Minutes
May 20, 2024

- Present:** Ana Quiles, Alma Rodriguez, Lillian Martinez, Leticia Garcia, Suad Bisogno - Committee Members
Betsy Monahan, Shelia King, Kimberly Visokey– Staff Members
Lyapa Nakazwe-Masiya – Egon Zehnder, Sarah Trevino – Egon Zehnder, Emily Nichols – Egon Zehnder, Marianita Mendez - DDS- Guests
- Absent:** Brian Gatus, Vini Montague
-

I. Call to Order

Ana Quiles called the meeting to order at 5:01 pm.
Ana read the Civility Code to the meeting attendees.

II. Public Input

None

III. Consent Items

A. Approval of Agenda

M/S/C (S. Bisogno/A. Rodriguez) To approve the agenda as presented.

B. Approval of Minutes of the May 13th Meeting

M/S/C (L. Garcia/A. Rodriguez) To approve the Minutes as presented.

IV. Committee Business

A. Review of the Recruitment Budget

Betsy explained the budget terms to the team, stating that the budget included a flat fee and a monthly administrative contingency fee of 4%. The 4% fee was to continue monthly until a candidate was hired within six months of the search. Ana, Lety, and Betsy discussed the need to confirm the details of the contract with Vinnie, who was unavailable to join the discussion.

The team decided to defer the motion until they received answers from Vini.

V. Closed Session

M/S/C (L. Martinez/A. Rodriguez) To enter the Closed Session at 5:16 pm

- A. Confirm Interview Schedule
- B. Candidate Interviews Review
- C. Long List of Candidates

M/S/C (L. Martinez/S. Bisogno) To exit the Closed Session at 5:53 pm

After the Closed Session, Ana shared that there is one action item that were determined in the closed session:

- Egon Zehnder will set up the next round of interviews

VI. Review of Committee Action Items

- A. Gain clarification regarding the calculation of the 4% budget for the recruitment committee and confirm the exact amount. - Betsy Monahan
- B. Update the Critical Calendar – Betsy Monahan
 - a. Move the 2nd round of interviews from April to May
 - b. Move May item to June
- C. Add the updated Critical Calendar to the Board Meeting Agenda – Board Support

VII. Agenda Prep

- A. Review Critical Calendar – Updates were discussed
 - a. Move the 2nd round of interviews from April to May
 - b. Move May item to June

M/S/C (S. Bisongo/ L. Martinez) To Approve the updates to the Critical Calendar

- B. Review Timelines
- C. Update DDS Timeline

VIII. Board Meeting Agenda Items

- A. Minutes of the May 20th Meeting
- B. Updated Critical Calendar for Approval
- C. Updated Recruitment Budget for Approval

IX. Announcements

- A. Next Meeting, Monday, June 3, 2024 at 5:00 pm
- B. Recruitment Timeline
- C. Attendance Sheet

X. Adjournment

Ana Quiles, Committee Chair, adjourned the meeting at 6:01 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.*





**NORTH LOS ANGELES COUNTY REGIONAL CENTER
PERFORMANCE CONTRACT
Fiscal Year 2024-25**

| Public Policy Performance Measure (Required) | | Statewide Average June 2022 | NLACRC June 2022 | Statewide Average June 2023 | NLACRC June 2023 |
|--|---|-----------------------------|------------------|-----------------------------|------------------|
| 1. | Number and percent of Regional Center consumers in institutional settings, such as state hospitals, Developmental Centers, etc. Goal: Decrease the number of individuals who reside in institutional settings. | 0.06% 233 | 0.04% 13 | | |
| Planned Activities: | | | | | |

| Public Policy Performance Measure (Required) | | Statewide Average June 2022 | NLACRC June 2022 | Statewide Average June 2023 | NLACRC June 2023 |
|--|---|-----------------------------|------------------|-----------------------------|------------------|
| 2. | Number and percent of minors living with families (includes own family, foster family, and guardian). <ul style="list-style-type: none"> • Own home - parent/guardian • Foster family Goal: Maintain the percentage of children who reside with families in their home. | 99.60% 196,913 | 99.71% 16,668 | | |
| | | 96.94% 191,657 | 95.35% 15,939 | | |
| | | 2.66% 5,256 | 4.36% 729 | | |
| Planned Activities: | | | | | |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
PERFORMANCE CONTRACT
Fiscal Year 2024-25**

| Public Policy Performance Measure (Required) | | Statewide Average June 2022 | NLACRC June 2022 | Statewide Average June 2023 | NLACRC June 2023 |
|---|---|--------------------------------|---------------------|--------------------------------|---------------------|
| 3. | Number and percent of adults residing in homesettings: | 82.75% | 85.28% | | |
| | | 154,11 | 10,817 | | |
| | • Independent Living Services (ILS) | 9.48% | 8.91% | | |
| | | 17,651 | 1,130 | | |
| | • Supported Living Services (SLS) | 5.02% | 3.29% | | |
| | 9,350 | 417 | | | |
| | • Adult Family Home Agency home | 0.82% | 0.40% | | |
| | | 1,529 | 51 | | |
| | • Home of Parent or guardian | 67.43% | 72.68% | | |
| | | 125,589 | 9,219 | | |
| Goal: Increase the number of adults who reside in home settings. | | | | | |
| Planned Activities: | | | | | |

| Public Policy Performance Measure (Required) | | Statewide Average June 2022 | NLACRC June 2022 | Statewide Average June 2023 | NLACRC June 2023 |
|---|---|--------------------------------|---------------------|--------------------------------|---------------------|
| 4. | Number and percent of minors living in facilities serving greater than 6 | 0.03% | 0.01% | | |
| | | 54 | 1 | | |
| | • Intermediate Care Facilities (ICF) | 0.02% | 0.00% | | |
| | | 34 | 0 | | |
| | • Skilled Nursing Facilities (SNF) | 0.00% | 0.00% | | |
| | 7 | 0 | | | |
| | • Community Care Facilities (CCF) | 0.01% | 0.01% | | |
| | | 13 | 1 | | |
| Goal: Decrease the percentage of children living in larger facilities. | | | | | |
| Planned Activities: | | | | | |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
PERFORMANCE CONTRACT
Fiscal Year 2024-25**

| Public Policy Performance Measure (Required) | | Statewide Average June 2022 | NLACRC June 2022 | Statewide Average June 2023 | NLACRC June 2023 |
|---|---|-----------------------------|------------------|-----------------------------|------------------|
| 5. | Number and percent of adults living in facilities serving greater than 6 | 1.71% | 2.13% | | |
| | | 3,188 | 270 | | |
| | • Intermediate Care Facilities (ICF) | 0.41% | 0.88% | | |
| | | 755 | 111 | | |
| | • Skilled Nursing Facilities (SNF) | 0.52% | 0.61% | | |
| | | 967 | 78 | | |
| | • Community Care Facilities (CCF) | 0.79% | 0.64% | | |
| | | 1,466 | 81 | | |
| Goal: Decrease the percentage of adults living in larger facilities. | | | | | |
| Planned Activities: | | | | | |

| Public Policy Performance Measure (Required) | | | | | |
|--|---|----------------------------------|--------------------------------------|----------------------------------|--------------------------------------|
| 6. | Increase the percentage of adult consumers that are employed in integrated settings with competitive wages. | | | | |
| | Separate measures in this category are included below as numbers 6a. through 6d. See below for data on each separate measure. | | | | |
| Goal: Increase the percentage of adult consumers that are employed in integrated settings with competitive wages. | | | | | |
| | | Jan. through Dec. 2019 CA | Jan. through Dec. 2019 NLACRC | Jan. through Dec. 2020 CA | Jan. through Dec. 2020 NLACRC |
| 6a. | Consumer earned income (ages 16 and above) From Employment Development Department (EDD) | | | | |
| | Quarterly number of consumers with earned income | 25,710 | 1,529 | 22,772 | 1,552 |
| | Percentage of consumers with earned income | 17.17% | 15.04% | 18.86% | 17.73% |
| | Average annual wages for consumers | \$8,772 | \$10,121 | \$9,733 | \$11,067 |
| | | 2019 | | 2020 | |
| 6b. | (From American Community Survey, five-year estimate) Annual earnings of consumers ages 16-64 compared to people with all disabilities in California. | \$25,990 | | \$26,794 | |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
PERFORMANCE CONTRACT
Fiscal Year 2024-25**

| | | July 2017 – June 2018 Statewide | July 2017 – June 2018 NLACRC | July 2020 – June 2021 Statewide | July 2020 – June 2021 NLACRC |
|----------------------------|---|---------------------------------------|------------------------------------|---------------------------------------|------------------------------------|
| 6c. | (From National Core Indicator (NCI) Adult Consumer Survey) Percentage of adults who reported having integrated employment as their goal in their IPP. (Note: NCI Surveys are conducted every three years.) | 29% | 26% | 35% | 27% |
| | | 2019-20 CA Avg. | 2019-20 NLACRC Avg. | 2020-21 CA Avg. | 2020-21 NLACRC Avg. |
| 6d. | (From data collected manually from service providers by regional centers) Number of adults who were placed in competitive integrated employment following participation in a Paid Internship Program. | 8 | 5 | 6 | 0 |
| | Percentage of adults who were placed in competitive, integrated employment following participation in a Paid Internship Program. | 9% | 11% | 14% | 0% |
| | Average hourly or salaried wages and for adults who participated in a Paid Internship Program. | \$13.31 | \$13.78 | \$14.25 | \$14.36 |
| | Average hours worked per week for adults who participated in a Paid Internship Program. | 16 | 15 | 17 | 16 |
| | Average wages for adults engaged in competitive, integrated employment, on behalf of whom incentive payments have been made. | \$13.52 | \$14.08 | \$14.81 | \$15.41 |
| | Average hours worked for adults engaged in competitive, integrated employment, on behalf of whom incentive payments have been made. | 21 | 20 | 23 | 20 |
| | Total # of incentive payments made for the fiscal year for the following amounts. | | | | |
| | Incentive amount: \$1,500 | 22 | 27 | 17 | 11 |
| | \$1,250 | 28 | 33 | 19 | 11 |
| | \$1,000 | 34 | 36 | 33 | 16 |
| Planned Activities: | | | | | |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
PERFORMANCE CONTRACT
Fiscal Year 2024-25**

| Public Policy Performance Measure (Required) & Goal | | | | | |
|--|--|--|---|--|---|
| 7. | <p>Indicator showing the relationship between annual authorized services and expenditures by individual's residence type and ethnicity. Data for this measure that is separated by residence type is included below as number 7a. through 7f. <i>(Note: The most recent data provided by DDS is 2020-21).</i></p> <p>Goal: Ensure that consumers and families have access to services and supports regardless of age, diagnosis, ethnicity, or language.</p> | | | | |
| | Residence Type | 2018-19 | | 2019-20 | |
| 7a | Home | American Indian or Alaska Native 0.39 | Native Hawaiian or Other Pacific Islander 0.45 | American Indian or Alaska Native 0.40 | Native Hawaiian or Other Pacific Islander 0.70 |
| | | Asian 0.68 | White 0.69 | Asian 0.635 | White 0.67 |
| | | Black/African American 0.71 | Other Ethnicity or Race 0.66 | Black/African American 0.72 | Other Ethnicity or Race 0.67 |
| | | Hispanic 0.70 | | Hispanic 0.70 | |
| 7b | ILS/SLS | American Indian or Alaska Native 0.68 | Native Hawaiian or Other Pacific Islander 1.00 | American Indian or Alaska Native 0.95 | Native Hawaiian or Other Pacific Islander N/A |
| | | Asian 0.84 | White 0.86 | Asian 0.80 | White 0.84 |
| | | Black/African American 0.82 | Other Ethnicity or Race 0.87 | Black/African American 0.81 | Other Ethnicity or Race 0.77 |
| | | Hispanic 0.84 | | Hispanic 0.82 | |
| 7c | Institutions | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander N/A | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander N/A |
| | | Asian N/A | White 0.09 | Asian N/A | White 0.05 |
| | | Black/African American 0.57 | Other Ethnicity or Race N/A | Black/African American 0.58 | Other Ethnicity or Race N/A |



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| | | | | | |
|-----------|---------------------|--|---|--|---|
| | | Hispanic 0.72 | | Hispanic 0.23 | |
| 7d | Residential | American Indian or Alaska Native 0.94 | Native Hawaiian or Other Pacific Islander 0.94 | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander 0.94 |
| | | Asian 0.90 | White 0.89 | Asian 0.87 | White 0.83 |
| | | Black/African American 0.90 | Other Ethnicity or Race 0.88 | Black/African American 0.88 | Other Ethnicity or Race 0.87 |
| | | Hispanic 0.90 | | Hispanic 0.89 | |
| 7e | Med/Rehab/ Psych | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander 1.00 | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander N/A |
| | | Asian 0.65 | White 0.77 | Asian 0.18 | White 0.75 |
| | | Black/African American 0.71 | Other Ethnicity or Race 0.73 | Black/African American 1.13 | Other Ethnicity or Race 0.99 |
| | | Hispanic 0.70 | | Hispanic 0.50 | |
| 7f | Other | American Indian or Alaska Native N/A | Native Hawaiian or Other Pacific Islander N/A | American Indian or Alaska Native 0.00 | Native Hawaiian or Other Pacific Islander N/A |
| | | Asian 0.72 | White 0.71 | Asian 0.34 | White 0.81 |
| | | Black/ African American 0.90 | Other Ethnicity or Race 0.97 | Black/ African American 0.96 | Other Ethnicity or Race 0.00 |
| | | Hispanic 0.58 | | Hispanic 0.64 | |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
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Planned Activities:

Public Policy Performance Measure (Required)

8. Number and percent of individuals receiving only case management services by ethnicity and age.

- Birth to age two, inclusive
- Age three to 21, inclusive
- Twenty-two and older

Goal: Ensure that consumers and families have access to services and supports regardless of age, diagnosis, ethnicity, or language.

| Ethnicity | 2020-21 | 2021-22 |
|---|--|--|
| American Indian or Alaska Native | Birth to 2: 0 (0%) 3 to 21: 7 (37%) 22+: 1 (25%) | Birth to 2: 1 (20%) 3 to 21: 8 (40%) 22+: 5 (71%) |
| Asian | Birth to 2: 27 (9%) 3 to 21: 404 (39%) 22+: 111 (19%) | Birth to 2: 28 (8%) 3 to 21: 394 (36%) 22+: 133 (21%) |
| Black/African American | Birth to 2: 25 (8%) 3 to 21: 510 (34%) 22+: 259 (21%) | Birth to 2: 37 (10%) 3 to 21: 532 (33%) 22+: 286 (23%) |
| Hispanic | Birth to 2: 179 (6%) 3 to 21: 3,008 (35%) 22+: 859 (24%) | Birth to 2: 218 (6%) 3 to 21: 3,147 (35%) 22+: 941 (25%) |
| Native Hawaiian or Other Pacific Islander | Birth to 2: 0 (N/A) 3 to 21: 4 (57%) 22+: 0 (N/A) | Birth to 2: 0 (N/A) 3 to 21: 5 (57%) 22+: 0 (N/A) |
| White | Birth to 2: 102 (9%) 3 to 21: 1,303 (34%) 22+: 624 (15%) | Birth to 2: 116 (8%) 3 to 21: 1,127 (33%) 22+: 712 (17%) |
| Other Ethnicity or Race | Birth to 2: 104 (7%) 3 to 21: 473 (34%) 22+: 85 (23%) | Birth to 2: 124 (8%) 3 to 21: 499 (32%) 22+: 88 (22%) |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
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| | | |
|----------------------------|--|--|
| Total | Birth to 2: 437 (7%) 3 to 21: 5,709 (35%) 22+: 1,939 (20%) | Birth to 2: 524 (7%) 3 to 21: 5,872 (34%) 22+: 2,165 (21%) |
| Planned Activities: | | |

| Public Policy Performance Measure (Required) | | |
|--|---|--|
| 9. | <p>Percent of total annual purchase of service expenditures by individual's ethnicity and age.</p> <ul style="list-style-type: none"> Birth to age two, inclusive. Age three to 21, inclusive. Twenty-two and older <p>Goal: Ensure that consumers and families have access to services and supports regardless of age, diagnosis, ethnicity, or language.</p> | |
| Ethnicity | 2020-21 | 2021-22 |
| American Indian or Alaska Native | Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Expenditures – 0% 22+, Consumers – 0% | Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Expenditures – 0% 22+, Consumers – 0% |
| Asian | Birth to 2, Consumers – 5% Birth to 2, Expenditures – 5% 3 to 21, Consumers – 6% 3 to 21, Expenditures – 6% 22+, Expenditures – 6% 22+, Consumers – 6% | Birth to 2, Consumers – 5% Birth to 2, Expenditures – 5% 3 to 21, Consumers – 6% 3 to 21, Expenditures – 6% 22+, Expenditures – 6% 22+, Consumers – 6% |
| Black/African American | Birth to 2, Consumers – 5% Birth to 2, Expenditures – 5% 3 to 21, Consumers – 9% 3 to 21, Expenditures – 11% 22+, Consumers – 12% 22+, Expenditures – 10% | Birth to 2, Consumers – 5% Birth to 2, Expenditures – 5% 3 to 21, Consumers – 9% 3 to 21, Expenditures – 11% 22+, Consumers – 12% 22+, Expenditures – 10% |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
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| | | |
|---|---|---|
| Hispanic | Birth to 2, Consumers – 49% Birth to 2, Expenditures – 52% 3 to 21, Consumers – 53% 3 to 21, Expenditures – 46% 22+, Consumers – 36% 22+, Expenditures – 26% | Birth to 2, Consumers – 49% Birth to 2, Expenditures – 50% 3 to 21, Consumers – 53% 3 to 21, Expenditures – 47% 22+, Consumers – 37% 22+, Expenditures – 27% |
| Native Hawaiian or Other Pacific Islander | Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Consumers – 0% 22+, Expenditures – 0% | Birth to 2, Consumers – 0% Birth to 2, Expenditures – 0% 3 to 21, Consumers – 0% 3 to 21, Expenditures – 0% 22+, Consumers – 0% 22+, Expenditures – 0% |
| White | Birth to 2, Consumers – 19% Birth to 2, Expenditures – 20% 3 to 21, Consumers – 23% 3 to 21, Expenditures – 30% 22+, Consumers – 42% 22+, Expenditures – 54% | Birth to 2, Consumers – 20% Birth to 2, Expenditures – 21% 3 to 21, Consumers – 23% 3 to 21, Expenditures – 28% 22+, Consumers – 41% 22+, Expenditures – 52% |
| Other Ethnicity or Race | Birth to 2, Consumers – 22% Birth to 2, Expenditures – 18% 3 to 21, Consumers – 8% 3 to 21, Expenditures – 7% 22+, Consumers – 4% 22+, Expenditures – 4% | Birth to 2, Consumers – 21% Birth to 2, Expenditures – 18% 3 to 21, Consumers – 9% 3 to 21, Expenditures – 8% 22+, Consumers – 4% 22+, Expenditures – 4% |

Planned Activities:

| Public Policy Performance Measure (Required) | | | |
|--|---|--------------------------------|---------------------|
| 10. | Number and percent of individuals (Status 1 or 2) Current Client Development Evaluation Report(CDER) or Early Start Report (ESR). | | |
| | Goal: Increase the percentage of individuals with current CDERs. | | |
| Statewide Average June 2022 | NLACRC June 2022 | Statewide Average July 2023 | NLACRC July 2023 |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
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| | | | |
|----------------------------|------------------|-------------------|------------------|
| 98.21% 323,657 | 98.84% 25,089 | 97.42% 340,202 | 98.29% 27,024 |
| Planned Activities: | | | |

| Compliance Measures (Required) | | | | |
|--|---|--|---|--|
| Measures | Audit Compliance in all Regional Centers as of December 2022 | NLACRC Audit Compliance as of December 2022 | Audit Compliance in all Regional Centers as of December 2023 | NLACRC Audit Compliance as of December 2023 |
| 1. Passes independent audit | 90% | YES | | |
| 2. Passes DDS audit | 100% | YES | | |
| 3. Audits vendors as required (FY2020-21 vs. FY2021-22) | 86% | YES | | |
| 4. Did not overspend operations budget | 100% | YES | | |
| 5. Participates in federal waiver | 100% | YES | | |
| 6. CDER/ESR Currency | 96% | 97.31% | | |
| 7. Intake/assessment timelines for consumers ages 3 and above. | 83% | 96.08% | | |
| 8. IPP Development (WIC requirements) | 99% | 96.08% | | |
| 9. Individualized Family Service Plan (IFSP) Requirements Met <small>(The IFSP calculation methodology was changed from composite to average in 2017 in order to more accurately reflect the regional center's performance by only including children reviewed during monitoring and not all Early Start consumers.)</small> | 89% | 90.5% | | |

*DDS Department Directive 01-041520 waived the requirements of Article III, Section 9, paragraph (c) of the Department's regional center contract.
Data source for statewide averages: <https://www.dds.ca.gov/rc/dashboard/performance-contracts/>.



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| “Outside of the Box” Performance Measures | |
|--|--|
| I. | <p>Increase recruitment in San Fernando Valley, Antelope Valley, and Santa Clarita Valley. Measurable goal: a. Measurable goal: Expand recruitment platforms to include social media (Facebook, Instagram, etc.), Print media (Antelope Valley Press), Online Recruitment Resources (LinkedIn, NLACRC Website, Indeed, ZipRecruiter, Foundationlist.org, DiversityJobs, etc.), Partnering with local entities (AJCC, CSUN, etc.), Utilizing Temporary Agencies (Royal Staffing, HRCS, Robert Half, etc.), Employee Referrals, and Participating in Job Fairs.</p> |
| II. | <p>Increase service provider access to trainings to increase quality of services. Measurable goal: a. Conduct or provide information on available external trainings for service providers with reputable subject matter experts to provide growth opportunities</p> |
| III. | <p>Increase educational opportunities for Community Services staff development. Measurable goal: a. Employment Specialist to attend trainings to be kept informed and up to date of best practices.</p> |
| IV. | <p>Increase promotion of Requests for Vendors (RFVs) to increase the number of service providers for respite, Supported Living Services (SLS), and Personal Assistance (PA), with a focus on geographic areas not currently served. Measurable goal: a. Measurable goal: Number of respite, SLS, and PA providers by geographic location.</p> |
| V. | <p>Create resources and best practices for service providers to assist consumers with employment preparedness. Measurable goal: a. Measurable goal: Employment Specialist collaborate with service providers to create resources and best practices to educate about providing employment assistance, including talking to consumers about job options, helping consumers prepare for job placement, and providing job coaching when employed.</p> |
| VI. | <p>Gather and assess data to develop responsive strategies. Measurable goals: a. Gather Purchase of Service data based on service code. b. Obtain information from the community (surveys, comments, and Q&A during public meetings). c. Log category of needs from walk-ins, and calls to receptionist and Parent & Family Support Specialists. d. Review fair hearings and 4731 complaints to assess areas of need, improvement, and/or clarification. e. Create breakout rooms during Cafecito Entre Nos meetings to directly discuss complaints and other matters. f. Change format of Aprendiendo to promote conversation/discussion rather than a presentation. g. Assess the need for staff training on the client experience (similar to “customer service”). h. Assess through Disparity Committee, Executive Committee, and/or Consumer Services Committee.</p> |



**NORTH LOS ANGELES COUNTY REGIONAL CENTER
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| | |
|--------------|--|
| VII. | To increase the number of purchase of services related to camp, social recreation, and non-medical therapies for individuals served. Measurable goal: a. Activities including, but not limited to, specialized recreation, art, dance, and music for all age groups. |
| VIII. | To increase the number of families securing appropriate resources to meet their individualized needs through service coordination. Measurable goal: a. Increase partnerships with Community-Based Organizations (CBOs) regarding generic resources. b. Track advocacy assistance for families. c. Explore a Generic Resource Specialist position. d. Generic Resource Application Boot Camp. e. Increase virtual generic resource materials for staff. |

DRAFT

NLACRC CY2024 Performance Contract – Executive Summary

The Department of Developmental Services (DDS) establishes contracts with regional centers that include specific, measurable performance objectives, in key areas that are important to our community and our system. The performance contract also includes areas where regional centers must comply, based on statute, regulation and/or contract with the State, on an annual basis.

Each of the public policy measures have one or more goals and for each public policy measure/goal, the Strategic Planning Committee and NLACRC staff have identified activities that will help NLACRC make progress in each area.

North Los Angeles County Regional Center
Strategic Planning Committee Meeting Minutes

February 5, 2024

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

Kimberly Visokey, Arshalous Garlanian, Megan Mitchell – Staff Members

Jasmine Barrios - Minutes Services, Marianita Mendez- DDS, Xochitl Gonzalez- DDS - Guests

Absent: Curtis Wang

I. Call to Order

Leticia Garcia called the meeting to order at 6:00 pm.

II. Public Input

No public input

III. Consent Items

A. Approval of Agenda

M/S/C (B. Gatus/L. Martinez) To approve the agenda as presented.

B. Approval of Minutes of January 8, 2024 Meeting

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

IV. Committee Business

A. Employee Survey RFP Update

Megan Mitchell shared that the Employee Survey RFP was posted on December 1, 2023 and closed on February 1st, 2024. There was much marketing and outreach done on this project and it was advertised with VICA and Chamber of Commerce. Twenty-two companies attended the pre-bid Conference and after the closing, there were 17 applications received. The Scoring Committee will be meeting to review and score the applications and should have a candidate selected and contract negotiations to begin by mid-March 2024.

B. Critical Calendar

1. Revision of 23-24 Critical Calendar

The calendar was reviewed as presented in the packet. There were no revisions noted.

2. Review Critical Calendar Draft for FY24-25

Leticia reported that the calendar should be revised to include the "Individual and Family Satisfaction Survey" in November in lieu of the "Employee Satisfaction Survey." A determination was also made to cancel the January meeting and to add "Review Results of Survey" for the February Committee Meeting.

Evelyn McOmie noted that the report out for "Quarterly Report for New Vendorizations" will be taken off of the May Committee meeting and will now be reported at the Administrative Affairs Committee meeting. Board Support will revise the calendar as discussed, and it will be sent to the next available Board Meeting for approval.

M/S/C (L. Martinez/B. Gatus) To approve the revisions for the FY 24-25 Critical Calendar as discussed and to recommend for Board approval.

C. Review FY 2023-24 Performance Contract Metrics Status – Cristina Preuss

Cristina reviewed the information as presented in the packet. The details of the report will remain the same for the remainder of the FY, and the Committee will revisit this item before the start of the next FY. The Committee requested data regarding how intake has increased for the 2–7-year age group. Cristina will pull the requested data for the Committee to review in this report on a quarterly basis after the start of the new FY.

Under Goal 7: Recruitment, on page 24 of the packet, Leticia requested that under Frequency, the performance contract be revised to note the "Recruiting goal to hire a minimum of 10 CSCs" as opposed to 5 CSCs.

D. Review Performance Contract Draft for FY 2024-25

This item was reviewed as presented in the packet. It was determined to include "increase social recreation and non-medical therapies" on page 72, Goal #7, Item B. The contract will be revised as discussed.

E. 2022-2026 Strategic Plan -2nd Quarter Status Update – Cristina Preuss

This item was reviewed as presented in the packet. It was requested that the Committee narrow down two focus areas in which some actions or activities can be moved forward. The Committee determined to review Focus Area 2: Development and Growth of an Engaged Workforce and Focus Area 4: Health and Wellness.

During the discussion, the meeting was restarted due to a time limitation on the Zoom link used for the meeting. Board Support will review all future meeting links to ensure that there are no time-limit disruptions.

After discussion, Evelyn McOmie stated that she would work with Parita Burmee on the potential for wellness resource packets being developed for staff. Cristina shared that

NLA is working on Evelyn's recommendation that the metric under Focus Area 2 regarding staff training be revised to include new formats for training that are pre-recorded and that can be accessed at any time. Trainings are taking place and are being recorded for this purpose. Recommendations will be made to the Committee at the May Committee Meeting.

In regards to the Workforce Employment Specialist position, Evelyn shared that two positions are housed under Community Services. Although filled recently, both positions are now vacant, and recruitment will continue. Communication will continue with NLA and providers regarding employment initiatives, and the CAPIP is being managed.

- F. Semi-Annual Reporting of CIE/PIP – Arshalous Garlanian
Arshalous reviewed the information as presented in the packet.
It was noted that the PIPW amount is at the \$1 million mark, which is a great accomplishment for NLA and for individuals served. Ana Quiles requested that some of the success stories in this area be highlighted at the Board Dinner. Arshalous will work with Evelyn to help coordinate, and the milestone will also be announced at the February Board and VAC Meetings.
- G. 2nd Quarter Reporting of New Vendorizations - Arshalous Garlanian
Arshalous reviewed the information as presented in the packet. Going forward, this data will only be reported at the Administrative Affairs Committee Meeting.

V. Review of Meeting Action Items

- A. Revise the FY 24-25 Critical Calendar to include revisions and to add to the next available Board Meeting agenda for approval. (Board Support)
- B. Revise the FY 22-23 Performance Contract to note the "Recruiting goal to hire a minimum of 10 CSCs" as opposed to 5 CSCs. (Cristina Preuss)
- C. Revise the FY 24-25 Performance Contract to include the increase of social recreation and non-medical therapies. (Cristina Preuss)
- D. Collaborate with Parita Burmee regarding Staff Wellness Resource Packets. (Evelyn McOmie)
- E. Ensure that all Committee Meeting Zoom series links have no time restrictions. (Board Support)
- F. Gather success stories regarding PIPW Milestone to share at the Board Dinner (Arshalous Garlanian and Evelyn McOmie)
- G. Add the PIPW Milestone Announcement to the February Board Meeting and VAC Meeting agendas. (Board Support)

VI. Board Meeting Agenda Items

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

- A. Minutes of the January 8, 2024 Meeting
- B. Presentation of results of Individual and Family Service Survey
- C. Announcement of PIPW Milestone

VII. Announcements / Information Items / Public Input

- A. Public Input
- B. Next Meeting: Monday, May 6, 2024, at 6:00 p.m.
- C. Committee Attendance

VIII. Adjournment

Leticia Garcia adjourned the meeting at 7:06 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.*



| Rolling 12-Month Attendance | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|------------------------------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|----------|
| Board Members | Board | Board | Board | Board | Board | Dark | Board | Board | Board | Board | Board | Board | Absences |
| Ana Laura Quiles, President | | P | P | P | P | | P | P | P | P | P | | 0 |
| Alma Rodriguez | | P | P | P | Ab | | P | Ab | P | Ab | P | | 3 |
| Andrew Ramirez | | P | P | P | Ab | | P | P | P | P | P | | 1 |
| Anna Hurst | | P | P | P | P | | AB | Ab | P | P | P | | 2 |
| Brian Gatus | | P | P | P | P | | P | P | P | P | P | | 0 |
| Cathy Blin | | P | P | P | P | | AB | P | P | P | P | | 1 |
| Curtis Wang | | P | P | P | P | | P | P | Ab | P | P | | 1 |
| David Coe | | P | P | P | P | | P | P | P | P | P | | 0 |
| George Alvarado | | P | P | P | P | | P | P | P | P | P | | 0 |
| James Henry | | | | | | | | Ab | P | P | P | | 1 |
| Juan Hernandez | | | | *P | P | | P | P | P | P | P | | 0 |
| Jennifer Koster | | | | *P | P | | P | P | P | P | P | | 0 |
| Kelsi Levingston - Intern | | | | | | | | Ab | P | Ab | Ab | | 3 |
| Leticia Garcia | | P | P | P | P | | P | P | P | P | P | | 0 |
| Lillian Martinez | | P | P | P | P | | P | P | P | P | P | | 0 |
| Michael Costa | | P | P | P | P | | P | P | Ab | P | P | | 1 |
| Nicholas Abrahms | | P | P | P | P | | P | P | P | P | P | | 0 |
| Rocio Sigala | | P | P | P | P | | P | P | P | P | P | | 0 |
| Sharmila Brunjes | | P | P | P | P | | P | P | P | P | P | | 0 |
| Suad Bisogno (<i>VAC Rep</i>) | | P | P | Ab | P | | P | P | P | P | P | | 1 |
| Vivian Seda | | P | P | P | P | | P | P | P | P | P | | 0 |

P = Present Ab = Absent

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

| FY 2023-24 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|-------------------------------|--------|--------|--------|--------|----------|--------|--------|--------|--------|--------|--------|--------|-----------------|
| Administrative Affairs | | Dark | | Dark | Canceled | Dark | | | Dark | | Dark | Dark | Absences |
| Meeting Length | 2:45 | | 2:45 | | | | 1:15 | 1:30 | | 2:00 | | | |
| Brian Gatus, Chair | *P | | P | | | | P | P | | P | | | 0 |
| Andrew Ramirez | *P | | P | | | | P | AB | | P | | | 1 |
| Lety Garcia | P | | P | | | | P | P | | P | | | 0 |
| Ana Quiles | P | | P | | | | P | P | | P | | | 0 |
| Andrea Devers (VAC Rep) | Ab | | P | | | | Ab | P | | Ab | | | 3 |

P = Present Ab = Absent

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

North Los Angeles County Regional Center

Consumer Advisory Committee

FY23-24 Meeting Attendance

| Consumer Attendee *Committee Members | July 2023 DARK | August 2023 | Sep 2023 | Oct 2023 | Nov 2023 | Dec 2024 DARK | Jan 2024 | Feb 2024 | Mar 2024 | Apr 2024 | May 2024 | Jun 2024 | TOTALS Absences | TOTALS Attended (Non-CM) |
|---|----------------------|----------------|-------------|-------------|-------------|---------------------|-------------|-------------|-------------|-------------|-------------|-------------|--------------------|--------------------------------|
| *George Alvarado, Chair | | P | AB | | P | | P | Ab | Ab | P | P | P | 3 | |
| *Bill Abramson | | P | P | | P | | P | P | P | Ab | P | Ab | 2 | |
| *Pam Aiona | | P | P | | P | | AB | AB | P | P | P | Ab | 3 | |
| *Juan Hernandez | | | P | | P | | P | P | P | P | P | P | 0 | |
| *Destry Walker | | | P | | P | | P | P | P | Ab | P | Ab | 2 | |
| Andrew Garcia | | | | | | | | | | | | P | | 1 |
| Jennifer Koster | | | | | P | | P | P | AB | P | P | | | 5 |
| Cynthia Samano - Feb 2023 | | | | | | | | | | | | | | 0 |
| Susan Good | | | | | | | | | | | | | | 0 |
| Melinda Tannan | | | | | | | | | | | | | | 0 |
| Lesly Forbes | | | | | | | | P | P | | | | | 2 |
| Elena Tiffany | | | | | | | | | | | | | | 0 |
| Desiree Boykin *not NLA | | | | | P | | P | | | | P | | | 3 |
| Miguel Lugo | | | | | | | | | | | | | | 0 |
| Jason Gerard | | | | | | | | | | | | | | 0 |
| Jessica Gould | | | | | | | | | | | | | | 0 |
| Kristine Mosteiro | | | | | | | | P | | | | | | 1 |
| Alex Phuong *not NLA | | | | | P | | P | P | P | P | P | P | | 7 |
| Santos Rodriguez | | | | | | | | P | | | | | | 1 |
| Pamela Aiona | | | | | | | | P | | P | | | | 2 |
| Suzanne Paggi <i>resigned 11/23</i> | | | | | P | | | | | | | | 0 | |

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

| FY 2023-24 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|------------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| Consumer Services Committee | | Dark | | Dark | | Dark | Dark | | Dark | | Dark | Dark | Absences |
| Rocio Sigala | P | | P | | P | | | P | | P | | | 0 |
| Alma Rodriguez | P | | P | | P | | | P | | P | | | 0 |
| Anna Hurst | P | | P | | P | | | Ab | | P | | | 1 |
| Cathy Blin | P | | P | | P | | | Ab | | P | | | 1 |
| Curtis Wang | P | | P | | P | | | P | | P | | | 0 |
| George Alvarado | P | | Ab | | P | | | P | | P | | | 1 |
| James Henry | | | | | | | | *AB | | P | | | 0 |
| Jennifer Koster | | | P | | P | | | P | | Ab | | | 1 |
| Juan Hernandez | | | P | | P | | | P | | Ab | | | 1 |
| Kelsi Levingston | | | | | | | | *P | | Ab | | | 1 |
| Sharmila Brunjes | P | | P | | P | | | P | | Ab | | | 1 |
| Nicholas Abrahms | P | | P | | P | | | P | | P | | | 0 |
| Michael Costa | P | | Ab | | P | | | P | | P | | | 1 |
| Vivian Seda | P | | P | | P | | | Ab | | P | | | 1 |
| Erica Beall (VAC Rep) | P | | Ab | | P | | | P | | P | | | 1 |

P = Present Ab = Absent

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

| FY 2023-24 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|----------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| Executive Committee | | | | | | | | | | | | Dark | Absences |
| Leticia Garcia | P | P | P | P | P | P | P | P | P | P | P | | 0 |
| Lillian Martinez | P | P | P | P | P | P | A | P | P | P | P | | 0 |
| Ana Quiles, Chair | P | P | P | P | P | P | P | P | P | P | P | | 0 |
| Brian Gatus | *P | P | P | P | P | P | P | P | P | P | P | | 0 |
| Andrew Ramirez | *P | P | P | P | P | P | P | P | P | P | P | | 0 |
| David Coe | P | Ab | P | P | P | P | P | P | | | | | 1 |
| Rocio Sigala | Ab | P | P | P | P | P | P | P | P | P | P | | 1 |

P = Present Ab = Absent

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

| FY 2023-24 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Jul-24 | Total |
|---|-------------|--------|-------------|--------|--------|-------------|--------|-------------|-------------|--------|--------|--------|--------|-----------------|
| Government & Community Relations Committee | Dark | | Dark | | | Dark | | Dark | Dark | | | | | Absences |
| David Coe, Chair | | P | | P | P | | P | | P | | | | | 0 |
| Anna Hurst | | P | | P | Ab | | P | | Ab | | P | | | 2 |
| Cathy Blin | | P | | P | P | | P | | P | | P | | | 0 |
| Curtis Wang | | Ab | | P | P | | P | | P | | P | | | 1 |
| Jennifer Koster | | | | P | P | | P | | P | | P | | | 0 |
| Juan Hernandez | | | | P | AB | | P | | P | | P | | | 1 |
| Jodie Agnew-Navarro, VAC Rep | | P | | P | P | | P | | Ab | | P | | | 1 |
| Kelsi Levingston | | | | | | | | | Ab | | Ab | | | 2 |
| Michael Costa | | Ab | | Ab | Ab | | P | | P | | P | | | 3 |
| Nicholas Abrahms | | P | | P | Ab | | P | | P | | P | | | 1 |
| Sharmila Brunjes | | Ab | | P | Ab | | P | | Ab | | P | | | 3 |
| Vivian Seda | | P | | P | P | | P | | P | | P | | | 0 |

P = Present Ab = Absent

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

| FY 2023-24 | Jul-23 | Aug-23 | | Sep-23 | Oct-23 | Nov-23 | Dec-24 | Jan-24 | | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|---------------------------------------|---------------|---------------|---|---------------|---------------|---------------|---------------|---------------|----|---------------|---------------|---------------|---------------|---------------|-----------------|
| Nominating Committee | Dark | | | Dark | Dark | | Dark | | | | | | Dark | Dark | Absences |
| Lillian Martinez, <i>Chair</i> | | P | P | | | P | | P | P | P | P | P | | | 0 |
| David Coe | | P | P | | | P | | P | P | P | P | | | | 0 |
| Ana Quiles | | P | P | | | P | | P | P | P | P | P | | | 0 |
| Sharmila Brunjes | | P | P | | | P | | P | AB | P | P | P | | | 1 |
| Suad Bisogno | | P | P | | | AB | | AB | P | P | P | P | | | 2 |

P = Present Ab = Absent

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| FY 2023-24 | Jul-22 | Aug-22 | Sep-22 | Oct-22 | Nov-22 | Dec-22 | Jan-23 | Feb-23 | Mar-23 | Apr-23 | May-23 | Jun-23 | Total |
|-------------------------------|--------|--------|--------|--------|--------|--------|----------|--------|--------|--------|--------|--------|----------|
| Post-Retirement Medical Trust | | Dark | Dark | | Dark | Dark | Canceled | Dark | Dark | | Dark | Dark | Absences |
| Ana Quiles, Chair | P | | | Ab | | | | | | P | | | 1 |
| Brian Gatus | | | | | | | | | | P | | | 0 |
| David Coe | *P | | | P | | | | | | | | | 0 |

P = Present Ab = Absent * = Joined Committee

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

| Attendance | 12/7/2023 | 12/14/2023 | 12/18/2023 | 12/26/2023 | 1/2/2024 | 1/9/2024 | 1/16/2024 | 1/22/2024 | 1/29/2024 | 2/12/2024 | 2/20/2024 | 2/26/2024 | 3/4/2024 | 3/11/2024 | 3/18/2024 | 4/8/2024 | 4/15/2024 | 4/22/2024 | 5/13/2024 | 5/20/2024 | 6/3/2024 | Total | |
|-------------------------------|-----------|------------|------------|------------|----------|----------|-----------|-----------|-----------|-----------|-----------|-----------|----------|-----------|-----------|----------|-----------|-----------|-----------|-----------|----------|-------|----------|
| Recruitment Committee Meeting | | | | | | | DARK | | | | | | | | | | | | | | | | Absences |
| Ana Quiles | P | P | P | P | P | P | | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | 0 |
| Suad Bisogno | P | P | AB | AB | P | P | | P | P | AB | P | P | AB | P | P | P | P | P | AB | P | P | P | 5 |
| David Coe | P | P | P | P | P | P | | P | P | P | P | P | P | P | P | | | | | | | | 0 |
| Lety Garcia | P | P | P | P | P | P | | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | 0 |
| Brian Gatus | P | P | P | AB | P | P | | P | P | P | P | P | P | P | P | P | AB | P | P | A | P | P | 2 |
| Lilian Martinez | P | P | P | P | P | P | | P | P | P | P | P | P | P | P | P | P | P | P | P | P | P | 0 |
| Anna Hurst | P | P | AB | L | AB | AB | | P | | | | | | | | | | | | | | | 3 |
| Alma Rodriguez | P | P | P | AB | P | AB | | P | P | P | AB | AB | P | AB | AB | P | P | P | P | P | P | P | 6 |

P = Present Ab = Absent L = Left Early * = Joined Committee

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| FY 2023-24 | Jul-23 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Dec-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total Absences |
|-------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------------|
| Strategic Planning | Dark | | Dark | Dark | | Dark | | | Dark | Dark | | Dark | |
| Lety Garcia | | P | | | P | | P | P | | | P | | 0 |
| Brian Gatus | | P | | | P | | AB | P | | | P | | 1 |
| Lillian Martinez | | P | | | P | | AB | P | | | P | | 1 |
| Ana Quiles | | P | | | P | | P | P | | | P | | 0 |
| Curtis Wang | | | | | | | *P | AB | | | P | | 1 |
| Daniel Ortiz - VAC Rep | | P | | | P | | P | P | | | P | | 0 |
| Vivian Seda | | | | | | | Ab | P | | | Ab | | 2 |

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| FY 2023-24 | Jul-22 | Aug-23 | Sep-23 | Oct-23 | Nov-23 | Jan-24 | Feb-24 | Mar-24 | Apr-24 | May-24 | Jun-24 | Total |
|----------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|-----------------|
| Vendor Advisory Committee | Dark | | | | | | | | | | | Absences |
| Suad Bisogno, Chair | | P | Ab | P | P | P | P | P | P | P | P | 1 |
| Alex Kopilevich | | P | P | P | P | P | P | P | P | P | P | 0 |
| Andrea Devers | | P | P | Ab | P | P | P | P | P | P | P | 1 |
| Cal Enriquez | | Ab | P | P | P | Ab | P | P | P | P | P | 2 |
| Catherine Carpenter | | P | P | P | Ab | Ab | P | P | Ab | P | Ab | 4 |
| Dana Kalek | | P | P | P | P | P | P | P | P | P | P | 0 |
| Daniel Ortiz | | P | Ab | P | Ab | P | P | P | P | P | P | 2 |
| Erica Beall | | P | P | Ab | P | P | P | P | P | P | Ab | 2 |
| Jaklen Keshishyan | | *P | P | P | P | P | P | P | P | P | P | 0 |
| Jodie Agnew Navarro | | P | P | Ab | P | P | P | P | P | P | P | 1 |
| Lisa Williamsen | | P | P | Ab | P | P | Ab | P | P | P | Ab | 3 |
| Masood Babaeian | | *P | P | Ab | P | P | P | P | P | P | Ab | 2 |
| Octavia Askew | | *P | P | P | P | P | P | P | P | P | P | 0 |
| Rosalyn Daggs | | Ab | Ab | Ab | Ab | Ab | | | | P | P | 5 |
| Sharon Weinberg | | *P | P | P | P | P | P | P | P | P | Ab | 1 |
| Vahe Mkrtchian | | *P | P | P | P | P | P | P | Ab | P | P | 1 |

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| Committee | Jul-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Aug-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Sep-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Oct-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Nov-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Dec-23 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | |
|--|---|----------|--------------|--------------|---|----------|--------------|--------------|---|-----|------------|--------------|---|----------|------------|--------------|---|----------|------------|--------------|---|----------|------------|-------------|-------------|
| | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | |
| New Board Member Orientation (7/12/23) | 6:00 PM | 9:00 PM | 3:00 | 3:00 | | | | | | | | | | | | | | | | | | | | | |
| Board Member Retreat (7/29/23) | 8:00 AM | 5:05 PM | 9:05 | 9:00 | | | | | | | | | | | | | | | | | | | | | |
| Administrative Affairs | 6:39 PM | 9:25 PM | 2:46 | 2:45 | | | | | | | | | | | | | | | | | | | | | |
| Board Meeting | | | | | 6:30 PM | 8:59 PM | 02:29 | 2:30 | | | | | 6:30 PM | 8:36 PM | 02:06 | 2:00 | 6:30 PM | 8:42 PM | 02:12 | 2:15 | | | | | |
| Consumer Advisory | | | | | 3:05 PM | 4:21 PM | 01:16 | 1:15 | | | | | 6:30 PM | 8:16 PM | 1:46 | 1:45 | | | | | | | | | |
| Consumer Services | 6:01 PM | 10:09 PM | 4:08 | 4:15 | | | | | | | | | 6:03 PM | 8:40 PM | 2:37 | 2:30 | | | | | 6:00 PM | 8:03 PM | 02:03 | 2:00 | |
| Executive | 9:25 PM | 10:47 PM | 1:22 | 1:15 | 6:03 PM | 9:53 PM | 03:50 | 3:45 | | | | | 8:45 PM | 10:57 PM | 2:12 | 2:15 | 6:01 PM | 10:01 PM | 04:00 | 4:00 | 6:00 PM | 9:37 PM | 03:37 | 3:30 | |
| Executive (special session) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Government and Community Relations | | | | | 6:05 PM | 8:50 PM | 02:45 | 2:45 | | | | | 6:01 PM | 9:05 PM | 3:04 | 3:00 | 6:02 PM | 7:36 PM | 1:34 | 1:30 | | | | | |
| Nominating | | | | | 6:05 PM | 7:18 PM | 01:13 | 1:15 | | | | | | | | | 5:32 PM | 7:10 PM | 1:37 | 1:30 | | | | | |
| Nominating | | | | | 6:06 PM | 8:19 PM | 02:13 | 2:15 | | | | | | | | | | | | | | | | | |
| Strategic Planning | | | | | 6:01 PM | 8:16 PM | 02:15 | 2:15 | | | | | | | | | 6:01 PM | 8:02 PM | 2:01 | 2:00 | | | | | |
| Post Retirement Medical Trust | 5:31 PM | 6:39 PM | 1:08 | 1:15 | | | | | | | | | | | | | | | | | | | | | |
| Vendor Advisory | | | | | 9:31 AM | 12:10 PM | 02:39 | 2:45 | | | | | 9:32 AM | 11:39 AM | 2:07 | 2:00 | 9:35 AM | 11:29 AM | 01:54 | 2:00 | 9:30 AM | 11:32 AM | 02:02 | 2:00 | |
| Total Hours/Month | | | 21:29 | 21:30 | | | 18:40 | 18:45 | | | | 11:26 | 11:30 | | | 11:04 | 11:00 | | | 16:12 | 16:15 | | | 1:01 | 1:00 |

| Committee | Jan-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Feb-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Mar-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Apr-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | May-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | Jun-24 <i>(Rounded to the nearest quarter of an hour.)</i> | | | | |
|--|---|----------|--------------|--------------|---|----------|--------------|--------------|---|----------|------------|--------------|---|----------|------------|--------------|---|----------|------------|--------------|---|---------|------------|---------|--|
| | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | Start | End | Total Time | Rounded | |
| New Board Member Orientation (7/12/23) | | | | | | | | | | | | | 4:03 PM | 5:58 PM | 1:55 | 2:00 | | | | | | | | | |
| Board Member Retreat (7/29/23) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Board Training (4/15/24) | | | | | | | | | | | | | | | | | 6:00 PM | 7:48 PM | 1:48 | 1:45 | 6:00 PM | 7:30 PM | 1:30 | 1:30 | |
| Administrative Affairs | 6:01 PM | 7:23 PM | 01:22 | 1:15 | 6:01 PM | 7:23 PM | 1:22 | 1:30 | | | | | | | | | 6:00 PM | 8:06 PM | 2:06 | 2:00 | | | | | |
| Special Board Meeting(s) | | | | | | | | | | | | | | | | | 6:01 PM | 8:06 PM | 2:05 | 2:00 | | | | | |
| Board Meeting | 6:06 PM | 8:04pm | 01:58 | 2:00 | 6:00 PM | 8:34 PM | 2:34 | 2:30 | 5:00 PM | 6:59 PM | 1:59 | 2:00 | 6:04 PM | 7:16 PM | 1:12 | 1:15 | 6:03 PM | 9:03 PM | 3:00 | 3:00 | | | | | |
| Consumer Advisory | 3:15 PM | 4:20 PM | 01:05 | 1:00 | 3:11 PM | 5:11 PM | 2:00 | 2:00 | 6:37 PM | 8:41 PM | 2:04 | 2:00 | 6:04 PM | 7:16 PM | 1:12 | 1:15 | 6:03 PM | 9:03 PM | 3:00 | 3:00 | | | | | |
| Consumer Services | | | | | 6:01 PM | 8:14 PM | 2:13 | 2:15 | 3:04 PM | 3:46 PM | :42 | :45 | 3:05 PM | 4:20 PM | 1:15 | 1:15 | 3:01 PM | 3:36 PM | :36 | :30 | | | | | |
| Executive | 6:00 PM | 9:34 PM | 03:34 | 3:30 | 6:01 PM | 7:23 PM | 1:22 | 1:30 | 6:01 PM | 7:00 AM | :59 | 1:00 | 6:02 PM | 7:11 PM | 1:09 | 1:15 | 6:02 PM | 7:11 PM | 1:09 | 1:15 | 6:00 PM | 8:51 PM | 2:51 | 2:45 | |
| Executive (special session) | | | | | | | | | | | | | | | | | | | | | | | | | |
| Government and Community Relations | 6:00 PM | 8:32 PM | 02:32 | 2:30 | | | | | 6:02 PM | 7:59 PM | 1:57 | 2:00 | | | | | 6:04 PM | 6:44 PM | :40 | :45 | | | | | |
| Nominating | 5:31 PM | 6:56 PM | 01:25 | 1:30 | 5:31 PM | 7:00 PM | 1:31 | 1:00 | 5:31 PM | 8:33 PM | 3:02 | 3:00 | 5:30 PM | 8:22 PM | 2:22 | 2:30 | | | | | | | | | |
| Nominating | 5:31 PM | 7:06 PM | 01:35 | 1:30 | | | | | | | | | | | | | | | | | | | | | |
| Negotiating | | | | | | | | | | | | | | | | | | | | | | | | | |
| Strategic Planning | 6:01 PM | 7:19 PM | 01:18 | 1:15 | | | | | | | | | | | | | 6:19 PM | 7:35 PM | 1:16 | 1:15 | | | | | |
| Post Retirement Medical Trust | | | | | | | | | | | | | | | | | 5:31 PM | 6:22 PM | 1:21 | 1:15 | | | | | |
| Recruitment | 6:00 PM | 7:02 PM | 1:02 | 1:00 | 5:02 PM | 6:05 PM | 1:03 | 1:00 | 5:01 PM | 6:18 PM | 1:17 | 1:15 | 5:02 PM | 6:17 PM | 1:15 | 1:15 | 5:15 PM | 5:30 PM | :15 | :15 | | | | | |
| Recruitment | 6:00 PM | 7:00 PM | 1:00 | 1:00 | 5:00 PM | 6:29 PM | 1:29 | 1:30 | 5:01 PM | 6:20 PM | 1:19 | 1:15 | 5:01 PM | 6:00 PM | :59 | 1:00 | 5:05 PM | 6:36 PM | 1:31 | 1:30 | | | | | |
| Recruitment | 5:00 PM | 5:54 PM | :54 | 1:00 | 5:00 PM | 6:08 PM | 1:08 | 1:15 | 5:03 PM | 6:12 PM | 1:09 | 1:15 | 5:01 PM | 6:11 PM | 1:10 | 1:15 | 5:01 PM | 6:01 PM | 1:00 | 1:00 | | | | | |
| Recruitment | 5:00 PM | 5:59 PM | :59 | 1:00 | | | | | | | | | | | | | 5:00 PM | 6:11 PM | 1:11 | 1:15 | | | | | |
| Vendor Advisory | 9:30 AM | 11:19 AM | 1:49 | 1:45 | 9:31 AM | 11:18 AM | 1:47 | 1:45 | 9:30 AM | 11:26 AM | 1:56 | 2:00 | 9:31 AM | 11:29 AM | 1:58 | 2:00 | 9:38 AM | 11:28 AM | 1:50 | 1:45 | | | | | |
| Total Hours/Month | | | 20:33 | 20:30 | | | 17:29 | 17:45 | | | | 18:19 | 18:30 | | | 21:51 | 21:15 | | | 14:29 | 14:00 | | | | |

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 |

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

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

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

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

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

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

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

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

[alphabetsoup] January 7, 2021

North Los Angeles County Regional Center

Board of Trustees

FY 2023-2024 Action Log

| Meeting Date | Subject | Action Text |
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| 08/09/23 | Item 6B: Consent Item Approval of Minutes of 6/14/23 Meeting | M/S/C (Cathy/Andrew) To approve the Minutes of the June 14 th meeting. Approved. |
| | 8. Committee Action Items A. Approval of Draft FY23-24 Critical Calendars for Vendor Advisory Committee, Admin Affairs & Executive Committee (revised), and Board of Trustees Ana Quiles (<i>Pg.18</i>) | M/S/C (George/Brian) Motion approved for changes to Critical Calendars |
| | 8. B. Committee Action Items Consumer Services Committee – Rosie Sigala 1. Approval of Amendment to NLACRC Service Standards - Case Finding and Public Information Service Standard (<i>Page 32</i>) | M/S/C (Rosie/George) Motion approved. |
| | 8C. Administrative Affairs Committee - 1. Approval of Contracts a. PathPoint PL2205-076 – New Vendorization (<i>Attachment #1</i>) | M/S/C (L. Martinez/B. Gatus) All contracts Items 8A – G. Motion to approve all seven contracts (7). Contracts approved. |
| | C 1. g. Softchoice Microsoft Licensing Agreement (<i>Attachment #2</i>) | M/S/C (A. Ramirez/C. Blin) Operation motion to approved. Approved. |

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| | <p>8E. Executive Committee – Ana Quiles 1. AB 1147 Letter of Support</p> | <p>M/S/C (L. Garcia/G. Alvarado) Motion to approve the Letter of Support</p> |
| | <p>8E 2. Proposed Primary Activities for FY23-24 – Board</p> | <p>M/S/C (A. Garcia/L. Garcia) Motion to approve the document of primary activities. Approved.</p> |
| | <p>8E 3. FY 2022-23 Board vs Expenditures (<i>Attachment #3 pg.1</i>)</p> | <p>M/S/C (N. Abrahms/G. Alvarado) Motion to approve expenditures. Approved.</p> |
| | <p>8E 4. FY 2023-24 Board vs Expenditures - (<i>Attachment #3 pg.2</i>)</p> | <p>M/S/C (N. Abrahms/G. Alvarado)</p> |
| | <p>8E 5. FY23-24 Board Goals</p> | <p>M/S/C (Lety/Andrew) Executive Committee to present to the board at the next meeting ACTION 1: Committee will be presenting a concise “Goals” at the next Board Meeting.</p> <ul style="list-style-type: none"> • Primary Goals • Public relations • Educating families • Employment & retention |
| | <p>9. Executive Director’s Report – Ruth Janka (<i>Attachment #4</i>)</p> | <p>M/S/C (/) Ruth Janka shared (attachment #4) Many services were shared, implementing services ACTION 2: Board Support to add this discussion to the Admin agenda for the next meeting</p> |
| | <p>10. Self-Determination Program (SDP) Report – Gabriela Eshrati (<i>Page 67</i>) A. SDLVAC Liaison June Report (<i>Page 72</i>)</p> | <p>M/S/C (/) In search of the Board Member liaison. FMS provider list needs to be updated, columns to add for clarity. Updated. ACTION 3: Gabby to update the Provider List with updated information to be included as next month’s meeting.</p> |
| | <p>20. Vendor Advisory Committee – Suad Bisogno C. Committee Priorities & Goals</p> | <p>ACTION 4: VAC Committee to finalize their goals for presentation to the board at board next meeting.</p> |

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| | <p>21. Public Input</p> | <p>There was public information regarding Respite.</p> <p>Consumer commented ILS services regarding time recording & summaries. Not sure how they're reporting/utilizing her hours? Without signing, you can't know what's happening. Attends the CAC (bylaws). Monitoring hours is an issue.</p> <p>AB1147 – thank you for supporting this.</p> <p>Liaison with New Horizons once had paperwork, now it's electronic sign-in with IL staff, they can log in on their phones.</p> |
| <p>09/13/23</p> | <p>6. Consent Item A. Approval of Agenda (<i>Page 4</i>)</p> | <p>There were 3 revisions to the agenda:</p> <p>Item B. - Personnel, was added under Item 7. Executive Session</p> <p>Item E 1. -Approval of Committee Priorities Issues, under Vendor Advisory Committee was deferred.</p> <p>Item 8. Presentation of DDS Contract for FY23-24 was deferred.</p> <p>M/S/C (A. Ramirez/C. Wang) To approve the meeting agenda as revised.</p> |
| | <p>6. Consent Item B. Approval of Minutes from the August 9, 2023 Meeting</p> | <p>This item was deferred</p> |
| | <p>7. Executive Session</p> | <p>M/S/C (G. Alvarado/C. Wang) To enter the Executive Session at 6:51 pm</p> <p>M/S/C (A. Ramirez/C. Wang) To exit the Executive Session at 6:51 pm</p> |

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| | <p>9. Committee Action Item</p> <p>A. Executive Committee</p> <p>1. Approval of Changes of Board Master Calendar (Page 8)</p> <p>2. Approval of FY 2023-24 Annual Board Training Plan - (Page 20)</p> <p>3. Approval of FY 2023-24 Board Goals (Page 21)</p> <p>4. Approval to Suspend SDP Board Liaison Position for FY23-24</p> <p>B. Consumer Services Committee</p> <p>1. Approval of Amendment to NLACRC Service Standards: Early Start IDEA Part C in the Case Finding & Public Information section of the Service Standards. (Page 29)</p> | <p>M/S/C (B. Gatus/G. Alvarado) To approve the Board Master Calendar as presented.</p> <p>M/S/C (G. Alvarado/R. Sigala) To approve the Board Training Plan as presented.</p> <p>ACTION: Follow up with NLA Staff to discuss resources for First Air/CPR/AED Hands on training and follow up with George Alvarado and Nicholas Mendoza. (Ruth Janka)</p> <p>M/S/C (R. Sigala/G. Alvarado) To approve the Board Goals as presented.</p> <p>M/S/C (G. Alvarado/R. Sigala) To approve the recommendation to suspend the Board Liaison Position for FY23-24.</p> <p>M/S/C (B. Gatus/G. Alvarado) To approve the Service Standards as revised</p> |
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| | <p>2.Approval of Committee Priorities for FY 2023-24 (Page 41)</p> <p>D. Government & Community Relations Committee 1. Approval of the Legislative Priorities for FY 2023-24 (Page 42)</p> <p>F. Nominating Committee 1. Nomination of New Board Members</p> <p>G. Strategic Planning Committee 1. Approval of Revised Critical Calendar for FY 2023-24</p> | <p>M/S/C (G. Alvarado/R. Sigala) To approve the Consumers Services Committee Priorities as presented.</p> <p>ACTION: Revise the Legislative Priorities to include changes to verbiage “Engage the community to support legislation for mental health and competitive integrated employment” (Lilliana Windover)</p> <p>M/S/C (B. Gatus/G. Alvarado) To approve the Legislative Priorities as revised.</p> <p>M/S/C (B. Gatus/G. Alvarado) To approve all of the proposed Board Members as presented.</p> <p>ACTION: Revise the Strategic Planning Committee Critical Calendar to include:</p> <ul style="list-style-type: none"> - Addition of a Survey Review to the January Meeting to review data from Kinetic Flow. - Add an RFP for Employee Satisfaction Survey to November meeting <p>M/S/C (B. Gatus/G. Alvarado) To approve the revised Strategic Planning Committee Calendar as revised</p> |
| | <p>10. Executive Director’s Report</p> | <p>ACTION: Include a monthly HR report that shows vacancies vs. positions filled (Ruth Janka)</p> |

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| | 23. Public Input | ACTION: Follow up with Curtis Wang and George Alvarado regarding transportation to the in-person Board Meeting, Curtis and George to email Board Support (Board Support) |
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| Meeting Date | Subject | Action Text |
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| 11/8/23 | 7. Consent Items A. Approval of Agenda B. Approval of Minutes from the August 9, 2023 Meeting Minutes B. Approval of Minutes from the October 11, 2023 Meeting Minutes | <p>M/S/C (G. Alvarado/C. Wang) To approve the agenda as revised.</p> <p>This item was deferred ACTION: Confirm the attendance for the October 11th meeting and revise meeting attendance as appropriate. (Ruth Janka/Board Support)</p> <p>M/S/C (D. Coe/B. Gatus) To approve the meeting minutes as presented.</p> |
| | 8. Presentation of Exec. Dir. Evaluation Process | M/S/C (G. Alvarado/B. Gatus) To approve the Executive Director Timeline as presented. |
| | 9. Committee Action Items A. Executive Committee 1. Proposed Amendment to Bylaws | ACTION: To clarify with NLA legal counsel and to revise the information in each committee section to include the same verbiage regarding how elections are conducted, to be presented and voted on at January Board Meeting. (Ruth Janka/Board Support) |
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| | <p>2. ARCA Membership Agreement Form</p> <p>B. Administrative Affairs Committee</p> <p>1. Board Resolution for Workers' Comp Insurance</p> <p>F. Strategic Planning Committee</p> <p>1. SPC Critical Calendar</p> <p>2. Employee Satisfaction RFP</p> | <p>ACTION: Follow up with NLA legal counsel to review Section 11 of the agreement and clarify the statement regarding class action lawsuits. (Ruth Janka)</p> <p>M/S/C (L. Martinez/D. Coe) To approve the Board Resolution as presented.</p> <p>M/S/C (G. Alvarado/C. Blin) To approve the Critical Calendar as presented.</p> <p>M/S/C (G. Alvarado/C. Wang) To approve the RFP as presented.</p> |
| | <p>10. Executive Session</p> | <p>M/S/C (L. Martinez/B. Gatus) To enter the Executive Session at 7:36 pm.</p> <p>M/S/C (G. Alvarado/J. Koster) To exit the Executive Session at 7:57 pm.</p> |
| | <p>Meeting adjourned at 8:42 pm</p> | |

| Meeting Date | Subject | Action Text |
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| 1/10/24 | 3. Closed Session A. Personnel | M/S/C (R. Sigala/G. Alvarado) To exit the Closed Session at 6:33 pm. M/S/C (R. Sigala/G. Alvarado) To exit the Closed Session at 6:33 pm. |
| | 7. Consent Items A. Approval of Agenda B. Approval of Minutes from the November 8 th Meeting | M/S/C (G. Alvarado/B. Gatus) To approve the meeting agenda as presented. M/S/C (D. Coe/B. Gatus) To approve the meeting minutes as presented. |
| | 9. Account Authorized Signer Changes | M/S/C (G. Alvarado/B. Gatus) To approve the resolutions as presented. |
| | 10. Approval of Contracts 11. Government and Community Relations Committee A. Board Advocacy One-Page Sheet | M/S/C (G. Alvarado/L. Martinez) To approve the contracts as presented. M/S/C (G. Alvarado/R. Sigala) To approve the Board Advocacy One-Sheet as presented. M/S/C (D. Coe/A. Ramirez) To approve a revision of the Board Member Responsibilities Policy to include a requirement or Board Members to include contacting their Assemblyperson and Senator at least once a year. |

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| | | ACTION ITEM: Draft a revision of the Board Member Responsibilities Policy to include the legislative advocacy requirement. (Board Support) |
| | <p>12. Committee Action Items</p> <p>A. Executive Committee</p> <p>2. Proposed Update to Board Meeting Schedule</p> <p>B. Nominating Committee</p> <p>1.Nomination of New Board Members</p> <p>2.Updated Board Roster and Committee List</p> | <p>M/S/C (G. Alvarado/A. Rodriguez) To approve the Board Meeting Schedule as Presented and to include the allowance of extra time for Closed Sessions on an as needed basis.</p> <p>M/S/C (G. Alvarado/A. Ramirez) To approve the Board Nominees as presented.</p> <p>M/S/C (G. Alvarado/L. Martinez) To approve Cristina Preuss as a member of the Strategic Planning Committee.</p> <p>M/S/C (G. Alvarado/A. Ramirez) To approve the Board Roster and Committee List with the noted revisions.</p> <p>ACTION ITEM: Revise Committee List to reflect 2 open positions for Board Membership and to remove Ruth Janka from the PRMT Committee List. (Board Support)</p> |
| | <p>13. Executive Director’s Report</p> <p>Organizational Chart</p> | <p>ACTION ITEM: Draft an updated Organizational Chart for review at the next Administrative Affairs Meeting, (Board Support)</p> <p>ACTION ITEM: Connect Kimberly Visokey with Amy Westerling at ARCA to discuss ARCA Meeting Link and agenda (Ruth Janka)</p> |

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| | <p>16. Administrative Affairs Committee</p> <p>C. Special Meeting Request</p> | <p>M/S/C (G. Alvarado/B. Gatus) To add a meeting for the Administrative Affairs Committee on Tuesday, January 23rd.</p> <p>ACTION ITEM: To finalize the agenda for the January 23 Admin Affairs meeting for posting on January 16, 2024. (Board Support)</p> <p>M/S/C (G. Alvarado/B. Gatus) To add an agenda item to the January 23rd Meeting regarding Meeting Date and Frequency.</p> |
| | <p>18. Consumer Services Committee</p> | <p>M/S/C (G. Alvarado/B. Gatus) To add an agenda item to the next Consumer Services Meeting regarding Social Rec Reimbursement Delays</p> |
| | <p>19. Executive Committee</p> <p>E. Next Meeting</p> | <p>M/S/C (G. Alvarado/L. Martinez) To change the time of the Executive Committee Meeting to 6:00 pm on January 25th.</p> |
| | <p>23. Post Retirement Medical Trust Committee</p> | <p>M/S/C (G. Alvarado/L. Martinez) To cancel the January 25th meeting due to the need for more information to review the agenda items.</p> |
| | <p>27. Public Input</p> | <p>ACTION: Connect with Curtis Wang regarding Volunteering or the Workshop being held on February 24. (Kimberly Visokey)</p> <p>ACTION: Update the Upcoming Meeting List to include the Recruitment and Negotiating Committees (Board Support)</p> <p>ACTION: Update the Board Attendance Martrix to reflect the rolling of the year. (Board Support)</p> |
| | <p>Meeting adjourned at 8:04 pm</p> | |

| Meeting Date | Subject | Action Text |
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| 2/14/2024 | 3. Closed Session A. Personnel | <p>M/S/C (C. Wang/N. Abrahms) To enter the Closed Session at 6:04 pm.</p> <p>M/S/C (G. Alvarado/B. Gatus) To exit the Closed Session at 6:38 pm.</p> |
| | 7. Consent Items A. Approval of Agenda B. Approval of Minutes from the November 8 th Meeting | <p>M/S/C (G. Alvarado/A. Ramirez) To approve the meeting agenda as revised.</p> <p>M/S/C (G. Alvarado/D. Coe) To approve the Minutes as presented.</p> |
| | 8. Committee Action Items A. Government and Community Relations B. Bylaws | <p>M/S/C (A. Ramirez/L. Martinez) To approve the events as presented.</p> <p>M/S/C (L. Martinez/G. Alvarado) To approve the 2 requested revisions to CAC Committee and Board Member Meeting attendance to the bylaws and to create an Ad Hoc Committee of Board Members to review the remaining Bylaw revisions. Motion amended.</p> <p>M/S/C (L. Martinez/B. Gatus) To approve the 2 requested revisions to CAC Committee and Board Member Meeting attendance sections of the Bylaws.</p> <p>M/S/C (L. Martinez/G. Alvarado) To approve the creation of an Ad Hoc Committee of Board Members to review the remaining Bylaw revisions. The motion did not pass with oppositions from L. Martinez,</p> |

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| | <p>D. Nominating Committee</p> <p>E. Strategic Planning Committee</p> | <p>A. Ramirez, B. Gatus, J. Hernandez, C. Blin, N. Abrahms, G. Alvarado, A. Rodriguez, V. Seda, D. Coe, R. Sigala, A. Quiles and 2 abstentions from S. Bisogno and J. Koster</p> <p>M/S/C (B. Gatus/G. Alvarado) To approve the delegation of the review of remaining Bylaw revisions to the Executive Committee and to add a standing agenda item to the Board Meeting agenda on updates to the Bylaw review. The motion passed with 2 oppositions from S. Brunjes and L. Garcia</p> <p>M/S/C (D. Coe/G. Alvarado) To add the review of Board President Term Limits to the Bylaw Board review. The motion passed with 1 opposition from L. Garcia.</p> <p>M/S/C (G. Alvarado/ C. Wang) To approve the Certificate of Return or Destruction of Confidential Information Form as presented.</p> <p>M/S/C (G. Alvarado/ L. Martinez) To approve the Critical Calendar as presented</p> |
| | <p>12. Administrative Affairs Committee</p> | <p>M/S/C (G. Alvarado/ A. Ramirez) To approve the new date for this meeting to be February 27, 2024.</p> <p>ACTION ITEM: Update the Committee Meeting Information (Board Support)</p> |
| | <p>Meeting adjourned at 8:34 pm</p> | |

| Meeting Date | Subject | Action Text |
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| 3/13/2024 | 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. |
| | 7. Consent Items A. Approval of Agenda B. Approval of Minutes from the February 14 th Meeting | M/S/C (G. Alvarado/B. Gatus) To approve the meeting agenda as presented. 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 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. M/S/C (G. Alvarado/J. Hernandez) To approve the Auditor’s Report as presented. |
| | 9. Action Item A To Approve revisions to CAC Chair, Attendance Policy and Term of Office sections to the Bylaws | M/S/C (G. Alvarado/J. Hernandez) To approve the revisions to the noted sections of the bylaws as presented. |

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| | <p>10. Committee Action Items</p> <p>A. Administrative Affairs</p> <p>Approval of Revised Meeting Schedule and Critical Calendar</p> <p>Approval of Contracts</p> <p>Approval of Salary Schedule Website Posting</p> <p>B. Government and Community Relations</p> <p>Candidate Forum</p> <p>Consumer Legislative Advocacy Training</p> | <p>M/S/C (G. Alvarado/B. Gatus) To approve the Meeting Schedule and Critical Calendar as revised.</p> <p>ACTION: To revise the Meeting Schedule and Critical Calendar to include an update to the independent audit in September. (Board Support)</p> <p>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.</p> <p>M/S/C (G. Alvarado /N. Abrahms) To approve Contracts C - K, as presented.</p> <p>M/S/C (J. Hernandez/L. Martinez) To approve the posting of the NLA Salary Schedule as presented.</p> <p>ACTION: To reach out to former candidates who declined positions because of pay rate to discuss salary increase. (Parita Burmee)</p> <p>M/S/C (G. Alvarado/J. Hernandez) To approve the coordination of a Candidate Forum for Fall 2024 as presented.</p> <p>M/S/C (G. Alvarado/J. Hernandez) To approve the coordination of a Consumer Legislative Advocacy Training as presented.</p> |
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| | <p>C. Executive Committee</p> <p>Board/Staff Interaction Policy</p> <p>Board Members Responsibilities Policy</p> <p>D. Nominating Committee</p> <p>Chair Alternate Policy</p> <p>Board Self-Evaluation Tool</p> | <p>ACTION: To revise the Board/Staff Interaction policy to include a note about 4731 as discussed. (Board Support)</p> <p>M/S/C (G. Alvarado/J. Hernandez) To approve the Board/Staff Interaction Policy as revised.</p> <p>M/S/C (J. Hernandez/R. Sigala) To approve the Board Responsibilities Policy as presented.</p> <p>M/S/C (G. Alvarado/J. Hernandez) To approve the Chair Alternate Policy as presented.</p> <p>M/S/C (G. Alvarado/J. Hernandez) To approve the Board Source Self-Evaluation tool as presented.</p> <p>M/S/C (L. Garcia/G. Alvarado) To create a process for a required Board President Evaluation.</p> <p>The motion did not pass with the following outcome:</p> <p>Approve: L. Garcia, C. Blin, N. Abrahms, A. Hurst, J. Koster</p> <p>Oppose: A. Quiles, D. Coe, R. Sigala, L. Martinez, B. Gatus, A. Ramirez, A. Hernandez, J. Hernandez, J. Henry, V. Seda, G. Alvarado</p> <p>Abstention: S. Bisogno</p> |
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| | E. Consumer Services Committee Proposed Service Standards | M/S/C (R. Sigala/G. Alvarado) To approve the Service Standards submission to DDS. |
| | 18. Recruitment Committee | 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 and Community Relations | M/S/C (D. Coe/C. Blinn) To approve thank-you notes or handmade cards to be taken to Assemblyman Lackey. ACTION: Board Members who would like to create a card for Assemblyman Lackey, to contact Board Support. |
| | 27. Adjournment | Meeting adjourned at 8:41 pm |
| Meeting Date | Subject | Action Text |
| 04/10/2024 | Board Member Attendance | ACTION: To ensure that all future Board and Committee Meeting agendas are noted with the correct start time. (Board Support). |
| | Closed Session | M/S/C (L. Garcia/C. Wang) To enter the Closed Session at 6:05 pm. M/S/C (G. Alvarado/C. Wang) To exit the Closed Session at 6:19 pm. |
| | Approval of Agenda | It was noted that an addition should be made to the Nominating Committee Section of the agenda to include the next Committee meeting on April 30th. M/S/C (G. Alvarado/A. Ramirez) To approve the meeting agenda as revised. |

| Meeting Date | Subject | Action Text |
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| | Approval of Minutes from the March 13 th Meeting | M/S/C (A. Ramirez/G. Alvarado) To approve the Minutes as presented. |
| | Item 8 Action Items A: Approve revised Board Critical Calendar | M/S/C (G. Alvarado/J. Hernandez) To approve the revisions to the noted sections of the bylaws as presented. |
| | Item 9 Committee Action Items C: Executive Committee – Approval of Board/Staff Interaction Policy D: Nominating Committee – Approval of Chair Alternate Policy Board Support Self-Evaluation Tool E: Consumer Services Committee- Approval of Service Standards | M/S/C (G. Alvarado/V. Seda) To approve the Chair Alternate Policy as presented. ACTION: Send out link to BoardSource Self-Evaluation to Board Members (Board Support) ACTION: Complete BoardSource Self-Evaluation at earliest convenience (Board Support) M/S/C (B. Gatus/G. Alvarado) To approve the Service Standards submission to DDS. |
| | | Adjourn 7:16 pm |

| Meeting Date | Subject | Action Text |
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| 05/08/2024 | Approval of Agenda | <p>M/S/C (C. Wang/A. Ramirez) To approve the Agenda with the following Revisions:</p> <ul style="list-style-type: none"> • Agenda Item 19, Section C: The item needed to be updated to reflect the presentation of the slate of officers for 2023-2025, including returning and new board members, as well as VAC (Volunteer Advisory Committee) nominees for 2024-2025. The terminology was clarified to include "slate officers, candidates returning new ones and VAC, 24, 25" in the update. • Agenda Item 9, Section F2: There was a mislabeling in this agenda item. It was originally labeled as "approval of disbursement from PRMT trust" but needed to be corrected to "approval of disbursement from CalPERS UAL trust." This change was necessary to accurately reflect the nature of the disbursement being discussed. |
| | Approval of April 10, 2024 Board Meeting Minutes | M/S/C (C. Wang/A. Ramirez) To approve the April 10, 2024 Board Meeting Minutes as written |
| | Item 7: Lindquist, Von Husen & Joyce Presentation of NLACRC's IRS Form 990 Tax Return – Joe Huie, Lindquist | M/S/C (G. Alvarado/J. Koster) To approve NLACRC's IRS Form 990 Tax Return |
| | Item 8.B Committee List (Page 196) | <p>M/S/C (G. Alvarado/J. Koster) To approve the updated list of committee members for the remainder of the fiscal year.</p> <p>2 updates:</p> |

| Meeting Date | Subject | Action Text |
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| | | <p>In the nominating committee, Andrew was added as a member, but it was noted that Andrew is not a VAC (Volunteer Advisory Committee) representative. The new makeup of the nominating committee included Lillian, Ana, Juan, and Andrew.</p> <p>In the recruiting committee, Sheila King was added as staff support, and Kimberly was designated as the admin.</p> |
| | <p>Item 9.A</p> <p>Administrative Affairs' Draft Critical Calendar for FY2024-2025 (Page 197)</p> | <p>M/S/C (G. Alvarado/B. Gatus) To approve the Critical Calendar for FY 2024-2025</p> |
| | <p>Item 9.A</p> <p>Approval to Authorize an Officer to Secure Insurance Coverage for FY2024-2025</p> | <p>M/S/C (G. Gatus/ G. Alvarado) To Approval to Authorize an Officer to Secure Insurance Coverage for FY2024-2025</p> |
| | <p>Item 9.A</p> <p>1. Approval to Authorize an Officer to Secure a Credit Line for FY2024-2025</p> <p>2. Approval to Authorize an Officer to Make Disbursements & Execute Disbursement Instructions</p> | <p>M/S/C (C. Wang/G. Alvarado) To Approve the authorization of an officer in order to both Secure a credit line for FY2024-2025 as well as make disbursements & Execute disbursement instructions</p> <p>The intent is to increase the line of credit from its current limit of 60 million to 70 million, with a seasonal increase to 80 million at certain times of the year when the organization faced higher financial risk. The negotiations with City National Bank were ongoing to determine the approved amount, with a decision expected by the end of May.</p> |
| | <p>Item 9.A</p> <p>Approval of ARCA Dues for FY2024-2025</p> | <p>M/S/C (J. Koster/G. Alvarado) To Approval of ARCA Dues for FY2024-2025</p> <p>The fees for Arca, which amounted to \$158,823.47 for the upcoming fiscal year, represented an increase from the previous year. It was noted that Arca had not adjusted their dues since fiscal year 2018, making it six years without an increase.</p> |

| Meeting Date | Subject | Action Text |
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| | <p>Item 9.A</p> <p>Approval of Contracts</p> <ul style="list-style-type: none"> a. Careone Agency, LLC PL2267-062 – New Vendorization b. Careone Agency, LLC HL1089-862 – New Vendorization c. NU Care Long Beach, Inc HL1061-862 – New Vendorization d. Assisted Caregiver Services HL1086-862 – Entity Change | <p>M/S/C (G. Alvarado/A. Ramirez) To Approve the following contracts of 3 new vendorizations and 1 entity change</p> <p>Rosie & Lillian Arias Martinez Abstained due to a conflict of interest</p> |
| | <p>Item 9.B</p> <p>Administrative Changes</p> <ul style="list-style-type: none"> a. Start Fresh ILS HL1032-520 – Entity Change (Page 229) b. Sandler, Lisa M PL2277-785 – Entity Change (Page 233) c. Start Fresh ILS PL2168-896 – Entity Change (Page 237) | <p>M/S/C (J. Koster/G. Alvarado) To Approve the Administrative Changes</p> |
| | <p>Item 9.C</p> <p>New Vendorizations</p> | <p>M/S/C (K. Fentes/J. Koster) to approve the new Vendorizations (see below)</p> <p>These new Vendorizations were vetted through admin affairs. These vendors include: B.I.G. Solutions LLC PL2270-028, Alejandra Gutierrez DBA Ability Family Services PL2271-055, Active Living Services Inc PL2278-055, Workability PL2269-076, Swimscaape,</p> |

| Meeting Date | Subject | Action Text |
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| | | <p>LLC PL2274-106, Sekhon, Sharn Psy.D. PL2281-785, Liberty Behavioral & Community Services Inc. HL1060-880, Therapeutic Living Centers for the Blind HL1087-880, Elwyn CA – Gretchen SRF PL2276-109 – New Operations for CPP Startup Home, Elwyn CA – Gretchen SRF PL2275-113 – New Operations for CPP Startup Home, G&C Adult Residential Facility – Swinton Home PL2280-109 – New Operations for CPP Startup Home, G&C Adult Residential Facility – Swinton Home PL2279-113 – New Operations for CPP Startup Home</p> <p>m. PC Lancaster C12 CCH, People’s Care LLC HL1095-899 – ELARC CPP Home in AV</p> <p>n. PC Lancaster C12 CCH, People’s Care LLC HL1093-902 – ELARC CPP Home in AV</p> <p>o. PC Lancaster C12 CCH, People’s Care LLC HL1094-903 – ELARC CPP Home in AV</p> |
| | <p>Item 9.D</p> <p>Start up Funding</p> | <p>M/S/C (G. Alvarado/J. Koster) To approve the Start up funding for FY2024 HCBS, Service Code 999 – POS & OPS and FY2024 CPP/CRDP, Service Code 999 – FY2024 CPP Startup Projects</p> |
| | <p>Item 9.DI</p> <p>Usual & Customary Rates</p> | <p>M/S/C (V. Montague/B. Gatus) To approve the rate for Usual & Customary Rates for Gaines, Dr. Lawrence PL1724-056, Gittelsohn Psychological Services PL2213-056 and Sandler, Lisa M. PL2292-056</p> |
| | <p>Item 9.B</p> <p>Consumer Services Committee</p> <p>1. Approval of the CSC Draft Critical Calendar for FY2024-2025 (Page 320)</p> | <p>M/S/C (G. Alvarado/A. Ramirez) To Approve the CSC Draft Critical Calendar for FY2024-2025</p> <p>No changes were made</p> |

| Meeting Date | Subject | Action Text |
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| | Item 9.C 1. Approval of the EC Draft Critical Calendar for FY2024-2025 | Deferred |
| | Item 9.C 2. Board of Trustees Bylaw Review Pages 1-12 (Page 323) | M/S/C (A. Ramirez/G. Alvarado) To Approve Board of Trustees Bylaw Review The motion discussed involved the review and approval of the board of trustees bylaw, specifically focusing on section 3, which pertained to the number of trustees. Initially, there was a proposal to keep the section's previous range of 14 to 22 board members. However, another member proposed to amend the motion to maintain a range of 12 to 18 board members instead. Lily and Brain abstained from voting |
| | Item 9.D Government and Community Relations Committee 1. Approval of the GCRC Draft Critical Calendar for FY2024-2025 (Page 336) | M/S/C (G. Alvarado/A. Hurst) To Approve the GCRC Draft Critical Calendar for FY2024-2025 No notes |
| | Item 9.E 1. Approval of the NC Draft Critical Calendar for FY2024-2025 (Page 338) | Deferred deferred due to some discrepancies in the updates that needed clarification. |
| | Item 9.E 2. Board of Trustees updated Application (Page 341) | M/S/C (G. Alvarado/A. Hurst) To Approve the updated Board of Trustees updated Application with an additional statement explaining the reasoning behind the inclusion of questions related to ethnicity and race. Additionally, there was a friendly amendment to specify the meeting times, with closed sessions starting at 6:00 PM and regular |

| Meeting Date | Subject | Action Text |
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| | | <p>board meetings at 6:30 PM</p> <p>The attorney clarified that the ethnicity and race questions were necessary for fulfilling requirements under the Lanterman Act to reflect the demographics of the catchment area.</p> |
| | <p>Item 9.E</p> <p>DDS Survey</p> | <p>M/S/C (G. Alvarado/L. Martinez) To Approve the new DDS Survey</p> <p>It was decided not to include the additions that were added to the Board of Trustees application</p> |
| | <p>Item 9.F</p> <p>Post-Retirement Medical Trust Committee</p> <p>1. Approval of PRMT Draft Critical Calendar for FY2024-2025</p> | <p>M/S/C (G. Alvarado/L. Martinez) To Approve PRMT Draft Critical Calendar for FY2024-2025</p> <p>The update to this calendar involved reducing the number of meetings to twice a year, which was deemed sufficient to meet the committee's obligations.</p> <p>There was a brief discussion regarding the terminology used for gender identity options in a survey, with a suggestion to include "Latin X" as an option alongside "Latino" and "Latina." However, it was noted that the board had previously decided to continue using "Latino" and "Latina" as these terms were more relatable to the majority of families served.</p> |
| | <p>Item 9.F</p> <p>2. Approval of disbursement from CalPERS UAL trust</p> | <p>M/S/C (G. Alvarado/A. Ramirez) To Approve of disbursement from CalPERS UAL trust</p> <p>The amount requested for disbursement was \$498,388, which would be used to prepay the unfunded liability employer contribution for fiscal year 2025. This prepayment option offered a savings of approximately 3 to 4% compared to paying monthly.</p> |

| Meeting Date | Subject | Action Text |
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| | Item 9.G. Recruitment Committee 1. Executive Director Onboarding Plan (Page 348) | <p>M/S/C (G. Alvarado/ K. Fentes) To Approve the Recruitment Committee onboarding plan</p> <p>This plan had been submitted, reviewed, and approved by the recruiting committee, as well as submitted to DDS as per the onboarding timeline requirements.</p> |
| | Item 10 Executive Director's Report – Cristina Preuss (Page 349) | <p>M/S/C (G. Alvarado/A. Ramirez) Requesting Christina and the senior staff team to study how to leverage the difference in staffing and pay structure to potentially attract more employees and provide relief to overburdened staff. This includes proposals for adjustments in compensation and attracting potential employees.</p> <p>M/S/C (L. Martinez /V. Montague) To follow up with the Department of Developmental Services (DDS) on their offer to assist in assessing the staffing and salary situation.</p> <p><u>Action Item:</u> Both motions were discussed and passed by the board with an agreement to contact DDS for assistance and explore potential solutions to address staffing and salary issues.</p> |
| | | <p>Action Item: Each Committee to provide a report stating their goals and progress update for the same.</p> <p>Adjourn at 9:03 pm.</p> |