

**NLACRC BOARD OF TRUSTEES MEETING  
NOVEMBER 13, 2024, 6:00 P.M.  
MINUTES**

**SANTA CLARITA OFFICE  
25360 MAGIC MOUNTAIN PKWY  
SANTA CLARITA, CALIFORNIA**

**BOARD OF TRUSTEES:**

Ana Quiles, George Alvarado, Nicholas Abrahms, Cathy Blin, Sharmila Brunjes, Kelley Coleman, Leticia Garcia, James Henry, Juan Hernandez, Anna Hurst, Alex Kopilevich, Jennifer Koster, Laura Monge, Andrew Ramirez, Alma Rodriguez, Vivian Seda, Rocio Sigala, Curtis Wang

**ABSENT:**

Brian Gatus

**STAFF:**

Angela Pao-Johnson - Executive Director, Evelyn McOmie, Vini Montague, Betsy Monahan, Megan Mitchell, Chris Whitlock, John Van de Riet, Kim Visokey, Arezo Abedi

**GUESTS:**

Mark Wolfe – DDS Tech. Advisor, Tresa Oliveri – DDS Tech Advisor, Xochitl Gonzalez - DDS  
Nicholas Mendoza – Board Member Support Staff

**1. CALL TO ORDER**

There being a quorum present, and adequate and proper notice of the meeting having been given, the meeting was called to order at 6:10 p.m.

The Chair shared the mission and vision of the NLACRC and reminded attendees of the Board of Trustees Civility Code.

**2. HOUSEKEEPING**

The Chair noted that Spanish interpretation was available to attendees. Board members and guests on Zoom were reminded to include their full name and affiliation in the Zoom chat.

**3. BOARD MEMBER ATTENDANCE**

Board members were confirmed in attendance in-person or on Zoom.

**4. AGENDA**

Andrew Ramirez requested a motion to add an agenda item regarding the matter between DDS and NLACRC. It was determined this was not an emergent issue and therefore could not be added to the agenda without notice. The Board will have another meeting before December 25, 2024, to discuss the matter.

The Board agreed to defer agenda item No. 6.E.3., consent of the CY 2025 Board of Trustees Training Plan.

**5. PUBLIC INPUT & COMMENTS ON AGENDA**

Guests were reminded to request a Spanish interpreter if required prior to making comments.

There were no public comments on the agenda.

## 6. CONSENT ITEMS

Six out of the Seven Agenda items were presented for approval in the consent agenda.

- October 9, 2024, Board Meeting Minutes.
- Updated Board of Trustees Critical Calendar.
- Updated Committee List
- Updated Bylaws.
- Executive Committee Items:
  - Revised Board Priorities
  - Delegated Conservatorship Policy.

**M/S/C (Curtis Wang / George Alvarado)** To approve the consent items as presented.

Anna Hurst abstained from voting on the approval of October 9, 2024, Board meeting minutes.

## 7. ACTION ITEMS

### 7.1 New Board Member Interview Process

Evelyn McOmie noted that the only change to the interview process since the previous presentation was the interview scoring process.

**M/S/C (George Alvarado / Alex Kopilevich)** To approve the New Board Member Interview Process, as presented.

### 7.2 New Board Member Onboarding Process

This item was deferred.

### 7.3 Board Dinner Venues

Staff presented the Board with five options for the Board dinner, including total cost with some exclusions. The Board noted that it is cognizant of public and staff perception on how much money is spent on Board activities.

Angela Pao-Johnson noted that dinner venue visits could be combined with mandatory partner location visits by Board members.

The Board requested the working group devise an alternate name for the event, as it is not solely for the Board; the event also recognizes consumers and long-tenured employees.

**M/S/C (Rocio Sigala / Cathy Blin)** To direct NLACRC staff to investigate Board dinner venues at partner vendors, or banquet halls.  
James Henry abstained from the vote.

## 8. COMMITTEE BUSINESS

### 8.1 Review of NLACRC Whistleblower Policy

This review was deferred.

### 8.2 Board Contract Policy

Vini Montague informed the Board that Department of Developmental Services (DDS) sent a letter to clarify contract policy. This policy only covers contracts with stated value, not projected or estimated value. Contracts with a stated value of over \$250,000 must be approved by the Board, as before, but the Board will no longer be presented with projected costs. James Henry requested clarification on contracts valued under \$250,000. Vini Montague responded those contracts do not require Board approval, but Community Services compiles a list of new vendorizations for the Board's information.

### **8.3 NLACRC Financials**

Vini Montague reviewed the financial documents included in the October 9, 2024, meeting packet as requested by the Board. The Board noted that it preferred a narrative description of financial activities rather than a line-item report for future presentations.

The Board requested clarification regarding DDS funding procedures. Vini Montague answered that these funds must be used or remitted, but operations surpluses can be directed to select NLACRC funds. The Board inquired how often it will be presented with financial information. Vini Montague replied that the Board receives statements every other month, after the Administrative Affairs Committee has reviewed them. The Board asked about NLACRC's administrative expenditures, which Vini Montague noted are 13.2% of the overall budget, below the DDS's 15% threshold.

### **8.4 Special Contract Language Deliverables**

Angela Pao-Johnson presented a special contract language matrix to the Board with due dates, responsible parties, and deliverables. She noted several deliverables are expected ahead of their deadlines. James Henry asked if deadlines were being met in general. Angela Pao-Johnson expressed confidence in meeting deadlines and shared that DDS was satisfied with granting extensions to allow time for NLACRC staff input.

## **9. EXECUTIVE DIRECTOR'S REPORT**

Angela Pao-Johnson presented the Executive Director's Report. She highlighted the following items:

- NLACRC is currently hiring fewer employees compared to the prior fiscal year and has a lower staff turnover rate.
- NLACRC has cut vacant cases in half over the past ten months.
- DDS has published an online public dashboard, and Board members were encouraged to visit the dashboard.
- Rates set for implementation on January 1, 2025, will reflect the minimum wage increase.
- The DDS is conducting the 2024 National Core Indicators In-Person Survey.
- Working groups on the developmental services master plan recommended improvements in cultural and linguistic competence, community outreach, improved technology, and funding.
- Portions of AB 1147 will be enacted on January 1, 2025, which includes provisions that NLACRC staff cannot accept gifts over \$15, the Executive Director cannot hire family members, and consumers will be able to request their own records, to be delivered within three business days.
- NLACRC has filled 791 positions of an authorized 942, and November hiring is progressing well.
- Consumers served is increasing every month, and quality assurance team visits are ongoing.
- Special contract language working groups have been well attended by staff.

The Board commended the staff for their dedication to the special contract language working groups.

James Henry requested an update on recruitment from California State University, Northridge. Angela Pao-Johnson noted that plans for an internship program with the university are in progress.

#### **10. ITEMS 10-20 REPORTS RECEIVED**

The Board received the following committees reports for information:

- Self-Determination Program.
- Association of Regional Center Agencies.
  - Leticia Garcia noted that the date of the next Association of Regional Center Agencies meeting is incorrect in the agenda; it is scheduled for January 17, 2025.
- Administrative Affairs Committee.
- Consumer Advisory Committee.
  - Juan Hernandez noted that the Consumer Advisory Committee will have more information soon regarding quality control visits.
- Consumer Services Committee.
  - Rocio Sigala invited Board members to attend the next Consumer Services Committee meeting.
- Executive Committee.
  - Ana Quiles noted the agenda for the next Executive Committee meeting will be posted on November 14, 2024.
- Government and Community Relations Committee.
- Nominating Committee.
- Post-Retirement Medical Trust Committee.
- Strategic Planning Committee.
- Vendor Advisory Committee.
  - Alex Kopilevich noted that the date of the next Vendor Advisory Committee is incorrect in the agenda; it is scheduled for January 9, 2025. He shared that meetings will be in-person at the three NLACRC locations on a rotating basis.

#### **21. OLD BUSINESS/NEW BUSINESS**

- The Board's attention was directed to the attendance sheets, meetings time report, and updated acronyms listing in the meeting packet, and the meeting evaluation form emailed separately.

#### **22. ANNOUNCEMENTS/INFORMATION/PUBLIC INPUT**

- The members of the public attending the meeting via teleconference had an opportunity to present their concerns, questions, and comments to the Board. No public input was received.
  
- The date of the next Board of Trustees meeting is January 8, 2025, at 6:00 p.m.

#### **23. ADJOURNMENT**

The meeting closed at 7:42 p.m.

#### **24. REVIEW OF ACTION ITEMS**

- NLACRC staff will put out a call for Board members and staff in January to create a working group to investigate Board dinner venue options.

- *The Board Dinner Venue Working Group will include venue locations and photos in the next presentation and will visit partner vendor locations during the search.*
- *The Board Dinner Venue Working Group will propose alternate names for the dinner to the Board.*
  
- *Board members will email Andrew Ramirez any questions or concerns about the financial information, which he can communicate to the committee for it to answer.*
- *Vini Montague will note the frequency of the report ranking regional centers by consumer spending during the next Administrative Affairs Committee meeting and share that information with the Board.*
- *Kimberly Visokey will share the invitation to the CAC holiday gathering with the Board.*

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.*

