



Board of Trustees Meeting

Wednesday, August 13, 2025

6:00 p.m.

Hybrid - NLACRC
Chatsworth Office/Zoom

Board of Trustees Meeting August 13, 2025

Table of Contents

Cover Page	1
Table of Contents	2
Agenda	4
Agenda Item 7. A. Approval of Meeting Minutes June 11, 2025	6
Agenda Item 7. B. Approval of Updated Committee List	13
Agenda Item 7. C. Meeting Schedule	16
Agenda Item 7. E. Conflict Resolution Plan Anna Hurst	18
Agenda Item 7. F. Conflict Resolution Plan Jacquie Colton	31
Agenda Item 9. A. ARCA Academy Invoice	41
Agenda Item 9. B. Updated Delegate Conservatorship Policy	42
Agenda Item 9. C. Agenda Item Detail Sheet	45
Agenda Item 9. C. Approval of Conflict Resolution Plan for Leyda Medina	47
Agenda Item 9. D. Committee Assignments for Fiscal Year 2025-26	60
Agenda Item 10. A. Board Deadlines	61
Agenda Item 10. D. Monthly Whistleblower Log	65
Agenda Item 11. Executive Director's Report	68
Agenda Item 12. B. SDP Implementation Report	72
Agenda Item 14. Attachment 1: ARCA Report Out	79
Agenda Item 16. B. Board Budget Fiscal year 2025-26	80
Agenda Item 20. A. VAC Report Out	81
Agenda Item 22. Old Business/New Business	
Board and Committee Meeting Attendance Sheets and Time Reports	83
Updated Acronyms Listing	85
Agenda Item 23. Reference Documents	
Board of Trustees Meeting Calendar	91
Board of Trustees Committee List	92



North Los Angeles County Regional Center

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

North Los Angeles County Regional Center

Board of Trustees Meeting -

Wednesday, August 13, 2025

6:00 p.m. *(Hybrid)*

NLACRC Chatsworth and Zoom

~AGENDA~

1. **Call to Order & Welcome** *(5 min.)*
 - A. Introduction of Newly Elected Board Officers
 - B. New Board President's Introduction and Mission Statement
2. **Housekeeping** *(1 min.)*
 - A. Spanish Interpretation Available
 - B. Public Attendance (please note name in Chat)
 - C. *Update Zoom Screen Name to include full name, board position, and geographic location (SFV, AV, or SCV)
3. **Share Impact Story From Individual Served** *(5 min)*
4. **Board Member Attendance/Quorum** *(1 min.)*
5. **Agenda – [APPROVAL]** *(1 min.)*
6. **Public Input & Comments** -Reserved for Agenda Items (3 minutes per comment, 3-person limit) *(9 min.)*
7. **Consent Items** *(2 min.)*

All Consent Items are to be approved in one motion unless a Board Member or a member of the public requests a separate action or discussion on a specific item.

 - A. Approval of Board of Trustees Meeting Minutes June 11, 2025
 - B. Approval of Updated Committee List
 - C. Approval of Meeting Schedule
 - D. Approval of Enright & Ocheltree, LLP to Conduct Executive Director Evaluation for Year 1
 - E. Conflict Resolution Plan for Anna Hurst (trustee)
 - F. Conflict Resolution Plan for Jacquie Colton (trustee)



North Los Angeles County Regional Center

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

8. **Closed Session**
 - A. Personnel (25 min.)
 - B. Real Estate Negotiations (5 min.)
9. **Action Items**
 - A. Approval of ARCA Academy Invoice – Vini Montague (2 min.)
 - B. Approval of Updated Delegate Conservatorship Policy – Evelyn McOmie (2 min.)
 - C. Approval of Conflict Resolution Plan for Leda Medina (CSC) – Betsy Monahan (2 min.)
 - D. Approval of Committee Assignments for Fiscal Year 2025-26 – Sharmila Brunjes (2 min.)
 - E. Approval of OnBoard Software Platform – Sharmila Brunjes (3 min.)
10. **Board Business**
 - A. Board of Trustees Deadlines Fiscal Year 2025-26 – Sharmila Brunjes (2 min.)
 - B. Update on Board Retreat – Sharmila Brunjes (1 min.)
 - C. RFP for Strategic Plan Consultant – Vini Montague (2 min.)
 - D. Review of Monthly Whistleblower Log – Betsy Monahan (2 min.)
 - E. Seeking Volunteer for the RFP Panel – Angela Pao-Johnson (5 min.)
11. **Executive Director's Report** – Angela Pao-Johnson (10 min.)
12. **Self-Determination Program (SDP) Report** – Juan Hernandez (5 min)
 - A. SDLVAC Liaison Report
 - B. SDP Implementation Report
 - C. Next Self Determination Local Advisory Committee Meeting: Thursday, August 21, 2025, 6:30 p.m.
13. **Public Input & Comments** (3 minutes per comment)
14. **Association of Regional Center Agencies** – Lety Garcia (1 min)
 - A. ARCA Academy Update
 - B. Next meeting: Thursday, August 21, 2025
15. **Consumer Advisory Committee** – Juan Hernandez (1 min)
 - A. Committee Summary
 - B. Next Meeting: Wednesday, November 5, 2025, 3:00 p.m.
16. **Executive Finance Committee** – Sharmila Brunjes (3 min)



North Los Angeles County Regional Center

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

- A. Committee Summary
- B. Board Budget for Fiscal Year 2025-26
- C. Next Meeting: Thursday, August 28, 2025, 5:00 p.m.

17. Community Relations Committee

- A. No meeting since June Board of Trustees meeting
- B. Next Meeting: Wednesday, August 20, 2025, 5:00 p.m.

18. Nominating Committee – Curtis Wang (1 min)

- A. Committee Summary
- B. Next Meeting: Wednesday, November 5, 2025

19. Post-Retirement Medical Trust Committee – Sharmila Brunjes (1 min)

- A. No meeting since June Board of Trustees meeting
- B. Next Meeting: Thursday, August 21, 2025, 5:30 p.m.

20. Vendor Advisory Committee – Alex Kopilevich (1 min)

- A. Committee Summary
- B. Next Meeting: Thursday, August 14, 2025, 9:30 a.m. (Hybrid)

21. Old Business/New Business (2 min)

- A. Board and Committee Meeting Attendance Sheets and Time Reports
- B. Updated Acronyms Listing
- C. Meeting Evaluation Survey Link

22. Announcements/Information (2 min)

- A. Reference Documents
 - 1. Board of Trustees Meeting Calendar
 - 2. Board of Trustees Committee List
- B. Next Meeting: Wednesday, September 13, 2025, 6:00 p.m. Remote (Zoom)

23. Adjournment

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](#)

**NORTH LOS ANGELES COUNTY REGIONAL CENTER (NLACRC)
9200 OAKDALE AVENUE, SUITE 100
CHATSWORTH, CA 91311**

**MINUTES OF THE BOARD OF TRUSTEES MEETING
VIRTUAL MEETING – NLACRC CHATSWORTH VALLEY OFFICE/ZOOM
JUNE 11, 2025 7:00 P.M.**

BOARD OF TRUSTEES:

Juan Hernandez (President), Sharmila Brunjes (First Vice President and Board Secretary), Curtis Wang (Second Vice President), Anna Hurst (Treasurer), George Alvarado, Alex Kopilevich (VAC Chair), Leticia Garcia (ARCA Rep), Cathy Blin, Nicholas Abrahms, Jason Taketa, Jacquie Colton, Jeremy Sunderland, Laura Monge, Jennifer Koster

ABSENT:

Jeremy Sunderland

STAFF:

Angela Pao-Johnson - Executive Director, Evelyn McOmie – Deputy Director, Vini Montague – Chief Financial Officer, Betsy Monahan – Human Resources Director, Megan Mitchell, Chris Whitlock, John Van de Riet, Arezo Abedi, Lindsay Granger, Silvia Renteria-Haro,

GUESTS:

Mark Wolfe – DDS Tech. Advisor, Tresa Oliveri – DDS Tech Advisor, Xochitl Gonzalez – DDS, Brian Winfield – DDS, Ernie Cruz—DDS, Michie Gates – DDS, Aaron Abramowitz – Council to the Board, Nicholas Mendoza, Victoria Berrey, La Jannelle Smith, Yolanda Gacia, Patty Gutierrez, Rebecca Ernewein, Richard Dier

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 6:06 p.m.

The Juan Hernandez, Board of Trustees President, shared the mission and vision of the NLACRC and reminded attendees of the Board of Trustees Civility Code.

2. IMPACT STORY FROM INDIVIDUAL SERVED

Angela Pao-Johnson shared an impact story from individual served Emilio Lifonzo.

3. BOARD MEMBER ATTENDANCE/QUORUM

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

4. AGENDA – APPROVAL

On a motion made by Curtis Wang, seconded by Nicholas Abrahms, it was resolved to approve the agenda as presented. Motion carried.

5. PUBLIC INPUT & COMMENTS—RESERVED FOR AGENDA ITEMS

Richard Dier a member on the Self-Determination Local Advisory Committee shared that he is in attendance as the committee's representative and would be taking notes to report back to the committee.

6. CLOSED SESSION

Curtis Wang motioned, seconded by Anna Hurst, to enter closed session at 6:20pm. to discuss personnel matters and real estate negotiations.

Curtis Wang motioned to exit closed session, seconded by Alex Kopilevich at 6:58pm.

7. CONSENT/ACTION ITEMS

On a motion made by Alex Kopilevich, seconded by Curtis Wang, it was resolved to approve items A-E. Motion Carried.

On a motion made by Alex Kopilevich, seconded by Curtis Wang, it was resolved to approve items F-G. Motion Carried.

- A. Approval of Board of Trustees Meeting Minutes May 14, 2025
- B. Approval of Board of Trustees Special Meeting Minutes April 24, 2025
- C. Approval of Consumer Advisory Committee Critical Calendar for Next Fiscal Year 2025-2026
- D. Approval of Consumer Services Committee Critical Calendar for Next Fiscal Year 2025-2026
- E. Approval of Government and Community Relations Committee Critical Calendar for Next Fiscal Year 2025-2026
- F. Approval of Post-Retirement and Medical Trust Committee Critical Calendar for Next Fiscal Year 2025-2026
- G. Approval of Board Priorities for Next Fiscal Year 2025-2026

8. ACTION ITEMS

8.1 Adoption of Updated Bylaws

It was noted that there were no revisions to this draft of the bylaws returned by DDS. The Board of Trustees will be voting on the entire slate of changes. The full bylaws that the Board of Trustees would be voting on could be found on page 30 of the meeting packet.

On a motion made by Curtis Wang, seconded by Nicholas Abrahms, it was resolved to adopt the updated Bylaws. Motion Carried.

8.2 Vote to Determine Additional Dark Month

A previous survey went out to the board members to determine which month would be the additional dark month for fiscal year 2025-2026. October received the highest number of votes. Sharmila Brunjes asked if this would mean that October would be a fully dark month without

any committee meetings or trainings or if October would be dark for board meetings alone. The topic of committees being dark in October will be further discussed at the August Board of Trustees meeting.

On a motion made by Juan Hernandez and seconded by Alex Kopilevich, it was resolved to approve October as the additional dark month. Motion carried.

ACTION: Board Support will add discussing if the committees will be meeting in October to the August board agenda.

8.3 Vote to Elect Board Officers

Curtis Wang, Chair of the Nominating Committee, conducted the vote to elect the board officers for next fiscal year beginning July 1st. A slate was presented at the May 14th Board of Trustees meeting with the recommendations for the different positions by the Nominating Committee. It was explained that the slate does not include the roles of the Second Vice President or the ARCA alternate since the adopted bylaws remove both positions. The vote would be separated by each role, and the ballots were sent out electronically. Votes can not be cast by Trustees not present at the meeting.

Sharmila Brunjes was elected President by a majority vote for the next fiscal year.

Anna Hurst nominated Juan Hernandez from the floor for Vice President, seconded by Sharmila Brunjes. Juan Hernandez was elected Vice President by a majority vote for the next fiscal year.

Juan Hernandez conducted the vote for Board Secretary. The majority winner for Board Secretary was Curtis Wang.

Anna Hurst was elected Board Treasurer by a majority vote for the next fiscal year.

Lety Garcia was elected the ARCA Delegate by a majority vote for the next fiscal year.

The Board Officers for Fiscal Year 2025-26:

President: Sharmila Brunjes

Vice President: Juan Hernandez

Board Secretary: Curtis Wang

Board Treasurer: Anna Hurst

ARCA Alternate: Lety Garcia

8.4 Vote to Elect New Vendor Advisory Committee Members

Curtis Wang, Chair of the Nominating Committee, conducted the vote to elect the new Vendor Advisory Committee members for next fiscal year. Four applicants were presented for four open positions. A ballot was sent out electronically, and a majority vote was received to elect all four members to the Vendor Advisory Committee for next fiscal year.

The four new members of the Vendor Advisory Committee:

David Ebrami, Care Connection Home Health Agency

Jason Gillis, Build Ability

Tal Segalovitch, Maxim Healthcare

Desiree Misrachi, Willow Tree Therapy

ACTION: Board Support will inform the four new members of the Vendor Advisory Committee that they were elected to join for next fiscal year.

8.5 Approval of Committee Assignments for Next Fiscal Year 2025-2026

Anna Hurst motioned to table the agenda item until the next Board of Trustees meeting when it can be updated to align with the new Bylaws.

On a motion made by Anna Hurst, seconded by Sharmila Brunjes, it was resolved to table the approval of committee assignments for next fiscal year 2025-2026 until the August Board of Trustees meeting. Motion carried.

ACTION: Board Support will add this as an action item on the August Board of Trustees meeting agenda.

8.6 Approval of City National Bank

- **Board Resolution for Change in Officers**
- **Board Resolution for Supersedure Agreement**
- **Facsimile Signature Addendum**

Vini Montague, Chief Financial Officer, presented this agenda item, seeking a motion from the board to remove Juan Hernandez, outgoing Board President from the signature cards and to add Sharmila Brunjes, incoming Board President to the signature cards. For the bank accounts with City National Bank, the Board President and the Board Treasurer are authorized signers on the accounts. Also, the facsimile is to inform the Board of Trustees that the organization will be using a signature stamp and that Angela Pao-Johnson, Executive Director, and Vini Montague, Chief Financial Officer, are both authorized signers.

On a motion made by Juan Hernandez, seconded by Curtis Wang, it was resolved to add the incoming Board President, Sharmila Brunjes, to the signature cards and remove the outgoing Board President, Juan Hernandez, from the signature cards. Motion carried.

8.7 Approval of US Bank Signature Cards

- **Corporate Secretary Certificate**
- **Board Resolution for Change in Officer**
- **Board Resolution for Authorized Signer**

Vini Montague, Chief Financial Officer, presented this agenda item for the US Bank accounts. Seeking a motion from the board to remove Juan Hernandez, outgoing Board President as an authorized representative for both US Bank and the investment advisor and to add Sharmila Brunjes, incoming Board President as the authorized representative.

A motion was made by Sharmila Brunjes, seconded by Curtis Wang to remove Juan Hernandez as the authorized representative for the US Bank accounts and the investment advisor and to add Sharmila Brunjes, incoming Board President, as the authorized representative for both the US Bank accounts and the investment advisory. Motion carried.

8.8 Approval of Purchase of Services Startup Contracts

Vini Montague, Chief Financial Officer, presented three purchase of services startup contracts for approval. The first two contracts were previously presented to the Administrative Affairs committee. Brilliant Corners – West Avenue K6 (Project #2324-6), First Amendment, was presented as an amendment to the original contract that was approved by the Board of Trustees for \$750,000. This amendment revises maximum funding amount to \$1,087,796. The Free to Be Programs – Raywood Home (Project #2223-7), First Amendment is a first amendment to the previously approved amount of \$150,000. Based on the needs of the provider, this amendment seeks an increase of \$50,000, making the revised contract amount \$200,000, which was already approved by DDS. to the existing contract. The CPP Housing Agreement contract with Brilliant Corners is a new contract with the total amount of \$1,065,748 that was approved by DDS. Seeking a motion to approve these three contracts.

On a motion made by Lety Garcia, seconded by Nicholas Abrahms, it was resolved to approve all three contracts. Motion carried.

8.9 Approval of Disbursement from CalPERS UAL Trust

Vini Montague, Chief Financial Officer, presented this item to the Board of Trustees that was reviewed at the last PRMT meeting. Each year there is an unfunded liability that CalPERS requires the organization to deposit to CalPERS. For fiscal year 2026, the unfunded liability is \$1,053,618. This is a request to disburse funds from the CalPERS unfunded liability amount. There is a CalPERS unfunded liability account that is set aside that the organization has been depositing funds into, and the organization utilizes those funds for our unfunded liability payments. If NLACRC pays monthly to CalPERS, then the liability would be \$1,053,618 divided by 12. There is an option to do a lump sum prepayment at the beginning of the year that reduces the amount to \$1,019,524. Seeking authorization from the Board to make a disbursement of the \$1,019,524 out of the CalPERS unfunded liability trust.

On a motion made by Juan Hernandez, seconded by Anna Hurst, it was resolved to approve the disbursement of 1,019,524 out of the CalPERS UAL Trust. Motion carried.

8.10 Approval of Contribution to CalPERS UAL Trust

Vini Montague, Chief Financial Officer, presented this item to the Board of Trustees that was reviewed at the last PRMT meeting. This is a request to deposit funds into the CalPERS unfunded liability account. The annual payments every year through 2044 were noted. Two options were presented to the board: putting the funds into the CalPERS unfunded liability account or putting the funds into the Post Retirement Medical Trust account. Seeking a motion to put the available funds into the CalPERS unfunded liability account due to it having a shorter term obligation.

On a motion made by Anna Hurst, seconded by Juan Hernandez, it was resolved to move the surplus into the CalPERS unfunded liability account. Motion carried.

8.11 Approval of Performance Contract Template for Fiscal Year 2025-2026

Juan Hernandez presented the draft for the performance contract template for fiscal year 2025-2026. Angela Pao-Johnson recently presented on the performance contract for fiscal year 2024-2025. New additions made by DDS were noted: the public policy performance measures section, and sections 11 to 14 are newer sections. Seeking approval for the acceptance of this performance contract reporting draft, which is largely the same format as the previous years.

On a motion made by Anna Hurst, seconded by Juan Hernandez, it was resolved to approve the performance contract template for fiscal year 2025-2026. Motion carried.

8.12 Approval of Board of Trustees Draft Critical Calendar for Next Fiscal Year 2025-2026

Anna Hurst motioned to table the agenda item until the next Board of Trustees meeting when it can be updated to align with the new Bylaws and the additional dark month of October.

On a motion made by Anna Hurst, seconded by Sharmila Brunjes, it was resolved to table the approval of committee assignments for next fiscal year 2025-2026 until the August Board of Trustees meeting. Motion carried.

ACTION: Board Support will add this as an action item on the August Board of Trustees meeting agenda.

8.13 Discuss Next Steps After the Technical Advisors Leave

With the DDS Technical Advisors contract ending shortly, next steps were discussed. Anna Hurst noted that there is currently an assessment of the needs of the board. Clarification was sought on the next steps and the timeline. Anna Hurst explained that there will be work on developing a process of collecting at least 3 bids to present in August to provide a timeline. A deadline of Friday, June 13th was decided for the remaining board members to complete the survey. This discussion grew out of a conversation at the Executive Committee meeting in May, and the Executive Committee will continue to work on this further once the information gathering is complete.

8.14 Approval of Updated ED Evaluation Timeline

Betsy Monahan presented the amended ED Evaluation specific for the current first year, fiscal year 2024-2025 for the evaluation period for the Executive Director's performance evaluation. It was noted that changes were made to the timeframe, and this will guide the process for the remainder of the year one period. Seeking a motion to approve these changes.

On a motion made by Alex Kopilevich, seconded by Sharmila Brunjes, it was resolved to approve the updated executive director evaluation timeline. Motion carried.

9. COMMITTEE BUSINESS

9.1 Board Retreat Update

A draft schedule for the board retreat was presented to the board, and it was noted that there will be an orientation for new members of the board with senior staff and the President of the Board of Trustees in August. It was noted that Tony Anderson from ARCA will be doing a presentation on the new onboarding materials that have been prepared for the entire regional center system. Also, a training on new board software would be a portion of the retreat, and potentially staff could provide brief overviews of the different departments at NLACRC. There will be further updates at the August Board of Trustees meeting.

9.2 Board Software Platform

Megan Mitchell presented information on potential Board Software Platforms, specifically two different software platform links would be sent out the board members to test out during a demo period.

9.3 Discuss SDP Liaison Position

Sharmila Brunjes presented the SDP Liaison Position. The position would be for a 1 year term with the following responsibilities: attending and participating in monthly committee meetings for the SDPLVAC, facilitating communication between the committee and the Board of Trustees on a monthly basis and reporting back to the Executive Committee, and completing a monthly SDP report for the board including issues that impact the implementation of the SDP program. Juan Hernandez volunteered to be the SDP Liaison.

9.4 Feedback on ARCA Onboarding Presentation

Lety Garcia shared an onboarding presentation created by ARCA and reviewed the information on the different slides. It was asked that board members either share comments today at the board meeting or contact Lety Garcia separately by phone call or email to provide feedback to report back to ARCA.

10. PUBLIC INPUT & COMMENTS

Richard Dier thanked the Board of Trustees and noted excitement for Juan Hernandez volunteering to become the new SDP Liaison.

Mark Wolfe commented on the great job that Juan Hernandez has done as Board President.

11. EXECUTIVE DIRECTOR'S REPORT

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

- Parent University is a family focused initiative developed by the Diversity, Equity, Inclusion, and Belonging (DEIB) team and Evan Ingbar, training manager, compiled 19 videos making information easier to manage and condense. These videos are available on the NLACRC website and will be shared on social media too.
- NLACRC's psychological assessment has expanded with many new psychologists. In 2024, NLACRC averaged 362 psychological testing appointments a month to 599 appointments in 2025.
- In April, NLACRC facilitated the first Equity & Cultural Humility Training for newly hired staff.
- Net hires for fiscal year 2024-2025 are 129 new hires compared to 117 new hires from the previous fiscal year. Turnover was previously 17.82 and for the current fiscal year turnover has gone down to 10.56.
- DDS' May Revision for the Fiscal Year (FY) 2025-26 updates were presented.
- Federal Budget updates were also presented, noting that Congress approved a budget resolution.
- The Quality Assurance Report was presented noting that there were 112 residential visits and of those there were 3 correct action plans that were developed with residential providers.
- In recruitment, 867 positions have been filled with 1026 authorized; 9 new hires for the first cycle and 11 new hires will be starting for the second cycle.
- NLACRC participated in a dual event hosted by the Department of Mental Health that also helped to support the community of Antelope Valley.

- Reviewed consumer statistics.

12. ITEMS 11-21

The Board received the following committee reports for information:

- Self-Determination Program presented by Megan Briley.
- Administrative Affairs Committee.
- Consumer Advisory Committee.
- Executive Committee.
- Nominating Committee.
- Vendor Advisory Committee.

As reports were presented, no observations or comments were noted.

13. ANNOUNCEMENTS / INFORMATION

14. NEXT MEETING

The date of the next Board of Trustees meeting is scheduled for August 13, 2025, at 6:00 p.m.

15. ADJOURNMENT

Juan Hernandez adjourned the meeting at 9:06 p.m.

DISCLAIMER

The above document should be used as a summary of the motions passed and issues discussed at the meeting. This document shall not be considered a verbatim copy of every word spoken at the meeting.

BOARD & BOARD COMMITTEE LIST

FY 2025-2026

Board of Trustees

Sharmila Brunjes—President
Juan Hernandez—Vice President,
ARCA CAC Alt*
Curtis Wang—Board Secretary
Anna Hurst—Treasurer
Leticia Garcia – ARCA Rep
Alex Kopilevich – VAC Chair
Nicholas Abrahms
George Alvarado
Cathy Blin
Blanca Chavez
Jacquie Colton
Jennifer Koster
Laura Monge
Jeremy Sunderland
Jason Taketa

Executive Finance

Angela Pao-Johnson, Staff
Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Anna Hurst, Alt. Chair
Leticia Garcia
Juan Hernandez
Curtis Wang
[VAC Representative](#)

(3 open positions)

Community Relations

Evelyn McOmie, Staff
Chris Whitlock, Staff
Lindsay Granger, Admin
Nicholas Abrahms
Jennifer Koster
Cathy Blin
George Alvarado
Blanca Chavez
Jacquie Colton
Lety Garcia
Juan Hernandez
Laura Monge
Jeremy Sunderland
Jason Taketa
Curtis Wang
[VAC Representative](#)
Sharon Weinberg
Jodie Agnew-Navarro

Nominating

Evelyn McOmie, Staff
Lindsay Granger, Admin
Curtis Wang
Sharmila Brunjes
Lety Garcia
Juan Hernandez
[VAC Representative](#)
Alex Kopilevich

Post-Retirement Medical Trust

Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Juan Hernandez
Angela Pao-Johnson
Vini Montague
Anna Hurst

BOARD ADVISORY COMMITTEE LIST

FY 2025-2026

Vendor Advisory

Angela Pao-Johnson, Staff
Lindsay Granger, Admin
Alex Kopilevich, Chair
Jaklen Keshishyan, Alt. Chair
Jodie Agnew-Navarro
Octavia Watkins
Masood Babaeian
Paul Borda
Andrea Devers
David Ebrami
Cal Enriquez
Ute Escorcía
Jason Gillis
Ricki Macken Chilvers
Desiree Misrahi
Vahe Mkrtchian
Daniel Ortiz
Jen Pippard
Tal Segalovitch
Sharon Weinberg

Consumer Advisory

Santos Rodriguez
Lindsay Granger, Admin.
Juan Hernandez, Chair
Bill Abramson
Pam Aiona
George Alvarado
Jennifer Koster
Elena Tiffany
Destry Walker

Self Determination

Silvia Renteria-Haro, Staff
Robin Monroe, Staff
Lori Walker, Chair
Juan Hernandez – Board Liaison
Miriam Erberich, Co-Chair
Victoria Berrey
Michael Carey
Socorro Curameng
Richard Dier
Jordan Feinstock
Jon Francis
Ricardo Martinez
Erica Rodriguez



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 of Trustees Meetings Schedule - Monthly FY 2025-26

~ No meeting in July 2025~

Board Orientation, Tuesday, August 5, 2025
5:00 p.m.

Wednesday, August 13, 2025
~In-Person at NLACRC Chatsworth Office~
6:00 p.m.

Wednesday, September 10, 2025
6:00 p.m.

~ No meeting in October 2025~

Wednesday, November 12, 2025
~In-Person at NLACRC Santa Clarita Valley~
6:00 p.m.

~ No meeting in December 2025~

Wednesday, January 14, 2026
6:00 p.m.

Wednesday, February 11, 2026
~In-Person at NLACRC Antelope Valley~
6:00 p.m.

Wednesday, March 11, 2026
6:00 p.m.

Wednesday, April 8, 2026
6:00 p.m.

Wednesday, May 13, 2026
~In-Person at NLACRC Chatsworth Office~
6:00 p.m.



North Los Angeles County Regional Center

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

Wednesday, June 11, 2025
6:00 p.m.

**NOTIFICATION OF CONFLICT OF INTEREST AND
SUBMISSION OF CONFLICT RESOLUTION PLAN**

ANNA HURST - NLACRC BOARD MEMBER AND TREASURER
NORTH LOS ANGELES COUNTY REGIONAL CENTER

I. 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 54520 "Positions Creating Conflicts of Interests for Regional Center Governing Board Members and Executive Directors," which provides in pertinent part:

(a) A conflict of interest exists when a regional center governing board member... or family member of such person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations... :

- (1) a governing board member
- (2) a board committee member
- (3) a director
- (4) an officer
- (5) an owner
- (6) a partner
- (7) a shareholder
- (8) a trustee
- (9) an agent
- (10) an employee
- (11) a contractor
- (12) a consultant
- (13) a person who holds any position of management
- (14) a person who has decision or policy making authority.
(Emphasis added.)

Section 54505 states that: "Business Entity, Entity or Provider" means any individual or business venture from whom or from which the regional center purchases, obtains or secures goods or services to conduct its operations."

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.

II. Potential Conflict of Anna Hurst

Anna Hurst is a Board Member at North Los Angeles County Regional Center (hereinafter "NLACRC" or "the Regional Center"), and she serves as the Board Treasurer. As such, she participates in both the Executive Finance and Post-Retirement Medical Trust committees. NLACRC Executive Director Angela Pao-Johnson confirms that Ms. Hurst is a productive and valued member of the Board of Trustees. Attached as **Exhibit A** is Ms. Hurst'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.

Anna Hurst has a potential financial interest in Regional Center operations by virtue of her father being contracted as a respite provider with Right Choice In-Home Health Care LLC (hereinafter "Right Choice"), a vendor of North Los Angeles County Regional Center. This creates a direct conflict for Ms. Hurst 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. Hurst remain in her position on the NLACRC Board of Trustees, Board Treasurer, but limit her actions as a board member and board officer so that she in no way participates in any role whatsoever regarding Right Choice or any other vendor who provides respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services.

III. 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. Hurst's duties and responsibilities as the Board Treasurer and her family member's role in providing respite based on their employment with Right Choice.

A. Ms. Hurst 's Duties as Board Member

As a board member, Ms. Hurst 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. Hurst 's responsibilities as a member of the Board of Trustees of the NLACRC would include, but not be limited to:

1. Attendance, either virtual or in-person, at monthly Board of Trustees meetings, usually held on the second Wednesday of each month at 6:30 p.m.
2. Membership and attendance on one (1) or more board committees.

3. 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.
4. 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 Executive Administrative Assistant to the board.
5. 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.
6. Completion of a W-9 form by board members who seek reimbursement for childcare or personal care services under the Board Member Support policy.
7. Adherence to the board's Code of Conduct.
8. Attendance at the annual board orientation for all newly seated board members.
9. Participation in board-coordinated trainings and the annual board retreat.
10. Visitation to NLACRC-vendored 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).
11. Exercise such other powers and perform such other duties as may be prescribed by the Board of Trustees and the bylaws.

B. Ms. Hurst's Duties as Board Treasurer

The office of Board Treasurer is established in Article V, Section 8 of the bylaws of North Los Angeles County Regional Center. The Board Treasurer shall be a member of the Board of Trustees and elected by the Board of Trustees. The term of office shall be one (1) year with no limitation on the number of terms. A copy of the Board Treasurer Responsibilities is attached as **Exhibit C**. The Board Treasurer participates as a committee member of the Post-Retirement Medical Trust and Executive Finance Committees.

The Board Treasurer shall:

1. Review and report on the Regional Center contract with the Department and the preliminary allocation.
2. Oversee and report on the fiscal status of the Regional Center:
 - a. Review all financial reports and the financial status of the Regional Center.
 - b. Review all audits to assure conformity with accepted practices and contractual requirements.
 - c. Review the initiation of changes to bank accounts, tax returns, and other ongoing corporate financial transactions.
 - d. Participate in the quarterly meetings of the Post-Retirement Medical Trust Committee.
 - e. Exercise such other powers and perform such duties as may be prescribed by

the Board or the NLACRC Bylaws.

C. Ms. Hurst's Family Member's Duties at Right Choice

Right Choice is a service provider to NLACRC that provides the following services:

1. In-home respite services
2. Personal assistance
3. Independent Living services
4. Supported Living services
5. Money management
6. Purchase Reimbursement services

As a respite worker of Right Choice, Ms. Hurst's father provides respite services.

Conflict Resolution Plan

The Regional Center and its Executive Director, Angela Pao-Johnson, have concluded that Ms. Hurst provides great value to the NLACRC Board. 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. Hurst to remain in her position on the Board of Trustees, but to cease any activity or action that might in any way impact Right Choice. This will eliminate any instance in which Ms. Hurst would have to vote, give her opinion, analyze, assess the performance of, or take action for or against Right Choice, and would eliminate any possible action by Ms. Hurst to recommend Right Choice or other similar available respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services .

The second part of the plan is to insulate Ms. Hurst from any involvement whatsoever with the generic type of provider like Right Choice. She would recuse herself from participation in any vote regarding, drafting, planning, or discussion of rules, policies, or restrictions that would impact Right Choice and all other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors. Any duties that potentially relate to Right Choice or generic policies applicable to such a vendor represent a 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. Like other board members, Ms. Hurst develops policy through recommendations from the Executive Director, and thus works with numerous vendors on a variety of services.

Further, as the Conflict Resolution Plan details below, when any matter arises with regard to Right Choice respite, personal assistance, independent living services, supported

living services, money management and purchase reimbursement services vendors, she will agree not to be involved in the discussion of the matter, the presentation of options to the Board, or the decision or vote on such matter. NLACRC will require Ms. Hurst to abstain from discussion with, or involvement in the matter, and require the other board members to take all such actions, including appropriate description of options, recommendations, analysis and ultimate decision and vote.

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

1. Ms. Hurst will have no interaction as a board member with any matter that might impact Right Choice, and specifically she will recuse herself from any vote on any matter that could impact Right Choice.
2. Ms. Hurst will, in every conceivable manner, cease interacting with the Board on any matter that could conceivably impact Right Choice.
3. Ms. Hurst 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 Right Choice or any actions creating policy or approaches that would impact Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
4. Ms. Hurst will not review or participate as a board member in any discussions, recommendations, or decisions about Purchase of Service (POS) authorizations for Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
5. Ms. Hurst will not review or in any way participate as a board member in the preparation, consideration, or any follow-up related to Special Incident Reports from or about Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
6. Ms. Hurst will not create, review, or in any way participate as a board member in any corrective action plans for Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
7. Ms. Hurst will not participate as a board member in any discussions, recommendations, action, or resolution of any complaints pertaining to Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
8. Ms. Hurst will take no part as a board member in decisions regarding vendor appeals, or fair hearings involving Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
9. Ms. Hurst will not as a board member access vendor files or other information the regional center maintains about Right Choice and respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors, either in electronic or hard copy form.

10. Ms. Hurst shall not participate as a board member in developing, creating, or recommending any POS policies, or other policies, that might apply to Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors. Instead, these tasks will become the responsibility of the other board members.
 11. Ms. Hurst will not be involved as a board member in the negotiation, discussion, obligation or commitment of NLACRC to a course of action involving Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
 12. 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. Hurst has no involvement whatsoever in any action or business whatsoever involving or affecting Right Choice and other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors.
 13. These restrictions only apply to Right Choice and policies impacting other respite, personal assistance, independent living services, supported living services, money management and purchase reimbursement services vendors. The bulk of Ms. Hurst's duties regarding a vast array of other Board issues and other vendors will remain unchanged, unless the Board work would in any way impact Right Choice. This amounts to a reassignment of a small portion of her duties and will not reduce the value and productivity that Ms. Hurst provides to the NLACRC Board.
 14. In the event Ms. Hurst's family member changes to a different respite agency during the course of her term, each provision of this plan shall apply regarding the new agency for the duration of the trustee's term on the board.
 15. NLACRC has received approval from its Board of Trustees regarding this Conflict Resolution Plan.
-

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: *Anna Hurst*
Anna Hurst (Jul 23, 2025 07:33:14 PDT)
Anna Hurst, Board Treasurer, NLACRC
Date:

By: *Sharmila Brunjes*
Sharmila Brunjes (Jul 22, 2025 18:39:37 PDT)
Sharmila Brunjes, Board of Trustees President, NLACRC
Date:

By: *Angela Pao-Johnson*
Angela Pao-Johnson, 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: Anna Carlstone Hurst Regional Center: North LA County

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:

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

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 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.

My father, [REDACTED] is a respite provider for my son. He is contracted through Right Choice.

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.

My father, [REDACTED] is a respite provider for my son. He is contracted through Right Choice.

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 member of the board of trustees I vote on contracts greater than \$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.

- ☐ Governing Board Member
- ☐ Vendor Advisory on Board
- ☐ Executive Director
- ☐ 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 Anna Carlstone Hurst (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 7/11/2025

INTERNAL USE ONLY

Date this Statement was received by Reviewer: 7/11/2025

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

Signature of Designated Reviewer

Date Review Completed



7-11-2025

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
Board of Trustees
Exhibit C – Duties of the Treasurer

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

Section 8. Duties of Treasurer. The Treasurer shall:

- (a) Review and report on the Regional Center contract with the Department and the preliminary allocation.
- (b) Oversee and report on the fiscal status of the Regional Center:
 - (1) Review all financial reports and the financial status of the Regional Center.
 - (2) Review all audits to assure conformity with accepted practices and contractual requirements.
 - (3) Review the initiation of changes to bank accounts, tax returns, and other ongoing corporate financial transactions.
- (c) Participate in the quarterly meetings of the Post-Retirement Medical Trust Committee.
- (d) Exercise such other powers and perform such duties as may be prescribed by the Board or these Bylaws.

Revised : 5/15/2025
Adopted: 6/11/2025

NOTIFICATION OF CONFLICT OF INTEREST
AND
SUBMISSION OF CONFLICT RESOLUTION PLAN

JACQUIE COLTON - NLACRC BOARD MEMBER
NORTH LOS ANGELES COUNTY REGIONAL CENTER

I. 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 54520 "Positions Creating Conflicts of Interests for Regional Center Governing Board Members and Executive Directors," which provides in pertinent part:

- (a) A conflict of interest exists when a regional center governing board member... or family member of such person is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations... :

- (1) a governing board member
- (2) a board committee member
- (3) a director
- (4) an officer
- (5) an owner
- (6) a partner
- (7) a shareholder
- (8) a trustee
- (9) an agent
- (10) an employee
- (11) a contractor
- (12) a consultant
- (13) a person who holds any position of management
- (14) a person who has decision or policy making authority.
(Emphasis added.)

Section 54505 states that: "Business Entity, Entity or Provider" means any individual or business venture from whom or from which the regional center purchases, obtains or secures goods or services to conduct its operations."

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.

II. Potential Conflict of Jacquie Colton

Jacquie Colton is a Board Member at North Los Angeles County Regional Center (hereinafter "NLACRC" or "the Regional Center"). NLACRC Executive Director Angela Pao-Johnson confirms that Jacquie Colton is a productive and valued member of the Board of Trustees. Attached as **Exhibit A** is Jacquie Colton'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.

Jacquie Colton has a potential financial interest in Regional Center operations by virtue of her role as an LVN for ASAP Home Health, a NLACRC provider; Ms. Colton is employed with ASAP Home Health, a vendor of North Los Angeles County Regional Center. This creates a direct conflict for Ms. Colton 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 Jacquie Colton 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 regarding ASAP Home Health or any other vendor who provides respite, personal assistance and daycare services.

III. 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. Colton's duties and responsibilities as a board member and her roles with ASAP Home Health.

A. Jacquie Colton 's Duties as Board Member

As a board member, Jacquie Colton 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**.

Jacquie Colton's responsibilities as a member of the Board of Trustees of the NLACRC would include, but not be limited to:

1. Attendance, either virtual or in-person, at monthly Board of Trustees meetings, usually held on the second Wednesday of each month at 6:30 p.m.
2. Membership and attendance on one (1) or more board committees.
3. 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.
4. 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 Executive Administrative Assistant to the board.

5. 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.
6. Completion of a W-9 form by board members who seek reimbursement for childcare or personal care services under the Board Member Support policy.
7. Adherence to the board's Code of Conduct.
8. Attendance at the annual board orientation for all newly seated board members.
9. Participation in board-coordinated trainings and the annual board retreat.
10. Visitation to NLACRC-vendored 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).
11. Exercise such other powers and perform such other duties as may be prescribed by the Board of Trustees and the NLACRC Bylaws.

B. Jacquie Colton's Duties at ASAP Home Health

ASAP Home Health is a service provider to NLACRC that provides the following services:

1. In home respite services
2. Personal assistance
3. Daycare services

As an employee of ASAP Home Health, Jacquie Colton provides respite, personal assistance and daycare services solely to her Son, who is an NLACRC consumer.

IV. Conflict Resolution Plan

The Regional Center and its Executive Director, Angela Pao-Johnson, have concluded that Jacquie Colton 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. Colton to remain in her position on the Board of Trustees, but to cease any activity or action that might in any way impact ASAP Home Health. This will eliminate any instance in which Ms. Colton would have to vote, give her opinion, analyze, assess the performance of, or take action for or against ASAP Home Health, and would eliminate any possible action by Ms. Colton to recommend ASAP Home Health or other similar available respite, personal assistance and daycare vendors.

The second part of the plan is to insulate Ms. Colton from any involvement whatsoever with the generic type of provider like ASAP Home Health. She would recuse herself from participation in any vote regarding, drafting, planning, or discussion of rules, policies, or restrictions that would impact ASAP Home Health and all other respite, personal assistance vendors. Any duties that potentially relate to ASAP Home Health or generic policies applicable to such a vendor represent a 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. Like other board members, Ms. Colton develops policy through recommendations

from the Executive Director, and thus works with numerous vendors on a variety of services.

Further, as the Conflict Resolution Plan details below, when any matter arises regarding ASAP Home Health respite, personal assistance and daycare vendors, she will agree not to be involved in the discussion of the matter, the presentation of options to the Board, or the decision or vote on such matter. NLACRC will require Ms. Colton to abstain from discussion with, or involvement in the matter, and require the other board members to take all such actions, including appropriate description of options, recommendations, analysis and ultimate decision and vote.

The Regional Center and Jacquie Colton suggested Conflict Resolution Plan for this conflict of interest is as follows:

1. Ms. Colton will have no interaction as a board member with any matter that might impact ASAP Home Health, and specifically she will recuse herself from any vote on any matter that could impact ASAP Home Health.
2. Ms. Colton will, in every conceivable manner, cease interacting with the Board on any matter that could conceivably impact ASAP Home Health.
3. Ms. Colton 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 ASAP Home Health or any actions creating policy or approaches that would impact on ASAP Home Health and other respite, personal assistance and daycare vendors.
4. Ms. Colton will not review or participate as a board member in any discussions, recommendations, or decisions about Purchase of Service (POS) authorizations for ASAP Home Health and other respite, personal assistance and daycare vendors.
5. Ms. Colton will not review or in any way participate as a board member in the preparation, consideration, or any follow-up related to Special Incident Reports from or about ASAP Home Health and other respite, personal assistance and daycare vendors.
6. Ms. Colton will not create, review, or in any way participate as a board member in, any corrective action plans for ASAP Home Health and other respite, personal assistance and daycare vendors.
7. Ms. Colton will not participate as a board member in any discussions, recommendations, action, or resolution of any complaints pertaining to ASAP Home Health and other respite, personal assistance and daycare vendors.
8. Ms. Colton will take no part as a board member in decisions regarding vendor appeals, or fair hearings involving ASAP Home Health and other respite, personal assistance and daycare vendors.
9. Ms. Colton will not as a board member access vendor files or other information the regional center maintains about ASAP Home Health and respite, personal assistance and daycare vendors, either in electronic or hard copy form.
10. Ms. Colton shall not participate as a board member in developing, creating, or recommending any POS policies, or other policies, that might apply to ASAP Home Health and other respite, personal assistance and daycare vendors. Instead, these tasks will become the responsibility of the other board members.
11. Ms. Colton will not be involved as a board member in the negotiation, discussion, obligation or commitment of NLACRC to a course of action

involving ASAP Home Health and other respite, personal assistance and daycare vendors.


12. 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. Colton has no involvement whatsoever in any action or business whatsoever involving or affecting ASAP Home Health and other respite, personal assistance and daycare vendors.
13. These restrictions only apply to ASAP Home Health and policies impacting other respite, personal assistance and daycare vendors. The bulk of Ms. Colton's duties regarding a vast array of other Board issues and other vendors will remain unchanged, unless the Board work would in any way impact ASAP Home Health. This amounts to a reassignment of a small portion of her duties and will not reduce the value and productivity that Jacquie Colton provides to the NLACRC Board.
14. In the event the board member changes to a different respite agency during the course of her term, each provision of this plan shall apply to with regard to the new agency for the duration of the trustee's term on the board.
15. NLACRC has received approval from its Board of Trustees regarding this Conflict Resolution Plan.

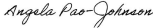
Request Approval of Conflict Resolution Plan

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: 
Jacquie Colton, NLACRC Board Member
Date:

By: 
Sharmila Brunjes, Board of Trustees President, NLACRC
Date:

By: 
Angela Pao-Johnson, 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: Jacquie Colton Regional Center: North Los Angeles County Regional Center

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:

1. Please list your job title and describe your job duties at the regional center.

Board 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 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.

I work at ASAP Home Health as a LVN. ASAP services my son's respite hours

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.

I work at ASAP Home Health who services my son's respite hours

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 Jacquie Colton (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 07/10/2025

INTERNAL USE ONLY

Date this Statement was received by Reviewer: 7/10/2025

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

Signature of Designated Reviewer

Date Review Completed



7-10-2025

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.

California Community Collaborative for Developmental Services

980 9th Street, Sacramento, CA 95814

Tel: 916 -877-7862

lettensohn@arcanet.org

BILL TO**NLACRC**

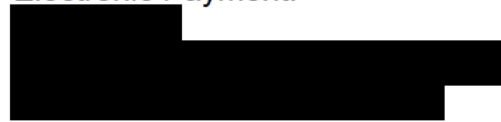
Angela Pao-Johnson, Executive Director

Invoice #	Date	Total Due	Due Date	Terms
ARCA - Collab 2025 NLACRC	6/26/2025	\$5,000	7/26/2025	Net 30

SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
Thanks for your support and sponsorship of the next ARCA Academy event	Sponsorship ARCA Academy Event	1	\$5,000	\$5,000
	SUBTOTAL			\$5,000
	TAX			\$0
	TOTAL			\$5,000
	BALANCE DUE			\$5,000

Please make paper checks out to "California Community Collaborative for Developmental Services." Paper checks can be sent to 980 9th Street, Suite 1450, Sacramento, CA 95814

Electronic Payment:



Wire Transfer:



North Los Angeles County Regional Center
Board of Trustees
Delegated Conservatorship
Policy

North Los Angeles County Regional Center values the health, safety and wellbeing of individuals with developmental disabilities, and we are committed to upholding the rights, dignity and autonomy of all individuals, including those who are conserved by the Director of the Department of Developmental Services (DDS) (“DDS-conserved clients). This policy is developed to mitigate conflicts that may arise when a regional center is the delegated conservator while also providing service coordination to the conservatee. It will also address the process a conservatee or their legal representative may use if they are dissatisfied with the way the regional center is carrying out its delegated conservatorship responsibilities.

Definition:

Conservatorship of individuals with developmental disabilities by DDS is authorized by California Health and Safety (H&S) Code Section 416. Pursuant to H&S Code section 416.19, when DDS is appointed conservator of an individual with a developmental disability, DDS delegates the day-to-day conservatorship authority to the regional center that is serving the conservatee. This is known as “delegated conservatorship.”

Policy:

To reduce potential conflicts of interest for individuals served by the North Los Angeles County Regional Center with a delegated conservatorship, the day-to-day conservatorship duties for those individuals shall be carried out by the **Community Living Specialist** and overseen by the **Consumer Services Supervisor (Specialized Unit)**. The day-to-day conservatorship duties will be separate and removed from the service coordination activities conducted by the conservatee’s assigned Service Coordinator and the Supervisor of that unit.

The **Community Living Specialist**, under the direction and supervision of the **Consumer Services Supervisor (Specialized Unit)** shall:

- Meet at a minimum, quarterly, in person, with the conservatee. This is separate from the quarterly review of the IPP conducted by the assigned service coordinator.
- Maximize the conservatee’s autonomy and support the conservatee in making their own decisions. Timely inform the conservatee about all decisions made by the regional center on their behalf.
- Monitor and timely address with the appropriate regional center staff or external consultants any concerns about the conservatee’s health, safety and well-being, violations of their rights, their satisfaction with current services and living arrangements and the need for additional or different services. They also shall support the conservatee in raising any concerns they may have.
- The Community Living Specialist will assess any potential conflicts in the decision-making process involving the conservatee to the maximum extent possible. If a potential conflict arises, the Community Living Specialist will review with their Consumer Services Supervisor and a meeting to consult and mitigate any potential conflicts in the best interest of the conservatee will convene to include all relevant parties necessary to mitigate the conflict; this may include, but not be limited to, the Community Living Specialist, their Supervisor, assigned CSC, CSC’s Supervisor, assigned Managers, Directors, Clinical Team, and OCRA. The Community Living Specialist will disclose all conflicts in a timely manner and will assist the conservatee to request assistance from the Department’s Ombudsperson or the Department’s Conservatorship Liaison Office if the conservatee is dissatisfied or has any concerns in the decision-making process.
- Complete the Department monthly reporting tool in accordance with the Regional Center Contract about any changes which impact the conservatee’s health, safety or well-being and

changes to their services or service needs.

- Provide information about the conservatee's preferences and needs as part of the development of the comprehensive person-centered biennial assessment. Provide recommendations about the need for conservatorship, alternatives to conservatorship, changes to the conservator's powers, and the availability of others who may be able to serve as conservator.
 - Support the conservatee's participation in the Individual Program Plan (IPP) review meeting and other meetings, as requested by the conservatee.
- The appropriate regional center staff will review the policy on an annual basis. Staff who are newly assigned to an individual who is conserved by the Director of the Department of Developmental Services will review the policy once assigned and annually.

- Assist the conservatee in resolving any concerns they may have about the conservatorship or their regional center services by informing them of the process to request assistance from the Department and/or referring them to other resources who may be able to assist them.

Qualifications and Training of the Community Living Specialist:

At minimum, the **Community Living Specialist** will have a bachelor's degree in social, behavioral, or life science or special education and 2 years of related experience in the field of developmental disabilities or social services working with people with developmental disabilities.

In accordance with the roles and responsibilities of the delegated conservatorship duties, the **Community Living Specialist** will be required to receive additional training on the following topics:

- Alternatives to Conservatorships and Supported Decision Making
- Clients Rights
- Futures Planning
- Person Centered Planning Facilitation Skills
- Training(s) facilitated by DDS for Individuals under DDS Conservatorship

Process for Requesting Assistance from the Department:

A conservatee or their legal representative who is dissatisfied with a regional center's performance in carrying out its delegated conservatorship responsibilities may request assistance from the Department in resolving their concerns through:

- The Department's Ombudsperson at: Ombudsperson@dds.ca.gov or (877) 658-9731.
- The Department's conservatorship liaison office at: ddsconservatorship@dds.ca.gov or (833) 421-0061.

Agenda Item Detail Sheet

ACTION	X
ACTION/CONSENT	_____
DISCUSSION	_____
INFO ONLY	_____

Date: August 13, 2025.

To: Board of Trustees

From: Betsy Monahan, Human Resources Director and Executive Committee

Subject: Approval of the Conflict of Resolution Plan for Leda Medina

BACKGROUND/GENERAL:

Origin of conflicts of interest can be found in Welfare & Institutions Code; Title 17 California Code of Regulations The prohibition against Regional Center employee conflicts of interest originates from 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...”

NLACRC’s current Bylaws Article IV, Section 4, subsection I states:

“If a present or potential conflict of interest is identified for the Executive Director or a board member that cannot be eliminated, a copy of the conflict-of-interest statement and a plan that proposes mitigation measures, including timeframes and actions the regional center governing board or the individual, or both, will take to mitigate the conflict of interest.”

Title 17 of the California Code of Regulations, Section 54533 “Present or Potential Conflict of Interest, Identified, Proposed Conflict Resolution Plan Content, Timelines for Submissions of Proposed Conflict of Resolution Plan” states:

“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 within the regional center or regional center governing board.”

REASON FOR CURRENT ITEM:

Leda Medina, service coordinator, was identified as having a conflict of interest. This Conflict Resolution Plan was drafted to address this conflict.

RECOMMENDATIONS:

That the Board approve the Conflict-of-Interest Resolution Plan for Ms. Jacquie Colton, Board of Trustees member.

**NOTIFICATION OF POTENTIAL CONFLICT OF INTEREST, AND
SUBMISSION OF CONFLICT OF INTEREST RESOLUTION PLAN**

LEYDA MEDINA - SERVICE COORDINATOR
NORTH LOS ANGELES COUNTY REGIONAL CENTER

I. Law Governing Conflicts of Interest

The prohibition against Regional Center employee 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 54526 "Positions Creating Conflicts of Interests for Employees, Contractors, Agents and Consultants," which provides in pertinent part:

- (a) A conflict of interest exists when a Regional Center employee with decision or policy making authority ... or family member of such person is any of the following for a business entity, entity, or provider as defined in these regulations:
 - (1) a governing board member
 - (2) a board committee member
 - (3) a director
 - (4) an officer
 - (5) an owner
 - (6) a partner
 - (7) a shareholder
 - (8) a trustee
 - (9) an employee
 - (10) an agent
 - (11) a contractor
 - (12) a consultant
 - (13) holds any position of management
 - (14) has decision or policy making authority. (Emphasis added.)

Section 54505 states that: "Business Entity, Entity or Provider" means any individual or business venture from whom or from which the regional center purchases, obtains or secures goods or services to conduct its operations. These entities or providers include, but are not limited to, residential facilities "

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.

II. Potential Conflict of Ms. Medina

Leyda Medina is a Service Coordinator at North Los Angeles County Regional Center (hereinafter "NLACRC" or "the Regional Center") currently in an Adult Age Unit (consumers who are 18 years of age and over and are no longer receiving services through LAUSD) in the San Fernando Valley office. NLACRC Executive Director Angela Pao-Johnson confirms that Ms. Medina is a productive and valued employee. Attached as **Exhibit A** is Ms. Medina's completed Conflict of Interest Reporting Statement. As part of the submitted Conflict Resolution Plan, she will remain in her Adult Age position.

Ms. Medina's family member has a potential financial interest in Regional Center operations by virtue of their role as a caregiver for Choice Home Care, a NLACRC In-Home Respite Services provider in the Antelope Valley, Santa Clarita Valley and San Fernando Valley areas.

This document constitutes a submission of the disclosure of this conflict, a plan of action to eliminate any adverse consequences from this relationship, and a request for waiver of the conflict from DDS.

As set forth below, the plan to mitigate this conflict is for Ms. Medina to continue to remain in the Adult Age division in San Fernando where she currently works, since she currently has no consumers on her caseload that use Choice Home Care. Also, she does not interact with her family member, who works for Choice Home Care as a caregiver in the San Fernando Valley.

III. Facts

The submitted 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. Medina's duties and responsibilities and any possible interaction with Choice Home Care, where her family member is a respite worker.

A. Ms. Medina's Position and Duties

As a Service Coordinator, Ms. Medina performs case management for NLACRC's Adult Aged consumers (consumers who are 18 years of age and over and are no longer receiving services through LAUSD). In this role, she works with numerous vendors offering a variety of services, including behavioral, respite, social skills, and adaptive skill- training. These vendors are funded at least in part by the Regional Center. Her responsibilities

include assisting her assigned consumers in securing services and supports. A copy of her job description is attached as **Exhibit B**.

Ms. Medina's primary duties are as follows:

1. Develops, coordinates and facilitates activities for the Adult Age Unit (consumers who are 18 years of age and over and are no longer receiving services through LAUSD), which results in an increased awareness of the services available and rendered to people with developmental disabilities.
2. Performs various functions such as: initiates and responds to consumer, family, service provider, and outside agency communications on topics including service eligibility, regional center service standards, regional center methods, generic agency programs and methods as well as problem resolution. Provides information through a variety of methods. Works collaboratively with consumers, families, others to develop program plans, monitors program results.
3. Provides advocacy services and trains consumers and families in advocacy issues. Schedules and attends interdisciplinary meetings with individuals served, family members, service providers, advocates, etc.
4. Maintains required case records and funding and billing records. Responsible for documentation, completing forms and producing reports.

Under the suggested Plan of Action, Ms. Medina will remain in the Adult unit and accordingly have no role or involvement whatsoever with any matter that might conceivably impact Choice Home Care or her family member's work as a caregiver.

B. Ms. Medina's Family Member's Role at Choice Home Care

Ms. Medina's family member is a caregiver for Choice Home Care. In this capacity, the family member only provides respite services for another family member who is a consumer of NLACRC.

Choice Home Care's purpose is to provide families with In-Home Respite Services, Personal Assistance Services, and Adult/Senior Care Services. Choice Home Care serves the Antelope Valley, Santa Clarita Valley and San Fernando Valley areas. As a vendor of NLACRC, it is currently authorized to provide such services.

IV. Submission of Conflict Resolution Plan

The Regional Center and its Executive Director, Angela Pao-Johnson, have concluded that Ms. Medina provides great value to the consumers 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 submit the 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. Medina to continue to remain in the Adult Age position and she will have no business interaction with her family member, who provides respite caregiving service. This will eliminate any instance in which Ms. Medina would have to interact with her family member regarding her family member's services or other available services.

The second part of the plan is to insulate Ms. Medina from any involvement whatsoever with any interaction or dealing with Choice Home Care. She currently does not perform any duties that potentially relate to Choice Home Care. Ms. Medina manages an entire caseload of Adult Age consumers and works with numerous vendors on a variety of services, none of whom use this vendor.

Additionally, Ms. Medina role as well as the role of other Consumer Services Coordinators as it relates to respite, personal assistance, and adult/senior care vendors is solely an administrative function in which a list of vendors who provide respite services is given to the family and consumer, it is then their responsibility for selecting a vendor that can best fit their needs. Ms. Medina does not offer any recommendations or opinion on the selection of such vendors and will continue with this practice.

Further, as the Conflict Resolution Plan details below, when any of the consumers in her caseload desire, require or use the services Choice Home Care provides, Ms. Medina will agree to immediately notify her supervisor, Rosa Rivera, who will then reassign the case to another Consumer Services Coordinator.

The Regional Center's and Ms. Medina's submission of her plan of action for resolution of this potential conflict of interest is as follows:

1. Ms. Medina will remain in NLACRC's Adult Age Program in the San Fernando Valley Office and ensure that there is no interaction with her family member at Choice Home Care in a business setting.

2. Ms. Medina will, in every conceivable manner, continue to avoid interacting with Choice Home Care or those who do interact with Choice Home Care on any matter regarding Choice Home Care's business matters.

3. Ms. Medina will not participate in the consideration, preparation, review, presentation, formulation or approval of any report, plan, opinion, recommendation or action regarding Choice Home Care.

4. Ms. Medina will not participate in referrals or placement to this vendor. For any consumer placed with Choice Home Care, she will not participate in any internal review of such consumer's Individual Program Plan under Welfare and Institutions Code, Section 4646.4, but rather, such tasks will be delegated to another Regional Center employee.

5. Ms. Medina will not review or participate in any discussions, recommendations, or decisions about Purchase of Service authorizations for this vendor.

6. Ms. Medina will not review or in any way participate in the preparation, consideration, or any follow-up related to Special Incident Reports (“SIRs”) from or about this vendor.

7. Ms. Medina will not create, review, or in any way participate in, any corrective action plans for this vendor.

8. Ms. Medina will not participate in any discussions, recommendations, action, or resolutions of any complaints pertaining to this vendor.

9. Ms. Medina will take no part in vendor appeals, or fair hearings involving Choice Home Care.

10. Ms. Medina will not access vendor files to Choice Home Care either in their electronic or hard copy form.

11. Ms. Medina shall not participate in developing any Purchase of Service (“POS”) policies that might apply to Choice Home Care. Instead, these tasks will become the responsibility of her supervisor.

12. Ms. Medina will not be involved in the negotiation, discussion, obligation or commitment of NLACRC to a course of action involving Choice Home Care.

13. The NLACRC management staff will be informed about this Plan of Action, and they will be informed of the need to ensure that Ms. Medina is not involved whatsoever in any action or business whatsoever involving or affecting Choice Home Care.

14. NLACRC will communicate to Ms. Medina's coworkers as appropriate to inform them of the details of this Plan of Action and the need to ensure that Ms. Medina plays no role whatsoever in any action involving or affecting Choice Home Care.

15. These restrictions only apply to Choice Home Care. The bulk of her duties regarding other vendors will remain unchanged, unless work for another vendor would in any way impact Choice Home Care. This amounts to a reassignment of a small portion of her duties and will not reduce the value and productivity that Ms. Medina provides to NLACRC.

16. NLACRC has provided information to its Board of Directors regarding this waiver.

17. Further, Ms. Medina will continue to be a vital, effective part of the NLACRC team after the elimination of all her duties and any possible role regarding Choice Home Care. As noted above, her duties will still be considerable and substantial regarding the consumers she provides services for, and regarding the vendors that she interacts with who are unrelated to Choice Home Care.

18. If one of Ms. Medina's consumers needs a referral to the type of services Choice Home Care provides, she will not make any recommendation. If there is any additional information required by the consumer and family, NLACRC will require her supervisor, Rosa Rivera, to take on that task and describe the options available to the consumer and family.

19. Finally, NLACRC will also ensure that Choice Home Care as appropriate is informed of this Plan to ensure that there is no contact between Ms. Medina and either her family member or Choice Home Care on business matters.


V. 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: 
Leyda Medina (Aug 5, 2025 09:06:05 PDT)
Leyda Medina, Consumer Service Coordinator

Date: 08/05/25

By: 
Rosa Rivera (Aug 6, 2025 16:47:54 PDT)
Rosa Rivera, Consumer Services Supervisor

Date: 08/06/25

By: 
Angela Pao-Johnson (Aug 5, 2025 15:48:10 PDT)
Angela Pao-Johnson, Executive Director, NLACRC

Date: 08/05/25

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: Leyda Medina Regional Center: North Los Angeles County Regional Center

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:

1. Please list your job title and describe your job duties at the regional center.

Consumer Service Coordinator - Provides service coordination for Unit 11.

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 checked="" 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.

Family member works for Choice Home Care as a caregiver.

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 checked="" 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.

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 checked="" 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 Leyda Medina (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 Leyda Medina Digitally signed by Leyda Medina
Date: 2025.07.01 14:13:20 -07'00' Date _____

INTERNAL USE ONLY

Date this Statement was received by Reviewer: 7/07/2025

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

Signature of Designated Reviewer

Date Review Completed



7-07-2025



North Los Angeles County Regional Center

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

Exhibit B

CONSUMER SERVICES COORDINATOR

The Organization

North Los Angeles County Regional Center "NLACRC" is a private, non-profit agency that is contracted with the State of California, Department of Developmental Services, to provide services to individuals with intellectual and developmental disabilities. NLACRC is one of the largest regional centers in California and has proudly served the San Fernando Valley, Santa Clarita Valley, and Antelope Valley since 1974. We serve individuals across the lifespan from infants and toddlers, school age children, transition-age youth, to adults and aging adults.

Supervision

Receives supervision from Consumer Services Supervisors/Managers.

The Position and Job Summary

Provides information, advocacy, and service arrangement for consumers and families.

- Participation in the development of program plans for individuals; monitoring and evaluating these plans and revising them as necessary.
- Identify and coordinate services for individuals and their families.
- Documentation, completing forms and reports in accordance with regulations and NLACRC policies and procedures.
- Serve as an advocate for individuals served by community agencies.
- Schedule and attend interdisciplinary meetings with individuals served, family members, service providers, advocates, etc.
- Identify barriers to service delivery and implement culturally sensitive strategies that embody empathy, trust, and respect; comfort working in underserved and non-traditional office settings to meet our community needs.
- Rotate officer-of-the-day duties with other Service Coordinators; assisting co-workers with special projects and unique situations; provide case-coverage as needed; and providing emergency on-call services when required.

Employment Standards

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily.

Education & Experience

Bachelor's degree in psychology, social work, sociology, or related human services field and two years of related experience. A Master's degree in a related subject may be substituted for experience.



North Los Angeles County Regional Center

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

Skills and Abilities

Understanding of family systems and appreciation for person-centered planning and thinking; empowering individuals to achieve their goals. Knowledge of intellectual and developmental disabilities, good organizational skills, demonstrated ability to work independently and cooperatively as a part of an interdisciplinary team, excellent verbal and written communication skills, and proficiency with MS Word and MS Outlook.

Essential Requirements

Service coordination is a community-based position that requires meeting with individuals served and their families in their homes, in the community, or in our office location. Must be comfortable working with a high degree of independence. Frequent telephone, virtual, and out-of-office meetings required. Valid California Driver's License and reliable transportation, or acceptable substitute, required.

NLACRC Offers an Excellent Benefits Package

We offer employees a variety of health and dental plans:

- Health Insurance - NLACRC pays the full cost of coverage for certain Medical plans for employee only. We also provide a generous contribution to additional plans that the employee may select for employee only or employee and dependents costs.
- Dental Insurance – NLACRC pays the full cost of the Dental DMO Plan for employees and eligible dependents. We also offer a Dental PPO plan with a low employee monthly contribution for employees and eligible dependents
- Pre-Tax Flexible Spending Account for eligible health care expenses
- Pre-Tax Dependent Care Flexible Spending Account for eligible dependent care expenses
- No cost Life, Accidental Death & Disability, Long Term Disability Insurance for employees
- No cost Vision plan for employees and eligible dependents
- Retirement plan - NLACRC is a member of CalPERS which is a defined benefit plan that provides a monthly retirement allowance for eligible employees
- NLACRC offers two (2) deferred compensation plans - 457 and 403(b)
- Participate in the Public Service Loan Forgiveness program
- Paid Time Off – Eligible for 3 weeks of accrued vacation in the first year, 8 hours per month sick time, education, wellness, and sabbatical time
- Holidays – NLACRC offers 12 paid holidays throughout the year
- Most positions are offered a hybrid – remote option

Please note that benefit costs are pro-rated for part-time employees.

Professional Development Opportunities & Growth

NLACRC values the professional development of staff! Variety of career paths for entry-level management positions for those seeking leadership opportunities in the social services field.



North Los Angeles County Regional Center

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

Diversity, Equity, and Inclusion

At NLACRC, we value and celebrate diversity! In September 2021, NLACRC launched an initiative to enhance and strengthen our commitment to diversity and belonging.

Compensation

This position is a non – exempt, hourly position.

Base Pay Rate / Salary Range Information

The actual amount offered within the posted salary/pay rate range will depend on a variety of factors, including degree obtained/education, experience, skills and abilities, and other relevant job-related factors. The lower end of salary range applies to candidates who meet minimum qualifications or have limited years of relevant experience; the higher end of range will apply to seasoned candidates with considerable years of direct relevant experience.

NLACRC is an equal opportunity employer. Further, NLARC will consider for employment qualified applicants with criminal histories in a manner consistent with the requirements of the City of Los Angeles' Fair Chance Initiative for Hiring Ordinance.

BOARD & BOARD COMMITTEE LIST

FY 2025-2026

Board of Trustees

Sharmila Brunjes—President
Juan Hernandez—Vice President,
ARCA CAC Alt*
Curtis Wang—Board Secretary
Anna Hurst—Treasurer
Leticia Garcia – ARCA Rep
Alex Kopilevich – VAC Chair
Nicholas Abrahms
George Alvarado
Cathy Blin
Blanca Chavez
Jacquie Colton
Jennifer Koster
Laura Monge
Jeremy Sunderland
Jason Taketa

Executive Finance

Angela Pao-Johnson, Staff
Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Anna Hurst, Alt. Chair
Leticia Garcia
Juan Hernandez
Curtis Wang
[VAC Representative](#)

(3 open positions)

Community Relations

Evelyn McOmie, Staff
Chris Whitlock, Staff
Lindsay Granger, Admin
Nicholas Abrahms
Jennifer Koster
Cathy Blin
George Alvarado
Blanca Chavez
Jacquie Colton
Lety Garcia
Juan Hernandez
Laura Monge
Jeremy Sunderland
Jason Taketa
Curtis Wang
[VAC Representative](#)
Sharon Weinberg
Jodie Agnew-Navarro

Nominating

Evelyn McOmie, Staff
Lindsay Granger, Admin
Curtis Wang
Sharmila Brunjes
Lety Garcia
Juan Hernandez
[VAC Representative](#)
Alex Kopilevich

Post-Retirement Medical Trust

Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Juan Hernandez
Angela Pao-Johnson
Vini Montague
Anna Hurst

North Los Angeles County Regional Center
Board of Trustees

Board Deadlines FOR FY 2025-26

JULY

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

AUGUST

Board Member Orientation Training

Board of Trustees Meeting (Hybrid In-Person at Chatsworth)

- 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
- Completed Executive Director evaluation forms are due to the Board President and board attorney(s) within thirty (30) days of the initial distribution date (unless discussed with the Board President and there is agreement and approval to grant an extension.)

Executive Finance Committee (EC) Meeting & Orientation

- Semi-Annual Review of Performance Contract Metrics

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

SEPTEMBER

Board Retreat on September 6, 2025

Board of Trustees Meeting (Zoom)

- All ED Performance Evaluations must be completed and returned before the date of the meeting.

Executive Finance Committee (EC) Meeting

- Whistleblower Compliance Officer (HR Director) gives the Committee an Annual Report on compliance activity.

NOVEMBER

Board of Trustees Meeting (Hybrid In-Person at Santa Clarita Valley Office)

- 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.
- Review the CY 2026 Board Training Plan

Executive Committee (EC) Meeting

- Review of prior year's Performance Contract Year-End report.

DECEMBER

(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

Board of Trustees Meeting (Zoom)

- Performance Contract Year-End Report presented to the Board and public at January board meeting.
- Board Self-Evaluations will be sent out this month.

FEBRUARY

Board of Trustees Meeting (Hybrid In-Person at Antelope Valley Office)

- Next FY's Performance Contract Draft is presented to the Board for review/approval.

MARCH

Board of Trustees Meeting (Zoom)

- Audited Financial Statement is presented for approval.
- Present Draft FY 25-26 Performance Contract for approval.

APRIL

Board of Trustees Meeting (Zoom)

- Approve FY24-25 Performance Contract.
- Committee interest for next board year is solicited via boardsupport@nlacrc.org from returning board members / due by 3rd week of April for presentation at the April EC meeting

MAY

Board of Trustees Meeting (Hybrid at Chatsworth Office)

- Nominating Committee presents their recommended nominees, re-nominees, and slate of officers for next fiscal year.
- NLACRC's Form 990 Tax Return is presented to the Board for their review and acceptance.
- Presentation of NCI Data.
- Recommend to the Board to authorize an officer to secure insurance in June for next fiscal year.
- Committee assignments are recommended by the Board President for approval for the next fiscal year.
- NLACRC's Form 990 Tax Return is presented.
- Recommend to Board regarding ARCA dues for upcoming fiscal year.
- Recommend to the Board to authorize an officer to secure insurance in June for next fiscal year.
- Post-Retirement Medical Trust – Actuary Presentation of NLACRC's Actuarial Report

Vendor Advisory Committee (VAC) Meeting

- A new chair is elected to serve next fiscal year.
- New VAC members are elected to serve next fiscal year

JUNE

Board of Trustees Meeting (Zoom)

- Election results are announced for Board Members, Board Officers, Board Interns, and


Vendor Advisory Committee for the next fiscal year.

- Approval of the Board Budget for next fiscal year
- President presents final committee assignments for board approval for the next fiscal year.
- Conflict of Interest statements are distributed to Board members.
- 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.

[ccal.2025-26] Approved:



					NLACRC Whistleblower Complaint Log		Fiscal Year 2024-25
	Time Period:	6/16/2025 - 7/15/2025					
Date Complaint Received	Complainant Type	Investigation Case No.	Date Acknowledgment Sent to Complainant	Nature of Complaint	Investigation Allegation Details	Investigation Results	Corrective Action Taken (if applicable)
12/12/2024	Community Member	2024-SPWB-013	12/12/2024	Vendors have not been paid through FMS vendor; Conflict of interest . SDP Funds not being managed appropriately.	Complainant alleges: 1. Vendors have not been paid through FMS vendor, rather funding is transferred to a vendored company owned by the Independent Facilitator (IF) who is paying for services provided to client. 2. Conflict of interest as Independent Facilitator owns the vendored business serving family. 3. Payments are being withheld during Winter break by IF. Parent has not authorized gap in services. 4. IF is diverting SDP funds to their vendored account causing budgeting discrepancies and missing funds.	1. Vendors have not been paid through FMS vendor, rather funding is transferred to a vendored company owned by the Independent Facilitator (IF) who is paying for services provided to client. 2. Conflict of interest as Independent Facilitator owns the vendored business serving family. 3. Payments are being withheld during Winter break by IF. Parent has not authorized gap in services. 4. IF is diverting SDP funds to their vendored account causing budgeting discrepancies and missing funds. <i>Referred to SDP Ombudsmen; CM meeting with DDS to further review</i>	Open
4/4/2025	Family Member	2025-SPWD-07	4/4/2025	Failure to provide services; Allegation of Abuse/Neglect; Allegation of Substance Abuse; Allegation of Theft & Personal Safety	Complainant alleges: 1. Abuse and Neglect: Client reportedly being emotionally, physically, and financially abused; facility is allegedly billing for services 1:1 not being delivered; client confined to his room for most of the day and only taken out for brief errands or occasional outings. 2. Substance Abuse and Enabling Behavior: client began taking medications six months ago, which is a significant change given his history of never having been medicated. This was done against the family's wishes: Since starting medication, client has reportedly suffered from: An 80-pound weight gain; Depression; Deterioration of his teeth; Presence of body fungus; He has also reportedly started using cannabis and other hard drugs while in the home; Staff are allegedly aware of and facilitating this drug use, including taking him to purchase cannabis; The facility is reportedly retaining drug paraphernalia (e.g., a pipe) in the event of an audit. 3. Theft and Personal Safety Concerns: Client feels unsafe in the home and reports that personal belongings, including items from his room and wallet, have been stolen (<i>Substantiated/CAP</i>); When he addresses these concerns with staff, they allegedly gaslight him; Family report being denied visitation when they advocate on his behalf; Staff reportedly do not engage with or speak to Dominick regularly.	Open	Open
4/11/2025	NLACRC Employee	2025-EWB - 02	4/14/2025	Allegation of unprofessional conduct, discriminatory behavior, improper systems' use	Complainant(s) allege: 1. NLACRC staff improperly followed established SOPs to create/ migrate temp/contractor system accounts to employee accounts post-conversion. 2. NLACRC staff incorrectly set access controls to prevent employees from their ability to use applications for their time-sensitive work. 3. NLACRC staff used improper methods with systems to complete work activities. 4. Employees impacted by items 1-3 were treated differently than other similarly-situated employees. <i>Investigation tendered to outside counsel to complete investigation.</i>	<i>Outside investigation findings:</i> 1. NLACRC staff improperly followed established SOPs to create/ migrate temp/contractor system accounts to employee accounts post-conversion. <i>Insufficient to substantiate</i> 2. NLACRC staff incorrectly set access controls to prevent employees from their ability to use applications for their time-sensitive work. <i>Insufficient to substantiate</i> 3. NLACRC staff used improper methods with systems to complete work activities. <i>Sufficient to substantiate</i> 4. Employees impacted by items 1-3 were treated differently than other similarly-situated employees. <i>Insufficient to substantiate under WB Policy; sufficient to substantiate under NLACRC policy.</i>	Closed Corrective actions enacted
4/16/2025	NLACRC Employee	2025-EWB - 04	4/17/2025	Allegation of improper conduct by staff to co-workers; failure to hold staff to account for their duties creating a negative work impact for co-workers	Complainant alleges: 1. Staff employee fails to complete assigned duties. 2. Supervisor fails to hold staff to account for poor performance.	1. Staff employee fails to complete assigned duties. <i>Substantiated</i> 2. Supervisor fails to hold staff to account for poor performance. <i>Substantiated</i>	Closed Corrective actions enacted

					NLACRC Whistleblower Complaint Log		Fiscal Year 2024-25
		Time Period:	6/16/2025 - 7/15/2025				
Date Complaint Received	Complainant Type	Investigation Case No.	Date Acknowledgment Sent to Complainant	Nature of Complaint	Investigation Allegation Details	Investigation Results	Corrective Action Taken (if applicable)
5/19/2025	Family Member	2025 -EWB - 06	5/23/2025 via USPS mail	Lack of CSC contact or provision of services.	(Reported via USPS mail; confirmation of complaint provided via same method.) Family member of transition-age consumer alleging lack of contact or service provisions by assigned CSC.	Lack of contact/service provisions by assigned CSC - <i>Substantiated</i>	Closed Corrective actions enacted
5/22/2025	NLACRC Employee	2025 -EWB - 05	5/22/2025	Allegations of the following: 1. Hiring Irregularities 2. Mishandled cybersecurity/Misaligned leadership 3. Suppression of internal feedback 4. Security/HIPAA violations 5. Workplace misconduct Allegations above refer to/include reference to prior DDS-referred complaints (24-102803 and 24-110101)	Complainant alleges: 1. Hiring Irregularities 2. Mishandled cybersecurity/Misaligned leadership 3. Suppression of internal feedback 4. Security/HIPAA violations 5. Workplace misconduct <i>Investigation tendered to outside counsel to assist with additional investigation.</i>	1. Hiring Irregularities <i>Previously addressed/adjudicated by NLACRC under complaints 24-102803 and 24-110101.</i> 2. Mishandled cybersecurity/Misaligned leadership <i>Previously addressed/adjudicated by NLACRC under complaints 24-102803 and 24-110101.</i> 3. Suppression of internal feedback <i>Insufficient to substantiate (investigated under 2025 - EWB -02)</i> 4. Security/HIPAA violations <i>Insufficient to substantiate (investigated under 2025 - EWB -02)</i> 5. Workplace misconduct <i>Insufficient to substantiate</i>	Closed Corrective actions enacted
5/29/2025	Anonymous/Unknown	2025-SPWB-08	N/A	Staffing ratios not being met; Communication barriers between staff and participants; Participant in PIP is not being paid for hours worked.	Complainant alleges: 1. 1:1 Staffing ratio for a client is not being provided. 2. Some staff are not able to communicate in the participants preferred language. 3. A participant in PIP is not being paid for the full 2.5 hours due to family's fear of losing benefits.	Open	Open
6/9/2025	Anonymous/Unknown	2025-UWB-01	N/A	Unfair work practices; Staff not being treated fairly; Failure to report; Clients not being engaged; Clients Rights Violations. Amended/re-opened from original complaint submitted 4/9/2025	Complainant alleges: 1. Physical abuse against clients by staff; 2. Program Director does not address or make reports of incidents; 3. Clients being treated unfairly & are not engaged in choosing activities; 4. Staff not treated fairly by program director; 5. Clients being asked to sign safety and emergency drill & not explain what they are signing .	Open	Open
6/14/2025	Community Member	2025-SPWB-09	6/24/2025	Unfair work practices; Staff not being treated fairly; Concerns with billing practices.	Complainant alleges: 1. Unprofessional and Retaliatory behavior by the facility manager (disregard for staff and resident well-being) 2. Potential violations of staff rights and responsibilities. 3. Fraudulent payroll practices (being required to work shifts without being allowed to clock in or receive proper compensation).	Open	Open
7/1/2025	Anonymous	DDS; 2025-UWB-02	N/A	Fraudulent billing practices; Staff and consumer boundary concerns; Staffing not being provided; Clients Rights Violation	Complainant alleges: 1. Staff has been billing for services that are not provided to consumer and has been using fraudulent documentation (i.e., timesheets). 2. Consumer lives at staff's private residence in Chatsworth. 3. Consumer has not been receiving 24-hour supervision or care. 4. Staff has been neglecting and mistreating individual for the past 4 years.	Open	Open
7/2/2025	Community Member	2025-SPWB-10	TBA	Client's Rights Violation	Complainant alleges sexual abuse by licensed care staff.	Open	Open

		Time Period:	6/16/2025 - 7/15/2025			NLACRC Whistleblower Complaint Log	Fiscal Year 2024-25
Date Complaint Received	Complainant Type	Investigation Case No.	Date Acknowledgment Sent to Complainant	Nature of Complaint	Investigation Allegation Details	Investigation Results	Corrective Action Taken (if applicable)
7/9/2025	Community Member	2025-SPWB-11	TBA	Client's Rights Violation; Lack of supervision; Health & Safety; Failure to report incidents; Staffing policies and protocols.	Complainant alleges: 1. Individuals served are treated poorly by the program director and staff. Examples include: -Individuals are yelled at, called names, harassed, and verbally and physically abused. -Individuals are excluded from group activities/socializing with other individuals served. - Staff are leaving individuals unattended while using their cellphones and/or when individuals are upset, not ensuring the individuals are safe, and not considering the individuals' wants, needs, and goals. -Individuals are being provoked, potentially resulting in aggressive behaviors. 2. Individuals served are signing documents without receiving explanations on what is being signed (i.e., safety meeting and emergency drill documents). 3. Incidents are ignored by this provider and are not reported. 4. Staff are attempting to have client(s) removed from the program. 5. Staff use their cellphones (i.e., text messaging, video calling) while driving individuals and other staff in the company van. 6. Staff prohibit individuals from making purchases. 7. Staff cover the deficiencies within the program to prevent licensing from observing what is occurring. 8. Staff prevented a client from entering the company van to be taken home (names not provided). 9. Staff are inappropriately holding individuals and mocking them. 10. Staff did not report an incident where an individual had a seizure and fell on the ground. 11. The provider is not using funds towards the clients' activities and is	Open	Open
7/10/2025	Anonymous	2025-UWB-03	N/A	Client's Rights Violation; Failure to report.	Complainant alleges: 1. The house administrator verbally abused resident. 2. The incident was reported to upper management, but no action was taken to address it.	Open	Open



North Los Angeles County Regional Center
Director's Report
August 2025

1. NLACRC Spotlight:

A. 2026 Legislative Breakfast

- i. On June 27, 2026, NLACRC hosted its Legislative Breakfast at New Horizons, welcoming over 150 guests for a catered breakfast.
- ii. Panelists discussed key issues including:
 1. Transportation access
 2. Medicaid and Social Security barriers
 3. Workforce development
 4. Early intervention
 5. Housing supports
- iii. Marty Omoto, respected disability rights advocate, served as MC.
- iv. Suad Bisogno, CEO of Integrated Resources Institute, received the Jynny Retzinger Award in recognition of her leadership in the developmental disabilities community.

B. Support Positions Hired & Additional Training Rolled Out

- i. All lead trainer positions are now filled (15 out of 15), demonstrating continued momentum in staff development and leadership capacity.
- ii. 2 additional Self-Determination Program Consumer Services Coordinator Lead Trainers (SDP CSC Lead Trainers) have been hired for a total of 7.
- iii. In-Person Self-Determination Program Training has been rolled out to our Case Management Staff.

C. 2026 Generic Resource Fair

- i. NLACRC hosted two Generic Resource Fairs in 2026—one in Antelope Valley and one in San Fernando Valley—to strengthen partnerships with community-based organizations.
 1. More than 60 organizations participated, increasing staff awareness of local resources and improving referral pathways.
 2. Approximately 400 NLACRC staff attended across both locations.
 3. These events supported stronger cross-sector collaboration to better serve individuals and families
 4. Post-Event surveys showed 97% of staff found their fair “very helpful” and 94% rated it as “excellent”.

D. Psychological Testing Appointment Growth

- i. From January 1 to August 1, 2025, NLACRC offered 1,098 psychological testing appointment slots, compared to 863 during the same period in 2024.
 1. This reflects an increase of 235 slots.
 2. This represents a 27.2% year-over-year increase in appointment availability.

- ii. Expanded capacity enables more timely assessments and service access for individuals and families.

E. Caseloads Continue to Decrease

- i. Medicaid Waiver: 1 in 83 Individuals Served to Service Coordinator
 - a. Statute: 1:62
 - b. In March of 2024: 1:113
- ii. Age 0 to 5: 1 in 61 Individuals Served to Service Coordinator
 - a. Statute: 1:40
 - b. In March of 2024: 1:78
- iii. All Others: 1: 81 Individuals Served to Service Coordinator
 - a. Statute: 1:66
 - b. In March of 2024: 1:104
- iv. Vacant Caseloads are Down to 19 Caseloads (approximately 1100 Individuals Served)
 - a. In October of 2024: 35 vacant caseloads, 2031 individuals served.

2. Department of Developmental Services (DDS) Updates:

A. Self-Determination Program- What's Ahead:

- i. The Department of Developmental Services will begin community engagement in mid-August on topics including individual budgets, financial management services, spending plans, and transition supports.
- ii. Regional centers will be consulted first.
 - a. The effort is framed as an investment in improving the program.
 - b. Planned updates include:
 - 1. Guidance on building individual budgets
 - 2. Adjustments tied to rate reform
 - 3. Employer identification numbers for minors
 - 4. Review of large budget increases
- iii. Agreements between participants and providers, similar to In-Home Supportive Services
 - a. The department will work with the State Council on Developmental Disabilities to improve the orientation process.
 - b. Cost-effectiveness definitions for both traditional and self-determination programs are due by August 2026, with hopes to finish early.

3. Center Updates:

i. Recruitment:

- i. Total # of positions filled: 898
 - 1. Total # of authorized positions: 1029
- ii. Augst New Hires
 - 1. 1st Cycle (8/11/2025): 8 confirmed
 - 2. 2nd Cycle (8/25/2025): 7 unconfirmed

- iii. Net new hires for FY24/25 was 156, which is a 84% increase from the net new hires from FY23/24.

- 1. Our Year-Over-Year turnover fell from 17.82% to 10.8%.

- ii. **Outreach:**

- i. **Filipino Support Group Annual Picnic – July 26, 2025 – 70+ Attendees**

- 1. NLACRC participated in the Filipino Support Group’s Annual Picnic, which was attended by over 70 Filipino families.
 - 2. Families connected with new and existing members, enjoyed mini games, and received NLACRC and FFRC resources.
 - 3. This event reflects NLACRC’s long-standing engagement with the Filipino community through the many years the support group has been active.

- ii. **Black Student Family Reunion and Backpack Giveaway – August 2025 – 163 Community Members Engaged**

- 1. In partnership with the California Association of African American Superintendents and Administrators (CAAASA) and LAUSD’s Black Student Achievement Plan, NLACRC participated in a back-to-school fair for families in Region North.
 - 2. The event offered free health services, including sports physicals, dental and vision care, immunizations, school supplies, and essential goods.
 - 3. The DEIB team engaged with 163 community members unfamiliar with the Regional Center system, distributing 49 brochures and service descriptions.
 - 4. The fair promoted student wellness, academic readiness, and equitable access to resources.

- iii. **Antelope Valley Community Baby Shower – August 2025 – 60 Attendees**

- 1. NLACRC participated in Project Joy’s Community Baby Shower, attended by 60 expecting mothers and mothers of infants under 3 months.
 - 2. DEIB staff shared eligibility criteria for the Early Start program, emphasized the benefits of early intervention, and reviewed Lanterman Act eligibility and available supports.

- iii. **Consumer Statistics:**

- i. Total served: 39,642
 - 1. Early Start: 5,248
 - 2. Lanterman: 31,945
 - ii. Breakdown of all three valleys:
 - 1. AV (Early Start & Lanterman): 9,358

- 2. SCV (Early Start & Lanterman): 4,359
 - 3. SFV (Early Start & Lanterman): 23,476
- iii. Intake all three valleys: 949 & Early Start Intake: 308
- iv. All other categories not captured in Early Start, Lanterman, and Intake, such as Provisional, Enhanced, Specialized, and other which total: 1,192
- iv. **2026 Social Recreation Reimbursement & Support Update**
 - i. Social recreation reimbursements through MIJI take approximately 4 weeks with complete referrals—2 weeks for intake review and 2 weeks for onboarding and payment.
 - ii. Delays occur due to incomplete referrals, vague authorizations, missing notes, and business onboarding or invoicing issues.
 - iii. MIJI has 20 staff and is hiring 10 more to meet demand.
 - iv. NLACRC launched Social Recreation Open Office Hours to support service coordinators, particularly in the School Age unit, which has the highest volume of requests.
 - 1. 34% of school-aged service coordinators attended in the San Fernando Valley Office.
 - 2. Open Office Hours will soon occur in other office hours too.
 - v. Some coordinators receive up to 23 social recreation requests per month.
- v. **1-Click Survey Implementation**
 - i. NLACRC added 1-Click Surveys to all staff email signatures for external recipients.
 - 1. Feedback includes quick ratings and optional comments, with responses provided within 72 business hours.
 - 2. Results are reviewed to identify trends, recognize high performers, and address areas needing coaching.
 - 3. This initiative launched two weeks ago to strengthen service quality and responsiveness.
- vi. **Quality Assurance (Community Services Department)**
 - i. QA staff conducted 100 residential visits.
 - 1. 43 were unannounced in-person visits.
 - 2. 7 Corrective Action Plans were developed with residential providers.
 - 3. 0 Plans of Improvement were issued for non-residential providers.
- 4. **Upcoming Disability Organization Events/Activities:**
 - A. State Council on Developmental Disabilities next council meeting—September 30, 2025
 - B. Disability Rights California's next board meeting—September 20, 2025
 - C. Self-Determination Local Advisory Committee Meeting—August 21, 2025



North Los Angeles County Regional Center

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

www.nlacrc.org

Self Determination Program Report - Implementation Updates

August 1, 2025

North Los Angeles County Regional Center Statistics

Participants have completed Orientation from 2019-Present: **1,250** (increased by 24)

Total number of budgets that are certified: **673** (increased by 14)

Total number of spending plans that are approved: **593**

Total number of spending plans in progress: **57**

Total number of PCP's completed: **577** (increased by 15)

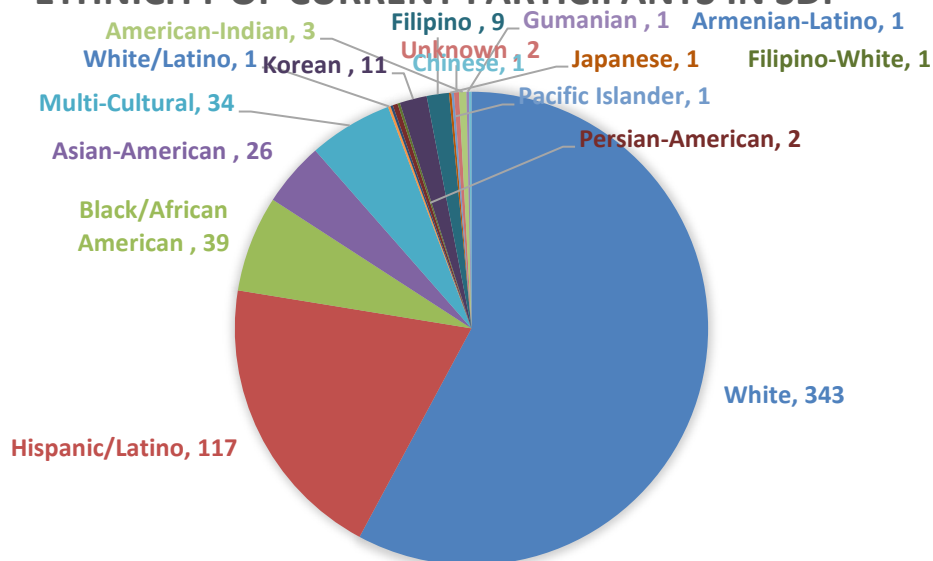
Total number of participants that did not continue after receiving budget: **3**

Total number of participants that have opted out of SDP: **13** (increased by 1)

Total number of Inter-Regional Center Transfers (out): **7**

Participants that have fully transitioned into SDP with approved spending plans and active SDP IPPs: **593** (13 transitions)

ETHNICITY OF CURRENT PARTICIPANTS IN SDP



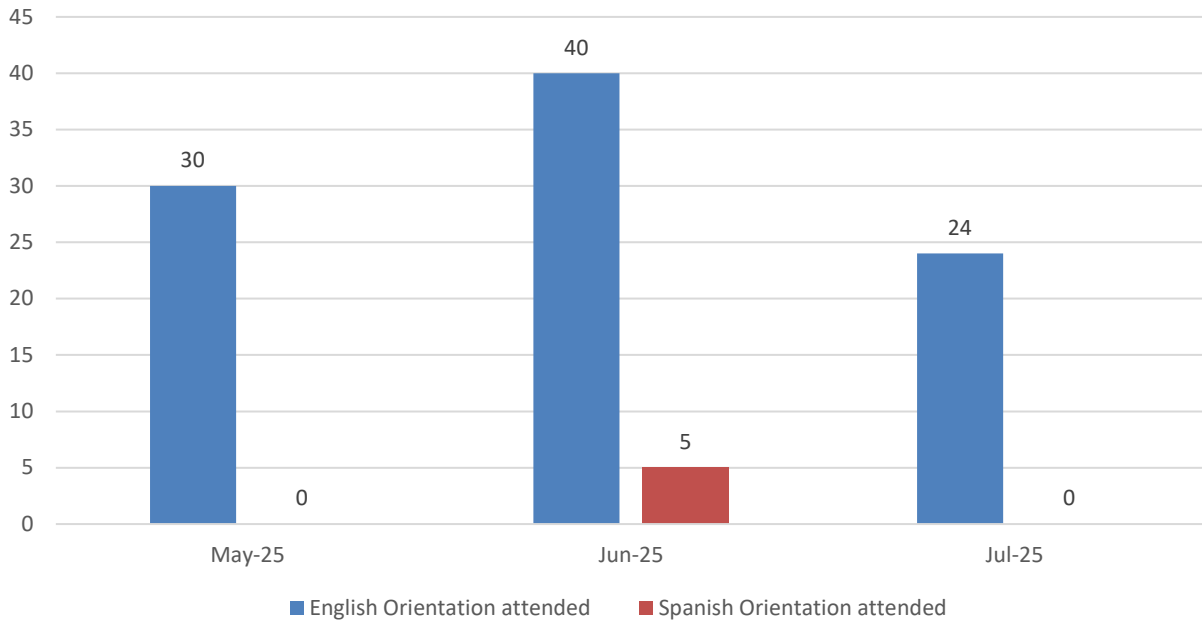
Transitions based on ethnicity:

White: 7

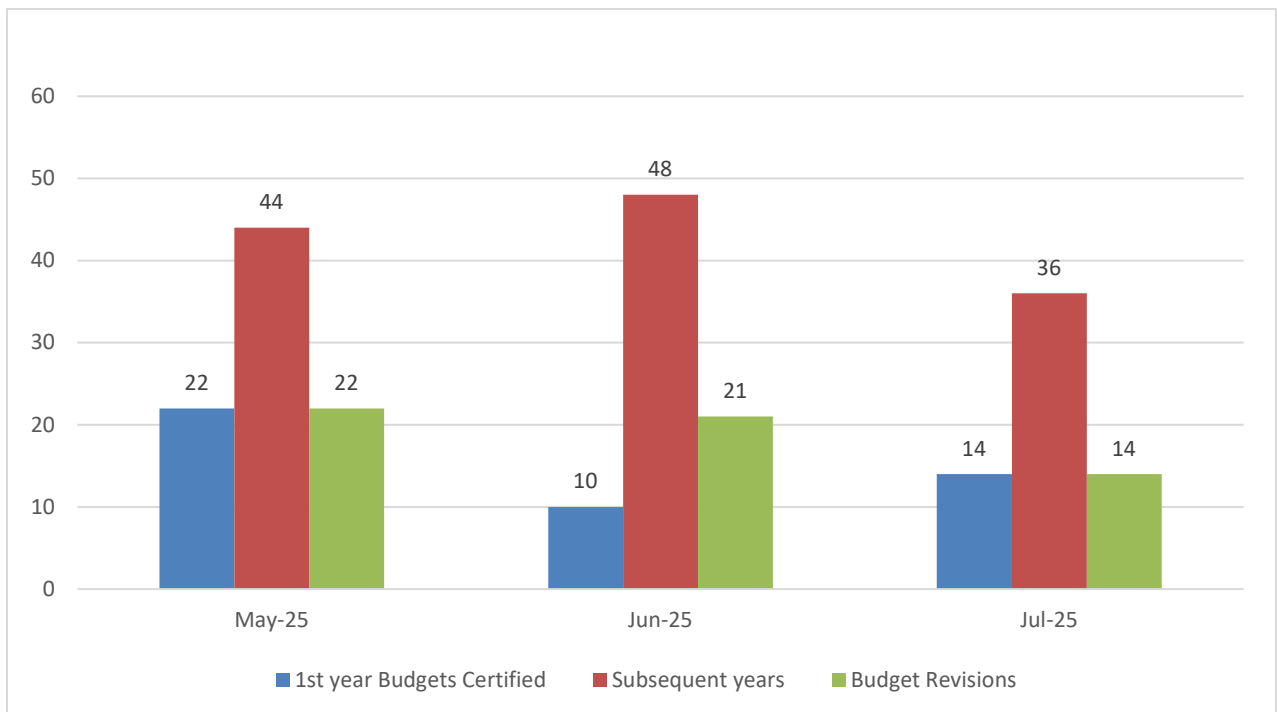
Latino/Hispanic: 5

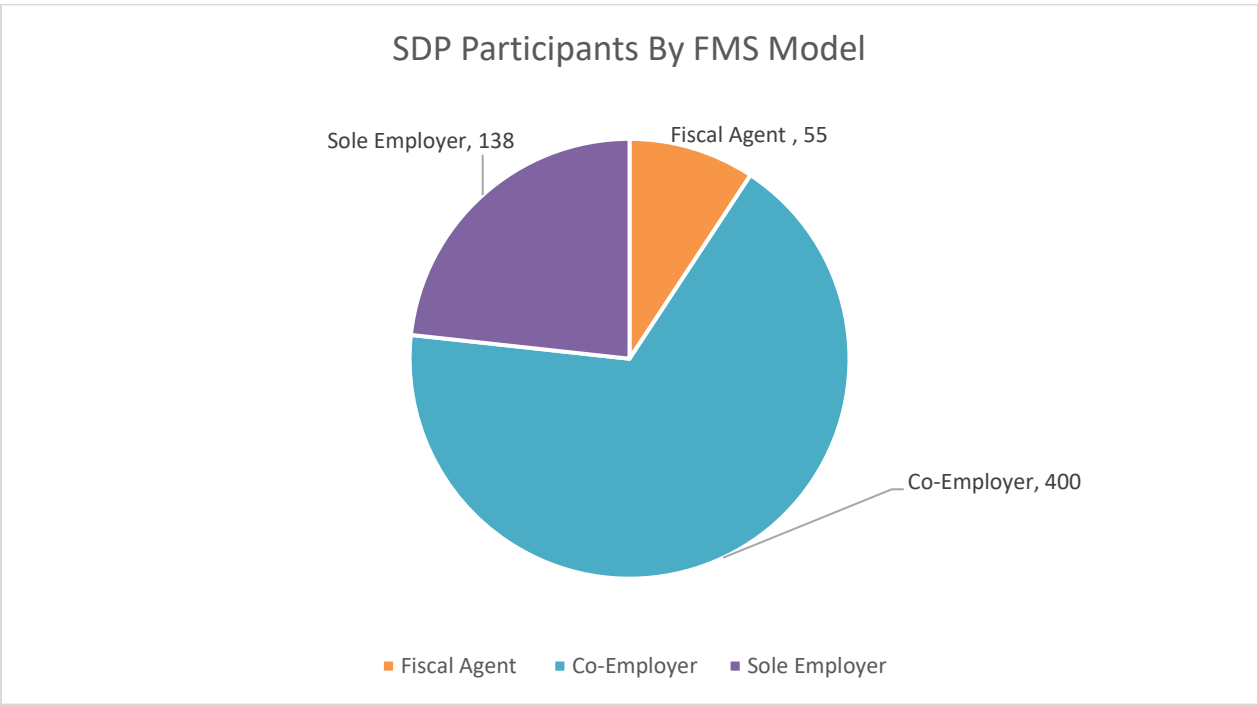
Asian-American: 1

Monthly Participants Attending SDP Orientation

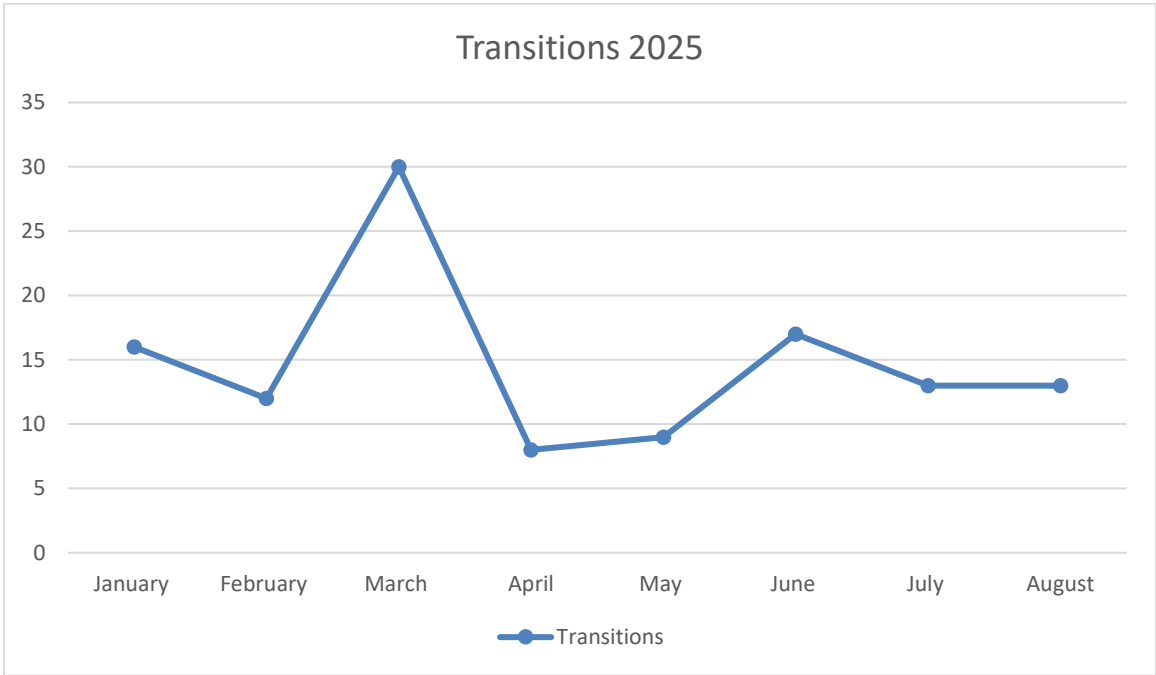


Monthly Budgets Certified





Transitions this month:
Bill Payer: 2
Co-Employer: 10
Sole Employer: 1



Total transitions this year: 118

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 September 8, 2025 (English) from 9AM-12:00PM
 - Monday August 18, 2025 (Spanish) from 9AM-12:00PM
- Self Determination Support Group – September 3, 2025 at 4:30pm via Zoom. [Meeting Registration - Zoom](#)
- SDP Local Volunteer Advisory Committee- Thursday, August 21st 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!
- 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.
 - AACcolades
 - Claudia Cares Consulting
 - HelpGrow Freedom
 - Integrated Community Collaborative (ICC)
- 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
Accura	Bill Payer, Co-Employer, Sole Employer	English	Yes	19.90% Co-employer 15.68% Sole Employer	\$125,000	Subash Rajavel subash@accurafms.com 408-768-2334
Ace	Bill Payer, Co-Employer, Sole Employer	English & Farsi	Yes, Free consultation available to prospective clients.	24.86% Co-employer 15.68% Sole Employer	Max budget: \$120,000	Phone: 833-4-ACE FMS (833-422-3367), Option 1 Info@acefms.com Web: Http://AceFMS.com
Action	Bill Payer, Co-Employer, Sole Employer	English & Spanish	Yes, new clients call and leave message or fill out a <u>contact us</u> 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

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.	21.25%	\$200,000	Yvette Torres (424) 210-8810 yvettet@acumen2.net
Arch	Bill Payer, Co-Employer, Sole Employer	English		Co-Employer is 19.86% Sole Employer 14.27%	\$150,000 Possible exceptions	Contact Phone Number 619-330-7097 Email Contact support@archfms.com www.archfms.com
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.	17.37%	Anything above \$150,000 requires additional review. They have a “hard limit” of \$200,00.000 annually.	(866) 979-1182 fmsinfo@aveanna.com
Balance	Bill Payer, Co-Employer, Sole Employer		Consultation and intake form	19.55% Co-employer 13.65% Sole Employer	\$120,000	Main Line: (888) 368-3710 Teri Ercoli Phone: (424)228-9854 E-mail: info@balancefms.com
Cambrian	Bill Payer, Co-Employer	English, Spanish, Vietnamese, Tagalog, Farsi	Yes	22.20%	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	19.15%	None	(510) 336-2900 (833) 268-8530 contact@essentialpay.com
Dromen	Bill Payer, Co-Employer, Sole Employer	English, Spanish				Contact Phone Number John Feringa: (909) 821-7598
FACT	Bill Payer, Co-Employer, Sole Employer	English	Waiting list	20%	Unknown	(310) 475-9629 FMS@factfamily.org
FMS Pay LLC	Bill Payer	English Spanish Translation available for other languages	Yes	N/A	No budget limit	Phone: (858) 281-5910 Website: www.myfmspay.com connect@fmspay.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	Elva Chavez (877) 659-4500 tjones@gtindependence.com
Mains'l	Bill Payer, Sole Employer, and Co- employer	English & Spanish	Require certified budget & spending plan draft to start onboarding process.	17.23% for Sole Employer 17.13% for Co- employer	None	Jason Bergquist (866) 767-4296 jmbergquist@mainsl.com
Public Partnerships LLC (PPL)	Sole Employer-		Yes	18.47% for Sole Employer		Customer Service Hours: 8 am – 5 pm PST 844-902-6665 Email: pplcalifornia@pplfirst.com Web: CA SDP PPL First
Ritz	Bill Payer,	English, Spanish &	New clients-	18.90%	\$120,000	Website: Ritzfms.com



North Los Angeles County Regional Center

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

| www.nlacrc.org

	Co-Employer	Mandarín	visit website to fill out an inquiry form. Waitlist-June 2024			Kitleng Pui kpui@ritzvocational.com (626)-600-4703
Sentinel Four	Bill Payer, Co-Employer, Sole Employer		Consultation	18.07% Co-employer 13.37% Sole Employer-	None	https://sentinelfour.com/contact-us/
SequoiaSD, Inc.	Bill Payer, Co-Employer, Sole Employer	English, Spanish, Translation available for other languages	Yes, but have certified budget.	20.64%	\$250,000	Info@sequoiasd.com Website: sequoiasd.com sequoiaenrollment@sequoiasd.com 949-301-9950
Sisk	Bill Payer, Co-Employer, Sole Employer	English, Spanish				Contact Phone Number Apriely L. Sisk (209) 910-9100 Email Contact SISKFSI@gmail.com https://siskfinancial.com/

NORTH LOS ANGELES COUNTY REGIONAL CENTER

ARCA Delegate Report

Name: Lety Garcia

Meeting: ARCA Board of Directors Meeting

Date of Meeting: 6/26/25-6/27/25

1.	Number of Attendees	Approx. 40
2.	Public Input:	Excellent presentation by South Central LA Regional Center (SCLARC) on their Specialized Services Unit serving individuals with Forensic needs. This award-winning unit addresses the needs of individuals with developmental disabilities in the judicial system. It specializes in creating tailored interventions and supports for people served that find themselves in correctional facilities, juvenile hall, and court systems.
	Funding and Sustainability:	DSP University Funding approved by Governors Budget. \$100M in budget cuts to DDS with budget up to \$3.1B for 2026. Currently, there are 491,000 people served by regional centers in CA. DDS has a newly designed website streamlining information and easy access.
4.	Inclusive Communities:	Due to funding cuts, Implicit Bias Training for regional centers has been cancelled.
5.	Flexible and Sustainable Service Models:	DDS is reviewing restrictive policies for Social Recreation to insure access for all. Early Start Caseloads have seen a rise and have surpassed where they were pre-covid.
6.	Self-Determination Program:	New DDS Chief Deputy of Community Services Lee Yang will oversee the areas of Self Determination, as well as Employment for people with special needs, and, Service Equity within the RC system. The SDP budget increased \$230mil for 2026.
7.	Points of Discussion for the Board:	
8.	Miscellaneous:	ARCA Academy Leadership Training for staff and board members is November 15-16, 2025 at Alta California Regional Center (ACRC) in Sacramento, CA. Please mark your calendars.
9.	Next ARCA Meeting:	August 14-15, 2025 in Irvine, CA.

Board of Trustees Budget vs Expenditures
Fiscal Year 2025-2026
Approved July 31, 2025

Description	Approved Budget 7/31/25	YTD Expenses	Budget Remaining	% of Budget Utilized
BOARD RECRUITMENT				
Board & Vendor Advisor Committee Member Recruitment (advertising, chamber memberships, social media, etc)	\$ 5,845.00		\$ 5,845.00	0.00%
BOARD SUPPORTS & MEETING SUPPLIES				
Board Member Support to Participate in Meeting & Events (overnight mailing, supplies, etc.)	\$ 2,000.00		\$ 2,000.00	0.00%
Board Meeting Supplies (nameplates, office supplies, etc.)	\$ 1,000.00	\$ 58.86	\$ 941.14	5.89%
Roberts Rules Book for New Members	\$ 300.00	\$ 14.70	\$ 285.30	4.90%
Transportation/Mileage Reimbursement for Board Members to Attend In-Person Meetings	\$ 2,000.00		\$ 2,000.00	0.00%
Child Care/Attendant Care Support for Board Members to Attend Meetings	\$ 12,000.00		\$ 12,000.00	0.00%
Food & Beverage for In-Person Board & Committee Meetings (4 board + 10 VAC = 14 x \$700)	\$ 9,800.00		\$ 9,800.00	0.00%
EVENTS & ACTIVITIES				
Board Retreat (INLA office, 2 meeting days - meals)	\$ 5,000.00		\$ 5,000.00	0.00%
Board Dinner	\$ 15,000.00		\$ 15,000.00	0.00%
Consumer Advisory Committee Holiday Party (Dec 2025)	\$ 750.00		\$ 750.00	0.00%
Consumer Advisory Committee Potluck Party (July 2025)	\$ 58.30	\$ 58.30	\$ -	100.00%
ARCA Academy Sponsorship	\$ 5,000.00		\$ 5,000.00	0.00%
ARCA Academy Attendance (Nov 2025, Sacramento - airfare, hotel, meals, transportation, etc.)	\$ 12,000.00		\$ 12,000.00	0.00%
ARCA Meetings, Conferences, & Activities (ARCA Delegate, 10 meetings - airfare, hotel, meals, transportation, etc.)	\$ 9,500.00		\$ 9,500.00	0.00%
Legislative Events: Grassroots	\$ 5,000.00		\$ 5,000.00	0.00%
Legislative Consultant (Legucator)	\$ -		\$ -	
SOFTWARE & TRAININGS				
Software: Roberts Rules Made Simple	\$ 800.00		\$ 800.00	0.00%
Software: Board Support Software (OnBoard or Boardable)	\$ 8,000.00		\$ 8,000.00	0.00%
Training: Parliamentary Training (Robert Duitman)	\$ 500.00		\$ 500.00	0.00%
Training: Leadership, Board Advocacy, Board Effectiveness, Ambassadorship	\$ 1,000.00		\$ 1,000.00	0.00%
LEGAL & CONSULTANTS				
Consultant: Executive Director Evaluation Model (3-Year Contract: 1. \$9840, 2. \$4890, 3. \$4890)	\$ 19,620.00		\$ 19,620.00	0.00%
Legal: Executive Director Evaluation Process (Enright & Ocheltree)	\$ 11,000.00		\$ 11,000.00	0.00%
Consultant: Parliamentarian/Governance Coach	\$ 25,000.00		\$ 25,000.00	0.00%
Legal: Attend Board & Committee Meetings, Board Policies (Enright & Ocheltree)	\$ 150,000.00		\$ 150,000.00	0.00%
COMMUNITY SPONSORSHIPS				
Sponsorships	\$ -		\$ -	
Total Board Expenses	\$ 301,173.30	\$ 131.86	\$ 301,041.44	0.04%

FY2024

\$ 8,800.91



Board Expenditure History

FY2023-2024 (YTD through August state claim 2024)
FY2022-2023 (YTD through April state claim 2024)
FY2021-2022 (Utilization Impacted by COVID-19)
FY2020-2021 (Utilization Impacted by COVID-19)
FY2019-2020 (Utilization Impacted by COVID-19, March 20, 2022)
FY2018-2019
FY2017-2018

	Actual Expense	Original Budget	% Utilized
\$	98,500.00	\$ 101,500.00	97.0%
\$	89,516.93	\$ 101,500.00	88.2%
\$	77,869.72	\$ 101,500.00	76.7%
\$	44,328.89	\$ 101,500.00	43.7%
\$	52,307.20	\$ 96,000.00	53.4%
\$	93,673.37	\$ 94,000.00	99.7%
\$	74,050.54	\$ 89,750.00	82.5%

year to date as of May 18, 2023

	hours	\$	2024 hourly rate
meetings	80	\$ 36,000	4 hours x 10 board meetings; 4 hours x 10 exec comm meetings
bylaws	40	\$ 18,000	
policies	80	\$ 36,000	
consult	80	\$ 36,000	
trainings	40	\$ 18,000	
		\$ -	
		\$ -	
		\$ 144,000	

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

Chair: Alex Kopilevich, M.A.

Date of Meeting:

06/12/2025 (Hybrid)

1.	Public Input / Concerns	<ul style="list-style-type: none"> 1 Public comment by Jaklen Kesishyan regarding the expos on 10/12/25 SFV and 9/27/25 AV. * Audio issues with the microphone in the AV office presented a challenge throughout the meeting.
2..	Points of Discussion	<ul style="list-style-type: none"> Goals for Fiscal Year 2025/2026 discussed and finalized Conflict of Interest forms need to be signed by any VAC member who services on any another committee. They will be sent out on July 1st and will have a deadline listed in the body of the email. It is essential to adhere to the deadline as failure to complete such in an timely manner is considered a notice of resignation from your position. Vendor Training/Mentorship program – final meeting with Community Services on 6/17/25. Self-Determination: 92 new participants thus far in 2025. Vendor Community Survey topics will be discussed by Lindsay with Angela Pao-Johnson on how to best move forward and include the majority of our vendor community.
3.	Reported out to Committee / Meeting	<ul style="list-style-type: none"> Evelyn McOmie presented for Angela Pao-Johnson who was at a work-related conference in Washinton D.C. Sandis is now standard across all 21 regional centers in California. All of the IPP's are the same across the state. 2025 an average of 599 psychological assessments are completed per month, which is up from 362 from 2024. Funding for Workforce Training & Development (DSP) is eliminated. Due to budget aspects a number of services such as Transportation, Community Care Facilities, and In-home respite have been reduced. Vendor Portal issues appear to have been resolved. There is a hold on new vendors to join the portal at this time. Stephanie Margaret filled in for Arshalous Garlanian (who was also in D.C. for the conference) and updated us about the challenges with rate reform and finalized QIP payments for vendors. Thus far for June, 500 vendors have had their QIP payments processed. The rest will be completed during the upcoming months. Over the past year, NLACRC has reduced its vacant caseloads from roughly 5800 to 1100.
4.	Actions Items for the Board:	<ul style="list-style-type: none"> Lindsay Granger will touch based with Angela Pao-Johnson regarding the process in which the Vendor Community Survey Topics will be selected.

5.	Upcoming Items:	<ul style="list-style-type: none">• Next VAC meeting August 14, 2025 @ 9:30am (In-person Chatsworth/Hybrid).
----	-----------------	--

Rolling 12-Month Attendance	Jul-25	Aug-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-06	Mar-26	Apr-26	May-26	Jun-26	Total	Total
	Dark		Board Orientation	Board	Dark	Board	Dark	Board	Board	Board	Board	Board	Board	Absences	Hours
Nicholas Abrahms			P												
George Alvarado			P												
Cathy Blin			Ab												
Sharmila Brunjes			P												
Blanca Chavez			P												
Jacquie Colton			P												
Leticia Garcia			P												
Juan Hernandez			P												
Anna Hurst			Ab												
Alex Kopilevich (<i>VAC Rep</i>)			P												
Jennifer Koster			P												
Laura Monge			P												
Jeremy Sunderland			P												
Jason Taketa			P												
Curtis Wang			P												
Meeting Time															

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

FY 2024-25	Jul-25	Aug-25	Sep-25	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Total
Vendor Advisory Committee	Dark			Dark		Dark						Dark	Absences
Alex Kopilevich, Chair													0
Jaklen Keshishyan, Alt. Chair													0
Jodie Agnew Navarro													0
Masood Babaeian													0
Paul Borda													0
Andrea Devers													0
David Ebrami													
Cal Enriquez													0
Ute Escorcia													0
Jason Gillis													
Ricki Macken Chivers													0
Vahe Mkrtchian													0
Desiree Misrachi													
Daniel Ortiz													0
Jen Pippard													0
Tal Segalovich													
Octavia Watkins													0
Sharon Weinberg													0

Meeting Time

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

ALPHABET SOUP

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

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

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

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

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

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

[alphabetsoup] January 7, 2021

2025-2026 Board of Trustees / Committee Meeting Schedule

August through July

August 2025

W	08/05/25	5:00pm	BOARD ORIENTATION (In-Person Chatsworth)
W	08/06/25	3:00pm	CONSUMER ADVISORY
W	08/06/25	5:30pm	NOMINATING
M	08/11/25	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	08/13/25	4:00pm	BOARD PRE-MEETING DINNER (OPTIONAL)
W	08/13/25	5:00pm	DDS MEETING IN-PERSON
W	08/13/25	6:00pm	BOARD MEETING (Hybrid - Chatsworth)
Th	08/14/25	9:30am	VENDOR ADVISORY
W	08/20/25	5:00pm	COMMUNITY RELATIONS (Zoom)
W	08/21/25	5:30pm	POST-RETIREMENT MEDICAL TRUST
Th	08/28/25	5:00pm	EXECUTIVE FINANCE

September 2025

W	09/03/25	3:00pm	CONSUMER ADVISORY
Sat	09/06/25	All-Day	BOARD RETREAT (In-Person Chatsworth)
W	09/08/25	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	09/10/25	6:00pm	BOARD MEETING
Th	09/11/25	9:30am	VENDOR ADVISORY
Th	09/25/25	5:00pm	EXECUTIVE FINANCE

October 2025

M	10/06/25	5:00pm	BOARD TRAINING: RC BUDGETS
---	----------	--------	----------------------------

November 2025

W	11/05/25	3:00pm	CONSUMER ADVISORY
W	11/05/25	5:30pm	NOMINATING
M	11/10/25	5:00pm	BOARD PACKET REVIEW AND TRAINING
M	11/12/25	4:00pm	BOARD PRE-MEETING DINNER (OPTIONAL)
M	11/12/25	5:00pm	DDS MEETING IN-PERSON
W	11/12/25	6:00pm	BOARD MEETING (Hybrid - Santa Clarita)
Th	11/13/25	9:30am	VENDOR ADVISORY
W	11/19/25	5:00pm	COMMUNITY RELATIONS
Th	11/20/25	5:00pm	POST-RETIREMENT MEDICAL TRUST
Th	11/20/25	5:00pm	EXECUTIVE FINANCE

December 2025

--	--	--	--

January 2026

W	01/07/26	3:00pm	CONSUMER ADVISORY
W	01/07/26	5:30pm	NOMINATING
Th	01/08/26	9:30am	VENDOR ADVISORY
M	01/12/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	01/14/26	6:00pm	BOARD MEETING
W	01/21/26	5:00pm	COMMUNITY RELATIONS
Th	01/29/26	5:00pm	EXECUTIVE FINANCE

February 2026

W	02/04/26	3:00pm	CONSUMER ADVISORY
W	02/04/26	5:30pm	NOMINATING
M	02/09/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	02/11/26	4:00pm	BOARD PRE-MEETING DINNER (OPTIONAL)
W	02/11/26	5:00pm	DDS MEETING IN-PERSON
W	02/11/26	6:00pm	BOARD MEETING (Hybrid - AV)
Th	02/12/26	9:30am	VENDOR ADVISORY
Th	02/19/26	5:00pm	POST-RETIREMENT MEDICAL
Th	02/26/26	5:00pm	EXECUTIVE FINANCE

March 2026

W	03/04/26	3:00pm	CONSUMER ADVISORY
W	03/04/26	5:30pm	NOMINATING
M	03/09/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	03/11/26	6:00pm	BOARD MEETING
Th	03/12/26	9:30am	VENDOR ADVISORY
W	03/18/26	5:00pm	COMMUNITY RELATIONS
Th	03/26/26	5:00pm	EXECUTIVE FINANCE

April 2026

W	04/01/26	3:00pm	CONSUMER ADVISORY
W	04/01/26	5:30pm	NOMINATING
M	04/06/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	04/08/26	6:00pm	BOARD MEETING
Th	04/09/26	9:30am	VENDOR ADVISORY
Th	04/30/26	5:00pm	EXECUTIVE FINANCE

May 2026

W	05/06/26	3:00pm	CONSUMER ADVISORY
M	05/11/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	05/13/26	4:00pm	BOARD PRE-MEETING DINNER (OPTIONAL)
W	05/13/26	5:00pm	DDS MEETING IN-PERSON
W	05/13/26	6:00pm	BOARD MEETING (Hybrid - Chatsworth)
Th	05/14/26	9:30am	VENDOR ADVISORY
W	05/20/26	5:00pm	COMMUNITY RELATIONS
Th	05/21/26	5:00pm	POST-RETIREMENT MEDICAL TRUST
Th	05/28/26	5:00pm	EXECUTIVE FINANCE

June 2026

M	06/08/26	5:00pm	BOARD PACKET REVIEW AND TRAINING
W	06/10/26	6:00pm	BOARD MEETING
Th	06/11/26	9:30am	VENDOR ADVISORY
W	06/03/26		CONSUMER ADVISORY (tentative)

July 2026

--	--	--	--

Dark Month* - July, October, and December

BOARD & BOARD COMMITTEE LIST

FY 2025-2026

Board of Trustees

Sharmila Brunjes—President
Juan Hernandez—Vice President,
ARCA CAC Alt*
Curtis Wang—Board Secretary
Anna Hurst—Treasurer
Leticia Garcia – ARCA Rep
Alex Kopilevich – VAC Chair
Nicholas Abrahms
George Alvarado
Cathy Blin
Blanca Chavez
Jacquie Colton
Jennifer Koster
Laura Monge
Jeremy Sunderland
Jason Taketa

Executive Finance

Angela Pao-Johnson, Staff
Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Anna Hurst, Alt. Chair
Leticia Garcia
Juan Hernandez
Curtis Wang
[VAC Representative](#)

(3 open positions)

Community Relations

Evelyn McOmie, Staff
Chris Whitlock, Staff
Lindsay Granger, Admin
Nicholas Abrahms
Jennifer Koster
Cathy Blin
George Alvarado
Blanca Chavez
Jacquie Colton
Lety Garcia
Juan Hernandez
Laura Monge
Jeremy Sunderland
Jason Taketa
Curtis Wang
[VAC Representative](#)
Sharon Weinberg
Jodie Agnew-Navarro

Nominating

Evelyn McOmie, Staff
Lindsay Granger, Admin
Curtis Wang
Sharmila Brunjes
Lety Garcia
Juan Hernandez
[VAC Representative](#)
Alex Kopilevich

Post-Retirement Medical Trust

Vini Montague, Staff
Lindsay Granger, Admin
Sharmila Brunjes, Chair
Juan Hernandez
Angela Pao-Johnson
Vini Montague
Anna Hurst

BOARD ADVISORY COMMITTEE LIST

FY 2025-2026

Vendor Advisory

Angela Pao-Johnson, Staff
Lindsay Granger, Admin
Alex Kopilevich, Chair
Jaklen Keshishyan, Alt. Chair
Jodie Agnew-Navarro
Octavia Watkins
Masood Babaeian
Paul Borda
Andrea Devers
David Ebrami
Cal Enriquez
Ute Escorcio
Jason Gillis
Ricki Macken Chilvers
Desiree Misrachi
Vahe Mkrtchian
Daniel Ortiz
Jen Pippard
Tal Segalovitch
Sharon Weinberg

Consumer Advisory

Santos Rodriguez
Lindsay Granger, Admin.
Juan Hernandez, Chair
Bill Abramson
Pam Aiona
George Alvarado
Jennifer Koster
Elena Tiffany
Destry Walker

Self Determination

Silvia Renteria-Haro, Staff
Robin Monroe, Staff
Lori Walker, Chair
Juan Hernandez – Board Liaison
Miriam Erberich, Co-Chair
Victoria Berrey
Michael Carey
Socorro Curameng
Richard Dier
Jordan Feinstock
Jon Francis
Ricardo Martinez
Erica Rodriguez