

**Minutes of Regular Meeting
of
North Los Angeles County Regional Center
A Nonprofit Corporation**

The Board of Trustees of North Los Angeles County Regional Center, Inc., a nonprofit corporation, held their regular board meeting at North Los Angeles County Regional Center, 15400 Sherman Way, Suite 170, Van Nuys, California, on November 12, 2014.

Trustees Present

Daniel Becerra
Dorothy Daniels
Craig Girard
Jenean Glover
Jessica Gould
Juan Hernandez
Duane Joslin
Myriam Jovel
Jenni Moran
Debra Newman
Lou Paparozzi
William Rayber
Sean Stalbaum
Angela White
Tavia Wooley

Trustees Absent

Dawn Hamilton

Guests Present

Liz Lyons
Carolyn Caldwell
Denise Thornquest
Richard Dier
Linda Dier
Victoria Berry
Michelle Heid
Jann Seymour

Staff Present

George Stevens Lori Pearson
Diane Ambrose Song Kim
Jennifer Kaiser Marissa Campos
Anna Whitlock Nita Gatlin
Kim Rolfes Lucy Ramirez
Lucy Gezalyan Sandra Henrichson
Michele Marra Rosa Hernandez
Norma Periello Yolanda Haro
Mauricio Baker April Munoz
Georgia McLean Carol Bluiett

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1. Call to Order & Introductions

The meeting was officially called to order by Jenean Glover, president, at 6:30 p.m. when it was determined that a quorum was present. Introductions were made.

2. Public Input & Comments

- A. Richard Dier, parent and former board member, announced that he participated in the recent self-determination conference that was held in Culver City. He thought the conference was very informative and was disappointed that NLACRC did not authorize the registration fees for its consumers and families.
- B. Liz Lyons, consumer and former board member, also announced that she participated in the self-determination conference, but she is looking forward to attending NLACRC's conference which will be held sometime in the spring.

- C. Gay Wane announced that she recently attended the memorial service for John Swicegood, consumer and former board member. John's life had such an impact on the lives of so many other people. There was standing room only at his service.

3. Consent Items

- A. Approval of Revised Agenda (*Packet #2, page 110*)

Item 20.A. was changed to reflect that the next board meeting would be held in Santa Clarita.

M/S/C (J. Moran/D. Joslin) To approve the agendas as modified.

- B. Approval of October 8th Board Meeting Minutes (*Packet #1, page 7*)

M/S/C (D. Newman/C. Girard) To approve the minutes as presented.

4. Discussion: Self-Determination Advisory Committee (*Packet #1, page 14*)

Senate Bill 468, which established the new self-determination program, states that each regional center shall have a local volunteer advisory committee to provide oversight of their self-determination program. Half of the members are to be appointed by the regional center and the other half by the local Area Board. Membership must include the regional center's client rights' advocate, consumers, family members, other advocates, and community leaders. The committee must also reflect the multicultural diversity and geographic profile of the regional center's catchment area. The Consumer Services Committee is bringing the establishment of NLACRC's advisory committee to the full board for their thoughts and input. After discussion, the board agreed that members should have good critical thinking skills and that once the group was established that all members would be educated on the self-determination program so they all begin their membership on "an even playing field."

M/S/C (C. Girard/D. Becerra) To have the Consumer Services Committee develop a process for selecting members to serve on the center's self-determination advisory committee.

Action: George will contact Roberta Newton, executive director of Area Board 10, about coordinating the self-determination advisory committee.

5. Committee Action Items

A. Administrative Affairs Committee (Dan Becerra)

- * 1. Approval of Contract: Laura Schmieder – *Handout*

M/S/C (D. Joslin/W. Rayber; Abstention: J. Moran) To approve the contract with Laura Schmieder as presented.

B. Consumer Services Committee (Tavia Wooley)

- * 1. Approval of Changes to Early Start Service Standard (*Packet #1, page 19*)

M/S/C (S. Stalbaum/J. Moran) To approve the changes to the Early Start service standard, as presented, and to submit them to the Department of Developmental Services for approval.

6. Director's Report (*Packet #2, page 113*)

George addressed the following areas in his report: allocation methodology; state budget; legislation; regional center operations; and community activities. Copies of the director's report were included in the meeting packet along with the center's monthly quality assurance, consumer statistics, and special incident reports. Also included with his report was a letter written to Governor Brown and signed by several senators encouraging him to include cost of living increases for service providers and regional center staff in his proposed state budget for FY 2015-16.

7. Association of Regional Center Agencies (*Packet #2, page 146*)

A. Report on October 17th Board of Directors Meeting

Craig and Tavia usually attend the ARCA board meetings and Craig sends regular ARCA updates to the board via e-mail. Highlights from the recent meeting included:

1. ARCA's Strategic Planning Committee approved ARCA's FY 2014-15 priorities, which include a great top 10 list!
2. A presentation was given on USC Telehealth, a free bilingual counseling program.
3. Governor Brown has designated \$5 million to help advertise the Special Olympics World Games which will be held in and around Los Angeles. Craig is coordinating volunteers for the event through his employer.
4. ARCA's new Equity Committee will be meeting for the first time next month; Tavia volunteered to serve on that committee.

5. Craig joined ARCA's National Core Indicators (NCI) Task Force led by Larry Landauer, executive director of the Regional Center of Orange County.
6. Eileen Richey, ARCA's executive director, gave her report and Craig provided copies of her report to the board.

B. Next Meetings: January 15th & 16th (Sacramento)

8. **Ad Hoc Bylaws Committee** (*Packet #1, page 23*)

A. Presentation of Proposed Bylaws Changes

The Ad Hoc Bylaws Committee is recommending several minor changes to the bylaws to bring them up to date and to include a job description for the "immediate past president" position. The proposed changes have already been submitted to our corporate counsel and include his input. Please review the proposed changes and see Jenean with any questions. The proposed changes will be presented at the next board meeting for approval.

9. **Administrative Affairs Committee** (*Packet #2, page 153*)

A. Minutes of the October 29th Meeting

The minutes were included in the board packet; please see Dan with any questions.

B. Financial Report for September 2014

The operations budget is \$37,787,391, the purchase of service (POS) budget is \$281,756,755, and the family resource center budget is \$115,413, for a total budget of \$319,659,559. We won't know what our projected POS deficit will be until we complete our first Sufficiency of Allocation Report (SOAR) which is due to the Department of Developmental Services (DDS) on December 10th. However, Kim anticipates that we will be facing a POS deficit around \$15 million. The financial report also includes information about the center's administrative and direct operating expenses. Year to date, our operating expenses are at 13.1%, which is under the 15% administrative cost cap.

10. **Consumer Advisory Committee** (*Packet #2, page 162*)

A. Minutes of the October 7th Meeting

B. Minutes of November 4th Meeting

The minutes from both meetings were included in the board packet; please see Juan with any questions.

C. Updated Event Calendar

Copies of the committee's updated event calendar were included in the board packet for the board's review and information.

11. Consumer Services Committee (*Packet #1, page 48*)

A. Minutes of the October 22nd Meeting

The minutes were included in the board packet; please see Tavia with any questions.

B. 1st Quarter Exceptions/Exemptions Report

The exceptions report lists requests from consumers and families for services that are outside of the center's service standards and whether those services were approved or denied. During the 1st quarter of this fiscal year, the center approved 370 requests and denied 33.

The exemptions report lists requests made for services that have been suspended or reduced as a result of the trailer bill language. The report showed that during the 1st quarter, the center approved 1 exemption and denied none.

C. 1st Quarter Consumer Diagnosis Report

Of the 20,566 consumers that the center serves, the diagnosis breakdown is as follows:

1. Intellectual Disability: 8,375 (a 3.17% increase since July 2012)
2. Autism: 7,390 (**21.11% increase**)
3. Cerebral Palsy: 530 (2.71% increase)
4. Epilepsy: 223 (1.36% increase)
5. Other developmental disability: 983 (1.44% increase)
6. Status 0, 1, and 2: 3,065 (11.01% increase)

Consumers who have more than 1 disability are put into the category of their primary diagnosis.

D. 1st Quarter Appeals/Hearings Report

During the 1st quarter of this fiscal year:

1. Eligibility: 448 Notices of Action were sent and 14 were returned (appealed).
2. Service: 330 Notices of Action were sent and 18 were returned.
3. Hearings: 8 fair hearings were held:
 - 2 eligibility hearings (1 dismissed and 1 denied)
 - 6 service hearings (1 dismissed, 3 denied, 1 granted, and 1 partially granted)

12. **Executive Committee** (*Packet #2, page 175*)

A. Minutes of October 29th Meeting

The minutes were included in the board packet; please see Jenean with any questions.

B. Review Whistleblower Policy & Sign Acknowledgments

Each year, the board is asked to review this policy and sign the acknowledgment and agreement to comply with it. Michele reviewed the policy with the board.

Action: Board members should sign and date the Whistleblower Policy acknowledgment form and submit it to Jennifer for filing.

C. Review Executive Director's Evaluation Form

A copy of executive director's performance evaluation timeline and a blank copy of the performance evaluation itself were included in the board packet and Michele reviewed both documents with the board. The evaluation forms are always given to the board in advance to prepare them for completing the forms which will be done in February.

13. **Government & Community Relations** (*Packet #1, page 65*)

A. Minutes of October 22nd Meeting

The minutes were included in the board packet; please see Tavia with any questions.

B. Legislative Update

The committee's bill file was included in the meeting packet for the board's review and information. The file included summaries on 20 assembly bills, 20 senate bills, and 14 federal bills.

C. Social Media Subcommittee

The Government & Community Relations Committee established a social media subcommittee to identify ways the center can utilize social media to increase communication options with our community. Their first meeting was held on November 19th.

14. **Housing Committee** - *No Report*

15. **Nominating Committee** - *No Report*

16. **Post-Retirement Medical Trust Committee** (*Packet #2, page 196*)

A. Minutes of October 29th Meeting

The minutes were included in the board packet; please see Jenean with any questions.

B. Statement on Current Trust Value

The value of the trust assets as of October 28, 2014 was \$18,146,176, an increase of \$353,136 since the last quarterly report. The increase was attributed to a contribution the center made to the trust in the amount of \$353,136. The rate of return for the quarter ending September 30, 2014 was -1.32%, the rate of return for the previous 12 months was 8.12%, and the annualized rate of return since the trust's inception, 119 months ago, was 6.08% (all gross of fees).

17. **Strategic Planning Committee** (*Packet #2, page 201*)

A. Minutes of November 5th Meeting

The minutes were included in the board packet; please see William with any questions.

18. **Vendor Advisory Committee** (*Packet #2, page 207*)

A. Minutes of November 6th Meeting

Jenni stated that her committee continues to discuss the development of an Employment First policy for the center and should have a draft ready to present to the board in January or February. The meeting minutes were included in the meeting packet; please see Jenni with any questions.

19. Old Business / New Business (*Packet #1, page 105*)

A. Attendance Sheets

Board and committee attendance sheets are always included in the board packet. Board members cannot miss 3 meetings in a row or 5 meetings in a 12-month period.

B. Complete Meeting Evaluations

Jenean asked the board members to please complete evaluation forms after the meeting and submit them to her with any comments.

C. Visitation Reports

1. Dorothy Daniels held a “meet and greet” at her home for Senator Tony Strickland who is running for Congress.

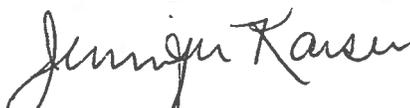
20. Announcements / Information / Public Input

- A. Next Board Meeting: Wednesday, January 14th, at 6:30 p.m. (Santa Clarita)

21. Adjournment

Jenean adjourned the meeting at 9:23 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:



Debra Newman
Board Secretary

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