

**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 August 12, 2015.

Trustees Present

Jun Antonio
Dan Becerra
Mary Jo Fernando
Jenean Glover
Jessica Gould
Michelle Heid
Marcia Leija
Caroline Mitchell
Bridget Moss
Debra Newman
Lou Paparozzi
William Rayber
Sean Stalbaum
Jeremy Sunderland
Curtis Wang
Todd Withers
Tavia Wooley

Trustees Absent

Dorothy Daniels
Craig Girard
Myriam Jovel
Angela White

Staff Present

Jennifer Kaiser
Kim Rolfes
George Stevens
Jessica Whitney

Guests Present

Victoria Berrey
Richard Dier
Gerald Robles
Kathleen Secchi
Denise Thornquest

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1. Call to Order & Introductions

Tavia called the meeting to order at 6:33 p.m.

2. Public Input & Comments (3 minutes)

- A. Jessica Gould went to the local soccer games as part of the Special Olympics World Games and got her NLACRC shirt signed by many of the players; Jessica brought her signed shirt with her and showed it to the board.
- B. Victoria Berrey announced that the Family Focus Resource Center will be holding their 4th annual special needs resource fair on Saturday, October 17th, from 10:00 a.m. to 2:00 p.m. at CSUN. For more information, call (818) 677-6854.

3. Consent Items

A. Approval of Revised Agenda (*Packet #2, page 70*)

M/S/C (J. Gould/W. Rayber) To approve the revised agenda as presented.

B. Approval of June 10th Board Meeting Minutes (*Packet #1, page 7*)

M/S/C (S. Stalbaum/W. Rayber) To approve the minutes as presented.

4. Group Photograph of the Board for NLACRC's Website

Action: The group photo was deferred until next month when more members would be present.

5. Committee Action Items (*Packet #2, page 75*)

A. Administrative Affairs Committee (Dan Becerra)

1. Approval of Contracts

- Creative Solutions for Autism/Hope (Service Code 612)
- Creative Solutions for Autism/Hope (Service Code 615)

M/S/C (S. Stalbaum/D. Newman) To approve the 2 contracts with Creative Solutions for Autism/Hope, as presented.

- Advanced Behavioral Pathways

M/S/C (S. Stalbaum/J. Glover; Abstention: M. Heid) To approve the contract with Advanced Behavioral Pathways, as presented.

- Griffin Consulting Company

M/S/C (W. Rayber/D. Becerra) To approve the contract with Griffin Consulting Company, as presented.

- Diversified (First Amendment)

M/S/C (W. Rayber/M.J. Fernando; Abstention: M. Heid) to approve the contract with Diversified, as presented.

B. Government/Community Relations Committee (Jeremy Sunderland)

1. Approval of Committee's Priority Issues for FY 2015-16

The board recommended that the legislative event that the committee is planning for April 8, 2016 be noted as "tentative."

M/S/C (J. Gould/D. Becerra) To approve the Government & Community Relations Committee's priority issues for FY 2015-16, as modified.

C. Nominating Committee (Jessica Gould)

1. Election of Adam Stokes to the Consumer Advisory Committee

M/S/C (W. Rayber/B. Moss) To elect Adam Stokes to serve on the Consumer Advisory Committee.

D. Vendor Advisory Committee (Michelle Heid)

1. Approval of Priorities for FY 2015-16

M/S/C (W. Rayber/D. Becerra) To approve the Vendor Advisory Committee's priorities for FY 2015-16, as presented.

E. Consumer Services Committee (Jessica Gould)

1. Approval of Changes to Educational/Vocational Service Standard

M/S/C (W. Rayber/C. Mitchell) To approve the changes to the Educational/Vocational Service Standard, as presented, and to submit them to the Department of Developmental Services (DDS) for approval.

6. **Director's Report** (*Packet #2, page 87*)

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 supporting SBX2 1 (Beall) written by the Association of Regional Center Agencies (ARCA) and information about a legislative roundtable meeting that was held at Lanterman Regional Center on August 5th.

7. Association of Regional Center Agencies (*Packet #2, page 147*)

A. Report on June 18th & 19th Meetings (San Leandro)

The minutes from the June 19th ARCA Board of Directors meeting were included in the meeting packet. Please see Craig with any questions.

B. Next Meetings: August 20th & 21st (Torrance)

As the next ARCA Board of Directors meeting will be held locally, on Friday, August 21st, board members are more than welcome to attend. However, if you plan to go, please let Jennifer know so she can RSVP your attendance to ARCA.

8. Administrative Affairs Committee (*Packet #2, page 154*)

A. Minutes of the May 27th & July 29th Meetings

Dan reported that 2 auditors from Lautze & Lautze came to the July 29th meeting and met with the committee members privately. They wanted to give the committee an opportunity to ask them any questions they had without staff being present. They auditors also wanted them to know that they are here to work for the board. The committee had no major concerns. The minutes were included in the meeting packet; please see Dan with any questions.

B. Financial Report

The center's operations budget is \$38,428,260 with no projected surplus or deficit. The purchase of service (POS) budget is \$290,201,038 with a projected deficit of \$15,025,012.

C. 4th Quarter Human Resources Report

During the 4th quarter of this fiscal year, the center had no positions on hold, 15 new hires, 1 promotion, and 12 separations for a quarterly turnover rate of 0.24%.

8. Consumer Advisory Committee (*Packet #2, page 175*)

A. Minutes of the June 2nd Meeting

Mary Jo reported that the committee would like to organize a rally at the governor's office in Los Angeles. The minutes were included in the meeting packet; please see Mary Jo with any questions.

B. Minutes of the August 4th Meeting – Deferred

C. Updated Event Calendar

Copies of the CAC's updated event calendar were included in the meeting packet.

10. Consumer Services Committee (*Packet #1, page 19*)

A. Minutes of July 15th Meeting

The minutes were included in the meeting packet; please see Jessica with any questions.

B. Self-Determination Program Update

Debra reported that the self-determination volunteer advisory committee held their first meeting and their next meeting will be held at 7:00 p.m. tomorrow at the center's Santa Clarita Valley office. At tomorrow's meeting, they will be holding an election for chair, vice-chair, and secretary. DDS posted the waiver application on their website; it's over 200 pages long.

11. Executive Committee (*Packet #2, page 182*)

A. Minutes of May 27th & July 29th Meetings

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

B. Action Taken to Approve Support Letter for AB 490 (Beall)

The Executive Committee took action, on behalf of the board, to approve sending a letter supporting AB 490 to Senator Beall. A copy of the letter was included in the meeting packet.

C. Action Taken to Approve Contract: Start Fresh Independent Living Services

The Executive Committee took action, on behalf of the board, to approve the contract with Start Fresh Independent Living Services. A summary of the contract was included in the meeting packet.

D. DDS Board Composition Survey

Each year, DDS asks the regional centers to complete a board composition survey. NLACRC's completed survey was included in the meeting packet and will be submitted to DDS tomorrow along with a current copy of the board bylaws.

E. Presentation of Draft Board Conflict of Interest Policy

The draft policy was presented to the board for their review and input. The policy will be presented at next month's board meeting for approval.

F. NLACRC Whistleblower Policy/Acknowledgment

Each year, board members are asked to review the center's Whistleblower policy and then sign and date an acknowledgment. Please submit your signed acknowledgment forms to Jennifer.

G. FY 2014-15 Board Action Log – Deferred

H. Executive Director's Performance Evaluation – Deferred

12. Government & Community Relations (*Packet #1, page 25*)

A. Minutes of July 15th Meeting

The committee discussed holding a training on the Lanterman Act to help prepare people to become the best advocates they could be. The minutes were included in the meeting packet; please see Jeremy with any questions.

B. Legislative Update

The board previously took a support position on AB 662 and a second letter of support was written and will be signed by Tavia this evening. A copy of the committee's bill file was included in the meeting packet.

C. Report on Special Olympics World Games

Over 100 NLACRC volunteers participated in “fans in the stands” to support the Special Olympics athletes at the locally held soccer games.

13. Housing Committee

A. Minutes of August 10th Meeting - Deferred

Todd reported that the committee discussed their priorities for this fiscal year and will be presenting them for approval at next month’s board meeting. They were also given an update on a new program NLACRC is trying to develop in the Santa Clarita Valley called “College to Career” where consumers are given a place to live, with support, while they attend college classes.

14. Nominating Committee (*Packet #2, page 213*)

A. Minutes of August 5th Meeting

The minutes were included in the meeting packet; please see Jessica with any questions.

15. Post-Retirement Medical Trust Committee (*Packet #2, page 218*)

A. Minutes of July 29th Meeting - Deferred

B. Statement on Current Trust Value

The value of the trust assets as of July 27, 2015 was \$19,429,100, a decrease of \$488,044 since the last quarterly report. The annualized rate of return since the trust’s inception, 128 months ago, was 6.04% (all gross of fees). Dan reported that they are in the process of having the fees taken out of the trust so we can see the rate of return net of fees.

16. Strategic Planning Committee (*Packet #2, page 220*)

A. Minutes of August 3rd Meeting

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

B. Presentation of Draft 2016 Performance Contract & Input Form

The first draft of the center's 2016 performance contract was included in the meeting packet. A second draft will be presented at next month's board meeting after we hold our community meetings and gain any public input.

17. Vendor Advisory Committee (*Packet #2, page 236*)

A. Minutes of June 4th Meeting

Michelle reported that the center's community services department is doing a great job providing trainings on areas that are important to service providers. The minutes were included in the meeting packet; please see Michelle with any questions.

B. Minutes of August 6th Meeting - Deferred

18. Old Business / New Business (*Packet #1, page 65*)

A. Attendance Sheets

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

B. Complete Meeting Evaluations

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

C. Visitation Reports

Board members are encouraged to visit regional center funded programs to educate themselves on the types of programs that are available. If there is a program you would like to visit, please contact Jennifer and she'll arrange it.

19. Announcements / Information / Public Input

A. Next Board Meeting: Wednesday, September 9th at 6:30 p.m. (Van Nuys)

20. Executive Session

The board went into executive session at 8:22 p.m.

A. Real Estate

21. Adjournment

Tavia adjourned the meeting at 8:48 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Debra Newman
Board Secretary

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