

North Los Angeles County Regional Center
Executive Committee Meeting Minutes
July 29, 2015

Present: Dan Becerra, Dorothy Daniels, Jenean Glover, Debra Newman, Lou Paparozzi, and Tavia Wooley – Committee Members
Diane Ambrose, Jennifer Kaiser, Michele Marra, Kim Rolfes, and George Stevens – Staff Members

Absent: All present

I. Call to Order

Tavia Wooley, president, called the meeting to order at 8:55 p.m.

II. Public Input -- There was no public input.

III. Consent Items

A. Approval of Revised Agenda

Item V.I. was added to the agenda.

M/S/C (D. Becerra/D. Newman) To approve the agenda as amended.

B. Approval of Minutes from May 27th Meeting

M/S/C (D. Newman/D. Becerra; Abstention: J. Glover) To approve the minutes as presented.

IV. Executive Session

M/S/C (D. Becerra/L. Paparozzi) To go into executive session at 8:58 p.m.

A. Union Business

V. Committee Business

A. Annual Committee Orientation

Copies of the committee's policies and procedures were provided to the committee. Due to the late hour, they were not reviewed, but committee members were asked to review them and see George with any questions. It is

important for committee members to become familiar with these documents as they outline the committee's purpose and their role as committee members.

B. Draft Board Conflict of Interest Policy

Michele presented the draft policy. She has worked with the center's labor counsel to make sure the policy accurately reflects current laws and regulations.

Action: Committee members should provide any input they have on this draft policy to Jennifer prior to the August 12th board meeting.

C. DDS Board Composition Survey

Each year, the Department of Developmental Services (DDS) asks the regional centers to provide them with a completed survey on their board's composition, including name, skills, geographic and ethnic representation, disability representation, and term lengths. The Lanterman Act states that regional center boards must be comprised of 25% consumers and 50% parents. Other than that, the Lanterman Act only states that the board should "reflect" the regional center's community. The completed survey will be presented to the Nominating Committee next week so they understand the current composition of the board and in what areas they should focus their recruiting efforts.

D. FY 2014-15 Board Budget vs Expenses

The board has only used \$49,454 (55%) of its \$89,750 budget for this fiscal year. Before we close out the budget, we are waiting for any late bills that will be coming in. Once we close out the budget, any unused funds will be deposited into the Post-Retirement Medical Trust.

E. QRC Code Presentation (Tavia)

QRC is a nonprofit organization that provides a scanner patch that can be sewed onto clothing of individuals who have a tendency to wander off. Tavia would like to get the word out about this patch and suggested that we have QRC give a presentation on their patch at the September board meeting.

Action: Tavia will talk with Diane Ambrose about this and the possibility of presenting information about the QRC patch to the Consumer Services Committee.

F. Approval of Letter Supporting SB 490 (Beall): Vendor Audits & Reviews

Copies of the draft letter were presented and reviewed. One typo was found and corrected.

Action: The Executive Committee approved Tavia signing the SB 490 support letter to Senator Beall, as corrected, on behalf of the Board of Trustees.

G. Approval of Contract with Start Fresh ILS on behalf of the Board

This contract was presented to the Administrative Affairs Committee and they are recommending that the Executive Committee approve it on behalf of the Board of Trustees.

M/S/C (J. Glover/D. Becerra) To approve the contract with Start Fresh ILS on behalf of the Board of Trustees.

H. Finalize Agenda for the August 12th Board Meeting

The committee finalized the agenda for the August 12th board meeting.

I. Self-Determination Program

Debra reported that the self-determination advisory group does not have a budget. As such, they are not provided with a meal at their meetings. Can some of the board budget money be used for this purpose? George stated that the center will support the committee but with funds from a different source, not from the board budget.

Action: Kim will contact Liz Chavez, Ruth Janka's assistant, to let her know they have a food budget for the self-determination advisory committee meetings and how much that budget will be.

VI. Center Operations

A. State Auditor's Letter to Governor Brown & Legislative Leaders

We received a copy of a letter written to the governor by the State Auditor's office. In 2010, the office had recommended that DDS require regional centers to make sure they chose the least costly service provider to fill their consumers' needs and to document that information. The letter states that DDS did not implement this recommendation. As such, they are recommending to the

governor that the legislature amend state law to direct regional centers to document the vendor cost analysis that the planning team performs when creating a consumer's Individual Program Plan (IPP). Copies of the letter were provided to the committee.

B. Behavioral Health Treatment

The managed care plans have identified a specific transfer month for each of the 7 Los Angeles regional centers; our month was just changed from April to May 2016. The managed care plans want the LA regional center directors to sign their transition/transfer plan, but the LA directors don't want to sign it until they talk with DDS first.

C. Memo to Case Management Employees

Diane sent a memo to all case management employees on June 16th to address concerns that had been raised regarding caseload workload performance and the expectation that work is kept current. A copy of the memo was provided to the committee.

C. DDS Letter Approving NLACRC's Audit Responses

DDS has approved the center's responses to the audit they conducted from August 11-22, 2014. Copies of the approval letter were provided to the committee. DDS also approved the center's plan to address caseload ratios.

VII. Announcements / Information Items

A. Complete Meeting Evaluations

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

B. Next Meeting: Wednesday, August 26th

VIII. Adjournment

Tavia adjourned the meeting at 9:55 p.m.

Submitted by,

Jennifer Kaiser

Jennifer Kaiser
Executive Assistant

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