

North Los Angeles County Regional Center  
**Strategic Planning Committee Meeting Minutes**  
May 5, 2014

**Present:** Diane Ambrose, Dawn Hamilton, Jonathan Istrin, Sara Iwahashi, Michele Marra, Steve Miller, William Rayber, Meredith Rimmer, Kim Rolfes, Ingrid Rushing, Cynthia Sewell, and George Stevens – Committee Members  
Ken Lane – Vendor Advisory Committee Member  
Erica Beall and Jennifer Kaiser – Staff Members

**Absent:** Charles Devlin and Jay Lytton

---

**I. Call to Order & Introductions**

The meeting was called to order by Meredith Rimmer, chair, at 6:37 p.m. Introductions were made.

**II. Public Input –** There was no public input.

**III. Consent Items**

A. Approval of Agenda

A new Item IV.C. as added and the remaining items in that section were re-numbered accordingly.

**M/S/C** (W. Rayber/G. Stevens) To approve the agenda as modified.

B. Approval of Minutes of February 3<sup>rd</sup> Meeting

**M/S/C** (G. Stevens/W. Rayber) To approve the minutes as presented.

**IV. Committee Business**

A. Performance Contract Update (Sara)

Sara will be presenting the center's draft 2014 performance contract at the August 4<sup>th</sup> Strategic Planning Committee meeting. It will then need to be presented to our community for their review and input. We will be holding 2 public meetings at the main office and one at the Antelope Valley office in late August/early

September. We also will have forms available that will enable people to provide their input without having to attend one of the public meetings. Once the performance contract has been presented for public comment, it will be presented to the board in September for their review and again in October for their approval. Once approved, the contract needs to be submitted to the Department of Developmental Services (DDS) for their approval.

B. Performance Contract Year-End Report (Sara)

Copies of the report were provided to the committee. Sara explained that in the spring of each year, DDS provides each regional center with their year-end report, which includes information about where our consumers live, their ages, their primary diagnoses, and their ethnicity. The report also includes information on how the center has been doing in meeting its performance goals. AS of December 2013, NLACRC exceeded the statewide average in all performance measures! We will be posting this report on our website.

C. Community Report

Each year, NLACRC staff participate in a variety of community outreach activities, events, trainings, and other projects. This year, Sara put together a report that listed many of the activities that the center's staff have participated in from 2012 to June 2014. The report included: community outreach events; community trainings hosted by NLACRC; service provider trainings; staff trainings; training partnerships; legislation; groups and committees; annual NLACRC events; special projects; and other community activities.

**Action:** This report will be compiled and shared with the Strategic Planning Committee on an annual basis.

D. Case Management Needs Assessment Survey Results (Erica)

As discussed at the last quarterly Strategic Planning meeting, the center's Community Services Department developed a needs assessment survey which has since been completed by our service coordinators. Erica put together an executive summary of the information that was collected which was provided to the committee. We had a very high response rate. The top-rated resource need identified was behavior management day programs. Additionally, level 4 residential facilities, affordable housing units, college supports, and new

innovative services have all been identified as resource development priorities. Saturated or over developed services include; SLS, ILS, Home Health Agencies, and lower level residential facilities (level 2). A resource development plan will be formalized over the coming months and the goal is to post to NLACRC website.

E. Incorporation of the National Core Indicators Project (Diane)

This information will be reflected in our Employment First policy, service standards, Individualized Program Plan (IPP) template, and IPP guide. Once this has been accomplished, our staff will need to be trained so they understand how to embrace these principles.

**V. Board Meeting Agenda Items**

The following item was identified for the committee's section of the May 14<sup>th</sup> board meeting agenda:

A. Minutes of May 5<sup>th</sup> Meeting

**VI. Announcements / Information / Public Input**

A. William wished all of the mothers a happy Mother's Day!

B. Steve reported that this will be his last meeting as he is retiring as the executive director of Tierra del Sol Foundation at the end of June. Everyone thanked Steve for his membership on this committee and wished him a wonderful retirement.

C. Next Meeting: Monday, August 4, 2014 at 6:30 p.m.

**VII. Adjournment**

Meredith adjourned the meeting at 7:57 p.m.

Submitted by,

*Jennifer Kaiser*

Jennifer Kaiser  
Executive Assistant

[spcmin.may5.2014]

