

**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 March 11, 2015.

Trustees Present

Dan Becerra  
Dorothy Daniels  
Craig Girard  
Jenean Glover  
Jessica Gould  
Dawn Hamilton  
Duane Joslin  
Myriam Jovel  
Jenni Moran  
Debra Newman  
Lou Paparozzi  
William Rayber  
Sean Stalbaum  
Tavia Wooley

Trustees Absent

Juan Hernandez  
Angela White

Staff Present

Diane Ambrose  
Jennifer Kaiser  
Kim Rolfes  
George Stevens  
Anna Whitlock

Guests Present

Roger Bulosan  
Alma Luna  
Roberta Newton  
Tanner Scharch  
Jeremy Sunderland  
Gay Wane  
Stephanie Wanzo

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**1. Call to Order & Introductions**

Jenean called the meeting to order at 6:30 p.m. and introductions were made.

**2. Public Input & Comments – There was no public input.**

**3. Consent Items**

A. Approval of Revised Agenda (*Packet #2, page 27*)

Item 5.B.1. Approval of the Board Resolution to accept the center's tax return was moved to immediately follow Item 4., the tax return presentation.

**M/S/C** (D. Joslin/W. Rayber) To approve the revised agenda as amended.

B. Approval of February 11<sup>th</sup> Board Meeting Minutes (*Packet #1, page 7*)

**M/S/C** (D. Joslin/D. Becerra) To approve the minutes as presented.

**4. Presentation of NLACRC's IRS Form 990 (Roger Bulosan, Lautze & Lautze)**

The center files 3 different tax returns: the federal 990, the state 199, and the state attorney general RRF-1. Copies of the completed forms were handed out to the board and Mr. Bulosan reviewed the forms with them.

**M/S/C** (J. Moran/D. Becerra) To accept the center's completed tax returns as presented.

**5. Committee Action Items (Packet #2, page 30)**

A. Ad Hoc Bylaws Committee (Jenean Glover)

**\* 1. Approval of Bylaws Changes**

**M/S/C** (D. Joslin/C. Girard) By a show of hands, the proposed bylaws changes were approved unanimously by the 14 board members present.

B. Administrative Affairs Committee (Dan Becerra)

**\* 1. Board Resolution for Year 2013 Tax Returns**

(See item 4. above.)

**\* 2. Approval of Contract: Avenues**

**M/S/C** (D. Joslin/J. Gould; Abstention: J. Moran) To approve the contract with Avenues as presented.

**\* 3. Approval of Contract: Pathpoint**

**M/S/C** (D. Joslin/S. Stalbaum; Abstention: J. Moran) To approve the contract with Pathpoint as presented.

**\* 4. Approval of Contract: Road to Independence, Inc.**

**M/S/C** (D. Joslin/J. Gould; Abstention: J. Moran) To approve the contract with Road to Independence as presented.

**\* 5. Approval of Contract: Explore Freedom Services, Inc.**

**M/S/C** (D. Joslin/D. Becerra; Abstention: J. Moran) To approve the contract with Explore Freedom Services, Inc., as presented.

C. Consumer Services Committee (Tavia Wooley)

**\* 1. Approval of Employment First Policy**

**M/S/C** (C. Girard/J. Gould) To approve the center's Employment First policy as presented.

D. Government & Community Relations Committee (Tavia Wooley)

**\* 1. Approval of Thank You Letters to Legislators**

**M/S/C** (C. Girard/D. Becerra) To approve the thank you letter, as presented, that will be sent to legislators who support the proposed 10% increase to regional center operations and purchase of service budgets in the FY 2015-16 state budget.

**6. Director's Report** (*Packet #2, page 75*)

George addressed the following areas in his report: allocation methodology; state budget for FY 2015-16; 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 the agenda for the March 12<sup>th</sup> meeting of the Senate Budget Subcommittee #3; several issues on that agenda are not those in the Governor's proposed budget, but of are interest to the committee.

**7. Association of Regional Center Agencies**

A. Next Meetings: March 19<sup>th</sup> & 20<sup>th</sup> (Sacramento)

**8. Administrative Affairs Committee** (*Packet #2, page 109*)

A. Minutes of the February 28<sup>th</sup> Meeting

The minutes were included in the 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 \$290,252,813 with a projected deficit of \$19,949,148. The Family Resource Center budget is \$115,413, bringing the total of this fiscal year's budget to \$328,796,486.

9. **Consumer Advisory Committee** (*Packet #2, page 125*)

A. Minutes of the March 3<sup>rd</sup> Meeting

B. Updated Event Calendar

The minutes and calendar were included in the packet; please see Juan with any questions.

10. **Consumer Services Committee** - *No Report*

11. **Executive Committee** (*Packet #2, page 135*)

A. Minutes of February 25<sup>th</sup> Meeting

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

B. Submission of Completed Executive Director's Evaluation Forms

Jenean thanked everyone for submitting their completed evaluation forms by tonight's deadline.

C. Annual Board Retreat

The retreat will be held Saturday, May 9<sup>th</sup>, from 10:00 a.m. to 2:00 p.m., at the Angeles National Golf Club in Sunland. There will be a "meet and greet" between the current and new incoming board members over brunch. Afterwards the group will revisit the center's mission, vision, and values statement.

D. Annual Board Dinner

The dinner will be held Saturday, June 6<sup>th</sup>, at 6:00 p.m. at the Hyatt Hotel in Valencia. Formal invitations will be sent out in early May.

E. Presentation of Changes to Request for Proposals (RFP) Policy

The board's RFP policy is being updated to reflect new language in the DDS/NLACRC contract which states we must include "equity and diversity" in our RFP selection process. In addition, we would also like to incorporate our community services department's new resource development plan into the policy. Copies of the current policy and the draft revised policy were included in the meeting packet; please review and provide any input to Jennifer prior to the next Executive Committee meeting.

F. Action Taken to Approve Transportation Services Contract

The committee took action, on behalf of the Board of Trustees, to authorize George Stevens to enter into a contract with a transportation provider for the Antelope Valley, if the situation arose that required this immediate action.

G. Action Taken to Cancel April 10<sup>th</sup> Legislative Breakfast / Town Hall Meetings

The committee took action, on behalf of the Board of Trustees, to cancel this year's legislative breakfast. However, Tavia announced that in the alternative, we are planning to hold 3 town hall meetings, one in each valley, that will be facilitated by board members. We want to initiate a letter-writing campaign to the Governor to get him to include the 10% increase for regional centers and providers in the revision of the state budget that will be released in May – so we're going to need to work fast. Our goal is 1 million letters to the Governor! We need to get everyone involved in this effort, including consumers, family members, neighbors, and friends! We want to get media attention as well. Tavia reported that the details will be worked out at next week's Government & Community Relations Committee meeting. More to come!!

12. **Government & Community Relations – *No Report***

13. **Housing Committee – *No Report***

14. **Nominating Committee (*Packet #2, page 148*)**

A. Minutes of March 2<sup>nd</sup> and 3<sup>rd</sup> Meetings

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

B. Status of Recruitment

The committee will be recommending the nomination of 7 new board members at the May board meeting, which will result in all 22 positions filled. Interviews

with Vendor Advisory Committee applicants will be held in April and interviews with Consumer Advisory Committee applicants will be held in May.

**15. Post-Retirement Medical Trust** (*Packet #2, page 153*)

A. Minutes of January 29<sup>th</sup> Meeting

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

**16. Strategic Planning Committee - No Report**

**17. Vendor Advisory Committee – No Report**

**18. Old Business / New Business** (*Packet #1, page 22*)

A. Attendance Sheets

Board and board committee attendance sheets are always included in the meeting packet. Board members cannot miss more than 3 consecutive meetings 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

Jenni reported that she met with Senator Sharon Runner to discuss the 10% increase need for regional center and service provider budgets and the elimination of the annual family program fee.

**19. Announcements / Information / Public Input**

A. Next Board Meeting: Wednesday, April 8<sup>th</sup>, at 6:30 p.m. (Van Nuys)

B. Parking: The landlord of this office building is going to begin charging for after-hours parking. A kiosk located in the lobby area will need to be used to purchase a ticket to exit the parking lot. If you get your parking validated by the center's receptionist, you will need to run that validation through the kiosk to obtain your exit ticket.

**Action:** The Executive Committee will consider providing board members with parking access cards.

- C. Fair Labor Standards Act: Gay Wane provided copies of a letter written to Senator Dianne Feinstein by New Horizons, on behalf of many other service providers, on the importance of not allowing the passage of any bill that would allow the elimination of Section 14c of the Fair Labor Standards Act. If eliminated, it would have a significant effect on lower functioning consumers. In addition, if it were eliminated, there is nothing that would replace it. This would not only mean job losses for these consumers, but also self-worth.

**20. Executive Session**

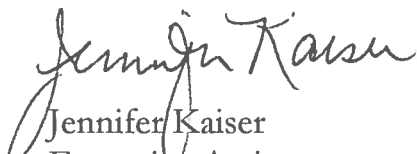
- A. Labor Contract Negotiations

M/S/C (D. Joslin/D. Becerra) To go into executive session at 8:15 p.m.


**21. Adjournment**

Jenean adjourned the meeting at 8:30 p.m.

Submitted by,

  
Jennifer Kaiser  
Executive Assistant

for:

  
Debra Newman  
Board Secretary

