

North Los Angeles County Regional Center  
**Self Determination Local Advisory Committee**  
**Meeting Minutes**  
June 22, 2015

**Present:** Ruth Janka, Victoria Berry, Mercedes Del Cid, Michelle Heid, Allison Gray, Nicole Carter, Richard Dier, Ellen Jannol, Sandra Baker, Royce Abrams, Bebo Saab, Debra Newman

**Guest:** Lizeth Chavez, Carlos Mora, Dickson Gray, Friend of Allison Grey (Name not provided)

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**I. Call to Order**

Ruth called the meeting to order at 7:12 p.m. with an introduction from all present at the meeting table.

**II. Attendees Introduction**

**Committee Members:**

1. Nicole Carter, NLACRC Consumer and member of State Council on Developmental Disabilities Advisory Committee
2. Allison Cameron Gray, Consumer of NLACRC
3. Richard Dier, Parent of Consumer, previous vendor for NLACRC, and Board of Trustees member for over 7 years
4. Sandra Baker, Parent of Consumer, Director of Down Syndrome of LA, and former NLACRC Board of Trustees Member
5. Ellen Jannol, Parent of Consumer, and Member for State Council Advisory Committee
6. Michelle Heid, Parent of Consumer & NLACRC Service Provider
7. Bebo Saab, Esq., Client's Right Advocate, Office of Clients Rights Advocacy - Disability Rights CA.
8. Mercedes Del Cid, Parent of Consumer
9. Victoria Berry, Parent of Consumer, Program Manager of Family Focus Resource Center, and Founder of Parents and Children with Autism
10. Royce Abrams, Parent of Consumer, previous Attorney, and a stay at home mother
11. Debra Newman, NLA Board Member

**Staff**

1. Ruth Janka, NLACRC Consumer Services Director
2. Julie Eby-McKenzie, State Council on Developmental Disabilities (absent)

### III. Housekeeping

- A. Functions of the Local Advisory Committee and Structure of Meeting:
1. Review implementation of NLA's Self Determination Program
  2. Make recommendations regarding program principles and best practices
  3. Identify and Review Statutory Framework for Self Determination program
  4. Establish Ground Rules, Forum, and Agenda for Meetings
  5. Appoint a Chair, Co-Chair, and Secretary committee member
  6. Create an Agenda for each Meeting that will identify previous business and any new business to address.
  7. Generate Minutes that will identify the time the meeting began, adjourned, and members that were present and not present. The Minutes should also indicate the agenda topics discussed and action items that need to be taken when the meeting is adjourned.
  8. Committee will continue until indicated by Statute
- B. Scheduling of future Local Advisory Committee Meetings: Discussion between members to determine the best day, time, and location for the Committee to meet on a monthly basis depending upon the needs. It was agreed that it was not possible to determine an exact day every month the Committee could meet as there was a conflict in schedule due to various member obligations, i.e. Third Wednesday of every month. However, an agreement was made to have the next Meeting on August 13<sup>th</sup>, 2015 and not July as availability was difficult for the majority of the members in July. It was determined Wednesdays and the 4<sup>th</sup> Monday of every month would be excluded for consideration of meeting dates and would consider 2<sup>nd</sup> Thursday of every month.

**Action Item:** Establish a mutually convenient day of the month for the meetings

- C. Time and Location of future Local Advisory Committee Meetings: It was agreed that Meetings should be held in the evenings from 7pm to 9pm for a total of 2 hours as evenings are best for the majority of the members. With the exception of the next meeting on August 13<sup>th</sup> to be held at the Santa Clarita office, members will consider alternating locations between NLACRC's Van Nuys and Antelope Valley offices and the use of videoconference options; considerations in identifying a location include committee members who commute from Los Angeles to the meeting. It was agreed that all members will attend in person for the first few meetings until the role and responsibilities of the Local Advisory Committee are established. Many shared that their experience conducting video conference was not pleasant and there is risk of loss of connection. It was agreed that future video conference may be considered via GoToMeeting if needed.

**Action Item:** Establish a location for future meetings.

- D. **Discussion for future Committee Meetings to remain closed or open to the public:** It was unclear if the forum should be made public or continue to keep private. Members are unclear of the statutory requirement for the public to access these Committee meetings as further research needs to be conducted to determine statutory requirements. It was agreed that future Meetings will remain closed until compelled to make meetings open to the public and a vote will be made at that juncture. The structure of open meetings at West Side Regional was discussed to understand the structure of how the meetings are held, it was noted that although these meetings are open to the public only Committee members would vote on any action items. To continue the public's interest in the meetings keynote speakers have been invited to speak about a specific topic of the Self Determination program such as the Director of DDS and it was recommended that NLA's Directors, George Stevens and Diane Ambrose should be invited to attend future meetings. It was determined that the meeting should follow Statutory requirements as indicated by legislature and remain closed until the structure of the Agenda is established and or instructed by statute. It was also discussed that there is not a way to determine the public's interest in attending committee meetings as NLA's catchment area is vast and different from other Regional Centers and geographic factors should be taken into consideration when making the determination of the Meeting forum.

**Action Item:** Ruth J. will confirm with Tri-Counties Services Director to assist with a determination if future meetings should be a closed or open forum. Vote on the forum of future meetings.

- E. **Budget:** A budget has not been provided by the Department and funding to cover any Committee related cost is currently being covered by NLA.

**Action Item:** Debra N. will communicate with NLACRC's Board of Trustees on a budget to determine where funds can be allocated to cover the cost of Committee related expenses such as printing, translation cost, meals, and mileage or transportation related expenses.

- F. **Communication of Documents Generated and Community Outreach:** It was determined if the forum is open that translators will need to be present for Spanish speaking attendees. Also, members proposed that any documents that are generated by the committee need to be translated and available in alternative formats. The Committee wants to assure that documents generated are accessible to everyone; use of email may not necessarily reach all consumers and families, as not everyone has an email account and/or computer access. Community outreach will be expanded when information is received from the Department. Parent support groups will be one

avenue for conducting outreach regarding NLACRC's Self Determination program.

**Action Item:** Members should identify support groups in the Community

#### **IV. Recommended Agenda/Action Items**

- Members should review the Brown Act and determine sections of the Law to be discussed during future meetings.
- Presentation by Bebo Saab of the statutory framework of the Self Determination Program.
- Bebo Saab is conducting Self Determination overviews at the Chimbole Center in Palmdale, CA on July 16<sup>th</sup> and July 23<sup>rd</sup>
- Bebo Saab will try to obtain a copy of "Self Determination, Think outside the Box" issued by Autism Society
- Minutes will be shared with all members prior to the next Advisory Committee Meeting for review and preparation of topics to discuss
  
- Members are asked to please provide a Mini-Bio in the rsvp response email for the August 13<sup>th</sup> Committee Meeting to include contact information, the reason for their Committee participation, and any interest in filling the Chair, Co-Chair, and Secretary positions.

#### **V. Adjournment**

Meeting adjourned at 8:48p.m.

Submitted by,

Lizeth Chavez  
Administrative Assistant

