

**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 November 10, 2015.

Trustees Present

Dorothy Daniels
Mary Jo Fernando
Craig Girard
Jessica Gould
Marcia Leija
Caroline Mitchell
Bridget Moss
Debra Newman
Lou Paparozzi
William Rayber
Sean Stalbaum
Jeremy Sunderland
Curtis Wang
Todd Withers

Trustees Absent

Jun Antonio
Dan Becerra
Jenean Glover
Michelle Heid
Angela White

Staff Present

Diane Ambrose
Jennifer Kaiser
Michele Marra
Vini Montague
Kim Rolfes
George Stevens
Jessica Whitney

Guests Present

Gerald Robles
Denise Thornquest



1. Call to Order & Introductions

Lou Paparozzi, board president, called the meeting to order at 6:30 p.m. and introductions were made.

2. Public Input & Comments (3 minutes)

Everyone wished Caroline Mitchell a very happy birthday!

3. Consent Items

A. Approval of Revised Agenda (Packet #2, page 106)

Item 12.D. was added to the agenda.

M/S/C (W. Rayber/C. Mitchell) To approve the agenda as modified.

B. Approval of October 14th Board Meeting Minutes (Packet #1, page 7)

Section 8.B. of the minutes was corrected to read that the center's POS budget was \$325,911,412 (not \$366,106,149).

M/S/C (W. Rayber/M.J. Fernando) To approve the minutes as modified.

4. Executive Session

- A. Executive Director's Compensation
- B. Lease

M/S/C (J. Gould/W. Rayber) To go into executive session at 6:35 p.m. The executive session ended at 7:13 p.m. and the regular board meeting continued.

5. Presentation: Operations Allocation Methodology (Kim Rolfes) - Handout

Kim gave a presentation on the center's FY 2015-16 operations budget including the core staffing formula, which is the method utilized by the state to allocate staff positions and funding to operate a regional center. The presentation demonstrated how the state has not provided regional centers with the funding needed to adequately meet labor, operating, and space costs. As such, NLACRC is unable to comply with all statutory, regulatory, and contractual requirements.

6. Committee Action Items (Packet #1, page 16)

A. Administrative Affairs Committee (Dan Becerra)

- 1. Approval of Contract: Tydak Consulting Services

M/S/C (D. Newman/M.J. Fernando) To approve the contract with Tydak Consulting Services, as presented.

- 2. Approval of Contract: Callahan ATD Specialists (Packet #2, page 110)

M/S/C (J. Gould/W. Rayber) To approve the contract with Callahan Assistive Technology and Disability Specialists, as presented.

- 3. Approval of Contract: The Adult Skills Center (Packet #2, page 112)

M/S/C (W. Rayber/J. Gould) To approve the contract with The Adult Skills Center, as presented.

B. Consumer Services Committee (Jessica Gould)

1. Approval of Proposed Changes to Service Standards:
 - Individual Program Plan (IPP) Development
 - Educational and Vocational Services
 - Clinical Services
 - Early Start Program

M/S/C (W. Rayber/M.J. Fernando) To approve the proposed changes to the service standards, as presented.

C. Government & Community Relations Committee (Jeremy Sunderland)

1. Approval of RFP for Social Media Consultant

M/S/C (C. Girard/D. Newman) To approve the Request for Proposals for a social mediate consultant, as presented.

D. Executive Committee (Lou Paporozzi)

1. Approval of Revised Board Policy for the Executive Director's Evaluation
2. Approval of Revised Timeline for the Executive Director's Evaluation

M/S/C (M.J. Fernando/J. Gould) To approve the revised board policy for the executive director's evaluation and the revised evaluation timeline, as presented.

3. Approval of Merging Housing Committee with Strategic Planning Committee

M/S/C (W. Rayber/J. Gould) To approve merging the Housing Committee with the Strategic Planning Committee in FY 2016-17.

4. Approval of Antelope Valley Transportation Contract

M/S/C (D. Daniels/W. Rayber) To authorize Kim Rolfes to negotiate the contract with Student Transportation if it is ready in December (when the board is dark) so their transportation services can get started in the Antelope Valley.

E. Strategic Planning Committee (William Rayber)

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

M/S/C (M.J. Fernando/S. Stalbaum) To approve the committee's priorities for FY 2015-16, as presented.

7. **Director's Report** (*Packet #2, page 114*)

George addressed the following areas in his report: allocation methodology; state budget; and regional center operations. 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.

8. **Association of Regional Center Agencies**

A. Report on October 15th & 16th Strategic Planning Session (San Diego)

George participated in the ARCA strategic planning session that was held last month. He will share the outcome of that session with the board once it is released. The real issue is that regional centers are not adequately funded.

B. Next Meetings: January 21st & 22nd (Alta CA Regional Center, Sacramento)

9. **Administrative Affairs Committee** (*Packet #2, page 141*)

A. Minutes of the October 28th Meeting

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

B. Financial Report

The center's operations budget is \$40,194,737 and the purchase of service (POS) budget is \$325,911,412 for this fiscal year. We are anticipating that we will be reporting a POS deficit for fiscal year 2015-2016. However, the amount of the potential POS shortfall won't be determined until we complete our first Sufficiency of Allocation Report (SOAR) and submit to the Department of Developmental Services (DDS) on December 10, 2015.

10. **Consumer Advisory Committee** (*Packet #2, page 150*)

A. Minutes of the November 3rd Meeting - Deferred

B. Updated Event Calendar

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

11. Consumer Services Committee (*Packet #1, page 56*)

A. Minutes of October 21st Meeting

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

B. Self-Determination Program (SDP) Update

Debra reported that the SDP Local Advisory Committee met on October 8th and the minutes will be posted on the center's website. Julie Eby-McKenzie, SDP chair at Westside Regional Center, and a member of the State Committee for the SDP provided a presentation regarding the Bagley-Keene Act. Also, the Family Focus Resource Center had their annual resource fair last month and the committee hosted an information table at that event. DDS resubmitted the waiver application on September 29, 2015; copies of it can be found on DDS's website. The next SDP advisory committee meeting will be held Thursday night at 7:00 p.m.

12. Executive Committee (*Packet #2, page 152*)

A. Minutes of October 28th Meeting

Lou reported that the center's attorney gave an in-depth report on several whistleblower complaints about NLACRC that had been sent to DDS anonymously. The complaints were found to be mainly frivolous and untrue. The committee will be holding a conference call with DDS on November 19th to discuss the outcome of the center's investigation. Any board members interested in seeing the report can contact Jennifer.

B. Action Taken to Transfer Funds within the Board Budget

The Executive Committee took action, on behalf of the board, to transfer funds within the board budget to cover the center's sponsorship fee for the Family

Focus Resource Center's resource fair.

C. Annual Board Retreat: May 20 & 21 or June 3 & 4

The board will have a 2-day retreat in either May or June. A dinner and social activity will be held Friday night and Mike Monk, attorney, will give a presentation on board member responsibilities on Saturday.

Action: The board would like to hold the annual retreat on June 3rd and 4th at the Universal City Sheraton.

D. DDS Board Composition Survey

Each year, DDS sends a board composition survey to the regional centers to make sure their boards "reflect the geographic and ethnic characteristics" of their catchment area – per the Lanterman Act. We received a letter from DDS, in response to our survey, stating that our board is under-represented in the Hispanic category for the 5th year in a row. Lou wants to resolve this issue and asked the board members to please brainstorm on ways we can outreach to members of the Hispanic community.

Action: Jennifer will e-mail the board recruitment announcement to the board so they can share it with potential board applicants.

13. **Government & Community Relations** (*Packet #1, page 62*)

A. Minutes of October 21st Meeting

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

B. Legislative Update

The committee's updated legislative bill file was included in the meeting packet.

C. Legislative Consultant Ad Hoc Committee

The committee will be putting together an ad hoc committee to develop an RFP for a legislative consultant and to participate in the selection of candidates.

E. Legislative Training on Wednesday, November 18th, 6:00-8:00 p.m.

Michelle Heid will be providing a 2-hour legislative training next week in lieu of the 2 committee meetings.

14. Housing Committee (*Packet #2, page 157*)

A. Minutes of November 9th Meeting

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

B. Consensus re: Moving Housing into Strategic Planning Committee

Todd reported that the Housing Committee was supportive of the recommendation to move housing issues under the purview of the Strategic Planning Committee beginning next fiscal year.

15. Nominating Committee (*Packet #2, page 161*)

A. Notes from November 4th Conference Call

The notes from the conference call were included in the meeting packet; please see Jessica with any questions.

B. Nomination of New ARCA Delegate and ARCA Alternate

The board decided to go ahead and elect the new ARCA delegate and ARCA alternate and skip the nomination process, if it is consistent with the board bylaws. If it is not consistent with the bylaws, then this will be considered the nomination and the election will be held at the January board meeting. *[It was later found that the election of the ARCA delegate and ARCA alternate was consistent with the board bylaws.]*

M/S/C (C. Girard/J. Gould) To elect Debra Newman to serve as ARCA delegate and Dorothy Daniels to serve as ARCA alternate.

Action: Any board members interested in serving as 2nd vice president, which is now an open position, should contact Jennifer.

16. Post-Retirement Medical Trust Committee (*Packet #2, page 163*)

A. Minutes of October 28th Meeting

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

B. Report on Current Trust Value

The value of the trust assets as of September 30, 2015 was \$18,143,916, a decrease of \$1,285,184 since the last quarterly report. The rate of return for the quarter ending September 30, 2015 was -4.71%, the rate of return for the previous 12 months was -.81%, and the annualized rate of return since the trust's inception, 131 months ago, was 5.43% (all gross of fees). The market took a downturn during the last quarter, but began a comeback in October. The total trust value as of October 26th, was 18,889,670, an increase of \$745,754 since September 30th.

C. Trust Investment Strategy

The committee discussed the trust's investment strategy and decided to stay with a balanced objective.

17. **Strategic Planning Committee** (*Packet #2, page 168*)

A. Minutes of November 2nd Meeting

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

B. Presentation of 3 Additional Measures for the 2016 Performance Contract

Last month, DDS directed regional centers to add at least 2 additional measures to their 2016 performance contracts that would "measure process in reducing disparities and improving equity in purchase of service expenditures." DDS provided the centers with a list of measures to choose from. Staff recommended that the committee select the last 3 measures on the list that would incorporate data from the National Core Indicators studies. The committee agreed with their recommendation and presented these 3 new measures to the board.

18. **Vendor Advisory Committee**

A. Minutes of November 5th Meeting - Deferred

19. **Old Business / New Business** (*Packet #1, page 101*)

A. Attendance Sheets

The board and board committee attendance sheets are always included in the board meeting packet.

B. Complete Meeting Evaluations

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

C. Visitation Reports

No visitations were reported.

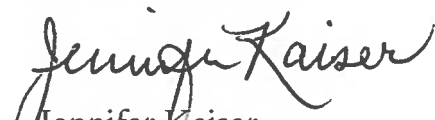
20. Announcements / Information / Public Input

A. Next Board Meeting: Wednesday, January 13th, at 6:30 p.m. (Santa Clarita)


21. Adjournment

M/S/C (J. Gould/W. Rayber) To adjourn the meeting at 8:43 p.m.

Submitted by,


Jennifer Kaiser
Executive Assistant

for:


Debra Newman
Board Secretary

