

MEMORANDUM

TO: BOARD OF DIRECTORS
FROM: MELINDA SULLIVAN
RE: JUNE BOARD MEETING
DATE: JUNE 22, 2022

As of the writing of this memo the state budget is still in process. The Legislature is advocating for many items that will help with regional center Operations as well as addressing rate increases for our service providers. I will provide an update at the board meeting. ARCA is hosting its first in-person meeting in two years; summary notes will be sent to you before our meeting.

NOMINATING COMMITTEE – ACTION ITEM

We will be voting on the slates for both directors and officers; to refresh your memory, you can find them under the Committee tab. We will also be taking the time to acknowledge the contribution of our outgoing board members.

BOARD EDUCATION

We have two presentations this month. Last month Pablo Ibanez, Director of Community Services presented on Quality Assurance and Vendorization; this month he will provide an overview on the Center's resource development process.

Juan Maldonado, Special Projects Coordinator, and Carmine Manicone will provide a review of the recent National Core Indicator (NCI) survey. As a reminder, there are three different surveys that are conducted on a triannual basis; this particular survey represents adults who live outside of the family home.

EXECUTIVE COMMITTEE - ACTION ITEM

Pablo Ibanez will present a \$800,000 contract for the Board's consideration. It is for the acquisition and renovation of a 4-person Enhanced Behavioral Supports Home (EBSH) home serving young adults transitioning from locked facilities or at risk for admission to an institutional setting. The Executive Committee is recommending approval of the contract.

PROGRAMS AND COMMITTEE – ACTION ITEM

We continue to review and update our Purchase of Services standards. This month the Programs and Services Committee is bringing forward the Independent Living Services and Supported Living Service standards for the board's consideration.



BOARD OF DIRECTORS MEETING

Wednesday, June 22, 2022

6:00 PM – Board Business Promptly

Register in advance for this meeting/webinar:

https://us02web.zoom.us/webinar/register/WN_H1Yk4sR_RXOzqb_2MRZHPw

After registering, you will receive a confirmation email containing information about joining the meeting/webinar.

ACTION ITEM	ORDER	GENERAL SESSION AGENDA	
	1	CALL TO ORDER	Gloria Leiva
	2	PUBLIC INPUT/ANNOUNCEMENTS	Gloria Leiva
ACTION	3	APPROVAL OF MINUTES <ul style="list-style-type: none"> May 25, 2022 	Gloria Leiva
ACTION	4	NOMINATING COMMITTEE <ul style="list-style-type: none"> Election of Officers and Directors 	Al Marsella
	5	BOARD EDUCATION <ul style="list-style-type: none"> 2020 Administrative Report – Community Services (Resource Development) National Core Indicators 	Melinda Sullivan Pablo Ibanez Carmine Manicone Juan Maldonado
	6	EXECUTIVE DIRECTOR'S REPORT <ul style="list-style-type: none"> July Board Training Language Access Plan Construction Update Project Search 	Melinda Sullivan
	7	ARCA REPORT <ul style="list-style-type: none"> Budget Update 	Larry DeBoer Melinda Sullivan
ACTION	8	EXECUTIVE COMMITTEE <ul style="list-style-type: none"> Contract over \$250,000. 	Gloria Leiva Pablo Ibanez Melinda Sullivan
	9	ADMINISTRATIVE AFFAIRS COMMITTEE <ul style="list-style-type: none"> California Community Foundation- Investment Management Review of Financial Statements 	Larry DeBoer Kaye Quintero
ACTION ACTION	10	PROGRAMS AND SERVICES COMMITTEE <ul style="list-style-type: none"> Independent Living Services - Service Standard Supported Living Services – Service Standard 	Carmine Manicone
	11	RECOGNITION OF OUTGOING BOARD MEMBERS	Gloria Leiva
CLOSED SESSION	12 ACTION	EXECUTIVE SESSION <ul style="list-style-type: none"> Approval of Minutes Litigation Collective Bargaining Agreement Executive Directors Performance Evaluation - June 2021-22 	Gloria Leiva Louis Mitchell Melinda Sullivan
	13	ADJOURNMENT	Gloria Leiva

APPROVAL OF MINUTES

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

May 25, 2022

MINUTES

PRESENT

Gloria Leiva, Chair
Elizabeth Beltran
Anthony Brouwer
Larry DeBoer
Dr. Anila Guruji
Mark Higgins
Kim Isaac
Dr. Alex Li
Yudy Mazariegos
Louis Mitchell
Jae Rhee
Dina Richman
Brigitte Sroujeh
Ana Villasenor

NOT PRESENT

Danielle Dejean

ADVISOR TO THE BOARD - PRESENT

Al Marsella

STAFF

Pablo Ibanez
Carmine Manicone
Srbui Ovsepyan
Kaye Quintero
Melinda Sullivan

GUESTS

Kimberly Bermudez
Tina Daley
Martha Grajeda
Taleen Khatchadourian
Weller Killebrew
Kristianna Moralls
Lili Romero
Diana Sandoval – DDS

CALL TO ORDER

Ms. Leiva called the meeting to order at 6:00 PM. The meeting was conducted via Zoom.

PUBLIC INPUT

No public input.

APPROVAL OF MINUTES

Mr. DeBoer moved to approve the minutes of April 27, 2022, Ms. Beltran seconded the motion, and it passed.

CLIENT ADVISORY COMMITTEE

Mr. McBroom gave an update on the Client Advisory Committee's activities from August 2021 to present.

BOARD EDUCATION

2021 Administrative Report – Community Services

As part of Board Education and Training, Mr. Ibanez, Director of Community Services, gave an overview on Quality Assurance and Vending. Board members were given the opportunity to ask questions and discuss the content.

EXECUTIVE DIRECTOR'S REPORT

May Revise Status Report

Ms. Sullivan reported that the May Revise of Governor's budget was released and budget hearings are in process. Included in the packet for information were the DDS May Revision Highlights and ARCA's comments to the legislature on the May revision.

2022-23 Budget Act Request

Ms. Sullivan advised the Board that they could find copies of thank you letters to five assemblymembers (*Mathis, Wood, Grayson, Rubio, and Patterson*) on requesting the inclusion of \$21.6 M General Fund (\$32.2M Total Fund) to reform the regional center "Core Staffing Formula".

July Board Training

Ms. Sullivan engaged in an open discussion with the Board on retuning to in-person board training in July. Board members shared their thoughts.

DDS Approved – Social Recreation, Camp, & Non-Medical Therapies (POS Policy)

Ms. Sullivan advised the Board that they could find in their packet a letter from DDS dated May 13, 2022 approving the Center's service standard on Social Recreation, Camp, & Non-Medical Therapies (POS Policy).

DDS Approved – Medi-Cal Program Supplemental Change

Ms. Sullivan advised the Board that they could find in their packet a letter from DDS dated April 6, 2022 approving the Medi-Cal Program Supplemental Change.

EXECUTIVE COMMITTEE

Contract Over \$250,000.

Mr. Ibanez reviewed with the Board the following contract in accordance with the Board approved policy for approval of contracts:

Provider/Organization: **Young Adult Institute, Inc. (YAI)**

Year: **CPP FY21/22 (#2122-1)**

Amount of contract: **Up to \$300,000.**

Lanterman Regional Center received CPP funds in the amount of \$300,000 from FY21/22 to develop Systemic, Therapeutic, Assessment, Resources, and Treatment (START) services for individuals ages 6 years and older with developmental disabilities and mental health needs. The START program developed will include comprehensive clinical assessment, consultation, outreach, training, cross systems linkages and 24-hour mobile crisis response.

DDS has awarded \$300,000 to support the development of the START model. A total of five providers responded to our Request for Proposal (RFP) and submitted applications. These providers included Therapy Lounge Center, Idom Industries, Build Rehabilitation, Young Adult Institute, Inc. (YAI) and California (CA) Mentor. All five applicants were interviewed by our selection committee. YAI was selected as their organization demonstrated a solid understanding of the START model due to the fact that they are already providing START services on the East Coast and Northern California.

YAI will receive training and certification from the Center for START Services-Institute on Disability/UCED, University of New Hampshire over a four-year term.

Mr. DeBoer moved to Board approve the contract with YAI, Mr. Higgins seconded the motion, and it passed unanimously.

ADMINISTRATIVE AFFAIRS COMMITTEE

Review of Financial Statements

- *Cash Flow*

Ms. Quintero reported that the Center is projected to have \$39,236,000 available at the end of July 31, 2022.

Mr. DeBoer reviewed the financial statements summary through March 31, 2022.

- *Fiscal Year to date 2021-2022 (C-2)*

In Operations (main contract) we have spent \$19,515,616 (66.1% of budget). In Purchase of services (main contract) we have spent \$192,667,140 before we add late bills. Including projected late bills, we will have spent \$197,287,140 (66.7% of budget).

- *Fiscal Year 2020-2021 (B-5)*

This month we recorded \$11,146 in OPS and \$161,440 in POS. To date, we have spent 98% of our OPS and 99% of POS allocations.

- *Fiscal Year 2019 - 2020 (A-9)*

This month we recorded \$408 OPS payments and received refunds of \$16,315 in POS. To date, we have spent 97% of our OPS and 99% of our POS allocations.

Line of Credit

Ms. Quintero reported that the Center continues to plan each year for the possibility of limited cash availability during the period at the beginning of the new fiscal year when we are awaiting receipt of the new year's contract advance allocation. In order to ensure the Center can continue timely payments to service providers and continue to cover operating costs, a revolving line of credit has been established with City National Bank. The current line of credit is in the amount of \$28 million, and is set to expire June 30, 2022.

City National Bank is offering an extension on our line of credit for an additional year with no changes to the terms, which are as follows:

Principal amount: \$28,000,000
Maturity date: June 30, 2023
Interest rate: Prime (4%) minus 1.0% = 3.0%, floor 2.25%
Documentation fee: \$5,000

The Center is requesting that the Board approve extension of the line of credit.

Ms. Villasenor move to approve the extension of the line of credit as presented, Mr. Brouwer seconded the motion, and it passed unanimously.

NOMINATING COMMITTEE

Slate of Officers and Directors

In accordance with the bylaws, Mr. Marsella presented the proposed Slate of Officers and Directors for election at the Annual Meeting of the Corporation in June.

Slate of Directors:

Directors for Re-election

- Larry DeBoer

New Director

- Michael Cooney
- Tina Daley
- Weller Killebrew
- Lili Romero-Riddell

Slate of Officers:

- | | |
|------------------------------------|-------------------|
| • President - | Gloria Leiva |
| • 1 st Vice President- | Louis Mitchell |
| • 2 nd Vice President - | Elizabeth Beltran |
| • Treasurer - | Larry DeBoer |
| • Secretary - | Brigitte Sroujeh |
| • Immediate Past President - | Dina Richman |

ADJOURNMENT FOR EXECUTIVE SESSION

Ms. Beltran moved to suspend the General Session meeting at 7:11 PM for Executive Session to conduct business on Approval of Minutes, Litigation, Collective Bargaining Agreement, and Executive Director' Performance Evaluation for 2021-22, Ms. Mazariegos seconded the motion, and it passed.

RECONVENE FOR GENERAL SESSION

The Board discussed in Executive Session the Approval of Minutes, Litigation, Collective Bargaining Agreement, and Executive Director' Performance Evaluation for 2021-22

ADJOURNMENT

Mr. Brouwer moved to adjourn the meeting at 8:00 p.m., Ms. Beltran seconded the motion, and it passed.

Mark Higgins, Secretary

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BOARD OF DIRECTORS

ACTION LOG

May 25, 2022

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – April 27, 2022	<ul style="list-style-type: none">• Approved	
	Contract Over \$250,000. - Young Adult Institute, Inc. (YAI)	<ul style="list-style-type: none">• Approved	
	Line of Credit	<ul style="list-style-type: none">• Approved	
	Proposed Slate of Officers and Directors	<ul style="list-style-type: none">• Presented for information only	

NOMINATING COMMITTEE

NOMINATING COMMITTEE

April 20, 2022

Minutes

PRESENT

Al Marsella, Chair
Larry DeBoer
Yudy Mazariegos

NOT PRESENT

Louis Mitchell

STAFF

Melinda Sullivan

CALL TO ORDER

The meeting was called to order at 12:00 pm.

APPROVAL OF MINUTES

The minutes of March 16, 2022 were approved by consensus.

SLATE OF OFFICERS AND DIRECTORS

The Committee discussed the proposed Slate of Officers and Directors for presentation at the May meeting and election at the Annual Meeting of the Corporation in June. The Committee reported on their follow-up assignments and finalized the slates for presentation as follows:

Slate of Directors

Directors for Re-election

- Larry DeBoer

New Director

- Michael Cooney
- Tina Daley
- Weller Killebrew
- Lili Romero-Riddell

Slate of Officers

- President - Gloria Leiva
- 1st Vice President- Louis Mitchell
- 2nd Vice President - Elizabeth Beltran
- Treasurer - Larry DeBoer
- Secretary - Brigitte Sroujeh
- Immediate Past President - Dina Richman

Mr. DeBoer moved to present the abovementioned Slate of Officers and Directors to the Board of Directors, Ms. Mazariegos seconded the motion, and it passed unanimously.

ADJOURNMENT

The meeting was adjourned at 12:15 p.m.

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SLATE OF DIRECTORS FOR ELECTION JUNE 2022

DIRECTOR

Michael Cooney

Tina Daley

Weller Killebrew

Lili Romero-Riddell

DIRECTORS FOR RE-ELECTION

Larry DeBoer

**SLATE OF OFFICERS
FOR ELECTION
JUNE 2022**

SLATE OF OFFICERS FOR ELECTION

PRESIDENT

Gloria Leiva

VICE PRESIDENT

Louis Mitchell

2nd VICE PRESIDENT

Elizabeth Beltran

TREASURER

Larry DeBoer

SECRETARY

Brigitte Sroujeh

IMMEDIATE PAST-PRESIDENT

Dina Richman