

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION, INC.

Board of Directors

September 28, 2011

MINUTES

PRESENT

Mark Higgins, Chair
Mary Bakchachyan
Anila Guruji
Marjorie Heller
Ray Lemus
Al Marsella
Howard McBroom
Brian Newkirk
Dina Richman
Ana Villasenor
Kelly White

NOT PRESENT

Larry DeBoer
Zulma Mena
Gary Pancer

STAFF

Diane Anand
Patrick Aulicino
Karen Ingram
Melinda Sullivan

GUESTS

Maria Pena

CALL TO ORDER

Mr. Higgins called the meeting to order at 6:00 PM.

PUBLIC INPUT

No public input was received.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MINUTES

The minutes of August 24, 2011 were approved by consensus.

BOARD EDUCATION

Distribution of Board Handbook Updates

Ms. Anand briefly reviewed the board handbook contents and board members were given updates for their handbooks.

EXECUTIVE DIRECTOR'S REPORT

Community Meeting Update – Presentation

Ms. Anand advised the Board that the Center has completed 5 Community Meetings and attendance was zero at one of the English speaking meeting and only 1 parent and the daughter at the other. The Board was given the presentation which included an overview of the proposed 2012 performance plan. No input was received on the performance plan from Board Members.

2010 Annual Administrative Report – Client and Family Services

Ms. Anand advised the Board that they could find the 2010 Annual Administrative Report for Client and Family Services in their board packet. Ms. Sullivan, Associate Director, gave a focused presentation on the Early Start, Prevention, and PRRS programs. The Board was given the opportunity to ask questions and discussion followed.

Remembering Dr. Richard Koch

Ms. Anand advised the Board that Dr. Koch passed away on 9/24/11 and a memorial is being planned. The Board viewed “A Measure of a Man – A Tribute to Dr. Richard Koch” in his memory.

EXECUTIVE COMMITTEE

Legislative Update

Mr. Higgins advised the Board that the Executive Committee approved letters to the Governor on two bills: a letter of support for SB946 (Steinberg) autism insurance mandate; and a letter of

opposition on AB 862 Silva re: regional center accountability. Copies of the letters were in the board notebooks along with the ARCA letters.

Approval of Contracts over \$250,000

Mr. Higgins advised the Board that the Executive Committee reviewed the following contracts in accordance with the board approved policy for approval of contracts and is recommending approval:

Easter Seals Southern CA

Year: FY 2010-11

Amount of Start-up award/contract: \$600,000 for rehabilitation & start-up of 2 ARFs (\$300,000 to rehabilitation, license, & furnish each home)

Ms. Heller moved that the board approve the award for Easter Seals Southern CA as presented, Ms. Bakchachyan seconded the motion, and it passed unanimously.

Flagship Group

Year: FY 2010-11

Amount of Start-up award/contract: \$300,000 for rehabilitation & start-up of 2 ARFs (\$150,000 to license & furnish each home)

Ms. Bakchachyan moved that the board approve the award for Flagship Group as presented, Mr. Newkirk seconded the motion, and it passed unanimously.

Ambitions CA

Year: FY 2009-10

Amount of Start-up award/contract: \$625,000 [\$500,000 to host start-up of 4-ARFs (SCIHLP Funded) \$125,000 to license & furnish 1 ARF (Lanterman Funded)) for rehabilitation & start-up of 2 ARFs (\$150,000 to license & furnish each home)].

Ms. Richman moved that the board approve the award for Ambitions CA as presented, Mr. Newkirk seconded the motion, and it passed unanimously

Home Ownership for Personal Empowerment (HOPE)

Year: FY 2010-11 CPP SCIHLP Approved Housing Plan

Amount of Start-up award/contract: \$800,000 (to purchase four (4) single family homes)

Mr. Marsella moved that the board approve the award for Home Ownership for Personal Empowerment (HOPE) as presented, Ms. Bakchachyan seconded the motion, and it passed unanimously.

Whistleblower Policy

Mr. Higgins reminded the Board that the Center received a communication from DDS dated August 1, 2011 rejecting the Center's Whistleblower Policy. The Center had been informed that its policy did not conform with subsection (b) (4) of the contract with the Department. Mr. Higgins advised the Board that they could find a revised draft version in their packet for review and that the Executive Committee is recommending approval and submission to DDS.

Ms. Heller moved to approve the revised draft version as presented, Mr. Marsella seconded the motion, and it passed unanimously.

Home Ownership for Personal Empowerment (HOPE) Donation

Mr. Higgins advised the Board that the Committee is recommending approval of a donation to HOPE for the purchase and management of housing in the Lanterman area. The donation would come from the Lanterman Endowment Fund. Discussion followed.

Mr. Marsella moved that the board approve a donation of \$2,000.00 to HOPE from the Lanterman Endowment Fund, Mr. Newkirk seconded the motion, a vote was taken, and the motion passed, eight in favor, 3 opposed (Ray Lemus, Dina Richman, and Kelly White)

Mr. Lemus and Ms. Richman recommended that the Center develop procedure/criteria on how it selects donation recipients. Executive Committee will take up the issue.

ADMINISTRATIVE AFFAIRS COMMITTEE

Budget Update and C-1 Contract

Mr. Aulicino advised the Board that the Center has received the C-1 allocation for FY 2011-12. He reviewed a budget comparison sheet for FY 2010-11 B-1 and FY 2011-12 C-1 with the Board. He reported that the comparison was reviewed with the Administrative Affairs Committee and that they are recommending that the Board approve the C-1 Contract as presented.

Ms. Bakchachyan moved to approve the C-1 Contract as presented, Mr. Marsella seconded the motion and it passed unanimously.

DDS Audit

Ms. Heller advised the Board that the Committee reviewed the audit findings for Fiscal Years 2007-08, 2008-09, and 2009-10. Mr. Aulicino reviewed Lanterman's response to the four second tier audit findings by the Department. He reported that the Center should expect a response from DDS within a few months.

Review of Financial Statements

Ms. Heller reviewed the financial statement summary through July 31, 2011:

Fiscal Year 2011-12

In Operations (main contract), we have spent 7.2% of our C-1 budget allocation. In Purchase of Services (main contract), we have spent 6.8 % of our C -1 budget allocation, before we add in projected late bills. Including projected late bills, we have spent 8.2% of our B - 3 allocation.

Fiscal Year 2010-11

This month we recorded \$45,709 in Operations and \$1,241,065 in Purchase of Services (main contract). To date we have spent 96.7% of our Operations budget and 96.8% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and just less than a \$2 million surplus in Purchase of Services (main contract), due to substantial cost savings, minimal client caseload growth, and following the relinquishment of some excess funds.

Fiscal Year 2009-10

This month we recorded \$10,326 in Operations and \$3,274 in Purchase of Services. To date we have spent 99.8% of our Operations budget and 96.1% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and a surplus of about \$3.5 million in Purchase of Services.

ADJOURNMENT

The meeting was adjourned at 8:45 p.m. for Executive Session to discuss pending litigation.

Approved October 27, 2011 (original on file)

Mary Bakchachyan, Secretary

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