

## **MEMORANDUM**

**TO: BOARD OF DIRECTORS**  
**FROM: MELINDA SULLIVAN**  
**RE: SEPTEMBER BOARD MEETING**  
**DATE: SEPTEMBER 27, 2023**

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As a reminder, Melinda is on vacation. Kaye Quintero will be staffing the meeting.

### **EXECUTIVE DIRECTOR'S REPORT**

The Department of Developmental Services requires the submission of a training plan for the Board of Directors in December. We have developed a survey for board members to identify topics of interest, which will help develop the plan. It will go out via email after the September board meeting; please complete the survey by October 6<sup>th</sup>.

### **ADMINISTRATIVE AFFAIRS COMMITTEE - ACTION ITEM**

Windes, Inc. will be conducting our annual independent audit and tax return preparation for the fiscal year 2022-23. This will be the third fiscal year in a row we have employed Windes to conduct the audit. The Committee is bringing forth a recommendation to continue using Windes, Inc. for an additional two years and is looking for Board approval on this recommendation.



## BOARD OF DIRECTORS MEETING

Wednesday, September 27, 2023  
6:00 PM – Board Business Promptly

Register in advance for this webinar:

[https://us02web.zoom.us/webinar/register/WN\\_-PnyOacOSaKh\\_Sx6X\\_Lwbw](https://us02web.zoom.us/webinar/register/WN_-PnyOacOSaKh_Sx6X_Lwbw)

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

ACTION ITEM	ORDER	GENERAL SESSION AGENDA	
	1	<b>CALL TO ORDER</b>	Louis Mitchell
	2	<b>PUBLIC INPUT/ANNOUNCEMENTS</b>	Louis Mitchell
<b>ACTION</b>	3	<b>APPROVAL OF MINUTES</b> <ul style="list-style-type: none"> <li>• <b>August 24, 20223</b></li> </ul>	Louis Mitchell
	4	<b>EXECUTIVE DIRECTOR'S REPORT</b> <ul style="list-style-type: none"> <li>• Board Training Plan</li> <li>• Brand Preview Event Debrief</li> <li>• Community Meeting Report</li> </ul>	Kaye Quintero Rose Chacana Srbui Ovsepyan
<b>ACTION</b>	5	<b>ADMINISTRATIVE AFFAIRS COMMITTEE</b> <ul style="list-style-type: none"> <li>• Review of Financial Statements</li> <li>• <b>Independent Audit Firm</b></li> </ul>	Lili Romero Kaye Quintero
<b>CLOSED SESSION</b>	<b>6 ACTION</b>	<b>EXECUTIVE SESSION</b> <ul style="list-style-type: none"> <li>• <b>Approval of Minutes</b></li> </ul>	Louis Mitchell
	7	<b>ADJOURNMENT</b>	Louis Mitchell

# APPROVAL OF MINUTES

# LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

## Board of Directors

August 23, 2023

## MINUTES

### **PRESENT**

Louis Mitchell, Chair  
Mayra Cervantes  
Michael Cooney  
Tina Daley  
Larry DeBoer  
Weller Killebrew  
Natalia Lewis  
Dr. Alex Li  
Dee Prescott  
Lili Romero  
Bradley Smith  
Brigitte Sroujeh  
Minh Khoa Tran  
Ana Villasenor  
Simon Yang

### **NOT PRESENT**

Anthony Brouwer  
Gloria Leiva

### **ADVISOR TO THE BOARD - PRESENT**

Al Marsella

### **STAFF**

Claudia Ayala  
Rose Chacana  
Pablo Ibanez  
Srbui Ovsepyan  
Kaye Quintero  
Melinda Sullivan

### **GUESTS**

Lis Cervantes-Lerma, SCDD  
Lourdes Gomez  
Kristina Gomez  
Paul Quiroz



## **CALL TO ORDER**

Mr. Mitchell called the meeting to order at 6:00 PM. The meeting was conducted in-person and via Zoom.

## **PUBLIC INPUT/ANNOUNCEMENTS**

No public input was given.

## **APPROVAL OF MINUTES**

Corrections:

Page 5 – Minh Koha Tran s/b Minh Khoa Tran

Page 6 – Adjourn s/b Adjourned

**The minutes of June 28, 2023 were approved by consensus with the above noted corrections.**

## **BOARD EDUCATION**

### **2022 Administrative Report – Clinical Services**

As part of Board Education and Training, Ms. Jordan, Director of Clinical Services gave a focused overview of how and when the regional center is involved with consents for health issues. Board members were given the opportunity to ask questions and discuss the content.

### **2022 Administrative Report – Administrative Services**

As part of Board Education and Training, Ms. Quintero, Director of Administrative Services and Ms. Ayala, Emergency Services and Operations Manager gave a focused overview of the Emergency Services scope of work. Board members were given the opportunity to ask questions and discuss the content.

## **EXECUTIVE DIRECTOR'S REPORT**

### **Conflict of Interest Review**

Ms. Sullivan advised the Board that as part of its governing obligations, the board must review the conflict-of-interest statement of each regional center board member to ensure that no conflicts of interest exist.

Included in the board packet were the declarations from board directors. After review, all of the forms indicated that no conflicts of interest exist.

**Dr. Li moved to send the conflict of interest statements to the Department of Developmental Services, Ms. Sroujeh seconded the motion, and it passed unanimously.**

### Board Training Debrief

The Board had an open discussion on the outcome of the Board training session held on July 26, 2023. The overall comments were positive and all agreed that it went well.

### DDS Budget Summary

Ms. Sullivan advised the Board that they could find in their packet a copy of the budget summary highlights for the California State Budget - Department of Developmental Services. This was for information only. The Center is currently waiting for its allocation.

### Caseload Ratio Corrective Plan

Ms. Sullivan advised the Board that Lanterman did not meet its caseload ratio numbers for 2023, thus a corrective plan of action has been submitted to DDS. Ms. Sullivan reported that all regional centers did not meet their targets. Ms. Sullivan gave a focused presentation on caseload ratio numbers across the State and Lanterman's recruitment efforts to reduce caseloads.

### 2023 Board Composition Survey

Ms. Sullivan advised the Board that the Center has submitted its annual Board Composition Survey to DDS. A copy of the Board Composition Survey Summary was provided for information only.

### KYRC at Brand

Ms. Sullivan advised the Board that the Center is planning a preview event on September 13, 2023 to showcase the new KYRC at Brand. Invites will be sent out soon to Board/Committee members, KYRC Leaders, and FDLRC Leadership Staff. An opening date for the public has not been determined yet.

### **CONTRACTS OVER \$250,000.**

Ms. Sullivan reviewed with the Committee the following contracts in accordance with the Board approved policy for approval of contracts:

*Note: The following contract for Esperanza Community Housing Corporation was approved by the Executive Committee on July 12, 2023 in the absence of a board meeting in July.*

- **Provider/Organization:** Esperanza Community Housing Corporation

**Year:** July 1, 2023 until June 30, 2024

**Amount of contract:** \$33,443.50 a month, not to exceed \$401,322.

Esperanza Community Housing Corporation will assist clients identified by the regional center to improve their access and utilization of services. The goal of the promotora is to develop social networks within the community. The promotora will work with families to engage families who are disconnected and isolated to improve their access to services and increase utilization through coaching and mentoring. Families will learn to make informed decisions that will ultimately benefit regional center clients.

**Ms. Villasenor moved ratify the action taken by the Executive Committee on July 12, 2023 to approve the contact with Esperanza Community Housing Corporation for \$401,322. Ms. Romero seconded the motion, and it passed unanimously.**

- **Provider/Organization:** Waterson Huth & Associates

**Year:** July 1, 2023 until June 30, 2024

**Amount of contract:** not to exceed \$693,648.

Waterson & Huth will provide consultation to regional center staff for client legal issues only.

Legal issues are defined as follows:

- Referrals to Attorneys and Consultants
- Immigration Activities
- Consultation with Attorneys
- Court Intervention
- Developmental Center Legal Issues
- Notices of Action
- Court Cases
- Fair Hearing Support
- IHSS Advocacy
- IHSS Fair Hearing Support

**Mr. DeBoer moved to approve the contact with Waterson & Huth for \$693,648. Mr. Smith seconded the motion, and it passed unanimously.**

## **SB 805 – INSURANCE COVERAGE FOR AUTISM SERVICES**

Ms. Sullivan advised the Board that SB 805, sponsored by Senator Portantino, is a bill that would expand the criteria for a qualified autism service professional to include paraprofessionals. It would also require DDS to adopt emergency regulations to address the use of behavioral health professionals and paraprofessional in group practice behavioral intervention services and it would require DDS to establish rates and the educational or experience qualifications and professional supervision requirements necessary for these positions.

The Board focused discussion on the following:

1. This bill would make DIR Floor Time services eligible for health plans to purchase as part of the Behavioral Health Treatment service.
2. While most regional centers have taken the position of not actively supporting Floor Time services, FDLRC has had two well established Providers that have offered Floor Time services for about 15 years.
3. ARCA has taken a "no comment" position on this bill, as it tries to traverse differing opinions amongst its regional center members.

Ms. Sullivan advised the Board that a copy of SB 805, background information from the Floor Time advocates, and a draft letter of support were in the packet for review. Discussion followed.

**Mr. DeBoer moved that the Board send a letter of support, Mr. Smith seconded the motion, the majority were in favor (15-1) and it passed.**

## **ARCA REPORT**

Mr. DeBoer advised the Board that he and Ms. Sullivan attended the ARCA meeting on August 17-18, 2023 and that the highlights from the meeting were in the packet for review.

## **ADMINISTRATIVE AFFAIRS COMMITTEE**

### **Review of Financial Statements**

#### *Cash Flow*

Ms. Quintero reported that we are projected to have \$53,469,626 available at the end of October 2023.

Ms. Romero reviewed the financial statements through June 30, 2023 as follows:

*Fiscal Year to date 2022-2023 (D-2)*

In Operations (main contract) we have spent \$30,779,513 (91% of budget). In Purchase of services (main contract) we have spent \$267,864,217 before we add late bills. Including projected late bills, we will have spent \$274,630,899 (78.8% of budget).

*Fiscal Year 2021-2022 (C-4)*

This month we recorded \$421,580 in OPS and \$193,494 in POS. To date, we have spent 87.8% of our OPS and 89.8 % of our POS allocations.

*Fiscal Year 2020-21 (B-5)*

This month we recorded \$0 in OPS and \$6,952 in POS. To date, we have spent 100% of our OPS and 99.3% of our POS allocations.

**PROGRAMS AND SERVICES COMMITTEE**

**Fall Community Meetings**

Ms. Ovsepyan advised the Board that the Center will be hosting its Annual Community Meetings as follows:

- September 6, 2023 - Targeted Audience: Service Providers
- September 11, 2023 - Targeted Audience: Self-Advocate (Clients)
- September 12, 2023 - Targeted Audience: Spanish Speaking Clients and Families
- September 20, 2023 - Targeted Audience: English Speaking Clients and Families

Board members were encourage to attend one of the community meetings as part of Board Education.

**ADJOURNMENT FOR EXECUTIVE SESSION**

**The Board agreed by consensus to suspend the General Session meeting at 7:45 p.m. for Executive Session to conduct business on Approval of Minutes, Litigation, and Personnel.**

### **RECONVENE FOR GENERAL SESSION**

**The Board discussed in Executive Session the Approval of Minutes, Litigation, and Personnel.**

### **ADJOURNMENT**

**The meeting was adjourned by consensus at 7:55 p.m.**

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Tina Daley, Secretary

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## BOARD OF DIRECTORS

### ACTION LOG

August 23, 2023

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – June 28, 2023	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Contracts over \$250,000: <ul style="list-style-type: none"><li>• Esperanza Community Housing Corporation.</li><li>• Waterson Huth &amp; Associates</li></ul>	<ul style="list-style-type: none"><li>• Ratified</li><li>• Approved</li></ul>	
	<ul style="list-style-type: none"><li>• Annual Conflict of Interest Review</li></ul>	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	<ul style="list-style-type: none"><li>• Letter of Support for SB 805- Insurance Coverage for Autism Services</li></ul>	<ul style="list-style-type: none"><li>• Approved</li></ul>	

# ADMINISTRATIVE AFFAIRS COMMITTEE



**Frank D. Lanterman Regional Center**

**Administrative Affairs Committee**

**September 12, 2023**

**MINUTES**

**PRESENT**

Lili Romero-Riddell, Chair  
Larry DeBoer  
Jack Gilbertson  
Mark Higgins  
Al Marsella

**NOT PRESENT**

Allison Fuller  
Marjorie Heller  
Minh Khoa Tran  
Dr. Tony Stein

**STAFF**

Jennifer Ball  
Kaye Quintero  
Melinda Sullivan

**CALL TO ORDER**

The meeting was called to order at 12:10 PM

**REVIEW OF MINUTES**

The minutes of August 8, 2023 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

Ms. Romero had nothing to report.

**REVIEW OF FINANCIAL STATEMENTS**

*Cash Flow*

Ms. Ball stated we are projected to have \$33,951,543 available at the end of November 30, 2023.

Ms. Ball reviewed the financial statements through July 31, 2023.

*Fiscal Year to date 2022-2023 (E-Prelim)*

In Operations (main contract) we have spent \$2,510,855 (10.3% of budget). In Purchase of services (main contract) we have spent \$19,771,096 before we add late bills. Including projected late bills, we will have spent \$24,937,022 (9.2% of budget).

*Fiscal Year 2022-2023 (D-2)*

This month we recorded \$1,973,705 in OPS and \$6,096,017 in POS. To date, we have spent 94.2% of our OPS and 69.7 % of our POS allocations.

*Fiscal Year 2021-22 (C-4)*

This month we recorded \$40,646 in OPS and \$115,488 in POS. To date, we have spent 98.8% of our OPS and 89.8% of our POS allocations.

### **FINANCIAL STATEMENTS FORMATTING**

Ms. Ball reviewed the financial statements with its new formatting and asked for feedback. The committee stated they would like the font to be bigger but all agreed they like the new format.

### **INVESTMENT RETURN REPORT**

Ms. Quintero reported we purchased treasury bills and invested \$20 million. \$5 million in 4-week, \$5 million in 13-week, \$5 million in 17-week, and \$5 million in 26-week. These will renew and the last ones will mature in April 2024. The rates we received are around 5.4% and we are projecting at the end of April we will have round \$660,000.

### **INDEPENDENT AUDIT FIRM**

Ms. Quintero reported we began our 2022-23 independent audit as of September 11, 2023. The audit staff is on site and the fieldwork will occur over the course of the next two weeks. This means we are on schedule to have the draft financial report and the draft tax return ready for this committee to review on January 2024.

Our audit firm is Windes, Inc. and this is our third year working with them. DDS requires a Regional Center only use the same firm no more than 5 times in a 10 year period. Ms. Quintero asked the committee if they'd like us to continue to work with Windes or move forward with other firms. She shared some information regarding which firms other Regional Centers are currently using. After discussion, the committee agreed to stay with Windes, Inc.

***Mr. DeBoer made a motion to submit the Committee's recommendation to the Board for approval to continue working with Windes, Inc. for two more years. Mr. Marsella seconded the motion and it was approved by consensus.***

### **NEXT MEETING**

The next meeting will be on October 10, 2023.

### **ADJOURNMENT**

The meeting was adjourned a 12:38 P.M.

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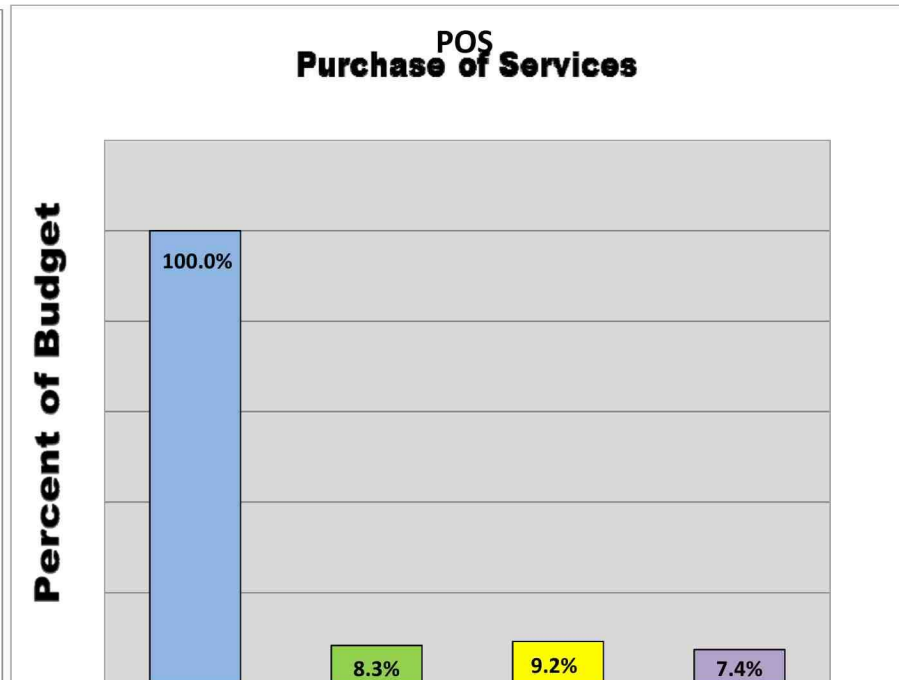
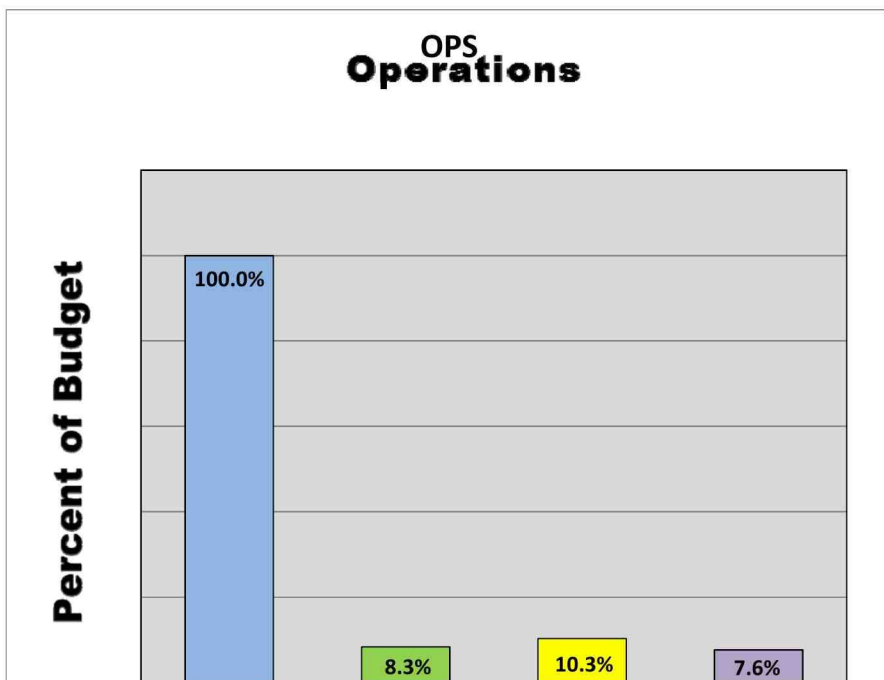
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**FRANK D. LANTERMAN REGIONAL CENTER**  
**PROJECTED CASH FLOW ANALYSIS**  
**SEPTEMBER 1, 2023 THROUGH NOVEMBER 30, 2023**

<b>DATE</b>	<b>ACTIVITY</b>	<b>DEPOSIT (PAYMENT)</b>	<b>BALANCE</b>
1-Sep	<b>BEGINNING BALANCE</b>		39,203,045
5-Sep	TREASURY DIRECT BILLS	(5,000,000)	34,203,045
7-Sep	TREASURY DIRECT BILLS	(5,000,000)	29,203,045
7-Sep	MAY & JUNE CLAIMS REIMBURSEMENT (10%)	5,423,498	34,626,543
7-Sep	POS (FMS)	(100,000)	34,526,543
7-Sep	OPS	(500,000)	34,026,543
8-Sep	JULY CLAIM REIMBURSEMENT	22,900,000	56,926,543
11-Sep	POS	(17,000,000)	39,926,543
12-Sep	PAYROLL	(900,000)	39,026,543
14-Sep	POS (FMS)	(100,000)	38,926,543
14-Sep	OPS	(125,000)	38,801,543
18-Sep	POS	(3,500,000)	35,301,543
21-Sep	POS (FMS)	(100,000)	35,201,543
21-Sep	OPS	(125,000)	35,076,543
26-Sep	PAYROLL	(900,000)	34,176,543
26-Sep	POS	(1,500,000)	32,676,543
28-Sep	POS (FMS)	(100,000)	32,576,543
28-Sep	OPS	(125,000)	32,451,543
5-Oct	POS (FMS)	(100,000)	32,351,543
5-Oct	OPS	(500,000)	31,851,543
5-Oct	OPS	(500,000)	31,351,543
10-Oct	AUGUST CLAIM REIMBURSEMENT	28,375,000	59,726,543
10-Oct	POS	(16,500,000)	43,226,543
10-Oct	PAYROLL	(900,000)	42,326,543
12-Oct	POS (FMS)	(100,000)	42,226,543
12-Oct	OPS	(125,000)	42,101,543
19-Oct	POS	(4,500,000)	37,601,543
19-Oct	OPS	(125,000)	37,476,543
24-Oct	PAYROLL	(900,000)	36,576,543
26-Oct	POS	(2,500,000)	34,076,543
26-Oct	OPS	(125,000)	33,951,543
2-Nov	POS (FMS)	(100,000)	33,851,543
2-Nov	OPS	(500,000)	33,351,543
7-Nov	PAYROLL	(900,000)	32,451,543
9-Nov	POS (FMS)	(100,000)	32,351,543
9-Nov	OPS	(125,000)	32,226,543
10-Nov	SEPTEMBER CLAIM REIMBURSEMENT	26,200,000	58,426,543
10-Nov	POS	(19,500,000)	38,926,543
16-Nov	POS	(2,500,000)	36,426,543
16-Nov	OPS	(125,000)	36,301,543
21-Nov	PAYROLL	(900,000)	35,401,543
23-Nov	POS (FMS)	(100,000)	35,301,543
23-Nov	OPS	(125,000)	35,176,543
27-Nov	POS	(1,000,000)	34,176,543
30-Nov	POS (FMS)	(100,000)	34,076,543
30-Nov	OPS	(125,000)	33,951,543
	<b>ENDING BALANCE</b>		<b>\$ 33,951,543</b>

**FRANK D. LANTERMAN REGIONAL CENTER  
FINANCIAL STATEMENT SUMMARY - MAIN CONTRACT  
ACTIVITY THROUGH  
JULY 31, 2023**

Fiscal Year-To-Date 2023-2024 (E-Prelim)



	1 Current Year Annual Budget (E-Prelim)	2 Current Year 1 MONTH Budget (E-Prelim)	3 Current Year Actual 1 MONTH YTD	4 Prior Year Actual 1 MONTH YTD (D-2)
<b>OPS</b>				
Actual	\$24,400,836	\$2,033,403	\$2,510,855	\$2,320,135
	100.0%	8.3%	10.3%	7.6%

	1 Current Year Annual Budget (E-Prelim)	2 Current Year 1 MONTH Budget (E-Prelim)	3 Current Year Actual 1 MONTH YTD	4 Prior Year Actual 1 MONTH YTD (D-2)
<b>POS</b>				
Actual	\$271,017,744	\$22,584,812	\$19,771,096	\$15,908,634
Projected Late Bills			\$5,165,926	\$6,041,556
Adjusted Total	\$271,017,744	\$22,584,812	\$24,937,022	\$21,950,190
	100.0%	8.3%	9.2%	7.4%

**Fiscal Year 2022-2023 (D-2)**

This month we recorded \$1,973,705 in OPS and \$6,096,017 in POS. To date, we have spent 94.2% of our OPS and 69.7% of our POS allocations.

**Fiscal Year 2021-2022 (C-4)**

This month we recorded \$40,646 in OPS and \$115,488 in POS. To date, we have spent 98.8% of our OPS and 89.8% of our POS allocations.

FRANK D. LANTERMAN REGIONAL CENTER  
NOTES TO FINANCIAL STATEMENTS  
FOR THE 1<sup>st</sup> SERVICE MONTH ENDED JULY 31, 2023

**2023-2024**

**INVESTMENT SUMMARY**

As of July 31, about \$50 million was maintained in our business checking account with City National Bank. Interest earnings of about \$37,000 were reported, while \$756 in ICF SPA administrative fee deposits were recorded for the month.

**OPERATIONS**

**Communication** includes purchase of \$25,000 in prepaid postage funds for mail machine.

**Other Income** includes a \$100,000 cash allowance on UTLA lease for building improvements.

**PURCHASE OF SERVICES**

***Note:** There were 21 service days in July, compared to 22 service days in June. The client caseload increased by 72 to 12,240, bringing the net increase for the current fiscal year to 72 clients. The most noteworthy increases in monthly payments include the following:*

**P&I Expenses** includes both July and August expenses as this service is paid current and not in arrears.

**COMMUNITY PLACEMENT PLAN (CPP)**

There have been 0 CPP placements in July, beginning the fiscal year with no new placements.

**2022-2023**

**OPERATIONS** – includes salaries and wages, temporary help, contract services, benefits, facility rent, data processing maintenance and legal fees.

**PURCHASE OF SERVICES** – includes supplemental residential program, community care facilities, supplemental day services program, independent living, infant development program, supported employment, adaptive skills training, community integration training and supports, early start therapies, personal assistance, individual and family training, community living supports, supported living services, special therapy services and in-home respite services.

**2021-2022**

**OPERATIONS** – includes non-CPP start-up funding, salaries and benefits for Early Start and Language Access and Cultural Competency initiatives, and network setup and development of clinical resources.

**PURCHASE OF SERVICES** – includes supported employment, behavior intervention, behavior management consultation, community integration supports, community living supports and start-up funding.

**FRANK D. LANTERMAN REGIONAL CENTER**  
**CONTRACT SUMMARY**  
**JUL-23**

<b>FISCAL YEAR</b>	<b>CONTRACT</b>	<b>FUND</b>	<b>BUDGET</b>	<b>CLAIMED</b>	<b>PERCENT CLAIMED</b>	<b>BALANCE OF BUDGET</b>
<b>2023-2024</b>	<b>E-Prelim</b>	Operations - Main Contract	24,400,836	2,510,855	10.3%	21,889,981
		Purchase of Services - Main Contract	271,017,744	19,771,096	7.3%	251,246,648
		Community Placement Plan	0	79,247		(79,247)
		Family Resource Center	0	13,441		(13,441)
		<b>TOTAL:</b>	<b>295,418,580</b>	<b>22,374,640</b>	<b>7.6%</b>	<b>273,043,940</b>
<b>2022-2023</b>	<b>D-2</b>	Operations - Main Contract	34,760,472	32,744,468	94.2%	2,016,004
		Operations - Disparities (SAE Grant)	168,500	17,500	10.4%	151,000
		Operations - LACC Plan	312,574	24,650	7.9%	287,924
		Purchase of Services - Main Contract	392,930,796	273,960,235	69.7%	118,970,561
		Community Placement Plan	1,178,778	725,372	61.5%	453,406
		Family Resource Center	155,701	152,056	97.7%	3,645
		<b>TOTAL:</b>	<b>429,506,821</b>	<b>307,624,281</b>	<b>71.6%</b>	<b>121,882,540</b>
<b>2021-2022</b>	<b>C-4</b>	Operations - Main Contract	29,547,035	29,198,774	98.8%	348,261
		Operations - Disparities (SAE Grant)	32,500	30,815	94.8%	1,685
		Operations - LACC Plan	625,148	240,546	38.5%	384,602
		Operations - ARPA Provider Network	6,743,000	3,353,570	49.7%	3,389,430
		Purchase of Services - Main Contract	300,576,502	269,998,877	89.8%	30,577,625
		Community Placement Plan	2,246,883	1,048,167	46.6%	1,198,716
		Family Resource Center	155,701	154,628	99.3%	1,074
		<b>TOTAL:</b>	<b>339,926,769</b>	<b>304,025,378</b>	<b>89.4%</b>	<b>35,901,391</b>

FRANK D. LANTERMAN REGIONAL CENTER  
ANALYSIS OF REVENUE AND EXPENDITURES  
FISCAL YEAR 2023-2024  
JUL-23

	BUDGET (E-Prelim)	NET EXPENDED MONTH	Y-T-D	PERCENT EXPENDED	BALANCE OF BUDGET
<b>Operations - Main Contract</b>					
Personal Services	0	2,214,949	2,214,949		(2,214,949)
Operating Expenses	0	433,472	433,472		(433,472)
LESS: Interest Income	0	(36,808)	(36,808)		36,808
LESS: Other Income	0	(100,756)	(100,756)		100,756
<b>Total Operations - Main Contract:</b>	<b>24,400,836</b>	<b>2,510,855</b>	<b>2,510,855</b>	<b>10.3%</b>	<b>21,889,981</b>
<b>Purchase of Services - Main Contract</b>					
Out-of-Home	0	5,986,358	5,986,358		(5,986,358)
Day Program	0	2,164,251	2,164,251		(2,164,251)
Other Services	0	11,660,832	11,660,832		(11,660,832)
Budget Allocation Surplus/(Deficit)	0	0	0		0
LESS: ICF SPA Program	0	(40,344)	(40,344)		40,344
<b>Total Purchase of Services:</b>	<b>271,017,744</b>	<b>19,771,096</b>	<b>19,771,096</b>	<b>7.3%</b>	<b>251,246,648</b>
<b>Community Placement Plan</b>					
Personal Services	0	56,772	56,772		(56,772)
Operating Expenses	0	2,267	2,267		(2,267)
Purchase of Services	0	20,209	20,209		(20,209)
<b>Total CPP:</b>	<b>0</b>	<b>79,247</b>	<b>79,247</b>		<b>(79,247)</b>
<b>Family Resource Center</b>					
<b>Total FRC:</b>	<b>0</b>	<b>13,441</b>	<b>13,441</b>		<b>(13,441)</b>
<b>GRAND TOTAL:</b>	<b>295,418,580</b>	<b>22,374,640</b>	<b>22,374,640</b>	<b>7.6%</b>	<b>273,043,940</b>



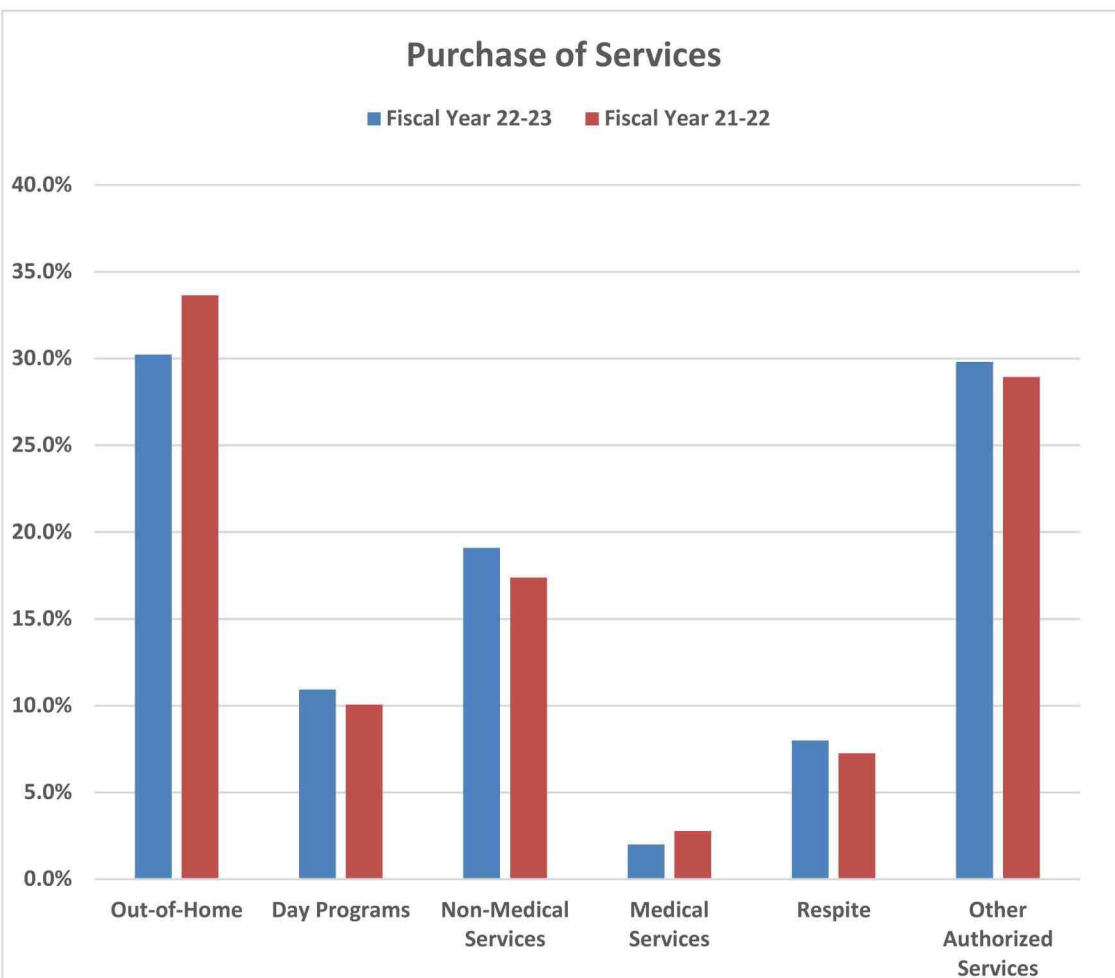
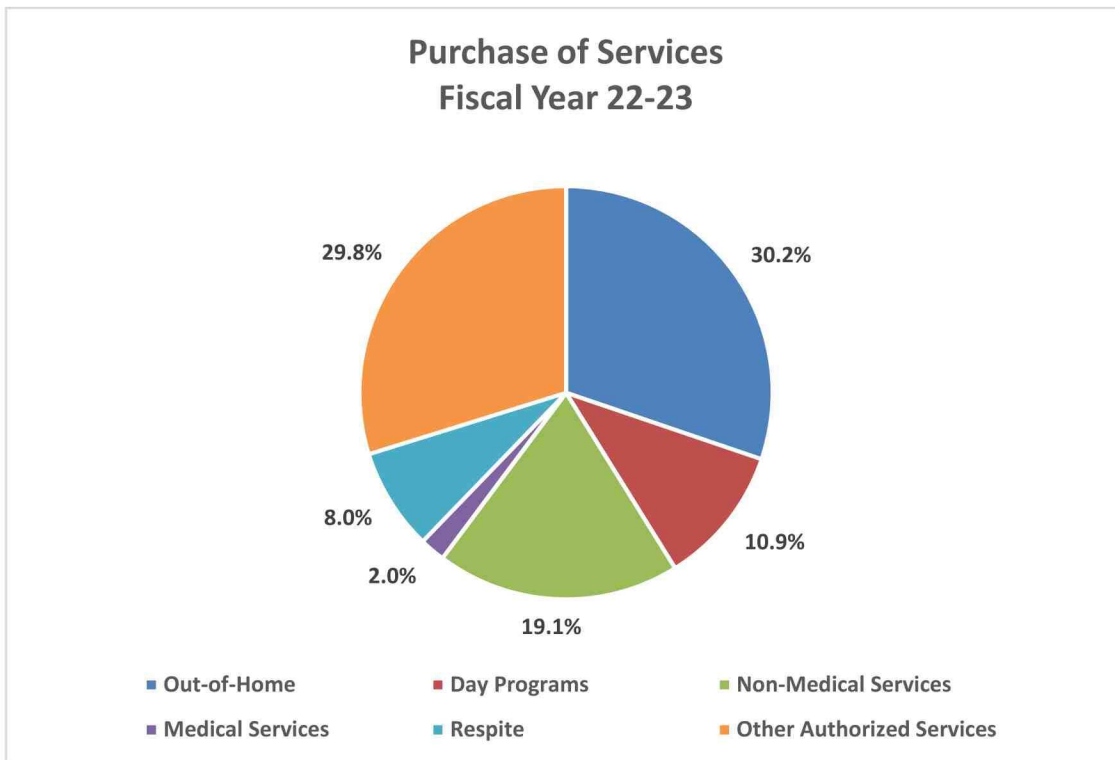
FRANK D. LANTERMAN REGIONAL CENTER  
OPERATIONS  
FISCAL YEAR 2023-2024  
JUL-23

	BUDGET (E-Prelim)	NET EXPENDED MONTH	Y-T-D	PERCENT EXPENDED	BALANCE OF BUDGET
<b>Personal Services</b>					
Salaries & Wages		1,606,509	1,606,509		(1,606,509)
Temporary Help		107,584	107,584		(107,584)
Contract Services		17,003	17,003		(17,003)
<b>Subtotal:</b>	0	1,731,095	1,731,095		(1,731,095)
<b>Benefits</b>					
Retirement/Pension		177,804	177,804		(177,804)
Medicare Tax		23,645	23,645		(23,645)
Health Benefits		249,942	249,942		(249,942)
Workers' Compensation		13,052	13,052		(13,052)
Unemployment Insurance SUI		5,561	5,561		(5,561)
Non-Industrial Disability		7,581	7,581		(7,581)
Life Insurance		6,268	6,268		(6,268)
<b>Subtotal:</b>	0	483,853	483,853		(483,853)
<b>Total Personal Services:</b>	0	2,214,949	2,214,949		(2,214,949)
<b>Operating Expenses</b>					
Equipment Maintenance		1,080	1,080		(1,080)
Facility Rent		262,421	262,421		(262,421)
Facility Maintenance		5,325	5,325		(5,325)
Communication		51,535	51,535		(51,535)
General Office Expenses		5,516	5,516		(5,516)
Printing		2,057	2,057		(2,057)
Insurance		25,762	25,762		(25,762)
Data Processing		41,415	41,415		(41,415)
Data Processing Maintenance		7,324	7,324		(7,324)
Interest Expense			0		0
Bank Fees			0		0
Legal Fees		7,226	7,226		(7,226)
Board & Committee Expenses		150	150		(150)
Accounting Fees			0		0
Equipment Purchases			0		0
Consulting/Training		10,058	10,058		(10,058)
Travel		6,985	6,985		(6,985)
ARCA Dues		5,699	5,699		(5,699)
General Expenses		919	919		(919)
SDP Participant Supports			0		0
ARPA			0		0
Other			0		0
<b>Total Operating Expenses:</b>	0	433,472	433,472		(433,472)
<b>Interest &amp; Other Income</b>					
LESS: Interest Income		(36,808)	(36,808)		36,808
LESS: Other Income		(100,756)	(100,756)		100,756
<b>Total Interest &amp; Other Income:</b>	0	(137,565)	(137,565)		137,565
<b>TOTAL OPERATIONS MAIN CONTRACT:</b>	<b>24,400,836</b>	<b>2,510,855</b>	<b>2,510,855</b>	<b>10.3%</b>	<b>21,889,981</b>

FRANK D. LANTERMAN REGIONAL CENTER  
PURCHASE OF SERVICES - MAIN CONTRACT  
FISCAL YEAR 2023-2024  
JUL-23

	BUDGET (E-Prelim)	NET EXPENDED MONTH	Y-T-D	PERCENT EXPENDED	BALANCE OF BUDGET
Number of Service Days:		21			
<b>Out-of-Home</b>					0
Community Care Facility		5,917,888	5,917,888		(5,917,888)
ICF/SNF Facility		68,470	68,470		(68,470)
<b>Total Out-of-Home:</b>	0	5,986,358	5,986,358		(5,986,358)
<b>Day Programs</b>					
Day Care		53,651	53,651		(53,651)
Day Training		2,030,574	2,030,574		(2,030,574)
Supported Employment (SEP)		80,025	80,025		(80,025)
Work Activity Program (WAP)		0	0		0
<b>Total Day Programs:</b>	0	2,164,251	2,164,251		(2,164,251)
<b>Other Services</b>					
Non-Medical Professional		1,939,818	1,939,818		(1,939,818)
Non-Medical Program		1,840,037	1,840,037		(1,840,037)
Home Care Services		547,211	547,211		(547,211)
Transportation		204,558	204,558		(204,558)
Prevention		1,605,606	1,605,606		(1,605,606)
Other Authorized		3,454,420	3,454,420		(3,454,420)
P&I Expense		26,990	26,990		(26,990)
Hospital Care		81,250	81,250		(81,250)
Medical Equipment		1,379.44	1,379		(1,379)
Medical Care Professional		282,898	282,898		(282,898)
Medical Care Program		28,608	28,608		(28,608)
Respite - In-Home		1,579,311	1,579,311		(1,579,311)
Respite - Out-of-Home		3,544	3,544		(3,544)
Camps		65,199	65,199		(65,199)
Other		0	0		0
<b>Total Other Services:</b>	0	11,660,832	11,660,832		(11,660,832)
<b>Adjustments</b>					
Budget Allocation Surplus/(Deficit)		0	0		0
LESS: ICF SPA Program		(40,344)	(40,344)		40,344
<b>Total Adjustments:</b>	0	(40,344)	(40,344)		40,344
<b>TOTAL PURCHASE OF SERVICES:</b>	<b>271,017,744</b>	<b>19,771,096</b>	<b>19,771,096</b>	<b>7.3%</b>	<b>251,246,648</b>
<b>Active Caseload</b>	12,340		<b>Net Increase for Fiscal Year</b>		72
<b>Change from Prior Month</b>	72		<b>Percent Increase for Fiscal Year</b>		0.62%

**FRANK D. LANTERMAN REGIONAL CENTER**  
**PURCHASE OF SERVICES EXPENDITURES FOR SERVICE MONTH ENDED JULY 31, 2023**



FRANK D. LANTERMAN REGIONAL CENTER  
COMMUNITY PLACEMENT PLAN (CPP)  
FISCAL YEAR 2023-2024  
JUL-23

	BUDGET (E-Prelim)	NET EXPENDED MONTH	Y-T-D	PERCENT EXPENDED	BALANCE OF BUDGET
<b>CPP Personal Services</b>					
Staffing - CPP		30,391	30,391		(30,391)
Staffing - LDC		26,381	26,381		(26,381)
<b>Total CPP Personal Services:</b>	0	56,772	56,772		(56,772)
<b>CPP Operating Expenses</b>					
Consulting/Training - CPP		0	0		0
General Expenses - CPP		1,133	1,133		(1,133)
Consulting/Training - LDC		0	0		0
General Expenses - LDC		1,133	1,133		(1,133)
<b>Total CPP Operating Expenses:</b>	0	2,267	2,267		(2,267)
<b>Total CPP Operations:</b>	0	59,039	59,039		(59,039)
<b>CPP Purchase of Services</b>					
Community Care Facility		19,873	19,873		(19,873)
ICF/SNF Facility		0	0		0
Day Training		0	0		0
Non-Medical Services		0	0		0
Transportation		0	0		0
Other Authorized		0	0		0
P&I Expense		336	336		(336)
Medical Services		0	0		0
Respite		0	0		0
Start-up		0	0		0
<b>Total CPP Purchase of Services:</b>	0	20,209	20,209		(20,209)
<b>TOTAL COMMUNITY PLACEMENT PLAN:</b>	0	79,247	79,247		(79,247)
<b>Number of CPP Placements - Month</b>	0	<b>Total CPP Placements for Fiscal Year</b>			0

FRANK D. LANTERMAN REGIONAL CENTER  
FAMILY RESOURCE CENTER (FRC)  
FISCAL YEAR 2023-2024  
JUL-23

	BUDGET (E-Prelim)	NET EXPENDED MONTH	Y-T-D	PERCENT EXPENDED	BALANCE OF BUDGET
<b>FRC Personal Services</b>					0
Family Support Specialist		6,302	6,302		(6,302)
Resource & Info Coordinator		3,858	3,858		(3,858)
Resource & Info Specialist		1,976	1,976		(1,976)
<b>Total FRC Personal Services:</b>	0	12,137	12,137		(12,137)
<b>FRC Activities/Projects</b>					
Info Dissemination & Referral		1,304	1,304		(1,304)
Public Awareness		0	0		0
Family/Professional Collaboration		0	0		0
<b>Total FRC Activities/Projects:</b>	0	1,304	1,304		(1,304)
<b>TOTAL FAMILY RESOURCE CENTER:</b>	0	13,441	13,441		(13,441)

FRANK D. LANTERMAN REGIONAL CENTER  
ANALYSIS OF REVENUE AND EXPENDITURES  
FISCAL YEAR 2022-2023  
JUL-23

	BUDGET (D-2)	NET EXPENDED MONTH	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET
<b>Operations - Main Contract</b>					
Personal Services	27,119,437	1,636,817	26,833,241	98.9%	286,196
Operating Expenses	7,653,035	336,888	6,060,103	79.2%	1,592,932
LESS: Interest Income	(5,000)	0	(140,065)	2801.3%	135,065
LESS: Other Income	(7,000)	(1)	(8,811)	125.9%	1,811
<b>Total Operations:</b>	<b>34,760,472</b>	<b>1,973,705</b>	<b>32,744,468</b>	<b>94.2%</b>	<b>2,016,004</b>
<b>Operations - Disparities (SAE Grant)</b>					
<b>Total SAE Grant:</b>	<b>168,500</b>	<b>8,750</b>	<b>17,500</b>	<b>10.4%</b>	<b>151,000</b>
<b>Operations - LACC Plan</b>					
<b>Total LACC Plan:</b>	<b>312,574</b>	<b>24,650</b>	<b>24,650</b>	<b>7.9%</b>	<b>287,924</b>
<b>Purchase of Services - Main Contract</b>					
Out-of-Home	76,338,240	188,088	74,024,631	97.0%	2,313,609
Day Program	29,555,585	583,110	28,455,187	96.3%	1,100,398
Other Services	216,498,154	5,334,903	172,025,594	79.5%	44,472,560
Budget Allocation Surplus/(Deficit)	70,960,477	0	0	0.0%	70,960,477
LESS: ICF SPA Program	(421,660)	(10,084)	(545,178)	129.3%	123,518
<b>Total Purchase of Services:</b>	<b>392,930,796</b>	<b>6,096,017</b>	<b>273,960,235</b>	<b>69.7%</b>	<b>118,970,561</b>
<b>Community Placement Plan</b>					
Personal Services	707,590	0	544,934	77.0%	162,656
Operating Expenses	0	0	26,914		(26,914)
Purchase of Services	471,188	0	153,524	32.6%	317,664
<b>Total CPP:</b>	<b>1,178,778</b>	<b>0</b>	<b>725,372</b>	<b>61.5%</b>	<b>453,406</b>
<b>Family Resource Center</b>					
<b>Total FRC:</b>	<b>155,701</b>	<b>900</b>	<b>152,056</b>	<b>97.7%</b>	<b>3,645</b>
<b>GRAND TOTAL:</b>	<b>429,506,821</b>	<b>8,104,022</b>	<b>307,624,281</b>	<b>71.6%</b>	<b>121,882,540</b>

FRANK D. LANTERMAN REGIONAL CENTER  
ANALYSIS OF REVENUE AND EXPENDITURES  
FISCAL YEAR 2021-2022  
JUL-23

	BUDGET (C-4)	NET EXPENDED MONTH	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET
<b>Operations - Main Contract</b>					
Personal Services	22,197,162	0	22,380,485	100.8%	(183,323)
Operating Expenses	7,404,873	40,650	6,829,588	92.2%	575,285
LESS: Interest Income	(25,000)	0	(4,179)	16.7%	(20,821)
LESS: Other Income	(30,000)	(4)	(7,121)	23.7%	(22,879)
<b>Total Operations:</b>	<b>29,547,035</b>	<b>40,646</b>	<b>29,198,774</b>	<b>98.8%</b>	<b>348,261</b>
<b>Operations - Disparities (SAE Grant)</b>					
<b>Total SAE Grant:</b>	<b>32,500</b>	<b>0</b>	<b>30,815</b>	<b>94.8%</b>	<b>1,685</b>
<b>Operations - LACC Plan</b>					
<b>Total LACC Plan:</b>	<b>625,148</b>	<b>2,078</b>	<b>240,546</b>	<b>38.5%</b>	<b>384,602</b>
<b>Operations - ARPA Provider Network</b>					
<b>Total ARPA Provider Network:</b>	<b>6,743,000</b>	<b>352,221</b>	<b>3,353,570</b>	<b>49.7%</b>	<b>3,389,430</b>
<b>Purchase of Services - Main Contract</b>					
Out-of-Home	70,959,214	(1,212)	69,374,133	97.8%	1,585,081
Day Program	28,374,545	15,535	27,109,250	95.5%	1,265,295
Other Services	175,459,857	101,165	174,065,868	99.2%	1,393,989
Budget Allocation Surplus/(Deficit)	26,365,207	0	0	0.0%	26,365,207
LESS: ICF SPA Program	(582,321)	0	(550,373)	94.5%	(31,948)
<b>Total Purchase of Services:</b>	<b>300,576,502</b>	<b>115,488</b>	<b>269,998,877</b>	<b>89.8%</b>	<b>30,577,625</b>
<b>Community Placement Plan</b>					
Personal Services	678,710	0	525,484	77.4%	153,226
Operating Expenses	28,900	0	27,591	95.5%	1,309
Purchase of Services	1,539,273	88,676	495,092	32.2%	1,044,181
<b>Total CPP:</b>	<b>2,246,883</b>	<b>88,676</b>	<b>1,048,167</b>	<b>46.6%</b>	<b>1,198,716</b>
<b>Family Resource Center</b>					
<b>Total FRC:</b>	<b>155,701</b>	<b>0</b>	<b>154,628</b>	<b>99.3%</b>	<b>1,074</b>
<b>GRAND TOTAL:</b>	<b>339,926,769</b>	<b>599,109</b>	<b>304,025,378</b>	<b>89.4%</b>	<b>35,901,391</b>

# PROGRAMS AND SERVICES COMMITTEE



Frank D. Lanterman Regional Center

Programs & Services Committee

September 13, 2023

MINUTES

**PRESENT**

Lupe Trevizo-Reinoso, Chair  
Debbie Cornejo  
Howard McBroom  
Kristiana Moralls  
Christopher Perri

**STAFF**

Srbui Ovsepyan

**NOT PRESENT**

Oscar Carvajal  
Karla Garcia  
Darryl Goodus  
Yudy Mazariegos  
Trudy Robinson

**CALL TO ORDER**

The meeting was held remotely using ZOOM and was called to order by Ms. Lupe Trevizo-Reinoso at 10:05 A.M.

**APPROVAL OF MINUTES**

The minutes of August were tabled for lack of quorum.

**IPP ACKNOWLEDGEMENT FORM-REVIEW**

Ms. Ovsepyan reviewed the IPP Acknowledgement Form with the committee. Changes to the form were informed by the Welfare and Institutions Codes requirements as it relates to IPP meetings and has been reviewed by legal counsel. The committee had questions, discussion, and feedback on this form. Suggestions included:

A check box for Self Determination Program (SDP)

Incorporating the date this form has been updated

Ms. Ovsepyan explained that the form has been finalized and was not open for further amendments at this time. She explained that the form was brought to the Committee for informational purposes only per the Committee's request. Feedback provided by the committee was noted.

## **UPDATE ON PERFORMANCE MEASURES AND Trailer Bill Language (TBL)**

Ms. Ovsepyan gave an overview of the six key areas of the Regional Center Performance Measure at the conclusion of phase 1. The following are six measurement priorities for Regional Centers to guide the development of measures for FY 2022-2025;

1. Early Start
2. Employment
3. Equity and Cultural Competency
4. Individual and Family Experience and Satisfaction
5. Person-Centered Services Planning
6. Service Coordination and Regional Center Operations

The committee had some clarification questions and discussion followed.

Ms. Ovsepyan will review Trailer Bill Language (TBL) changes at the next meeting.

### **NEXT MEETING**

The next committee meeting is scheduled on October 11, 2023.

### **ADJOURNMENT**

The meeting was adjourned at 11:34 A.M.

/gs

SERVICE PROVIDER  
ADVISORY COMMITTEE

**Frank D. Lanterman Regional Center  
Service Provider Advisory Committee  
September 6, 2023  
Minutes**

This SPAC Committee Zoom meeting was followed by a Community Meeting and was called to order at 10:46 AM.

**SPAC MEMBERS PRESENT**

Dee Prescott  
Greg Sanchez  
Kelly White  
Kyra Griffith  
Michaelann Gabriele  
Bryan Chacon  
Andrew Day  
Nancy Niebrugge  
Nicole Hajjar

**EXCUSED**

Keri Castaneda

**Guests:**

Julie Miller/PCDA	Beatriz Diaz/In2Vision	Felicia Hampton/Care 1st
Maria Davila/Passport	Traci Martinez/Adventist HG	Jacob Esi/Elite Support
Tom C/PIFA	M. Wells	Michelle Wild/Rescare
Christian De Paz/ACT	Kimberly Yrigoyen/SVS	Aracely Gonzalez
Paul Quiroz/In2Vision	Laetla Jamison	Lourdes Carranza
Regina Quiroz/In2Vision	Glenda Alvarico/Maxim	Sarai Nelson/BBR
Azniv T/In2Vision	Neda Rezapoor/Thrive & Shine	Charles Farruggia
Martha Grajeda	Veronica Solano/Jeffrey Found	Alethea Crespo/Crespo Ent
Antoineice Renty	Rafael Jimenez	Chinyere Emelobe
Stephanie Johnson	Nita Davis	Ani Ter-Grigoryan
LaDale Jackson	Adrian Estrada	Marina Margaryan/Westview
Marleen Lopez	Brian Chacon/Easterseals	VL Open Hearts
Tender Touch Homecare	Taylor Care Services	

**Staff**

Pablo Ibañez  
Sonia Garibay  
Melinda Sullivan

**Public Comments**

None

**Approval of Minutes**

The minutes from August 2, 2023 were approved as submitted.

## **REPORTS**

### **Board Meeting**

No report.

### **HCBS Update**

Ms. Garibay reported that the Tom Pomeranz training “Assuring Individual Rights: The Price of Liberty” is coming up next Tuesday September 12 from 10:00 am – 12:00 pm. This training is part of the monthly in service/trainings offered to providers. Info will be shared in the chat. Providers that missed the training can access it through Arcalearn; info will be posted on the chat as well.

Ms. Garibay announced that DDS received another 15 million dollars statewide to help all 21 regional centers with funding for HCBS compliance activities. One to one coaching will start with Dr. Pomeranz with providers that were selected to participate. In addition, one to one consultations with contractor Ms. Karen Ingram are scheduled as requested. Ms. Ingram has been hosting a provider community on implementation of the final rule requirements; these have become monthly meetings.

Providers that have feedback in terms of what they will find helpful or have any other ideas for the new spending plan for this fiscal year should contact Ms. Garibay; she will post her info on the chat.

Ms. Garibay clarified that the center is also doing Person Center Thinking certifications and that multiple providers are in the certification process.

### **Self Determination**

Mr. Ibañez reminded providers that the program continues to grow steadily and that there are two current options for reimbursement; option 1, using service code 024, the purchase reimbursement methodology and option 2, using service code 099, self-determination supports to help individuals into self-determination. Effective January 1, 2024 the only way to be reimbursed for transition supports into SDP will be via service code 099 vendorization.

## **OLD BUSINESS**

### **Legislative Advocacy**

No report.

### **DDS Updates**

Mr. Ibañez shared that the center is still waiting for DDS to issue the specific detail that relates to the service codes that are changing. Once that information is received, it will be disseminated to providers via ebuletin. Title 17 will be updated as well. All changes are meant to be implemented by July 2024.

Mr. Ibañez stated that providers that want to be vendored to provide Coordinated Family Support Services should contact the Rates and Vendorization Supervisor, Christian Irigoyen. Her information was shared on the chat.

Ms. Ibañez shared that a new service code 076 was created for CFS. Mr. Ibañez will have an offline discussion with Ms. White regarding the CFS service code. CFS rates are set by DDS. FDLRC's rate is \$59.27 per hour.

### **LRC Updates**

Mr. Ibañez announced that a second Family Resource Center will be opening soon in the city of Glendale. The intent of this expansion is to better serve the Foothill/Pasadena area families. This new site will have the same accommodations as the Wilshire site, such as books/toys and meeting rooms but it will not have any of the functionalities as the center on Wilshire.

Mr. Ibañez shared that LRC Employment Specialist Ms. Carmen Jimenez-Wynn is currently on leave, employment providers and day service providers were notified.

Providers that have questions regarding PIP start up and CIE and PIP incentive payments should contact Mr. Ibañez for now. Mr. Eduardo Del Rio, LRC Provider Specialist, will be taking over Ms. Jimenez-Wynn CIE/PIP functions in the near future.

### **SP Breakfast**

Ms. Griffith confirmed that the SP breakfast has been scheduled for Tuesday, November 21; details on the Keynote Speaker are being finalized. More information will be shared at the next meeting.

### **Provider Training**

Mr. Day confirmed that the Vendor Training is scheduled at the SPAC meeting in October. A representative from New Front Insurance and an employment lawyer will be presenting on the bases of the Private Attorney General Act (PAGA) and the common issues in the provider/direct care staff industry. Mr. Day clarified that this presentation is informational only and that providers will still need to consult their own legal counsel.

### **Resource Vendor Fair**

Mr. Sanchez reported that selections of providers that will participate in the vendor fair have been made based on service coordination interest and invitations have been sent. The virtual Vendor Fair is scheduled for September 28 from 10:00 – 11:00 am. All participant providers will be invited to a training on how the fair runs on September 19, a zoom link will be sent to them. The zoom link to the actual Vendor Fair will be sent after the training.

### **NEW BUSINESS**

#### **Wage Study – Hourly Rate vs Daily Rate**

Mr. Ibañez shared that there have been active conversations with DDS regarding the rate reform. It is expected that all rates will be changed from daily rate to hourly rate sometime in 2025. DDS is well aware that some providers state they will not be able to survive this change. Due to this possibility, DDS is considering a different timeline or a mechanism for service providers that will be affected the most. This topic will continue to be on the agenda.

**SB 525 - \$25/hr minimum wage for health care workers**

Mr. Ibañez stated that according to DDS, this bill may have a minimum impact for them but because it has not passed yet it is uncertain what the real impact is going to be. This issue will continue be tracked at via SPAC.

**UPDATES/ANNOUNCEMENTS/CONCERNS**

None

**ADJOURNEMENT**

The meeting was adjourned at 11:33 am

/ip

*Service Provider Advisory Committee Meeting*  
**ATTENDANCE**

2022-2023	N O V 22	D E C 22	J A N 23	F E B 23	M A R 23	A P R 23	M A Y 23	J U N 23	J U L 23	A U G 23	S E P 23	O C T 23	T O T A L
D. PRESCOTT - Chair	N	X	X	X	X	X	X	X	N	X	X		
K. CASTANEDA	O	X	E	E	X	X	X	X	O	X	E		
N. HAJJAR		X	X	X	X	X	X	X		E	X		
G. SANCHEZ	M	X	X	X	X	X	X	X	M	X	X		
K. GRIFFITH	E	X	E	X	X	X	X	X	E	X	X		
K. WHITE	E	E	E	X	X	X	X	X	E	X	X		
N. NIEBRUGGE	T	X	E	X	X	X	X	X	T	E	X		
M. GABRIELE	I	X	X	E	E	X	X	X	I	X	X		
A. DAY	N	X	E	X	X	X	X	X	N	E	X		
B. CHACON*	G						X	E	G	X	X		

\*New member