

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

August 22, 2018

MINUTES

PRESENT

Mark Higgins, Chair
Elizabeth Beltran
Danielle Dejean
Jack Gilbertson
Kim Isaac
Yudy Mazariegos
John Poulos
Jae Rhee
Dina Richman
Dr. Anthony Stein
Ana Villasenor
Ramona Warfield

NOT PRESENT

Larry DeBoer
Gloria Leiva

ADVISOR TO THE BOARD – PRESENT

Al Marsella

STAFF

Patrick Aulicino
Karen Ingram
Enrique Roman
Melinda Sullivan

GUESTS

Gloria Perez - Employee

CALL TO ORDER

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

PUBLIC INPUT

No public input was given.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MINUTES

The minutes of June 27, 2018 were approved by consensus.

EXECUTIVE DIRECTOR'S REPORT

California Community of Practice

For Information Only -

Ms. Sullivan reported that DDS is participating in a national Community of Practice on Cultural and Linguistic Competence in Developmental Disabilities project, sponsored by Georgetown University. DDS and Georgetown provided a one-day training on systematic cultural competence.

DDS Visit – Disparity Projects

For Information Only -

Ms. Sullivan reported that the Center recently hosted two DDS employees for a visit, specifically to learn more about our Promotora Project.

Respite Policy Update

For Information Only -

Ms. Sullivan reported that the Center is still waiting for DDS to approve the revised Respite Policy. The Center has reached out twice.

Back to School Backpack Event

Ms. Sullivan reported that the Center had a very successful Back to School Backpack Fundraising Event. The Center raised \$10,300 and we were able provide backpacks to about 600 families on the day of the event. Karsh Family Social Service Center hosted the event.

ARCA REPORT

Ms. Sullivan advised the Board that she and Mr. DeBoer attended the ARCA meeting on August 16-17, 2018 in Sacramento and that they could find the highlights from the meeting on the table. Discussion followed.

EXECUTIVE COMMITTEE

Board Holiday Gathering

Mr. Higgins advised the Board that the Board Holiday Gathering will be on Wednesday, December 12, 2018 and a venue is to be determined. As in the prior year; the Committee was in agreement that all Board committees should be invited to the event.

Construction Update

Mr. Aulicino advised the Board that Phase 1 has been completed and Phase 2 should be completed by the beginning of September. The Center will embark on a Phase 3 – Furniture/Carpet/Paint on the 7th floor starting in September, and a Phase 4 - Furniture/Carpet/Paint on the 6th floor after Phase 3.

ADMINISTRATIVE AFFAIRS COMMITTEE REPORT

Preliminary Allocation for 2018-19

Mr. Aulicino reported that we received the preliminary allocation for this fiscal year. It is based on 80% of the proposed base Operations and Purchase of Services expenditures per the May revision. The intent letters for the first allocation should be out this week. This will provide us with the information we need to develop budgets for this year.

Review of Financial Statements

Ms. Richman reviewed the financial statements through June 30, 2018.

Fiscal Year 2017-2018 (D-3)

In Operations (main contract) we have spent \$20,969,990. In Purchase of Services (main contract), we have spent \$159,113,501 before we add late bills. Including projected late bills, we will have spent \$161,955,691.

Fiscal Year 2016-2017 (C-5)

This month we recorded \$68,129 in OPS and \$46,487 in POS. To date, we have spent 94.2% of our OPS and 99.5% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

Fiscal Year 2015-2016 (B-4)

This month we recorded \$140 in OPS and \$814 in POS. To date, we have spent nearly 100.0% of our OPS and 99.4% of our POS allocations. We are currently projecting a negligible surplus in OPS and a small surplus in POS.

POS RECAP

Mr. Aulicino reported that we are estimating a small surplus in POS.

NOMINATING COMMITTEE

Board Composition Survey

Ms. Sullivan advised the Board that the Center submitted the 2018 Board Composition Survey to DDS. Ms. Sullivan advised the Board that the Committee had reviewed the survey and there were no changes from last year with the exception of a board member whose term ended in June 2018. The Committee agreed by consensus to send the survey to DDS. A copy of the survey was in the packet for information only.

Slate of New Director

Mr. Marsella advised the Board that the Committee received confirmation from Ms. Anila Guruji who has agreed to have her name placed in nomination to fill a vacancy on the Board. Ms. Sullivan reported that Ms. Guruji was an active board member from 2010-2016 and is eligible for election. Discussion followed.

The Committee is presenting the nomination of Ms. Anila Guruji for information only and for election at the September board meeting.

PROGRAMS AND SERVICES COMMITTEE

Community Meeting Report – Caseload Ratio

Mr. Roman reminded the Board that the Center was required to develop an action plan for not meeting the caseload ratios and submit it to DDS. Mr. Roman reported that the Programs and Services Committee hosted a community meeting on July 11, 2018 to share our caseload ratio data, as well as plans to reduce caseload ratios. The Board was provided a copy of the letter sent to DDS on August 1, 2018 with the Center's plan of action.

Draft Performance Plan for 2019 / Fall Community Meetings

Mr. Roman advised the Board that the Programs and Services Committee reviewed the Proposed Performance Plan for 2018. Mr. Roman reported that the Committee was in support of the

proposed plan to present at the 4 Fall Community Meetings in September. A copy of the 2018 Fall Community Meeting Notice was in the packet for information only.

Mr. Poulos moved to approve the draft Proposed Performance Plan for 2019 as presented, Ms. Dejean seconded the motion, and it passed unanimously.

ADJOURNMENT FOR EXECUTIVE SESSION

Dr. Stein moved to suspend the General Session meeting at 6:35 for Executive Session to conduct business on Personnel, Litigation, and Annual Conflict of Interest Review. Mr. Poulos seconded the motion and it passed unanimously.

RECONVENE FOR GENERAL SESSION

Dr. Stein moved to reconvene the meeting at 7:00 pm for General Session, Mr. Poulos seconded the motion, and it passed unanimously.

ADJOURNMENT

Dr. Stein moved to adjourn the meeting at 7:00 pm, Ms. Dejean seconded the motion and it passed unanimously.

Gloria Leiva, Secretary

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BOARD OF DIRECTORS

ACTION LOG

August 22, 2018

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – June 27, 2018	<ul style="list-style-type: none">• Approved	
	Slate of Director for election	<ul style="list-style-type: none">• For Information Only	
	Draft Performance Plan for 2019	<ul style="list-style-type: none">• Approved	