

**LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION, INC.**

**Board of Directors**

**August 23, 2017**

**MINUTES**

**PRESENT**

Mark Higgins, Chair  
Elizabeth Beltran  
Danielle Dejean  
Kim Isaac  
Gloria Leiva  
Yudy Mazariegos  
Louis Mitchell  
Jae Rhee  
Dina Richman  
Dr. Anthony Stein  
Ana Villasenor  
Ramona Warfield

**NOT PRESENT**

Larry DeBoer  
Jack Gilbertson  
John Poulos

**ADVISOR TO THE BOARD – PRESENT**

Al Marsella

**GUEST**

Maria Pena

**STAFF**

Patrick Aulicino  
Karen Ingram  
Enrique Roman  
Melinda Sullivan

**CALL TO ORDER**

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

**PUBLIC INPUT**

No public input received.

## **ANNOUNCEMENTS**

No announcements were made.

## **APPROVAL OF MINUTES**

**The minutes of June 28, 2017 were approved by consensus.**

## **EXECUTIVE DIRECTOR'S REPORT**

### **Conflict of Interest Review**

Ms. Sullivan advised the Board that as part of the Trailer Bill language affecting regional centers, the Department and the regional center governing 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 all board directors. All of the forms indicated that no conflicts of interest exist.

**The Board agreed by consensus to send the statements to the Department of Developmental Services.**

### **Caseload Ratio - Plan of Action – DDS Approval Letter**

Ms. Sullivan reminded the Board that the Center was required to develop an action plan and submit it to DDS. The Board was provided a copy of the letter from DDS approving the Center's plan of action.

Ms. Sullivan advised the Board that once the Center has received its allocation, Staff will begin developing the staffing plan. This is the first step in determining the number of new service coordinator positions the Center can hire. It is anticipated that the staffing plan will go to Administrative Affairs in October.

## **ARCA REPORT**

Ms. Sullivan advised the Board that she and Mr. DeBoer attended the ARCA meeting on August 17-18, 2017 in Torrance and that they could find the highlights from the meeting on the table. Discussion followed.

## **EXECUTIVE COMMITTEE**

### **Debrief Of July Board Training**

Mr. Higgins advised the Board that the Committee debriefed on the New Board Member Training and Orientation that took place in July and asked the Board for their input as well.

The Board agreed by consensus that it was a good approach and should continue going forward.

## **ADMINISTRATIVE AFFAIRS COMMITTEE**

Ms. Richman reviewed the financial summary as follows:

### **Cash Flow**

Ms. Richman reported that in July the Center received its advances from Department a few days later than expected which resulted in temporary borrowing from the line of credit. The total interest expense was about \$476.

### **Fiscal Year 2016-17 (C-2)**

In Operations (main contract) we have spent \$20,060,031. In Purchase of Services (main contract), we have spent \$147,128,487 before we add late bills. Including projected bills, we will have spent \$150,206,171.

### **Fiscal Year 2015-16 (B-4)**

This month we recorded \$31,355 in POS. To date, we have spent 99.9% of our OPS and 99.1% of our POS allocations. We are currently projecting surpluses in both OPS and POS.

### **Fiscal Year 2014-2015 (A-6)**

This month, we recorded \$1,935 in POS. In total, we have spent nearly 100.0% of our OPS and POS allocations. We are currently negligible surpluses in both OPS and POS.

### **POS Update**

Mr. Aulicino reported that the Center is projecting a small deficit in POS for 2016-2017.

### Back to School Backpack Fundraising Event

Ms. Sullivan reported that the Center had a very successful Back to School Backpack Fundraising Event. The Center partnered with the You Caring platform and raised \$14,400 and we were able to distribute 575 backpacks on the day of the event.

### **PROGRAMS AND SERVICES COMMITTEE**

#### Draft Performance Plan for 2018 / 2017 Fall Community Meetings Notice

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 2017 Fall Community Meeting Notice was in the packet for information only.

**Ms. Dejean moved to approve the draft Proposed Performance Plan for 2018 as presented, Dr. Stein seconded the motion, and it passed unanimously.**

#### Respite Service Standard

Mr. Roman advised the Board that Trailer Bill Language for FY17-18 has removed the restrictions on respite and, as such, there is a need to modify our respite service standard to ensure the Center is in compliance. Mr. Roman reported that the Committee reviewed and supported the proposed changes.

**Dr. Stein moved to approve the Respite Services Standard as presented, Ms. Isaac seconded the motion, and it passed unanimously.**

### **ADJOURNMENT**

The meeting was adjourned at 6:45 p.m.

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Larry DeBoer, Secretary

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**BOARD OF DIRECTORS**

**ACTION LOG**

**August 23, 2017**

	<b>DESCRIPTION</b>	<b>ACTION</b>	<b>STATUS</b>
	Approval of Minutes – June 28, 2017	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Review of Conflict of Interest Statements	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Draft Performance Plan for 2018	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Respite Service Standard	<ul style="list-style-type: none"><li>• Approved</li></ul>	