LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION, INC.

Board of Directors

February 25, 2015

MINUTES

PRESENT
Larry DeBoer, Chair
Karla Garcia-Diaz
Jack Gilbertson
Anila Guruji
Marjorie Heller
Mark Higgins
Edwina Hull
Al Marsella
Louis Mitchell
Brian Newkirk
John Poulos
Dina Richman
Ed Solis
Ana Villasenor
Kelly White

NOT PRESENT
Ray Lemus

ADVISOR TO THE BOARD – NOT PRESENT
Al Marsella

GUESTS
Julie Ocheltree, Enright & Ocheltree

STAFF
Patrick Aulicino
Karen Ingram
Enrique Roman
Melinda Sullivan

CALL TO ORDER

Mr. DeBoer called the meeting to order at 6:00 p.m.
**PUBLIC INPUT**

No public input.

**ANNOUNCEMENTS**

- Mr. DeBoer announced that the Board received a thank you letter Senator Kevin De Leon, President pro Tempore, thanking the Board for supporting the confirmation of Santi Rogers.

**APPROVAL OF MINUTES**

Ms. White moved to approve the minutes of January 28, 2015, Ms. Hull seconded the motion, and it passed unanimously.

**BOARD EDUCATION**

Duties of Directors

Ms. Julie Ocheltree, Lanterman’s corporate counsel, made a presentation on the duties and responsibilities of directors of non-profit corporations. The Board was given the opportunity to ask questions about the presentation and discussion followed.

**EXECUTIVE DIRECTOR’S REPORT**

2014 Annual Administrative Report – Community Services

Ms. Sullivan advised the Board that they could find the 2014 Annual Administrative Report for Community Services in their board packet. Ms. Ingram, Director of Community Services, gave a focused presentation on employment efforts and strategies for adults. The Board was given the opportunity to ask questions about the report and discussion followed.

POS Disparity Meetings

Ms. Sullivan advised the Board that the Center will be hosting three public meetings at the regional center. During the meetings the Center will be reviewing data on the disparity in purchased services for Lanterman clients related to age, race, primary language, and disability. The dates are as follows:

- Monday, March 9, 2015 in Spanish
- Friday, March 13, 2015 in Korean
Legislative Visits

Ms. Sullivan advised the Board that the Center is in the process of coordinating delegations of board members, service providers, clients, or family members to participate in local visits. Ms. Sullivan reported that she and Rick Rollens, ARCA, met with the aide to Kevin De Leon in Sacramento and had a very good meeting. The Center is in the process of also forming a delegation to go to Sacramento for Grassroots Day on April 15\textsuperscript{th}.

ADMINISTRATIVE AFFAIRS COMMITTEE

Proposal for Diem Rate Changes

Mr. Aulicino advised the Board that the Center’s travel expense reimbursement policy allows the Center to reimburse staff for specific amounts for meals and incidentals without receipts, or for actual reasonable expenses with receipts. The amount the Center currently pays was set many years ago in accordance with what the State of California allowed at the time.

Mr. Aulicino reported that these amounts have not been updated since and that the Committee reviewed the base rates allowed by the State currently. The Committee is recommending that the Center change its policy to reimburse employees up to the base rate amounts allowed by the State of California. Mr. Aulicino reported that this change would have a minimal fiscal impact. Discussion followed.

Mr. Solis brought forward the recommendation from the Committee to change the travel expense reimbursement policy to state that that the Center will reimburse employees up to the base rates allowed by the State of California without a receipt, Ms. Heller seconded the motion, and it passed unanimously.

Review of Financial Statements

Mr. Solis reviewed the financial statement activity through the December 31, 2014.

\textit{Fiscal Year 2014-2015}

In Operations (main contract) we have spent $8,179,988. In Purchase of Services (main contract), we have spent $58,780,525 before we add late bills. Including projected late bills, we will have spent $61,147,385.

\textit{Fiscal Year 2013-2014}
This month we recorded $126,917 in OPS and $25,173 in POS. To date, we have spent 99.0% of our OPS and just over 100% of our POS allocations. We are currently projecting a small surplus in OPS, and a deficit in POS, which we expect to be funded by DDS.

Fiscal Year 2012-2013

This month we recorded ($14,774) in POS. To date, we have spent 98.3% of our OPS and 99.9% of our POS allocations. We are currently expecting a small surplus in OPS and a small deficit in POS, which we expect to be funded by DDS.

Cash Flow

Mr. Aulicino advised the Board that the Committee reviewed the cash flow projection. He reported that the Department has stated that they will begin to offset claims with payments to Centers in April. Mr. Aulicino added that most Centers are in a deficit and that the Department will be working with Centers throughout the Spring on cash flow issues.

NOMINATING COMMITTEE

Service Provider Advisory Committee (SPAC) Nomination

Ms. Heller advised the Board that the Committee met to discuss a SPAC nomination. Ms. Ingram, Director of Community Services, advised the Board that she received confirmation from Danielle “Nicole” Hajjar, Smile Pediatrics, who wishes to be elected as a SPAC member. Ms. Ingram and Ms. White, SPAC Chair, are recommending her nomination. Ms. Ingram gave background information on Ms. Hajjar.

Ms. Heller brought forward the recommendation from the Committee to elect Ms. Hajjar to the Service Provider Advisory Committee, Mr. Poulos seconded the motion, and it passed unanimously.

ADJOURNMENT

The meeting was adjourned at 7:34 p.m.

_____________________________________
Louis Mitchell, Secretary

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<tr>
<th>DESCRIPTION</th>
<th>ACTION</th>
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<tbody>
<tr>
<td>Approval of Minutes – January 28, 2015</td>
<td>• Approved</td>
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<tr>
<td>Proposal for Per Diem Rate Changes</td>
<td>• Approved</td>
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<td>SPAC Nomination – Danielle ‘Nicole’ Hajjar</td>
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