

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION, INC.

Board of Directors

June 24, 2015

MINUTES

PRESENT

Larry DeBoer, Chair
Karla Garcia-Diaz
Jack Gilbertson
Ray Lemus
Anila Guruji
Marjorie Heller
Mark Higgins
Louis Mitchell
Brian Newkirk
John Poulos
Dina Richman
Ed Solis
Ana Villasenor

NOT PRESENT

Edwina Hull
Kelly White

ADVISOR TO THE BOARD – PRESENT

Al Marsella

STAFF

Patrick Aulicino
Karen Ingram
Enrique Roman
Melinda Sullivan

GUESTS

Sharon Jimenez

CALL TO ORDER

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

PUBLIC INPUT

No public input.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MINUTES

Ms. Richman moved to approve the minutes of May 27, 2015, Mr. Poulos seconded the motion, and it passed unanimously.

NOMINATING COMMITTEE

Slate of Officers and Directors

Ms. Heller presented the Slate of Directors for re-election as follows:

- Larry DeBoer
- Karla Diaz
- Jack Gilbertson
- Ray Lemus
- John Poulos

Note: *Ms. Karla Garcia was presented as Karla Diaz at the May and June meeting. The minutes should reflect that her legal name is Karla Garcia.*

Ms. Heller brought forward the recommendation from the Nominating Committee to approve the Slate of Directors for re-election as presented, Ms. Guruji seconded the motion, and it passed unanimously.

Ms. Heller presented the Slate of Directors for election as follows:

- Linda An
- Anthony Stein
- Ramona Warfield

Ms. Heller brought forward the recommendation from the Nominating Committee to approve the Slate of Directors for election as presented, Ms. Garcia seconded the motion, and it passed unanimously.

Ms. Heller presented the Slate of Officers for election as follows:

- President - Louis Mitchell
- 1st Vice President- Ray Lemus
- Treasurer - Dina Richman
- Secretary - Karla Diaz

Notes: 1) Larry DeBoer will continue in the role of Immediate Past President.

2) Ms. Karla Garcia was presented as Karla Diaz at the May and June meeting. The minutes should reflect that her legal name is Karla Garcia.

Ms. Heller brought forward the recommendation from the Nominating Committee to approve the Slate of Officers for election as presented, Mr. Poulos seconded the motion, and it passed unanimously.

ARCA REPORT

Ms. Sullivan advised the Board that she and Mr. DeBoer attended the ARCA meeting on June 18-19, 2015 in San Leandro and that they could find the highlights from the meeting on the table. Discussion followed.

EXECUTIVE DIRECTOR'S REPORT

2014 Annual Administrative Report – Human Resources

Ms. Sullivan advised the Board that they could find the 2014 Annual Administrative Report for Human Resources in their board packet. Ms. Chacana, Director of Human Resources, gave a focused presentation on staff recruitment. The Board was given the opportunity to ask questions about the report and discussion followed.

Contract Over \$250,000.

Mr. Roman reviewed with the Board the following contract in accordance with the board approved policy for approval of contracts:

Year: FY 2015-17

Amount of Start-up award/contract: Contract Renewal with Community Integrated Work Program (CIWP) - \$528,000

Mr. Higgins moved to approve the contract renewal with Community Integrated Work Program (CIWP) as presented, Mr. Poulos seconded the motion, and it passed unanimously.

July Board Meeting

Mr. DeBoer advised the Board that that in the month of July the Board will go dark.

FY 2015-16 RC Contract

Mr. DeBoer advised the Board that the Center received contract documents from DDS in the mail on June 8th. He explained that in their letter, DDS asks that the copies be returned no later than ten business days from the date of the letter. The letter was dated June 1, 2015 which means DDS would like the signed contract back by June 12, 2015.

Mr. DeBoer reported that the contract needs to get returned and processed quickly so the Center can get its cash advances when the budget is signed. The allocation listed is 80% of what is in the May Revise, which is standard for the preliminary allocation.

Mr. DeBoer reported that the Executive Committee authorized the President to sign the contract.

Mr. Higgins moved that the Board ratify the Executive Committee's decision to authorize the President to sign the contract, Ms. Heller seconded the motion, and it passed unanimously.

ADMINISTRATIVE AFFAIRS COMMITTEE

Engagement of the Corporate Auditor

Mr. Solis and Mr. Aulicino advised the Board that K-Coe and Isom, the Center's independent auditor, has sent the Center a proposal to continue with two options. The first is for one year and a second is for four years. Mr. Aulicino reported that the Committee reviewed the letter with these proposals and agreed that the four year term has a greater cost savings to the Center. Either of the options allows the contract to be cancelled at either parties' request.

The Board expressed its appreciation for the outstanding efforts by staff in receiving a favorable audit for FY 2013-14 with no management letter.

Mr. Solis brought forward the recommendation from the Committee to approve the four year agreement with K-Coe and Isom, Ms. Heller seconded the motion, and it passed unanimously.

Health Insurance Reimbursement Proposal

Mr. Solis and Mr. Aulicino advised the Board that the Administrative Affairs Committee is bringing forward a year-end proposal to reimburse staff for the co-pay for health insurance. Mr.

Solis explained that with the remaining dollars in the 2014-15 operating budget, the Committee is recommending to refund dollars that staff have paid into the cost of their medical coverage for this year. This is identical to what the Board has adopted in the prior years when sufficient funds were also available.

Mr. Solis brought forward that the proposal from the Administrative Affairs Committee to reimburse staff for co-pay for health insurance as presented, Ms. Garcia seconded the motion, and it passed unanimously

Budget Update

This agenda item was reported under the ARCA Report.

Review of Financial Statements

Mr. Solis reviewed the financial activity through April 30, 2015:

Fiscal Year 2014-2015

In Operations (main contract) we have spent \$13,833,409. In Purchase of Services (main contract), we have spent \$100,698,985 before we add late bills. Including projected late bills, we will have spent \$102,327,930.

Fiscal Year 2013-2014

This month, we recorded \$45,945 in OPS and \$31,519 in POS. To date, we have spent 99.7% of our OPS and \$100.2% 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 (\$279) in OPS and \$135,928 in POS. To date, we have spent 98.3% of our OPS and 100% of our POS allocations. We are currently expecting small surpluses in both OPS and POS.

PROGRAMS AND SERVICES COMMITTEE

Report on Community Meeting – Caseload Ratios

Mr. Roman advised the Board that when a Regional Center fails to meet all caseload ratios for two years in a row, it is required to develop an action plan and share it with its community. At the request of the Executive Committee, the Programs and Services Committee hosted a community meeting on June 10, in which it shared its survey results. Mr. Roman provided an overview for the Board of what was presented at that meeting.

RECOGNITION OF OUTGOING MEMBERS

Mr. DeBoer thanked and recognized outgoing board members Marjorie Heller, Mark Higgins, and Ana Villasenor for their commitment and service.

Mr. DeBoer passed the gavel to the new Board President, Louis Mitchell.

ADJOURNMENT

The meeting was adjourned at 7:15 p.m.

Karla Garcia, Secretary

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BOARD OF DIRECTORS

ACTION LOG

June 24, 2015

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – May 27, 2015	<ul style="list-style-type: none">• Approved	
	Contracts Over \$250,000 <ul style="list-style-type: none">• Community Integrated Work Program (CIWP)	<ul style="list-style-type: none">• Approved	
	FY 2015-16 RC Contract	<ul style="list-style-type: none">• Ratification of Executive Committee Decision to Authorize President to sign the contract.	
	Engagement of the Corporate Auditor: K-Coe and Isom	<ul style="list-style-type: none">• Approved	
	Health Insurance Reimbursement to Employees	<ul style="list-style-type: none">• Approved	