

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION, INC.

Board of Directors

June 26, 2013

MINUTES

PRESENT

Mark Higgins, Chair
Larry DeBoer
Anila Guruji
Marjorie Heller
Howard McBroom
Zulma Mena
Louis Mitchell
Brian Newkirk
Ed Solis
Ana Villasenor
Kelly White

NOT PRESENT

Dina Richman

ADVISOR TO THE BOARD

Al Marsella

STAFF

Diane Anand
Patrick Aulicino
Karem Chacana
Karen Ingram

CALL TO ORDER

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

PUBLIC INPUT

No public input.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MINUTES

Correction: Al Marsella was in attendance.

The minutes of May 22, 2013 were approved by consensus with the above noted correction.

PRESIDENT'S REPORT

July Board Meeting

Mr. Higgins advised the Board that the meeting in July will be dark. The next meeting will be on August 28, 2013.

ARCA REPORT

Mr. Higgins advised the Board that he and Ms. Sullivan attended the ARCA meeting on June 20-21 in Sacramento and they could find the highlights from the meeting on the table.

EXECUTIVE COMMITTEE

Budget Update

Mr. Aulicino advised the Board that a budget has been passed by the legislature and it is anticipated that the Governor will sign it on June 27th. Mr. Aulicino reported that based on the cash flow projections through the end of the year, the Center may have sufficient cash to avoid borrowing. Depending on additional reimbursements and the timeliness of the advances for FY 2013-14, the Center could also have a cash flow problem in July and may have to borrow from its line of credit.

Approval of Contracts over \$250,000

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

- *Home Ownership for Personal Empowerment (HOPE)*

Year: FY 2011-12 CPP Housing Plan

Amount of Start-up award/contract: \$836,000 (\$209,000 per each of 4 homes)

Mr. Newkirk moved to approve the award for Home Ownership for Personal Empowerment (HOPE) as presented, Ms. Heller seconded the motion, and it passed unanimously.

Compensation Program

Ms. Chacana presented the Lanterman compensation proposal and advised the Board that this was a four phase process that began in 2011. The Center had engaged a consultant, Employers Group, to coordinate this project. The activities included a review and evaluation of all job descriptions and a determination of the competitiveness of the Center's compensation both in terms of salaries and benefits and internal equity. The review covered not only the activities of other regional centers but also the greater nonprofit community. The presentation covered background information, key findings and recommendations, and a financial analysis. The Board discussed the recommendations and the findings.

Mr. Newkirk moved to approve the recommendations that were contained in the proposal, Mr. McBroom seconded the motion and it passed unanimously.

Preliminary Allocation

Mr. Higgins advised the Board that the preliminary contract for FY 2013-14 has been received. In order to process the cash advances and to avoid having to borrow against lines of credit, DDS requested that contract signing be expedited. The Executive Committee authorized the President to sign the contract prior to the June board meeting. Mr. Higgins reported that the Board will review any changes to the contract language negotiated between DDS and ARCA at the August meeting.

Bylaws Section 6.1 – Second Vice President

Mr. Higgins reminded the Board that the issue arose at the May meeting that the recommended slate of officers did not include a second vice president, and that the position had been viewed as optional and had not been filled for many years.

Mr. Higgins advised the Board that Ms. Anand conferred with the Center's legal counsel and reported that Ms. Enright advised that if the second vice president is not going to be part of the slate of officers consistently that the bylaws be amended and the position eliminated. If the board elects to keep this officer position optional then it needs to be clearly stated in the bylaws.

Mr. Higgins reported that the Executive Committee will discuss the options and bring forward a recommendation back to the Board.

O'Neil Family Trust Bequest

Mr. Higgins advised the Board that the Los Angeles County Developmental Services Foundation Inc. has received a bequest from The O'Neil Family Trust in the amount of \$187,500.00 for the Lanterman Endowment Fund and it has been placed in the Lanterman Endowment Fund at the California Community Foundation.

ADMINISTRATIVE AFFAIRS COMMITTEE

Health Insurance Reimbursement Proposal

Ms. Heller advised the Board that the Administrative Affairs Committee is bringing forward a year-end proposal to reimburse staff for co-pay for health insurance. Ms. Heller explained that with the remaining dollars in the 2012-13 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 three years when sufficient funds were also available

Mr. Solis moved to approve the proposal to reimburse staff for co-pay for health insurance as presented, Ms. Guruji seconded the motion, and it passed unanimously.

Review of Financial Statements

Ms. Heller reviewed the financial summary statements through April 30, 2013.

Fiscal Year 2012-2013

In Operations (main contract), we have spent \$12,126,075. In Purchase of Services (main contract), we have spent \$85,965,006 before we add in projected late bills. Including projected late bills, we will have spent \$88,264,282.

In overall purchase of services, we expect to come close to spending what we have in our current allocation.

Fiscal Year 2011-2012 (C-9)

This month we recorded \$2,311 in OPS and \$13,792 in POS. TO date, we have spent 98.5% of our OPS and 99.7% of our POS allocations. We are currently projecting very small surpluses in both OPS and POS.

Fiscal Year 2010-2011 (B-5)

This month we recorded (\$8,781) in POS. To date, we have spent 99.9% of our OPS and 97.7% of our POS allocations. We are currently expecting a small surplus in OPS, and about a \$2.3 million surplus in POS, due to substantial cost savings and minimal caseload growth.

NOMINATING COMMITTEE

Election of Directors and Officers

Ms. Heller presented the Slate of Directors and Officers as follows:

- Slate of Directors for Re-Election
 - Marjorie Heller
 - Howard McBroom
 - Ana Villasenor

Ms. Guruji moved to approve the Slate of Directors for re-election as presented, Ms. White seconded the motion, and it passed unanimously.

- Slate of Directors for Election
 - Larry DeBoer
 - Ray Lemus

Mr. Solis moved to approve the Slate of Directors as presented, Ms. Guruji seconded the motion, and it passed unanimously.

- Slate of Officers
 - President - Larry DeBoer
 - 1st Vice President- Ray Lemus
 - Treasurer - Edurado Solis
 - Secretary - Anila Guruji

Note: Mark Higgins will continue in the role of Immediate Past President.

Ms. White moved to approve the Slate of Officers as presented, Mr. Mitchell seconded the motion, and it passed unanimously

RECOGNITION OF OUTGOING MEMBERS

Passing of the Gavel

Mr. Higgins thanked board members for their commitment and service to the Board. Mr. Higgins passed the gavel to Mr. DeBoer and he will continue to serve in the capacity of Immediate Past President.

Ms. Anand thanked and recognized Mr. Higgins for his leadership over the past two years.

ADJOURNMENT

The meeting was adjourned at 7:55 p.m.

Anila Guruji, Secretary

/fl

BOARD OF DIRECTORS

ACTION LOG

June 26, 2013

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – May 22, 2013	<ul style="list-style-type: none">• Approved	
	Approval of Contracts over \$250,000 - <u>Home Ownership for Personal Empowerment (HOPE)</u>	<ul style="list-style-type: none">• Approved	
	Compensation Proposal	<ul style="list-style-type: none">• Approved	
	Election of Directors and Officers	<ul style="list-style-type: none">• Approved	
	Health Insurance Reimbursement Proposal	<ul style="list-style-type: none">• Approved	