

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

January 27, 2020

MINUTES

PRESENT

Dina Richman, Chair
Elizabeth Beltran
Rachelle Cabrera
Larry DeBoer
Dr. Anila Guruji
Mark Higgins
Kim Isaac
Gloria Leiva
Dr. Alex Li
Jonathan Martinez
Yudy Mazariegos
Louis Mitchell
Jae Rhee
Dr. Anthony Stein

NOT PRESENT

Danielle Dejean
Ana Villasenor

ADVISOR TO THE BOARD - PRESENT

Al Marsella

STAFF

Pablo Ibanez
Carmine Manicone
Kaye Quintero
Melinda Sullivan

GUESTS

Karina Andrade
Kimberly Bermudez
LeeAnn Christian - DDS
Nikisia Simmons – DDS
Edith Williams
Joon Song

CALL TO ORDER

Ms. Richman called the meeting to order at 6:05 PM. The meeting was conducted via Zoom.

PUBLIC INPUT

No public input was given.

ANNOUNCEMENTS

There were no public announcements.

APPROVAL OF MINUTES

Mr. Mitchell moved to approve the minutes of November 18, 2020, Mr. DeBoer seconded the motion, and it passed unanimously.

BOARD EDUCATION

As part of Board Education and Training, Dr. LeeAnn Christian from the Department of Developmental Services gave a focused training on the DDS/Regional Center Contract. Board members were given the opportunity to ask questions and discuss the content.

EXECUTIVE DIRECTOR'S REPORT

COVID Update

Ms. Sullivan advised the Board that the Center continues to see a spike in COVID-19 cases. The past weeks have been challenging with the spread of COVID in licensed residential homes and the ability for service providers to provide adequate staffing. The Center has assisted with clients being moved temporarily between homes to accommodate staffing needs.

The Center has also been working diligently with Glenridge Center as the outbreak has hit it more seriously. DDS and the Department of Public Health have gone to Glenridge to investigate the situation and 7 clients have been moved to surge housing at Fairview and Porterville Developmental Centers while the respective Departments investigate.

Ms. Sullivan reported that the first batch of immunizations are rolling out by the City of Pasadena and LA County. The Center has worked hard to keep up with all of the news & updates related to the COVID-19 vaccine and this information is share with All Staff.

Ms. Sullivan reported that to date the Center has distrusted:

- 602,448 - *PPE Items*
- 1,755 - *Food Baskets*

- 2416 - *Food Gift cards valued at \$60,400, assisting 1,802 clients (and 5,520 family Members)*

DDS Approval of the Alternative Staffing Model

For Information Only –

Ms. Sullivan advised the Board that they could find a copy of the letter from DDS approving the Center's Alternative Staffing Model proposal submitted on November 3, 2020. The proposal includes four positions; two full-time Quality Assurance Specialists and two full-time KYRC Family Support Specialist.

Worcester Apartments

Mr. Ibanez and Ms. Sullivan reported that to date 3 Lanterman clients have successfully moved into the Worcester Apartments that were purchased with monies from the Lanterman Endowment Fund in partnership with HOPE.

ARCA REPORT

ARCA Highlights

Mr. DeBoer advised the Board that he and Ms. Sullivan attended the ARCA meeting on January 21-22 via Zoom and that the highlights from the meeting were in the packet. Discussion followed.

ARCA Academy

Mr. DeBoer reminded the Board of the upcoming ARCA Web Academies on March 13, 2021 and encouraged board members to participate. Interested individuals will need to register for the event.

EXECUTIVE COMMITTEE

Technology Project

Ms. Sullivan advised the Board that the Center has received the first 25 laptops with hotspots and they are currently being cataloged through the Family Resource Center. The laptops will be available to clients by the end of the month. An additional 15 are on order.

Ms. Sullivan reported that at this time there is no need to use funds from the endowment as the Center received money from the CARES Act. The money received will cover the cost of the equipment.

Board Composition

Ms. Sullivan advised the Board that Mr. Gilbertson is no longer able to serve on the Board of Directors as he no longer works in the Lanterman catchment area. The Nominating Committee will be discussing it as part of Board Recruitment for 2021-22 at its next meeting.

Proposed 2021-22 State Budget

Ms. Quintero advised the Board that the DDS Governor's Budget Highlights as well as the full DDS 2021-22 Governor's Budget were released a couple of weeks ago. Overall, the State's economic standing is better than anticipated. DDS is projecting a reduction in the number of people served as referrals for Intake and Assessment have been lower due to the state-at-home order. Even with the reduced numbers, DDS is not proposing a reduction in regional center operations (OPS) funding.

ADMINISTRATIVE AFFAIRS COMMITTEE

Selection of New Independent Audit Firm

Mr. Higgins advised the Board that the Center had sent out a Request for Proposal (RFP) back in the summer of 2020 for the selection of a new corporate auditor. A small committee of Ms. Quintero, Mr. Hunt, and himself interviewed the following 4 qualified candidates in October:

- BKD CPAs & Advisors
- Harrington Group
- Marcum
- Windes

The results of the interviews were shared and discussed with the Administrative Affairs Committee. The Committee is recommending engaging Windes for the next three years at a rate of \$60,555 per year.

Dr. Stein moved to engage Windes as the new Corporate Auditor for the next three years, Mr. DeBoer seconded the motion, and it passed unanimously.

REVIEW OF FINANCIAL STATEMENTS

Mr. Higgins reviewed the financial statements through November 30, 2020.

Cash Flow

Mr. Higgins reported that we are projected to have \$30,342,164 available at the end of March 31, 2021.

Fiscal Year to date 2020-2021(B-1)

In Operations (main contract), we have spent \$9,817,210 (38.7% of budget). In Purchase of services (main contract), we have spent \$95,768,444 before we add late bills. Including projected late bills, we will have spent \$100,247,420 (43.4% of budget).

Fiscal Year 2019-2020 (A-7)

This month we recorded \$8,960 in OPS and \$399,075 in POS. To date, we have spent 95.6% of our OPS and 98.1% of our POS allocations. We are currently projecting surpluses in both OPS and POS.

Fiscal Year 2018-2019 (E-4)

This month we recorded \$36,970 in OPS and \$ in POS. To date, we have spent 99.9% of our OPS and 98.5% of our POS allocations. We have a small surplus in both OPS and POS.

ADJOURNMENT FOR EXECUTIVE SESSION

Mr. DeBoer moved to suspend the General Session meeting at 7:35 PM for Executive Session to conduct business on Approval of Minutes and Litigation. Ms. Leiva seconded the motion, and it passed unanimously.

RECONVENE FOR GENERAL SESSION

The Board discussed in Executive Session the Approval of Minutes and Litigation.

ADJOURNMENT

The meeting was adjourned at 7:40 PM.

Elizabeth Beltran, Secretary

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BOARD OF DIRECTORS

ACTION LOG

January 27, 2021

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – <i>November 18, 2020</i>	<ul style="list-style-type: none">• Approved	
	Selection of New Independent Audit Firm	<ul style="list-style-type: none">• Approved – Windes	