CALL TO ORDER

Ms. Richman called the meeting to order at 6:00 PM.
PUBLIC INPUT

Ms. Brianna Reynoso from the Los Angeles State Council on Developmental Disabilities (SCDD) office distributed flyers regarding the following:

- A list of trainings offered by the SCDD.
- How to give input to the SCDD on developing the 2022-2026 State Plan.

ANNOUNCEMENTS

No announcements were made.

APPROVAL OF MINUTES

The minutes of September 25, 2019 were approved by consensus.

EXECUTIVE DIRECTOR’S REPORT

November Board Meeting Date Change

Due to the Thanksgiving Holiday, the November board meeting date has been moved to November 20, 2019.

Board Holiday Gathering

Ms. Sullivan advised the Board that the Board Holiday Gathering will be on December 11, 2019 from 6 – 8 pm. As in the past year, board committees will be invited.

Alternative Staffing Model

Ms. Sullivan advised the Board that she is recommending the submission of the Alternative Staffing Model to DDS. The model will allow the inclusion of 4 additional positions in the March 2020 caseload ratio survey. The 4 positions include 2 Quality Assurance and 2 Family Support.

Ms. Sullivan explained the DDS criteria for approval of a model.
- Community supports the model
- Must show value to the regional center community
- Must report support/opposition of community

Ms. Sullivan reminded the Board that the Alternative Staffing Model was presented at the 4 recent community meetings in September. To date, she has received letters of support from 66 parents and 17 service providers. No letters of opposition were received.
Ms. Dejean moved to authorize the submission of the Alternative Staffing Model, Dr. Stein seconded the motion, and it passed unanimously.

ARCA REPORT

Ms. Sullivan advised the Board that she and Mr. DeBoer attended the ARCA meeting on October 17-18, 2019 in San Diego, CA and that they could find the highlights from the meeting in their packet. Discussion followed.

ADMINISTRATIVE AFFAIRS COMMITTEE

Operations Budget & Staffing Plan For 2019-20

Ms. Quintero presented the operations budget and staffing plan for review and approval. The operations budget details last fiscal year’s actuals and compares them against the projections for this year. The staffing plan provides a compressive overview of the Center’s existing staffing structure and provides the salaries and benefits cost for each division of the Center.

Ms. Quintero reported that the Center is unable to commit to any changes or additions to the staffing plan given the limited operations funding at this time. The Center can maintain the current plan with no changes.

Ms. Quintero advised the Board that the Center will re-evaluate its budget situation in January 2020. If the analysis reveals that the fiscal situation has improved, the Center will go forward with a modest plan. The proposed supplemental plan was shared with the Board.

After review and discussion, the Board was in agreement with the operations budget, the staffing plan for 2019-20, and the supplemental staffing plan as presented.

Mr. Higgins moved that the board approved the operations budget, the staffing plan for 2019-20, and the supplemental staffing plan. Mr. Poulos seconded the motion, and it passed unanimously.

REVIEW OF FINANCIAL STATEMENTS

Mr. Higgins reviewed with the Board the financial statements through August 2019. Below is a summary by fiscal year.

Fiscal Year 2019-2020 (A)

In operations (main contract) we have spent $3,516,673. In Purchase of Services (main contract), we have spent $30,325,782 before we add late bills. Including projected late bills, we will have spent $32,742,746.
Fiscal Year 2018-2019 (E-3)

This month we recorded $43,215 in OPS and $881,343 in POS. To date, we have spent 98.3% of our OPS and 99.6% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

Fiscal Year 2017-2018 (D-4)

This month we recorded $11,314 in POS. To date, we have spent 99.8% of our OPS and 99.4% of our POS allocations. We have a very small surplus in OPS, as well as a small surplus in POS.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC) NOMINATIONS

Mr. Marsella advised the Board that the Committee reviewed confirmations from 5 service providers who wish to be re-elected or elected as SPAC members. The Committee is recommending the applicants for re-election and election as follows:

Applicants for Re-Election:

- Dee Prescott – Easterseals of SoCal
  (Adult Day Services)
- Nicole Hajjar - Smile Wonder+
  (Early Intervention Therapies & Pre-school)
- Yvonne Nakamoto – Total Education Solutions
  (Early Intervention Therapies & Behavior Management)
- Gregorio Sanchez - HomeInstead
  (Respite)

New Applicant:

- Kelly White– Villa Esperanza Services
  (Residential, ILS, Adult Day Services, Supported Employment, Early Intervention)

Ms. Dejean moved that the Board elect the applicants as presented, Ms. Beltan seconded the motion, and it passed unanimously
PROGRAMS AND SERVICES

2019 Performance Plan

Mr. Roman reported that the draft 2020 Performance Plan was developed by the Programs and Services Committee and was presented at 4 Community Meetings. He advised the Board that they could find the plan in the packet for review. Mr. Roman noted that there were no recommendations from the community that would require changes to the proposed plan.

Dr. Stein moved to approve the 2020 Performance Plan for submission to DDS, Mr. Li seconded the motion, and it passed unanimously

Respite Service Standard (Revision)

This agenda item was tabled for the November meeting for additional edits. Board members will send their recommendations to Mr. Lara via email, who will forward them on to the committee chair.

SERVICE PROVIDER ADVISORY COMMITTEE

SPAC Breakfast

Ms. Ingram advised the Board that the SPAC Breakfast is scheduled for November 6th at Luminarias Restaurant. Board members interested in attending should contact Frank Lara or Karen Ingram.

Karen Ingram – Retirement

Ms. Ingram announced to the Board that she is retiring in June of 2020.

ADJOURNMENT FOR EXECUTIVE SESSION

Mr. Martinez moved to suspend the General Session meeting at 7:06 PM for Executive Session to conduct business on Approval of Minutes, Personnel, Litigation, and Real Estate Negotiations. Mr. Poulos seconded the motion and it passed unanimously.

RECONVENE FOR GENERAL SESSION

Ms. Beltran moved to reconvene the meeting at 7:16 PM for General Session, Ms. Villasenor seconded the motion and it passed unanimously. The Board discussed Approval of Minutes, Personnel, Litigation, and Real Estate Negotiations.
ADJOURNMENT

The meeting was adjourned at 7:16 PM

_______________________
Elizabeth Beltran, Secretary

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<tr>
<th>DESCRIPTION</th>
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<tr>
<td>Approval of Minutes – <em>September 25, 2019</em></td>
<td>• Approved</td>
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<tr>
<td>Alternative Staffing Plan</td>
<td>• Approved</td>
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<td>Operation Budget and Staffing Plan for 2019-20</td>
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<td>Service Provider Advisory Committee (SPAC) Nominations</td>
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<td>Approval of 2020 Performance Plan</td>
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