

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

May 24, 2023

MINUTES

PRESENT

Gloria Leiva, Chair
Elizabeth Beltran
Anthony Brouwer
Michael Cooney
Tina Daley
Larry DeBoer
Weller Killebrew
Dr. Alex Li
Louis Mitchell
Dee Prescott
Jae Rhee
Lili Romero
Brigitte Sroujeh
Ana Villasenor

NOT PRESENT

Danielle Dejean

ADVISOR TO THE BOARD - PRESENT

Al Marsella

STAFF

Rose Chacana
Pablo Ibanez
Carmine Manicone
Srbui Ovsepyan
Melinda Sullivan

GUESTS

Louise Bell
Lia Cervantes Lerma
Mayra Cervantes
Meredith Goetz
Taleen Khatchadourian
Kristianna Moralls
Dennis Moreno
Mark Moreno

Nikisia Simmons – DDS

CALL TO ORDER

Mr. Mitchell called the meeting to order at 6:00 PM. The meeting was conducted via Zoom.

PUBLIC INPUT/ANNOUNCEMENTS

No public input or announcements were given.

APPROVAL OF MINUTES

The minutes of April 26, 2023 were approved by consensus.

BOARD EDUCATION

2022 Administrative Report – Training & Development

As part of Board Education and Training, Mr. Manicone, Associate Director of Client and Family Services and Ms. Wilson, Director of Training & Development, gave a focused overview on Person Centered Thinking. Board members were given the opportunity to ask questions and discuss the content.

EXECUTIVE DIRECTOR’S REPORT

Special Education Law Clinic Report

Ms. Meredith Goetz, Esq. & Director of the Lanterman Special Education Law Clinic, advised the Board that the law clinic was founded over 26 years ago at Pepperdine Law School as an on-site clinic and then moved on-site to Lanterman in 2013. Ms. Goetz gave an overview on the clinic’s history and how the law student internship process has greatly helped and benefited the clients at Lanterman. Board members were given the opportunity to ask questions and discuss the content.

EXECUTIVE COMMITTEE

Contracts over \$250,000.

Ms. Sullivan and Mr. Ibanez reviewed with the Board the following contracts in accordance with the Board approved policy for approval of contracts:

- **Provider/Organization:** - EAH Housing Inc. Lexington Gardens
- Year:** 2023 - Multi-Family Housing Contract

Amount of contract: \$1,500,000.

Mr. Ibanez advised the Board that in response to FDLRC's request for Community Placement Plan (CPP) funding, DDS has awarded \$1,500,000. to EAH Housing Inc. to develop an affordable housing project consisting of 48 studio units, with 12 units set aside for FDLRC individuals, located at 1201 N Detroit Street, West Hollywood CA 90046. EAH will monitor the design, financing, development, leasing, and management of the apartments. In addition, EAH will help FDLRC individuals in the application process and leasing of the apartment, and collaborate with FDLRC to maintain an active waitlist for the FDLRC units to help individuals. FDLRC will coordinate the selection of the FDLRC individuals for these units.

The contract period will be June 1, 2023 – June 30, 2025. EAH Housing Inc. will receive a loan of \$1,500,000 from the State of California for the demolition, renovation, construction and associated costs of this multi-family housing project. Funds will be disbursed at the closing of the construction loan consistent with the CPP Housing Agreement. EAH must ensure the expenditure of all of the CPP Funds by March 31, 2025; any unspent funds will revert to the State.

Mr. DeBoer moved to approve the contract with EAH Housing Inc., Ms. Beltran seconded the motion, and it passed unanimously.

- **Provider/Organization:** – Brilliant Corners

Year: FY 2020-21 - CPP Contract Request

Amount of contract: Ratification of subsequent contracts (see below)

Mr. Ibanez apprised the Board of a complicated contractual issue requiring immediate Board attention related to a FY20/21 Community Placement Plan (CPP) award to develop a home for individuals with high levels of need. The Center failed to bring contract modifications related to this project to the Board's attention and are mitigating this error by doing so now.

- On June 23, 2021, the Board approved an original award amount of \$600,000 to Brilliant Corners for the development of this CPP home, \$300,000 for acquisition and \$300,000 for renovation.
- On September 7, 2021 due to difficulties with finding a specialized home, the high cost of real estate and the competitive real estate market, DDS approved using the entire \$600,000 award towards acquisition costs.
- On November 4, 2021, DDS conditionally approved reclassifying our project as an Enhanced Behavioral Supports Home (EBSH) and increasing our acquisition and renovation award based on a concrete budget to follow.
- On June 3, 2022, after finding a prospective home and presenting a concrete budget, DDS formally approved our request for \$699,190 for acquisition costs and \$421,656 for renovation costs.

- Earlier this year two contract amendments adjusting the original award amounts were fully executed. This first was to increase the initial \$600,000 contract from \$600,000 to \$699,190 in acquisition costs associated with FY 20/21 and the second was for \$421,656 for renovation costs associated with FY 21/22.

After realizing the Center's error in not bringing these contract amendments to the Board and after consulting with legal counsel, Enright and Ocheltree, the Center is asking the Board to pass a motion to ratify the subsequent contracts.

Mr. DeBoer moved to ratify the subsequent contracts, Ms. Beltran seconded the motion, and it passed unanimously.

CONFLICT OF INTEREST REVIEW

DDS Approved Conflict of Interest Resolution Plans – (For Information Only)

Ms. Sullivan reported on all DDS approved Conflict of Interest Resolution Plans as follows:

- 1) **Gwen Jordan** has a potential conflict with Wendi Jordan, who is vendored by Westside Regional Center to conduct psycho-social evaluations. Lanterman has not used Wendi to conduct psycho-social evaluations and, as per the approved plan, we will not use her for this function. *(Shared at Leadership staff on 5/2/23)*
- 2) **Anita Arcilla-Gutierrez** has a potential conflict with the Haynes Balcome Home, a residential service provider in NLACRC's area. As such, she will not refer clients to the Haynes Balcome Homes or promote its services and will have no involvement whatsoever in any action or business involving or affecting Haynes Balcome Homes and Lanterman clients. *(Shared at Leadership staff on 5/2/23)*
- 3) **Karina Fuentes** has a potential conflict with Accredited Nursing. As such, she will not refer clients to this provider, whether for respite or nursing services. She will not promote the services of Accredited and will have no involvement whatsoever in any action involving Accredited. *(Shared at Leadership staff on 5/2/23)*

Ms. Sullivan advised the Board that the Lanterman management staff and involved employees were informed of the expectations to ensure that the employees have no involvement in any action or business involving the parties.

ADMINISTRATIVE AFFAIRS COMMITTEE

Mr. DeBoer reviewed the financial statements summary through March 2023 as follows:

Cash Flow

Mr. DeBoer reported that the Center is projected to have \$53,221,616 available at the end of July 31, 2023.

Fiscal Year to date 2022-2023 (D-1)

In Operations (main contract) we have spent \$22,957,606 (67.9% of budget). In Purchase of services (main contract) we have spent \$193,197,641 before we add late bills. Including projected late bills, we will have spent \$199,162,981 (57.2% of budget).

Fiscal Year 2021-2022 (C-4)

This month we recorded \$398,227 in OPS and \$567,847 in POS. To date, we have spent 84.2% of our OPS and 89.6% of our POS allocations.

Fiscal Year 2020-21 (B-5)

This month we recorded \$0 in OPS and \$115,882 in POS. To date, we have spent 100% of our OPS and 99.2% of our POS allocations.

NOMINATING COMMITTEE

Proposed Slate of Officers and Directors

In accordance with the bylaws, Mr. Marsella presented the proposed Slate of Officers and Directors for election at the Annual Meeting of the Corporation in June.

Directors for Re-election:

- Anthony Brouwer
- Alex Li
- Gloria Leiva
- Louis Mitchell
- Brigitte Sroujeh
- Ana Villasenor

New Directors for election:

- Mayra Cervantes
- Natalia Lewis
- Bradley Smith
- Simon Yang
- Minh Koha Tran

Slate of Officers for election:

- | | |
|------------------------------------|------------------|
| • President - | Louis Mitchell |
| • 1 st Vice President- | Brigitte Sroujeh |
| • 2 nd Vice President - | Larry DeBoer |
| • Treasurer - | Lili Romero |
| • Secretary - | Tina Daley |
| • Immediate Past President - | Gloria Leiva |

ADJOURNMENT FOR EXECUTIVE SESSION

Ms. Beltran moved to suspend the General Session meeting at 7:30 p.m. for Executive Session to conduct business on Approval of Minutes, Litigation, and Personnel.

RECONVENE FOR GENERAL SESSION

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

ADJOURNMENT

The meeting was adjourn by consensus at 8:00 p.m.

Brigitte Sroujeh, Secretary

/fl

BOARD OF DIRECTORS

ACTION LOG

May 24, 2023

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – April 26, 2023	<ul style="list-style-type: none">• Approved	
	Contracts over \$250,000: <ul style="list-style-type: none">• EAH Housing Inc. Lexington Gardens• Brilliant Corners	<ul style="list-style-type: none">• Approved• Approved	
	Proposed Slate of Officers and Directors for Election in June 2023	<ul style="list-style-type: none">• Presented	