

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

March 24, 2021

MINUTES

PRESENT

Dina Richman, Chair
Elizabeth Beltran
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

Rachelle Cabrera
Danielle Dejean
Ana Villasenor

ADVISOR TO THE BOARD - PRESENT

Al Marsella

STAFF

Pablo Ibanez
Carmine Manicone
Kaye Quintero
Melinda Sullivan

GUESTS

Aurora Ramos
Brigitte Sroujeh
Kimberly Bermudez
Maricela Zacarias
Marua Magdalena Zesati
Nanor Kabakian
Nikisia Simmons – DDS
Rosa Villeda

Taleen Khatchadourian
Trudy Robinson
Zulma Mena

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

- Ms. Mazariegos and Ms. Leiva wanted to acknowledge all the wonderful support given to families and support groups by the KYRC staff during the pandemic. A special commendation was made to Joe Perales.
- Ms. Kabakian suggested that support groups have the option to continue meeting via Zoom after the pandemic if needed.

APPROVAL OF MINUTES

Dr. Stein moved to approve the minutes of February 24, 2021, Mr. DeBoer seconded the motion, and it passed unanimously.

BOARD EDUCATION

As part of Board Education and Training, Ms. Rose Chacana, Director of the Koch-Young Family Resource Center, gave a focused presentation on the many support efforts the Center has done during the State of Emergency (SOE). Board members were given the opportunity to ask questions and discuss the content.

EXECUTIVE DIRECTOR'S REPORT

Early Start Program Monitoring Review

For Information Only -

Ms. Sullivan advised the Board that they could find a copy of the letter from DDS confirming the audit/review of the Center's Early Start Program the week of May 10-14, 2021.

EXECUTIVE COMMITTEE

Technology Project

Ms. Sullivan advised the Board that the Center has distributed 38 of 40 laptops with hotspots to clients receiving adult day services. The laptops are cataloged and checked out through the Family Resource Center. As a point of reference, the laptops were distributed among the following ethnic groups:

- 14 - Hispanic
- 3 - Filipino
- 5 - Armenian
- 1 - Russian
- 5 - White
- 4 - African American
- 1 - Korean
- 2 - Chinese
- 3 - Other Asian

Ms. Sullivan also reported that other regional centers are applying for CPP grants to replicate our Technology Project at their respective Centers.

COVID Update

Ms. Sullivan advised the Board that it has been very quiet at the Center as related to COVID-19 cases this week. The Center has been reporting a decline in positive cases.

The Center continues to work diligently on immunizations as they 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 shared with clients, families, and staff.

People with developmental and other disabilities ages 16-64 have been given vaccine eligibility beginning March 15, 2021. The Center will be sending out personalized letters to approximately 5,000 clients/families that certifies that they meet one or more of the criteria, and therefore is eligible for vaccination beginning March 15, 2021 as vaccine supply is available.

Satisfaction Survey

For Information Only -

Ms. Sullivan advised the Board that in the Fall, approximately 11,000 satisfaction surveys had been sent out in English, Spanish, Korean, and Chinese. The Center received a 20% return rate of completed surveys and they have been tabulated. Ms. Sullivan present an over of the survey results.

ADMINISTRATIVE AFFAIRS COMMITTEE

B-2 Amendment for FY 2020-21

Ms. Quintero reported that the Center received its second allocation to the current fiscal year contract this month, which included CPP funding for both Operations and Purchase of Services (POS). A copy was in the board packet for information only.

Review of Financial Statements

Mr. Higgins reviewed the financial statement summary through January 31, 2021.

Fiscal Year to date 2020-2021 (B-2)

In Operations (main contract) we have spent \$13,458,704 (53.1% of budget). In Purchase of services (main contract) we have spent \$138,075,246 before we add late bills. Including projected late bills, we will have spent \$142,108,921 (61.5% of budget).

Fiscal Year 2019-2020 (A-7)

This month we recorded \$101,763 in OPS and \$195,217 in POS. To date, we have spent 96.1% of our OPS and 98.3% of our POS allocations. We are currently projecting surpluses in both OPS and POS.

Fiscal Year 2018-2019 (E-4)

This month we recorded \$9,412 in POS. To date, we have spent 99.9% of our OPS and 98.5% of our POS allocations. We have a very small surplus in OPS and a surplus as well in POS.

ADJOURNMENT FOR EXECUTIVE SESSION

Dr. Stein moved to suspend the General Session meeting at 7:38 PM for Executive Session to conduct business on Approval of Minutes, Litigation, Real Estate, and Timeline for Executive Director's Performance Evaluation. Ms. Leiva seconded the motion, and it passed unanimously.

RECONVENE FOR GENERAL SESSION

The Board discussed in Executive Session the Approval of Minutes, Litigation, Real Estate, and Timeline for Executive Director's Performance Evaluation.

ADJOURNMENT

The meeting was adjourned at 7:45 PM.

Elizabeth Beltran, Secretary

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BOARD OF DIRECTORS

ACTION LOG

March 24, 2021

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – <i>February 24, 2021</i>	<ul style="list-style-type: none">• Approved	