

LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION

Board of Directors

September 22, 2021

MINUTES

PRESENT

Gloria Leiva, Chair
Anthony Brouwer
Dr. Anila Guruji
Mark Higgins
Kim Isaac
Dr. Alex Li
Louis Mitchell
Jae Rhee
Dina Richman
Yudy Mazariegos
Brigitte Sroujeh
Ana Villasenor

NOT PRESENT

Larry DeBoer
Elizabeth Beltran
Danielle Dejean

ADVISOR TO THE BOARD - PRESENT

Al Marsella

STAFF

Pablo Ibanez
Carmine Manicone
Kaye Quintero
Melinda Sullivan

GUESTS

Kimberly Bermudez
Michelle Cheng
Nikisia Simmons– DDS

CALL TO ORDER

Ms. Leiva called the meeting to order at 6:10 PM. The meeting was conducted via Zoom.

PUBLIC INPUT

No public input was given.

ANNOUNCEMENTS

No announcements were made.

NOMINATING COMMITTEE

Election of New Director

Mr. Marsella presented Anthony Brouwer for election. Mr. Brouwer's application was in the packet for review.

Ms. Villasenor moved to elect Mr. Brouwer to the Board of Directors, Ms. Sroujeh seconded the motion, and it passed unanimously.

Service Provider Advisory Committee (SPAC) Nominations

Mr. Marsella advised the Board that the Nominating Committee received confirmation from 4 service providers who wish to be re-elected and 3 service providers to be elected as SPAC members. A memo with background information on the applicants was provided to the Board in the packet. The Nominating Committee is recommending the following for re-election and election as follows:

Re-election:

<u>Name</u>	<u>Agency</u>	<u>Type of service(s)</u>
• Dee Prescott	Easter Seals	Adult Day Programs
• Nicole Hajjar	Smile + Wonder	Early Intervention and Specialist
• Gregorio Sanchez	Home Instead	Homemaker Services
• Kelly White	Villa Esperanza	Adult Day Programs, Residential, Work & Children's Programs

Ms. Isaac moved to re-elect the applicants as presented, Ms. Villasenor seconded the motion, and it passed unanimously.

Election:

<u>Name</u>	<u>Agency</u>	<u>Type of service(s)</u>
• Michaelann Gabriele	Center for Developing Kids	Early Intervention
• Nancy Niebrugge	The Campbell Center	Adult Day Programs, Residential
• Andrew Day	PCS Lanterman	Adult Day Program, Supported Living

Ms. Mazariegos moved to elect the applicants as presented, Ms. Villasenor seconded the motion, and it passed unanimously.

APPROVAL OF MINUTES

Ms. Mazariegos moved to approve the minutes of August 25, 2021, Ms. Sroujeh seconded the motion, and it was approved by consensus.

EXECUTIVE DIRECTOR'S REPORT

Contracts over \$250,000.

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

Provider/Organization: *University of New Hampshire, Institute on Disability*

Year: *2021-2022*

Amount of contract: *\$835,020*. (over a 4 year term)

DDS has selected The Center for START Services – Institute on Disability/UCED, University of New Hampshire to facilitate the development of Systemic, Therapeutic, Assessment, Resources, and Treatment (START) programs in California. START is an evidence based model of cross system crisis prevention and intervention services for individuals ages 6 years and older with developmental disabilities and mental health needs. The START mode includes comprehensive clinical assessment consultation, outreach, training, cross system linkages and 24-hour mobile crises response.

Lanterman received these funds to develop a local START program. The Center for START Services will train and certify a provider to be determined at a later date. The amount of the award for this project covers the cost of maintaining the local START team that will provide training and certification to the selected provider for a four-year term.

Mr. Higgins moved to approve the contract with the University of New Hampshire, Institute on Disability as presented, Ms. Sroujeh seconded the motion, and it passed unanimously.

Caseload Ratio Plan of Correction

Ms. Sullivan advised the Board that the Center submitted its caseload ratios to DDS in March 2021. The Center did not meet the caseload ratios and is out of compliance with the W&I code 4640.6(c). The Center is required to develop a plan of correction and solicit input from its community, including families, adults served by the regional center, service providers, the State Council, organized labor unions, and other interested parties. A copy of the plan that was sent to DDS was in the packet for information only.

Satisfaction Survey

Ms. Sullivan reported that approximately ½ of all 11,000 clients/families have been sent a satisfaction survey as of today. The remainder are being processed and will be out by the middle of next week. This year the survey can be completed online or by paper. An announcement has been made on Facebook, the E-Bulletin, and posted on the Lanterman website.

COVID Update

Ms. Sullivan advised the Board that due to the recent surge in COVID-19 cases as a result of the Delta variant that the Los Angeles community is experiencing, and to comply with the County of Los Angeles Department of Public Health order, the Center will be requiring all employees to be vaccinated by September 30, 2021. To date, 86% have submitted COVID vaccination verification.

Alternative Staffing Model

Ms. Sullivan advised the Board that a public meeting will be held on October 19, 2021 to present the Alternative Staffing Model and take input. The Center will be informing its community about the Alternative Staffing Model meeting by way of E-bulletin, as well as posting on the Center's Facebook page and website. A report will be given to the Board at its October meeting.

ARCA REPORT

ARCA Academy

Ms. Mazariegos advised the Board that she attended the most recent academy, which featured three speakers on Early Start. They, and the material they covered, were excellent and all in attendance came away with a better understanding of how this important service works.

Ms. Mazariegos strongly encourage all board members to participate in future Academy events. The live Zoom sessions are on a Tuesday evening and then the session is rebroadcast the next day, in the evening. These learning sessions are specifically designed for board members to enhance their knowledge and make them more effective advocates for those with disabilities.

EXECUTIVE COMMITTEE

Board Training Plan

Ms. Sullivan reminded the Board that submission of a 2022 Board of Directors Training Plan is due to DDS on December 15, 2021. In preparing the draft plan, Ms. Sullivan is surveying the Board via Survey Monkey with various training topics of interest to choose. The top results will be incorporated into the plan.

ADMINISTRATIVE AFFAIRS COMMITTEE

Ms. Quintero reviewed the financial statements through July 2021 as follows:

2021-2022

- **Cash Flow**

All advances have been received to date and the Center is in good shape.

- *Operations*

OPS expenditures for July were in line with historical activity. There were no material variances to report.

- *Purchase of Services*

There were 22 service days in July and 22 service days in June. Our active caseload increased by 50 clients, bringing our total caseload at the end of our fiscal year to 11,079.

2020-2021 (B-3)

This month we recorded \$58,669 in OPS and \$3,816,381 in POS. To date, we have spent 95% of our OPS and 97% of our POS allocations.

OPS and POS expenditures were primarily comprised of invoices received for supplies and services provided in June 2021 (aka late bills). There were no material variances to report.

2019-2020 (A-8)

This month we recorded a credit of \$<171,983> in OPS and \$83,371 in POS. To date, we have spent 96% of our OPS and 98% of our POS allocations.

State of Emergency POS Funding

Ms. Quintero reported that the Center continues to see a substantial need in supports for clients and families due to the pandemic. Ms. Quintero provided an update on POS spending related to the state of emergency.

ADJOURNMENT FOR EXECUTIVE SESSION

Ms. Isaac moved to suspend the General Session meeting at 7:00 PM for Executive Session to conduct business on Approval of Minutes, Litigation, Personnel, and Executive Director's Goals for FY 2021-22, Ms. Villaseñor seconded the motion, and it passed unanimously.

RECONVENE FOR GENERAL SESSION

The Board discussed in Executive Session the Approval of Minutes, Litigation, Personnel, and Executive Director's Goals for FY 2021-22.

ADJOURNMENT

The meeting was adjourned at 7:20 PM.

Mark Higgins, Secretary

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BOARD OF DIRECTORS

ACTION LOG

September 22, 2021

	DESCRIPTION	ACTION	STATUS
	Approval of Minutes – August 25, 2021	<ul style="list-style-type: none">• Approved	
	Election of Director – <ul style="list-style-type: none">• Anthony Brouwer	<ul style="list-style-type: none">• Approved	
	Service Provider Advisory Committee (SPAC) Nominations	<ul style="list-style-type: none">• Approved	
	Contacts Over \$250,000 – <ul style="list-style-type: none">• <i>University of New Hampshire, Institute on Disability</i>	<ul style="list-style-type: none">• Approved	