

## **EXECUTIVE COMMITTEE**

**July 11, 2012**

### **MINUTES**

#### **PRESENT**

Mark Higgins, Chair  
Larry DeBoer  
Anila Guruji  
Marjorie Heller  
Al Marsella

#### **STAFF**

Diane Anand  
Patrick Aulicino  
Melinda Sullivan

#### **CALL TO ORDER**

The meeting was called to order at 12:10 pm.

#### **APPROVAL OF MINUTES**

**The minutes of June 13, 2012 and June 20, 2012 were approved by consensus.**

#### **BUDGET UPDATE**

##### **Lanterman Regional Center**

Mr. Aulicino advised the Committee that the Center has received its first cash advance and is anticipating that the second advance will be received soon. If the second advance is received within the next couple of weeks, the Center does not expect the need to borrow from the line of credit for upcoming Purchase of Services (POS) and Operations (OPS) runs. Mr. Aulicino reported that it appears that DDS plans to use the same allocation methodology for POS that was used last year but the issue remains that if the system is “trued up” at the end of each year the allocation methodology has much less importance. The Committee discussed their concern about having a POS surplus this year even with the deallocation of approximately \$1.6 million and how it will affect the allocation methodology for the Center in Fiscal Year 2012-13.

**The Committee was in agreement by consensus that Ms. Anand should share the Center's concerns with the Department.**

#### Other Regional Centers

Mr. Aulicino reported that with the exception of Lanterman, all Centers are ending the Fiscal Year 2011-12 in a deficit and without or limited cash. The Department has informed those centers that it does not have cash to advance for the remainder of 2011-12, only cash to advance for the new Fiscal Year 2012-13. Those centers in a deficit mode have to borrow from their line of credit. Those who have spent above their contract will have trouble borrowing from the bank because that amount is not in their contract. Centers who spent beyond their contract must submit for reimbursement to the Board of Control. If the Board of Control approves it, it will come out of their current Fiscal Year 2012-13 budget. DDS is in support of this approach if taken.

#### June 2012 Trailer Bill Language (TBL)

Ms. Anand shared with the Committee a copy of the June 2012 TBL Affecting Regional Centers. This was for information only and the Board will be informed as the changes are implemented.

### **BOARD SELF-ASSESSMENT**

The Committee received a copy of the Board Self-Assessment Data Report as of June 2012. Discussion was focused on Section 1: Mission, and Section 2: Strategy. The first two sections will be shared with the Board at their August meeting.

Suggestions:

1. Include the mission statement in every board packet.
2. Provide New Board Member Orientation at the first meeting after the annual meeting of the corporation in June.

The Committee will review and discuss Section 3: Funding and Public Image, and Section 4: Board Composition at their next meeting. These sections will be presented to the Board at the September meeting.

### **946 IMPLEMENTATION**

#### Issue of Co-Payment – (For Information Only)

Ms. Sullivan advised the Committee that the Center is sending out letters today (approximately 170) to families who receive ABA services and have a health plan. The letter explains the copay process and gives direction on how to continue with services that are approved in the client's

IPP. The Center has made its first set of referrals to a health care provider and will be in contact with other health care providers over the next couple of weeks.

## **STAFF APPRECIATION**

### **Staff Appreciation Luncheon**

Ms. Anand advised the Committee that for the past 35 years the Leadership Staff (Directors and Managers) have hosted a staff appreciation luncheon for staff at their own expense of approximately \$5,000 - \$6,000. Due to the size of Staff, it has not been possible for many years to host the event at the Center. Ms. Anand informed the Committee that the Center has been paying for the rental fee for a venue (up to \$2,000) and the Leadership Staff continues to pay for food, entertainment, and prizes out of their pockets. Due to venue that was chosen this year, the rental fee for the venue is factored into the food costs and cannot be separated out, making it awkward for the Center to pay for the rental fee separately. The Committee discussed the current challenge and the ongoing commitment of the Leadership Staff to fund a staff appreciation luncheon each year.

**The Committee was in agreement by consensus that the Center should continue to contribute up to \$2,000 towards the staff appreciation luncheon each year if needed.**

### **Service Recognition**

Ms. Anand advised the Committee that the Center has a very dedicated employee, Sam Suzuki - Regional Manger, who just celebrated 35 years of service and that the Center would like to recognize him at an upcoming All Staff meeting. Ms. Anand reminded the Committee that the Employee Recognition Program (Service Anniversary Awards) was discontinued several year ago owing to budget cuts. After discussion, the Committee was in agreement that Ms. Anand should use her judgment in determining a way of honoring Mr. Suzuki's length of service at the Center.

The Committee discussed the long term commitment of Staff in general at the Center. Ms. Anand informed the Committee that she will be researching a way for the Center to acknowledge the length of staff service.

## **ADJOURNMENT**

The meeting was adjourned for executive session at 1:25 pm to discuss pending litigation.

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