Frank D. Lanterman Regional Center

Programs and Services

January 9, 2013

MINUTES

PRESENT
Mary Bakchachyan
Diane Cullinane
Howard McBroom
Lupe Trevizo-Reinoso

STAFF
Karem Chacana
Melinda Sullivan

NOT PRESENT
Julie Gaona
Marjorie Heller
Josephine Ko
Ann Seisa, Chair
Michiko Wilkins

CALL TO ORDER

In Ms. Ann Seisa's absence, the meeting was called to order by Mr. McBroom at 10:06 A.M.

APPROVAL OF MINUTES

The minutes of November 28, 2013 were reviewed and Ms. Heller's name needs to be added as present. There minutes were approved as corrected.

SERVICE COORDINATOR UPDATE

Ms. Karem Chacana, Director of Human Resources, gave a presentation regarding service coordination staffing for 2012. (Please see attached power point presentation). Ms. Sullivan and Ms. Chacana clarified and elaborated on questions from the Committee.

The Committee engaged in an in-depth discussion regarding filling vacancies at the Center, caseload ratios, Medicaid Waiver requirements, and employee benefits.

The Committee asked for data regarding the length of employment for service coordinators. Ms. Chacana will obtain this information and forward it to the Committee.

REVIEW OF 2012 COMMITTEE REPORT

The Committee reviewed this report in December and Ms. Sullivan presented the final document with corrections. Mr. McBroom made a motion to accept the 2012 report, Ms. Bakchachyan seconded the motion and it was approved by consensus.

RECOMMENDATIONS:

Regarding the Service coordination report; the Committee recommends looking at different strategies in an attempt to reduce caseload ratios.

The Committee suggested that "recommendations" be a standing agenda item as a reminder and at the end of the minutes to summarize this.

NEXT MEETING

The next meeting will be a joint meeting with SPAC and it will take place on February 13, 2013 at FDLRC.

ADJOURNMENT

The meeting was adjourned at 11:39 AM.

/gs