



ASTERN LOS ANGELES REGIONAL CENTER
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ELARC Board of Directors Meeting
June 12, 2018
Approved July 10, 2018

Board Members Present:

Tony Borrego, President
 Richard Helgeson, Vice-Chair
 Diane Lasell, Secretary
 Joe Utar, Treasurer
 Yougeng Sun
 Nestor Nieves
 Virgilio Orlina, CAC Representative
 Brian Chacon, VAC (for Jose Reyes)

Staff Present:

Gloria Wong, Executive Director
 Jesse Valdez, Manager, Federal
 Programs/Residential Svs.
 Rosalie Estrada, Executive Assistant

Absent:

Anthony De La Rosa (Excused)
 Elias Fonseca (Excused)
 Devora Reed (Excused)
 Lida Chavez (Excused)

Guests:

Refer to Sign-In sheet



I Welcome & Roll Call

The meeting was called at to order at 6:03 pm by Tony Borrego, President. A quorum was present in order to conduct necessary business.

II Introductions/Opening Round: Board of Directors and Audience

Introductions of the Board of Directors and of the audience were conducted.

III Community Input

Chala Jitpatima, parent, addressed the Board concerning a 2 ½ -day orientation for prospective residential providers who are interested in becoming vendored. She indicated the training provided a lot of information and the staff conducting the meeting were very knowledgeable. She indicated during the training a PowerPoint presentation, approximately 50 pages, was used but audience was not given a copy. She recommended ELARC offer copies of the

PowerPoint for participants to follow along and write notes. Ms. Jitpatima indicated she was told that management does not allow the copying of the PowerPoint.

Diane Lasell, board member, suggested the possible scanning of the document and sending it to all participants prior to the training.

Ms. Gloria Wong, Executive Director responded she would follow-up with Ms. Jitpatima's request.

Julie Eby-McKenzie, State Council on Developmental Disabilities (SCDD), announced there is a training scheduled Saturday, June 16th on Self-Determination in South Gate. Focus will be on Person-Centered planning and facilitation. The training is free but it is necessary to RSVP if interested in attending.

Julie also encouraged all to sign-up for their newsletter which has recently been updated and will be bilingual (English/Spanish) as they have recently hired Spanish-speaking staff. Newsletter will provide information on all events as well as current issues both locally and statewide.

Virgilio Orlina, Chair, CAC, reported he was given an opportunity to be invited to the "Operation Move Screening, Active Shooter Full-Scale Exercise" at Paramount Studios and was sponsored by the City of Los Angeles as part of their Active Shooter Training Program, a public service training. The event was held Tuesday, June 12th at the Paramount Studios following a morning Active Shooter training seminar for Paramount Pictures staff. The full scale exercise consisted of two interactive scenario's which allowed participants to do a practice run and hide concepts under multiple sets of conditions. Michael Camargo, assisted by Esteban Miranda of DESI, also participated as an actor/players. The participants were provided with a continental breakfast and lunch.

Virgilio reported he spoke with Richard Pope, ADA Coordinator for Emergency Preparedness/Veterans Affairs Specialist with the City of Los Angeles. They would like to reach out to the regional centers in Los Angeles County regarding the need to train individuals with disabilities on how to survive an active shooter situation.

Ms. Wong suggested Mr. Pope be invited to a CAC presentation in 2019.

There were no other comments from the community.

IV. Approval of Board of Directors Meeting

A. Minutes of Board of Directors Meeting of May 8, 2018

M/S/C (Richard Helgeson/Virgilio Orlina) To approve the Minutes of May 8, 2018 as recorded. Unanimous.

V. Annual Conflict of Interest (COI) Reporting Statement

Ms. Wong reminded the Board of Directors the Annual Conflict of Interest Reporting Statement is due to the Department of Developmental Services August 1, 2018. The form has not changed from previous years. Ms. Wong requested the COI Statements be returned at the next board meeting scheduled for July 10.

Regional Center employees are also required to complete the COI reporting statement.

VI. Executive Director's Report – Gloria Wong

A. Home & Community Based Waiver Audit Presentation: Jesse Valdez, Federal Programs Manager

Ms. Wong invited Jesse Valdez, Federal Programs and Residential Services Manager, to present on the results of the most recent audit of the Home and Community-Based Waiver (HCBW) program. The audit included a review of the numerous federally funded programs which included: Target Case Management (TCM), Nursing Home Reform (NHR), the 1915(a) State Plan Amendment (SPA) and HCBW. Ms. Wong noted that 50% of the \$6 billion budget for regional centers is funded by the various federal programs previously listed. The audit team consists of DDS and DHCS staff who review current policies and practices, interview regional center staff, and conduct site visits of programs attended by consumers.

The HCBS Waiver is the largest of all the federally funded programs. With the vast funding from the federal government comes a comprehensive level of responsibility to ensure compliance and eligibility for continued funding.

Jesse Valdez focused on the Executive Summary as part of his presentation. The Executive Summary highlights the nine standards that the regional centers are responsible for. The audit took place from April 24-28, 2017. There were 8 staff, 4 from DDS and 4 nurses from the Department of Health Care Services. The focus was on the health and safety of individuals along with how services are being delivered to the individuals served by ELARC.

The final report was issued and there were recommendations made which required follow-up actions by ELARC. DDS requested documentation of actions taken by ELARC on each specific recommendation within 30 days of receiving report.

Mr. Valdez reported the team returned on April 11, 2018 for a second visit, and reviewed 20 files and 10 additional Special Incident Reports (SIR). DDS approved ELARC's responses to all of the recommendation made by the audit team. This concludes the audit till the next cycle.

Ms. Wong stated that ELARC has 4,300 consumers that are part of the Medicaid Waiver project. This represents approximately 37% of ELARC's total caseload. Ms. Wong noted the additional documentation required to comply with federal standards and credited staff for a great job in the final outcome of the audit report.

B. Performance Contract (PC) 2017: Year End Report

A copy of the Performance Contract Year End Report 2017 was distributed and reviewed. Ms. Wong reminded the Board that this process is done based on calendar year versus the fiscal year. Further discussion on the 2017 year-end-report will continue at the July Board meeting as the Purchase of Services (POS) Data Report results will be discussed.

ELARC is currently preparing to conduct community meetings in August 2018 to introduce a draft plan for 2019 and to submit to DDS by the November 2018 deadline.

The PC 2017 Year-End Report has been posted on the ELARC website.

C. Self-Determination Program (SDP) Update

1. Federal Application Status

Ms. Wong announced that the SDP federal application was approved by the Center for Medicare and Medicaid services (CMS) on June 7th. With this approval DDS is moving ahead with implementation plans. Currently, DDS is working on plans to identify the 2,500 consumers that will be part of the initial 3 year phase. In the meantime, regional centers will continue to conduct pre-enrollment meetings and submit names of interested participants to DDS until the enrollment phase is closed-off. Reference was made to Attachment #10 in the Board packet with a calendar of upcoming pre-enrollment training in June and July.

ELARC will have 114 slots available out of the 2,500 total participants. The 114 slots includes the 24 consumers currently part of the original pilot self-determination program, which has been in effect for approximately 18 years. Therefore, in actuality there are only 90 slots open to new participants in the SDP.

The ELARC Self-Determination Update was shared with the Board. As of this date about 250 names of individuals served by ELARC have been submitted to DDS

2. Local Advisory Committee

The agenda for the last Self-Determination Local Advisory Committee Meeting held on June 5, 2018 was distributed. The minutes of the April 3rd meeting were also distributed.

D. Budget Update

1. Fiscal Year 2017-'18

(a) PEP (Purchase of Services Expense Report)

Ms. Wong reported ELARC received its 3rd allocation for the current fiscal year. As a result the projection is for a POS surplus, ranging from \$3 to \$3.3 million.

(b) Budget Performance Report: Operations

Ms. Wong reported a surplus of \$105,007 in the operations budget. Ms. Wong reiterated the reasons for this narrow balance which is in large part due to the escalating costs of additional service coordinators hired with no future adjustments for increased costs over subsequent fiscal years.

2. Fiscal Year 2018-19

(a) Analysis of Governor's May Revise

The Governor released the May Revise of the budget. Since that time the Senate and the Assembly have conducted hearings and the fate of the budget rests with the "Budget Conference Committee." Restoration of social recreation programs and camps was approved by the Senate and Assembly but the Conference Committee has reversed this decision. Additionally the Uniform Holiday Schedule was reinstated requiring 14 days of closure/furlough per year. This will go into effect in 2019.

Additionally for service providers, efforts to fund the various minimum wage requirements which varies by cities/counties was rejected.

Line of Credit:

A \$27 million line of credit has been secured for FY 2018-'19 from City National Bank. In the event that the preliminary cash advance is not received in time to meet payment obligations in July the line of credit will be utilized.

VII Consumer Services Report: Felipe Hernandez, Chief of Consumer Services

Report deferred since Mr. Hernandez is on vacation.

VIII Committee Reports

A. Consumer Advisory Committee (CAC)

Virgilio Orlina indicated he just received an email from the State Council that they are targeting July 19th to be the next State Wide Self-Determination Meeting. The venue and agenda are pending.

Virgilio Orlina, CAC Chair, reported the CAC meeting held on May 15, 2018 and was well attended. The main topic of the meeting was “How Do I Find a Job. The guest speaker, Mr. George De La Loza started his presentation with successful and inspirational stories of consumers who were able to obtain jobs through employment programs. Mr. De La Loza presented a power-point on how to prepare for a job. He explained to the consumers how the Pathways to Employment, Employment Options and the Paid Internship Program (PIP) works. The consumers actively participated in asking questions about the topics. It was a very interesting topic.

Mr. Orlina indicated Mr. Jesse Padilla, Consumer Advocate, reported he continues his outreach to the consumers. He shared his most recent advocacy presentations with Social Vocational Services (SCS), Ability First and his upcoming outreach with MERCI. He also reported at the Consumer Services Division Meeting. Mr. Padilla also reported that he is an active part of ACCESS Service Paratransit Coalition, the group that collaborates and improve the quality of paratransit services in Los Angeles County.

Ms. Gloria Wong, Executive Director, updated the CAC about the budget and Self-Determination.

The CAC Debriefing and Planning Meeting was held on June 7, 2018. The meeting was attended by Jesse Padilla, Consumer Advocate, Marisol Guerrero, Vice-Chair and the purpose was to begin planning for the next CAC meeting and how to make it the meeting meaningful to consumers and CAC members. They also reviewed the draft CAC flyer, the draft agenda and evaluation forms.

The next CAC meeting is scheduled for July 17, 2018 from 4:00 pm to 6:00 pm, and the main topic will be self-advocacy. The guest speaker will be Julie Eby-McKenzie of the State Council on Developmental Disabilities along with additional panelists..

B. Vendor Advisory Committee (VAC)

Brian Chacon, Vice Chair, Vendor Advisory Committee, reported the following:

The VAC met on May 24th (fourth Thursday of the month). A training was conducted on medical system safety and health issues by Dr. Dolores Figueroa, ELARC Physician. The training

was a condensed version of her training to be done on September 19th from 9:30 a.m. to 12 Noon, which is a preventative health care and precautions workshop. The workshop will cover diabetes and much more.

There was also discussion regarding a special nomination as according to their Bylaws they are out of compliance as far as when elections should be held. Elections should take place in odd years, so the VAC on waiting until next year to have elections in order to be in compliance with the Bylaws. There is currently a vacancy for the Chair due to a leave of absence. A motion was made and passed to move the Vice-Chair to the Chair position for the remainder of the year in order to be in compliance with the Bylaws. At the next meeting a special election will be held to nominate a new Vice-Chair, and the secretary will move on for another year.

The next meeting of the VAC will take place on June 28th with a presentation on Special Incident Report by Albert Guzman, SIR Coordinator. Also to be discussed will be the Service Provider Survey, ABX2-1, which requires DDS to conduct a rate study. The survey is due August 3, 2018.

C. Finance/Personnel Committee

1. Financial Statement Audit: Fiscal Year 2017-'18

Mr. Helgeson reported ELARC received the engagement letter from Windes for the upcoming audit starting in August 2018. The Engagement Letter was signed by the Board President. The purpose of the required audit is to have an independent audit of the previous fiscal year 2016-17. Contact information for the Finance Committee, Richard Helgeson and Joe Utar, has been shared with Windes.

Ms. Wong also reported the annual retirement plan review for The Principal Investments has been scheduled for August 28, 2018.

IX Miscellaneous Announcements

There were no announcements.

X. Adjournment

There being no further business to discuss the meeting was adjourned at 7:19 pm.

Respectfully submitted by:

Original signed by:

Diane Lasell, Secretary, ELARC Board of Directors

Recorded by: Rosalie M. Estrada, Executive Assistant