



**EASTERN LOS ANGELES REGIONAL CENTER**  
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**ELARC Board of Directors  
Meeting Minutes  
July 13, 2021  
Approved as Recorded on September 14, 2021**

**Board Members Present:**

Richard Helgeson, President  
Joe Utar, Treasurer  
Pat Gomez, Parent  
Dr. Linda Lopez, Parent  
Marisol Guerrero, CAC Representative  
Nestor Nieves, Consumer  
Bryan Chacon, VAC Representative  
Virgilio Orlina, Consumer

**Staff Present:**

Gloria Wong, Executive Director  
Edith Hernandez-Daniels, Chief of  
Consumer Services  
Lonetta Johns-Yarleque, Associate Chief of  
Consumer Services  
Elizabeth Harrell, Manager Community  
Services Division  
Roxy Ortiz, Information & Training Supervisor  
Johnny Trombley, IT Supervisor  
Angie Salas, Executive Secretary

**Absent:**

Devora Reed, Vice-Chair  
Yougeng Sun, Secretary

**Guests:** Refer to Sign In Sheet

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**DUE TO THE CURRENT HEALTH CRISIS THE BOARD MEETING WAS HELD BY REMOTE PARTICIPATION ONLY**

**I. Welcome & Roll Call**

The meeting was called to order at 6:04 P.M. by Richard Helgeson, Board President. Due to the COVID-19 pandemic the Board meeting was held remotely. The arrangement consisted of a Zoom Conference/Teleconference line and material was displayed on agency website and available to all visitor participants with a link from the agency website.

Mr. Helgeson welcomed all to the Eastern Los Angeles Regional Center Zoom Board of Directors Meeting.

Roll call was conducted. A quorum was established in order to conduct necessary business.

## II. Community Introductions/Opening Round:

The Board members and guests were asked to introduce themselves and were noted on the "Sign-In" sheet.

## III. Community Input:

Mary Hosakawa, parent, commented on the vacancy of the Consumer Advocate position. Mrs. Hosakawa requested that the position be filled with an individual with skills, passion, and the conviction needed to fulfill the job requirements. Mrs. Hosakawa emphasized the need for a passionate advocate that would be a strong partner with ELARC parents and vendors.

Gloria Wong, ELARC Executive Director, added clarification to the above comment by announcing that the "Consumer Advocate" job announcement was posted today. The position will continue to report to the Community Services division under Elizabeth Harrell, Consumer Services Manager. Mrs. Harrell shared that the individual selected would report directly to Roxy Ortiz, Information and Training Supervisor.

There as was no other input from the community.

## IV.

### Approval of Board of Directors Meeting Minutes – Motion Required Attachment #1

*M/S/C (Virgilio Orlina/Bryan Chacon) To approve the BOD Meeting Minutes of June 8, 2021 as recorded. Unanimous.*

## V. Executive Director's Report

### 1. Conflict of Interest (COI) Reporting Statement Attachment #2

#### Attachment #2

Ms. Wong reminded Board Members of the deadline to complete and submit the COI Statement. Ms. Wong briefly reviewed the purpose and intent of the annually submitted form to the Department of Developmental Services (DDS) and emphasized the need for a timely submittal to meet the August 1<sup>st</sup> deadline.

**2. ELARC Holiday Schedule Amendment  
Attachment #3 - Motion Required**

**Attachment #3**

Ms. Wong presented a draft agency holiday schedule requesting a formal amendment to the holiday calendar. Ms. Wong noted the recently approved federal holiday, Juneteenth, which commemorates the emancipation of enslaved African-Americans. The official holiday has been designated as June 19<sup>th</sup>. Request was made to have the Board of Directors approve the revised ELARC holiday calendar by adding Juneteenth as an official holiday.

*M/S/C (Joe Utar/Virgilio Orlina) To approve the 2022 Holiday Calendar as recorded. Unanimous.*

**3. Department of Developmental Services Directive: Extension of Waivers and  
Modifications - Attachment #4**

**Attachment #4**

Mrs. Wong reviewed a DDS directive issued by DDS on June 29, 2021. Which extends the deadline for eight previously released directives.

**4. Self-Determination Update (SD)  
Requests for Proposals Update**

**A. Request for Proposals Update**

Ms. Wong offered a brief background on SD as an alternative model to the traditional and current form of service coordination. Ms. Wong noted the number of participants allowed to participate in SD was limited to 2,500 consumers statewide but as of July 1, 2021 there is no longer a threshold or limit to eligible consumers/families. ELARC is undertaking numerous outreach efforts in order to widely circulate this information.

Efforts to promote SD includes the awarding of funds to each Regional Center SD Local Advisory Committee. Ms. Wong introduced Liz Harrell, Community Services Manager, who presented on the grant projects been pursued by the SD Local Advisory Committee.

Mrs. Harrell reported that in fiscal year 2019 – '20 ELARC was awarded about \$65,000 the bulk of these funds were used for orientation and supporting the transition to Self-Determination. ELARC contracted with Helen Sanders Association, an internationally recognized "Person Centered Planning" organization. ELARC is working with Mary Beth Lepkowsky, from this organization, to develop various projects. One project will include an orientation booklets for everyone in Self-Determination. Another project is facilitating training through what is called community connections by having facilitators, service coordinators and SD participants join focus groups in order to better understand barriers. Additionally, the State Council has requested for each of the 21 Statewide Local Advisory Committees to contribute \$1,500.00 a year to support the work of the statewide committee. ELARC's Local Advisory Committee (LAC) is in agreement if all others Regional Center's agree to contribute. Currently there is no clarity as to the status of Regional Centers agreeing to contribute these funds.

Mrs. Harrell reported that the grant allocation for the 2021 is \$89,760 exceeds the funding requests by applicants. The LAC has been conducting numerous meetings outside of the regularly scheduled meetings in order to review the five (5) submitted proposals.

Mrs. Harrell highlighted the five (5) proposals as follows:

- 1) Continuation of the work with Helen Sanderson Association and that orientation booklet being published in languages other than English.
- 2) A contract with an organization called Nest, a local organization parent operated, proposes to make connections and help transition individuals in Self-Determination and to outreach to individuals who are monolingual Spanish speaking guide them through the process and acquaint them with facilitators and their role.
- 3) The purchase of Self-Determination booklets from the Disability Voices United Organization.
- 4) Working with Disability Voices United Organization for parent training will focus on the spending plan, understanding the roles, and responsibilities.
- 5) Pending allocation for the State Council requesting \$1,500.00.

The LAC has been conducting numerous meetings outside of the regularly scheduled LAC meetings in order to review the five (5) submitted proposals.

The LAC will continue to conduct working sessions to establish guidelines and identify priorities for ELARC that can inform prospective grant applicants of gap areas. Future applicants will be expected to demonstrate an understanding and knowledge of the unique nature of the ELARC

community. Going forward the LAC will be identifying specifics of the application process and information needed. This will allow for a structured decision making process which is transparent

### **B. Progress Report on current SD Cases**

Judy Perez, ELARC Supervisor, reviewed the SD participant Progress report. A graph with the following data and milestones was reviewed:

- Successfully Transitioned ..... 47%
  
- Person Centered Plan Completed ..... 35%
  
- FMS Obtained by Participants ..... 48%
  
- IPP Completed and Signed ..... 42%
  
- Spending Completed ..... 42%
  
- Individual Budget Certified ..... 53%
  
- SD Participation that Completed the Orientation ..... 95%

Mrs. Perez reported that as of June 15<sup>th</sup> there are 86 active Self-Determination cases from the soft rollout. All of the cases are somewhere in the process of Self-Determination.

- 40 of the cases have completely transitioned and are certified Self-Determination cases
- 46 are being tracked closely and are in different phases of the SD process
- Some cases are in the first year of enrollment and some are in the second year

The milestones have been developed by the Department of Developmental Services (DDS) in order to track the status and progress in transitioning SD cases. It serves as an internal tracking system allowing ELARC to determine where there are delays and barriers that need to be addressed in order to ensure a smooth and timely transition.

Mrs. Perez also noted that new families attending orientation are also being tracked, which is the first step before someone can start the Self-Determination process.

### **C. July 1, 2021 SDP Expansion Plans**

Ms. Wong shared that ELARC is hosting “Meet & Greet” sessions to educate families on SD. Information on the scheduled sessions is available online.

Edith Hernandez-Daniels, Chief of Consumer Services, reported on a “Meet & Greet” session for independent facilitators and person centered planners on June 28<sup>th</sup> and June 29<sup>th</sup>. Both sessions were well attended. Roxy Ortiz, Information and Training Supervisor, spearheaded the well-organized events.

Mrs. Hernandez-Daniels reported the information sessions continue to grow. Last month there were 150 attendees which indicates that families are interested in wanting to learn more about Self-Determination. Information is distributed by the Service Coordinators to families during the IPP meetings. There is a Self-Determination Fact Sheet that has been developed to ensure families/consumers are familiar with the basics of Self-Determination.

### **D. Next Meeting: July 20, 2021**

Ms. Wong reported the next Local Advisory Committee Self –Determination meeting is scheduled for July the 20<sup>th</sup>. For more information visit ELARC’s website has all the details.

## **5. Performance Contract 2021 Meetings**

Ms. Wong advised Board Members on an upcoming Public Meeting scheduled for August 11<sup>th</sup> from 10am – 12pm to present the draft 2022 Performance Contract and obtain feedback. Ms. Wong noted that the September Board Meeting will devote a large segment to the presentation of the 2022 Performance Contract and any comments/input received from the community.

## **VI. Budget Update**

### **A. Fiscal Year 2020 – '21**

#### **1. Purchase of Services Expenditure (PEP)**

The "Purchase of Services Expenditure" PEP report was reviewed by Ms. Wong noting a sizeable surplus. This report is due to the department on the 10<sup>th</sup> of every month.

#### **2. Budget Performance Report: Operations**

Ms. Wong reported a surplus of \$24,251.00 in the operations budget.

### **B. Fiscal Year 2021 – '22**

Ms. Wong reviewed the "Department of Developmental Services (DDS) Budget highlights) and addressed key items as follows:

#### **I. Purchase of Services (POS)**

##### **A. Based on 2019 Rate Study for Service Provider**

##### **Five (5) Year Phase in Plan**

The Department of Developmental Services (DDS) contracted with Barnes & Associates in 2019 to conduct a service provider rate study. Based on the results of this study funds have been allocated to begin a five (5) year phase-in plan to adjust vendor rates.

The fiscal impact over a five year period breaks down as follows:

- FY '21 - '22: \$89.8 Million
- FY '22 - '23: \$346.1 Million

- FY '23 – '24: \$678.7 Million
- FY '24 – '25: \$706.1 Million
- FY '25 – '26: \$1.233 Billion

Ms. Wong recognized and extended her appreciation to the numerous participants that were part of the ELARC campaign to advance this critical approval for ELARC's service provider community.

### **Evaluate Outcomes of Authorized Services by Regional Centers**

Ms. Wong explained that these rate adjustments must meet new performance standards and institute person centered practices in the delivery of services. The performance standards will be developed by the Department of Developmental Services (DDS) along with input from stakeholders. The data collection will include, tracking outcomes and meeting quality benchmarks as a means of assessing compliance.

### **B. Direct Service Professionals (DSP's)**

Direct Service Professionals (DSP's) refers to staff working for vendors that offer direct services to consumers.

Funding has been approved to establish a training and certification program for service provider staff which will result in increased wages as they progress through the program. The intent is to promote critical skills needed to provide quality services to consumers by creating a knowledgeable and stable workforce which provides the direct services to consumers.

Additionally, the funding includes differential pay for bilingual DSP staff. This measure will promote the recruitment and retention of bilingual staff that are culturally sensitive to the demographics of the Regional Center consumer/family base.

### **C. Eliminate Suspension of Uniform Holiday Schedule and Supplemental Rate Increase**

This was a measure adopted in 2009 to contend with budget shortfalls and the need to institute cost containment measures to balance the budget. After many failed attempts to reverse this practice after economic improvement for California, the 2021-'22 budget has permanently suspended the uniform holiday schedule.



## **D. Address Frozen Rates**

Frozen rates have been in place since 2009 for specific categories of services such as intermediate case facilities) ICF's and pediatric sub-acute care which are finally being addressed and corrected in FY 2021-'22.

## **II. Regional Centers**

### **A. Service Coordinators: Caseload Ration Compliance**

A key aspect of the 2021-22' was to address the critical need for funding the hiring of 900+ service coordinators needed statewide to meet the Lanterman Act mandated caseload ratios.

Based on an annual survey completed in March, 21 Regional Centers did not meet one or more of the seven (7) mandated caseload ratios. ELARC did not meet three (3) of the seven (7) caseload ratio requirements. In order to comply with caseload ratios, ELARC would need to hire twenty-six (26) new service coordinators and statewide correction would result in hiring of 900+ service coordinators, all based on 2019 data that has since continued to increase the gap in caseload ratios.

Momentum was gained in the promotion for funding the hiring of 900+ service coordinators in Fiscal Year (FY) 2021-22' only to fall short in the final stages of the budget process. Ultimately, budget negotiations deferred the needed funding until Fiscal Year (FY) 2022-23'. The responsibilities of a service coordinator have increased exponentially since the COVID-19 pandemic. The demands on the operations of a Regional Center continue to increase and add stress to an overwhelmed system. The funding delay to Fiscal Year (FY) 2022-23' defers the necessary relief needed presently to better serve our communities and alleviate workload demands on staff.

### **B. Underserved Communities: Improve Service Delivery**

The 2021-22' budget recognizes the need to address equitable Purchase of Services (POS) expenditures across all ethnic groups that are served by the Regional Center system. The budget addresses these concerns through the proposal of "Underserved Communities: Improve Service Delivery". To this end approval has been granted to replicate ELARC's project on "enhanced caseload" ratio project which created a specialized reduced caseload (1:40) for two hundred (200) consumers. The ELARC project addresses the lower POS average expenditure caseloads by

establishing an intensive form of case management. ELARC's project has proven to be a resounding success which comes with the recognition to use ELARC's model statewide as a means of addressing POS inequities.

### **C. Early Start**

Trailer Bill (AB136) amended Welfare & Institutions (W&I) code section 4512 to expand eligibility for Lanterman Act services by allowing a child who is three (3) to four (4) years of age to be provisionally eligible for Regional Center services under specific conditions. Amendments to the W&I code become effective July 16, 2021.

### **D. Restore Funding For: Social Recreation Programs, Camping Services, Educational Services and Non-Medical Therapies**

A measure undertaken in 2009 to contend with budgetary shortfalls adopted an amendment to the Lanterman Act prohibiting Regional Centers from funding the above referenced categories of services. The 2021-'22 budget finally reverses this position and reinstates these categories of services as options under purchase of services.

Social recreation and camping are highly valued support services for consumers living with their families. Regional Centers will need to once again develop resources that since 2009 have not been operational and assess the need for consumers who can benefit from these unique service categories.

Ms. Wong concluded by stating that there are numerous newly created positions in the operations of Regional Centers. Some key positions includes: emergency coordinator; deaf & hard of hearing specialist coordinator and self-determination specialists. The specific expectations of these various roles are part of trailer bill language which will guide the role and responsibilities of these various positions.

Ms. Wong briefly referenced a new resource service model referred to as the Systematic Therapeutic Assessment Resources and Treatment (START). It is a comprehensive approach to crisis prevention for consumers and works as a therapeutic model to head-off crises.

START has been very successful in other states that have adopted the University of New Hampshire model. It is an intense program where teams are built with service providers that offer intensive training to identify the individuals who are at risk of having crises. ELARC is applying in the next funding cycle with DDS to hopefully add this as a viable resource for consumers/families.

## **VII. Committee Reports**

### **A. Consumer Advisory Committee (CAC) - (Marisol Guerrero)**

Marisol Guerrero, CAC Vice-Chair Representative, reported the next Consumer Advisory Committee (CAC) will be held on Tuesday, July 20, 2021 from 4pm - 6pm. The meeting will be conducted as a "Go To Meeting". The topic will be on the Importance of "Personal Budgeting and Planning".

There will be an event working with ELARC's Forensic Specialist and the Crisis Response Project (CRP) on coordinating a training called "Interacting with Law Enforcement", for consumers, families, and providers. The members of the CAC planning meeting are also developing a plan to offer this training at a future CAC meeting.

### **B. Vendor Advisory Committee (VAC) - (Bryan Chacon)**

Bryan Chacon, Board Member, reported that the Vendor Advisory Committee (VAC) meeting was held on June 24, 2021 from 10:00am to 11:30am via "Zoom".

In January 2021 the VAC adopted an operational code of ethics to guide service providers. The purpose of this code is to ensure that ELARC vendors act with honesty, integrity and transparency in all their interactions with people with developmental disabilities, their families, and our community partners. ELARC promotes and models a working environment that values respect, fairness and integrity. This document was approved in January and a related power point presentation was completed in June. Special thanks to Ron Rozen, MDH, Maria Muhllberg, Centro del Padres y Niños and Joel Moreno, Maxim for making this happen.

Topics covered in this event included:

- Why VAC code of ethics?
- The mission and purpose
- Inclusivity and Diversity
- Conflict of Interest policy
- Business Courtesy and Gifts.
- Whistleblower Policy
- Zero Tolerance Policy
- Next Steps After the Training

Mr. Chacon stated there was additional presentation on "Choices, Rights, Opportunities, and Integration" (CROI). Liz Rodgers, ELARC Autism Specialist / PCT Mentor Trainer, was the presenter. A review of the Home and Community Based Services (HCBS) and the four

(4) principles to ensure compliance with the HCBS final rule along with individual service plans were included in the presentation.

Mr. Chacon reported on the networking committee efforts to plan for a vendor fair but it has been postponed to early next year due to workload demands. A "Virtual" vendor fair is under consideration.

Next meeting is going to be on Thursday, July 22, 2021.

**C. Finance/Personnel Committee (Joe Utar/Richard Helgeson)**

There was no meeting of the Board Finance/Personnel Committee.

**VIII. Miscellaneous Announcements**

Reminder that there will not be an August Board of Director's Meeting.  
Next Board of Directors Meeting will be held on Tuesday, September 14, 2021 at 6:00pm.

**IX. Adjournment**

There being no further business to discuss the general board meeting was adjourned at 7:43 P.M. - Unanimous

***M/S/C (Virgilio Orlinas/Bryan Chacon). Unanimous.***

Respectfully Submitted by:

A handwritten signature in black ink, appearing to read 'Yougeng Sun', with a long horizontal flourish extending to the right.

Yougeng Sun,  
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,  
Executive Secretary