



EASTERN LOS ANGELES REGIONAL CENTER
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**ELARC Board of Directors
Meeting Minutes
March 8, 2022
Approved as Recorded April 12, 2022**

Board Members Present:

Richard Helgeson, President
Devora Reed, Vice-Chair
Joe Utar, Treasurer
Dr. Linda Lopez, Parent
Youngeng Sun, Secretary
Marisol Guerrero, CAC Representative
Virgilio Orlina, Consumer
Nestor Nieves, Consumer
Kimberly Bermudez, VAC Representative

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:

Pat Gomez, Parent

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 6:02 P.M. by Richard Helgeson, 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:

Lucy Saccone, parent, requested clarification on the approval timeline for Supported Living Services (SLS) under the Self-Determination Program (SDP). Mrs. Hernandez-Daniels, Chief of Consumer Services, stated there is no set timeframe as each situation is individualized. It all depends on the assessment of the individual and their needs. It’s a process that includes many factors for example an assessment to be completed, followed by a written report of the assessment, a meeting with the vendor who will be providing the services. Mrs. Hernandez-Daniels offered to discuss further with Ms. Saccone at a later time if necessary.

Chala Jitpatima, parent, shared her son is currently going through the Self-Determination process. Ms. Jitapatima expressed a lot of work goes into this program but praised staff at ELARC and the great job to provide support and assistance. She’s hopeful this spirit of cooperation will be sustained for all consumers, including her son, to reach their full potential.

Nestor Nieves, Board Member and Consumer, commented there may be some challenges with the Self-Determination Program but overall the program offers more options which is the reason he remains in the SDP.

Sofia Cervantes, State Council L.A. Office, reported they continue to hold “virtual trainings” that are held every Monday at 10:00 am. The trainings alternate with presentations in English and Spanish. Ms. Cervantes can be reached by phone at (818) 543-4636 or email at sofia.cervantes@scdd.ca.gov for more information.

IV.

**Approval of Board of Directors Meeting Minutes
Motion Required - Attachment #1**

M/S/C (Devora Reed/Yougeng Sun) To approve the BOD Meeting and Executive Session Minutes of February 8, 2022 as recorded. Unanimous.

V. Executive Director's Report

**1. Slate of Officers
Motion Required - Attachments #2**

Attachment #2

Gloria Wong, Executive Director, presented the Slate of Officers which would become effective April 2022 upon Board approval. Ms. Wong provided background information on the change in Slate of Officers every two (2) years. The following nominees have volunteered to serve as follows:

Dr. Linda Lopez - President

Youngeng Sun - Vice-President

Devora Reed - Secretary

Richard Helgeson - Treasurer

Ms. Wong expressed her gratitude to Mr. Richard Helgeson, Board President, for taking on the role as Board President over the last two (2) years. Mr. Helgeson was recognized for his strong leadership and knowledge of the Regional Center System.

Mr. Helgeson, Board President, stated it was a wonderful experience and thanked everyone for all of their support and assistance.

M/S/C (Virgilio Orlina/Joe Utar) To approve the new Slate of Officers as presented. Unanimous.

**2. City National Bank (CNB) – Authorized Signer Form
Motion Required - Attachment #3**

Attachment #3

Ms. Wong discussed the “Authorized Signer Form” for Board approval. This action would add another transaction signer to City National Bank (CNB) account by Pat Alvarez, Chief of Administration. This form will allow Pat Alvarez to be a back-up signer in Ms. Wongs’ absence.

M/S/C (Devora Reed/Joe Utar) To approve Authorized Signer Pat Alvarez, Chief of Administration for City National Bank (CNB) as recorded. Unanimous.

**10. Board Contract Approval
Motion Required - Handout #2**

Handout #2

Mrs. Wong reviewed draft contract with Easterseals of Southern California which will require Board approval. Ms. Wong stated that the grant award is connected to the START (Systemic, Therapeutic, Assessment, Resource and Treatment) Program which was introduced to the Board at the September 2021 meeting. The concept was developed by the University of New Hampshire. It’s a community based crisis intervention program that addresses the treatment of individuals with intellectual developmental disabilities who have a diagnosis of mental health or similar. The program is meant to maintain consumers in their own home.

Department of Developmental Services (DDS) made start-up funds available to Regional Centers for the establishment of this service. The START program team was awarded \$835,000 as approved by the Board on October 15, 2021. The START team will serve as expert consultants to the direct service provider “Easterseals of Southern California” who will receive a \$300,000 grant.

Comments from the community were addressed.

M/S/C (Dr. Linda Lopez/Joe Utar) To approve Contract By and Between Eastern Los Angeles Regional Center and Easterseals of Southern California for the START Program. Unanimous.

3. Purchase of Service (POS) Data Meetings and Reporting
Attachment #4
Handout #1

Attachment #4

Gloria Wong, Executive Director, reported on the correspondence provided by the Department of Developmental Services (DDS) dated February 23, 2022. Ms. Wong provided background information on the Purchase of Service (POS) Report.

Ms. Wong reviewed the required timelines for necessary action:

- March 1, 2022: Regional Centers shall inform the Department and post on it's internet website notification of public meetings no later than this date in order to meet the requirements of W&I Code 4519.5(e). Regional Centers must also notify stakeholders in a timely manner.
- March 31, 2022: Regional Centers meet with stakeholders in one or more public meetings regarding the data.
- May 31, 2022: Regional Centers submit report to DDS.
- August 31, 2022: Regional Centers post their report on websites.

Handout #1

Purchase of Service (POS) Data Public Meeting is scheduled for March 30, 2022 from 10am to 12pm. A flyer was shared which has been posted and circulated. Ms. Wong encouraged all interested parties to attend this public meeting.

**4. 2021 – '22 Service Access and Equity Grant - Outcome
Attachment #5**

Attachment #5

Ms. Wong reviewed the correspondence from DDS from February 18, 2022. The letter references ELARC's application for the 2021 – '22 Access and Equity Grant, which unfortunately was not approved. It was noted that these will be additional funds made available under "Language Access and Cultural Competency" grant for which ELARC can resubmit its original concept proposal.

**5. Self-Determination Program (SDP) Local Volunteer
Advisory Committee (LVAC)
Attachment #6 , #7 and Handout #3**

Attachment #6

Ms. Wong gave a brief overview on the 2021 Community Report: "Journey's through Self-Determination". Ms. Wong stated the publication serves as ELARC's annual report with a change in theme every fiscal year. The focus of the 2021 Community Report is on ELARC four (4) consumers and how Self-Determination has impacted their services and supports. The stories are inspiring and speak to the value of SDP for these four (4) consumers.

Lily Ortega, ELARC Supervisor, reported on the 2021 Community Report and offered some additional background on these stories. Mrs. Ortega reported on Dennis and Wesley, two (2) brothers who have very different interest skills but with Self-Determination they have been able to identify the supports that are meaningful in their lives. They are using Self-Determination to enrich their lives and support their needs.

Mrs. Ortega continued to report on Adrian, a 5 year old young boy who has many skills and talents but also faces a lot of challenges. The team came together and worked with him to identify the things that were meaningful to him and how he could incorporate some of the community activities into his life.

Mrs. Ortega encouraged all to read the 2021 Community Report to learn about the consumers unique journeys and steps taken in their transition to the Self-Determination Program. It is a different way of moving forward in their lives and identifying supports and services unique to Self-Determination.

Mrs. Ortega reiterated that ELARC's model of a reduced caseload of only "SD" cases has proven to be highly successful in our transition. ELARC has been contacted by two (2) L.A. County sister Regional Centers that want to replicate our program.

Handout #3

Mrs. Ortega gave a brief background on the Self-Determination Program (SDP). Mrs. Ortega reported on the current number of consumers in the Self-Determination Program throughout the various stages of the SD process:

- 78 Individuals that are currently active in the Self-Determination Program
- 48 Successfully transitioned over to SDP
- 31 Completed Person Center Plan
- 50 Obtained FMS
- 52 Completed and signed IPP's
- 49 Spending plans completed
- 51 Individual budgets certified
- 76 SD Participants completed orientation for SDP
- March 2022 there will be updated data available on additional transitions

Edith Hernandez-Daniels, Chief of Consumer Services, added that Person Centered Practices Coordinators conduct community outreach by presenting on SD in multiple languages including: Spanish, Mandarin, and Cantonese as a means of educating our community about this new service coordination option.

Comments and inquiries from the community were addressed.

Attachment #7

Ms. Wong reviewed DDS correspondence dated February 11, 2022 allocating grant funds to assist in the implementation of the Self-Determination Program. The Local Volunteer Advisory Committee (LVAC) will identify gap areas and issue a Request for Proposal (RFP). The total allocation for ELARC is \$89,000. The LVAC will be holding a special session on March 22, 2022 for the purpose of determining the priorities for the RFP.

Liz Harrell, Community Services Manager, provided background information on the LVAC local priorities. The top two (2) priorities are to increase the pool of independent facilitators that speak multiple languages and to increase the number of Fiscal Management Services (FMS).

Ms. Wong shared the next open session for the SDP LVAC Meeting is scheduled for April 19, 2022 at 6:00 p.m.

6. Caseload Ratio Survey Update - Attachment #8

Ms. Wong reviewed DDS correspondence dated January 7, 2022 the “Service Coordinator Caseload Ratios” survey. Ms. Wong gave brief background information on Caseload Ratio requirements. In this correspondence DDS has committed to funding service coordinator ratios for Fiscal Year (FY) 2022-'23. Part of the process is conducting a survey to determine the total number of service coordinators needed statewide in order to come into compliance with the caseload ratio requirements. Based on the survey completed on February 10, 2022 ELARC will need to hire twenty eight (28) service coordinators to come into compliance.

7. Consumer Services Report Edith Hernandez-Daniels - Chief of Consumer Services

Edith Hernandez-Daniels, Chief of Consumer Services, gave some highlights on key projects in the Consumer Services Division.

The “Forensic Specialist” role is to assist service coordinators whose consumers become forensically involved. The Forensic Specialist collaborates with the Los Angeles Sheriff’s Department (LASD) and the seven (7) local Regional Centers to bridge the gap between:

- Mental Health Systems
- Law Enforcement Systems

- Court Systems
- Regional Center Systems

These agencies offer support and assistance to the families and the individuals ELARC serves.

The Los Angeles Sheriff's Department (LASD) has a program known as the "Risk Assessment and Mitigation Program Unit" (RAMP). Its goal is to reduce the following incidents:

- Incidents with use of force
- Involuntary hospitalizations
- Unnecessary incarcerations

RAMP has a specialized team that offers support to ELARC consumers. They receive an average of 25 to 30 calls per day.

Mrs. Hernandez-Daniels reported on the "Special Alert Program" which allows for caregivers and families to voluntarily provide information about their family member who has a disability. The family member can share vital and lifesaving information such as history of behaviors and related triggers for an individual. As such, when a call is made to law enforcement the dispatcher would have advance knowledge of the individual and alert the responding officer of the individual background information on file.

Mrs. Hernandez-Daniels reported on the "Project Lifesaver Program". The Los Angeles Sheriff's Department (LASD) teamed up with Project Lifesaver to provide a tracking device for individuals with Autism, Alzheimer's or other disabilities who are at risk or prone to "wandering". The tracking device is similar to a fitness watch. An individual can be tracked within minutes. The device is free while supplies last through L.A. Found. ELARC service coordinators can assist families in receiving this resource.

Mrs. Hernandez-Daniels reiterated the ELARC "Person Centered Practice Coordinators" continue to conduct community outreach. ELARC had a booth at the Asian Lunar New Year's Festival and presented information on Regional Center in Cantonese, Mandarin and Spanish. Additionally, they have connected with the Asian Youth Center and the Asian American Advancing Justice L.A. who offer bystander intervention training. With the increase in hate crime incidents toward the Asian community they are offering training on how to support and safely intervene when they witness such incidents. ELARC staff will be receiving this training.

Mrs. Hernandez-Daniels stated ELARC has a “Deaf and Hard of Hearing Specialist” who has been very active and going out to the Community representing ELARC. The specialist has attended:

- ❖ The Greater Los Angeles Deafness (GLAD) Resource Fair
- ❖ Five Acres
- ❖ Peace Over Violence
- ❖ Deaf Latinos and Families
- ❖ Sorenson Goodwill

**8. Department of Developmental Services (DDS) Directive
Extension of Waivers & Modifications due to COVID-19
Attachment #9**

Handout #9

Mrs. Wong reviewed DDS directive issued February 24, 2022, which extends previously issued waivers by another 30 days.

**9. Budget Update Fiscal Year 2021-'22
Handout #5 and #6**

Handout #5

Purchase of Services Expenditure Report (PEP)

Ms. Wong reviewed the Purchase of Services Expenditure Report (PEP) which is submitted to DDS on the “10th” of every month. The report indicates a sizeable surplus of \$40 million.

Budget Performance Report: Operations

Ms. Wong reviewed the Budget Performance Report - Fiscal Year 2021-'22. It reflects a surplus of \$324,000 based on actual expenditures through January 2022.

Ms. Wong provided some background on Grassroots Day and asked Roxy Ortiz, Information and Training Supervisor, who is spearheading the coordination of ELARC's participation to provide details. Ms. Ortiz stated that the statewide team will consist of 21 delegations, one from each Regional Center. Ms. Ortiz shared that Grassroots day is meant to advance the positions established by the Association of Regional Centers (ARCA) on the upcoming fiscal year budget for 2022 – '23. Part of the delegation has been developed with a strong representation of service providers. Currently recruiting family members and consumers from the Board to join the effort. If interested please submit your name to Angie Salas, Executive Secretary for the upcoming event on April 5th.

Roxy Ortiz, Information and Training Supervisor reported that Grassroots will be a virtual legislative visit. A virtual dinner/meal will be held the night before to prepare for the various legislative visit.

VI. 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, March 15, 2022 from 4pm - 6pm. The meeting will be conducted as a "Go To Meeting". The topics will be on "Supported/Integrated Employment" to be presented by George De La Loza, ELARC Employment Specialist. Additionally, Gloria Wong, ELARC Executive Director will provide a system update.

Patrick Schatilly, Consumer Advocate and the CAC leadership team met last month to discuss what improvements can be made from the January CAC meeting.

B. Vendor Advisory Committee (VAC) - (Kimberly Bermudez)

Kimberly Bermudez, Board Member, reported the Vendor Advisory Committee (VAC) meeting was held on February 24, 2022.

Updates noted from the meeting and discussions included:

- Currently developing a Vendor Advisory Committee (VAC) introduction video – this will help encourage new vendors with

ELARC to join the VAC. Once the video is ready it will be shared with the Board and VAC.

- Presentation done by DDS on the Direct Support Person (DSP) Survey – presentation covered the importance of the survey, why vendors should participate and how the data will provide detail on how vendors match up against other vendors and how the vendor can improve the system for individual’s being served.
- Networking group met to discuss rate implementation study that will be in effect April 2022. The Networking group would like to draft a letter to present to the Board requesting it’s support.
- Upcoming VAC meeting scheduled for Thursday, March 24, 2022

C. Finance/Personnel Committee (Joe Utar/Richard Helgeson) - Attachment #10, #11, #12 and #13

Mr. Helgeson reported on the Independent Auditors, WINDES Inc., final report. Mr. Helgeson stated it was a very good report, the final outcome being an “unmodified opinion”, which indicates no negative findings.

Attachment #10

Independent Auditors’ Report details the auditors’ responsibilities and ELARC’s staff responsibilities. ELARC has a duty to cooperate with the auditors and this report identifies those respective duties.

Attachment #11

Independent Auditors’ Report details the government accounting standards and compliance. It gives definitions of internal controls, material weaknesses, and significant deficiencies. All definitions are contained in the government accounting standards that govern the audits.

Attachment #12

Independent Auditors' Report reflects compliance with major federal programs.

Attachment #13

A summary that indicates there is no material, weaknesses or significant deficiencies in ELARC's financial statements or any of the federal program reports.

VII. Miscellaneous Announcements

Mr. Helgeson, Board President, shared information on the ARCA training programs. He stated they are well done and are very educational and informative. Mr. Helgeson recommends and encourages for all to attend. Mr. Helgeson shared the ARCA training is scheduled for the evening of Tuesday, March 8, 2022 from 6:00pm to 7:30pm on "Zoom" with a replay on Wednesday, March 9, 2022 from 6:00pm to 7:30pm. This webinar requires registration in advance.

Next Board of Directors Meeting will be held on Tuesday, April 12, 2022 at 6:00pm.

VIII. Adjournment

There being no further business to discuss the general board meeting was adjourned at 7:46 P.M. - Unanimous

M/S/C (Virgilio Orlina/Yougeng Sun). Unanimous.

Respectfully Submitted by:



Devora Reed,
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,
Executive Secretary