



EASTERN LOS ANGELES REGIONAL CENTER
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**ELARC Board of Directors
 Meeting Minutes
 September 13, 2022
 Approved as Recorded on October 11, 2022**

Board Members Present:

Young Sun, Vice-Chair
 Devora Reed, Secretary
 Pat Gomez, Parent
 Joe Utar, Parent
 Marisol Guerrero, Consumer
 Terry Munoz, Parent
 Alex Wu, Consumer
 Dalia Mendoza, Consumer

Staff Present:

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

Absent:

Dr. Linda Lopez, President
 Richard Helgeson, Treasurer
 Kimberly Bermudez, VAC Representative

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 Young Sun, Vice Chair, filling-in for Dr. Linda Lopez who had a scheduling conflict. 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. Sun 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:

Comments from the community were addressed.

IV.

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

M/S/C (Pat Gomez/Joe Utar) To approve the BOD Meeting Minutes of July 12, 2022 as recorded. Unanimous.

V. Executive Director’s Report

1. 2023 Draft Performance Contract (PC) Presentation

Gloria Wong, Executive Director, provided brief background information on the Performance Contract (PC) process. She shared information on the 2023 PC meeting which was held on Tuesday, August 16, 2022.

The 2023 draft PC presentation focuses on public policy and compliance performance measures. Which includes the following topics:

- Children at Home
- Employment
- Purchase of Services (POS) Disparity
- Early Start

Ms. Wong noted the “PC” presentation would include numerous ELARC staff and she introduced the first presenter, Roxy Ortiz, Information and Training Supervisor, who provided an overview of the PC.

Performance Contract (PC) Overview

The PC is an outcome based plan that includes “public policy” and “compliance” measures. DDS reviews baselines and year-end information to evaluate the Reginal Center performance. The PC plan is reviewed every calendar year versus the typical fiscal year.

PC Year End Report 2021

The presentation included information on:

A) ELARC Demographics

- Ethnicity
- Residence
- Age
- Diagnosis

B) Review of all compliance and public policy standards and the ranking over the last two (2) calendar years as compared to the statewide average.

C) Review of employment efforts by ELARC and results on following areas measured:

- Consumer earned income
- Annual Earnings of Consumers
- National Core Indicator (NCI) Survey Results
- Paid Internship Program (PIP)
- Competitive Integrated Employment

D) Improving Equity and Reducing Disparities areas reviewed included:

- Residence type by ethnicity
- Percent of total annual purchase of services (POS) expenditures by individuals ethnicity and age.

- E) Audience was directed to ELARC’s website and the specific section where all above data can be accessed.

PC 2022 Mid-Year Data:

The Mid-Year data, as of June 2022, was reviewed on the following seven focus areas:

- 1) Consumers with an active status who are in Developmental Centers
- 2) Children residing with families
- 3) Adults residing in home setting
- 4) Children residing in facilities
- 5) Adults residing in facilities
- 6) Individuals with status 2 with current CDER
- 7) Duration of intake status for individuals ages 3 and over

Employment Presentation Draft PC Measures & Activities

George de la Loza, Employment Specialist, provided brief background information on legislation passed by Congress in 2014 the “Workforce Innovation and Opportunity Act” and how it impacts employment opportunities for the ELARC community. Mr. de la Loza reported on five (5) areas of focus:

- 1) Early transition programs working with high school youth and K-12 systems
 - ❖ In partnership with over 35 local education districts and agencies.
- 2) Adult pathways to employment
 - ❖ Collaboration with agencies to assist adults who have lost their jobs or who have never worked.
- 3) Employer/Industry Engagement
 - ❖ Employers attend meetings to discuss needs as employers hire people coming out of community colleges or training programs.

4) Post-Secondary Education Activities

- ❖ Working with community colleges, universities and adult training schools.

5) Supported Employment, Customized Employment, and Other Employment Support Options

- ❖ Various agencies are part of “Workforce Develop” and provide employment opportunities.

Mr. de la Loza reported on the Performance Contract Activities which include the following:

- Service Coordinator Consultations
 - ELARC External Committee Meetings
 - Public Presentations
 - Community Outreach & Local Partnership Agreement (LPA)
 - Employer & Employment Agency Management
 - Resource Development & Coordination with Local Education Agencies (LEA’s)
- Public Policy Performance Measures:
 - Number and percentage of individuals ages 16-64 wages = 529 / 11%
 - Competitive and Integrated Employment (CIE) wages = 274 / 52%
 - Average annual wages for individuals ages 16-64 = \$13,824; State average = \$11,340
 - Number of adults who entered competitive integrated employment following participation in a Paid Internship Program (PIP) = 22
 - Percentage of adults who entered in competitive integrated employment following PIP = 10%
 - Average hours worked per week for adults who participated in a PIP during the prior fiscal year = 20
 - Average wages for adults engaged in competitive integrated employment on behalf of whom incentive payments have been made = \$15

- Total number of \$2000, \$25000 and \$3000 incentive payments for the fiscal year = 43

Comments from the community were addressed.

**Early Start Presentation
Individual Family Services Plan (IFSP)
Draft Pc Measures & Activities**

Priscilla Solano, Early Start Families Supervisor, provided an overview of the Early Start Department activities and the areas of focus for the PC:

ACTIVITIES:

- IFSP to be completed within 45 days of referral.
- Due to COVID-19, RC's and vendors had to "pivot" regarding the service delivery model and telehealth quickly became the new approach to services.
- "Parent-coaching" gave an opportunity for parents to become active participants during their child's sessions.
- The service coordinator updates the Early Start Report (ESR) annually.
- Once the initial IFSP is conducted, the ESR is generated with entry levels exit.
- The five (5) developmental domains are: cognitive, self-help/adaptive, communication, physical and social/emotional.
- Entry and Exit levels are required in order to be in compliance with the State Systemic Improvement Plan (SSIP).
- Key feature of ESR is it allows for an exit level to track developmental mile stone achievements.
- The IFSP's role in the Transition to Part B services.
- ELARC will provide timely notification, not fewer than 90 days before the child's 3rd birthday, to Part B services.
- ELARC's Early Start Department completed 10-part training module through "WestEd" on the IFSP Transition process in order to gain an in-depth understanding and support families.

- Interagency agreements with local school districts are updated to reflect Part C regulations and to ensure a smooth transition from Part C to Part B services.
- Future plans for the newly appointed Transition Liaison, Noriko Ikoma, will include cross training with the local education agencies (LEA's) and community/parent education related to the transition process.
- Implementation of the IFSP includes a structured, Early Start Family Assessment.
- At the initial IFSP and annual IFSP, an early start family assessment is completed in collaboration with parent/caregiver. The purpose of this assessment is to identify the daily routines of the child and family in order to develop child and family centered outcomes.
- Continue training staff on child and family outcomes, including PCT strategies.
- Coordinate on-site training with certified Person-Centered Thinking (PCT) trainer, Liz Rodgers for Early Start department and individual units. Also, during individual supervision, continue to implement and practice Person-Centered Thinking.
- Continue cross-training with the Los Angeles County Department of Child & Family Services (DCFS) and ELARC.
- Supervisors attend the DCFS Belvedere Young Children in Care (0-5) Champions standing meeting, every two (2) months to ensure cross-collaboration.
- Referral Portal Project is a dedicated portal for DCFS/RC Referrals to ensure that ELARC receives all required documents in order to process all DCFS involved referrals timely.
- Continue implementation of the State Systemic Improvement Plan (SSIP) by including an outcome related to the social and emotional development for each child in the IFSP.
- Continue training staff on writing functional outcomes.
- Meeting regularly with local SSIP team members.

Comments from the Community were addressed.

**Minors Residing with Families
Draft PC Measures & Activities**

Edith Hernandez-Daniels, Chief of Consumer Services, reported on minors residing with families.

ACTIVITIES:

- Service coordinators connect families with creative and innovative services.
- Training service coordinator's on supporting families who have individuals with complex needs.
- Specialized reduced caseloads with a ratio of 1:45 to assist service coordinators who may have a family member who has complex needs such as frequent incarcerations or hospitalizations.
- Placement Coordinator assists the service coordinator who has families with an individual who cannot be kept at home. Placement Coordinator connects with the service coordinator to ensure proper placement is found for the individual.
- Crisis hotline – assisting families with obtaining respite services, personal assistant services and participant directive services.
- Expanding on social recreational services.
- Expanding on the Self-Determination Program.
- Collaboration with Community Service Department to expand service options that have been identified as necessary to maintain children residing with families, (i.e.) In-Home respite service for individuals with behavioral needs.
- Collaboration with the Clinical Department to identify needs and consult on services and support such as:
 - ❖ Medication Consultations
 - ❖ Medical Needs
 - ❖ Mental Health Needs
- Service Coordinators have a support team across different ELARC departments.
- Priority to the Deaf and Hard of Hearing community and Tribal Native American communities:
 - ❖ Deaf and Hard of Hearing Specialist

- Reduced caseload of 40
- Fluent in American Sign Language
- Tribal Native American community plan; in the early stages of development to determine needs. Currently reaching out to our community partners.
 - Goal is to increase our knowledge in order to take a proactive approach to the delivery of services and supports.
- Partnership with Department of Children and Family Services (DCFS), local school districts, Public Library, Parks and Recreations, Department of Mental Health (DMH) and others.

Comments from the community were addressed.

**Reducing Disparity & Improving
Purchase of Services (POS) Equity**

Edith Hernandez-Daniels, Chief of Consumer Services, reported on agency activities and measures to improve POS equity.

- The Cultural Specialist will oversee ELARC's efforts to ensure that the delivery of services and supports are sensitive to cultural and language needs for all communities served by ELARC.
- Enhanced Service Coordination/Reduced Caseload Project began March 2017
 - ❖ 200 participants
 - ❖ Focused on Spanish, Cantonese and Mandarin speaking consumers/families who had either low to no POS in previous fiscal year (FY)
 - ❖ Five (5) specialized caseloads with ratio of 1:40 established
 - ❖ 191 participants have transitioned out of the enhanced service coordination/reduced caseload project
 - ❖ Reduced Caseload Project: Three (3) Objectives:
 1. Understanding the needs of the family
 2. Providing education on the Regional Center system

3. Gaining a better understanding of the barriers to accessing Regional Center services

- Purchase of Services (POS) expenditures have increased every year the project has been in place

Edith Hernandez-Daniel reviewed the graph Average per Capita Yearly Comparison from FY 17/18 to FY 20/21 and presented on the following areas:

- Reduced Caseload Project Pre & Post Survey: Results indicate the participants knowledge about Regional Center system
- Identification of barriers to accessing Regional Center services:
 - Poverty
 - Education
 - Language/Literacy
 - Social Norms and Attitudes
 - Community Access
 - Transportation
 - Community Conditions/Characteristics
- Reduced Caseload Project Satisfaction Survey
- Language Access & Cultural Competency Grant
 - Development of three (3) new positions: Community Access Coordinator (CAC) whom speak Spanish, Cantonese/Mandarin and Vietnamese:
 - ✓ Education & Training
 - ✓ Community Engagement
 - ✓ Collaborative work with Cultural Specialist and Community Based Organizations

Comments from the community were addressed.

PC Timeline Next Steps

Ms. Wong reported on the Performance Contract Timeline:

- Performance Contract Public Meeting - August 16th, 2022
- Deadline for written comments - August 30th, 2022
- Review with BOD (second public meeting) - September 13th, 2022
- Seek Board Approval - October 11, 2022
- Submit PC to DDS - November 2022
- Implement Performance Contract - January 2023

Ms. Ortiz reported on the public comments received on the Draft Performance Contract 2023. All comments were received at the public meeting held on August 16th. No written comments were received by the August 30th deadline.

COMMENT:

It was noted that one of the areas needing attention is regarding “mental health” services and supports. The need has become more dire and particularly over the last two (2) years due to the pandemic when services and supports were limited to virtual support. Suggestion was made for ELARC to hire a “mental health specialist” that can exclusively concentrate on the development of critical resources and establish stronger ties to the Department of Mental Health Services (DMH).

RESPONSE:

ELARC will be instituting a two (2) part plan to address this concern through a special funding request.

1. ELARC plans to replicate a project started by a Northern Regional Center, the “Collaborative Systems and Universal Access Design Project”. The project focuses on the development of innovative services and supports in the county mental health and managed care systems.
2. Request funding for a “Clinical Health Specialist” position to oversee the development of special projects as noted above on (#1) as well being the lead contact with DMH and other community support services.

A special funding proposal will be submitted by ELARC to DDS through the upcoming cycle for the “Community Placement Plan (CPP) / Community Resource Development Plan (CRDP)”. Current fiscal year announcement from DDS has not been issued but we expect the application cycle to be announced before the end of the calendar year.

EMPLOYMENT

COMMENT:

Suggestion to explore a hybrid model that would link “day programs” and “supported employment” agencies in order to provide unique employment opportunities to adult consumers.

RESPONSE:

DDS recently announced that funds are available for projects that will develop new and innovative ways to provide increased and effective new pathways of employment for consumers. ELARC has submitted an “Employment Grant Application” to DDS which will address above suggestions. Application was submitted August 2022.

POS DISPARITY

COMMENT:

Utilize “service coordinator” perspectives on exploring the variables that create “low” and “no” purchase of services (POS).

RESPONSE:

ELARC taps into the knowledge of existing service coordinators which has served to guide the “Enhanced Service Coordinator” caseload ratio project resulting in a better understanding of the complexities of “low” and “no” POS.

ELARC has consolidated key positions under the new unit “Community Engagement” which include the following staff:

- Cultural Specialist
- Person Centered Thinking Trainer
- Community Access Coordinators

- Continuation of the “Enhanced Service Coordinator” project

EARLY START

COMMENT:

An inquiry as to the type of supports offered to parents at IEP Transition meetings. Suggestion made that a “check list” be created for parents guiding them through this complicated process.

RESPONSE:

Priscilla Solano, Early Start Families Supervisor, offered to contact individual making the suggestion in order to allow for a more in-depth discussion of suggestions and also to share existing material currently used.

Comments from the Community were addressed.

2. Self-Determination (SDP) Local Volunteer Advisory Committee (LVAC) Attachment #4 and #5

Gloria Wong, Executive Director, provided background information on the Self-Determination Program (SDP) and the Local Volunteer Advisory Committee (LVAC).

Attachment #4

Judy Perez, Associate Chief of Consumer Services, reported on the current number of consumers in the Self-Determination Program and the various stages of the SD process:

- 77 Individuals that are currently active in the Self-Determination Program
- 54 Successfully transitioned over to SDP
- 33 Completed Person Center Plan
- 54 Obtained Fiscal Management Service (FMS)
- 54 Completed and signed IPP's
- 50 Spending plans completed

- 53 Individual budgets certified
- 74 SD Participants completed orientation for SDP

Mrs. Perez reported as of August 2022 there are currently 102 SD participants who have successfully transitioned over since the open enrollment took place in July 2021 for Self-Determination.

Mrs. Perez shared the orientations continue to be well attended.

No comment from the community.

Attachment #5

Ms. Ortiz provided an update on Fiscal Year (FY) 2021/22 Funding to Support Implementation of the SD. For FY 2021/22 ELARC received \$89,760.00, the Self-Determination (SD) Local Volunteer Advisory Committee (LVAC) approved the following funding. Funds awarded to two (2) grantees:

- ❖ Autism Society of Los Angeles (ASLA)
 - ✓ Areas of focus will be recruitment and training of Independent Facilitators (IF's) in languages other than English such as Spanish and Cantonese/Mandarin.
 - ✓ Awarded the amount of \$42,000.

- ❖ Ochoa's Consulting, LLC.
 - ✓ Purpose is for parent coaching project focusing on monolingual Spanish speaking parents to provide support/coaching for transition to SDP.
 - ✓ Awarded the amount of \$47,760.

Those interested in learning more about the role of LVAC they can attend their meetings. The next meeting will be held virtually on Tuesday, September 20, 2022 at 6:00pm. Link information is available on ELARC's website.

Community comments were addressed.

**3. Department of Developmental Services (DDS) Directive
Extension of Waivers & Modifications due to COVID-19
Attachment #6**

Attachment #6

Mrs. Wong reviewed DDS newest directive issued August 29, 2022, which extends previously issued waivers.

**4. Budget Update Fiscal Year 2021-'22
Attachment #7**

**PC Presentation Budget Update
Fiscal Year (FY) 2022 – '23**

Ms. Wong deferred the "Budget Update" section of the PC to this section on the agenda.

Ms. Wong reviewed the FY '22-'23 budget highlights by covering the following specific topics as presented at the original PC Community meeting on August 16, 2022.

- I. Regional Centers
 - ✓ Enacted budget: \$12.4 Billion
 - ✓ 21% increase from FY 2021-2022
 - ✓ Regional Center budget broken down into two (2) primary funding categories as follows:

- II. Purchase of Services (POS)
Service Provider Rate Reform and Increases
 - Phase-in approach: April '22 to July 2024
 - Rate acceleration augmentation to start January 1, 2023

- ✓ Direct Service Professional (DSP) Staff rate increases based on:
 - Bilingual Differential Pay
 - Training and Development

- ✓ Minimum Wage Increase: January 1, 2023
- ✓ Service Access & Equity Grant Program funding
- ✓ Parental Fee Suspension
- ✓ SD Ongoing Implementation
 - FMS: Services to be funded outside of consumer's budget
- ✓ Resources to Support Deaf Consumers
- ✓ Social Recreation & Camping Services Ramp-Up Funding
- ✓ START: "Systemic Therapeutic Assessment Resources & Treatment" Training
- ✓ Employment Grant funding made available

III. Operations (OPS)

- ✓ New Caseload Ratio Requirements
 - Early Start: 0-3 Years of Age: 1:40
 - Ages 3-5: 1:40
 - Transition Specialist Position
- ✓ All other Caseload Ratio Compliance Funding March 24, 2022
- ✓ Enhanced Caseloads: 1:40
- ✓ Performance Improvement Incentives
- ✓ Tuition Reimbursement for staff

IV. Others

- ✓ Fair Hearing Changes
- ✓ Modernizing Core Staffing Formula
- ✓ State Auditors Report issued: June 28, 2022: Findings & Recommendations

✓ Additional Information:

- 2022-2023 Governor’s Budget Highlights website link was shared

This concluded the PC presentation on the “Budget Highlights”.

Purchase of Services (POS) Report

Ms. Wong reported the Purchase of Services Expenditure Report (PEP) report is not due to DDS until December 10, 2022. The first report will be presented to the BOD at the January 2023 meeting.

Budget Performance Report: Operations

**Fiscal Year (FY) 2022 – ’23
Handout #1 and #2**

Ms. Wong reviewed the Budget Performance Report - Fiscal Year 2022-’23. It reflects a deficit of \$8,468,973 based on actual expenditures through July 2022.

The report does not include the recently issued D-1 allocation which was received after the “Budget Performance Report” was completed. The deficit amount will be reversed once the D-1 is incorporated into the October report.

No comment from the community.

**5. Consumer Services Report
Edith Hernandez-Daniels - Chief of Consumer Services**

Consumer Services Report deferred due to time constraints.

VI. Committee Reports

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

Patrick Schattilly, ELARC Consumer Advocate, and the CAC Leadership team met in August to discuss the upcoming CAC Elections. Input provided by the community will be taken into consideration. Major topic requested due to COVID-19 is grief and loss.

Mr. Schattilly began to coordinate the CAC speaker schedule for the 2023 topics and will be available by December 1, 2022.

Mr. Schattilly is seeking candidates for the upcoming CAC elections. The deadline to declare is December 15, 2022. All interested candidates must attend the November CAC meeting. Mr. Schattilly will be available October 1, 2022 to assist candidates with speeches or any election related questions.

Mr. Schattilly is part of the monthly Consumer Advocate Summit meetings. Goals are as follows:

1. Raise CAC attendance and engagement at every Regional Center.
2. Get those we serve to be more politically active (preserve and expand Lanterman Act).
3. Assist each other with CAC related issues.

Next CAC meeting is scheduled for September 20, 2022 from 4pm – 6pm. Adriana Roman, ELARC Cultural Specialist, will be presenting on the topic of “Being Culturally Conscious”.

B. Vendor Advisory Committee (VAC) - (Joel Moreno)

Joel Moreno, VAC Vice-Chair, reported on the Vendor Advisory Committee (VAC) activities. Updates noted from the meeting and discussions included:

- Last meeting held July 28, 2022
- Liz Rodgers, ELARC Autism Specialist/Certified PCT Mentor Trainer, presented on:
 - Resources Development for Transportation Providers
 - HCBS Validation
 - Update on Rate Adjustment
 - Update on Payment Schedule
 - Update COVID-19
- Working with Law Enforcement Training Scheduled
- Workforce Staff in Crisis Workgroup

- Hybrid Resource Fair being created
- Roxy Ortiz, ELARC Information & Training Supervisor, provided update on the Budget for FY 2022-'23
- 2023 VAC Planning Session
- HCBS and Legislative Affairs now a monthly agenda item
- Braining Storming for the VAC Workgroup
- Active Shooter Training February/March 2023
- Discussion of START Services presentation
- 2023 VAC Election Year

No comments from the community.

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

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

VII. Miscellaneous Announcements

Next Board of Directors Meeting will be held on Tuesday, October 11, 2022 at 6:00pm.

VIII. Adjournment

There being no further business to discuss the motion was made to adjourn the Board of Directors meeting at 8:35pm - Unanimous.

M/S/C (Pat Gomez/Devora Reed). Unanimous.

Respectfully Submitted by:


Devora Reed,
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,
Executive Secretary

