



**EASTERN LOS ANGELES REGIONAL CENTER**  
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**ELARC Board of Directors  
Meeting Minutes  
February 14, 2023  
Approved as Recorded on March 14, 2023**

**Board Members Present:**

Dr. Linda Lopez, President  
Yougeng Sun, Vice-Chair  
Richard Helgeson, Treasurer  
Devora Reed, Secretary  
Joe Utar, Parent  
Terry Munoz, Parent  
Marisol Guerrero, Consumer  
Dalia Mendoza, Consumer  
Joel Moreno, VAC Representative

**Staff Present:**

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

**Absent:**

Alex Wu, Consumer

**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 Dr. Linda Lopez, 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. Dr. Lopez 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 (Terry Muñoz/Richard Helgeson) To approve the BOD Meeting Minutes of November 8, 2022 as recorded. Unanimous.*

**V. Executive Director’s Report**

Gloria Wong, Executive Director, reported that due to a power outage the Board of Directors January 10<sup>th</sup> meeting was canceled.

**1. Assembly Bill (AB) 637 Proposals Update  
Attachment #2, #3 and #4**

Ms. Wong provided brief background information on Assembly Bill (AB) 637 Proposals. She introduced Elizabeth Harrell, Community Services Manager, who provided details on the three (3) AB 637 proposals submitted to the Department of Developmental Services (DDS):

- 1) Transportation Services
- 2) Restored Services
- 3) Licensed Psychologists New Rate Model

## **ATT #2**

Mrs. Harrell reported the “New Rate Model for Transportation Services” was presented at the Public Hearing on January 19, 2023. Mrs. Harrell presented background information on a proposal that allows ELARC to negotiate at a higher median rate than currently established for ELARC transportation providers.

## **ATT #3**

Ms. Harrell presented on AB 637-1543 proposal “Innovative Means to Gain Access to Newly Restored Services”. This waiver was presented to the Department of Developmental Services (DDS) as a request to have the newly restored services, social recreation and camp, fall under what is considered “participant directed services” which will allow the Regional Center to be able to use and fund a Fiscal Management Services (FMS). AB 637 / 1543 proposal speaks to working with Fiscal Management Services (FMS) providing assistance to families in securing Social Recreational Services.

## **ATT #4**

Mrs. Harrell presented on AB 637 (ATT #4), a proposal to establish a new rate model for licensed psychologists. The shortage of licensed psychologists has resulted in unmet timelines for assessments and evaluations which are to be completed within 45 days for the Early Start age group. The rate increase is needed to establish a competitive rate above the statewide median rate. This will allow for a network of providers to comply with the time sensitive deadlines. This is a matter of compliance and has been submitted to the Department of Developmental Services (DDS) for review and approval.

Comments from the community were addressed.

## **2. Home and Community-Based Services (HCBS) Final Rule ATT #5 and #5A**

Ms. Wong provided brief background information on the HCBS Final Rule and the severe consequences of not meeting the deadline. Ms. Wong reported there are four (4) service categories that requires that program, policies and procedures be updated by March 1, 2023:

- 1) Residential Providers
- 2) Day Services Providers
- 3) Supported Employment
- 4) Work Activity Programs (WAP)

Ms. Wong reported ELARC is 100% in compliance with all categories.

Mrs. Harrell added that one hundred and seventy (170) providers were in compliance and met the requirements. Funds have been made available to offer consultation to all providers in need of assistance in the next HCBS compliance phase. ELARC has submitted a proposal to DDS on the various form of support ELARC will offer its vendor community.

- Helen Sanderson and Associates
- ALO Consultant
- Mary Lou Weisesser
- Explore setting up a fund to help providers with environmental accessibility
- Training for individuals served by the Regional Center on understanding HCBS
- Proposing to work with the Family Resource Center (FRC) and Community-Based Organizations (CBO) to offer training to families in understanding the role they can play in helping to ensure the concept of a better life.

### **3. Caseload Ratio Survey ATT #6 and ATT #7**

Ms. Wong gave brief overview on the Caseload Ratio Survey process and briefly went over the survey graph.

Ms. Wong reviewed the Department of Developmental Services (DDS) correspondence dated January 10, 2023.

### **4. Office Space Expansion Plans and Lease Negotiations - Update ATT #8**

Ms. Wong provided updated information on office space expansion plans and lease negotiations. Ms. Wong reviewed updated organizational chart (Org Chart) which reflect the staff growth since July 2022. The needed additional office space is tied to the funding in current fiscal year, to meet the existing regulatory caseload ratio standards. In addition to the newly created 1:40 caseload ratio requirement for the 0-5 age groups.

Comments from the community were addressed.

**5. Performance Contract 2023 – 2024 Department of Developmental Services  
ATT #9**

Ms. Wong reviewed DDS correspondence issued January 17, 2023.

**6. Self-Determination (SDP) Local Volunteer Advisory Committee (LVAC)  
ATT #10**

Gloria Wong, Executive Director, provided background information on the Self-Determination Program (SDP) Local Volunteer Advisory Committee (LVAC). Ms. Wong reported the LVAC had a meeting on January 17, 2023.

Edith Hernandez-Daniels, Chief of Consumer Services, reported on the current number of consumers in the Self-Determination Program and the various stages of progress:

- 77 Individuals that are currently active in the Self-Determination Program
- 55 Successfully transitioned over to SDP
- 32 Completed Person Center Plan
- 54 Obtained Fiscal Management Service (FMS)
- 55 Completed and signed IPP's
- 50 Spending plans completed
- 53 Individual budgets certified
- 74 SD Participants completed orientation for SDP

Mrs. Hernandez-Daniels reported as of January 2023 there are 119 SD participants who have successfully transitioned to the SDP since the open enrollment phase began in July 2021.

Mrs. Hernandez-Daniels shared that ELARC continues to centralize SD case management and the orientations continue to be well attended. The SD orientations are offered by ELARC and the State Council.

Next SD LVAC meeting is scheduled for Tuesday, April 18<sup>th</sup> at 6:00pm on Zoom. Information is available on ELARC's website.

No comments from the community.

**7. Department of Developmental Services (DDS) Directive  
Extension of Waivers & Modifications due to COVID-19  
Attachment #11**

**Attachment #11**

Mrs. Wong reviewed DDS newest directive issued January 26, 2023, which extends previously issued waivers.

**8. Budget Update Fiscal Year (FY) 2022-'23**

**Purchase of Services Expenditure Report (PEP)**

Ms. Wong reported on the Purchase of Services Expenditure Report (PEP). Ms. Wong reports there is a projected of \$6.9 million dollar surplus.

**Budget Performance Report: Operations  
Handout #5**

**Handout #5**

Ms. Wong reviewed the Operations Budget Performance Report for Fiscal Year 2022-'23. There is a projected \$1 million surplus in the operations allocation. This reflects the additional funding to expand the "service coordinator" employee base in order to meet caseload ratio requirements. Recruitment efforts continue to be a work in progress.

**Fiscal Year (FY) 2023 -2024  
ATT #12 and ATT #13**

**ATT #12**

Ms. Wong reported the Governor's Preliminary Budget was released on January 2023. Ms. Wong reviewed the Governor's Budget Highlights and Regional Centers have fared well in this initial release despite a projected \$22 billion dollar deficit. The release of the Governor's "May Budget Revise" will take into account actual tax revenue to determine if a budget deficit continues to be projected.

ARCA Budget Position letter outlines the specific points that will be promoted at Grassroots Day.

Ms. Wong provided background information on Grassroots Day event scheduled for March 29, 2023. This will be a virtual event this year, and she encouraged those interested in being part of the ELARC delegation to contact Roxy Ortiz, Information and Training Supervisor.

## VI. Committee Reports

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

Last CAC meeting was held on January 17<sup>th</sup>, 2023. The CAC Officer Candidates gave their campaign speeches.

Patrick Schattilly, Consumer Advocate, reported on the use of Person Centered tools individuals have available to use at their IPP's.

The next CAC meeting is scheduled for March 21<sup>st</sup>, 2023 from 4pm to 6pm. The CAC Office Elections will happen then.

The budget highlights for Fiscal Year (FY) 2023 – '24 will be presented to the CAC by Gloria Wong, ELARC Executive Director.

### B. Vendor Advisory Committee (VAC) - (Melissa Carrillo)

Melissa Carrillo, VAC Secretary, reported on the Vendor Advisory Committee (VAC) activities. Updates noted from the meeting and discussions held on January 26, 2023 included:

- Kimberly Bermudez, VAC Chair, formally announced her resignation from the Chair position
- Joel Moreno, VAC Vice Chair, formally announced as Chair to resume the role acting as Chair
- VAC reviewed the upcoming 2023 elections
- Liz Rodgers, ELARC Autism Specialist/Certified PCT Mentor Trainer, provided overview of Captains Evidence-Based Practice and future training topics included an active shooter training with law enforcement
- The VAC will hold a training on START on March 2, 2023 from 10am to 11:30am

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

**REVIEW**

**1) AGT CERTIFIED PUBLIC ACCOUNTANTS (CPA) & ADVISORS**

- ✓ Independent Auditors Report Fiscal Year (FY) 2021-'22
- ✓ Internal Revenue Services (IRS) Form 990 Filing

**2) Millar Kaplan, CPA**

**Independent Auditors Report Fiscal Year (FY) 2020 – '21**

- A) Principal: Money Accumulation Plan/Pension**
- B) Mutual of America: Tax Deferred Plan**

Mr. Helgeson reported on the "990" IRS form which will be filed by AGT Public Accountants on behalf of ELARC. The federal return (990) filing deadline was extended from November 15, 2022 to May 15, 2023. Once the "990" is filed a condensed public disclosure document will be posted on the ELARC website.

Independent Auditors Draft Report to the Board of Directors -

**ATT #14**

Richard Helgeson, Board Member, reported on the Independent Auditors Report for fiscal year 2021 – '22 to the Board of Directors. Mr. Helgeson reported it was a perfectly clean report. The accounting policies and standards satisfied all requirements. There were no disagreements with management throughout the audit process.

Mr. Helgeson reviewed the Financial Statements and Supplementary Information on the Independent Auditor's Reports -

**ATT #15**

Mr. Helgeson reviewed the Management Comments Letter -

**ATT #16**

***M/S/C (Pat Gomez/Joe Utar) To approve the Independent Auditors Report: Financial Statements Fiscal Year (FY) 2021-2022 and filing of the "990" IRS form. Unanimous.***

Mr. Helgeson reviewed the Principal: Agency Employee "Money Accumulation" Plan -

**ATT #17**

Mr. Helgeson reviewed the Mutual of America: Optional "Tax Deferred" Annuity -

**ATT #18**

***M/S/C (Terry Munoz/Devora Reed) To approve the Miller Kaplan, CPA Independent Auditors Report for ELARC Pension Plans "Money Accumulation" and "Tax Deferred" Annuity for Fiscal Year (FY) 2021-2022. Unanimous.***



**VII. Miscellaneous Announcements**

Next Board of Directors Meeting will be held on Tuesday, March 14, 2023 at 6:00pm.

**VIII. Adjournment**

There being no further business to discuss the motion was made to adjourn the Board of Directors meeting at 7:32pm - Unanimous.

*M/S/C (Richard Helgeson/Dalia Mendoza). Unanimous.*

**EXECUTIVE SESSION**

Board went into an Executive Session to discuss a personnel matter.

*M/S/C (Richard Helgeson/Youngeng Sung) To approve the personnel matter. Unanimous.*

Respectfully Submitted by:



Devora Reed,  
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,  
Executive Secretary