



EASTERN LOS ANGELES REGIONAL CENTER  
1000 S. Fremont Ave. • P.O. Box 7916 • Alhambra, CA 91802-7916  
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**ELARC Board of Directors  
Meeting Minutes  
June 14, 2022  
Approved as Corrected on July 12, 2022**

**Board Members Present:**

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

**Staff Present:**

Gloria Wong, Executive Director  
Edith Hernandez-Daniels, Chief of  
Consumer Services  
Loretta Johns-Yarleque, Associate Chief of  
Consumer Services  
Judy Perez, 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:**

Youngeng Sun, Vice-Chair  
Pat Gomez, Parent  
Rhoda Tong, Associate Chief of Consumer Services

**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 6:05 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:

Dr. Yvette Baptiste, ELARC Family Resource Center (FRC) Executive Director reported the FRC is moving in July 2022. The FRC is relocating to 810 S. Indiana St., East Los Angeles, Ca. 90023. However, the FRC will maintain a small office at their current location 1000 S. Fremont Ave., Alhambra, Ca. 91803. Dr. Baptiste has enjoyed the partnership and thanked ELARC and their staff for their continued support of the FRC for over the last 30 plus years.

Dr. Linda Lopez, Board President, thanked Dr. Baptiste for their community support and their longstanding partnership with ELARC.

George de la Loza, ELARC Employment Specialist, provided brief background information on the Paid Internship Program (PIP) and the positive effect it’s had on consumers.

Chala Jitpatima, parent, shared information on her son.

Ms. Wong noted the attendance of three (3) prospective future Board members. Ms. Wong shared there will be more information at the July meeting by the Board Nominating Committee.

Comments from the community were addressed.

## IV.

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

***M/S/C (Richard Helgeson/Devora Reed) To approve the BOD Meeting Minutes of May 10, 2022 as recorded. Unanimous.***

***M/S/C (Virgilio Orlina/Richard Helgeson) To approve the Executive Session Meeting Minutes of May 10, 2022 as recorded. Unanimous.***

## V. Nominating Committee

A roster of new Board candidates will be presented at the July Board meeting.

## VI. Executive Director's Report

### 1. 2021 Performance Contract (PC) Year End Report Attachment #2

#### Attachment #2

Gloria Wong, Executive Director, reported on the 2021 Performance Contract Year End Report. Ms. Wong reviewed the areas measured as part of the PC: Regional Center goals and DDS compliance measures. Ms. Wong reviewed ELARC's goals and the rating results as compared with the statewide averages.

Ms. Wong requested ELARC Employment Specialist, George de la Loza, to present on the PC specific to ELARC's performance on increasing consumer employment performance compared to statewide averages. Page four (4) of the PC Year End Report was referenced as part of the presentation.

George de la Loza, ELARC Employment Specialist, gave background information on the Paid Internship Program (PIP). Mr. De la Loza reported there are over 400 PIP arrangements. Consumers are currently working in the following internship sites:

- ❖ Food Industry
- ❖ Warehouses
- ❖ State Senators Office
- ❖ Radio Station
- ❖ Voices United
- ❖ El Unified School District

Mr. De la Loza reported there are 35 school districts in partnership with PIP. This year there have been over sixty-two (62) placements. In addition, PIP works in coordination with the Department of Rehabilitation.

Comments from the community were addressed.

## 2. Draft Purchase of Services (POS) Policies and Procedures Motion Required

### Attachment #3 and #4

#### Attachment #3

Lonetta Johns-Yarleque, Associate Chief of Consumer Services, introduced and reviewed the draft Purchase of Service (POS) Guideline on “Vehicle Modification”. Mrs. Johns-Yarleque reported the draft POS guideline was posted for public input. There was no community input.

The next step is for Board approval of draft policy to be followed with submittal to DDS for final approval.

#### Attachment #4

Lonetta Johns-Yarleque, Associate Chief of Consumer Services, presented on the revised Purchase of Service Guidelines for:

- Social Recreational
- Camp
- Educational Services for Children 3-17
- Non-Medical Therapies

The revised policy guidelines reflects input received from DDS. Mrs. Johns-Yarleque reported all four (4) outlined services are combined into a single policy. The draft policy was posted for public input but none was received.

A request was made for a motion to approve the two (2) draft policies to be submitted to DDS for final approval.

***M/S/C (Richard Helgeson/Joe Utar) To approve the “Purchase of Service Guideline: Vehicle Modification” as recorded. Unanimous.***

***M/S/C (Virgilio Orlina/(Richard Helgeson) To approve the “Purchase of Service Guideline: Social Recreation; Camp; Educational Services for Children 3-17; and Non-Medical Therapies” as recorded. Unanimous.***

### **3. Social Recreational Resource Development Update Attachment #5**

Elizabeth Harrell, Manager of Community Services Division, gave an update on social recreational resource development efforts to establish community resources.

It was noted that social recreation services were suspended in 2009. Those community resources are no longer available and our efforts are to identify interested providers that will abide by the new requirements for an integrated community resource. Mrs. Harrell reported there are approximately thirty (30) resources under development which include:

- Fitness Centers
- Sports Clubs
- Camps
- Sleepaway Camps
- Summer Day Camps
- Swim Programs
- Equestrian Therapy Programs
- Art Programs
- Taekwondo
- Gymnasiums

Comments from the community were addressed.

### **4. Self-Determination (SDP) Local Volunteer Advisory Committee (LVAC) Handout #1**

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

Ms. Wong reported the last SDP LVAC meeting which was scheduled for April 19<sup>th</sup> was cancelled. The SDP LVAC is governed under the Bagley Keene Act, which has strict guidelines on how meetings are to be conducted. Shortly before the scheduled meeting Regional Centers were

notified that SDP LVAC's could no longer conduct virtual meetings but must be conducted in person. There is draft legislation to reverse this requirement. The Department of Developmental Services (DDS) is working on revising the current guidelines. Recently the State Council notified Regional Centers of an interim standard that can be used to reinstate the LVAC meetings. As such the LVAC meeting is scheduled for June 21, 2022.

Roxy Ortiz, Information and Training Supervisor, provided an update on the SD project implementation funds for Fiscal Year (FY) 2020-2021. The LVAC membership approved three (3) projects which include:

- ❖ Trainings
- ❖ Purchasing booklets on individual whom have gone through the program.
  - The booklet will identify their or highlight their profiles
- ❖ Going into contract with Grassroots Organization
  - Helps provide training in Spanish to families which will assist in transitioning into the program

Ms. Ortiz reported the last LVAC meeting was held in March 2022 to review the Request for Proposals (RFP) of funds for FY 2021-2022 which was about \$89,000.

Elizabeth Ornelas, ELARC Supervisor, reported on the current number of consumers in the Self-Determination Program throughout the various stages of the SD process:

- 77 Individuals that are currently active in the Self-Determination Program
- 49 Successfully transitioned over to SDP
- 32 Completed Person Center Plan
- 51 Obtained FMS
- 52 Completed and signed IPP's
- 49 Spending plans completed
- 53 Individual budgets certified
- 74 SD Participants completed orientation for SDP

Mrs. Ornelas reported the Self-Determination orientations continue to be well attended.

Comments from the community were addressed.

### **5. Service Provider Rate Implementation Plan Update**

Mrs. Wong provided an update on the Service Provider Rate Implementation Plan. Rate Study completed by Burns and Associate instituted phase-in-plan to make changes to provider rates. This is the first year of the rate implementation.

Mrs. Harrell, Manager Community Services Division, provided detailed information on the process of the rate implementation. The letters are being issued to service providers with detail information on the calculations. Providers will have the ability to appeal to DDS if they are not in agreement, within a sixty (60) day timeline. This information has been posted on ELARC's website.

Comments from the community were addressed.

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

#### **Attachment #6**

Mrs. Wong reviewed DDS newest directive issued May 25, 2022, which extends previously issued waivers by another 30 days.

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

There was no Consumer Services report. The "Employment" report by George de la Loza, Employment Specialist, served to cover this section.

## **8. Budget Update Fiscal Year 2021-'22 Handout #2 and #3**

### **Handout #2**

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

Ms. Wong reviewed the Purchase of Services Expenditure Report (PEP) which is submitted to DDS on the "10<sup>th</sup>" of every month. The report indicates a sizeable surplus of \$26.5 million.

### **Handout #3**

#### **Budget Performance Report: Operations**

##### **A. Fiscal Year (FY) 2021 – '22**

Ms. Wong reviewed the Budget Performance Report - Fiscal Year 2021-'22. It reflects a surplus of approximately \$300,000 based on actual expenditures through April 22, 2022.

Comments from the community were addressed.

##### **B. Fiscal Year (FY) 2022 – '23 Update**

### **Handout #3**

Mrs. Wong reported the proposed budget presented by the legislature is in support of the three (3) "Association of Regional Center Agencies" (ARCA) priorities:

- 1) Accelerate the rate study model implementation by one year
- 2) Elimination of the Annual Family Program Fee and Family Cos Participation
- 3) Modernizing the outdated Regional Center Core Staffing Formula (budgeting tool)

The next steps will be for budget negotiations to begin between the Governor and representatives from the legislature.



Comments from the community were addressed.

## **VII. Committee Reports**

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

The last CAC meeting took place May 17, 2022. There were two (2) guest speakers:

- Jacob Romero, ELARC HIPAA Compliance Officer, provided insight on the current Fair Hearings process.
- Eddie Sandoval, Assistant Clients Rights Advocate, presented on the various ways that the Office of Client's Rights Advocacy (OCRA) assists ELARC clients.

Marisol Guerrero, Vice Chair, and Patrick Schattilly, ELARC Consumer Advocate, participated in the Community-Based Transition Pilot Program. Mr. Schattilly presented on the Independent Living Options panel and was given a great review by those who attended. Mr. Schattilly has been working with Ability First providing assistance in setting up a Participant Action Committee to help Ability First become person centered. Mr. Schattilly will present to Ability First on June 23<sup>rd</sup>.

The next CAC meeting is scheduled for July 19<sup>th</sup> from 4pm – 6pm. The topic will be on "Voting". There will be a co-presentation by Karen Sibrian, ELARC Information and Training Specialist/PCT Trainer and Patrick Schattilly, ELARC Consumer Advocate.

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

Kimberly Bermudez, Board Member, reported the Vendor Advisory Committee (VAC) video has been completed. Ms. Bermudez presented the video to the audience and shared the link for personal viewing:

<https://www.youtube.com/watch?v=sZBf064SK1U>

This link is also available on ELARC's website and will become part of the new vendor orientation. Ms. Bermudez encourages new vendors with ELARC to become part of the VAC and to participate and engage.

Updates noted from the meeting and discussions included:

- Continue to encourage vendors to complete the DDS DSP Survey
- Continuance discussions on Rate Study Implementation

- Presentation on the budget provided by Gloria Wong, ELARC Executive Director
- Next meeting is scheduled for June 23<sup>rd</sup>

Comments from the community were addressed.

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

#### **ATT #7 and #8**

Mr. Helgeson, Board Member, reported on the DDS audit report findings from the May 27, 2022 correspondence sent to the Board president. This audit is conducted every two (2) years.

Mr. Helgeson reviewed the DDS audit report - **(ATT #7)**

Mr. Helgeson reviewed the objectives, scope and methodology of the audit and briefly noted the nine (9) focus areas. It was noted there was only one (1) finding by the audit team regarding the non submittal of the signed “Whistleblower Policy” by Board members in FY 2019 - '20 and 2020 – '21. Additionally new vendors and consumers and families will be notified of the “Whistleblower Policy”. A correction plan to these findings has been implemented.

There were no other audit exceptions or findings.

AGT CPA’s & Advisors - Engagement letter - **(ATT #8)**

Preliminary letter of understanding was shared as submitted by ELARC’s new independent auditors. They will be conducting required financial audits over the next five (5) years.

### **VII. Miscellaneous Announcements**

Next Board of Directors Meeting will be held on Tuesday, July 12, 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 8:03 pm - Unanimous.

***M/S/C (Richard Helgeson/Virgilio Orlina). Unanimous.***

Respectfully Submitted by:

A handwritten signature in blue ink, appearing to read 'Devora Reed', with a large, stylized initial 'D'.

Devora Reed,  
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,  
Executive Secretary