



EASTERN LOS ANGELES REGIONAL CENTER
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ELARC Board of Directors
Meeting Minutes
October 11, 2022
Approved as Recorded on November 8, 2022

Board Members Present:

Dr. Linda Lopez, President

Yougeng Sun, Vice-Chair

Richard Helgeson, Treasurer

Pat Gomez, Parent

Joe Utar, Parent

Marisol Guerrero, Consumer

Terry Munoz, Parent

Alex Wu, Consumer

Dalia Mendoza, Consumer

Kimberly Bermudez, VAC Representative

Staff Present:

Gloria Wong, Executive Director

Edith Hernandez-Daniels,
Chief of Consumer ServicesLonetta Johns-Yarleque,
Associate Chief of Consumer ServicesJudy Perez,
Associate Chief of Consumer ServicesElizabeth Harrell,
Community Services Division ManagerRoxy Ortiz,
Information & Training Supervisor

Johnny Trombley, IT Supervisor

Angie Salas, Executive Secretary

Absent:

Devora Reed, 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 6:03 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 (Richard Helgeson/Terry Muñoz) To approve the BOD Meeting Minutes of September 13, 2022 as recorded. Unanimous.

V. Executive Director’s Report

**1. 2023 Draft Performance Contract (PC) - Handout #2
Motion Required**

Gloria Wong, Executive Director, provided brief background information on the Performance Contract (PC) process. She reminded the audience of the formal Public Presentation at the September 13th Board meeting. It was agreed that final approval of the 2023 PC would be requested at the October Board meeting.

Handout #2

Ms. Wong reviewed correspondence received from the Department of Developmental Services (DDS) dated October 10, 2022 which notes changes to the PC process. Based on the recent passage of Trailer Bill Language (TBL) the PC process will be changed from “calendar” year to “fiscal year”. Effectively, during this transition, the PC will become an 18 month plan for Fiscal Year 2022 – ’23. Additionally, there is a new requirement to conduct a Public Meeting presenting the “2022 PC Year-End Report” after May 1, 2023.

The following new timelines for the PC, based on TBL changes, were reviewed as follows:

Timeline:

December 15, 2022	Regional Centers submit their 18 month 2023 - 2024 Performance Contract to the Department.
January 31, 2023	Regional Centers submit their locally-developed public policy measures listed in the CY 2022 Year-End report to the Department, if applicable.
February 28, 2023	Department provides draft FY 2022 Year-End reports to Regional Centers.
Spring 2023	Department and Regional Centers post final CY 2022 Year-End reports on their websites.
After May 1, 2023	Regional Center governing board shall hold one or more public meetings regarding its prior years (e.g., CY 2022) contract performance objectives and outcomes.

Ms. Wong requested a motion to approve the Draft 2022 Performance Contract (PC) which has now become an 18 month PC plan with a new deadline of December 15, 2022. There were no additional comments from the Board Member or the Community.

M/S/C (Pat Gomez/Richard Helgeson) To approve the 2023 Performance Contract as recorded. Unanimous.

**2. Caseload Ratio Plan of Correction Correspondence
ATT #3**

ATT #3

Gloria Wong, Executive Director, provided brief background information on the upcoming Caseload Ratio Survey. Ms. Wong reported on DDS correspondence dated September 19, 2022 requiring a “caseload ratio” survey be conducted and submitted by October 10th to DDS. This will be followed by another “caseload ratio” survey to be submitted by March 10, 2023. This will allow DDS to compare the October 2022 results to the March 2023 survey and determine the progress in improving caseload ratios based on the allocation to add new “Service coordinator” positions in Fiscal Year (FY) 2022 – ’23. For FY 2021-’22 ELARC did not meet three (3) of the seven (7) caseload ratio compliance requirements. The new allocation should significantly improve the survey results to the conducted by March 10, 2023.

Caseload Ratio Survey timelines:

- October 10, 2022

➤ March 10, 2023

Ms. Wong reported that the results from the October survey will be presented at a future Board meeting.

No comments from the community.

3. Appeals and process Changes ATT #4 and #5

ATT #4

Ms. Wong discussed correspondence received from DDS dated September 20, 2022 which addresses a new standard on “Attendance by Attorneys in the Appeal Process”. As of October 1, 2022 Regional Centers cannot have an attorney present unless the family/consumer who is appealing the decision are either themselves an attorney or they are represented by an outside attorney.

It has always been ELARC’s practice to only use counsel representation when the other party opted to have legal counsel represent them. Therefore, this modification to the appeal process merely upholds ELARC’s longstanding practice.

ATT #5

Edith Hernandez-Daniels, Chief of Consumer Services, briefly reviewed a “PowerPoint” presentation on the appeals process and related changes. The following topics were reviewed:

- ❖ Attorney Protocol
- ❖ Timelines
- ❖ Fact Sheet
- ❖ Office of Ombudsman
- ❖ IPP Service Provision Agreement
- ❖ Judges receiving “Special Training”
- ❖ Standardized Appeal Process packet for the 21 Regional Centers

Comments from the community were addressed.

4. National Core Indicators (NCI) Board Presentation ATT #6

Gloria Wong, Executive Director, provided brief background information on the National Core Indicators (NCI) and announced that the November 8th Board meeting will include the public presentation on the results of two (2) past surveys:

- 1) Fiscal Year 2019 – '20 Family/Guardian Survey
- 2) Fiscal Year 2019 – '20 Adult Family Survey

The 30-day public notice was posted on a timely basis, Ms. Wong shared the flyer notice.

5. Home and Community-Based Services (HCBS) Final Rule ATT #7 and #8

ATT #7

Ms. Wong provided brief background information on the HCBS Final Rule. Ms. Wong went over DDS correspondence dated April 21, 2022. She introduced Elizabeth Harrell, Community Services Manager, who presented on the current ELARC activities to ensure compliance with all deadlines of the HCBS Rule Final Rule.

Mrs. Harrell reported that \$284,000 dollars were allocated to each of the 21 Regional Centers. In working with the Local Vendor Advisory Committee (LVAC) the following priority areas were identified:

- Goal: Developing a Learning Community
 - Outreach to providers in understanding the importance of the HCBS Final Rule
- Outcome: To allocate funds to achieve above goal. The following organizations received funds to assist in outreach effort:

✓ Helen Sanderson & Associates

- ✓ ALO Consultation
- ✓ Tammy Everard, Advocate
- ✓ Purple Sage Consulting Group

**6. Self-Determination (SDP) Local Volunteer Advisory Committee (LVAC)
Attachment #9, #10 and #11**

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

Ms. Wong addressed the Financial Management Services (FMS) vendor statewide challenges. There is a limited number of FMS agencies available and the problem was intensified with the recent de-vendorization of a large FMS agency resulting in the need to transition 97 consumers, 17 which are ELARC consumers, to a new FMS provider.

Elizabeth Harrell, Community Services Manager, reported on ELARC’s efforts to recruit and expand the FMS resources. She noted there are two (2) strong candidates ELARC hopes to vendor in the near future.

Comments from the community were addressed.

Edith Hernandez-Daniels, Chief of Consumer Services, reported on the concerns from the families in regards to the FMS situation. She noted that plans are to conduct feedback sessions with SD families/consumers and address ways of improving the process.

Roxy Ortiz, Information and Training Supervisor, reported on the funding decisions by SD LVAC Committee in order to support the implementation of SD. The following projects have been funded:

- 1) Autism Society of Los Angeles \$42,000
Recruitment and training of Independent Facilitators (IF’s) in Spanish and Cantonese/Mandarin
- 2) Ochoa Consulting \$47,760
Parent coaching project focusing on monolingual Spanish speaking parents

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 September 2022 there are 104 SD participants who have successfully transitioned to the SDP since the open enrollment began in July 2021.

Mrs. Perez shared that the ELARC orientations continue to be well attended. The orientations are also offered by the State Council.

Next SD LVAC meeting is scheduled for Tuesday, November 15th 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 #12**

Attachment #12

Mrs. Wong reviewed DDS newest directive issued September 28, 2022, which extends previously issued waivers.

8. Budget Update Fiscal Year 2022-'23

Purchase of Services Expenditure Report (PEP)

Ms. Wong reported on the Purchase of Services Expenditure Report (PEP). The report is due to the Department of Developmental Services (DDS) on December 10th. There is no report to share until January 2023.

**Budget Performance Report: Operations
Handout #1**

Handout #1

Ms. Wong reviewed the Operations Budget Performance Report for Fiscal Year 2022-'23. There is a projected \$2.8 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.

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

Edith Hernandez-Daniels, Chief of Consumer Services, reported the scanning project, which was started in 2020 to convert over 13,000 hard copy individual's case records to electronic files, has been completed.

This effort will be continued by other divisions such as Community Services, Administration and Human Resources.

No comment from the community.

VI. Committee Reports

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

Patrick Schattilly, ELARC Consumer Advocate, and the CAC Leadership team met on September 20th and discussed the upcoming CAC elections that will take place in March of 2023.

Judy Perez, ELARC Associate Chief of Consumer Services, presented on the Nation Core Indicator (NCI) survey and encouraged the CAC members to participate if contacted. Guest speaker was Adrian Roman, ELARC Cultural Specialist. Ms. Roman presented on the topics of Cultural Awareness and how to safely intervene if you witness a hate crime and how to report a hate crime.

Patrick Schattilly, has secured the CAC speakers for 2023 and is working on a "Save the Date flyer". Mr. Schatilly continues to recruit and work with candidates for the CAC elections.

Mr. Schattilly has an upcoming training for adult consumers in "Understanding Regional Center" (URC). Additionally, he will be presenting to the Client Advocate Summit on October 19th on the importance of voting and participating in all elections.

Next CAC meeting is scheduled for November 15, 2022 from 4pm – 6pm. Discussion will be on Emergency Preparedness.

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

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

- Last meeting held September 22, 2022
- Fact Sheet available for START Services
- START will provide a presentation at the November meeting
- Open Proposal Period is now open
- Information on decreasing police involvement, 5150 holds, educating providers, families and helping individuals in the community navigate the community safely.
- Work Groups participating in Job Fairs
- Next meeting is scheduled for Thursday, October 27, 2022

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, November 8, 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 7:44pm - Unanimous.

M/S/C (Pat Gomez/Kimberly Bermudez). Unanimous.

Respectfully Submitted by:



Devora Reed,
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,
Executive Secretary