



EASTERN LOS ANGELES REGIONAL CENTER
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(626) 299-4700 • FAX (626) 281-0730

**ELARC Board of Directors
Meeting Minutes
May 9, 2023
Approved as Recorded on June 13, 2023**

Board Members Present:

Youngeng Sun, Vice-Chair
Richard Helgeson, Treasurer
Marisol Guerrero, Consumer
Joel Moreno, VAC Representative
Terry Munoz, Parent
Dalia Mendoza, Consumer
Devora Reed, Secretary

Alex Wu, Consumer
Pat Gomez, Parent
Theresa Chen, Parent

Staff Present:

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

Absent:

Dr. Linda Lopez, President

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 Mr. Youngeng Sun, Vice-Chair, as Board President, Dr. Linda Lopez, was unable to attend. The meeting 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 and Executive Session Minutes
Motion Required - ATT #1**

M/S/C (Terry Munoz/Richard Helgeson) To approve the BOD Meeting Minutes of April 11, 2023 as recorded. Unanimous.

V. Executive Director's Report

**1. 2022 Year-End Performance Contract (PC) Report
ATT #2**

Gloria Wong, Executive Director, provided background information on the 2022 Year-End Performance Contract (PC) Report which is compiled and issued by the Department of Developmental Services (DDS). Ms. Wong explained the multiple process phases which includes:

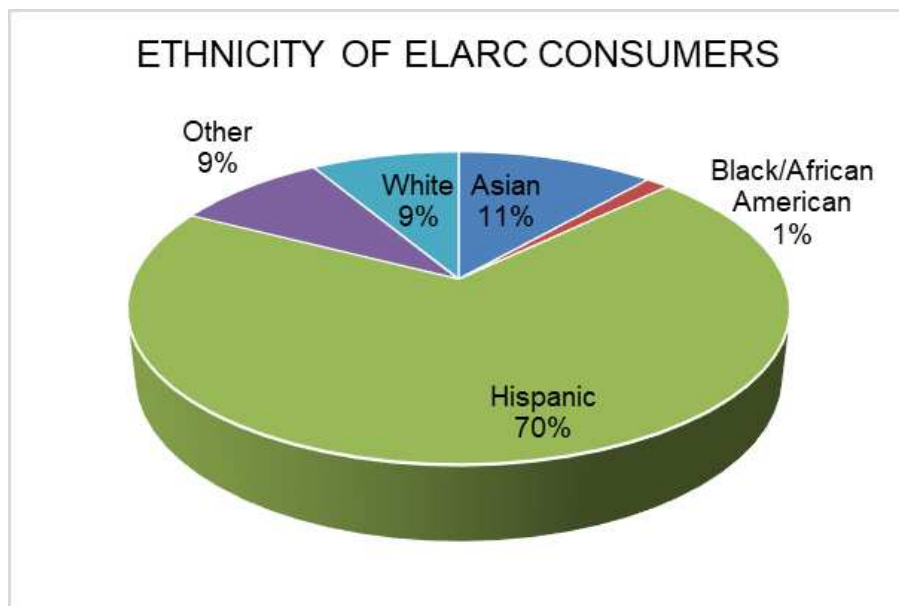
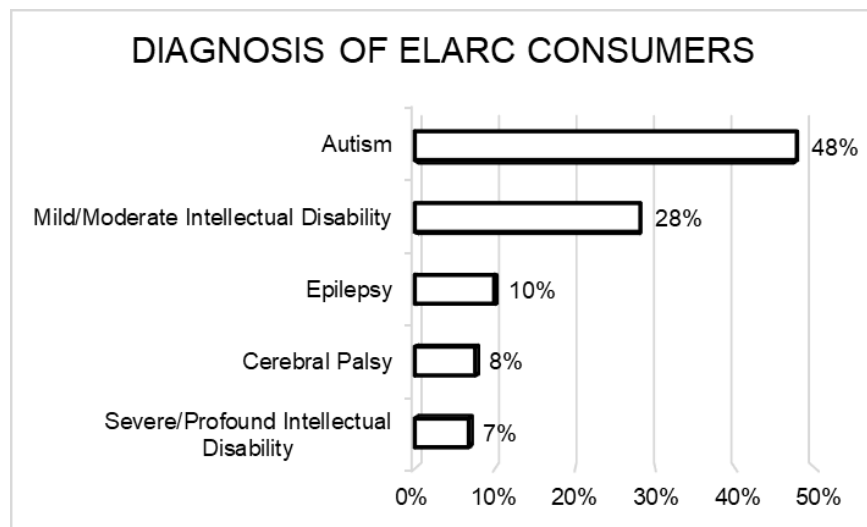
- 1) Annual community presentation of PC and fiscal approval by the Board before submitting to DDS.
- 2) Review of mid-year data on the current PC.
- 3) Year-end report of PC to review results.

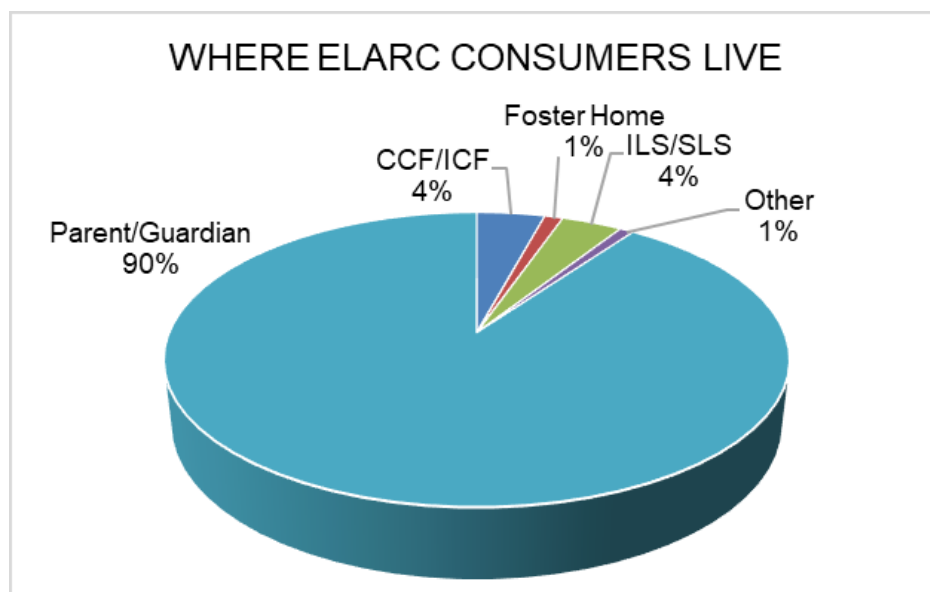
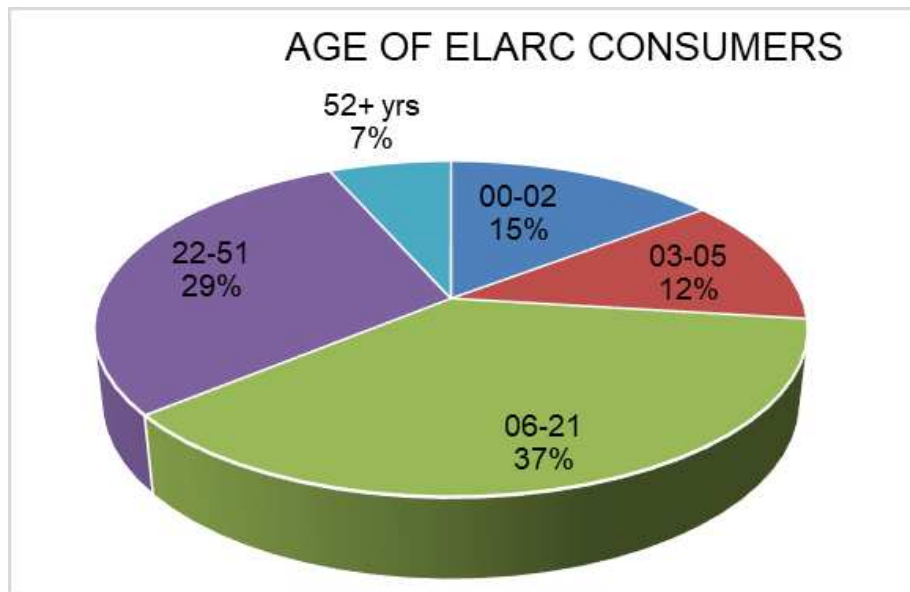
Ms. Wong added that the PC timeline is currently being transitioned from a calendar year to a fiscal year. The current PC has been extended for 18 months in order to align with the new timeline requirement. The current PC is in effect for Fiscal Year '23-'24. Next PC cycle will be for FY 2024-'25, the DDS guidelines are pending.

Ms. Wong presented the information on the year-end report reviewing four (4) components of ELARC's demographics:

- 1) Diagnosis of ELARC Consumers
- 2) Ethnicity of ELARC Consumers
- 3) Age of ELARC Consumers
- 4) Where ELARC Consumers live

The following graphs were discussed and reviewed by Ms. Wong in detail.





Ms. Wong presented on the next section of the report titled

“How well is ELARC performing?”

There are two (2) pre-established focus areas in this section:

- Regional Center goals, based on the Lanterman Act
- Compliance with DDS standards

Ms. Wong added that the report includes statewide average results, and it also cites ELARC’s outcomes on each measurement. The following tables were reviewed.

Regional Center Goals (based on Lanterman Act)	December 2021		December 2022	
	State Average	ELARC	State Average	ELARC
Fewer consumers live in developmental centers	0.06%	0.05%	0.06%	0.04%
More children live with families	99.58%	99.39%	99.61%	99.63%
More adults live in home settings	82.50%	88.76%	83.01%	88.96%
Fewer children live in large facilities (more than 6 people)	0.03%	0.03%	0.03%	0.00%
Fewer adults live in large facilities (more than 6 people)	1.78%	0.50%	1.67%	0.52%

On the above five (5) standards of measurement ELARC continues to post high ratings, year-over-year. Ms. Wong highlighted ELARC’s score on the goal “adults live in home settings” at 88.96% as compared to the 83.01% statewide average. The score denotes ELARC’s effort to offer the necessary services and supports to maintain the family unit intact when it is the desire of the consumer and family.

Did ELARC meet DDS standards?

Read below to see how well ELARC did in meeting DDS compliance standards:

Areas Measured	Last Period	Current Period
Passes independent audit	Yes	Yes
Passes DDS audit	Yes	Yes
Audits vendors as required	Met	Met
Didn’t overspend operations budget	Yes	Yes
Participates in the federal waiver	Yes	Yes
CDERs and ESRs are updated as required (CDER is the Client Development Evaluation Report and ESR is the Early Start Report. Both contain information about consumers, including diagnosis.)	98.77%	96.27%
Intake/Assessment timelines for consumers age 3 or older met	99.44%	100%
IPP (<i>Individual Program Plan</i>) requirements met	100%	N/A
IFSP (<i>Individualized Family Service Plan</i>) requirements met	64.7%	74.9%

On the above “compliance” standards Ms. Wong noted the areas in need of improvement:

- 1) CDER (Client Development Evaluation Report)
ESR (Early Start Report)
Score = 96.27%
- 2) IFSP (Individualized Family Service Plan)
Score = 74.9%

Ms. Wong explained that the score on each of the above areas of measure two (2) main factors played a role in affecting these results:

- 1) COVID pandemic
- 2) High caseload ratios

Ms. Wong noted that the 2022 PC statistics reflect a time when the county was in the middle of the COVID-19 pandemic and when the service coordinator caseload ratio far exceeded the statutory requirement. Presently, much has transpired since 2022 to put the Regional Center system on the path for significantly improving these stats.

Firstly, the COVID pandemic has subsided. Secondly, the legislature has allocated the necessary funding for Regional Centers to hire the much needed additional service coordinators to meet the statutorily required caseload ratios. The impact of these positive changes will affect future score results.

No Comments from the Community.

2. Regional Center Employee Tuition Reimbursement Program ATT #3 and ATT #4

ATT #3

Ms. Wong reported on the Regional Center Employee Reimbursement Program specifically on the eligibility requirements, terms of the program and the approval process. Ms. Wong reported the program is being funded by the Department of Developmental Services (DDS) with federal funds. The program is time limited to a three (3) year cycle. This is an opportunity for Regional Center employees to receive financial aid to advance their education with a commitment to remain with the agency for a specified period.

ATT #4

Ms. Wong reviewed the “Tuition Reimbursement Program Policy” and reported it has been submitted to DDS. Allocation remains pending.

Edith Hernandez-Daniels, Chief of Consumer Services, provided some feedback on the “Tuition Reimbursement Policy”.

No comments from the community.

3. Purchase of Service (POS) Data Follow-up Meeting May 16th at 10:00am - HANDOUT #1

Ms. Wong reported on an upcoming meeting on May 16th, which is a follow-up to the original “POS Data Report” meeting held on 03/29/23. Based on the questions and comments raised by the Spanish speaking participants it was determined that ELARC would host a follow-up session to allow for additional discussion time to address the specific areas of concern raised at the first session.

Areas of concern raised:

- 1) Unaware of service options available for consumers
- 2) Generic services: frustrated by current policy requiring a formal denial from the generic agency before Regional Center funding can be considered
- 3) Need to understand the decision making process of service requests and how existing “Policies & Procedures” impact such requests
- 4) Communication by service coordinators not consistent and at times no response received requiring numerous follow-up calls by families
- 5) Desire to know the training offered to Regional Center staff

HANDOUT #1

Ms. Wong shared the “Purchase of Service (POS) Data Public Meeting” announcement both in English and Spanish.

All of the aforementioned concerns will be addressed at the 05/16/23 follow-up meeting. A Power-point presentation is being developed and it will be shared at the June Board meeting.

Comments from the community were addressed.

**4. Self-Determination Program (SDP)
Local Volunteer Advisory Committee (LVAC)
ATT #5, #6, #7, #8, #9 and HANDOUT #2**

Gloria Wong, Executive Director, and other staff reported on the SDP/LVAC had a meeting on April 18, 2023.

ATT #5

SDP/LVAC April 18, 2023 meeting agenda was shared and it guided the update to the Board.

ATT #6

SDP/LVAC February 28, 2023 Meeting Notes were shared.

ATT #7

Elizabeth Harrell, Consumer Services Manager, provided update on the Status of SDP Implementation Projects which include:

- Orientation Workbook
- Service Coordinator/Independent Facilitator Focus Groups
- Support in Navigating Transition to SDP

Roxy Ortiz, Information & Training Supervisor, reported on:

- Recruitment and Training for Independent Facilitators (Languages other than English) with Autism Society of Los Angeles (ASLA)
 - Area of focus: getting resources in native languages (i.e. Spanish and Chinese/Cantonese)
- Self-Determination Program Parent Coaching Project
 - Area of focus: parent coaching is targeting the Hispanic community

Comments from the community were addressed.

ATT #8

Edith Hernandez-Daniels, Chief of Consumer Services presented on the “Report on Consumers SDP Transition as of March 2023” report.

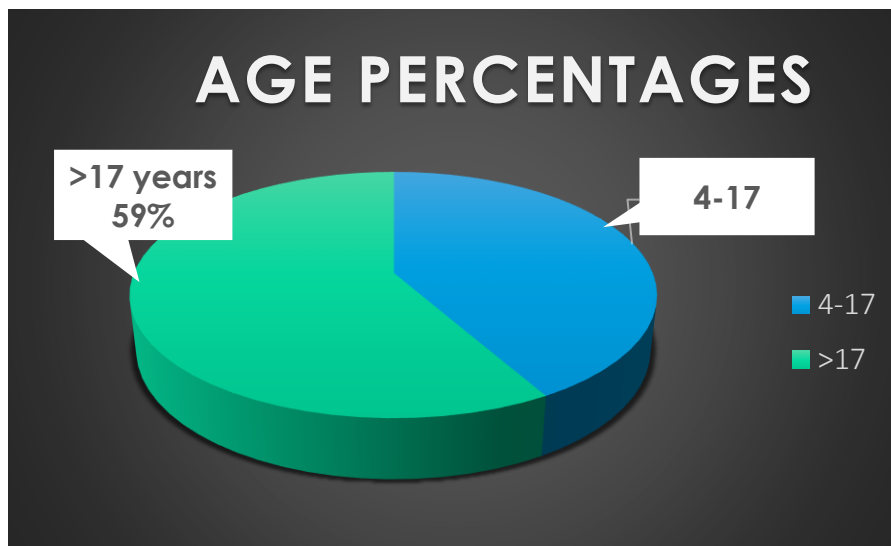
There are currently **119 Total** SDP consumers who have transitioned from traditional service coordination to SDP.

The following informational graphs which cover the following categories were reviewed:

- 1) Age
- 2) Ethnicity
- 3) Selected vs. Open enrollment
- 4) Independent Facilitators (IF)
- 5) IF utilization by ethnicity
- 6) Average timeframe of selected vs. open enrollment

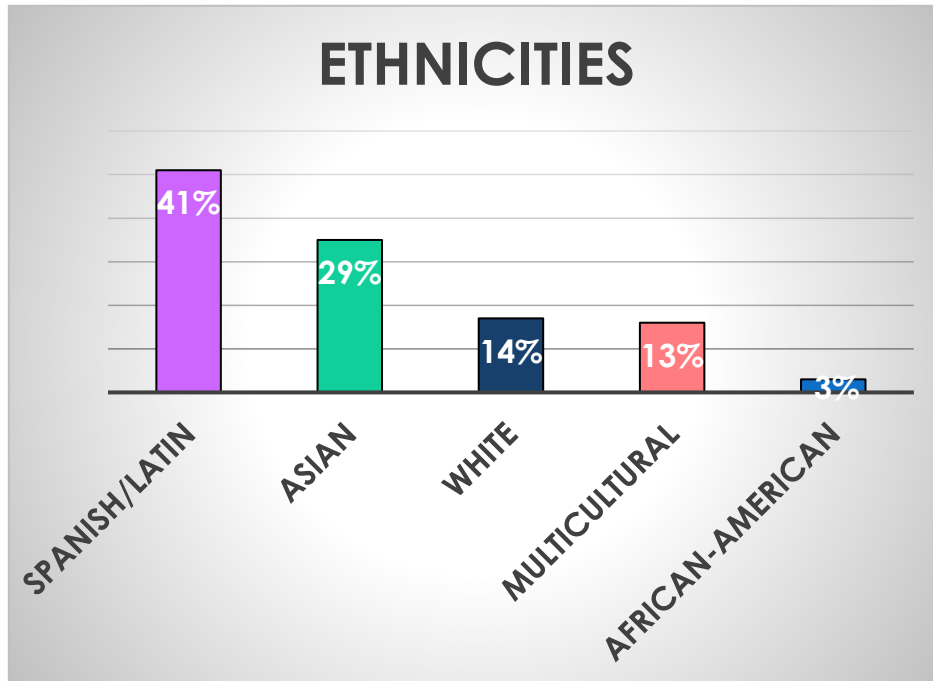
Age Percentages

- ✓ 41% (49) clients are between the ages 4-17
- ✓ 59% (70) clients are 18 years and older



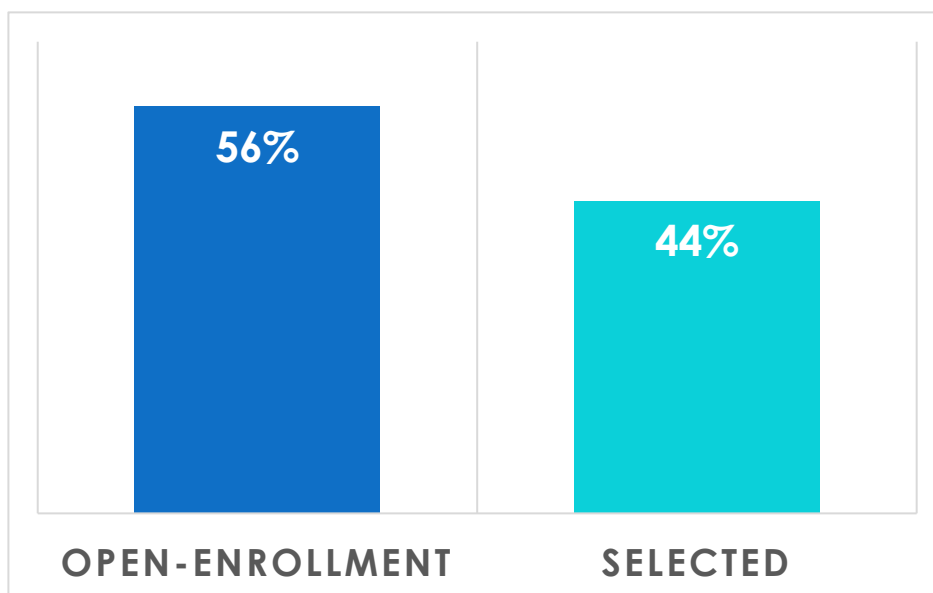
ETHNICITIES

- Spanish/Latin 41% (49)
- Asian 29%(35)
- White 14% (16)
- Multi-cultural 13% (16)
- African-American 3% (3)



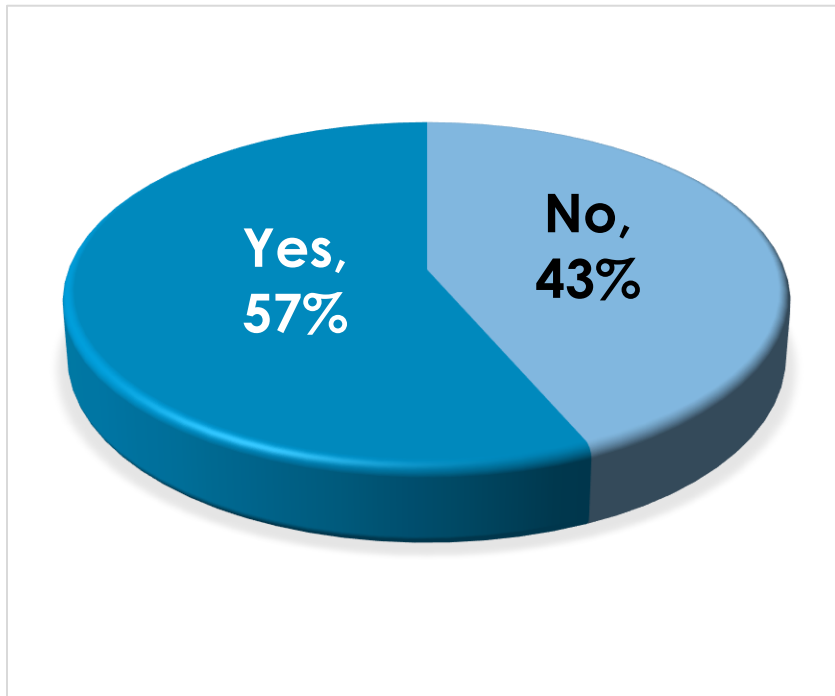
SELECTED VS. OPEN-ENROLLMENT

- ✓ 56%(67) joined during open-enrollment
- ✓ 44% (52) of SDP participants were selected



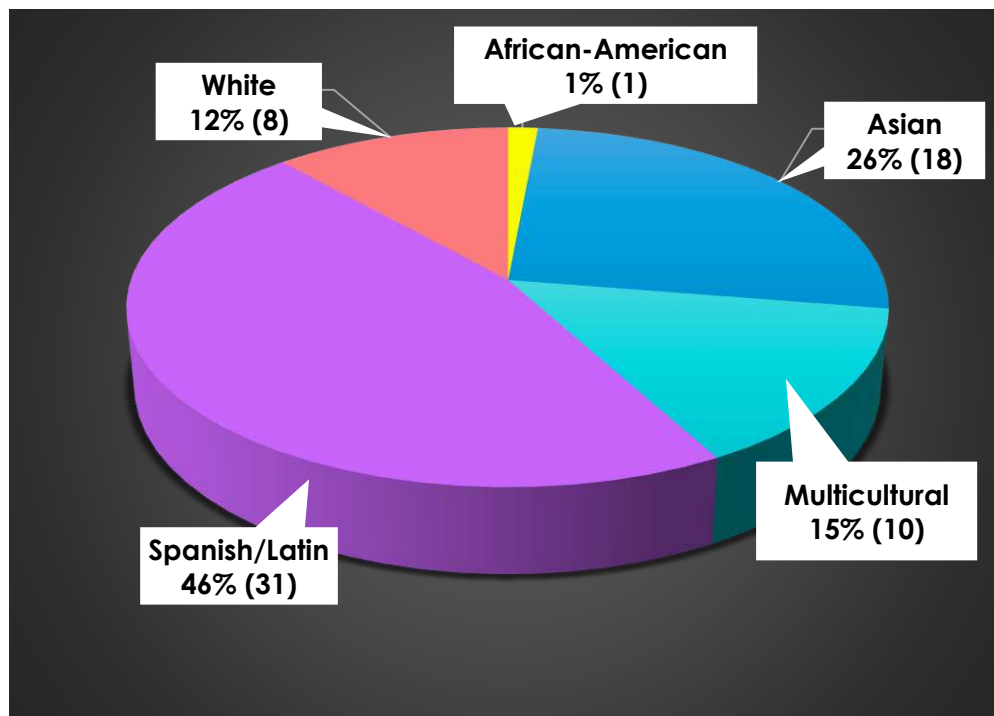
INDEPENDENT FACILITATORS

- ✓ 57% (68) clients use an independent facilitator
- ✓ 43% (51) clients do not use an independent facilitator

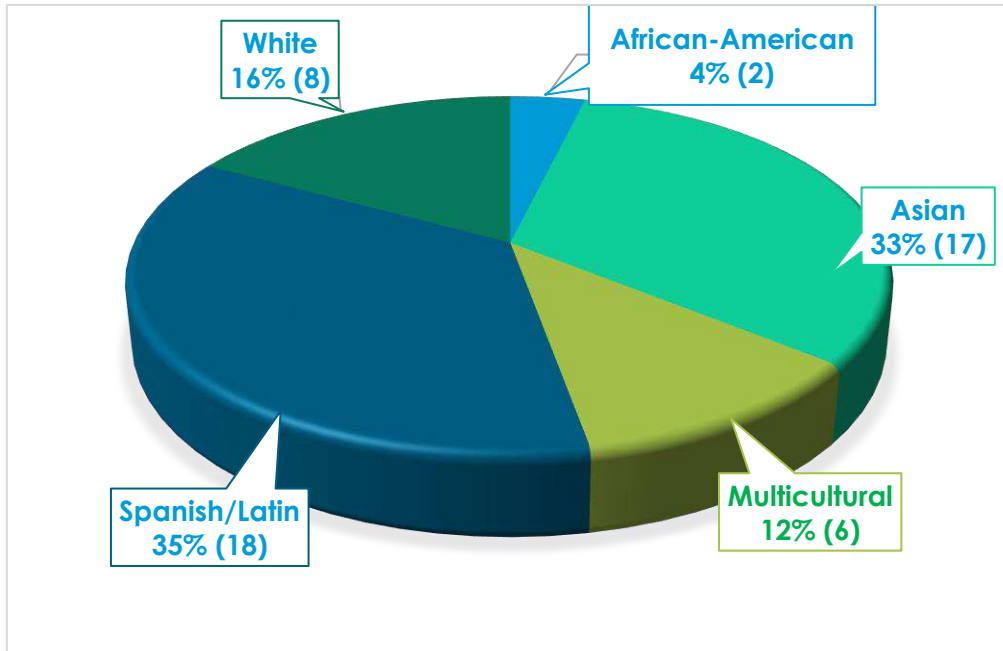


INDEPENDENT FACILITATOR UTILIZATION BY ETHNICITY

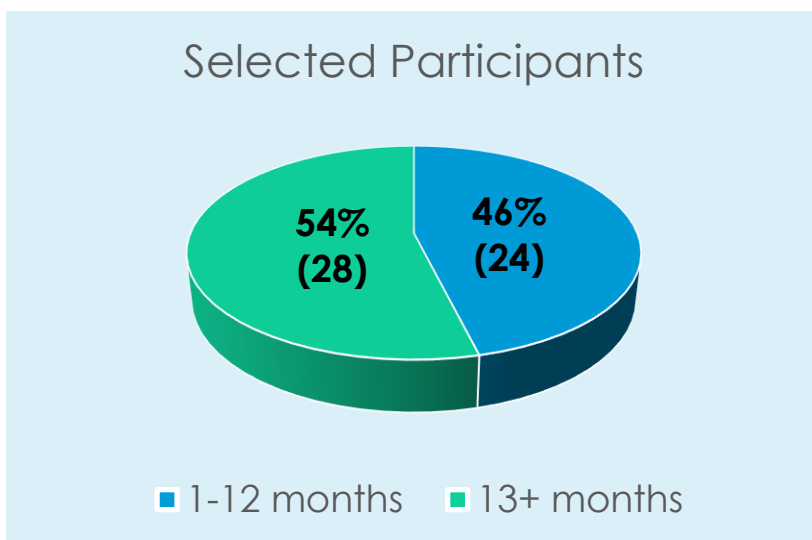
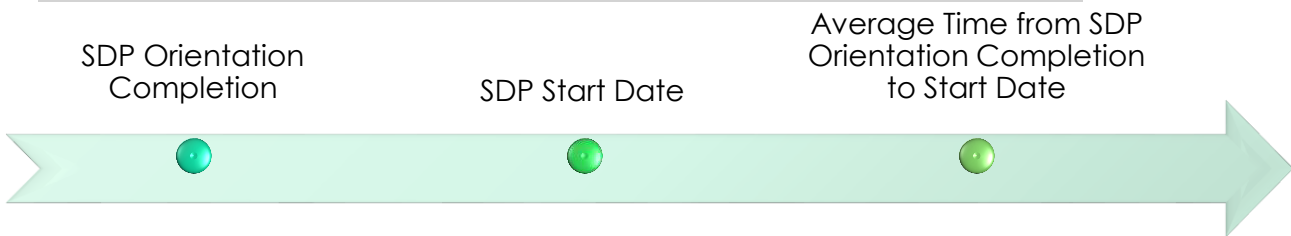
68 PARTICIPANTS WITH IF'S



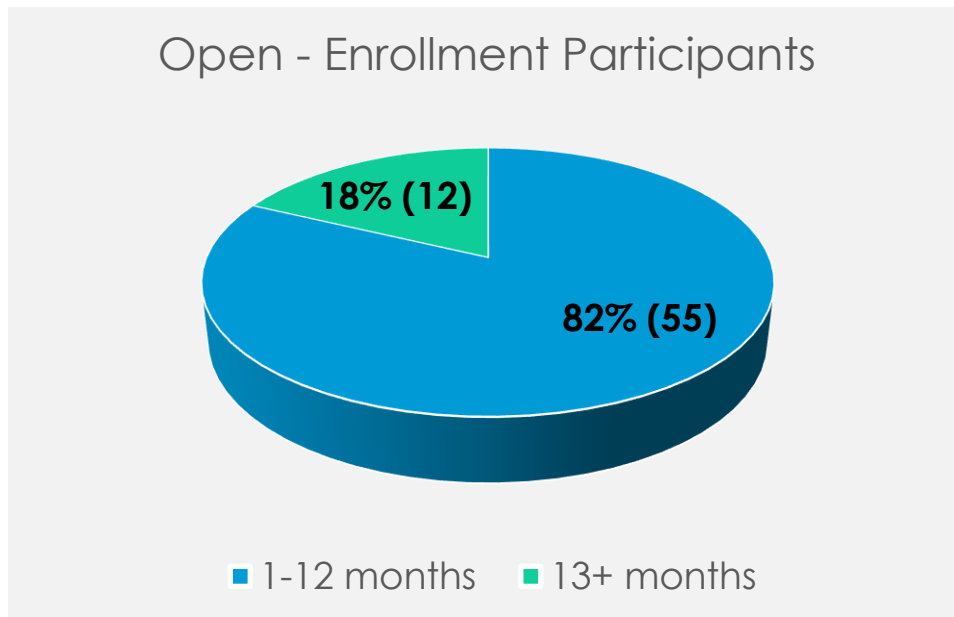
51 PARTICIPANTS WITH IF'S



AVERAGE TIMEFRAME – SELECTED VS. OPEN-ENROLLMENT



VS.



No comments from the community.

ATT #9

Edith Hernandez-Daniels, Chief of Consumer Services, reported on the SDP “Progress Report” and the current number of consumers in the SDP and the various stages of progress:

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

Mrs. Hernandez-Daniels reported that as of April 2023 there are 120 SD participants who have successfully transitioned to the SDP since the open enrollment phase began in July 2021. Mrs. Hernandez-Daniels shared that ELARC is able to reach this milestone due to the centralization of SD cases being assigned to service coordinators with a reduced caseload of 1:40. The orientations continue to be well attended. The SD orientations are offered by ELARC and the State Council.

HANDOUT #2

Ms. Harrell reviewed the directive from DDS issued on May 4, 2023 which changes the rate structure for Fiscal Management Services (FMS) agencies. This will assist with the current FMS shortage, but it will not resolve the issue.

Ms. Wong shared the next SD LVAC meeting is scheduled for Tuesday, June 20th at 6:00pm on Zoom. Information is available on ELARC's website.

Comments from the community were addressed.

5. Office Space Expansion & Lease Negotiations Update

Ms. Wong provided an update on office space expansion plans and lease negotiations. The needed additional office space has been approved by DDS in order to meet the agency employee growth due to the new caseload ratio requirements goal is to have a signed lease by the June Board meeting.

6. Budget Update Fiscal Year (FY) 2022 - '23 HANDOUT #3 and HANDOUT #4

Purchase of Services Expenditure Report (PEP)

HANDOUT #3

Ms. Wong reported on the Purchase of Services Expenditure Report (PEP), which reflects a projected \$13,702,663 million dollar surplus.

Budget Performance Report: Operations

HANDOUT #4

Ms. Wong reviewed the Operations Budget Performance Report for Fiscal Year 2022 - '23. There is a projected \$450,159 surplus balance in the operations allocation. This reflects the additional funding to hire the necessary “service coordinators” in order to meet caseload ratio requirements. Recruitment efforts continue to be a work in progress.

Fiscal Year (FY) 2023 – '24

Ms. Wong provided an update on the Budget current process. The Governor is scheduled to release the “May Revise” on Friday, May 12, 2023.

VI.

Consumer Services Report Edith Hernandez-Daniels, Chief of Consumer Services HANDOUT #5

Edith Hernandez-Daniels, Chief of Consumer Services, reported on the expansion of the Early Start Department. The caseloads are reaching the required 1:40 caseload ratio. There are now five (5) units in the Early Start Department where service coordinators carry caseloads for the 0-3 age group. Mrs. Hernandez-Daniels reported there is an extension to the Early Start Department consisting of the two (2) new units who carry caseloads for the 3 to 6 age group.

An array of services are offered in Early Start to provide the family the needed support and to provide a strong foundation for children. Services include but are not limited to:

- Feeding Therapy
- Physical Therapy
- Speech Therapy
- Respite
- Infant Programs

Mrs. Hernandez-Daniels provided information on “Child Find Activities” where Regional Centers conduct outreach to locate individuals in the community who are experiencing or are at risk of a developmental delay. Regional Centers work with Community Based Organizations (CBO) to ensure communication with physicians, hospitals, the Family Resource Center (FRC), Fiesta Educativa, CPAD, and etc. to make sure the community is aware that the Regional Center exists so that they may access the services the Regional Center has to offer. Our efforts target the underserved population, information will be provided in various languages. Carmen Vasquez, Early Start Department Manager, spearheads this portion of the outreach plan.

Local resources used consist of the following:

- 1) Whole Child
- 2) Additional Head Starts
- 3) CCS
- 4) Maternal Mental Health Resource
- 5) Plaza de la Raza
- 6) Help Me Grow
- 7) Hospitals
- 8) Homeless Shelters
- 9) Public Health Facilities
- 10) County Welfare Offices
- 11) Department of Children and Family Services (DCFS)

Mrs. Hernandez-Daniels reported the Eastern Los Angeles Regional Center piloted a “Referral Portal” with DCFS which was very successful and it is now being replicated by other L.A. County Regional Centers.

Mrs. Hernandez-Daniels reported the Eastern Los Angeles Regional Center works with Juvenile Dependency Court and will be conducting training to their Bench Officers on the Regional Center system and process.

Comments from the community were addressed.

HANDOUT #5

Mrs. Hernandez-Daniels went over the “Grant Funded Social Recreational Resources” announcement which speaks to social recreational providers who are providing services to the ELARC community free of charge.

The following are available resources:

Name	Type of Program	Contact Information
Woodcraft Rangers	Afterschool and Sleepaway Camp	Andres De La Peza (213) 249-9293 adelapeza@woodcrafrangers.org
YMCA of West San Gabriel Valley	Inclusive Swim Lessons focusing on Deaf and Hard of Hearing	Valarie Gomez 626-660-6681 val.ymca@gmail.com
UNI Socializing	Support navigating Community Social Recreational Resource	Riva Hultron (310) 756 6705 srec@unisupportservices.com
Chinese Parents Association for the Disabled (CPAD)	Activities such as basketball, arts, kung fu, chess games, dancing, youth singing group, percussion class, yoga, and special event socials for youth and families	Vanda Yung (310) 869 9669 vyung1979@gmail.com
Los Angeles Music and Art School	Tuition Free Music Ensembles Program	Tahnee Freda (323) 262 7734 tfreda@lamusart.org

Mrs. Hernandez-Daniels reported the service coordinators have this information available for the families who are interested or the families can reach out directly to these service providers.

No comments from the community.

VII. Committee Reports

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

Last CAC meeting was held on April 19, 2023.

Patrick Schattily, Consumer Advocate, and the CAC team talked about the upcoming elections and employment.

The next CAC meeting will take place on May 16, 2023 from 4pm – 6pm. Officer elections will take place and there will be two (2) guest speakers, George de la Loza, Career Pathways and Local Partnership Officer, and Fausto Villanueva, Employment Specialist. The following will be discussed:

- Micro Enterprise
- Career Pathways
- Options to find meaningful employment
- Acquiring the skill to join the workforce

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

Joel Moreno, VAC Representative, reported on the Vendor Advisory Committee (VAC) activities. Updates noted from the meeting and discussions held on March 23, 2023 included:

- November 2023 elections for the VAC Leadership
- Vendor Leadership Forum (VLF)
 - Executive Committee
 - Roles and Responsibilities
- Discussion on 2023 Election Planning
- Employment Grant Project coming up in June 2023
- Letter being drafted for vendors on rate wages to be submitted to DDS
- Rate Studies and Wage Increases
- Collaborating with other Regional Center VAC's

C. Finance/Personnel Committee (Richard Helgeson)

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

VIII. Miscellaneous Announcements

Next Board of Directors Meeting will be held on Tuesday, June 13, 2023 at 6:00pm.

IX. Adjournment

There being no further business to discuss the motion was made to adjourn the Board of Directors meeting at 8:09pm - Unanimous.

M/S/C (Pat Gomez/Richard Helgeson). Unanimous.

Respectfully Submitted by:



Devora Reed,
Secretary, ELARC Board of Directors

Recorded by: Angie Salas,
Executive Secretary