



EASTERN LOS ANGELES REGIONAL CENTER

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**Minutes of Board of Directors Meeting
October 2, 2012
Approved November 13, 2012**

Present:

Terry Munoz, President

Felicitas, Navera, Secretary
Robert Hazard, Treasurer

Olga Sarabia

Elton Lui

Marvin Brown
Theresa Chen

Jiang Guo
Armando Villegas, VAC

Absent:

Pat Gomez (excused)

Miguel Lugo
Deborah Gallardo (excused)
Joe Utar (excused)

Staff Present:

Gloria Wong, Executive

Director

Felipe Hernandez, Chief of Consumer Svs.
Rosalie

Estrada, Executive Assistant
Elizabeth Harrell,

Supervisor,

Information & Training

Guests:

Refer to
Sign-In Sheet

Terry Munoz, President, called the meeting to order at 6:07 P.M.

I Welcome and Roll Call

Terry Munoz welcomed all present. Roll call was taken and a quorum was present in order to conduct business.

II Introductions &

III Opening Round

Terry Munoz requested the Board of Directors introduce themselves and share a positive experience.

IV Community Input

Chala Jitpatima, parent, shared her son is in a transition program in college in the Alhambra area. She stated she will start a fundraising campaign to assist the Alhambra School District in securing technology club for its special needs students. Chala will be contacting other parents in the school district.

Mr. & Mrs. Fong, parents, reported the problem he was having with a vendors coming into his home to provide services to his child had been resolved and he is very happy and positive about the new vendor.

Michelle Sepulveda, parent and works at the Family Resource Center, shared her son would have been 18 yrs. old last Wednesday and she and her family celebrated his memory on that day.

Roman Castro, consumer, announced this is his first BOD meeting and he has recently been elected the new Chairperson of the Consumer Advisory Committee and Deborah Gallardo is the Vice-Chairperson. Congratulations to both Roman and Deborah.

Elsa Flores shared her youngest son is non-verbal and approximately three to four years ago has become verbal with a lot of work. Mrs. Flores reported he is in fourth grade and has gone back to facilitated communication and was having a difficult time writing and this has been difficult for the family. Through use of the iPad Elsa indicated she realized he can type with no effort. He practiced during the summer months and during the first five weeks of school the teachers noticed a transformation in her son. An IEP is scheduled for Monday and she will share how the iPad has served as a tool to allow him to communicate.

V Approval of Board of Directors Meeting Minutes

A. Minutes of BOD Meeting of September 11, 2012

Corrections: Page 3, re: minor children referred for out of home placement, should read “three” and not “nine”. Page 6, third paragraph, last sentence, should read “D-2” amendment,

M/S/C (Olga Sarabia/Felicitas Navera) To approve the Board of Directors Meeting Minutes of September 11, 2012. Unanimous.

VI Executive Director’s Report

A. Performance Contract (PC) 2013

A copy of the Performance Contract for 2013 presented at the September Board meeting was shared with the Board. .

Elizabeth Harrell reported there were no changes made to the Performance Contract which was presented to the Board on September 11, 2012.

The BOD received a copy of the email from Chala Jitpatima, parent, to Elizabeth Harrell re: PC 2013 and “Transition Planning”. Liz reported she has contacted Westside Regional Center, has worked with the Trajan Center at UCLA and East Los Angeles College.

Chala thanked Gloria Wong, Executive Director, Felipe Hernandez, Chief of Consumer Services and Elizabeth Harrell, Supervisor, Information and Training, for listening to her recommendation regarding the issue of transition. She has seen how important it is for other families to receive training and could possibly get this assistance with training and use of the transition.

There was one recommendation made re: Performance Contract. It was recommended the acronym W.I.C. be spelled out, Welfare and Institutions Code.

M/S/C (Marvin Brown/Terry Munoz) To approve the Performance Contract for 2013 as presented. Unanimous.

The PC for 2013 will be forwarded to DDS by November 1, 2012 for approval. Once approved by DDS the PC will go into effect on January 1, 2013.

B. “Way Forward” Consumer Focus Group Update

Elizabeth Harrell reported ELARC held a Consumer Focus Group on September 12th for the purpose of obtaining information for the Way Forward project. The meeting was held from 4:00 P.M. to 6:00 P.M. in the boardroom. 30 individuals were invited based on their participation on the ELARC Board and Consumer Advisory Committee meetings and CAC events. There were six consumers in attendance along with their facilitators. The group was very enthusiastic and willing to share their feedback. Mary Hosokawa, Education Specialist was present assisted in facilitating the meeting.

Liz shared what she found most striking was the high level of understanding of the core purpose of the regional center system. There was specific feedback about service cuts and also in terms of how they communicate with regional center staff. The overall themes that emerged were the fear of losing independence and the other was the daily challenges of a low income life. There was discussion about the need for more food banks, clothes exchanges, access to Section 8, and reliable public transportation and the fear of being placed in an institution.

Jesse Padilla, Consumer Advocate, added communication with their service coordinator is important and returning calls faster.

The questions asked and the responses received were shared with the Board. The responses are verbatim.

Gloria Wong reported this was the final planned activity and the "Way Forward" committee will be getting together in developing a final report with recommendation for the next steps.

C. California OnLine Voter Registration

Gloria shared DDS is very interested in ensuring regional centers are moving ahead and encouraging families and consumers to register. Eastern Los Angeles Regional Center is an official voter registration agency for the public.

Liz Harrell shared with the Board information regarding for the Voter Rights, Responsibilities and Registration Training sponsored by the Consumer Advisory Committee which was held on September 26th 4:00 P.M. to 6:30 P.M. Liz acknowledged and reported the Information and Training Unit, Magda Carrero, Mary Hosokawa and Jesse Padilla worked on the event. Her support staff, Blanca Rodriguez developed the power point and the art work on the material to be distributed.

Liz reported the turnout for the training was poor. The training included an overview of important specifics and why it is important to vote as a citizen to vote. There was also an opportunity for consumers to register to vote. Liz reported she was able to borrow from the County Registrar in Norwalk a sample voting booth for the consumers to practice.

Jesse Padilla, ELARC Consumer Advocate, added that it was a great training and since the election is right around the corner emphasis was placed on the importance of voting. Jesse also wrote an article on why self-advocates don't vote with some of the reasons being transportation issues, consumers do not understand the propositions, and too much reading. He also wrote an article on why self-advocates vote which included it's their right, they want their voices heard, elect candidates who care about individuals with disabilities, let's officials know what the society is thinking. Jesse also shared there were eight individuals who became president who had a disability.

The next Voter Registration training will be repeated on October 17th. Voter registration information is also available in the lobby.

D. Emergency Operations Plan

1. Reverse Notification System

Elizabeth Harrell reported the State Department of Developmental Disabilities purchased through a grant a "Reverse Notification System" which is to be used by all regional centers and developmental centers. The reverse notification system will allow regional centers to send a message to employees and families should there be a major emergency. It will allow a regional center to send a message just to staff, should it be necessary, alerting them not to (i.e.) report to work. Additionally certain areas can be isolated to inform them of an emergency situation happening in their area. The reverse notification can also be used to notify all vendors.

The reverse notification system will go first to an individuals land line, then to a cell phone, and then to the email.

ELARC will have to input the data necessary for this system to work, which includes information in SANDIS, this includes vendors, and will also include the input of employee information. The target date for completion of data entry is February 2013.

An emergency preparedness for families is scheduled for October 16, 2012 from 5:00 P.M. to 7:00 P.M. in the boardroom. Flyers have been distributed. A vendor training is also scheduled with the Emergency Network of L.A. which is the second part of the training. Emergency Network L.A. has been out a few time to train vendors on how to develop an emergency operations plan.

Additionally the Great Shake Out is scheduled for October 18, 2012 at 10:18 A.M. ELARC will be participating in this event. Information is located on the ELARC website. ELARC will be closed for approximately 10 minutes while staff participate in the Shake Out.

E. Budget Status

- 1. Fiscal Year 2011-12**
 - **POS Monthly SOAR**
 - **Executed C-7 Contract Amendment**

Gloria Wong reported there is an outstanding deficit in POS of approximately \$3 million. An amendment to the contract from DDS is expected. The last allocation, C-7, was received in the amount of \$3 million which reduced the original deficit of \$6 million. The executed amendment was received and a copy distributed to the Board.

- 2. Fiscal Year 2012-13**
 - **POS SOAR**
 - **OPS: Budget Performance Report**
 - **Cash-Flow Update**

POS SOAR:

The Purchase of Services (POS) Monthly SOAR Report has not been completed and is due to DDS on November 15th. The SOAR report is a comprehensive analysis of actual expenses in the first three months of the fiscal year. These expenses will then be compared to the allocation received thus far in the preliminary and the D-1 allocation, and determine if ELARC is predicting a deficit or a surplus. The full comprehensive SOAR will be shared with the Board of Directors in January 2013 since there is no meeting in December.

Operations:

The Budget Performance Report was distributed and reviewed. There is a deficit of approximately \$323,000. There will be a major adjustment to the operations budget with the Community Placement Plan (CPP) allocation which is just under \$1 million.

The allocation is expected in November. Once the allocation is received Gloria reported she would like to begin to consider some adjustments to the reduction in work hours for staff. Additionally in January 2013 should the tax initiative not pass in November there may be some additional cuts to the regional center budget..

Olga Sarabia requested information regarding our senior consumer population. Gloria reported the majority of our consumers are minors but will do a pie chart breakdown of the two populations in November.

Cash Flow Update:

To date ELARC has not had to draw on its line of credit. The initial line of credit was approved at \$34 million and will expire October 1, 2012. The line of credit has been reduced to \$11 million as a revolving line of credit for the balance of the fiscal year.

F. Lanterman Developmental Center Closure Update

Gloria reported this is the 3rd year that the plan has been in place. A meeting is scheduled on October 23, 2012 which will provide an update to the legislators in Sacramento.

ELARC has targeted 30 consumers for placement from the Lanterman Developmental Center into the community this fiscal year.

Robert Hazard reported he will be attending a meeting on October 13th at the Lanterman Developmental Center. DDS and regional center representatives will be present. Vendors, families and staff will also be present. The meeting will bring all up to date on the status of the closure and what still needs to be accomplished.

VII Consumer Services Report (Felipe Hernandez)

Felipe Hernandez, Chief of Consumer Services reported the following:

→ Governor signed bills which reinforces the oversight of the consumers currently living in the developmental centers and staff issues in terms of sexually abuse and lack of reporting when incidents occurred.

→ ELARC continues to meet with the Department of Rehabilitation with focus the DR interview. Discussion continues about who should be at the interviews with consumers to make it more effective and so that DR counselors obtain a better understanding of

regional center consumers by conducting a better assessment for those who are going in seeking employment.

→ A Transition Conference sponsored by the Family Resource Center affiliated with San Gabriel Pomona Regional Center is scheduled for Saturday, November 3rd from 8:00 A.M. to 3:00 P.M. at the Coronado Alternative School in West Covina.

→ ELARC has hired fifteen new service coordinators within the last three to six months. The group of fifteen came with rich background skills on the regional center system. A number of them have had experience with other regional centers or an agency serving individuals with developmental disabilities.

→ A number of staff attended the New Day Conference held in Pasadena. The two day conference/seminars/workshops was sponsored by the Association of Regional Center Agencies (ARCA). The conference focused on vocational aspects and also living arrangements.

Armando Villegas, VAC representative asked if there is any interaction with ACCESS Services.

Felipe reported Jesse Valdez, Manager, is a very active member of the ACCESS Services Advisory Committee as well as Jesse Padilla who is also part of their advisory committee. Services have improved over the years and there has also been more participation from other regional centers which provided a more unified front to support the concerns of consumers.

Felipe also stated Trailer Bill Language (TBL) requires that the regional centers promote more ACCESS services or other types of generic resources in the community rather than pay for transportation services.

VIII Committee Reports

A. Vendor Advisory Committee

Armando Villegas, VAC representative reported vendors and generic resources will be participating at the Whittier Disability Fair on October 15th.

The VAC last met on September 27th and also met with the Ethics Committee. He also stated Frances Jacobs, Manager, Community Services, indicated the auditors reported ELARC is the only regional center that involves vendors in any type of ethics training to assist with the development of ethical practices. Gloria Wong thanked the vendor community as there is nothing in the law which requires this type of interaction. She also stated this is representative of the partnership between ELARC and its vendor community. A subcommittee continues to work with Frances Jacobs, Manager, Community Services, in developing ethics training for vendors and their staff.

Armando reported he has received calls from various vendor representatives in the San Gabriel Pomona Regional Center area who meet the first Thursday of every month. This Thursday, October 4th a subcommittee meeting regarding concerns as it relates to Independent Living Services and Supported Living Services. The VAC is interested in expanding its relationship with other VAC's.

Armando also reported there is some concern with the ELARC VAC, gaps are being identified and requested information on services which may be available between a training program such as ILS (Independent Living Services) and a program such as PA (Personal Assistant). Once progress is made as identified in the IPP it is assumed hours will be reduced and how gradually the training program will be terminated. Vendors are encountering situations where ILS has lasted over two years, and IPP recommends the consumer transition to a support program for on-going services. The problem is the personal assistant services do not allow for advocacy or training. Is there another services which exists or can be developed?

Felipe reported ILS or SLS services can be reduced to 4 or 5 hrs. a months for maintenance type of services. The Personal Assistant category is more for individuals with a physical disability or a more unique type of situation. At this time there is no transition service available between the ILS and Personal Assistant other than reducing hours.

B. Consumer Advisory Committee

Roman Castro, VAC Chairperson, reported elections were held at the last meeting and Gloria Wong provided a budget update.

C. Family Advisory Committee (Felicitas Navera & Elizabeth Harrell)

Elizabeth Harrell reported the FAC will continue to alternate morning and evening meetings, 10:00 A.M. in the morning and 4:00 P.M. in the evening. The video conference will continue between the Alhambra and Whittier offices. Liz reported Felicitas proposed moving the FAC meeting from the first Wednesday of the month to the third Wednesday of the month so that it would follow the Board Meeting held on the

second Tuesday of the month. This would allow the board representative to better share what transpired at the recent board meeting.

Liz also reported the structure of the FAC meetings will also be changing. She reported half of the meetings will be the standard business meeting currently in place which includes a budget update from Gloria. The other half of the meetings (5) will be focused on presentation and discussion with ELARC staff around topics parents have expressed an interest in over the past couple of years. Topics include out of home respite process, young adult transition, employment, autism issues, quality assurance.

The next meeting is scheduled for Wednesday, October 3rd from 10:00 A.M. to 12:00 Noon.

The new schedule will begin in January 2013.

D. Finance Committee

No Finance Meeting was held, therefore there was no report.

IX Miscellaneous Announcements

There were no announcements.

X Adjournment

There being no further business to discuss the meeting was adjourned at 7:30 P.M.

M/S/C (Olga Sarabia/Felicitas Navera) To adjourn the ELARC Board of Directors general meeting. Unanimous.

Respectfully submitted by:

Felicitas Navera, Secretary
ELARC Board of Directors

Recorded by: Rosalie Estrada, Executive Assistant

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