



**EASTERN LOS ANGELES REGIONAL CENTER**  
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**ELARC Board of Directors Meeting**  
**September 10, 2013**  
*Approved As Amended October 8, 2013*

**Present:**

Terry Munoz, President  
Felicitas Navera, Secretary  
Theresa Chen, Treasurer  
Elias Fonseca  
Anthony De La Rosa  
Lida Chavez  
Deborah Gallardo  
Jiang Guo  
Robert Hazard, Vice-Chairperson  
Armando Villegas  
Roman Castro

**Staff Present:**

Gloria Wong, Executive Director  
Felipe Hernandez, Chief of  
Consumer Services  
Rosalie Estrada, Exec. Assistant  
Elizabeth Harrell, Supervisor  
Information & Training

**Guests:**

Refer to Sign-In Sheet

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**I. Welcome & Roll Call**

The ELARC Board of Directors meeting was called to order at 6:06 P.M. by Terry Munoz, President. A quorum was present to conduct necessary business.

**II Introductions & Opening Round**

Board members and the audience were asked to introduce themselves and to share a positive experience.

**III Community Input**

There was no community input.

**IV Nomination of New Board Member**

Terry Munoz, President and Bob Hazard, Vice-Chair as members of the Nomination Committee met with Mr. Tony Borrego, who submitted his board application for membership on the Board of Directors. Bob reported his resume is complete and his experience is outstanding and would like to nominate Mr. Borrego as a member of the Board of Directors. Mr. Borrego is a parent and a practicing attorney.

***M/S/C (Bob Hazard/Anthony De La Rosa) To approve the nomination of Tony Borrego as a member of the ELARC Board of Directors. Unanimous.***

Tony shared his daughter is 7 years old. He reported he is an attorney working at a large international law firm. He volunteers to represent low income children with their IEP. He is looking forward to serving on the board.

## **V Approval of Board of Directors Meeting Minutes**

### **A. Minutes of July 9, 2013**

***M/S/C (Anthony De La Rosa/Felicitas Navera) To approve the BOD Meeting Minutes of July 9, 2013 as recorded. Unanimous.***

## **VI Executive Director's Report**

### **A. 2013 Performance Contract (PC) (Draft)**

A copy of the draft Performance Contract (PC) developed for 2014 was distributed to the Board at the September board meeting. An agenda was established in order guide the discussion. The draft PC (2<sup>nd</sup> version) reflects guideline changes from DDS along with community input. The board will have thirty days to review draft and submit comments. The comment period from the community is closed. The PC will be placed on the October board meeting agenda for final review and approval. The PC is due to the Department of Developmental Services by November 1<sup>st</sup>.

The PC is developed on an annual calendar basis versus fiscal year.

Elizabeth Harrell, Supervisor of the Training and Information Unit presented on the Performance Contract for 2014. There are two components to the PC, Public Policy Outcomes and Regulatory Compliance Outcomes. The public performance issues remain the same and the report compares statewide averages and percentages.

Elizabeth Harrell provided the history of the development of the PC. In 1993 the Lanterman Act was revised to include the requirement that regional centers develop a PC annually. The PC focuses on outcomes for consumers and reflects the work regional center does to affect consumers lives. Additionally part of the requirement was to gather community input for the plan. DDS has developed the outcome areas for all regional centers which is based on measurable data. The PC measures policy and regulatory compliance of regional centers.

Two public meetings were held on August 7, 2013 and information was publized via flyers, website, E-Newsletter. There were a total of twelve participants in attendance, 9 in Alhambra and three in Whittier. Interpreters (Spanish and Chinese) were available at both meetings. The Board received copies of the handout provided at the community meetings.

As required by law, the meetings were done in two parts, Gloria Wong provided an update on the budget and the second part of the meeting a review of the draft PC. Ms. Harrell reported she reviewed PC 2012 PC which is a "report card" on the performance of the regional center. Following this report there was a mid-year data report for PC 2013. The Department of Developmental Services issues reports on data drawn from database at the state level.

Ms. Harrell reported on some of the comments made at the public meeting. There was concern expressed from the Executive Director of the Family Resource Center that the Individual Family Service Plan (IFSP) is not available from DDS. There was also discussion on the outcome of keeping minors in their own home. In addition there were suggestions about documenting how staff is being trained. Additionally there was a list of questions which were submitted in writing from a representative from Chinese Parent Association (CPAD). Overall the questions centered around getting a better understanding of the efforts ELARC is making towards housing for adults and the use of Community Placement Plan (CPP) money. They inquired about how best to obtain information. Questions from parents also included housing for consumers who require minimal intervention; and how Community Placement Plan (CPP) money is allocated for the development of resources. CPP money is allocated by DDS to assist individuals moving from the development centers. A copy of the letter will be shared with the Board. The families also want to be sure they get information regarding CPP. Liz reported a family information session on housing will be scheduled with Spanish and Chinese interpreters available in the near future.

Community input was due by August 30, 2013. Correspondence was received from Chalalai Jitpatima emphasizing the importance of collaborating with the school district, parents and the Department of Rehabilitation on sharing information on young adult transition. She also shared feedback from students in the Alhambra Transition Program, LIFT. She also shared feedback from the State Council State Plan. A copy of the correspondence from Liz to Chala J. addressing her feedback/suggestions. will also be shared with the Board.

DDS issued a memorandum on August 23, 2013 regarding the changes in Calendar Year 2013 Performance Contract Guidelines. A copy was shared with the Board. The changes were received after the public meeting. There were no changes mandated about how to conduct the public meetings. Liz reviewed changes to the performance contract.

Liz reviewed the draft PC for 2014. Text in red represents guidelines that have changed and what is being required. Text in yellow are changes from the draft PC presented on August 7, 2013. Changes incorporate input/suggestions from the community.

The PC 2014 will be placed on the October meeting agenda for final approval by the Board.

## **B. Trailer Bill Language: June 2013**

Correspondence dated July 12, 2013 was received from DDS regarding June 2013 Trailer Bill Language (AB 89) Affecting Regional Centers. The bill went into effect on June 27, 2013. The material was shared with the Board.

Some highlights of AB 89 stipulates that there is a deadline for closure of the Lanterman Developmental Center (LDC) by December 2014. ELARC will place all LDC consumers by December 2013. Other highlights include: (1) Restoration of the 1.25% to regional center operations and service providers. (2) The POS Disparity Report will need to be

posted by December 31, 2013 and give 30 days notice for public meeting. (3) The Annual Family Program was amended lifting the sunset date and making the program permanent. (4) Institutions for Mental Diseases (IMDs): regional centers shall not place a consumer in an IMD for which federal Medicaid funding is not available unless there is an emergency circumstance. Felipe reported there is no IMD facility in the ELARC service area but does use College Hospital in Cerritos. The facility is primarily for individuals in a psychiatric crisis and are usually hospitalized under a 5150 which is a three day hold because they are acting in a way which may be dangerous to themselves or others. The facilities are locked settings which provide mental health treatment.

### **C. DDS: Caseload Ratio Plan Approval**

Gloria reported correspondence was received from DDS approving the caseload ratio plan of correction dated June 24, 2013.

### **D. Compilation of Service Data**

Correspondence received from DDS re: Preparation for Compilation of Service Data, dated November 29, 2012 was shared with the Board. Under Welfare and Institutions Section 4519.5 (a) The department and the regional centers shall collaborate to compile data relating to purchase of service authorization, utilization and expenditure by each regional center with respect to particular categories. Regional Centers must also provide a narrative to DDS. Gloria reported the Compilation of Service Data Narrative Report was submitted to DDS on August 15, 2013. The report must be submitted on an annual basis. A copy of this report was reviewed with the Board. The following represents elements from this report.

Feedback from the public meeting held on April 10, 2013 included a request for an open discussion on regional center services which would be presented in Spanish with specific areas of discussion to be developed by parent groups; inquiries as to why the differential in POS costs exist, and an interest in learning more about the option of Self Determination and its benefits to minority communities.

Parent group information sessions will be presented by regional center consumer services management staff in Spanish. The presenters will address a series of questions developed and submitted by an existing parent group. A series of twenty-nine questions were received from a parent group and will be translated. A Spanish session is scheduled for October 4 at 9:30 to Noon. A notice of the meeting will be sent to families.

The Partners in Community Inclusion (PICI) has been hosting an on-going parent series for families who have young children and transition age sons/daughters. The PICI group is spearheaded by the ELARC Educational Specialist. Additionally there is a second PICI group attended solely Asian families. Mary Hosokawa will also enhance her outreach to school in identifying Spanish-speaking parent groups to offer ELARC presentations on service options.

The ability to culturally relate to family values and norms is of equal importance. ELARC has a total of 243 employees that reflect the diversity of the community served

by the agency. The breakdown of ELARC staff with a second language skills is as follows: Spanish at 77%; Asian 14% and Vietnamese 4%. The breakdown of management staff second language capability is: Spanish 57% and Asian 15%.

Children's Hospital of Los Angeles (CHLA) is conducting a research study focusing on Hispanic and African-American parents with autism. CHLA's goal is to better understand the disparities in diagnosis among Hispanics and African-American families and develop interventions or programs with the Autism Treatment Network at CHLA. The project is conducting focus groups with parents of children with Autism Spectrum Disorder. Two of the groups will include a monolingual (Spanish) speakers and English speaking only.

Changes in the Lanterman Act in 2009 requires regional centers to provide an annual statement of all services and supports purchased by the regional center for each person served. The statement is issued annually to the families in October. This correspondence will be used at the time of the annual IPP to link the discussion to the POS data compilation report in order to educate families on a one-to-one basis on the POS data as it relates to their expense statement and to determine if there are any gaps in services.

#### **E. Senate Bill 468 Update (Self-Determination)**

A copy of SB 468 was shared with the Board. Gloria reported SB 468 was last amended on August 21, 2013. The final version is expected by September 13, 2013.

Fifteen years ago ELARC was part of the pilot project and to date 30+ consumers are part of the Self-Determination project, and Statewide there are approximately 150 cases. The intent was that the project would expand as an option for all regional centers. Over the last four years self-determination received attention with various bills being introduced. SB 468 has passed the Assembly and the Senate and it is expected to be signed by the Governor. The bill sponsors, Disability Rights and L.A. Autism Society have approached a variety of associations including ARCA (Association of Regional Center Agencies) to support the bill. Once the bill passes it will limit participation to 2500 consumers statewide over a three year period. Gloria indicated she would like to see that the bill be very specific and allow the regional centers to decide who should be part of the program allowing for a focus on the POS Disparity Report and the low per-capita consumer base. Participation will be strictly voluntary.

A copy of the letter from ARCA to Senator Bill Emerson re: "Support if Amended Position on SB 468 as Amended in the Assembly on 8/21/13" was distributed and reviewed.

#### **F. Budget Status Fiscal Year (FY) 2012-13**

The POS Expenditure Projections Summary was reviewed. The report takes into consideration actual Purchase of Services (POS) expenditures. Gloria reported contract amendments to cover the POS deficit is pending. ELARC still has deficit in POS in the amount of \$3,050,711.

## **G. FY 2013-14 Budget Update**

The preliminary allocation was received along with the E-1 which Terry Munoz, President will sign this evening. The first SOAR (Sufficiency of Allocation Report) for POS is due to DDS on November 15.

Cash Flow Update: Some of the allocation has been received, to date there has been no need to use the line of credit.

The Budget Performance Report (operations) reflects a current deficit of \$4,833,128 as we await the E-1 allocation.

## **H. Update on Office Leases**

Gloria reported she is in the process of re-negotiating leases with landlords for both the Whittier and the Alhambra Offices. The Whittier office lease will expire in a year and in Alhambra the lease will expire in three years. Gloria reported Alhambra property management has approached her about possibly working out a new lease prior to the expiration of the lease in 3 years. Since the lease for the Alhambra will exceed \$250,000 per year cost it will be brought before the Board for their approval.

## **VII Consumer Services Report (Felipe Hernandez)**

In the interest of time the Consumer Services Report was deferred.

## **VIII Committee Reports**

### **A. Vendor Advisory Committee**

The VAC met with the CAC on August 20, 2013 and was well attended (45 persons) and employment was the major topic. Mixed groups were formed and there were a series of questions such as consumers wanting to earn an income, what can they change by their efforts, what are their goals, what is the role in developing tools and resources. The plan is for Liz, Frances Jacobs, Manager of Community Services and Jesse Padilla, Consumer Advocate and Armando Villegas, VAC representative, to get together and decide based on what was shared at the meeting, what is the next step, what is the plan to make employment happen.

A week later the Family Advisory Committee met and the Employment Committee chairs, Veronica Valenzuela, Supervisor, Elizabeth Ornelas, Supervisor, and Joyce Miramontes, Community Services Specialist. Liz reported the FAC meeting was well attended and there was a lot of discussion regarding employment.

Armando Villegas reported the VAC and CAC was a great meeting with a lot of great ideas. Would like to see this meeting planned annually.

### **B. Consumer Advisory Committee**

Refer to the Vendor Advisory Committee report.

### **C. Family Advisory Committee**

Felicitas Navera reported parents are communicating their children want to work, but some consumers are not meeting the requirements of their vendor. Parents discussed the importance of articulating their needs and who are experiencing frustration when it comes to employment. They discussed working with the service providers and vendors in assessing their own children as far as their skills and capabilities before they are denied employment. If they are denied there was discussion as to whether or not the parent and the consumer can appeal. Parents want their children to have a meaningful life and be employed according to their skills.

Elsa Flores, parent, reported she was in attendance at the FAC meeting and shared there was a lot of information shared and would like to see a flow chart developed which would show the differences between customized employment and micro-enterprise and the different types of supports available Liz shared it would also be good to have real life examples.

### **D. Finance/Personel Committee**

#### **1. Lautze & Lautze (CPA) 8/6/13 Conference Call**

The Finance/Personnel Committee met on August 6, 2013 regarding the upcoming independent audit by Lautze & Lautze. An executive session with the Board Committee members was held to allow for a private discussion regarding any concerns.

#### **2. November 4, 2013 Meeting**

A meeting is scheduled on November 4<sup>th</sup> to review the findings of the audit and to review the draft 990 document.

### **IX Miscellaneous Announcements**

There were no announcements.

### **X Adjournment**

**M/S/C (Anthony De La Rosa/Elias Fonseca) To adjourn the ELARC Board of Directors meeting at 8:25 P.M. Unanimous.**

**Respectfully submitted by:**

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**Felicitas Navera, Secretary  
ELARC Board of Directors**

**Recorded by: Rosalie Estrada, Executive Assistant**