



EASTERN LOS ANGELES REGIONAL CENTER
1000 S. Fremont Ave. • P.O. Box 7916 • Alhambra, CA 91802-7916
(626) 299-4700 • FAX (626) 281-1163

ELARC Board of Directors Meeting
Minutes of May 13, 2014
Approved as Corrected June 10, 2014

Present:

Robert Hazard, President
Lida Chavez, Secretary
Terry Munoz, Treasurer
Deborah Gallardo
Theresa Chen
Felicitas Navera (FAC Representative)
Diane Lasell
Elias Fonseca
Roman Castro (CAC Representative)
Tony Borrego
Armando Villegas (VAC Representative)

Staff Present:

Gloria Wong, Executive Director
Felipe Hernandez, Chief of
Consumer Services
Rosalie Estrada, Executive
Secretary
Frances Jacobs, Manager
Community Services
Jessica Barba, Supervisor,
Community Services

Absent:

Jiang Guo (excused)
Anthony De La Rosa (excused)

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 6:05 P.M. by Robert Hazard, President. A quorum was present to conduct necessary business.

II Introductions & Opening Round

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

Bob Hazard recognized Terry Munoz as the board president for the past two years and praised her for an outstanding job and his appreciation of her leadership. All applauded Terry for a job well done.

III Community Input

Mr. Araiza, sibling. indicated he appreciated receiving the heat advisory email which was sent out by ELARC, as he did not get a chance to see the news and did not know what the weather would be like but it prompted him to call his careprovider for his brother and remind staff of weather conditions and the need to stay hydrated.

IV Approval of Board of Directors Meeting Minutes

A. Minutes of April 8, 2014

Page 6, 4th paragraph, 2nd line, add: “but also the parents whose only option at that *time was the developmental centers but their perseverance created the system we know today as regional center.*”

M/S/C (Lida Chavez/Tony Borrego) To approve the Minutes of April 8, 2014 as corrected. Unanimous.

V Executive Director’s Report

A. Residential Projects for Fiscal Year 2013-‘14

1. Summary of Community Placement Plan (CPP) Residential Projects

Gloria Wong introduced Jessica Barba, Supervisor, who has taken over the position formerly occupied by Martin Cogan who retired in March. She also introduced Frances Jacobs, Manager of the Community Services Division.

Gloria indicated that when grant dollars are received from the Department of Developmental Services to develop new resources the current Policy & Procedures practices are followed. The policy states that any contract award exceeding \$250,000 must be approved by the Board. There are two grants to be awarded in current fiscal year for the development of two residential homes. Each contract will exceed the \$250,000 threshold thereby requiring the Boards’ approval.

Frances Jacobs reviewed the Summary of the Community Placement Plan (CPP) Residential Projects for Fiscal Year 2013-‘14 and a copy of the Agreement for Establishing and Providing Services contract was shared with Board members.

Frances reported the summary provides basic information on the Request for Proposal process, the selection process, and the amount of the grant. The funds awarded are tied to the Lanterman Developmental Center closure and some of the beds will be opened up for consumers from Fairview or Canyon Springs residents. Each facility will be awarded \$250,000 for property renovations. Next fiscal year, 2014’15, additional funds will be sought and allocated for residential services start-up costs. The renovation will be the responsibility of the Housing Corporation.

The Request for Proposals (RFP) was released on line on March 4, 2014. There was an orientation for those individuals who were interested and were asked to submit letters of intent. All applicants submitted their letters of intent. There were five (5) complete proposals submitted to ELARC by applicants. The applicants were given the option to apply for one of the two homes or apply for the two homes. The proposals were reviewed by the Review and Selection Committee which was comprised of one regional center employee, three regional center contractors and one representative from the Lanterman Developmental Center Regional Center. However the representative

from the developmental center became ill and was not able to participate. The Mercedes Diaz Homes' (MDH) proposal ranked first, Mercedes Diaz applied for the two homes.

The board was requested to review the contract for approval of the contract with MDH in the development of two 4-bed adult residential facilities in the ELARC catchment area.

2. Board Contract Approval: RD 148

M/S/C (Terry Munoz/Lida Chavez) To approve the Agreement for Establishing and Providing Developmental Services, Contract Number RD148 – 2013/2014, with the Mercedes Diaz Homes, Inc.

Frances provided background on housing corporations. ELARC receives funds to actually acquire a property. Each year ELARC submits a proposal to DDS with an approximate amount for the purchase of the property but the property is being purchased with money that is being leveraged by the NPO (Non Profit Organization) Housing Corporation. They are not getting the full purchased price, the regional center is giving them money to leverage and they must show how they will be able to add to the money and purchase the property. The property will remain in perpetuity for use by individuals with developmental disabilities. The goal is to keep the individuals with developmental disabilities in their home for their lifetime without having to relocate if that's their desire.

There are two housing corporations ELARC does business with, Key and West Bay Housing.

Gloria announced the Mercedes Diaz will be having an open house on Thursday, May 22nd at two of their homes, the Pasada Residence from 10:00 A.M. thru 1:00 P.M. **and** the Vale Residence from 12:00 P.M. to 3:00 P..M. Both are in Whittier. There are no consumers residing currently in these two homes.

Gloria also shared that Santi Rogers, new DDS Executive Director, along with his deputy Nancy Bargman came down for a meeting at the Lanterman Developmental Center and extended their stay to visit two ELARC residential homes. They were very impressed with the homes.

B. Budget Update

1. Fiscal Year 2013'14

E-4 Contract Amendment: ELARC is projecting a \$4 million deficit in Purchase of Services (POS). An amendment was Received (E-4) but was not sufficient to erase the deficit. The expectation is that the deficit will be eliminated in due course. The Governor has released his budget for the new fiscal year. Part of that budget will include an allocation adjustment for this fiscal year's deficit.

POS Summary Report: The monthly POS report was reviewed. ELARC is projecting a deficit from a low of \$4,036,964 to a high of \$4,322,799 which was reduced as a result of the E-4 amendment.

The Statewide POS Summary Report was reviewed. There is a \$146 million deficit statewide.

Cash Flow Update: The POS commitments for the previous month were higher than historical expenditures. Based on this there was an increase in POS expenses of \$700,000. Based on this expenditure trend it is anticipated that POS funds will only cover expenses through mid June 2014, unless a contract amendment is received to close the current POS deficit.

Budget Performance Report/Operations: There is a surplus of \$281,492 remaining for the remaining fiscal year.

2. Fiscal Year 2014-'15

Budget Hearings Update: The Lanterman Coalition letter previously shared with the Board was re-distributed and discussed. Next week both the Assembly and Senate will be conducting budget hearings and they will need to present a budget to the Governor by mid-June. The Governor will have two weeks to sign off before June 30th.

Governor's Budget: May Revise: The Governor released the May Revise Tuesday, May 13th. The preliminary analysis indicates there is no restoration for past cuts to POS and OPS. He is only making adjustments for normal utilization and growth of new consumers coming into the system.

Assembly California Legislature: Wesley Chesbro: Assembly Wesley Chesbro is taking the lead in promoting eight positions cited by the Lanterman Coalition. He has addressed the members of the Legislature for support and he has delivered the letter in the form of a petition asking them to sign-up and support the eight points listed on the letter. Assemblyman Chesbro is asking the community to please contact their legislators and determine their position on the "Chesbro letter". If both the Senate and the Assembly support the eight points, it can then go to the Conference Committee for final negotiations.

It is crucial that over next week our community call, fax, email or visit their legislators and ask them to support the eight points listed on this letter. The letter has also been shared with the various ELARC advisory committees.

Developmental Services Funding: ARCA has authored two reports, each one focuses on one of two areas; POS and OPS. Both explain how the funding limitations have hurt regional centers' ability to provide quality services. Both reports, Inadequate Rates for Service Provision in California and Funding the Work of California's Regional Center are available on line. Copies were shared with the board at a previous board meeting. Attachment #7, Developmental Services Funding is a condensed version of the full report.

Early Start: In 2009, in response to the state budget shortfall the eligibility criteria for Early Start services was substantially narrowed. The result was that less children were being served under the Regional Center system for high risk factors. Last fiscal year the effort to restore Early Start gained tremendous support and impetus from the legislature but unfortunately it was vetoed by the Governor. Once again there seems to be a tremendous amount of traction to restore Early Start in FY 2014-'15. On the summary there is one particular point which was reviewed, "69% of at-risk children who receive early intervention require no special education services by the time he or she enters kindergarten". This statement speaks volume to the pressing need for restoring the Early Start program to the pre 2009 eligibility criteria.

C. Purchase of Services Data Report: Fiscal Year 2012-'13

The Purchase of Services Data Report for Fiscal Year 2012-'13, dated April 1, 2014 was distributed and reviewed. The report is a follow-up to the complete analysis of how POS money is allocated according to the various ethnic groups. Meetings were held on February 20, 2014 with the community to review the POS Data Report. The regional centers were required to submit a report to the Department of Developmental Services as to outcomes from the meetings and to analyze the findings. The report submitted to DDS was included in the board meeting packet.

ELARC has three major ethnic groups: Hispanic, which makes up 70% of the total population of those individual served by ELARC. The second largest, Asian, which is 12.3% of the total population served by ELARC, and third, White at 10.7% of the population served.

The following tables and statistics were reviewed.

Total Annual Expenditures & Per Capita Authorization (PCA)			
Ethnicity	PCA (average)	Difference	Utilization (actual)
White	\$ 29,309	+ \$16,094	89.1%
Hispanic	\$ 13,215	- \$16,094	82.2%
Asian	\$ 14,859	- \$15,000	81%

Services by Residence Type (all ages)		
Residence Type	Number of Consumers	% of Total
Home/Parent/Guardian	9,385	87%
Placement	1,419	13%

Table above is representative of the total ELARC consumer population served in FY 2012 -'13. Of the total population served by ELARC 87% resides in the home with their parent or guardian. When compared to statewide figures ELARC has one of the highest numbers of consumers residing with family members. Only 13% of ELARC consumers opt for residential placement. These options are driven by cultural values which dictates decisions.

Ethnicity	Home	%	Placement	%
Hispanic	6,398	83%	1,267	17%
Asian	1,068	92%	88	8%
White	693	60%	455	40%

Per Capita Authorization (PCA) by Ethnicity & Placement Use		
Ethnicity	PCA	Placement
Hispanic	\$13,215	17%
Asian	\$14,859	8%
White	\$29,309	40%

The above data clearly suggest that cultural values influence the decisions made by families on the types of services they select. In 2009 there were some restrictions on services and regional centers were prohibited from purchasing non-medical therapy programs, camps, social recreation and stricter limits were placed on respite services. These changes affected the Hispanic and Asian ethnic groups who used these services as a means of keeping consumers living in the home. There is a need to reinstate services which are important to their specific ethnic groups.

In order to provide outreach and expand information the following proposed strategies were identified:

- (1) In partnership with Fiesta Educativa will outreach to the various Hispanic groups in the ELARC service area to promote outreach and communication by advancing the “Autism Parent Education Program” curriculum proposal developed by Fiesta Educativa and to promote discussion on the Purchase of Services (POS) Data Report.
- (2) The ELARC “Educational Specialist” will expand training sessions to monolingual Spanish and Asian families. The series content is currently under development.
- (3) Outreach to schools in an effort to identify Spanish/Chinese speaking parent groups and to make available ELARC staff to present on service options and access to services. The ELARC Educational Specialist will continue to take the lead role in this effort.
- (4) ELARC Staffing: The importance of directly communicating with monolingual families/consumers is critical. To that end ELARC has a long standing commitment in establishing and sustaining a workforce that reflects the diversity of the community it serves. Second language skills is one of the many elements that enhances the agency’s ability to have one-on-one direct communication with its constituency. The second language skills of all ELARC employees breaks down as follows:

Spanish	Asian (Chinese)	Vietnamese
78%	14%	4%

Management staff at ELARC is also reflective of ELARC’s diverse community. Second language skills for Management staff breaks down as follows:

Spanish	Asian
57%	15%

- (5) Annual Statement of Services Provided: As a legislative requirement approximately six years ago, Regional Centers issue an annual statement that outlines the services and supports purchased for each individual served. The statement identifies the specific services purchased and the related expenditures. Additionally it identifies the service provider who rendered the services. Discussion at the annual IPP will be initiated with the intent to educate families on a one-on-one basis about the purpose of this report and to determine if there are any gaps in services which needs to be addressed.

Recommendations:

Self-Determination (SD) could be an alternative if focus is placed on the low per capita families. For ELARC potentially only 80 consumers will be able to participate in Self-Determination. In order for consumers to participate in SD according to regulations, the last twelve months of expenses must be taken into consideration in establishing a budget. Additionally there are expenses which are not adjusted for as participants are required to pay for a fiscal management agency, the cost must be absorbed from their existing budget. The use of a “broker” is optional” but all related expenses are paid from existing budget.

Another recommendation by the Association of Regional Center Agencies (ARCA) is that of an independent research study to analyze and interpret the statewide POS data. ARCA will be approaching a representative from the public policy center who presented at the “Way Forward” conference to see if there is any interest in taking on this research project.

D. Self-Determination Update

There is a stakeholder group working with DDS in the completion of the federal application to be submitted no later than December 31, 2014. The stakeholder group includes representatives from regional centers, advocacy, parent group representatives. The effort at this time is to complete the application for federal approval as soon as possible. Currently the focus is on identifying types of services to be included in the application.

The training module is also being worked by the group. Training must be done with the community, brokers, and fiscal management agencies,. The Bill calls for the regional centers to work at the local level with advisory committees to institute the implementation phase.

D. Lease Update

1. Alhambra

To be discussed during Executive Session.

2. Whittier

To be discussed during Executive Session.

VI Consumer Services Report

Felipe Hernandez reported the following:

- ✓ He attended a conference sponsored by Advance L.A. and was promoted by the Help Group which is located in the San Fernando Valley and have a variety of services and programs for children with learning disabilities, autism spectrum and children with ADHD diagnosis. The program focuses on resilience for consumers who are graduating from school and are going into a workplace or college, and to focus on the positive features they may have rather than focusing on deficits they may have. The Help Group programs are geared to individuals who would be considered to be more capable in terms of their developmental disabilities. They have information which would be helpful to families and they sponsor workshops and conferences for adolescents and young adults as it relates to social skills. Information on both Advance L.A. and the Help Group can be located on the internet.
- ✓ ELARC is increasing its efforts to liaison more with local police departments because there are individuals who at one time or another have had contact with the police for whatever reason. There has been an on-going concern that police department's are not adequately trained to understand a person with developmental disabilities as it relates how they may react to certain circumstances, and maybe on medication, causing the police officer to misinterpret what may be going on. ELARC does have a Forensic Specialist who will be increasing efforts for training for police departments and to maintain contact. There are about 10 to 12 different police departments in the ELARC catchment area.
- ✓ Training for Staff: ELARC will be participating in a safety issues relating to the building and to the type of work they do while out on the field. The training will be in July. An LAPD officer from Hollenbeck will be presenting on personal safety, things to look for and what to do when out doing their job.
- ✓ A new executive director will be hired to replace Diane Anand who will be retiring after serving as director for several years.

VII Committee Reports

A. Consumer Advisory Committee

Roman Castro, CAC Representative, reported the CAC will meet on May 20th. The meeting will focus on communication and relationships.

B. Family Advisory Committee

Felicitas Navera reported the last FAC meeting did not have an information session at the May meeting. There were several parents present and they became involved with the planning for the 2015 meetings and topics of interest. Some of the topics being suggested were Social Security, dating and sexuality, how to articulate their child's needs. Gloria provided a budget update and Lara Linemann, Service Coordinator provided information on the Spiritual committee of the ELARC and discussed the spiritual needs of the consumers. She also provided information on the churches where consumers are welcomed.

C. Vendor Advisory Committee

Armando Villegas reported the VAC last met on April 24, 2014. The committee met the two new community specialists, Cruz Garcia and Dora Ramirez, in Community Services. He also reported the VAC members participated in the Autism Walk last month and indicated it was a very good turnout.

The next VAC meeting is scheduled for May 22, 2014. There will be a presentation by an agency who approached Armando who was marketing their software for assisting service providers better organize IPP's. The feeling of the vendors was that it was pretty good but more about behavioral objectives. Presenter also had software which would assist them with payroll with a link for billing.

Armando indicated last month there was some interest as to information on the status of the leases. It was understood Alhambra was pretty much locked in but that there was some problems with Whittier and wanted to know if there was anything he could share with the VAC. Gloria stated she is engaged in intense lease negotiations with the Whittier satellite office. It continues to be a work in progress.

Armando also agreed with Felipe's report as it relates to the on-going training of police officers. He shared there was one consumer who would sell Gatorade and chips at a park in E.L.A. and would be approached by Sheriff, but one time the consumer ran away from them and when he was finally apprehended had a seizure, and they thought he was resisting arrest. **Any way** the vendor community can help please let him know.

D. Finance/Personnel Committee

The next Finance/Personnel Committee meeting is scheduled for June 24, 2014 to meet with the independent auditors, Lautze & Lautze. An independent audit must be performed annually. They will be reviewing Fiscal Year 2013-'14 and begin their audit in September.

IX Miscellaneous Announcements

Gloria Wong shared a letter received from DDS dated May 7, 2014 re: caseload survey. The survey is completed on an annual basis. The letter states ELARC did not meet the required caseload ratio for consumers under one of the five categories. Gloria referenced the Statewide Service Coordinator Caseload Survey and the Consumer Caseload Per Staff.

ELARC falls short under the "All Others" category. Previous fiscal year "All Other" category was opened ended so the caseloads could be at any count. Since the 4 1/4% was restored to OPS, DDS is now indicating "All Other" can not be open ended, and must meet the statutory requirement of 1:66.

Last year, March 2013, ELARC did not meet the ratio for Medi-Caid Waiver. The ratio should have been 1:62 and ELARC had 1:62.8. ELARC was required to develop a plan of correction with input from the Area Board, local organizations representing consumers, family members, regional center employees and other interested parties. To correct this ELARC hired three Service Coordinators.

Gloria reviewed the statewide numbers required of regional centers to be in compliance. The 4 1/4% OPS restoration is not sufficient to fund for the number of service coordinators needed. ELARC will need to hire 9 new service coordinators to be in compliance, and other regional centers need to hire as many as 90 service coordinators in order to be in compliance. None of the regional centers are in compliance with the regulations. Statewide there is a need to hire 661 service coordinators.

Due to survey results ELARC is required to conduct a community meeting 45 days from the date letter was received. By June 20th DDS must be provided with information regarding the community hearings and the plan of correction. Gloria is proposing the June 10th Board Meeting will serve as the formal hearing. Flyers must be posted 10 days before the hearing date.

IX Adjournment

M/S/C (Terry Munoz/Theresa Chen) To adjourn the General Session of the Board of Directors Meeting. Unanimous.

The general session of the Board was adjourned at 7:35 P.M

X. Executive Session

An Executive Session was called to order at 7:40 P.M. for the purpose of discussing the lease negotiations for both Alhambra and Whittier office.

M/S/C (Felicitas Navera/Terry Munoz) To adjourn the Executive Session. Unanimous.

There being no further business to discuss the Executive Session was adjourned at 7:50 P.M.

Respectfully submitted by:

Lida Chavez, Secretary
ELARC Board of Directors

Recorded by: Rosalie M. Estrada, Executive Secretary