



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 September 16, 2014**

Approved October 14, 2014

Present:

Robert Hazard, President
Lida Chavez, Secretary
Terry Munoz, Treasurer
Deborah Gallardo
Theresa Chen
Felicitas Navera (FAC Representative)
Diane Lasell
Tony Borrego
Elias Fonseca
Roman Castro
Anthony De La Rosa, Vice-Chair

Staff Present:

Gloria Wong,
Executive Director
Rosalie Estrada,
Executive Secretary
Felipe Hernandez, Chief
of Consumer Svs.
Elizabeth Harrell, Supervisor
Information & Training

Absent:

Armando Villegas (VAC Representative)

Visitors:

Refer to Sign in Sheet

.....
I Welcome & Roll Call

The ELARC Board of Directors meeting was called to order at 6:08 P.M. by Robert Hazard, President. A quorum was present to conduct necessary business.

II Introductions & Opening Round

The Board and guests were introduced and were asked to share something positive in their life.

III Community Input

Chala Jitpatima reported she is currently working with the school district to try and get together a parent committee to discuss the LIFT program and to discuss the transition process. Many students/families are in need of guidance during this critical preparation phase as they graduate high school. The Alhambra Unified School District has added two more classes, LIFT South and LIFT North. There are approximately 80 students in the LIFT program. She also requested that ELARC develop a manual or handbook for transition planning. There are a variety of transition manuals available as reference.

There was no other community input.

IV Approval of Board of Directors Meeting Minutes

A. Minutes of July 8, 2014

Terry Munoz noted a couple editing errors in the minutes.

M/S/C (Terry Munoz/Lida Chavez) To approve the Minutes of June 10, 2014 as edited. Unanimous.

B. Minutes of Executive Session of July 8, 2014

M/S/C (Terry Munoz/Diane Lasell) To approve the Minutes of the Executive Session of July 8, 2014 as required. Unanimous.

V. Executive Director's Report

A. Performance Contract: August 6, 2014 Community Meeting Budget

The Performance Contract (PC) is a requirement as the result of an early 1990's amendment to the Lanterman Act through Senate Bill 1983. The Performance Contract was introduced as a way for Regional Centers to come to an agreement with their local communities about future planning. In 2001, the Lanterman Act was changed and a revised PC was developed to provide meaningful results for the individuals served by ELARC.

Currently the regional center is in the Performance Contract for 2014 which will end on December 31, 2014. The PC is based on the calendar year.

Preparation is underway in the development of a PC for 2015 which will be in effect January 1, 2015. ELARC began the process for developing the 2015 PC in August by going out to the community with a draft document with the objectives and goals, many of which are developed by the Department of Developmental Services (DDS). Liz Harrell, Supervisor, Information and Training provided a brief history of the PC.

Two public meetings were held in August in Alhambra and Whittier to share and gather input from the community on the draft PC for 2015. Flyers were developed in English, Spanish and Chinese and were shared with the various advisory committees and were posted on the ELARC website as well as in the lobby of both the Alhambra and Whittier offices. A video conference was held on the morning of August 6th between the Alhambra and Whittier offices. Attendees were parents and vendors as well as a former board member Olga Sarabia and the Area Board X Director Roberta Newton. There were thirty-four individuals present at the meeting. At the evening meeting at Palm Park in Whittier, there were 22 attendees. From these meetings input is gathered and is reviewed for possible addition to the PC. The comments were received and the new local objectives were added to the revised PC.

The Performance Review of the regional centers is done on a yearly basis by DDS. The report provides information related to ELARC consumers and where they live,

primary diagnosis of ELARC consumers, age of ELARC consumers, ethnicity of consumers and how well the regional center did in meeting the DDS compliance standards. The report compares ELARC Regional Center Goals to the state average for years ending December 2012 and December 2013. The DDS report is posted on the ELARC website.

The mid year data report *Number of Percent of Total Population with Active Status Who are in Developmental Center* was developed by DDS and was shared with the Board. The information was presented at the Public Meetings on August 6th. The report contains data on each outcome area of the Performance Contract.

The ELARC management staff are assigned to the various outcomes and then provide the information to Liz Harrell to compile. DDS does provide guidelines of what must be in the Performance Contract. Our PC includes activity plans for Compliance Performance Measures which are no longer a requirement by DDS but ELARC opted to retain these measures.

The new draft PC for 2015 was distributed and reviewed. Changes made to the PC are highlighted throughout the document. ELARC added a "Locally Developed Policy Performance Measure" on employment. This is the first year that data will be kept regarding Activities Regional Center will Institute to Achieve Employment goal.

There was input at the community meeting from adult consumers who shared their perspective about work and how they would like the opportunity to make friends. There was also a suggestion from a former board member on how important it is for parents to participate in the advisory committees as a means of communication. The community was informed that written communication must be submitted by August 29th.

An Employment Forum is planned for October 14, 2014 at 9:30 a.m. and is targeted for service providers who provide employment services and the Department of Rehabilitation. The intent is to formally establish a partnership with service providers on the 2015 PC goal and to formalize activities that will allow us to achieve our commitment.

The 2015 Performance Contract Final Draft will be placed on the October board meeting agenda for final approval from the Board of Directors then sent to DDS for approval and implementation on January 2015.

B. ELARC U (University)

ELARC will be hosting a series of training sessions beginning October 9, 2014. Flyers will be posted on the ELARC website. Presenters will be ELARC staff. For the past two years the Family Advisory Committee has opted to have the majority of their meetings focus on specific training presentations. This approach has proven to be very effective supported by significant attendance. The initial sessions will be presented in English. Target audience are family members of consumers and they must register for the series. The family members will be required to attend the four sessions. ELARC is also looking at possibly providing the series in the Whittier area.

The Spanish sessions are being planned for 2015. In July of next year there will also be a one day conference on a Saturday.

The Family Advisory Committee meets on a regular basis with the exception of August and December. The focus of the committee has shifted over time from updated sessions with Gloria Wong on the budget and other matters. The FAC changed its format to information training sessions which the families requested on different subjects. Currently the FAC is working on the calendar for 2015.

There will be three business meeting scheduled at which time Gloria will be present on a general systems update. Most of the other sessions are informational sessions. The proposed topics and dates are as follows:

January 7	Roll of On Call Supervisor/Mental Health Crisis
March 4	Multi-Faith & Spirituality
May 19	Relationships: Joint Meeting with the Consumer Advisory Committee
No June Meeting	
July 1	Person Centered Approach to the IPP
No August Meeting	
11/4	“Hot Topic” To be determined

Family Advisory Committee:

At the last FAC meeting there was discussion regarding training for parents who have had interaction with law enforcement. There is a training “Be Safe” by Emily Illand which other regional centers have used and will be explored further. ELARC will attempt to partner with Area Board 10 in their inclusive institute. The intent is to collaborate with Area Board 10 to host this event in the future.

Felicitas Navera, Board Member and Family Advisory Committee representative added parents are very anxious to learn about police interaction with their children.

C. National Core Indicators (NCI)

Gloria Wong indicated that this is the second year the NCI survey is being conducted with adult consumers (18 years of age) by an independent party. The Department of Developmental Services is required to have a tracking system for determining the perception of consumers being served by the regional centers. DDS is required to collect accurate, reliable, and valid consumer and family satisfaction measures as well as consumer outcome data. Four-hundred consumers were contacted. Interviews were conducted between July 2011 and June 2012.

Liz Harrell provided an overview and a brief history of the NCI. The Lanterman Act was amended and two data collection efforts were consolidated: the Evaluation of People with Developmental Disabilities moving from Developmental Centers into the Community and the Life Quality Assessment. The idea was to provide a single, nationally validated instrument, which would allow DDS to collect statewide and regional center specific data to support the satisfaction and success of consumers through the delivery of quality services and supports.

In 2009 DDS established membership with the National Core Indicators (NCI) program to meet the statutory requirements. The data collection enables DDS to evaluate the quality and performance of the regional centers as well as California's entire developmental service system. It is a multi-state collaboration. Thirty-five states currently participate in the program.

The State Council, through the local Area Boards collects the data for this project using the NCI survey instrument.

The NCI adult consumer survey is an interview conducted with a person who is receiving services from a regional center. The survey is used to gather data on approximately 60 consumers outcomes. There was a target of 400 consumers per regional center. Individuals in developmental centers were not included but a small group of individuals who had recently moved from the DCs was included as a separate cover with separate results for analysis. There are also other survey data from surveys of Families and Guardians from 2013. These are posted on the DDS website. This year the report is on the Adult Survey.

Adults were asked questions about where they live and work, the kinds of choices they make, and the activities they do in the community, their relationships with friends and family, and their health and well-being. Interviews were conducted between July 2011 and June 2012.

The report illustrates demographic and individual outcome results from ELARC compared to the California Statewide NCI Average, and the ELARC average from the previous survey.

The results of this survey is a 75 page data report. Highlights of the report were presented.

The report will be done on an annual basis and will be shared with the Board.

D. DDS Audit Report (July 1, 2011 to June 30, 2014)

A copy of the DDS Audit Report was shared with the Board of Directors.

Gloria Wong reported every two years the Department of Developmental Services conducts a fiscal compliance audit of ELARC. The most current audit focused on Fiscal Year (FY) 2011-'12 and 2013-'14. The report identifies some areas where ELARC's administrative, operational controls should be strengthened, but none of the findings were of a nature that would indicate systemic issues or constitute major concerns regarding ELARC's operations. Responses have been submitted and accepted by DDS.

The Independent auditors, Lautze & Lautze, will begin this week. This audit is conducted on an annual basis.

E. Budget Update

1. Fiscal Year 2013-'14

The monthly Purchase of Services (POS) budget report was reviewed. There is a current deficit of \$4 million. There are fourteen regional centers reporting a deficit for a total of \$90 million statewide.

2. Fiscal Year 2014-'15

✓POS Update: A full analysis (Sufficiency of Allocation/SOAR) of the budget is due in October. ELARC just received the last installment of the 25% preliminary allocation for POS.

✓Operations: ELARC received 97% of the Operations budget. The Operations budget is based on staffing and caseload growth.

✓Cash Flow Update: There is no cash flow issues anticipated at this time.

VI Consumer Services Report

Felipe Hernandez reported the following:

✓ USC is providing free telemedicine professional counseling to families with children with disabilities. Information has been on the website.

✓ A fundraiser is being held at Shane's Inspiration at the Griffith Springs playground. The playground is fully accessible for children with special needs. Another park is located at Lincoln Park. There is also one in the La Mirada area.

✓ Fiesta Educativa is sponsoring their annual conference on September 29 at the California Endowment Center. Most of the presentations are in Spanish.

VII Committee Reports

A. Consumer Advisory Committee

Roman Castro reported their last meeting was held on August 19. A self-advocacy training was provided by Wesley Witherspoon. The training was well attended.

B. Family Advisory Committee

Please refer to page 4, Performance Contract.

C. Vendor Advisory Committee

Armando Villegas was unable to attend meeting, therefore there was no report.

D. Finance/Personnel Committee

1. Principal Financial Plan Group: Retirement Plan Review

Board Finance/Personnel Committee met on August 19, 2014. In attendance were:

Robert Hazard, President
Terry Munoz, Treasurer
Gloria Wong, Executive Director
Patricia Alvarez, Chief of Administrative Services
Mary Maynard, Manager, Office of Human Resources

Principal representatives included:

Russ Heinzerling, Senior Investment Consultant
Rosemary Martinez, Account Manager

The meeting is held annually to conduct a comprehensive analysis of ELARC's pension plan. The review consisted of the plan analysis and trends over the last year. The investment review including assessing the:

- ✓ portfolio review
- ✓ investment performance
- ✓ and a quantitative and qualitative scoring of investment options over the last four quarters

Mr. Heinzerling presented material for the above review. It was established that ELARC's portfolio is well diversified which offers its employees a wide range of investment options. The analysis shows majority of the investment options ranked in the "favorable" scale, with two ranking in the "less favorable" scale due to underperformance or percentile ranking change, which will be closely monitored over the year.

In the final analysis the Committee recommends no modification to the current investment plan portfolio.

VIII Miscellaneous Announcement

Gloria announced the following:

✓ The November 11, 2014 meeting falls on the Veteran's Day Holiday, therefore the meeting will be held on November 18th. Notices have been posted on the website. The October meeting will be held on its regular second Tuesday of the month, October 14, 2014.

✓ In the next few weeks part one of the renovation project of the lease arrangements will begin with the reception area. The reception area will be relocated to the lower level on a temporary basis. Property Management will provide signage.

There being no further business the BOD meeting was adjourned at 8:10 P.M.

M/S/C (Terry Munoz/Felicitas Navera) To adjourn the board meeting. Unanimous.

Respectfully submitted by:

Original Signed by Lida Chavez

Lida Chavez, Secretary, ELARC Board of Directors

Recorded by: Rosalie M. Estrada, Executive Assistant