



**EASTERN LOS ANGELES REGIONAL CENTER**

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**ELARC Board of Directors Meeting**  
**July 12, 2016**  
***Approved as Recorded September 13, 2016***

**Present:**

Anthony De La Rosa  
Robert Hazard  
Joe Utar  
Terry Munoz  
Felicitas Navera  
Nestor Nieves  
Virgilio Orlina  
Lida Chavez  
Tony Borrego

**Staff Present:**

Gloria Wong, Executive Director  
Felipe Hernandez, Chief of  
Consumer Services  
Rosalie Estrada,  
Executive Assistant

**Absent:**

Yue Li  
Elias Fonseca  
Diane Lasell

**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 Anthony De La Rosa, Board President. A quorum was present to conduct necessary business.

**II. Introduction/Opening Round**

Introductions of the board members and of the audience were conducted.

**III. Community Input**

Mr. Richard Helgeson, parent, indicated he has not been able to attend many of the board meetings as he is part of the Chief of Staff for the Mayor of South Pasadena. He briefed the Board about an informal meeting with Assemblyman Cris Holden and the opportunity to express his gratitude for effort on securing the much needed budget increases for the regional centers. Assemblyman Holden recounted his role as a member of the delegation that met with the Governor's Chief of Staff which resulted in the Governor's support of the budget restorations. Assemblyman Holden stressed the need for the community to continue lobbying this fiscal year for the full restoration of cuts sustained by the regional centers.

#### **IV. Board Nominating Committee**

##### **A. Nomination of New Board Member**

Robert Hazard reported both he and Terry Munoz interviewed Nestor Nieves, a consumer of ELARC, who is very interested in becoming a member of the Board. Nestor would replace Deborah Gallardo who completed her term in May 2016.

Terry Munoz shared that Nestor recently graduated from CSUN with a Bachelor's Degree in Child Development. He would like to further his education but for now he is focusing on learning to drive and looking for a part-time job where he will be able to use his degree.

***M/S/C (Robert Hazard/Lida Chavez) To nominate Nestor Nieves as a member of the ELARC Board of Directors. Unanimous.***

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

##### **A. Minutes of June 14, 2016**

Minor corrections were noted.

***M/S/C (Lida Chavez/Virgilio Orlina) To approve the Minutes of June 14, 2016 as amended. Unanimous.***

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

##### **A. FY 2015-'16**

Gloria Wong reported a surplus on the POS Budget ranging from \$894,650 to \$980,408.

In Operations there is a balance of \$76,170 in the clinical team line item. The funds are exclusive to positions in this category and cannot be transferred for any other use in operations. The balance will be reverted.

All twenty-one regional centers are reporting a POS surplus.

##### **B. FY 2016-'17**

The budget for FY 2016-'17 was signed on time. The main budget bill was passed as SB 826. Regional Centers have received the preliminary allocation intent letter, which reflects 25% of the total projected budget allocation. The cash advance is divided into three allocations with the first allocation expected within the week. We are hopeful it will be received on a timely basis to avert borrowing from ELARC's line of credit.

Following the cash-advances is the issuance of the first contract amendment (C-1) which is not expected until August. The C-1 is the largest allocation to be received for the fiscal year. It will include funding for additional service coordinators, in order to meet ratio requirements, and the newly created positions (i.e.) “Cultural Specialist” and “Employment Specialist”. Additionally the ABX2-1 wage and benefit increases to staff will be received as part of the C-1 contract amendment. In order to ensure accuracy Ms. Wong will defer instituting the wage and benefit increase until the formal receipt of the C-1 Contract. Plans are to conduct an Executive Session at the September Board Meeting to discuss and approve how funds will be expended.

A copy of the DDS FY 2016-2017 contract was shared with the Board for their information and review. The contract will be discussed in more depth at a future training session.

Fiscal Year 2016-'17 includes numerous Trailer Bills (TB) which will have a high workload impact on staff. Namely, the “New Provider Rates Effective July 1, 2016 directive from DDS was shared with the Board. The correspondence identifies all the vendor categories eligible for the increase. ELARC is currently working on an implementation plan to adjust vendor rates. Additionally there is a minimum wage requirement that needs to be instituted. At issue is that there are cities and counties whose minimum wage law exceeds the states minimum wage, (i.e.) Long Beach. This is illustrated in the correspondence from Ability First, provider, sharing the financial dilemma created by a slow and complicated DDS exception process which requires a Health & Safety Waiver to be done for each individual consumer. The Southern California Directors are intervening with DDS in an effort to create a more streamlined and expedited review process.

The California State Auditors are currently reviewing all in-home respite services provided to families by the twenty-one regional centers. ELARC is in the process of gathering the requested information. The information includes the total number of active in-home respite vendors, the consumers served by each vendor, and the rate paid to the vendor.

There was no POS report as the first update to DDS is not due until November. The first POS Expenditure Summary Report will be shared at the November Board Meeting.

### **C. City National Bank**

The bank credit line is now in effect and can be activated as needed.

### **D. “On the Brink of Collapse” Report: May 2016**

The report has been revised with updated data to ensure it remains relevant for the upcoming year. The report will continue to be used in reaching out to legislators and promoting the full restoration of past budget reductions to regional centers.

The current primary focus points for Fiscal Year 2017-'18 are under development. Preliminarily there are two areas of focus: first the restoration of the \$44 unallocated reductions which is approximately \$44 million statewide. ELARC's share of this cut is approximately \$1.6 million. Secondly, under consideration is the need to end the 5% salary savings practice which is applied to the core staffing formula. ELARC's share of the salary savings reduction over the years totals just over \$600,000.

#### **E. 2017 Draft Performance Contract Meetings**

A flyer for the upcoming Performance Contract Meetings for 2017 was circulated. The community meetings are required by the contract with DDS. The Calendar Year 2017 Performance Contract Guidelines from DDS were shared with the Board.

Performance Contract (PC) outlines the goals and objectives for the regional center. There are standard areas developed by DDS that are included in the PC. The draft PC is currently being developed and should be ready the week of July 18<sup>th</sup>. It will be circulated for the community meetings scheduled August 4, 2016. There will be a session in Alhambra from 10:00 a.m. and at 6:30 p.m. at Palm Park in Whittier. The meeting will include a budget update, a mid-year update report on Performance Contract 2016, and a presentation of the Draft Performance Contract for 2017. Once the draft PC is completed it will be posted online.

The 2017 Draft Performance Contract will be presented to the Board of Directors at the September meeting for review and discussion. Community meeting input will be shared with the Board. The final PC will be presented in October to the Board for final approval in order to submit to DDS by the November deadline.

#### **F. Self-Determination Update**

The expectation was that the federal application would be submitted in August. DDS is required to post the final application 30 days prior to sending it to the Center for of Medicaid Medicare Services (CMS). Once submitted CMS has 90 days to respond.

The Statewide Advisory Committee has completed the first module for training regional center staff. There will be additional material developed for training the community, such as pre-enrollment and the selection process. The Local Advisory Committee (LAC) meets every other month. The meeting format continues to be divided into two segments: opening with a related presentation on Self-Determination and closing with a business agenda. The June LAC presentation was on Person Centered Planning.

Julie Eby-McKenzie, State Council, reported on a change in statute to ensure that LAC members are included in the outreach process. This amendment to statute will be discussed at the September 6<sup>th</sup> LAC meeting.

## **G. California State Auditor Correspondence**

Item discussed under agenda section "Budget Update FY 2016-'17. Refer to notes in this section for update.

## **H. Conflict of Interest (COI) Form**

Reminder the COI forms must be submitted to DDS by August 1<sup>st</sup>. Please submit them to Rosalie Estrada no later than Friday, July 29, 2016.

## **VII Consumer Services Report**

Felipe Hernandez reported the following:

→ A webinar sponsored by the USC Center for Excellence for Developmental Disabilities is sponsoring a webinar on July 28<sup>th</sup> from 10:00 am to 11:00 am on "Taking Care of Yourself as a Caretaker" of a family member with a developmental disability. The free webinar is designed for family members, people with disabilities, and advocates. It will include a presentation and question and answer session.

→ Queen's Care, a mobile dental unit, is being operated by the University of California Pediatric dental specialist. Currently they are at White Memorial Hospital and will be there for approximately one month and will then be moved to another site. They are currently being underutilized, services are free, and they could serve 45 patients per day but are only seeing approximately 20 patients per day. The population served by regional centers may need anesthesia and therefore are not good candidates for this free service.

→ Gerard Torres and Margarita Duran (supervisors) were assigned to do outreach at PIH hospital in Whittier. There have been on-going issues with some of the hospitals in the ELARC area as consumers are admitted for emergency care. The hospitals find it difficult to serve some of these consumers. There is a large facility in Cerritos, College Hospital, which accepts some of the consumers on an emergency basis as generally hospitals do not have a psychiatric ward. ELARC receives a large number of after hour calls from PHI hospital usually from a residential home or individuals living independently with a crisis. The local police departments have developed a relationship with College Hospital and so they take consumer to the emergency room and will ask the hospital to transport to College Hospital. There are 24 emergency psychiatric hospitals in Los Angeles County that have Medi-Cal contracts, regional centers are required to use a generic resources.

→ ELARC will be developing an internship program for individuals who are 18 years of age and older. ELARC will be one of the sites available for the placement program. The Community Services Unit is taking the lead on this project and they will be

recruiting supported work providers who will recruit consumers. The internship will be a full-time job or at least a job that pays the minimum wage or more. It is hoped once the internship is completed the individual will be able to get a service job.

## **VIII Committee Reports**

### **A. Consumer Advisory Committee (Virgilio Orlina)**

The next CAC Meeting is scheduled for Tuesday, July 19, 2016 from 4:00 p.m. to 6:00 p.m. in the ELARC Board Room. And a video conference at the Whittier office. The guest speaker will be Yazmin Guzman, Director of Media, Outreach, and Education of Housing Rights. The session will discuss disability rights in housing, common problems with landlords and how to solve them and how individuals with disabilities can obtain affordable housing.

Elizabeth Harrell, Supervisor, Information & Training will update the CAC about the 2017 Draft Performance Contract/ Ms. Harrell has invited the CAC to attend one of the Community Meetings.

The CAC continues its outreach efforts to encourage more consumers to get involved and to check and visit the ELARC website and Facebook for the schedules of different meetings, consumer events and opportunities.

The Statewide Self-Determination Advisory Committee (SSDAC) met on June 21, 2016. All committee members called in from a publically noticed meeting location. The goals of the meeting are: (1) to review the role of the Self-Determination Advisory Committee; (2) to provide an update on the waiver status; (3) update on regional center staff training; (4) the role of SSDAC in pre-enrollment training; (5) role of SSDAC in settings agenda; update from local SD advisory committees.

It was announced that the legislature sent the Governor a budget trailer bill that augmented language for Self-Determination: (1) R/C shall contract with local consumer or family run organizations and consult with the local volunteer advisory committee to conduct outreach to local meetings or forums to consumers and their families to provide information about the Self-Determination and help ensure that the program is available to a diverse group of participants with emphasis to the underserved community; (2) to collaborate with the local consumer or family run organization to jointly conduct training about the Self-Determination program.

### **B. Vendor Advisory Committee**

Yue Li, VAC Chair, was unable to attend the Board meeting, therefore there was no report.

## **C. Finance/Personnel Committee (Bob Hazard, Terry Munoz & Joe Utar)**

### **1. Independent Audit for FY 2015-'16**

In preparation for the upcoming financial audit for FY 2015-'16 the Board Finance Committee launched the process by participating in a tele-conference with Lautze & Lautze, accounting firm representatives. The preliminary on site visit by the auditors is scheduled to start on July 18<sup>th</sup>. The audit team will return to ELARC in September to continue the review process. Finance Committee Board members include: Robert Hazard, Terry Munoz, and Joe Utar. The committee reported on the call which lasted about 40 minutes to review the audit process and discuss the completed survey and responses. Additionally, the Board members conducted an Executive Session with Lautze & Lautze representatives with no Regional Center staff present.

Finance Committee members shared with the full Board the statutory requirement to change audit firms every five years. The upcoming audit represents the fifth year of doing business with Lautze & Lautze. At the time of the call representatives announced the recent merger with Marcum, CPA firm. The business name will be under "Marcum" entity therefore the previously signed engagement letter in March 2016 with Lautze & Lautze will need to be resigned to update the change. Additionally the question was raised by Lautze & Lautze representatives as to whether consideration could be given to continuing the contract with a new CPA firm, Marcum, for the next five years. Representatives were advised that this would be taken up for discussion with the full Board at the upcoming meeting.

Pros and cons were extensively discussed by the Board. The major concern expressed by Tony Borrego, Board Member, is the need to ensure that it would be a new management team that could audit with "fresh-eyes". Short of such a change the spirit and intent of the law would not be satisfied by a mere partnership merger. It was decided to continue the discussion at the upcoming Board meetings as there is no urgency as this will not impact the current audit. In the meantime Ms. Wong will obtain more details on the proposed future audit team composition and also explore alternative options for next years' (July 2017) five year audit cycle.

**M/S/C (Robert Hazard/Terry Munoz) To authorize Anthony De La Rosa, President to sign the new letter of engagement for MARCUM. Unanimous.**

## **VIII Miscellaneous Announcements**

✓ Reminder, there is no Board Meeting in August. The next meeting is scheduled for September 13, 2016.

✓ Anthony De La Rosa reported he serves on the board for the Ride for Autism Foundation. The Los Angeles Ride for Autism Foundation is a purely fundraising organization and no one is paid. A large amount of what is raised goes to their beneficiaries who are listed on their website, rideforautism.org. There is a motorcycle

fundraiser coming up on August 6<sup>th</sup>. For those who don't ride a motorcycle they can donate on the website. Their destination is "Original Mike's" in Santa Ana and all are invited all to join.

✓ Julie Eby McKenzie announced Frances Jacobs, Manager, Community Services will be attending the State Council Advisory Committee meeting and presenting on ELARC's housing activities.

**M/S/C (Terry Munoz/Felicitas Navera) There being no further business to discuss the meeting was adjourned at 7:15 p.m.**

Respectfully submitted by:

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Felicitas Navera  
Secretary, ELARC Board of Directors

Recorded by: Rosalie M. Estrada, Executive Assistant