



EASTER LOS ANGELES REGIONAL CENTER
1000 S. Fremont Ave. • P.O. Box 7916 • Alhambra, CA 91802-7916
(626) 299-4700 • FAX (626) 281-0730

**ELARC Board of Directors Meeting
September 12, 2017
Approved as Recorded October 10, 2017**

Present:

Tony Borrego
Terry Munoz
Diane Lasell
Felicitas Navera
Lida Chavez
Elias Fonseca
Joe Utar
Robert Hazard
Virgilio Orlina
Richard Helgeson

Staff Present:

Gloria Wong, Executive Director
Felipe Hernandez, Chief of
Consumer Services
Elizabeth Harrell, Supervisor
Community Services
Rosalie Estrada,
Executive Secretary

Absent:

Nestor Nieves
Jose Reyes
Anthony De La Rosa (excused)

.....
I Welcome & Roll Call

Gloria Wong recognized three board members, Terry Munoz, Felicitas Navera and Bob Hazard who are completing their 7 years of service on the ELARC Board of Directors. She stated it has been a pleasure to have them as part of the Board and their dedication has meant a lot to the other board members as well as staff. Gifts of appreciation were provided to Terry, Felicitas and Bob.

The ELARC Board of Directors meeting was called to order at 6:04 pm by Tony Borrego, Vice-Chair since Anthony De La Rosa, President was unable to attend Board Meeting. A quorum was present to conduct necessary business.

Elias Fonseca announced he will be leaving the Board in the near future as he will be moving to Desert Springs with his brother.

II Introductions/Opening Round: Board of Directors and Audience

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

Felicitas Navera stated this is her last day as a board member and that it is rather emotional for her and she will never forget her work with the Family Advisory Committee. She stated as a board member she enjoyed advocating for our consumers in Sacramento and meeting with legislators and their representatives.

Robert Hazard reported while serving on the Board his sister was moved from the Lanterman Developmental Center into the community. He is happy to see the change in her new setting with the help of ELARC. He indicated the home is amazing. He indicated he will continue his work at the national level trying to educate representatives on the many issues/concerns as it relates to services for the developmentally disabled. He shared he enjoyed being on the Board and will be back!

Terry Munoz indicated she is happy to have served on the Board and indicated it was a pleasure and will miss being on the Board.

III Nomination of New Board Member

Terry Munoz and Bob Hazard reported they interviewed Mr. Yougeng Sun, parent. Ms. Munoz indicated he is an excellent candidate for the Board and recommended board membership.

M/S/C (Terry Munoz/Robert Hazard) To nominate Mr. Yougeng Sun as a member of the ELARC Board of Directors effective October 1, 2017. Unanimous.

Ms. Wong welcomed Mr. Sun to the ELARC Board of Directors.

IV. Community Input

Chala Jitpatima, parent, indicated she has two young adult sons, one of whom is a consumer of ELARC. She thanked Gloria Wong, Felipe Hernandez, and Elizabeth Harrell for responding to her email regarding her input to the PC 2018. A copy of the email was shared with the Board. She referenced page 2 of the PC, Public Policy Measures. She indicated she would like to include an amendment which would ensure that ELARC would give additional support and coordination for individuals who follow their own "Person Centered Practice" with non-profit supported living services managed by their respective families or guardians. Additionally she indicated families and guardians need extra assistance with designing a program.

Ms. Jitpatima indicated her younger son will be attending UC Irvine and she is planning on going to Thailand because her mother is quite ill. She stated she is a single parent and will also be seeking employment. She states she will need someone to shadow her son while in school as well as when she is working.

Ms. Wong reported she did speak to Mr. Hernandez in advance of the meeting and did feel her Ms. Jitpatima concerns are consumer service related, and require an individualized IPP solution rather than through the PC. Mr. Tony Borrego, Vice-Chair,

addressed Ms. Jitpatima also indicated she is making an individualized request for services for her son and suggested she make an appointment to speak to Mr. Hernandez and Frances Jacobs, Manager, Community Services regarding her personal issue(s). Mr. Hernandez reported as part of his discussion with Ms. Wong and Ms. Jacobs, that he will be scheduling an appointment with Ms. Jitpatima and report the results at the next Board meeting.

V. Approval of Board of Directors Meeting

A. Minutes of Board of Directors Meeting of July 11, 2017

There were minor corrections noted.

M/S/C (Diane Lasell/Felicitas Navera) To approve the Minutes of the ELARC Board of Directors Meeting of July 11, 2017 as corrected. Unanimous.

B. Minutes of Board of Directors Executive Session of July 11, 2017

M/S/C (Diane Lasell/Felicitas Navera) To approve the Minutes of the ELARC Board of Directors Executive Session of July 11, 2017 as recorded. Unanimous.

VI Executive Director's Report – Gloria Wong

Ms. Wong provided some background information on the Performance Contract. In 1993 the Lanterman Act was amended to require all regional centers produce what is known as Performance Contract (PC). The PC is report developed annually and is based on calendar year vs. fiscal year. Back in the 90's DDS pre-established measures in Public Policy and Performance Standards. There had been very little change on the PC since the 90's. Over the last three years two categories have been added, Equity and Employment.

Since the 90's there has been a standardized timeline. The development of the performance contract takes about six months before submitting it to DDS. The first community meetings are held in August, at which time the first draft of the PC is presented to the community. On September 12th the PC was presented to the Board to discuss comments and any necessary amendments as a result of the community meetings held in August. In order to allow ample time for Board review after the September discussion the final approval by the Board will not be made until the October Board Meeting. Upon approval by the Board the PC will be submitted to DDS for final approval in December and implementation of the plan starting January 2018.

A copy of the power-point used at the August meetings was distributed and discussed.

A. Draft Performance Contract (PC) 2018

It was noted that based on comments and discussion specific to employment measures at the “Whittier” community meeting substantial changes were made to the activities defined in the draft PC 2018. Felipe Hernandez, Chief of Consumer Services, and Frances Jacobs, Manager, Community Services, lead the in-depth discussion on the activity amendments for the employment section of the PC.

Felipe Hernandez began the review of the activities in implementing the Employment First Policy. The California Blueprint was developed by State agencies, the Department of Education, Department of Rehabilitation and the Regional Centers which is a 56 page document. The Blueprint requires these agencies to work at developing relationships and alliances. There is a collaboration statewide, between the three agencies, to enhance employment opportunities for individuals with developmental disabilities. The Department of Developmental will be gathering statistical information on those consumers being employed.

Activities include the following:

- Gather, review, and analyze data from DDS, Employment Development Department (EDD) and ELARC data sources to establish a baseline. Employment Specialist, George De La Loza, will be gathering the statistical information. Mr. Hernandez added he would also like for the Education Specialist to focus on parent education which is important as some parent’s feel that their son/daughter do not have the capacity to work. Mr. De La Loza has indicated to Mr. Hernandez that he would like to present to the Board in the near future on his activities.

- ELARC will partner with service providers who specialize in employment services to identify job opportunities and obstacles to supporting adults.

- Collaborate with ELARC Vendor Advisory Committee to host at least three Paid Internship Program (PIP) and Competitive Integrated Employment (CIE) an order to assist service providers in developing the capacity to provide consumer training that will lead to successful employment and internship placements.

- ELARC Employment Committee will continue to plan and implement activities to support the development and implementation of resources and training for ELARC staff, service providers, and consumers and their families.

Mr. Hernandez reported the State has approved getting school districts vendored. ELARC is currently working with Alhambra High School.

Additional Activities include:

- Explore the development of an expanded partnership with East Los Angeles Community College to discuss the development of pathways training programs for consumers in the areas of advanced manufacturing/logistics and additional high job growth industries.

Frances Jacobs, continued the presentation by covering the following points.

- Incentives: Anyone who is interested in getting jobs for our consumers should contact ELARC and they will be assisted with the necessary paperwork and will be given a vendor number. Incentives are being offered, if they can offer a job for 30 days they will receive \$1,000, if they stay on for an additional 15 days they will receive an additional \$1250, and if they stay on the job for 12 months they receive an additional \$1500.

- ELARC and the Vendor Advisory Committee including the service providers involved in the Employment Forum will develop, release and utilize survey data to implement a plan to ensure the quality and effectiveness of job developer and job coaching services.

- Build partnerships with local business entities in collaboration with DOR and school districts. ELARC has become a member of the Alhambra and Whittier Chamber of Commerce.

- ELARC will provide three public presentations to stakeholders to disseminate program information regarding CIE and PIP.

1. Community Meetings Update: August 2, 2017

Ms. Wong reported ELARC hosted two community meetings for the purpose of gathering community input for the 2018 Performance Contract. The first meeting was held on August 2nd at 10:00 a.m. in the ELARC Boardroom and the second meeting at Palm Park at 6:30 p.m. The draft 2018 Performance Contract was presented. The meeting included a budget update and a mid-year update report on Performance Contract 2017. A copy of the power-point presentation provided at the public meetings was also shared with the Board. The deadline for community input was August 31st, but was extended to September 11th due to DDS guidelines changes noted below.

2. PC Guideline Changes

Correspondence from DDS re: Calendar Year 2018 Performance Contract Guidelines was received on September 1st and was shared with the Board at time of release. Most regional centers had already conducted their community meetings. As a result of the new guidelines the deadline for input to ELARC's PC was extended to September 11th.

3. Modified Measures

Two categories have been added to the PC for 2018: employment and disparities with modified measures in each category.

- (a) Employment

Ms. Wong referenced attachments 5 & 6. Attachment #5 references the employment performance contract measures as it relates to Employment per the calendar year 2018

PC Guidelines issued by DDS. The first PC draft it did not have all the measures listed, it was unknown at that time they would be required. All nine standards are now part of the PC draft #2.

DDS is requiring regional center contracts to include annual performance objectives that measure progress and report outcomes in implementing the Employment First Policy.

(b) Disparities

Reference was made to attachment #6, performance contract measures related to reducing disparities and improving equity in POS expenditures as required by DDS. In the previous PC 2017 there were two disparity measures. This year DDS has expanded and modified some of the measures. Regional centers must choose two measures from the list from DDS to be included in PC 2018. ELARC has selected the following two measures:

(1) Indicator showing the relationship between annual authorized services and expenditures by individual's residence type and ethnicity;

(2) Percent of total annual purchase of service expenditures by individual's ethnicity and age:

- Birth to age two, inclusive
- Age three to 21, inclusive
- Twenty-two and older

The disparity measures are located on page 5 and 8 of the PC 2018, draft #2.

4. Extended Comment Period Notice

As previously discussed, correspondence was received from DDS dated August 25 (received September 1st) regarding the Calendar Year 2018 Performance Contract Guidelines. By the time DDS notified the regional centers of changes to the guidelines, most regional centers had already had meetings with their community, including ELARC. The major changes affected are on the employment and disparity sections. When the guidelines changes were received contact was made with DDS and they indicated that those regional centers that have already had their community meetings did not have to conduct additional meetings but could post information on their website regarding guidelines changes, allowing for an extended comment period. ELARC extended the deadline to September 11, 2017. This was accepted by DDS as an acceptable remedy.

5. PC Measures Status and Statewide Comparison

Reference was made to attachment #8 of the Mid-Year Regional Center Performance Contract which is produced by DDS. The report references the regional centers and

the number and percentage of consumers who are in developmental centers as of June 2017. The statewide average is .26%. ELARC currently has eleven consumers residing in developmental centers and is well below the statewide average.

6. Equity

Gloria Wong reported in order to improve equity ELARC is undertaking activities as a result of ABX-2 approved proposals. ELARC's primary proposal is that of focusing on 200 Hispanic and Asian cases with low per capita funding, to be part of a reduced caseload ratio at 1:40.

B. Policy and Procedures Revisions

1. In-Home Respite

(a) DDS Directive

On July 1, 2017 the Respite Policy was reversed, the 90 hrs. cap was dropped. On August 3rd DDS sent to all regional centers a program directive to regional center regarding the repeal of the respite restrictions per Welfare & Institutions Code Section 4686.5. DDS requested that regional centers outreach and work with families, providers and local community organization to facilitate awareness about the repeal of these restrictions on the purchase of respite. The ELARC Respite Policy was changed to reflect the change. The policy will go into effect on January 1, 2018.

(b) Public Announcement

The flyer developed for distribution to families and providers was shared. The flyer was also posted on the ELARC website.

Felipe Hernandez reviewed the revised policy.

M/S/C (Elias Fonseca/Lida Chavez) To approve the revised policy as presented. Unanimous.

2. Mobility Training

The policy was updated to reflect any changes in the law. Felipe Hernandez reviewed the revised policy.

M/S/C (Terry Munoz/Diane Lasell) To approve the Mobility Training Services as presented. Unanimous.

3. Diapers Policy

The policy was updated to reflect any changes in the law.

M/S/C (Terry Munoz/Diane Lasell) To approve the Diaper Policy as presented. Unanimous.

C. Self-Determination Update

1. Local Advisory Committee

(a) September 5th Meeting

The Self-Determination Advisory Committee Meeting met on September 5th. The agenda and flyer for the meeting was included in the board meeting packets.

(b) June 6, 2017 Meeting Minutes

The ELARC Self-Determination Local Advisory Committee Meeting Notes of June 6, 2017 were distributed.

2. DDS Statewide Training Sessions

(a) Regional Center Training

Correspondence was received from DDS regarding the "Training on the Self-Determination Program." DDS will be conducting five trainings, two in Northern California, two in Southern California and one in Central Valley.

DDS made a special request for Elizabeth Harrell, Supervisor, Information & Training, to join DDS in the statewide presentations. Ms. Harrell's experience as the Project Manager for the ELARC's pilot self-determination project is highly valued and it resulted in this request.

There will be two different sessions at each of the five statewide trainings. Day one of the training is exclusive for regional center staff. The second day is a half-day training to the Self-Determination Local Advisory Committee members and other organizations that want to serve as agencies that will present and circulate information on "Self-Determination."

Twenty-five staff from ELARC will be attending the session at San Gabriel Pomona Regional Center or South Central Regional Center. The Self-Determination Local Advisory Committee will be attending the training at South Central Regional Center.

(b) Train-the-Trainer

Day two is designed as a Train-the-Trainer presentation which will be specific to learning how to conduct SDP informational meetings. This session is open to local consumers/families, or family-run organizations, and community-based organizations interested in voluntarily conducting SDP informational meeting in the area.

D. Budget Update: Fiscal Year 2017-'18

1. Purchase of Services (POS) Update

(a) Contract Amendment: C-3 Allocation

The C-3 allocation documents have been signed by Anthony De La Rosa, President.

(b) Contract Amendment: D-1 Allocation

The D-1 allocation was recently received from DDS for FY 2017-18. Mr. Anthony De La Rosa, President, will be signing the contracts this week. A preliminary review of the contract indicates there may be a surplus in POS. Ms. Wong indicated she will have more detail information at the October meeting.

Ms. Wong reported that a preliminary approval for office expansion was approved by DDS in the D-1. Negotiations are on-going with Whittier satellite office management to expand existing space. Efforts are to complete the ongoing negotiations that began last fiscal year prior to the October Board Meeting. Ms. Wong requested authorization to proceed with lease approval, as long as expansion costs does not exceed the \$250,000 threshold which requires Board contract approval.

M/S/C (Terry Munoz/Diane Lasell) To authorize Gloria Wong, Executive Director, to proceed with the lease amendment in Whittier for office expansion currently available. If the amendment exceeds the \$250,000 it will be brought back to the Board for review and approval. Unanimous.

Ms. Wong reported on a current project being undertaken by DDS and regional centers. Based on ABX2-1 funds allocated, specific service providers received a rate increase effective July 1, 2016. These providers are required to complete a survey to justify the ongoing funding by October 1, 2017. Those not completing the survey will forfeit the rate increase.

As of August 31, 2017 ELARC had only 25.79% of surveys completed. There will be an aggressive outreach campaign launched to these providers for the timely completion of the survey.

VII Consumer Services Report

Due to the extensive review of the employment measure on the Performance Contract 2018, Felipe Hernandez deferred his report.

VII Committee Reports

A. Consumer Advisory Committee (CAC)

Mr. Orlina Virgilio, CAC Chair, reported the last meeting of the Consumer Advisory Committee was held on July 18, 2017. It was held at the ELARC boardroom and via video conference at the Whittier office. There was a great turnout of attendees.

Access Services Mobility Counselor, Mayra Perez Calderon, presented on Access Services Mobility/Training . Ms. Calderon discussed the skills required to travel safely on public transportation. Ms. Calderon provided the consumers and support group with essential travel training skills information on reading a bus/train schedule, paying the fare, boarding and exiting a bus/train, making a transfer and how to signal the driver to stop for assistance. She also explained what Access Services is and who is eligible to use Access. The audience participated actively in asking questions and in the discussion,

During the meeting, the CAC also announced the availability of the position of Vice-Chair for the CAC.

The CAC continues to encourage consumers to check on the ELARC website and ELARC social media pages on Facebook, Twitter and Instagram for meeting schedules and consumer events and opportunities.

The next CAC meeting is scheduled for September 19, 2017 from 4:00 pm to 6:00 pm in the ELARC boardroom. The topic will be about "Voting". The guest speaker will be Ms. Roxy Ortiz, ELARC Information and Training Specialist.

B. Vendor Advisory Committee

Mr. Jose Reyes, VAC representative was unable to attend board meeting therefore no report was provided.

C. Finance/Personnel Committee

Ms. Gloria Wong reported the agency sponsors a retirement plan for employees under Principal Financial Investment. The Board Finance Committee meets annually with Principal representatives to review the plan investment portfolio and make revisions as needed. A second retirement option for employees is a tax-deferred option through

Mutual of America (MOA). ELARC does not make contributions to this plan on behalf of employees as it is a supplemental retirement plan for employees that wish to make personal contributions to the plan.

On August 8th Executive staff met with MOA representatives to review existing contract. There are currently 30 employees participating in the plan. As part of the review meeting it was recommended that a “Roth” feature be added to the tax-deferred plan. This option would allow participants to invest post-tax contributions so that all earnings would be tax free at time of withdrawal.

Ms. Wong requested a motion to amend the contract based on the document “Amendment to the 403(b) Tax Deferred Annuity Plan.”

M/S/C (Bob Hazard/Joe Utar) To amend the current contract with MOA to include a “Roth Contribution” feature. Unanimous.

VIII Miscellaneous Announcements

Gloria Wong shared with the Board a flyer which announces another event, the ELARC U which is training series. Topics include: An Overview of the Regional Center System and Series Orientation, Inside Eastern Los Angeles Regional Center, Developing the Individualized Program Plan and Identifying Support, and Becoming an Effective Partner. These topics have been very popular. Please check flyer for dates and times.

IX Adjournment

M/S/C (Terry Munoz/Bob Hazard/Virgilio Orlina) To adjourn the Board of Directors Meeting. Unanimous.

There being no further business to discuss the meeting was adjourned at 8:08 p.m.

Respectfully submitted by:

Original Signed by: Tony Borrego, Vice-Chair for

Diane Lasell, Secretary
ELARC Board of Directors

Recorded by:
Rosalie M. Estrada, Executive Secretary