

**MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
JANUARY 10, 2018**

MEMBERS PRESENT: Nilo Choudhry
Ben Davidson
Cammy DuPont
Sandra Gonzalez
Myra Mezquita
Betty Pearson-Grimble
Todd Rubien
Larry Ryan
Alejandro Soschin
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Joseph Allen Jr., Richard Breen, Austin Dove, Elizabeth Espinoza, Zoe Giesberg, Phil Jackson

STAFF PRESENT: Carmine Manicone, Lidenira Amador, Vanessa Arauza, Pam Arturi, Linda Butler, Yuret Chang, Denise Fernald, Danny Franco, Cesar Garcia, Tom Kelly, Soryl Markowitz, Liz Spencer, Susana Vasquez, Mary Lou Weise-Stusser

GUESTS: Raymundo Blanco, Elena Bustamante, Zakir Choudhry, Sharon Etchison, Sylvia Fahimian, Alejandra Gomez, Fernando Gomez, Francis Gomez, Kahir Hall, Naomi Harrell, Beverly Hutchinson, Esther Kelsey, Maria Lopez, Trisha Lurie, Adriana Madrigal, Barbara McCants, Melinda McDonald, David Mezquita, Jack Nieves, Susana Vasquez, Felicia Williams, Sue Williams, Wesley Witherspoon, Ari Zeldin

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:14 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

It was established that the members present represented a quorum necessary pursuant to Section 3.03 (g) of the bylaws of Westside Regional Center which states:

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of

Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

Guests were welcomed and invited to introduce themselves by Board President, Nilo Choudhry.

OPEN PUBLIC COMMENT

No public comments.

CHAIRPERSON'S REPORT

Nilo Choudhry, Board President, reminded everyone of the Westside Regional Center's Mission Statement and that clients always come first. They want to keep the Board meetings productive and respectful of people's time while allowing opportunities for people to be heard. They want to respect everyone's time constraints, especially that of clients. If anyone has individual Purchase of Services (POS) concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting. Board Members are volunteers and set policy and direction for the regional center. This year Strategic Planning will be very important and everyone will be involved. A closed session is scheduled later in the meeting.

Maria Soto has resigned from the Board to pursue a paid opportunity in the Parent Empowerment Project (PEP) as a Parent Leader through Autism Society of Los Angeles (ASLA). She will be able to offer support to other WRC families in her new role. Nilo thanked Maria for her service as a Board Member. She also welcomed her to continue to attend Board and committee meetings and wished her success in her important new venture.

PRESENTATION

Liddy Amador, new Employment Specialist at WRC, presented on the varied employment services available to WRC clients. Liddy and Pamela Arturi answered questions about the various programs, providers, placement, paid internships and funding. Regarding what programs, efforts or strategy are in place at WRC to look at hiring clients at the Regional Center, Mary Lou Weise-Stusser clarified that WRC is unable to pay clients through POS. The people who are hired are paid through Operations. WRC is prohibited from doing the paid internship program. They currently have 5-6 adult clients who are paid WRC staff with benefits. Alejandro Soschin asked if it is possible to reach out to the Chamber of Commerce to network with local businesses. Carmine mentioned that WRC joined the Culver City Chamber of Commerce in November and they have been networking to find business partners. Alejandro will personally try to reach out to at least one business in the area to talk about the employment programs. Liddy encouraged the Board to reach out to businesses and she offered to come along to further explain these programs to them. Bob Steiner noted Mary Rollins was a member of the Inglewood Rotary Club and encouraged WRC to reach out to them as well.

Nilo Choudhry reported that DDS has asked the Regional Centers to include additional measures in their 2018 Performance Contract to address client employment. WRC is not

the only regional center they asked that information from.

APPROVAL OF THE 2018 PERFORMANCE CONTRACT REVISIONS ON EMPLOYMENT MEASURES. (ACTION*)

Ben Davidson, Board Member, motioned and Alejandro Soschin, Vice President, second the approval of the 2018 Performance contract revisions on employment measures.

RESOLUTION: TO APPROVE OF THE 2018 PERFORMANCE CONTRACT REVISIONS ON EMPLOYMENT MEASURES.

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

APPROVAL OF MINUTES FOR THE SEPTEMBER 13, 2017 BOARD MEETING. (ACTION*)

Alejandro Soschin, Vice President, motioned and Bob Steiner, Board Member, second the approval of the September 13, 2017 Board Meeting Minutes.

RESOLUTION: TO APPROVE OF MINUTES FOR THE SEPTEMBER 13, 2017, BOARD MEETING.

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

APPROVAL OF MINUTES FOR THE NOVEMBER 1, 2017 BOARD MEETING. (ACTION*)

Russell Tanner, Board Member, motioned and Todd Rubien, Board Member, second the approval of the November 1, 2017 Board Meeting Minutes.

RESOLUTION: TO APPROVE OF MINUTES FOR THE NOVEMBER 1, 2017, BOARD MEETING.

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone thanked Pam Arturi and Liddy Amador for putting together the Employment presentation. Carmine reported he has been meeting with the local Chamber of Commerce regularly. He also has a meeting scheduled next Wednesday in Sacramento with Cindy Chiu, state level supervisor with the Department of Rehabilitation, to see if there are any programs WRC can use to help clients. The Employment First Business Advisory Committee will meet next Tuesday, January 16th. They meet every month on the third Tuesday of the month. They need business partners. Alejandro Soschin asked Carmine to send the Board a reminder of this meeting.

Carmine updated everyone where WRC is at with the Disparity Funding Project. DDS has extended the deadline twice and they are hoping to know by the end of the month. DDS is still gathering information. WRC contracted IDG to create the new website. The Performing Art Studio West is a vendor who is working with WRC to create a training video on the IPP process geared towards adult clients.

WRC contracted Kinetic Flow to complete satisfaction surveys on how WRC is doing. They sent out letters to approximately 4,000 families. They contacted people by mail, e-mails and phone. As a result, they received about 1,000 responses which is a 25% return rate. Kinetic Flow is compiling data and should have a complete report by the end of February. It will be a good barometer for WRC to see where they are. As they move forward with the project, they can use it as a guidepost on results measurement.

The Parent Empowerment Program's (PEP) parent training component is almost complete. They have hired 16 parent leaders. They have a meeting scheduled January 24th at WRC with the Client Services team to discuss the referral process for families. Soon after that they anticipate working with Service Coordinators to outreach to families. ASLA is also working on a couple of videos on introduction to services.

Tomorrow, January 11th there is a Cultural Competency Training with Dr. Barbara Stroud. The focus of that training is geared toward the RFP recipients who received the Early Start funding and Social Skills funding. Board Members are welcomed to attend.

The Enhanced Case Management project consists of three people dedicated specifically to individuals who had no Purchase of Service (POS). They are currently working with 50 families, primarily, with African American and Latino populations. It is an intensive project because the needs they identified in the process also include other generic supports. In the future, Service Coordinators, across the board will have good information to bring to families on the roles of the Regional Center, the Service Coordinators, how you should request services, helping you understand the IPP and appeal process, etc.

Cammy Dupont asked that WRC cast the net wider when searching to fill positions, such as Director of Clinical Services, etc. She asked that WRC post positions at USC, UCLA or other resources where we can advertise to get qualified candidates that have no cost associated with posting jobs. Alejandro Soschin recognized the team and leadership in the Clinical Services Department for their contribution in helping define WRC as a progressive and leading edge Regional Center. The bar has been set high. We expect WRC has reached out far and wide for candidates for this position. Cammy and David Wyles asked if WRC can extend the deadline date of the posting in order to get more people into the pool for the Director of Clinical Services position. It was also asked if we could revisit the requirements for the Service Coordinator position. Carmine and Denise Fernald agreed to revisit the requirements for Service Coordinators with the WRC Executive Team and then Carmine will revisit it with Board Executive Committee.

Carmine reported that today Governor Brown kicked off this year's budget process and had his initial press conference this morning. He continues to remain very fiscally conservative and fully dedicated to funding his rainy day reserve fund. He wants to have \$13.5 billion by next summer. One of the reasons the governor wants this rainy day fund is that he is anticipating a recession and possible block granting of medical waiver dollars. It would be the largest cash reserve in the history of the state. He also budgeted for his bullet train project. The developmental services system will see a funding rise to \$7.3 billion. It is based on estimated 330,000 individuals that will be served by the regional center system. It amounts to 5.3% increase, which is only maintaining status quo. The tax reform that was passed at the federal level may potentially have significant implications to states like California. This can mean significant reductions in federal funds to entitlement programs like the DDS system.

Last Thursday, January 4th, WRC hosted an event in collaboration with the Achievable Foundation to honor Lee Weinstein who oversaw Intake Services for over 32 years. The proceeds of the evening benefited the Westside Region Center Client Help Fund which helps fund equipment, emergency needs and items not covered by Purchase of Service dollars. The Lee Weinstein Memorial Fund is also being set up in Lee's name to benefit the Achievable Clinic and will be dedicated to provide Patient Care Coordinators at Achievable. About 120 individuals attended, some of whom came from outside the state to pay their tributes to Lee. They brought in a little over \$15,000 in sponsorships and ticket sales. They expect to net about \$8,000 from that evening towards the Client Help Fund. Lee was universally respected and admired as a person and as a lifelong advocate.

There will be a mandatory Board training on 'Roles and Responsibilities and Avoiding Conflict of Interests' presented by Christofer Arroyo, State Council on Developmental Disabilities on February 7, 2018. The Board will also be going into strategic planning this year.

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, reiterated what she had stated in the last board meeting, that unless someone has a specific question regarding the budget status report, this will be a 'receive and file' document. This would give more time to talk about things that are more relevant and that people want to know about. They do not have a separate line item in the budget that says how much they are going to spend on food this year, however, it does come out of the regional center's general expenses fund. A lot of the food money is spent on Board meetings, Self-Determination meetings and Equity Task Force meetings. According to Danny, so far this year, approximately \$11,000 has been spent on Board meetings and \$3,000 for Self-Determination and Equity Task Force meetings. The other related food expenses are for staff meetings, Westside Regional Center Board Dinner, holiday party and travel reimbursements. Cammy asked about the types of monies WRC spends on employees. WRC spends it on salaries, ergonomic assessments for staff, 457 Plan, medical insurance premiums at 100% for employees and 50% for their dependents, long term and short term disability, a life insurance policy that pays two times the employees annual pay and a voluntary life \$100,000 guaranteed issue

only at hire. Cammy encouraged everyone who may have questions on Westside Regional expenditures to ask her, Carmine or Danny. WRC funded the clients Holiday party this year and have funded the Westside Jam for the past 21 years.

Alejandro Soschin mentioned that at the Finance Committee meeting today the changes and impacts of the minimum wage laws to the regional center were discussed. Also how they will affect vendors and employment opportunities. He mentioned that Carmine had a handout that had great information and perhaps some of the highlights of the pamphlet can be summarized at a future meeting. Carmine offered to send it to the Board via email to show the varied charts that show the impacts.

ACHIEVABLE

No report as Josh Kruskol was out sick. Alejandro Soschin took this opportunity to remind everyone of steps to take to prevent catching and spreading the flu. Bob Steiner acknowledged Josh's work on the Lee Weinstein dedication celebration and for making it such a wonderful event.

CONSUMER ADVISORY COMMITTEE

Todd Rubien reported they continue to do volunteer work in the community and they did substantial hours in 2017. They participated in honoring Danise Lehrer on her retirement. They attended the training of the State Council of Developmental Disabilities on IPP Process and Person Centered Planning. They also attended the art show hosted by Mychal's Learning Place, the Hollywood Christmas Parade, the Holiday Boat Parade in Marina Del Rey, the Christmas tree lighting at Culver City and the Menorah lighting at the Westside Pavilion Mall.

They planned the first Annual CAC Holiday Party. The six CAC Board Officers were recognized for their hard work and dedication to Self-Advocacy. CAC had food, entertainment, dancing and raffle prizes. It is important because it gives clients an opportunity to enjoy each other's company especially if they do not have a family to go to during the holidays. They thanked Executive Director, Carmine Manicone for catering the food and obtaining the CAC board officer gifts. They also thanked Ana Da Silva, Family Resource Center, for providing door prizes for everyone.

POLITICAL ACTION & OUTREACH COMMITTEE

Nilo Choudhry reported for Zoe. Local Assemblyman of District 54, Sebastian Ridley-Thomas, has resigned due to health reasons. There are several people interested in that position. One of those is the District Director for Holly Mitchell, Sydney Kamlager-Dove, Austin Dove's wife. She is a known active advocate for our community and familiar with the needs of the clients.

A special election is going to be held this year. The primary election will be June 5th and the general election is in November. The California State Legislators need to take action on the remaining 2017 bills by the end of January. Some of the bills they are tracking include the affordable housing bills, mental health bills and bills that also affect our system human resources and operations. The new president of the State Senate, Toni

Atkins will replace Kevin De Leon who has termed out. Attention will be on federal tax legislation and the concerns for the people that are on Medicare, Medi-Cal, and SSI. With unfulfilled pension liabilities, homeless tax, and other issues, this will be a very busy year for those involved in political action and outreach.

CLIENT SERVICES COMMITTEE

Cesar Garcia reported that the committee met today and discussed the respite guidelines. They came up with a draft that was approved by the Board and submitted it to DDS mid-October of last year. WRC received a letter back from DDS indicating that as of January 1st, they temporarily approved the respite guidelines they submitted for 90 days to better define the exception policy. A statement needs to be included that clearly identifies the exceptions to the policies we have in place. In addition, they need to include a statement in the guideline service standards regarding the use of IHSS services. They presented the committee a revision of exactly of what DDS asked them to address. They had a good discussion and they are in agreement on what they have so far. They hope to have the final draft to present to the Board at the March 7th Board meeting. They will track numbers as the year goes to see what they are spending and also what is being utilized versus other years. The feedback DDS gave them on what they wanted WRC to change was just to clarify their exception policy. No change on the assessment tool. Respite is on a case-by-case basis depending on individual needs. The cap was at 30 hours a month per individual. That cap has been lifted, but they still assess by need and case-by-case basis. They will have another Client Service Committee Meeting to come up with a draft to present at the March 7th Board Meeting with an action item.

David Wyles mentioned his son, Rio "Soulshocka" Wyles, has an album, "Its Shocking" being released today on Amazon and iTunes. You can buy a song or the whole album.

ARCA

Carmine Manicone reported there will be an ARCA meeting next month. ARCA is working on the governor's proposal, but there should be more information at the next Board meeting.

STRATEGIC PLANNING

Alejandro Soschin reported that he will convene the Board Executive Committee to get the details on the composition including the chairperson, meeting schedule and specific deliverables for the Board set in place. Once the committee has regular standing meetings they can work on the other elements including possibly submitting an RFP to independent consultants that will hopefully bid on a proposal to assist them in facilitation. They have to be patient and accountable. A strategic planning process only works if they take into account the ideas and feedback of all stakeholders.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ben Davidson reported that SPAC had their Holiday party in December and their next meeting is next week.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer reported they began an African American Support Group. This month they will have Jolene Sagan, Mental and Behavior Health Specialist, talk to the group. She has flyers and encouraged people to participate in the group.

They are entering their fifth and final year of the Cal Promise Grant. They are one of fourteen Family Resource Centers who were chosen to be a part of it and targeting students from 14 to 16 years old who receive Social Security benefits. The idea is that if you impact these families with resources, information and support will they be less dependent on federal benefits later on in life.

The FRC tried doing something different for their Annual Toy Drive thanks to staff member, Feben Fantu. She suggested that they support adult clients who live in either supported or independent living who are struggling. They went to their communities and asked them what they needed and they came through with the items. They served about 37 adult clients. The FRC is also working on coming up with ideas to continue to support adult clients who are struggling throughout the year.

SELF DETERMINATION ADVISORY GROUP

Judy Mark could not attend. Alejandro Soschin reported that Self-Determination Program will finally be starting within the next 6 months. DDS has committed to formally resubmitting the waiver application to the federal government by the end of this month. It is highly likely that the waiver will be approved within the next 90 days. They need to sign up people for the lottery. To be eligible you must attend an information meeting and have your UCI number sent to DDS. There are several meetings happening within the Westside catchment area sponsored by various community organizations. Their committee is hosting two meetings in January. The dates are January 17th from 7:00pm – 9:00pm in English and on January 19th at 10:00am to 12:00pm in Spanish. Both of these meetings will take place at the WRC Danneker Boardroom. They plan to have many more meetings over the next two months in other parts of the area. For more information, please attend the next meeting Tuesday, January 16th at 6:00pm – 8:00pm.

EQUITY TASK FORCE

Fernando Gomez, Chair, reported the Equity Task Force last met on November 15th. He received a letter from Carmine composed by several staff members that talked about their ideas and perspectives on the Task Force. He submitted his response and is sure it will be shared. Dr. Mercedes Avila's input from the Cultural Competency training defined a 'Task Force'. Fernando agrees with the definition but does not agree how it applies to the WRC Board of Directors equity focus. In the past we had an Equity Committee and when Fernando termed out of the Board there was discussion for him to continue to be involved and a Task Force would be created to continue the dialogue between the different groups in regards to disparities, access to the system, staff and the community. Fernando's recommendation is for the Board to consider having a board Equity Committee and have him co-chair. Cammy suggested the Board collectively review all recommendations and agendaize it in a future meeting for open discussion. Carmine clarified that he did not suggest that they no longer have Equity Task Force meetings or to close the meetings. The email was sent to equity chair Fernando, to initiate dialogue.

OPEN PUBLIC COMMENT

Fernando Gomez commented that after the Holiday he has had a difficult time getting through to a WRC operator. The call got looped into an automated system which is something that did not happen in the past. Carmine clarified that we had an active answering system in place during the closure. Some staff members were on call to assist clients and families in case of urgent or emergency issues while WRC was closed from December 25th through January 3rd. Staff used Holiday pay (Christmas Eve, Christmas Day, New Year's Eve and New Year's Day) and their own vacation or floating holiday time for the other days the agency was closed. Vanessa Arauza clarified that there was a phone system upgrade during the holiday closure. That issue is currently being worked on by IT and should be resolved within 24 hours.

Fernando also commented on the Respite Assessment Tool. He understands it, but does not understand how the weights and measures are used to determine who does or does not qualify. He also wants to know who is affected and how they are affected. Fernando also commented that Carmine has been responsive to his emails.

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session. It is involving employment and contract negotiation and pending litigation update. The Board returned at 8:33pm from closed session and Nilo updated they discussed employment and contract negotiation and pending litigation.

OPEN PUBLIC COMMENT

No comments.

ADJOURNMENT (ACTION*)

The meeting adjourned at 9:20p.m. by Chairperson, Nilo Choudhry.



X

Larry P. Ryan
Board Co-Secretary



X

Richard Breen
Board Co-Secretary