MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
JANUARY 9, 2019

MEMBERS PRESENT:	Joseph Allen Nilo Choudhry Cammy DuPont Zoe Giesberg Phil Jackson Lizeth Rivera Todd Rubien Alejandro Soschin Russell Tanner Sofia Vergara David Wyles Vanda Yung
MEMBERS ABSENT:	JoanElaine Anderson, Austin Dove, Elizabeth Espinosa, Myra Mezquita, Betty Pearson-Grimble, Bob Steiner
STAFF PRESENT:	Carmine Manicone, Vanessa Arauza, Lisa Basiri, Linda Butler, Ana DaSilva, Feben Fantu, Danny Franco, Ereida Galda, Daniel Hoyos, Tom Kelly, Soryl Markowitz, Rosalinda Mata, Rhiannon Maycumber, Megan Mendes, Sandy Rivera, Aga Spatzier, Liz Spencer,
GUESTS:	Christofer Arroyo, Hope Beale, Raymundo Blanco, Zakir Choudhry, Trisha Lurie Cozine, Juliet Daniels, Ashish Dhawan, Rayvone Douthard, Sharon Etchison, Sylvia Fahimian, Danny Feingold, Josh Franklin, Manuel Garcia, Brett Gordon, Rahsaan Herbert, Beverly Hutchinson, Dianne W. Ingram, Marcia James, Linda Kay Johnson, Esther Kelsey, Shellena Leftridge, Adriana Madrigal, Maria Martinez, Barbara McCants, Dan Merrell, Jack Nieves, Francisco Pineda, Eila Saxton, Karol Scotta, Matthew Seymour, Kim Sinclair, Marguerite Stip, Jeremy Van Buren, Carmen Vazquez, Lucia Ventura, Felisha Williams, Wesley Witherspoon, Ayode Woods,

CALL TO ORDER
Meeting was called to order by Board President, Alejandro Soschin, at 6:20p.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

Alejandro Soschin, Board President, welcomed everyone to Westside Regional Center. Guests introduced themselves, and everyone was thanked for their attendance tonight.

OPEN PUBLIC COMMENT

No Comment

CHAIRPERSON'S REPORT

Alejandro Soschin, Board President, expressed his gratitude to those who came to the last meeting for their patience as it went on longer than expected. It is important everyone has a voice at these meetings. All were wished a happy and healthy 2019. With a new year there are new opportunities and also challenges, such as the current events impacting our community including the impending LAUSD strike and a partial federal government shut down. Westside Regional Center comes together as a community during difficult times.

The Board, the Executive Team and everyone at WRC are working hard on initiatives to improve and enhance the way they serve the community and how they support those that work so hard on their behalf. Carmine and WRC is looking at systems to better onboard, train, develop, evaluate, compensate, and work with staff, so they have the tools to be successful at WRC. There will be updates throughout the year. The WRC Staff who serve almost 10,000 individuals and their families were thanked. The caseload ratios are increasing, the demands and expectations get higher, and integrating new initiatives from self-determination and person centered thinking is a lot to take on. The excitement and enthusiasm from the Management team and Staff is inspiring. The Board may ask tough questions, but they have a lot of respect and appreciation for the work the staff does. Nilo Choudhry also voiced her gratitude and sincere appreciation to the WRC Staff.

Alejandro shared he took part in the Person Thinking Training on December 7th with WRC staff, vendors and clients. Training facilitator Mary Beth Lepkowsky and her team did a wonderful job. It was a great learning opportunity. Alejandro thanked everyone who helped put together the CAC Holiday Party and made it possible. It was inspirational and everyone had a great time. Also, there is a whole community of volunteers that come to parent committees, equity committee, service committee and on the board for no reason other than they care about the WRC mission. He encouraged others to also get involved.

APPROVAL OF MINUTES FOR THE NOVEMBER 7, 2018 BOARD MEETING. (ACTION*)

Alejandro Soschin, Board Member (Motion) and Russell Tanner, Board Member (Second) the approval of the November 7, 2018 Board Meeting Minutes.

RESOLUTION: APPROVAL OF MINUTES FOR THE NOVEMBER 7, 2018 BOARD MEETING.

No public comment. The motion Passed:
12 AYES
0 NO
0 ABSTENTIONS

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone welcomed everyone and wished them a happy New Year. His report was submitted and is available for everyone at the back of the room. Carmine provided updates on the Person Centered Thinking kickoff training that took place on December 7th. They will be rolling out the project throughout the year. The first of five 2-day trainings will take place on January 30th and 31st from 9:00am to 4:00pm on both days. It is primarily a staff-driven training, but he would like to include board members, providers and self-advocates at these trainings. WRC has committed to certify 3 staff members; Megan Mendes, Rhiannon Maycumber and Stephen Browning. They will be able to continue to train staff ongoing. On Wednesday, February 6th, from 6:00 – 7:00pm, Mary Beth will be presenting a short primer and overview of the project to the Board, so please mark your calendars and plan to attend. If you want additional information on Person Centered Thinking, here's a link to Mary Beth's webpage: http://helensandersonassociates.co.uk/team-members/mary-beth-lepkowsky/
And, here's a link to a short video for an intro to the concept:
https://www.youtube.com/watch?v=y77y7XW8GtE

Political outreach is something they will be focusing on this year. Rhiannon Maycumber, Carmine and Nilo met in mid-December to chart a coordinated effort in doing outreach to our local legislators. WRC met with Assembly Member Bloom, Assembly Member Muratsuchi, and one of Senator Holly Mitchell's Field Representatives. They have other appointments that are being coordinated, including an appointment directly with Senator Mitchell for February 1st. The group will include WRC staff, service providers and individuals that are impacted. This type of effort is being supported by all the regional centers and the SoCal Lanterman coalition of providers with a focus on the following:

A sustainable rate and rate maintenance system
An infusion of dollars into the system now – an 8% increase across the board
Increase in funding so regional centers can improve their caseload ratios
The elimination of median rates and rate freezes and the ability to use negotiated rate

'Grass Roots Day' 2019 will be Wednesday, April 3rd. This will be preceded by a complimentary Advocacy Briefing Dinner on Tuesday, April 2nd. Rhiannon will be spearheading the WRC group in Sacramento. Please email or call if interested.

Liddy Amador is heading employment efforts. The Employment First Business Advisory Committee will meet Wednesday, January 16th at 1:00 pm. Carmine encouraged Board members to participate and share their ideas and resources. They will entertain a new meeting time that would be more convenient to interested Board members. They've seen

their Paid Internship Program (PIP) placements go from 3 in July 2018 to 26 as of this past week. The Competitive Integrated Employment (CIE) placements of at least 30 days have increased from 4 in July 2018 to 26 currently. There is improvement in numbers.

The Culver City Chamber of Commerce announced that the Westside Regional Center is one of four finalists for the Business of the Year from the Chamber. The winner will be announced at their 2019 Installation and Recognition Gala which will take place January 18th from 6-9pm. If anyone would like to attend as Carmine's guest please let him know.

One of the priorities for the Training Steering Committee in 2018 and it will remain a priority in 2019 is improving staff training and the on-boarding process. Thanks to the efforts of an entire group of people including SC's, Program Managers and spearheaded by Human Resources and Training staff, we are now

Standardizing our On-Boarding process,
Utilizing the statewide Learning Management System and
Organizing our IPP training and Sandis training and
Developing a thoughtful process of how we welcome new staff to our team.

WRC's Equity proposal was submitted in October. We are still waiting to find out what the funding allocation will be. The proposal included PEP, Cultural Competency training, and updating our writing material. Intake Brochures are available.

Westside is currently seeking to fill a number of vacant positions:
Service Coordinators, Adult and Children's Caseloads
Bilingual Spanish Service Coordinator – Floater
Service Coordinators – Early Start
Service Coordinators – CPP/CRDP
Board Certified Behavior Analyst (BCBA)
Manager of Employment Services/HCBS Program Evaluator – Pam's previous position
Next week will be interviews for the Director of Client Services for Adult and Residential Services. WRC will also now be seeking a replacement for our Director of HR.
Congratulations to Denise Fernald who will be retiring in February and relocating to Las Vegas, Nevada.

Carmine shared that an individual they served passed away right before the holiday break. Natasha Lopez, Vanessa Arauza and Carmine worked together to make sure she had a dignified send off. Nilo expressed her sentiment on the funeral service and how moving it was to see how everyone had their own way of expressing love and gratitude. She noted the vendors that were involved in the life of this individual not only provided services, but they also built sincere caring connectedness with the individuals they serve.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)
Liz Spencer reported on the Holiday Drive they had in December, and focused on gratitude and resiliency. A slideshow of photos of the event was presented while Liz shared some

moving stories of families and individuals they were able to help this holiday season. Liz thanked, on behalf of FREC and WRC, the following exceptional Vendors for their generosity, and for making a difference in the lives of so many people:

Hands 2 Hearts - Juliet Daniels
Premier Healthcare Services – Manuel Garcia and Carmen Vazquez
Maxim Healthcare Services – Dan Merrell
24HR Home Care – Marguerite Stip and Lucia Ventura
Options for Life - Karol Scotta and Linda Johnson
Accredited Home Care

Alejandro Soschin acknowledged Liz Spencer and the FREC for their contribution to the Holiday Drive.

BUSINESS ASSOCIATE REPORT - ACHIEVABLE
No report

COMMITTEE REPORTS
FINANCE
Cammy DuPont, Board Treasurer, reported they met this evening at 5:00 pm. Danny Franco provided the committee with the financial health of the regional center. The current budget status report is in the back. They are currently five months into the current fiscal year, and have spent 40% of the budget for Operations and Purchase of Service. They discussed and looked at the preliminary budget. It will be reviewed at the February Board training. Danny will email it to the board. Please review it and if anyone has questions to please let them know.

The regional center has to have an audit done every year by an outside accounting firm. This is the 2nd year Marcum is doing the independent audit and is working with Danny on the final report. They expect to see something soon and if it is ready they will present it at the March meeting. Alejandro added that prior to that March meeting there will be a Finance Committee meeting that doesn't occur on the same date as the board meeting.

CONSUMER ADVISORY COMMITTEE
Todd Rubien reported that there are a lot of accomplishments to be looked back on in the past 2018 year. CAC started regular bowling on Sundays and weekend trips including a week-long trip to San Francisco in December. They planned their CAC Annual Holiday Party on December 21st in the Danneker Boardroom from 6pm to 9pm. They thanked Janine Rambo from First Advocates Inc., Aga Spatzier, Carmine and Vanessa for their support at that event. This year they hope to strengthen their relationship with the Board of Directors and improve their outreach into the community by adding new members to self-advocacy. Working together with the Executive Director they hope to continue to make the CAC a strong and vital part of the community and to be recognized by state and local politicians. They want to make this a successful year for Westside Regional Center and all its clients. The next CAC meeting will take place on Tuesday, February 5th.

POLITICAL ACTION & OUTREACH COMMITTEE
Zoe Giesberg mentioned the report was submitted and is available in the back of the room. They did discuss the impending LAUSD teachers strike. As we get the newly-elected officials in, we need to make an effort to go to each of our representative legislators. Groups of our stakeholders will reach out. There is an upcoming summit called The Empowerment Congress Summit on January 19th. Please join the Political Action Committee on the 2nd Tuesday of the month at 5:00pm. They need your input.

CLIENT SERVICES COMMITTEE
David Wyles, Chair, reported they met today to finish up the final updates of the standards for Early Start. The recent changes are minor, and are in simple language. Ricardo Pacheco, Soryl Markowitz and Lisa Basiri worked on them and updated them. They are ready to go to DDS for final approval. Due to time constraints, they were unable to put them on the agenda for tonight's meeting. David asked for permission to send the changes to DDS and vote on the service standards relating to Early Start and Speech, subject to Board approval, at the March meeting. Alejandro confirmed that the updated draft may be submitted to DDS pending Board approval at the March meeting. The Board will add this item on the March Board meeting agenda for Board approval. The committee will now focus on the personal assistance standards that need to be updated, and then on the adult service standards. Alejandro acknowledged the hard work done by the Client Services Committee. David encouraged anyone interested to join the Committee on the same day as the Board meetings from 4:30pm to 5:30pm.

ARCA
Zoe noted ARCA will be meeting next week, and she will provide an update at the next Board meeting.

STRATEGIC PLANNING COMMITTEE
Alejandro highlighted they are focusing their efforts on the Human Resources strategic audit and the recommendations, and some of the work that will come from that. They will discuss further at a later meeting. This is a process that involves everyone.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)
Carmine updated that SPAC meets each third Tuesday of the month at 10:30 am to 12:00 pm. At their December meeting they were aware of the Holiday Drive, and generously presented at that meeting a number of Gift Cards totaling about $600 for those occasions when Service Coordinators say that the people they serve need clothes or food and are short in funds.

SELF DETERMINATION ADVISORY GROUP
No report

EQUITY COMMITTEE
No report

OPEN PUBLIC COMMENT

Kim Sinclair, Parent Empowerment Project (PEP), noted that they are now supporting 80 WRC families. They have also helped families with the initial intake process. The families now receive 119 WRC services, 222 public and community services. Of the 80 families, more than a majority are Latino, and monolingual. The PEP helps translate the materials into Spanish. They have found that a lot of the public and community applications are in English only. They participated in community outreach events, and are active in the support groups too. WRC drop in hours will initiate tomorrow. If you need more information you can contact them at PEPinfo@autismla.us

Nilo acknowledged Denise Fernald for her 17 years of service at Westside Regional Center, her considerable Human Resources expertise, and all her contributions.

Megan provided updates from the last self-determination meeting. You can find the information on the DDS website at https://dds.ca.gov/SDP/. The State Council on Developmental Disabilities will be doing several independent facilitator trainings over the coming months through our area and neighboring communities. Please visit their website for more details at https://scdd.ca.gov/

Ayode Woods, CAC Member, expressed how proud he to be a part of Westside Regional Center.

CLOSED SESSION

No closed session

ADJOURNMENT (ACTION*)

The meeting was adjourned by Alejandro Soschin at 7:53pm.

X _____ X _____

Todd Rubien
Board Co-Secretary

Nilo Choudhry
Board Co-Secretary