



WESTSIDE
REGIONAL CENTER

To: Board of Directors

From: Kate Harvey, Executive Assistant

Date: October 28, 2020

Re: Committee Schedule and Agenda for the WRC Board of Directors Meeting,
Wednesday, November 4, 2020

I am attaching the Agenda for the **November 4th, 2020 Board of Directors Meeting which will be held virtually on Zoom**. Instructions to join are as follows:

1. If you haven't already, sign up for a free Zoom account: <https://zoom.us/signup>
2. Go to: https://zoom.us/webinar/register/WN_P-ZCBsy2T2Kd2ql9WTdDwg to register to attend this meeting.
 - a. You will be asked for your name and email address.
 - i. This is so we can take attendance instead of using a sign-in sheet.
3. You will receive an email with a unique-to-you link to join the meeting.
4. On the day and time of the meeting, click the link to join and enter the password
 - a. Spanish interpretation will be available upon entering the meeting.

The Call to Order is scheduled for 6:00PM.

Much of the work of the Board is done in the WRC various committees, including Finance, Political Action, Client Services, Equity, and others. Your participation is needed and welcomed.

The following Committees are scheduled to meet:

Committee Name	Date & Time	*Location
Client Service Committee	November 4, 4:00pm	ZOOM Video Conference
Consumer Advisory Committee	Daily Check-in Call	Conference Call
Equity Committee	October 28, 4:00pm	ZOOM Video Conference
Finance Committee	November 4, 5:00pm	ZOOM Video Conference
Political Action & Outreach Committee	October 28, 5:00pm	ZOOM Video Conference
Self-Determination	October 28, 6:00pm	ZOOM Video Conference
Service Provider Advisory Committee	October 20, 10:30am	ZOOM Video Conference
Strategic Planning Committee	October 29, 4:30pm	ZOOM Video Conference

**BOARD OF DIRECTORS MEETING
 COASTAL DEVELOPMENTAL SERVICES FOUNDATION
 5901 GREEN VALLEY CIRCLE, SUITE 320
 CULVER CITY, CA 90230
 WEDNESDAY, NOVEMBER 4, 2020
 ZOOM Meeting
 6:00 PM**

AGENDA

- | | | |
|---|-------------------------------|----------------|
| 1. Call to Order
- Welcome and Introduction of Guests | Betty Pearson-Grimble | |
| 2. Chairperson’s Report | Betty Pearson-Grimble | |
| 3. Staff Highlight- WRC IT Director | Steve Yi | |
| 4. Report of the Executive Director | Roschell Ashley | |
| 5. Approval of Minutes from September 9th, 2020 | Todd Rubien | ACTION* |
| 6. Approval of ED Signatory | Betty Pearson-Grimble | ACTION* |
| 7. Approval of Board Director Agreement | Nilo Choudhry | ACTION* |
| 8. Approval of Performance Contract 2021 | Mary Lou Weise-Stusser | ACTION* |
| 9. Committee Reports | | |
| Finance Committee | Danny Franco | |
| Client Services | David Wyles | |
| Consumer Advisory Committee | Joseph Allen | |
| Service Provider Advisory | JoanElaine Anderson | |
| Political Action and ARCA | Zoe Giesberg | |
| Strategic Planning | JoanElaine Anderson | |
| Equity | Betty Pearson-Grimble | |
| Family Empowerment | Liz Spencer | |
| Self-Determination Local Advisory | Judy Mark | |
| 10. Public Comment | | |
| 11. Adjournment | Betty Pearson-Grimble | ACTION* |

*Pursuant to California Welfare and Institutions Code Section 4660(c), “time shall be allowed for public input on all properly noticed agenda items prior to board action on that item”.

THE NEXT BOARD MEETING WILL BE ON WEDNESDAY, JANUARY 13, 2021

**WESTSIDE REGIONAL CENTER
BOARD OF DIRECTORS**

MEETINGS CODE OF CONDUCT

Business etiquette is essential to a well-run, successful meeting. Everyone who attends WRC Board Meetings agrees to:

Understand and promote collaboration by allowing for a productive, safe and welcoming environment;

Treat everyone with respect and consideration;

Allow for open and inclusive discussions that do not demean, discriminate or harass others;

Refrain from using discriminatory or demeaning language or language that could be considered bullying, threatening or intimidating;

Critique ideas and suggestions but not individuals;

Respect the responsibility and authority of the Board Chair in preserving order and decorum; and

Avoid disrupting others when speaking and waiting for the Board Chair to determine the next speaker(s).

If after being warned anyone's actions violate this Meetings Code of Conduct, they may be asked to leave the meeting by the Board Chair.

Board Meetings Code of Conduct was Adopted on June 3rd, 2020.

**Westside Regional Center
Board of Director Meeting
Executive Director Report prepared by Roschell Ashley
November 4, 2020**

Words from the Executive Director:

It has been a pleasure to get to know all of you over my first several weeks with WRC. From day one, I have been greeted with such a warm ‘Westside’ welcome from our staff, the people we support and their families, as well as members from our external stakeholder and vendor community. I have attended many, many, many meetings during my initial weeks, and I look to attend even more in the weeks and months to come. My goal is quite simply to learn what we are doing well, what makes us an excellent Regional Center, and to learn where we can do better for those we support and their families. I have coined this my “Listening Tour”. As I continue to work with you, our Board of Directors, and in partnership with our strategic planning consulting firm, I am looking forward to developing our new shared vision and direction for our Westside Regional Center. For this report, I would like to highlight where we are with operating during COVID-19; inform you of a few client services and staff initiatives; and advise on DDS/government updates.

Operations During COVID-19 Pandemic

To date, WRC has had 109 individuals that we support who have tested positive for COVID-19 since the pandemic unfolded. In the month of October, we had 12 cases among the individuals we support. This was a decrease from the prior month. Individuals with these cases were mainly in residential, skilled nursing homes, and those individuals who receive supported living services. Overall, our cases are among the lowest of the regional centers and much lower than comparable groups of individuals. We have had 88 direct service provider (DSP) staff test positive since the pandemic began. In the month of October, there were 21 cases where DSP staff tested positive. This was an increase from the month of September, which had 10. Our WRC Community is reflective of the trends of the general population, which are also increasing. To keep our cases as low as possible, we have continued to provide resources to families, vendors, and those we support in the areas of providing PPE, training, and additional services as identified or requested. We have distributed over 175 pallets of PPE thus far. All residential providers were given a three-month supply of PPE, and we are working to distribute additional PPE during the month of November. Also, the LA County Department of Public Health has stepped in and provided support to facilities, as well as individuals in SLS settings. Additional trend analysis can be found on DDS’s website.

Regional Center Operations/Remote Working

Currently, WRC continues to remain closed to the public. We are consulting with a Public Health official to provide us with guidance as we develop a preliminary plan to re-open when cases begin to achieve a consistent downward trend. Staff are all working remotely and are available to families and those we support.

Preparing for a Vaccine

According to Nancy Bargmann, Director of DDS, the state is in the process of developing a plan for distribution of a vaccine when one is approved and becomes available. The Department has requested that priority is given to individuals who are most vulnerable in our community, which may include those residing in health care facilities, and those staff that support them. As more information on the planning unfolds, I will bring it back to you and post on our website.

Clinical Services and Client Services

From: Dr. Tom Kelly, Director of Clinical Services

Intakes are down 20% since March of this year as the result of COVID-19 in both our Early Start and over 3 Intake Services. To help increase our referrals, we are looking to our Help Me Grow LA Pathways grant that we were awarded

through First Five LA. This is particularly important at this time. The grant seeks to improve communication and tracking on referral status between referring agency and sources; decrease the age at which children are referred to services; and increase successful referrals on first attempt. An outcome of this grant is to build good community relationships with healthcare and education partners, while creating a virtual portal to strengthen the process both with incoming and outgoing referrals. In addition, we are sending out surveys to families that have gone through the intake process in the last 90 days to better understand potential obstacles and challenges in our current intake process. Finally, we have identified that we are getting less referrals, particularly from school districts. Westside is outreaching to our local school districts and providing them with information to disseminate to their families about the regional center.

DDS Audits

We are in the process of concluding our Early Start Audit with DDS. While we do not have the final audit report, preliminary reports are incredibly positive, specifically in the areas of implementing 'Person Centered Practices and Thinking' throughout the program. An area that continues to be a challenge that we are addressing and will focus on, is supporting families whose children are transitioning from Part C (Early Start) to Part B services, which is the local school district. Congratulations to Client Services Directors, Cesar Garcia and Hillary Kessler, for leading this process!

WRC have also just begun our bi-annual DDS Fiscal Audit. We will update you on the progress as DDS goes through their process.

Person Center Thinking (PCT) Initiative

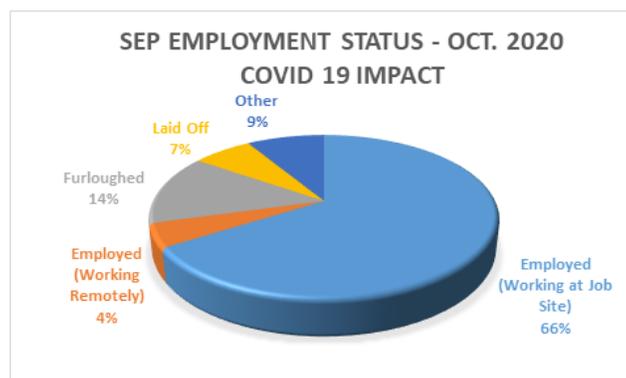
As reported from PCT leadership team:

Westside has been continuing to progress in our initiative to develop more person-centered practices within our community. We embarked on this journey two years ago to better support individuals and families to have positive control of their own lives and move closer toward their hopes and dreams. We have since trained 247 staff, providers, individuals, and family members in Person-Centered Thinking. We have fully transitioned to delivering Person-Centered Thinking in a remote setting over Zoom and will be continuing to provide access to this training throughout the time of COVID. Our Person-Centered Thinking trainers will be undergoing additional mentorship in Person-Centered Planning Facilitation in early 2021 and will be disseminating that training to all Service Coordinators as we prepare to transition with the HCBS Final Rule.

A special recognition to staff Megan Mendes, Rhiannon Maycumber, and Stephen Browning for providing WRC with leadership with this initiative.

Employment, Community Integrated Employment (CIE) and Paid Internship Programs:

With the onset of the COVID-19 pandemic, CIE and PIP programs came to a sudden stop. However, it will continue to be a priority of the Center to assist those we support to prepare for and find paid employment opportunities. The graph below, provided by WRC's staff Lidenira (Liddy) Amador, shows a breakdown of the employment status for those we support as of October 2020.



Vendor Orientation

WRC's Community Services Department recently completed the first remote version of the new and revised vendor orientation for prospective vendors. The orientation has been updated to include a more comprehensive person-centered approach in alignment with WRC's mission and the transition to the HCBS Final Rule. During the month of October, WRC's Employment First Business Advisory Committee completed a series of four webinars and launched a social media campaign in support of National Disability Employment Awareness Month. The webinars were recorded and are available for view on our YouTube channel.

Vendor News/Updates

While a summary of events and news transpiring within the Vendor community will be covered in the SPAC report, one area of focus for the Center that should be mentioned in the ED report has been preparing for the release of Alternative Service Rates. In August, the California Department of Developmental Services (DDS) released proposed emergency regulations that would allow for "alternative services" to individuals with intellectual and developmental disabilities and their families who are unable to access site-based services due to COVID-19. Additionally, the proposed regulations outlined how regional centers would fund these new services along with processes service providers would need to follow. Per DDS, "the proposed emergency regulations allow service providers to be creative and resourceful in providing services to consumers, with an emphasis on safety and minimizing the impact of COVID-19 to the consumer." The release of rates established to fund these Alternative Services have been delayed, as of date, until December 2020. The Department has contracted with Burns and Associates to develop these rates. Service providers are completing a 'certification process', which essentially details what their alternative service will look like.

Staff News and Updates

Clients Services Staff Ratio Compliance

This year, like all regional centers, WRC has been challenged with meeting its caseload ratios. Quite simply, this is a result of the funding that is available to fund these positions being inadequate. As part of our plan to comply, we have sent letters to all stakeholder groups to provide input on this matter. We will respond to the DDS with our plan by November 13, 2020. We are currently adding two additional Service Coordinator positions. And, during this last fiscal year, we added three SC positions. In all, we will have added five additional SC positions to improve on our compliance in this area.

Congratulations to Mary Lou Weise-Stusser for receiving the 'Housing Heroes' Award from the Lanterman Housing Alliance for her contribution for coordinating and leading the way for 50 new homes that has been developed under her leadership over the years for those we support. Affording housing is a major priority for our state, and WRC continues to be involved in measures to address this issue.

Congratulations also to Cesar Garcia, Director of Client Services, for his appointment to ARCA's Legislative Committee. WRC wants to ensure we are updated on the latest legislative matters that impacts those we support and their families and having Cesar on this committee will continue to keep us close to the action.

Congratulations to Sonya Lowe, HR Director and our HR team for leading our efforts in maintaining a safe workplace at WRC!

On October 1, 2020, WRC received an award from Nonprofits United recognizing our Center for such an outstanding accomplishment.



October 1, 2020

Sonya Lowe
Coastal Developmental Services Foundation
5901 Green Valley Circle, Ste 320
Culver City, CA 90230

Dear Sonya,

We presented you with an award last year at the NPU annual meeting recognizing and supporting your efforts to maintain a safe workplace for your employees. The winners for this year's awards were announced at the NPU annual meeting held on September 19th, and we are happy to tell you that you are a recipient of the award for this year as well.

Congratulations to you and all your staff at Coastal Developmental Services Foundation! We hope that this award will provide encouragement to maintain a safe work environment. Keep up the great work!

We hope to be able to present you with another award at the NPU annual meeting to be held at a yet to be named location in September 2021.

Congratulations,

A handwritten signature in black ink that reads "Linda Johnson". The signature is fluid and cursive, with a horizontal line extending to the right.

Linda Johnson
Workers' Comp Group Administrator

A handwritten signature in black ink that reads "Jeffrey R. Einhorn". The signature is highly stylized and cursive, with a large, sweeping flourish at the end.

Jeffrey R. Einhorn
Chief Executive Officer

**MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
SEPTEMBER 9TH, 2020
ZOOM VIDEO**

MEMBERS PRESENT: Joseph Allen
Joan Elaine Anderson
Nilo Choudhry
Elizabeth Espinosa
Zoey Giesberg
Myra Mezquita
Betty Pearson-Grimble
Todd Rubien
Russell Tanner
Sofia M. Vergara
David Wyles
Vanda Yung

MEMBERS ABSENT:

STAFF PRESENT: Thompson Kelly, Cesar Garcia, Danny Franco, Hillary Kessler, Mary Lou Weise-Stusser, Sonya Lowe, Steve Yi, Kate Harvey, Rhiannon Maycumber, Liddy Amador, Cristina Azantian, Stephen Browning, Brenda Buendia, Sandy Cabanatan, Tatiana Carredano, Patricia Crook, Ana De Silva, Feben Fantu, Myriam Garcia, Mina Gomez, Jessica Haro, Jose Hernandez, Jill Hewes, Stephanie Lee, Natasha Lopez, Megan Mendes, Veronica Mills, Natalie Monge, Martha Montealegre, Jacqueline Montenegro, Philomena Morais, Jennifer Morales, Nelson Orozco, Anjanette Robinson, Blanca Rojas, Sonia Soriano, Aga Spatzier, Megan Tommet-Ramirez, Claudia Williams

GUESTS: Christofer Arroyo (SCDD), Megan Mitchell (DDS), Tresa Oliveri, Dave Hadacek, Edwin Pineda (DDS), Blanca Ramosn, Lisa Anderson, Karina Andrade, Nelson Arguelles, Mackenzie Bath, Elena Bustamante, Linda Butler, Martha Chavez, LeeAnn Christian (DDS), Felicia Ford, Teresa Garcia, Francis Gomez, Nayma Guerrero, Douglas Hedenberg, Clara Hernandez, Beverly Hutchinson, Alyssa Jackson, J Jones, Esther Kelsey, Adriana Madrigal, Barbara McCants, Joanna Montes, Ellen Seldon, Rebecca Shipman, Rocio Sigala, Dana Simon, Nora Snowden, Annetta Sparks, Michele Wicen, Wesley Witherspoon, Sammy,

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Betty Pearson-Grimble at 6:06pm.

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)

PUBLIC COMMENT

Wesley Witherspoon inquired about supports being provided for the community in regards to education and internet difficulties.

Ereida Galda let everyone know that the FREC is offering a training for parents and families regarding social distancing. More information can be found on the FREC website.

Nilo Choudhry, Board Member, noted that on Tuesday from 5:00-6:30pm there will be a webinar on special education and distance learning. She also discussed the plan for Board training and Board governance in partnership with the new Executive Director, Roschell Ashley.

Chris Arroyo, SCDD, let everyone know that the State Council was made aware of Special Contract Language regarding the WRC Board. DDS has outlined what they expect, and Chris asks that the community supports the staff and the Board for their hard work to meet these expectations.

Elizabeth Espinosa, Board Member, thanked Chris Arroyo for his comment about contract language, and for the training he will be providing. Elizabeth also noted that the digital divide has presented obstacles to families during COVID 19. Also discussed was the Public Comment section.

Felicia Ford noted that she has a resource for rental help for families who have lost income as a result of COVID. Contact Felicia for more information.

Douglas Hedenberg and Sammy thanked the WRC staff and Board for supporting them and others in the community who are vulnerable and whose voices are magnified by the support they receive. Several anonymous participants thanked Westside Staff for their hard work and support.

CHAIRPERSON'S REPORT

Betty Pearson-Grimble, Board President, welcomed everyone to the meeting. She noted that the Board continues to work together with the staff and community to mend their relationships. Betty discussed the importance of being a "working board", with much of the work being done in the various committees and behind the scenes. Finally, Betty thanked everyone on the Board and on the staff for their hard work so far this year.

APPROVAL OF MINUTES FOR THE AUGUST 5, 2020 BOARD MEETING (ACTION*)

Todd Rubien, Board Secretary (Motion) and, Vanda Yung, Board Member, (Second) the approval of the August 5th, 2020 Board Meeting Minutes.

No public comment. The motion passed.

**11 AYES
0 NO
1 ABSTENTIONS**

RESOLUTION: APPROVAL OF MINUTES FOR THE AUGUST 5, 2020 BOARD MEETING.

REPORT OF THE INTERIM EXECUTIVE DIRECTOR

Dr. Tom Kelly, Interim Executive Director, thanked everyone for their support and hard work during this past year as he was Interim Director. He noted that even though the only constant is change, this staff and community supported him to make the job easier and rewarding. Dr. Kelly updated everyone on the most recent COVID-19 statistics, which include 68 people we support, and 60 providers, currently. Fortunately, the numbers appear to be trending down, with the largest increase of positive cases occurring between May and July. Dr. Kelly also noted that DDS continues to extend many directives through the next few months. Notably, directives affecting community providers to bill for alternative services, and the differences between remote and alternative services. More information about the DDS directives is forthcoming and is continuously updated on the WRC website.

COMMITTEE REPORTS

➤ **FINANCE**

Danny Franco, Director of Finance, reported that the Finance Committee met today to discuss the current and last fiscal year's budget. He noted that as of the end of last fiscal year, WRC had spent 97% of its budget. As July 31, 2020 WRC has only spent 6% of the current fiscal year budget. Overall, Danny notes that this year's budget allocation appears to be enough to cover projected expenditures. Finally, Danny noted that WRC has hired an attorney to help with the Board Special Contract Language. WRC is asking for a detailed billing statement for auditing and transparency purposes. That statement is forthcoming. The full Budget Status Report Summaries for June 30 and July 31 can be found in the Board Packet.

➤ **CLIENT SERVICES**

The Client Services Committee will resume meeting in November, prior to the next Board Meeting. Details are forthcoming.

➤ **CONSUMER ADVISORY COMMITTEE**

Esther Kelsey, CAC member, read the report on behalf of Joseph Allen, Board Member. Esther reported that CAC has continued to be productive even in the face of continued quarantine due to COVID-19 and members are eating healthier, attending trainings such as earthquake preparedness & voter registration, and keeping up with the current happenings at WRC. Finally, she reported that CAC sends their thoughts and prayers to those who are affected by, or who have lost loved ones because of COVID-19. The full CAC report can be found in the Board Packet.

➤ **EQUITY**

Dr. Tom Kelly, Interim Executive Director, reported that the Equity Committee met this month and discussed the current disparity projects and funding. Due to COVID-19, projects have been adapted to be more virtual, and therefore, changes in venue and money must be approved by DDS. New project ideas have included an Employment Options Video that will be animated, and Distance Learning and information binders that can be distributed to families. The current Equity project involves reworking the two monthly newsletters that go out to the WRC community so that they reach more people. This month's Equity Committee Meeting Minutes can be found in the Board Packet.

➤ **FAMILY EMPOWERMENT CENTER**

Ereida Galda, Family Support and Education Specialist at the FREC, read the report on behalf of Director Liz Spencer. The FREC will be hosting a webinar starting next week entitled "Why Inclusion is Important for All Preschoolers", in which presenter Dr. Mary Falvey will be speaking. This will be held on three consecutive Thursdays. There will also be a workshop series entitled "Different Thinkers" as presented by Dr. Mariana Lenaera. The next workshop is scheduled for October 8th. The FREC also has begun their twice monthly I.E.P. clinics and have started the SibShop Sibling support group back up as of August. Finally, Ereida noted that the FREC continues to partner with families in as many creative ways as possible to support them. This has included delivering PPE right to their doors, or meeting in socially-distant outdoor spaces to provide help. The full FREC report, which includes dates and details, can be found in the Board Packet.

➤ **SELF DETERMINATION**

Self Determination did not meet this past month. There will be a report following their September meeting.

➤ **SERVICE PROVIDER ADVISORY COMMITTEE**

JoanElaine Anderson, SPAC Representative and Board Member, reported that although SPAC does not meet in August, they did host a Vendor Town Hall. Highlights included the various ways that the vendor community continue to be creative in how they support people because of COVID-19. JoanElaine noted that this shutdown has been difficult because vendors are unable to provide in-person services, and therefore groups like transportation services have little to no work at this time. Overall, the vendor community pledges to continue to focus on supporting people through technology and working hard to meet DDS guidelines as they continue to change.

➤ **STRATEGIC PLANNING**

Dr. Tom Kelly, Interim Executive Director, reported that the Strategic Planning Committee met to discuss the ongoing partnership with the Strategic Planning Consulting firm, Strategy Matters. The team from Strategy Matters will be joining the Strategic Planning meetings in September and October for their first meet & greet, and planning meetings. The Committee also discussed the importance of representation of the WRC community as part of its official membership. New seated members of the Strategic Planning committee will include representation of: WRC community/family members, persons supported, vendors, WRC staff and WRC board members. The Strategic Planning committee is excited to move forward with its planning consultant and new members. This month's Strategic Planning Committee Meeting Minutes can be found in the Board Packet.

➤ **POLITICAL ACTION & ARCA**

Zoey Giesberg, ARCA Representative and Board Member, reported that now is the most important time for the community to call their senators in support of the COVID relief package for Medicaid and HCBS services for people with disabilities. Zoey also noted that there is going to be an informational session recorded for the community that includes information on how to register to vote, how to be an informed voter, and how to turn in and track your ballot. Registration info for this can be found here: <https://zoom.us/meeting/register/tJcodemsrT4vH9HPqes6r0aNIGeu6nMjobiX>. The full Political Action & ARCA report can be found in the Board Packet.

ADJOURNMENT (ACTION*)

The regular Board Meeting was adjourned by Betty Pearson-Grimble at 7:20pm.

Westside Regional Center
Board of Directors Agreement
Adopted by the Board of Directors on

As a member of the Board of Directors of a large and complex organization, it is important that I am involved, informed and regularly attend committee, Board, and other meetings that are called by Committee Chairs and the Chair of the Board of Directors. It is also important that I represent the Corporation and my Board member colleagues in a manner that is informed and objective. Therefore, I agree to the responsibilities and expectations below as I fulfill my duties as a member of the Board of Directors.

I agree to regularly attend meetings of the Board of Directors and to contact the Chair of the Board, Executive Director, or the Executive Director's Assistant, if I cannot attend a Board meeting.

I agree to regularly attend Committee meetings and to contact the Chair of the Committee, Executive Director, or the Executive Director's Assistant, if I cannot attend a committee meeting.

I agree to read the materials in the Board packet that is posted on the Westside Regional Center website or that is delivered to me before each meeting of the Board of Directors. I agree to be prepared for Committee meetings and for meetings of the Board of Directors.

I agree to ask questions if I do not understand an item or an issue and to actively participate in Committee and Board meetings.

I agree to consider the organization as a whole as I make decisions as a Board member and to make decisions as objectively as I can.

I agree to adhere to the bylaws of the corporation, and any amendments to those bylaws.

I agree to adhere to the document entitled, Responsibilities of the Board of Directors and the Executive Director (attached) that was approved by the Board of Directors on

Board Member Signature

Date

Board Member Printed Name

Responsibilities of the Board of Directors and the Executive Director

Approved by the WRC Board of Directors –

<i>Board of Directors</i>	<i>Executive Director</i>
<p>Selects the executive director.</p> <p>Selects the members of the Board of Directors.</p> <p>Supports the executive director and reviews his or her performance.</p> <p>Provides oversight to the organization in establishing its values, vision and mission and engages in effective organizational planning.</p> <p>Establishes the policies used to run the organization.</p> <p>Approves the budget for the organization and reviews the budget against actual results throughout the year.</p> <p>Monitors governmental policies as they affect the organization.</p> <p>Assesses its own performance.</p> <p>Reviews and approves contracts for which Board approval is required by law.</p>	<p>Supports and advises the Board of Directors.</p> <p>Implements the organization’s values, vision, and mission.</p> <p>Provides the Board of Directors with sufficient and up-to-date information.</p> <p>Looks to the future for change opportunities.</p> <p>Interfaces between the organization and the community.</p> <p>Formulates policies and planning recommendations for the Board of Directors.</p> <p>Implements the organization’s policies and guides the organization’s daily action.</p> <p>Oversees the operations of the organization.</p> <p>Implements the strategic plan.</p> <p>Manages human resources of the organization.</p> <p>Manages financial and physical resources.</p> <p>Assists in the selection and evaluation of board members.</p> <p>Makes recommendations, supports Board during orientation and self-evaluation.</p> <p>Accounts to the state for the services provided and expenditures made.</p>

Westside Regional Center Board Members' Job Description

DRAFT: November 2020

Mission

The mission of the Westside Regional Center Board of Directors is, "It is Westside Regional Center's mission to empower people with developmental disabilities and their families to choose and access community services that facilitate a quality of life comparable to persons without disabilities."

Board Member

A member of the Board of Directors supports the mission of the organization by providing vision, leadership, oversight, and strategic governance. While the day-to-day operations of the WRC are the responsibility of the Executive Director, board members are important partners in leading the organization and fulfilling its mission.

Responsibilities

The responsibilities of a member of the Board are to:

- Serve as a trusted advisor to the Executive Director as they implement the strategic plan;
- Review the materials in the Board packet sent prior to each Board meeting in order to be prepared to participate in Board and Committee meeting discussions;
- Understand the financial and fiduciary obligations of a Board of Directors;
- Approve the organization's spending plans, budgets, audit reports, and service provider contracts as appropriate;
- Contribute to the annual performance evaluation of the Executive Director;
- Assist the Nominating and Bylaws Committee and Board Chair in identifying and recruiting other Board Members;
- Serve on Board Committees and Task Forces;
- Serve as ambassadors for the organization and represent WRC to legislators and other policy makers; and,
- Approve the organization's policies and resolutions.

Approved by the Board of Directors on **DATE**

**Westside Regional Center Performance Contract 2021
Public Policy Outcomes 2021**

Public Policy Measures	State Average	WRC Baseline as of :	Planned Activities
Number and percent of RC caseload living in State Developmental Center (lower is better)	2019 .08%	October 2020 3 .03%	<ul style="list-style-type: none"> • Implement the proposed 2020-2021 Community Placement Plan/Community Resource Development Plan, which includes: <ul style="list-style-type: none"> ○ Develop 1 Children's Community Crisis Homes ○ Develop 1 Step-Down Home ○ Develop one 10-12 unit Multi-Family Project. • Implement the 2020-2021 CPP/CRDP Plan upon approval. • Increase referrals to Westside START Team
Number and Percent of minors living with families (includes own family, foster family, and guardian). (higher is better)	2019 99.35%	October 2020 99.77% Children in foster care – 197 (4.34%) Children in home of parent/guardian – 4323 (95.43%) Total # 4530	<ul style="list-style-type: none"> • Continue to provide training for families in behavior management, toilet training & adaptive skill development. • Coordinate and provide technical assistance for the continued operation of support groups for parents, siblings, and other family members. • Continue and support the WRC Family Resource Center (FRC) that provides a library, assistance with issues such as IHSS, Support Groups, Educational Support, Sib Shops, and Parent to Parent support. • Continue to provide 24/7 Crisis Support Services through the CRP and CBT Programs and increase referrals to WRC START Team..
Number and percent of adults living in home settings (includes independent and supported living, adult family home agency, and with parent) (higher number is better)	2019 80.84%	October 2020 90.26% Total 4,159	<ul style="list-style-type: none"> • Work with approved NPO's to promote and maintain affordable housing. • Provide training for supported living service providers to promote client health and safety. • Provide training for parents of young adults in transition to adulthood and to parents of older adults regarding service and support options. • Review and improve current ILS/SLS modes of services. • ILS, SLS & AFHA will be the first level of review prior to out of home placement. • Increase the number of Adult Family Home options by increasing the number of AFHA homes and agencies.
Number and percent of minors living in licensed homes serving greater than 6 (includes ICF/DDs, ICF/DDHs, IFC/DDNs, SNFs, and CCFs). (lower is better)	2019 2.15%	October 2020 .22%	<ul style="list-style-type: none"> • Continue to provide training and information for families of minors regarding available living options. • Continue to increase referrals to Westside START Team to support children living in the family home • Provide families with on-line training and videos to support families with children living in the home. • Increase Westside START Team Referrals • Continue and increase support groups, sib-shops and other support services
Number and percent of adults living in licensed homes serving greater than 6 (ICF/DDs, ICF/DDHs, ICF/DDNs, SNFs, and CCFs; RCFE not include	2019 2.31%	2019 0.73%	<ul style="list-style-type: none"> • Encourage development of homes for four or fewer adults, including adults with special health needs. • Assess adults living in settings serving greater than 6, and identify less restrictive living options whenever possible. • Provide training and information for families of adults regarding available living options.

Compliance Measures
State Average 2019 WRC 2019

Planned Activities

Unqualified independent audit with no material findings 2019	86%	100%	<ul style="list-style-type: none"> • Continue generally accepted accounting principles. • Maintain good business practice.
Substantial compliance with DDS fiscal audit	100%	100%	<ul style="list-style-type: none"> • Continue generally accepted accounting principles. • Maintain good business practices.
Operate within OPS budget	100%	100%	<ul style="list-style-type: none"> • Maintain monthly reporting Schedules to monitor OPS budget. • Continue operation budget planning, ongoing utilization review, and periodic adjustments as needed.
Certified to participate in Waiver	100%	100%	<ul style="list-style-type: none"> • Maintain compliance with Medicaid Waiver requirements.
Compliance with Vendor Audit per contract Article III Section 10	86%	100%	<ul style="list-style-type: none"> • Maintain compliance with contract.
Individuals with current CDER or ESR	2019 95.33%	2019 96.07	<ul style="list-style-type: none"> • Continue to provide timely completion of CDER and ESR reports.
Intake/Assessment and IFSP timelines (0-2)	2017 82.44%	2017 80.00%	<ul style="list-style-type: none"> • Continue to provide timely completion of intake/assessment for clients under 3 years of age.
Intake/Assessment timelines, clients 3 and above	2019 97.56%	2019 94.25% October 2020 96.99%	<ul style="list-style-type: none"> • Continue to provide timely completion of Intake/Assessment for clients 3 years of age and above
IPP Development (Welfare and Institutions Code requirements)	2019 99.05%	2019 98.67%	<ul style="list-style-type: none"> • Continue to comply with all requirements of the Welfare and Institutions Code for timely completion of individual/family service plans for clients receiving services under the Lanterman Act.
IFSP Development (Title 17 requirements)	2019 84.90%	September 2017 83.44%	<ul style="list-style-type: none"> • Continue to comply with all requirements of Title 17 for timely completion of individual/family service plans for infants and children receiving early intervention services.

Public Policy Outcomes: Measures Related to Employment

Measures	Measurement Methodology*	Planned Activities
<p>Number and percent of clients, ages 16-64 with earned income. Statewide – 16.05.% WRC – 16.93%</p>	<p>Based on 2019 Employment Development Department (EDD) data-changes in number and percentage of consumers ages 16-64 with earned income as reported to EDD.</p>	<ol style="list-style-type: none"> 1. of Rehabilitation Continue the monthly Supported Employment Roundtable. 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual National Disability Employment Awareness Month. 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the monthly Employment First Business Advisory Committee. 6. Continue Pathways to Employment Training. 7. Continue MOU with Local Planning agencies (partnership with School Districts and Department
<p>Average annual wages for clients age 16-64: Statewide -\$11,300 WRC - \$14,184</p>	<p>Based on 2019 EDD data – average annual wages as reported to EDD for consumers 16-64</p>	<ol style="list-style-type: none"> 1. Continue the monthly Supported Employment Roundtable. 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department

<p>Annual earnings of consumers ages 16-64 compared to people with all disabilities in CA. CA - \$56,600 - 2017 WRC - \$14,184 - 2018</p>	<p>Based on 2017 client wage data compared to 2017 Cornell Disability Statistics on people with all disabilities.</p>	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department
<p>Percentage of adults who were placed in competitive, integrated employment following participation in a Paid Internship. Baseline</p>	<p>0.06. – 2018 5.8% - 2019</p>	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department

<p>Average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the prior fiscal year. Baseline: \$13.02 per hour in 2018 7.2 hours per week in 2018</p>	<p style="text-align: center;">2019 \$14.63 Average per hour wage 14.60 Average hours per week</p>	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department
<p>Average wages and hours worked for adults engaged in competitive, integrated employment, on behalf of whom incentive payments have been made. Baseline</p>	<p style="text-align: center;">December 2018 Average Wages - \$13.00 per hour Average Hours Worked – 13.5 hours</p> <p style="text-align: center;">September 2019 \$13.38 – Average Wage 14.66 – Average hours per week</p>	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department.

<p>Total number of \$1000, \$1250 and \$1500 incentive payments made for the fiscal year. Baseline</p>	<p>December 2018 Total Payment Made for: \$1000 – 5 payments \$1250 – 6 payments \$1500 – 3 payments</p> <p>September 2019 Total Payments Made for: \$1000 – 36 \$1250 – 21 \$1500 – 8</p> <p>October 2020</p> <ul style="list-style-type: none"> • \$1000) = 26 • \$1250) = 18 • \$1500) = 14 	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department
<p>Percentage of adults who reported having integrated employment as a goal in their IPP.</p>	<p>Based on the 2017-2018 National Core Indicators (NCI) In-Person Survey – 29%</p>	<ol style="list-style-type: none"> 1. Continue the Supported Employment Roundtable that meets monthly 2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly 3. Continue annual Career Fair 4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served. 5. Continue the Employment First Business Advisory Committee that meets monthly. 6. Continue MOU with Local Planning agencies (partnership with School Districts and Department

<p>Number of adults who were placed in competitive, integrated employment following participation in a Paid Internship program.*</p>	<p>2 individuals are in competitive integrated employment as a result PIP of the 34 PIPs.</p>	<ol style="list-style-type: none">1. Continue the Supported Employment Roundtable that meets monthly2. Continue the CIE and PIP Technical Assistance Sessions that meet monthly3. Continue annual Career Fair4. Continue networking with businesses in the area, e.g. Google, Activision, and Tender Greens Restaurants, etc. to develop employment opportunities for individuals served.5. Continue the Employment First Business Advisory Committee that meets monthly.6. Continue MOU with Local Planning agencies (partnership with School Districts and Department.
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DRAFT

Measure and Measurement Methodology

Percent of total annual purchase of service expenditures by individual's ethnicity and age based on Fiscal 2017-2018 data:

0-2 yrs.	# of Clients	Total Expenditures	Per Capita Expenditures	% Utilized
American Indian or Alaska Native	4	\$1,883	\$471	72.7%
Asian	123	\$687,989	\$5,593	67.7%
Black/ Afr. Am.	316	\$1,453,659	\$4,600	65.8%
Hispanic	946	\$4,314,748	\$4,561	67.4%
Native Hawaiian or Pacific Islander	2	\$2,617	\$1,309	65.4%
Other / Multi-Cultural	470	\$2,496,764	\$5,312	69.5%
White	697	\$3,107,330	\$4,458	70.9%
3-21 yrs.	# of Clients	Total Expenditures	Per Capita Expenditures	% Utilized
American Indian or Alaska Native	5	\$130,696	\$26,139	56.6%
Asian	217	\$2,004,374	\$9,237	59.1%
Black/ Afr. Am.	904	\$10,182,461	\$11,264	66.8%
Hispanic	1,754	\$13,315,950	\$7,592	65.0%
Native Hawaiian or Pacific Islander	9	\$54,662	\$6,074	54.0%
Other / Multi-Cultural	594	\$5,479,212	\$9,224	61.5%
White	945	\$10,614,233	\$11,232	64.8%
22yrs. +	# of Clients	Total Expenditures	Per Capita Expenditures	% Utilized
American Indian or Alaska Native	6	\$512,151	\$85,359	95.9%
Asian	170	\$7,054,093	\$41,495	84.9%
Black/ Afr. Am.	1,043	\$44,656,541	\$42,815	84.3%
Hispanic	991	\$31,564,541	\$31,851	80.8%
Native Hawaiian or Pacific Islander	3	\$60,679	\$20,226	80.7%
Other / Multi-Cultural	293	\$12,630,655	\$43,108	81.2%
White	1,154	\$61,140,847	\$52,982	84.9%

Activities

Online Community Outreach

- Keep the community informed on important events, trainings, public meetings and workshops through our Facebook, Instagram, website and Bi-Monthly E-Newsletter.
- Direct families to our YouTube channel and Facebook Library for self-guided learning opportunities

Measure and Measurement Methodology								Activities	
Number and percent of individuals receiving only case management services by age and ethnicity:								Creating Successful Transitions (grant funded by DDS) Support underserved Black (100), Hispanic (150) and Other/Multi-cultural (50) families through key stages of transition	
Ethnicity	0 – 2 yrs.		3 – 21 yrs.		22 yrs. +		Total		<u>Early Childhood Transition Workshop (Series)</u> – For parents and guardians of children ages 2 ½ to 3 transitioning out of the Early Start Program and beginning new options at age 3 <u>High School to Community Life Transition Workshop (Series)</u> – For adolescents and young adults ages 14 to 21 who are planning to exit the school district into life in the community <u>Resource Development:</u> – Develop the “Early Start Transition: 30 Months to 3 Years of Age” booklet in English and Spanish for families transitioning out of the Early Start Program by their child’s 3rd birthday. – Resource guides for topics covered in curriculum <u>Outreach</u> – Bi-Monthly Resource Guide (via e-mail) – Social media campaigns – Mailers, text messages & phone calls
	#	%	#	%	#	%	#	%	
American Indian or Alaska Native	0	0.0%	2	40.0%	0	0.0%	2	13.3%	
Asian	0	0.0%	46	21.2%	15	8.8%	61	12.0%	
Black/ Afr. Am.	6	1.9%	218	24.1%	62	5.9%	286	12.6%	
Hispanic	6	0.6%	503	28.7%	79	8.0%	588	15.9%	
Native Hawaiian or other Pacific Islander	0	0.0%	5	55.6%	0	0.0%	5	35.7%	
Other / Multi-Cultural	4	0.9%	163	27.4%	29	9.9%	196	14.4%	
White	6	0.9%	275	29.1%	83	7.2%	364	13.0%	
Measure and Measurement Methodology								Activities	
Per capita purchase of service expenditures by individual’s primary language (for primary languages chosen by 30 or more consumers):								Translation & Interpretation Services – Continue to provide adult individuals and families translation and interpretation services during IPP/IFSP meetings, assessments and consultations; public meetings, conferences, fairs, and other events. – Continue providing contracted translation services for legal documents.	
Language	% Utilized	# of Clients	Total Expenditures	Per Capita Expenditures					
English	78.6%	8,571	\$180,177,629	\$21,022					
Spanish	74.2%	1,913	\$25,647,773	\$13,407					
Farsi	79.6%	54	\$2,688,420	\$49,786					

**WESTSIDE REGIONAL CENTER
BUDGET STATUS REPORT
September 30, 2020
(25% OF THE YEAR)**

	<u>B-1 ANNUAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>YTD EXPENDITURES</u>	<u>% OF BUDGET</u>
<i>Operations</i>	\$ 23,519,070	\$ 1,751,284	\$ 4,925,420	21%
<i>Purchase of Service</i>	<u>\$ 277,447,942</u>	<u>\$ 18,129,409</u>	<u>\$ 61,573,215</u>	<u>22%</u>
	<u>\$ 300,967,012</u>	<u>\$ 19,880,693</u>	<u>\$ 66,498,635</u>	<u>22%</u>

NARRATIVE:

OPERATIONS

WRC's projected expenditures will be within our budget allocation.

PURCHASE OF SERVICE

Based on the B-1 budget allocation, WRC's projected expenditures will be within our budget allocation.

Good evening Board Members & Guests

Here is the information report for November. We have been on the conference call for 215 days. Since CAC have on the call we have had guest speakers such as, Diane Gonzales FBI for Los Angeles did a presentation on Internet Safely, Scott Barron Peer Advocate OCRA he did a presentation on a couple of trainings. For example, Emergency Preparedness, and Stress and relaxation Trainings, Chris Arroyo from SCDD he did a presentation on ADA. Wesley Witherspoon a CAC member he did a presentation on voting and talked about the different Propositions and explained how it's important to vote. Judy Mark Autism Society of Los Angles. Along with Wesley CAC member they both did a presentation on voting and the different proposition, and how it's important to vote. Stephen Hinkel Peer Advocate OCRA presented on Wellness. CAC has also been on zoom calls with SCDD check in, SLARC/ AAC Board Meeting, and SLARC Wellness check in, DDS/CAC meeting. CAC invited the Executive Director of WRC to CAC meeting. CAC has also invited consumers from SLARC and Lanterman Regional. CAC attended California Memorial Project, a webinar on Disability Vote California, National Disability Awareness, by zoom. Last, least CAC did a tribute to the to Hispanic Heritage.

And that's the Report!

Esther Kelsey

ARCA Notes 10.16.20

Self Determination Presentation

- Presented by Melissa Grehler from Far Northern Regional Center
- On regional center rollout
 - FNRC small and rural regional center, has 60 spots (over half withdrawn, 24 fully enrolled and have FMS and spending FMS/40 completed orientation/32 certified plans)
 - Focused on person-centered planning
 - Have 2 senior service coordinators and case supervisions meeting every other months
 - Challenges: family responsiveness, compiling initial mechanics of spending plans
 - Budget and spending plan template for staff available via mmcollum@farnorthernrc.org
 - Pluses: checklist for service coordinators to meet, fms working well with families, sdp participant satisfaction

DDS Report

- More draws for SD coming, trying to reach for more than 2500 participants
 - Looking at more barriers from now to the end of December (including independent facilitators, budgets, participants saying it's too complicated, etc.)
 - Expanding participant-directed services
 - Will look at budget and spending plan processes (current funding is federal dollars and has different requirements than pregio)
- COVID 19 updates
 - Tracking cases
 - Most positive cases of COVID in July, gone down by end of September (107 cases)
 - Largest age group 45 - 64 yrs old (13% of general consumer population)
 - 48% cases are Hispanic (40% of general consumer population), 35% white
 - Residence type largely in family setting (where most consumers live), still tracking facilities
 - Consistent with general CA population

ARCA Notes 10.16.20

- Working on getting PPE out in timely manners
- DS task force meetings
 - Disparity guidelines
 - Community engagement
 - Participating in COVID vaccine task force for eventual rollout
- Doing statewide survey in accessing services during COVID (online)
- Alternative services
 - Monthly rate for non-residential (includes ILS)
- HCBS provider self-assessment
 - Due date December 2020
 - Grants will be administered by Jan. 2021

ARCA Executive Director's Report

- COVID Lessons
 - PPE distribution efforts were great (state/community partners/etc)
 - Included diaper drives
 - Service coordination went online
 - More flexible service delivery
 - High collaborative spirit
 - Respecting individual choice in services
 - Things to fix:
 - Lack of access to technology
 - Barriers to accessing generic services
 - Heavy reliance on service coordination
 - Will send and respond to survey on service delivery and access
- Voting Outreach
 - Massive push to register voters
 - Disability Vote CA collaborative
 - Working with regional centers best practices
- Board Training
 - Re-convened ARCA Academy
 - Creating hour-long monthly webinar series
 - Every third Saturday of month
 - Topics: Boards in Community, Working Together, Strategic Planning

ARCA Notes 10.16.20

- Statewide/Community Outreach
 - Coordination Agenda to communicate in communities
- ARCA website redesign

Legislative Report

- CA
 - Deeply impacted by COVID
 - Dems will hold CA Assembly, likely will dominate CA Senate where Repubs might drop to single digits
 - Losing Mitchell, Manning, Bell in Senate
 - Holly Mitchell will likely win County Supervisor, leaving Senate Budget Chair
 - Subcommittee chair likely to take Mitchell's position
 - Trigger cuts went into effect for education and state employee salary
- Feds
 - Decision 2020
 - CA ballots have gone out for early voting
 - Disability Vote CA Proposition webinar
 - Relief Funding
 - Still stalled by Senate
 - CA denied federal funding for disaster relief for fires
 - Amy Coney Barrett in hearings for Supreme Court
 - Could rule against Affordable Care Act, affecting healthcare for our population

WRC Political Action Notes

October 28, 2020

Federal

- New Supreme Court Justice Amy Coney Barrett
 - Could overrule ACA in court case hearing in mid-November
 - NOTE WRC WILL STILL COVER RC HEALTHCARE
- Stimulus Bill halted, Senate on recess until Nov. 10th

State

- Create game plan and strategic items for state budget

Send congrats to winners and establish connections with new legislators

WRC Voting Info Site:

<https://westsiderc.org/voting-information-and-resources-the-election-is-just-around-the-corner/>

November Meeting (December 2, 2020; 5 pm) - cover state budget action items; strategic plan

WRC Political Action Notes

September 30, 2020

Federal

- Current Republican Senate relief package proposal does not include disability or HCBS relief
- Still held up

WRC has sent out action alerts on advocating for disability reliefs

Voting Information

- Voter Information Presentation went well!
 - Prerecorded in archive
 - Covered 3 branches of gov, voting amid covid, getting involved in local politics, proposition, ballot tracking system
 - “Why vote?” “what do you want to vote”
 - Will move onto website
- Doing major social media push
- Disability Vote California (disabilityvoteca.org)
 - Looking for speakers for next ten weeks!
 - Email zoey.giesberg@gmail.com or judy@dvunited.org
 - Webinars: <https://disabilityvoteca.org/videos-and-webinars>
 - Virtual Town Hall with Holly Mitchell and Lanira Murphy October 2 12 pm - 1 pm and 3 pm - 4 pm
- Email blasts for voter registration (last day 10.19.20)

State

- DDS sent possible regulations on Non-Residential Services
- Need read, analyze them, send comments/issues to DDS
- Crucial points:
 - What rates will actually going to be paid
 - Doesn't note what quantity of services providers must provide in order to bill for one month's worth of service per individual served
- Will take comments through August 27, then goes to 45 day public comment
- Send to board to comment and take positions
- Important - Burns and Associates will oversee it (did rates study)
- DDS Town Halls for Alternate Service Delivery
- CA IS SENDING \$300 IN UNEMPLOYMENT

Community Outreach

WRC Political Action Notes

- Reached out to BLM, didn't get response (likely due to current intense protests)
- Continue to reach out and inform of outreach efforts to racial/lgbtq/enviromental/etc. Organization (Megan)

TO-DO:

- Put sites to check polling stations and register to vote
- Look into providing transit to polling stations?
- Inspector to pick up ballots? Voter signatures?



Strategic Planning Meeting Minutes

Thursday 9/24//2020 at 4:30pm

ZOOM Meeting

✚ **ATTENDEES:** Brittney Nichols Barrows, Josh Moulton, Todd Baker, Lisa C Anderson, JoanElaine Anderson, Roschell Ashley, Todd Baker, Desiree Boykin, Linda Butler, Nilo Choudhry, Patricia Crook, Felicia Ford, Danny Franco, Douglas Hedenberg, Elizabeth Hedenberg, Leah Holtz, Tom Kelly, Hillary Kessler, Sonya Lowe, Adriana Madrigal, Rhiannon Maycumber, Megan Mendes, Jefferi Moreno, Josh Moulton, Brittney Nichols Barrows, Betty Pearson, Todd Rubien, Russell Tanner, Sylvia Thompson, Sofia Vergara, Mary Lou Weise-Stusser, Pamela Wiley, Claudia Williams, Vanda Yung

✚ **MINUTE TAKER:** Kate Harvey

✚ **Introduction**

- Welcome to our guests, the team from Strategy Matters

✚ **Strategy Matters Presentation**

- Agenda and slideshow provided

✚ **Public Input**

- **“What will the engagement opportunities be for the entire WRC agency?”**
 - The Strategic Planning Committee is representative of the stakeholders but not the entirety
 - “How do we best reach all stakeholders?”
 - Strategy Matters will do research on how to best reach the entire WRC community and then will proceed
 - Paper surveys/digital surveys/interviews
 - Bilingual folks?
 - Additional language capacity through SM
 - Surveys will be sent in both English and Spanish
- **“What do you want to see come out of the process? Feelings or Outcomes?”**
 - Excited for our partnership and for the representation
 - Energized for positive changes to happen at WRC
 - Renewed sense of hope and optimism
 - Being excited about the opportunity work closely together as a team
 - Strengthening the bonds between everyone through our direct communication
 - What are some of the changes to this process as affected by COVID19?
 - Digital meetings, taking COVID into account in how it affects the needs of our community

- Excited for the clarity that planning can create, resulting in better understanding
- Ability to address and meet more of the community's needs
- Becoming more person-centered i.e. shifting our language, our documentation, meetings, etc.
- Becoming more inclusive of the many intersections of identity that occur within our community (both staff and people we serve) including people of color and folks who are LGBTQ+.
- More conversations around tough topics such as being Black in America or being Black & disabled, and giving black voices the confidence to speak and feel safe
- Making the process as collaborative as possible
- Strategize around the housing and employment needs specifically for adults that we support
- Re-establish a sense of collaboration and partnership with all the stakeholders.
- Working to a goal of eliminating disparities within our system, and promote diversity equity and inclusion within our organization's practices. Collaborate with different groups and stakeholders
- Strategy Matters notes that issues of Equity and Inclusion are things we CANNOT ignore
 - SM takes an intersectional approach and this is something that is very important to them as an organization

Our Contacts at Strategy Matters:

- Brittney@strategymatters.org
- josh@strategymatters.org
- todd@strategymatters.org

Setting date for next Strategic Planning Committee meeting

- 10/29/20 is the last Thursday of next month (regular meeting)

Equity Committee Meeting Minutes

Wednesday 9/30/2020 at 4:00pm

ZOOM Meeting

✚ **Attendees:** Tom Kelly, Hillary Kessler, Aga Spatzier, Sandy Cabanatan, Liz Spencer, Felicia Ford, Sonya Lowe, Nilo Choudhry, Roschell Ashley, Betty Pearson

✚ **Minute-Taker:** Kate Harvey

✚ **Action Items:**

- Minority Vendor Organization participation
- Letter for potential Technology donations
 - Check in with Mary Lou and the RC Coalition working on lending library

✚ **Introduction**

- Opening comments
 - Felicia Ford: Importance of the African American voice
 - Minority Vendor Organization needed
 - The work is already being done outside the RC
- Review previous meeting minutes

✚ **FY 2019/2020 Creating Successful Transitions**

- Update on project activities
 - Part 1 of 7 Webinar Series: Special Education during COVID-19
 - Presented by Special Education Team: Feben, Ron, & Barbara
 - 46 individuals attended
 - Was presented in English & Spanish simultaneously
 - Recorded version will be available on YouTube by tonight
 - Schedule for remaining workshops is forthcoming
- Update on the submitted request to DDS to revise project
 - Post COVID-19, funding needs to be changed
 - Halted original request to make originally proposed projects virtual
 - Shifted funding requests to:
 - Technology lending library
 - Reached out to SC's about the actual needs within the community
 - Looking for funding to help with hotspots/internet subscriptions
 - It's not just about obtaining the devices

- School districts should be providing for K-12 students
- Transportation needs
- Translation and interpretation services

General discussion

- Goals and Vision
 - Minimizing gaps made bigger because of COVID-19
 - Bridging the technology gap
 - Ask for donations from technology companies
 - Often companies will replace their equipment to have the most up to date (nothing wrong with the technology)
 - Our catchment area has so many technology companies
 - Be mindful of how old the technology is re: software compatibility
 - Check in with Mary Lou and the RC coalition about what they are already asking for
 - Healthcare and Mental health specifically for individuals with developmental disabilities
 - Gap in Educational supports
 - WRC representation & participation in local organization
 - Chamber of Commerce

Date for Next regular Equity Meeting:

- October 28 @ 4:00pm

Equity Committee Meeting Minutes

Wednesday 10/28/2020 at 4:00pm

ZOOM Meeting

✚ **Attendees:** Betty Pearson, Felicia Ford, Nilo Choudhry, Todd Rubien, Liz Spencer, Tom Kelly, Hillary Kessler, Sonya Lowe, Roschell Ashley, Anjanette Robinson, Cesar Garcia

✚ **Minute-Taker:** Kate Harvey

✚ **Action Items:**

- Send ideas for next Disparity Grant focus to Tom Kelly
- Send interest in participating in planning Minority Vendor group to Felicia Ford

✚ **Introduction & Welcome**

✚ **Review last Equity Committee Meeting**

- Technology needs of our community
 - RFP has been posted to find a vendor to provide the administrative/oversight to technology purchased for those in need
 - 2 week deadline

✚ **FY 2019/2020 Disparity Grant: Creating Successful Transitions**

- First webinar of the series was last night: How to Navigate the Mental Health System: Accessing Services for your Child with I/DD
 - Video of discussion and link to slideshow are on the WRC website
 - Video Link: <https://youtu.be/Yw21KhjHjms>
 - Download the slides: [Slideshow](#)
- Next upcoming webinar: **Employment: How the Regional Center Can Help You Reach Your Goals**
 - Date: Tuesday, November 17, 2020
 - Time: 5:00PM

✚ **Ideas for next Disparity Grant focus (due in December)**

- Webinar OR Support Group: Highlight on RC Services that affect transition-aged folks
 - SLS, ILS, Self-Determination
- Managing, Living, and Thriving during COVID (and other difficult times)
- Safe social opportunities during COVID for young kids
 - Within their own community
 - Those without the means to “create” safe opportunities
 - Away from screen time

- Create an app to link up to groups and opportunities that serve our community → this is included in the current disparity grant
- Women's Support and Self-Esteem

 **Date for Next regular Equity Meeting:**

- December 2nd @ 4:00pm (last Wednesday of the month)