



# WESTSIDE REGIONAL CENTER

To: Board of Directors

From: Tom Kelly, Interim Executive Director

Date: April 29<sup>th</sup>, 2020

Re: Committee Schedule and Agenda for the WRC Board of Directors Meeting,  
**Wednesday, May 6<sup>th</sup>, 2020**

I am attaching the Agenda for the **May 6<sup>th</sup> 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/meeting/register/uJQvduCvrDksHB7RAPpv1QyukqFS\\_9NrFQ](https://zoom.us/meeting/register/uJQvduCvrDksHB7RAPpv1QyukqFS_9NrFQ) 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	TBD	TBD
Consumer Advisory Committee	See website for details	Conference Call
Equity Committee	April 29 <sup>th</sup> , 4:00pm	ZOOM Video Conference
Finance Committee	May 6 <sup>th</sup> , 5:00pm	ZOOM Video Conference
Political Action & Outreach Committee	May 27 <sup>th</sup> , 5:00pm	ZOOM Video Conference
Self-Determination	May 27 <sup>th</sup> , 5:30pm	ZOOM Video Conference
Service Provider Advisory Committee	5/19; 10:30am-12:00pm	ZOOM Video Conference
Strategic Planning Committee	May 28 <sup>th</sup> , 5:30pm	ZOOM Video Conference

*Committed To Providing Support And Services To People With Developmental Disabilities*

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**BOARD OF DIRECTORS MEETING  
COASTAL DEVELOPMENTAL SERVICES FOUNDATION  
5901 GREEN VALLEY CIRCLE, SUITE 320  
CULVER CITY, CA 90230  
WEDNESDAY, MAY 6<sup>th</sup>, 2020  
ZOOM Meeting  
6:00 PM**

**AGENDA**

- |   |  |                |
|---|--|----------------|
| <b>1. Call to Order</b><br>- Welcome and Introduction of Guests | <b>Sofia Vergara</b>                       | <b>ACTION*</b> |
| <b>2. Public Comment</b>  |  |                |
| <b>3. Chairperson's Report</b>                                  | <b>Sofia Vergara</b>                       |                |
| <b>4. Approval of Minutes from March 4<sup>th</sup>, 2020</b>   | <b>Nilo Choudhry<br/>&amp; Todd Rubien</b> | <b>ACTION*</b> |
| <b>5. Report of the Interim Executive Director</b>              | <b>Tom Kelly</b>                           |                |
| <b>6. Committee Reports</b>                                     |  |                |
| Finance   | Cammy DuPont                               |                |
| Consumer Advisory Committee                                     | Todd Rubien                                |                |
| Executive Search  | Sofia Vergara                              |                |
| Political Action & ARCA   | Zoe Giesberg                               |                |
| Client Services   | David Wyles                                |                |
| Board Development Committee                                     | Nilo Choudhry                              |                |
| Strategic Planning  | Tom Kelly                                  |                |
| Service Provider Advisory                                       | JoanElaine Anderson                        |                |
| Family Empowerment Center                                       | Liz Spencer                                |                |
| Equity Committee  | Betty Pearson-Grimble                      |                |
| Self Determination  | Judy Mark                                  |                |
| <b>7. Public Comment</b>  |  |                |
| <b>8. Adjournment</b>   | <b>Sofia Vergara</b>                       | <b>ACTION*</b> |

\*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, JUNE 3<sup>RD</sup>, 2020**

**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**COASTAL DEVELOPMENTAL SERVICES FOUNDATION**  
**MARCH 4, 2020**

MEMBERS PRESENT: Joseph Allen Jr.  
Nilo Choudhry  
Cammy DuPont  
Elizabeth Espinosa  
Myra Mezquita  
Todd Rubien  
Alex Soschin  
Russell Tanner  
Sofia Vergara

MEMBERS ABSENT: Joan Elaine Anderson  
Betty Pearson-Grimble  
Austin Dove  
Zoe Giesberg  
Philip Jackson  
David Wyles  
Vanda Yung

STAFF PRESENT: Tom Kelly, Danny Franco, Liz Spencer, Mary Lou Weise-Stusser,  
Kate Harvey, Rhiannon Maycumber, Sandy Rivera, Anjanette  
Robinson, Aga Spatzier, Kenneth Sears, Megan Mendes, Megan  
Tommet-Ramirez, Angela Quinonez, Rochelle Cole

GUESTS: Marcia James, Barbara McCants, Jo Mullins (DDS), Cynthia  
Sandoval (DDS), Mary Hernandez (DDS) Chris Arroyo (SCDD),  
Raymundo Blanco, Trisha Lurie Cozine, Sylvia Fahimian, Danny  
Feingold, Brett Gordon, Esther Kelsey, Adriana Madrigal, Sandy  
Rubenfeld, Robert Schwartz, Ayode Woods, Veronica Green,  
Matthew Seymour, James Taylor, Renee Taylor, Kahiir Hall,  
Jenny S, Sonya Vaughn, , Felisha Ford, David Mezquita, Tresa  
Oliveri, Sue Williams, R. Herbert

**CALL TO ORDER** (ACTION\*)

Meeting was called to order by Board President, Sofia Vergara at 6:08pm.

**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**

Sofia Vergara, Board President, welcomed everyone to Westside Regional Center. Sign in Sheet is in the back. Todd Rubien read the WRC Mission Statement.

**OPEN PUBLIC COMMENT**

Chris Arroyo with the State Council on Developmental Disabilities (SCDD) let everyone know there is a total of \$20,000 available through their 2020 Program Development Grant focusing on the identified areas of Housing, and Health and Safety.

**CHAIRPERSON'S REPORT**

Sofia reported that she is excited to be in the new role. She thanks all of the members of the Executive Committee and others who have helped to guide and support her starting this new role. By attending many committee meetings and speaking with Dr. Kelly and the folks at WRC, she has learned so much in a short time. She also thanks the WRC staff and Dr. Kelly for all their hard work. Sofia reiterates that the Board is asking that the community attend the POS meetings at the end of March. There will be a closed session directly following this meeting.

**APPROVAL OF MINUTES FOR THE JANUARY 8, 2020 BOARD MEETING (ACTION\*)**

**Alex Soschin, Board Member (Motion) and, Russell Tanner, Board Member, (Second) the approval of the January 8<sup>th</sup>, 2020 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE JANUARY 8, 2020 BOARD MEETING.**

**No public comment. The motion passed.**

**9 AYES**

**0 NO**

**0 ABSTENTIONS**

## **REPORT OF THE INTERIM EXECUTIVE DIRECTOR**

Dr. Kelly reported on the theme of the importance of planning and preparation. Given the recent flooding at WRC, the coronavirus epidemic, and the recent ransomware attack at another regional center, we are learning from our past in order to be prepared for the future. This includes a thorough look at our emergency preparedness plan, and a heightened awareness of our health and safety protocols onsite and in the community. Dr. Kelly also highlighted the growth of WRC by 14+ new hires so far this year. WRC has applied for several new grants including one for a project related to assistive technology in the workplace and Mental Health Services Act funding. WRC was awarded \$106,000 for ongoing work to reduce cultural disparity. Dr. Kelly discussed the hard work of the WRC HCBS team and congratulated them on their completion of their Person-Centered training. Finally, Dr. Kelly extended thanks to Cesar Garcia for his work in Self Determination as WRC currently has 17 certified budgets.

### **COMMITTEE REPORTS**

#### **➤ FINANCE**

Cammy DuPont reported that the Finance committee met today, and went over the latest Budget status report. That status report is available in the back. The Audit committee will need to meet prior to the next Board meeting, and is tentatively scheduled for March 25<sup>th</sup> at 5:00pm in the ED office. Danny and Cammy are available if anyone has any questions.

#### **➤ CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported that after Chris Arroyo gave his training on Boardmanship, CAC decided to focus on CAC business. They are working with Chris on how to solve statewide issues. CAC has found that WRC is experiencing many issues like other regional centers, and working with Chris to fix. Todd also discussed interpersonal issues within the CAC meetings, and is requesting to meet with the Board to discuss.

#### **➤ EXECUTIVE SEARCH**

Sofia Vergara reported that the BOD is working with Envision Consulting to find a permanent Executive Director for WRC. They have met with Matt Kamin from Envision, in order to finalize a survey to help get feedback. The search committee and Matt helped developed the job description, and it has been posted in various online job boards. She encourages everyone to spread the word. Feedback received during meetings will inform the search process moving forward. Looking for two more board members to actively participate in the process; contact Sofia if interested.

#### **➤ CLIENT SERVICES**

David Wyles and Cesar Garcia were both absent, so Nilo gave a brief report. The ILS and SLS info will be put forth at next board meeting.

➤ **BOARD DEVELOPMENT COMMITTEE**

Nilo Choudhry acknowledged a big thank you to Chris Arroyo for providing the informative and helpful Boardsmanship Training to us in February. Chris has also provided board training for WRC in the past. A Mandatory Board Training on the 'DDS Contract with WRC' will take place 4/1/20. The Executive Director search will precede nominations process.

➤ **POLITICAL ACTION & ARCA**

Zoe Giesberg has turned in written PAC and ARCA Report, and that is in the back. Nilo summarized the reports. The Governor's 'May Revise' to the budget will be coming up. Budget hearings are taking place in Sacramento. Today the Assembly Budget Subcommittee #1 on Health and Human Services is meeting to discuss and take input on the Governor's budget proposals, oversight items, and advocacy proposals. The Senate Budget Subcommittee will be meeting 3/12 on Electronic Visit Verification (EVV). On 4/19 it will meet on the 'DDS Budget'. Overall we need to continue advocacy for increased funding for sustainability of the system. The state-wide Developmental Services Task Force has four work groups. Vanda Yung is in the Disparity work group. Dr. Sofia Vergara will represent as a Self-Advocate and as the WRC Board Member at the fast-paced Grassroots Day in April. Rhiannon Maycumber will lead the WRC team composed of board member, vendor, staff and Client and family.

➤ **STRATEGIC PLANNING**

This month's meeting was rescheduled because of inadvertent flooding at WRC. The RFP, which was to be discussed at the meeting is in the back for review and posted on the WRC website. Dr. Kelly and team encourages anyone with feedback to contribute. Next meeting will be March 26<sup>th</sup>, 2020

➤ **SERVICE PROVIDER ADVISORY COMMITTEE**

No Report at this time

➤ **FAMILY EMPOWERMENT CENTER**

Liz Spencer reported that the FREC and WRC Early Start program are holding the "Moving on Up" conference on April 4<sup>th</sup>, from 9:30 to 2:30 at WRC. WRC is also continuing their twice monthly I.E.P clinics. FREC is pleased to continue their partnership with LMU, as well as to partner with the Learning Rights Law Center. The center will continue to sponsor seven monthly support groups, as well as the IHSS workshop and Early Start Orientation. Shout out about the transition event this Saturday, March 7<sup>th</sup>, 2020.

➤ **EQUITY**

Tom Kelly reported that the Equity Committee discussed the theme "where we have been and where we are going". WRC has found that there are challenges for Latino families in accessing services and, managing partnerships with outside agencies. The Equity Committee also notes that transition periods can be sources for confusion for all populations. He emphasizes that education and information are key in helping people access our services, and for overcoming challenges. WRC has been focusing on both multi-media and print materials to help provide more information and to help the community understand the breadth of our services.

➤ **SELF DETERMINATION**

No report at this time.

**PUBLIC COMMENT**

Myra summarized her experience at the ARCA training in February. Amendments to the law were brought up, more info requested. Other RCs are going through leadership changes, and it was interesting to discuss what this is like and know that they are experiencing similar challenges. This training provided opportunity for discussions about how board/staff collaboration can continue and can improve.

Elizabeth Espinosa reported the latest from the Department of Health is that as of today there are 6 cases confirmed of Coronavirus in LA County. She reiterated concerns for the health and safety of our Regional Center populations. The consistent message is to continue to refer to the Department of Health and the CDC for accurate and up-to-date information, and practice common-sense health habits.

Alex Sochin reiterated the support from the Board to the entire Westside community as we deal with the Coronavirus epidemic. He also said how extremely proud he is of Dr. Sofia Vergara stepping into the role of Board President and working so hard to take on the challenges. He thanked the Board for his opportunity to serve on the Executive Committee and states that it was humbling. 'Thanks to Chris Arroyo of State Council and the DDS Technical Team for their support'.

Ayode Woods states that he seen a lot of people with masks on and wants to know why? Dr. Kelly explained, that as per the CDC, masks should be used by people who are already sick in order to keep them from spreading symptoms to other people. They do not protect the wearers from getting sick.

Kenneth Sears, WRC employee, commented that the coronavirus impacts the entire community, including the folks at Westside who are out in the field.

Nilo thanked everyone for sharing their concerns.

**ADJOURNMENT** (ACTION\*)

The regular Board Meeting was adjourned by Sofia Vergara at 7:26pm and no public comment followed.

## Interim Executive Director's Report

Board of Directors Meeting  
May 6<sup>th</sup>, 2020

As everyone is aware, we are all confronting new and unique challenges in this unprecedented global crisis. Westside is not alone in its struggle to meet these challenges and adapt to a new normal. On March 13<sup>th</sup>, with the possibility of one of our own consultants being infected, and the knowledge that this could have exposed a number of other staff and individuals that we support, we made the decision to operate remotely. In retrospect, this was a timely decision since shortly after this we identified two other staff that were positive for COVID-19. Had we been operating normally the impact to our staff and community could have been exponentially greater than what we have experienced. We have been relatively fortunate, and at this time we have identified 6 individuals that we support, 4 providers and two staff as positive for COVID19.

Moving forward, we are focused on ensuring the safety of our community and ongoing provision of supports and services. With that in mind we have pursued a number of strategies to minimize our risks which have been in line with current practices outlined by the Center for Disease Control (CDC) and local county public health agencies. We have been receiving supplies of personal protective equipment (PPE) including N-95 masks, gowns and gloves and have been distributing them to direct care providers. In particular, we have been prioritizing giving masks to those who provide direct support to individuals in congregate settings including, for example, our ICF and ARFSHN settings. These are homes to some of our most medically compromised individuals. In addition, we have provided supplies to independent and supported living providers that continue to work in the field with individuals that require face to face support. We have also identified several surge locations and have 28 surge beds where we will be able to place individuals that may become infected and require isolation. These locations have stored protective equipment on hand to ensure that direct care staff will be able to support these individuals safely. In addition, we have a partnership established with Harbor Regional Center who have contracted with the Doubletree hotel where we have access to an additional 132 rooms if needed.

I recognize that there have been some questions about the distribution of this equipment and our policies surrounding how this equipment is being given out and stored. The reality is that there are simply *not enough* of the medical grade N95 masks to give to everyone and we have had to prioritize distribution. In developing this prioritization policy, we have relied on information from the Center for Disease Control, local public health department, and our consulting physicians. The guidelines from all of these entities has been *consistent*, that the medical grade N95 masks should be reserved primarily for direct care providers that are providing essential support. However, we have also provided these masks to families in which either an individual is *identified* as COVID-19 positive or is *strongly suspected* of being positive as the result of exposure.

Due to the tremendous efforts of our staff, Westside Regional Center has been able to distribute over 3200 medical grade masks to providers and to families that are identified as at risk. Knowing that we do not have enough masks for everyone, our Family Resource Center has also been able to collect a number of quality cloth masks and we have been doing a weekly distribution to families. We received a donation for over 3000 masks and at this points have been able to distribute over 2500 of these masks. I would like to acknowledge Liz Hirsh Naftali, a local clothing manufacturer, who has donated these masks free of cost to us. I would also like to acknowledge the staff that have donated their time to distribute these masks to these individuals.

Although we have been operating remotely, we are making every attempt to maintain a business as usual posture. For example, we have receptionists handling our calls so that you can expect a live voice to assist you. Phone calls are also being transferred directly to employees' personal cell phones. In addition, in understanding the need to have contact during this time, we have required service coordinators to make contact with all of their

families, and in the case of our more vulnerable and medically fragile individuals, they are having even more frequent contact. I have received a great deal of positive input from our community for that contact and just for “checking in” and want to acknowledge the service coordinators and staff for going above and beyond to reach out to families. At this time, more than ever, I believe that personal contact and interaction is vital for maintaining our health and well-being while still being mindful of the distancing guidelines.

In general we are trying to find creative ways to deliver services and have a number of directives from DDS that provide needed exceptions to allow us this flexibility. These exceptions allow us the ability, for example, to host IPP and IFSP meetings remotely using Zoom and Skype applications. We are also continuing with intakes and are able to do evaluations remotely. Although intakes have been reduced, we have still managed to conduct a fair amount of assessments. In March we staffed approximately 127 cases and in April we staffed 98 cases for under 3. For the over-3 intake unit, we opened 53 new cases in March and 44 new cases in April. We also have supported living and independent living providers that continue to provide face to face supports for many individuals that are socially isolated and lack adequate family and community support. Finally, day-program providers are finding creative ways to deliver virtual services and I have included the following video to display some of these ideas that are being incorporated by Performing Arts Studio West.

[SHOW VIDEO HERE]

We cannot deceive ourselves that this crisis will end soon and we have many significant challenges still ahead. We are likely to face some difficult times for our economy and will need to be thoughtful and cautious about our approach to spending and fiscal management. There is the expectation that we may experience a resurgence of this virus. In anticipation of this hard reality we will need to continue to develop our infrastructure to better accommodate a remote work force, and to ensure the appropriate level of training and oversight. We will also have to further develop our ability to provide community education about ongoing health risks and the means to mitigate those risks. Finally, we are likely to face increasing mental health challenges and are going to have to collaborate effectively with our community partners within the Department of Mental Health and in our provider community to meet those challenges.

In spite of the difficulties that lie ahead, I am confident that with a collective effort there is no challenge that is insurmountable. We will get through this together. I am proud to say that we have been able to rise collectively to meet these daunting challenges and have demonstrated the resiliency that is characteristic of this community. I want to acknowledge all of the individuals that we support for their tenacity and courage during this time. I would like to thank the staff for all of their ongoing efforts and creativity. I would like to extend my gratitude to the Board of Directors for their support and collaboration during this difficult time, and finally, to all of our families for their positive feedback and input.

**WESTSIDE REGIONAL CENTER  
BUDGET STATUS REPORT  
MARCH 31, 2020  
(75% OF THE YEAR)**

	<u>A-5 ANNUAL BUDGET</u>	<u>CURRENT MONTH</u>	<u>YTD EXPENDITURES</u>	<u>% OF BUDGET</u>
<i>Operations</i>	\$ 23,920,484	\$ 1,677,488	\$ 15,686,420	66%
<i>Purchase of Service</i>	<u>\$ 250,925,271</u>	<u>\$ 18,557,296</u>	<u>\$ 178,046,547</u>	<u>71%</u>
	<u>\$ 274,845,755</u>	<u>\$ 20,234,784</u>	<u>\$ 193,732,967</u>	<u>70%</u>

**NARRATIVE:**

**OPERATIONS**

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

**PURCHASE OF SERVICE**

*Based on the A-5 budget allocation, WRC's projected expenditures will be within our budget allocation.*

April 29, 2020

## Political Action Committee Notes

### May Budget Revise

- Focused on COVID-19 relief
- Likely that Newsom will contract May budget in light of pandemic
  - Regional center system might likely have budget cuts or flat budget
  - Won't not know for sure
- Rates Study - currently tabled

### State Bills

- S 920 - Terminology change for Dependent Adults to People with Disability in reporting abuse (support)
- AB 2024 - Minimum wage fix for providers to meet CA minimum wage requirements

### Voter Education

- Los angeles county issuing mail-in ballots for 11/2020 election
- Voter education videos
- Use social media for promoting voting education

### Federal Updates

- No relief yet for disabled people/families/services in Congressional relief packages
- Reach out to Lanterman Coalition, ARCA, legislators to host town halls for disabled people in COVID-19 (Henry Stern, Sydney Kamalager-Dove, Karen Bass, Autumn Burke, Holly Mitchell)
  - Email Daniel at ARCA about outreach
  - Contact NLARC about their town halls with disability

Newsom prohibits discrimination in care against disabled:

<https://www.latimes.com/california/story/2020-04-29/gavin-newsom-coronavirus-response-criticism-nonprofits-legislators>

Senators Call for Disabled People Relief:

[https://www.huffpost.com/entry/elizabeth-warren-senators-disabilities-coronavirus\\_n\\_5ea8db15c5b6123a176406fd](https://www.huffpost.com/entry/elizabeth-warren-senators-disabilities-coronavirus_n_5ea8db15c5b6123a176406fd)

ARC form letter for Disabled COVID-19 Relief:

<https://www.disabilityadvocacynetwork.org/app/onestep-write-a-letter?0&engagementId=506953>

**ARCA General Meeting Notes**

**Kala Crisis Behavior Intervention Presentation**

- For severe behavioral issues and co-occurring mental health issues
- Non-violent crisis intervention

**DDS Report**

- Brief overview of governor's budget 2020-2021
  - Need for providers to advocate for meeting minimum wage claims
  - \$8.8 billion for community services program (up \$1 billion from last year)
  - Enhanced caseload ratio for ages 4-5 increase
- Self-determination
  - Putting together trainings
- HCBS
  - Deadline for surveys for providers on meeting HCBS Rules (100 questions) - end of March 2020
  - Providers will get survey

**Executive Director Report**

- Website changes to highlight the work of regional centers on homepage
- Public Relations
  - Infographic of service coordinators
  - Working on promo videos (will show at the March meeting)
- ARCA Academy
  - Training for all regional center board members throughout CA in Sacramento late February

- Future planning, role of board members, policies and procedures, working collaboratively
- Will provide materials to all board members at the end of training and archived videos post-Academy
- Self-Advocacy Update
  - Legislative Committee now includes clients from CAC to participate in legislative advocacy and planning
    - 2 finalists to be possibly invited, will confirm in March
    - (Note - talk to Michael for Z involvement)
  - Putting together testimonials for community to use with lawmakers
- System Reform Efforts
  - Big systemic change for health and human service delivery (see Systems Reform Efforts page)
  - Broken down between MediCal consolidation, Aging, and developmental disabilities
- ARCA Governor Budget Position
  - Issues
    - \$71 million reduction of POS in 2019-2020 due to expected utilization of funds given increasing minimum wage statewide
      - Could shift to with Lanterman coalition position on advocating for those paid for minimum and slightly above minimum wage throughout California
    - \$16 million for enhanced caseloads for 4-5 yr olds
      - Should apply to *all* under 5 yrs
      - Estimate is underfunded due to possible calculation error
      - Should reflect state salaries and benefits levels
    - \$7.5 million for enhanced behavioral support homes

- Support but note more capacity needed, including prioritizing Porterville for those at most risk (currently has a waitlist for entry, most currently in jail)
  - Provide virtual tours of example homes
- \$78 million for performance incentive program
  - Note appreciation for funding used to support local innovation and ARCA working with administrations program takes shape
- \$18 million for additional provider supplemental rate increase (starting 1/2021)
  - Support increase to include more service categories but should be implemented ASAP and more broadly to services w/updated rates
- \$4.5 million for START (systemic therapeutic assessment resources and treatment) training
  - Behavioral/mental therapies for cooccurring diagnosis of disability/mental health
  - Support to apply to four additional regional centers but note costs could be higher than proposal esp. those with large geographic areas
- \$8.9 million for temporary expansion in secure treatment area
  - Support, especially service access to those incompetent to stand trial
- \$2.5 million for DDS info security office and info technology data and planning
  - No position, note regional center needs here
- \$1.4 million for Uniform Fiscal System (UFS) modernization
  - Support - note urgency of regional center accounting systems
- 18 month-extension of service provider rate increase and uniform holiday schedule suspension sunset
  - Support and completely axe sunset period (likely to be amended to actually axe sunset period)

- Repeal uniform holiday schedule 2023-2024
  - Support
- Family Voices Conference
  - Parent advocacy group
  - Co-sponsored by Disability Rights CA, CA state council, and Tri- Counties Regional Center

#### Census - Importance of Counting Disabled

- See attached powerpoint
- [www.2020census.gov](http://www.2020census.gov)
- Go to local community center to fill out if have limited internet access
- New ability to respond starting March 12, 2020 (internet/phone/paper form/in-person)
  - 12 languages (excluding english) supported via internet/phone
- Focus on hard-to-count populations
- JOBS AVAILABLE via [www.2020census.gov/jobs](http://www.2020census.gov/jobs)
  - Create profile, fill out 30 questionnaire
  - 600-800 positions available
- NO CITIZENSHIP QUESTION

#### Legislative Report

- Legislative/Budget Updates
  - CA Bill intro deadline 2/2/2020
- Federal Updates
  - Supreme Court: TX vs US - whether the Affordable Care Act continues
    - Will hear and issue decision 2021
  - Medicaid Block Grants (CA not involved)
    - ARCA position - against
  - Subminimum wage continues to be debated (federally bipartisan against)
- Grassroots Day
  - Tuesday April 21, 2020
  - Advocacy dinner Monday April 20, 2020

- Helpful to have legislator present in 2019
- Will give more info March 2020
- Bill Updates
  - New Bills to Support
    - Federal
      - S 560 Baldwin (D-WI) and HR 1379 Peterson (D-MN) – Would require health plans to cover surgeries to correct congenital facial defects
    - State
      - AB 1550 (Bonta) – Crisis stabilization reporting
        - Currently held
        - Needs more transparency and data
      - AB 1712 (Wicks) – Donor advised funds
    - Updates on Previous Bills
      - AB 823 (Arambula, W+++ ) – Mobile crisis services, MOUs
        - Requires regional centers contracting
        - Policy statement supporting current efforts
      - AB 1643 (E. Garcia, oppose) – Notice of proposed action
        - Continued engagement with Disability Rights CA on comments

#### Committee Reports

- Board Delegates
  - Discussed accommodations for ARCA Academy
  - Proposed advocacy in enforcing fines for blocking handicap parking spaces (lead by North LA Regional Center)
  - Discussed role of ARCA delegates to local boards
    - Explaining what ARCA is, reports
  - Regional Centers MediCal forms (1 board member resigned)
  - Recognition of Zoey’s participation at DVU Self-Determination conference

# Strategic Planning Meeting Minutes

Thursday 3/26/2020 at 5:30pm

ZOOM Meeting

ATTENDEES: Sofia Vergara, Pam Wiley, JoanElaine Anderson, Tom Kelly, Megan Mendes, Hillary Kessler, Sylvia Thompson, Mary Lou Weise-Stusser, Alex Soschin, Danny Franco

MINUTE TAKER: Kate Harvey

- **Introduction: Check-In Round; how is everyone doing?**
  - Expressions of gratitude for what everyone has been able to accomplish in helping our clients
  - Seeing our lives through a new perspective; the challenges our community faces on a daily basis we are experiencing through this
  - This is pushing us to go digital and learn things quickly
  - What is happening to students who have structure and support at school that now have that routine disrupted?
- **Discussion of Committee Membership - Skipped**
- **Review of RFP**
  - Should add a statement re: diversity
  - Feasibility Study
    - Will often be added by submitter, but they cost a lot of money
      - We shouldn't require it because of the cost
      - Indicator of quality if it's already added
  - Considerations for Cultural Competency
  - We want to give them the basic guidelines (leave it broad) so we can see what is really being put out and worked on
    - Weeds out folks who submit what they think we want to hear
    - People who do their homework succeed
- **Identifying subcommittee for RFP Review**
  - In community services; several people look at and evaluate, but only 5 people score it. Same 5 folks score all submissions for equality.
  - All who are present are in favor of making a subcommittee
    - Variety of folks represented; Staff, BOD, Vendors

# Strategic Planning Meeting Minutes

Thursday 3/26/2020 at 5:30pm

ZOOM Meeting

- JoanE and Tom have volunteered so far... will send email as to who else
- **Discussion of criteria for RFP Selection**
  - Create a Google docs for scoring?
  - Katherine Salmons (contact of Megan's) is a reference to helping set up the scoring system
- **Public Input**
  - None at this time.
- **Setting date for next committee meeting (4/30/2020 is the last Thursday of next month)**

## Next Steps for RFP:

1. Finalize & Post RFP
2. Contribute to and work on criteria for a scoring instrument
3. Advertise!

## Notes:

- Keep track of resources that we get during this process
- Widen our network of folks who may be able to put this out to the community
- How can we get this out to people/places outside our network?
  - It has to remain within our region
  - Lots of Strategic Consulting Groups within LA
    - EX: Center for Nonprofit Management
    - They can push to their networks
    - Helps reduce duplicate efforts
- **Send suggestions for contacts and outreach to Megan Mendes**
- Dates for contracts will be pushed because the timeline has been pushed back.
  - Time between steps will remain the same

# Strategic Planning Meeting Minutes

Thursday 4/30/2020 at 5:30pm

ZOOM Meeting

**ATTENDEES:** Megan Mendes, Danny Franco, Tom Kelly, Mary Lou Weise-Stusser, Hillary Kessler, Pam Wiley, Alejandro Soschin, Nilo Choudhry, Candace Hein, Sylvia Thompson

**MINUTE TAKER:** Kate Harvey

**ACTION ITEM:** Come up with good questions for the interview process

- **Introduction**

- Long-term sustainability was our original focus, but because of COVID-19 and the potential for a recession, we will have to think about more short-term sustainability
  - What does the “new normal” look like?
    - There will be more of a focus on virtual environments
    - We will have to look at how we support people in terms of utilizing more technology
- There will be an overall increase in need for funding (across all organizations) and we will need to make our case
  - We need strong, unified messaging
    - Political Action Committee has a focus on this currently
- We might have to put an upper-end on funding based on future California State budget cuts due to COVID-19
- Should we revise the RFP to be structured toward shorter-term sustainability?
  - 1 year focus to start?
  - 3-4 years? That is how long it may take to get out of the impending recession
    - Thinking about what is coming, not just responding to the current situation
- Potential Interview question: “Given the landscape we are currently in, what are your immediate planning needs, within the longer-term plan?”

# Strategic Planning Meeting Minutes

Thursday 4/30/2020 at 5:30pm

ZOOM Meeting

- **Crafted responses for questions regarding the RFP**
  - We want to leave questions more open-ended to encourage people to show us their full thought-process
- **Review of Strategic Planning rating tool**
  - Provides specific criteria, rubric style
    - No preclusion because of lack of a certain amount of experience in one area or another
  - The language on this document needs to be clear so that we can equally score all applicants
- **Identifying subcommittee for RFP Review**
  - Tom Kelly & JoanE Anderson have volunteered so far
  - Folks on the subcommittee need to be representative of all areas of our community
    - Board Member, WRC Staff, Vendor, Persons Served, etc.
    - 5 or 6 people max
- **Public Input**
  - None at this time
- **Setting date for next committee meeting**
  - 5/28/2020 is the last Thursday of next month

## NOTES:

- RFP instructions are posted on WRC's website under the Provider's tab
- Megan volunteered to make a similar rubric to the rating tool for the interview process
  - Uses questions from all points of view
- Look at ways that other groups and communities are "making it work" in the current climate
  - Bring back these good ideas for us to be inspired by

**Westside Family Resource and Empowerment Center Board Report**  
**From Liz Spencer May 6th, 2020**

The one constant we have all faced over the last 6 weeks has been that the information we are getting changes from week to week, sometimes within the same day. The FRC has always been, and will continue to be committed to providing correct, timely and comprehensive information to our clients, their families, caregivers and the community we serve. In partnership with our state network of Resource and Empowerment centers, we are updating local, state and federal resources daily. We understand the challenges that families with children, no matter the age, with special needs are facing. Whether your loved one has medical, developmental, physical or emotional challenges, we know your days are harder, longer, and at times, frightening. With no notice, families have been asked to become their children's teachers, therapists, nurses, counselors, schedulers and entertainment. As if that wasn't difficult enough, you have been asked to do it all without leaving your home. We want you to know we are here for you. Whether you need information on resources or just need someone to listen, the Family Resource center staff are available to assist you.

While many of our projects, support groups and trainings have been temporarily suspended, we are working hard to offer them virtually. In April our CHADD support group met via ZOOM as did our Different Learners series. The Asperger Parent Support group was also successfully launched virtual under the expert leadership and facilitation of Jim Devine and Fran Goldfarb. This month, we hope to add our African American/ Black Parents support group, SibShop, Siempre Amigas and the IHSS class in both English and Spanish. Please check our website, Facebook and Instagram pages for dates and instructions on how to participate. FRC staff are also participating in a 4 part series on transition from Early Start services to Preschool. We will be partnering with Early Start and Education Support Services to provide information to our Westside families.

Staff have been working hard to contact families for check in calls to both our new Early Start families as well as those we have served in the past. It is through these calls as well as referrals from service coordinators that we are able to understand and provide for the needs of some of our most vulnerable. We have delivered gloves, masks, diapers and wipes to families who have difficulty leaving their homes. The need in our community is great and we are working with generous, creative people from Mychal's Place, Empowertech and Peer Mentors as well as so many of our WRC staff like Aga Spatzier. Sandy Cabanatan, Megan Mendez, Feben Fantu and Rhiannon Maycumber who have generously given of their own time to help out. The work is nowhere near done, but then neither are we.

Westside is seeking donations to build up our Client Help Fund to assist with providing help to our families and clients most in need. I have attached a letter written by Dr. Kelly, it is also posted on our website. It is important to let everyone know that 100% of the donations will go to support our clients, and because of recent legislation, up to \$300.00 if fully tax deductible if it is COVID-19 related.

I will end with sharing a phone call I had with a mom of two children ages 20 months and 4 years. Her husband's job required him to be out of the home 6 to 7 days each week. Her extended family all live outside of California and to make things even more complex, their Respite provider, whom they love, uses public transportation so the mom asked her not to come until the pandemic was at least under control. Her 4 year old has complex medical and behavioral challenges, so her days are difficult and exhausting. I asked her how, or if we could help. She thanked me and said, "We are going to be o.k.. Please let everyone at Westside know my family if praying for all of you and your families". These are the times when I know for sure what a strong and resilient community we are.

# Equity Committee Meeting Minutes

Wednesday 4/29/2020 at 4:00pm

ZOOM Meeting

**Attendees:** Aga Spatzier, Chris Arroyo, Hillary Kessler, Liz Spencer, Sandy Rivera Cabanatan, Tom Kelly

**Minute-Taker:** Kate Harvey

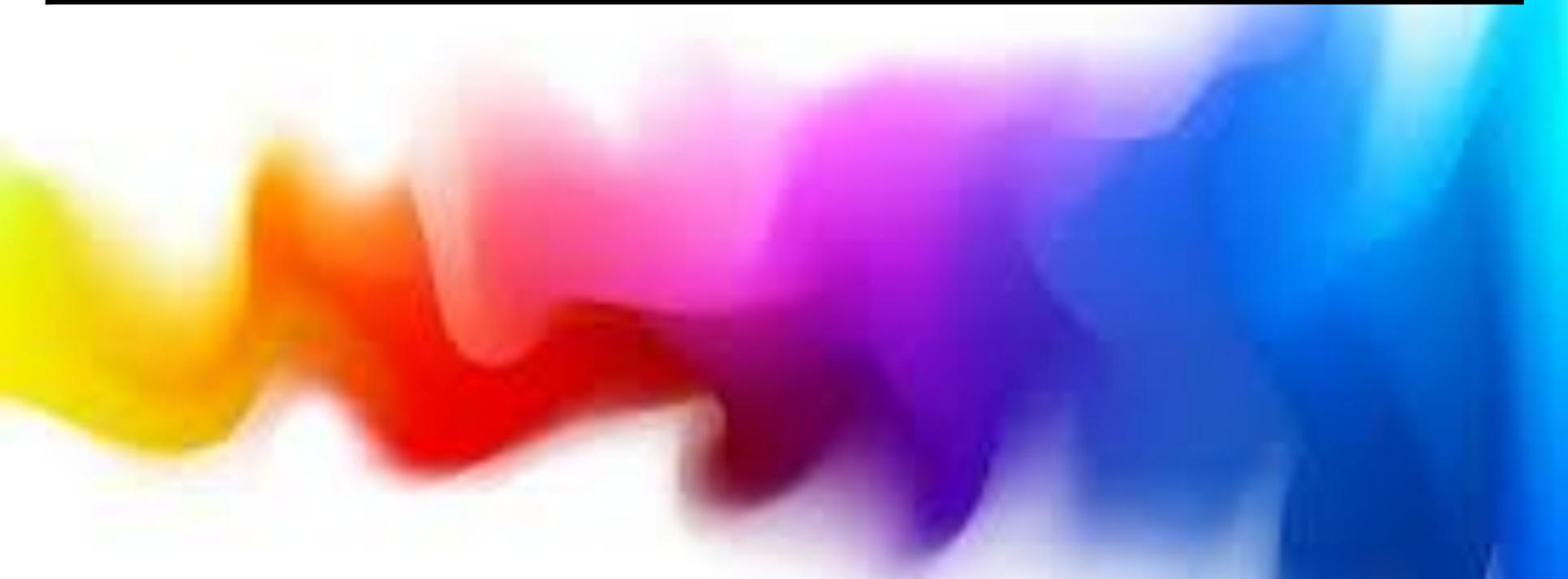
- Introduction
- Opening comments
- Update on current equity and disparity projects
  - Sandy presented on: Creating Successful Transitions
    - Funding \$106,018
    - Duration: 12 months
    - 2 Workshops
      - Early Childhood Transition Workshop
        - Parents and Guardians of kids 2.5 to 8 years old transitioning out of Early Start
        - Resources to support during this time
        - 4x per year
      - High School to Community Life Transition Workshop
        - Parents and Guardians of youth 14-21 exiting school district into life in the community
        - Specific to each grade
        - Life after high school
        - 5x per year
- Disparity challenges and COVID19
  - How do we get folks connected who don't have individual devices?
    - Zoom Audio-only phone calls (only needs a phone to dial)
    - Libraries rent devices but folks can't access during COVID-19 shutdowns
  - Rental Assistance?
    - Hard to find concrete resources to direct people to

# Equity Committee Meeting Minutes

Wednesday 4/29/2020 at 4:00pm

ZOOM Meeting

- SCDD; Chris Arroyo and team
  - Collecting data and information on needs and funneling it to the Department of Public Health, and other government agencies
  - SCDD has plain language resource documents on their website (English & Spanish)
    - 20+ page resource list
  - Forwarding DDS memos to answer questions re: what are RC's doing
  - Doing trainings on digital learning and how to use technology
  - Resources for immigrant populations?
    - Chris Arroyo has a staff member, Sophie Cervantes, who has information on specifically on this; she will connect with Sandy
  
- Date for Next Equity Meeting
  - Not discussed at this time



**New Project For 2020/21!**

**¡Nuevo Proyecto Para 2020/21!**

# Creating Successful Transitions

## Creando Transiciones Exitosas

- **Funded by the DDS, Disparity Funds Program**
- **Funding:** \$106,018
- **Duration:** 12 months
- **2 Workshop Series:**
  - Early Childhood Transition Workshop
  - High School to Community Life Transition Workshop
- **Target Audience:**
  - 150 – Latino
  - 100 – African American
  - 50 – Other/ Multi-Cultural

- **Fundado por el DDS, Programa de Fondos para Disparidad**
- **Fondos:** \$106,018
- **Duración:** 12 meses
- **2 Series de Talleres:**
  - Taller de Transición de los Primeros Años de la Infancia
  - Taller de Transición de la Preparatoria a la Vida Comunitaria
- **Audiencia Objetivo:**
  - 150 – Latinos
  - 100 – Afro Americanos
  - 50 – Otro/ Multi-Cultural

# Creating Successful Transitions

## Creando Transiciones Exitosas

- **Early Childhood Transition Workshop**

- For parents and guardians of children **ages 2 ½ to 8** transitioning out of *Early Start*
- Prepare families in navigating
  - regional center
  - school system
  - community/ public service system
- Offer resources to support them during this transition period and beyond
- Offered 4 times a year

- **Taller de Transición de los Primeros Años de la Infancia**

- Para padres y tutores de niños de **2 ½ a 8 años** que están saliendo de *Early Start*
- Preparar a las familias para navegar por:
  - el centro regional
  - el sistema escolar
  - el sistema de servicio público / comunitario
- Ofrecer recursos para apoyarlos durante este período de transición y más allá
- Será ofrecido 4 veces al año

# Creating Successful Transitions

## Creando Transiciones Exitosas

- **High School to Community Life Transition Workshop**

- For adolescents and young adults (ages 14 to 21) and their families who are exiting the school district into life in the community
- Will be specific to each grade
- Prepare students for life after high school: college, employment, internships, day services, living independently, etc.
- Offered 5 times a year

- **Taller de Transición de la Preparatoria a la Vida Comunitaria**

- Para adolescentes y adultos jóvenes (de 14 a 21 años) y sus familias que están saliendo del distrito escolar para vivir en la comunidad.
- Será específico para cada grado
- Prepara a los estudiantes para la vida después de la preparatoria: universidad, empleo, pasantías, servicios diurnos, vida independiente, etc.
- Ofrecido 5 veces al año

# Early Childhood Transition Workshop

## Taller de Transición de los Primeros Años de la Infancia

- Due to COVID-19, we have to make temporary changes to the original project proposal
- We are in the process of creating the curriculum
- Will be available for everyone (not just the target population)
- First workshop will be held **online** in mid-May 2020 in 4 parts
  - Details to come
  - Recorded

- Debido a COVID-19, tenemos que hacer cambios temporales a la propuesta original del proyecto.
- Estamos en el proceso de crear el currículum
- Estará disponible para todos (no solo la población objetivo)
- El primer taller se realizará **en línea** a mediados de mayo de 2020 en 4 partes
  - Detalles por venir
  - Grabada

# High School to Community Life Transition Workshop

## Taller de Transición de la Preparatoria a la Vida Comunitaria

- We are in the process of creating the curriculum for all 5 workshops
- Dates to be announced during the summer

- Estamos en el proceso de crear el currículo para los 5 talleres.
- Fechas se anunciarán durante el verano.

**Report to Westside Regional Center Board of Directors**  
**From Judy Mark, Chair**  
**Self-Determination Local Advisory Committee**  
**May 6, 2020**

The Self-Determination Local Advisory Committee met on April 29 through Zoom. We had a good attendance from most of the committee members as well as the general WRC community. We also had several members of other regional center local committees join us.

Cesar Garcia reported that WRC currently has four individuals fully participating in the Self-Determination with another four ready to start soon. This is out of a total of 86 people selected for the phase-in.

The committee listened to several participants and family members about what they perceive as barriers to getting started, particularly during this time of the pandemic shutdown. They included not being able to finalize their person-centered plans, not wanting to do a PCP virtually, not being able to find staff right now, having to change their PCPs because everything is closed, and not being able to get criminal background checks for staff.

The committee spent some time discussing the final barrier listed: not being able to get background checks for staff. Governor Newsom and DDS have already issued guidances allowing IHSS and respite workers to either waive fingerprinting or provide alternative checks as proof of ability to be employed. Several people at the meeting have been advocating with DDS to get a directive of this kind for the SDP. It seems that DDS is inclined to do it and we are hoping to hear about it this week.

Cesar Garcia said that WRC is ready to get participants started in the program and is available to assist anyone with developing their individuals budgets and approving their spending plans.

The next meeting will be on Wednesday, May 27, from 6-8 pm. All are invited.