WESTSIDE REGIONAL CENTER

To: Board of Directors

From: Jeanine McCoy, Executive Assistant

Date: March 3, 2021

Re: Committee Schedule and Agenda for the WRC Board of Directors Meeting, **Wednesday, March 10, 2021**

I am attaching the Agenda for the **March 10, 2021 Board of Directors Meeting which will be held virtually on Zoom Webinar.**

*All Board of Directors will receive a link from me inviting you to be a panelist at the 3/10/21 meeting. On the day of Board meeting, please click on your link to ensure you join the meeting as a panelist (speaker). This link is unique to you and should not be shared with anyone else.

All members of the public who wish to attend the meeting should follow these instructions to register:

1. Sign up for a free Zoom account if they have not already done so: https://zoom.us/signup
   Click on this link to register to attend the meeting: https://westsiderc-org.zoom.us/j/99040051975?pwd=N1l1ajNHYi9ZNGozdTh5T2ZvZmQ5UT09
   a. Attendees will be asked for their name and email address.
      i. This is so we can take attendance instead of using a sign-in sheet.
2. They will receive an email with a link to join the meeting.
3. On the day and time of the meeting, attendees should 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, and others. Your participation is needed and welcomed.

The following Committees are scheduled to meet:

Committee Name	**Date & Time**	***Location**
Client Services Committee	March 10th, 4:00pm	ZOOM Video Conference
Consumer Advisory Committee	Daily Check-in Call	Conference Call
Finance Committee	March 10th, 5:00pm	ZOOM Video Conference
Political Action & Outreach Committee	March 9th, 5:00pm	ZOOM Video Conference
Self-Determination	March 9th, 6:00pm	ZOOM Video Conference
Service Provider Advisory Committee	March 16th 10:30am	ZOOM Video Conference
Strategic Planning Committee	March 25th, 4:30pm	ZOOM Video Conference
Board Development Committee	March 8th, 5:15pm	ZOOM Video Conference

WESTSIDE REGIONAL CENTER

BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
5901 GREEN VALLEY CIRCLE, SUITE 320
CULVER CITY, CA 90230
WEDNESDAY, March 10, 2021
Zoom Meeting
6:00PM

AGENDA

1. Call to Order **- Welcome and Introduction of Guests**	**Betty Pearson-Grimble**
2. Chairperson's Report	**Betty Pearson-Grimble**
3. Report of Executive Director	**Roschell Ashley**
4. Public Comment	
5. Approval of Minutes from February 24, 2021	**Todd Rubien**
6. Approval of Board Recruitment Policy	**Betty Pearson-Grimble**
7. Approval of Executive Succession Policy	**Betty Pearson-Grimble**
8. Committee Reports	
Finance Committee Presentation from Marcum LLP **Approval of FY 2019-2020 Audited Financials**	Danny Franco
Client Services	David Wyles
Consumer Advisory Committee	Joseph Allen
Service Provider Advisory Committee	JoanElaine Anderson
Political Action and ARCA	Zoey Giesberg
Strategic Planning Committee	Roschell Ashley
SCL Update/Board Development Committee	Nilo Choudhry

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10. Adjournment **Betty Pearson-Grimble**

*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 WEDNESDAY, APRIL 7H, 2021.

MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
FEBRUARY 24, 2021
ZOOM VIDEO

MEMBERS PRESENT: Nilo Choudhry
Zoey Giesberg
Betty Pearson-Grimble
Todd Rubien
Russell Tanner
Sofia M. Vergara
David Wyles
Vanda Yung
Joseph Allen
JoanElaine Anderson

MEMBERS ABSENT: Myra Mezquita
Elizabeth Espinosa

STAFF PRESENT: Roschell Ashley, Cesar Garcia, Danny Franco, Thompson Kelly, Liz Spencer, Sonya Lowe, Linda Butler, Rhiannon Maycumber, Mary Lou Weise--Stusser, Stephen Browning, Aga Spatzier, Megan Mendes, Anjanette Robinson

GUESTS: Certified Interpreting Services, LeeAnn Christian (DDS), Edwin Pineda (DDS), Christofer Arroyo (SCDD), David Hadacek, Tresa Oliveri, Judith Enright (Enright & Ocheltree), Julie Ocheltree (Enright & Ocheltree); Noelle Bensussen (Enright & Ocheltree), Shellena Lefttridge, Esther Kelsey, Douglas Hedenberg, Alyssa Jackson, Felicia Ford, Lisa C.Anderson, Adriana Madrigal, Barbara McCants, Megan Mitchell, Stephanie Aguilera, Rayvone Douthard, Robert Schwartz, Jeanine McCoy

CALL TO ORDER (ACTION*)
Meeting was called to order by Board President, Betty Pearson-Grimble at 6:11 pm.

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)

CHAIRPERSON'S REPORT

Betty Pearson-Grimble, Board President, thanked our Legal Team, Enright and Ocheltree's attorneys for their hard work with the SCL policies and Bylaws. Also thanked were the Technical Team, Board Members and WRC Staff. WRC is currently seeking new Board Members. The application is on the WRC website, and Dr. Sofia Vergara was thanked for her contribution to it. Acknowledged were some African-Americans and February as Black History Month. Additional acknowledgment of the WRC Staff for reassuring help with the COVID supplies situation.

EXECUTIVE DIRECTOR REPORT

Roschell Ashley, Executive Director, updated WRC extra efforts to have WRC as a mobile site for COVID vaccinations to benefit clients, their families, caregivers. They officially applied with the LA County Office of Emergency Services. They have been managing logistics with an internal COVID Task Force. She asked Dr. Tom Kelly, Director of Clinical Services, to share some breaking exciting news. Dr. Kelly mentioned the Central Neighborhood Health Foundation (CNHF) has been an ongoing partner utilizing WRC as a site already for COVID testing. On Friday, February 26, 2021, they will have a pilot vaccination clinic and will be able to administer 50 vaccines. Targeted will be those WRC clients in Tier1B, 65 and up, who have not already been vaccinated. This is an opportunity to get logistics down, and then expand as a mobile site to larger numbers. CNHF is experienced in doing mobile sites. On March 15th, the next Tier system expands to include many of our clients. Roschell mentioned they want to make it as expedient and accessible as possible, are coordinating with SC's, and are doing what they can to remove transportation barriers to getting needed vaccines.

Strategy Matters, the contracted consulting firm for WRC's Strategic Planning, is developing a survey which will take in and reflect the important input of the wide-ranging WRC stakeholder community, including staff, clients, and many others. The survey will go out to the greater WRC community on March 1st, 2021.

PUBLIC COMMENT

Chris Arroyo, Loa Angeles Area Manager of State Council on Developmental Disabilities (SCDD), noted they are helping through partnerships so that mobile sites for vaccine testing can be set up locally in communities. Los Angeles County put out the call for hosting 95 sites with 20-30 pending. Roschell and Westside offered our location. SCDD is looking for more mobile sites so that more people can benefit locally. He gave his e-mail address cristofer.arroyo@scdd.ca.gov and the SCDD website: scdd.ca.gov.

Continued comment from the public touched on the topics of COVID resiliency, the need for facilitators, closed sessions, plain-language bylaws, hands-raised feature on Zoom calls, ED contract and Board attendance.

APPROVAL OF MINUTES FOR THE FEBRUARY 10, 2021 BOARD MEETING (ACTION*)

Todd Rubien, Board Secretary (Motion) and, David Wyles, Board Member (Second) the approval of the February 10, 2021 Board Meeting Minutes.

10 AYES
0 NO
0 ABSTENTIONS

The motion passed.

RESOLUTION: APPROVAL OF MINUTES FOR THE FEBRUARY 10th, 2021 BOARD MEETING.

APPROVAL OF BOARD GOVERNANCE POLICY (ACTION*)
David Wyles, Board Member (Motion) and Vanda Yung, Board Member (Second) The approval of the Board Governance Policy. There was no discussion.

10 AYES
0 NO
0 ABSTENTIONS

The motion passed.

RESOLUTION: APPROVAL OF BOARD GOVERNANCE POLICY

APPROVAL OF EXTRAORDINARY BOARD RECRUITMENT POLICY/PLAN
David Wyles, Board Member (Motion) and Sofia Vergara, Board Member (Second) the approval of the Extraordinary Board Recruitment Policy/Plan. There was no discussion.

10 AYES
0 NO
0 ABSTENTIONS

The motion passed.

RESOLUTION: APPROVAL OF EXTRAORDINARY RECRUITMENT PLAN

APPROVAL OF THE THIRD REINSTATEMENT OF THE BYLAWS
David Wyles, Board Member (Motion) and Vanda Yung, Board Member (Second) the approval of the Third Reinstatement of the Bylaws. The Second Reinstatement was in 2012. Trainings were previously provided. There was no discussion.

7 AYES
0 NO
3 ABSTENTIONS

The motion is passed.

RESOLUTION: APPROVAL OF THE THIRD REINSTATEMENT OF THE WRC BYLAWS.

ADJOURNMENT (ACTION*)
The Special Board Meeting was adjourned by Betty Pearson-Grimble at 6:35pm.
The next Special Board Meeting will be March 10, 2021.

Todd Rubien
Board Secretary

WESTSIDE REGIONAL CENTER

BOARD RECRUITMENT POLICY

Westside Regional Center (WRC) continuously strives to identify qualified and interested persons as potential members of the Board of Directors. In order to achieve needed expertise, balance and diversity on the Board, the Board shall appoint a Board Development Committee, comprised of the Executive Director as a non-voting member and a minimum of four (4) Directors, including the Board President, to assess the composition of the Board and the membership required to meet the requirements of the Lanterman Developmental Disabilities Services Act (Lanterman Act), Title 17 of the California Code of Regulations (Title 17), and WRC's Bylaws. It is the Board Development Committee's responsibility to recruit, screen, interview, and select qualified candidates for presentation to the Board for election as Directors of the Corporation.

Board Composition

Under the Lanterman Act and WRC's Bylaws, the WRC Board Development Committee must consider applicants who conform to the following criteria:

1) Individuals who have demonstrated interest in, or knowledge of, developmental disabilities.
2) Individuals with legal, finance and accounting, management, nonprofit management, board governance, and developmental disabilities program expertise.
3) Representatives of each of the various categories of disability served by WRC and their family members.
4) Individuals who reflect the geographic and ethnic characteristics of the area served by WRC.

The Board Development Committee may also consider for membership individuals with real estate, public relations, and information technology expertise and others as appropriate to the needs of the Corporation.

With the exception of the Director who is designated as a member of the Board by the Service Provider Advisory Committee, the Lanterman Act and Title 17 prohibit service providers, from whom WRC purchases, obtains, or secures goods or services to conduct its operations, from serving on the Board of Directors because it would constitute a conflict of interest.

In addition, under the Lanterman Act and Title 17, the following categories of individuals may not be considered for Board membership:

1) An individual who serves as a current employee of the State Department of Developmental Services or any state or local agency which provides services to a regional center consumer if employed in a capacity which includes administrative or policymaking responsibility, or responsibility for the regulation of the corporation.
2) An employee or a member of the State Council on Developmental Disabilities.
3) An individual who has a "financial interest," as that term is defined in Section 87103 of the California Government Code, in the Corporation's operations, except as a consumer of its services or as the Director designated by the Service Provider Advisory Committee.
4) Except as otherwise provided for the one member of the Board of Directors selected by the Service Provider Advisory Committee, an employee or member of the governing board of any entity from which WRC purchases consumer services.
5) A person barred from serving on the Board of Directors by law or government regulation, including, but not limited to Section 54500 and following of the California Code of Regulations, which regulate conflicts of interest.
6) An individual who has a conflict of interest with an entity that receives regional center funding, including but not limited to a nonprofit housing organization and an organization qualified under Section 501 (c)(3) of the Internal Revenue Code, that actively functions in a supporting relationship to the Regional Center.

"Excluded Individuals," as that term is defined in Title 17, Section 54302(b)(1), meaning (1) individuals who have been placed on the U.S. Department of Health and Human Services Office of Inspector General (OIG) List of Excluded Individuals/Entities and the Department of Health Care Services (DHCS) Medi-Cal Suspended and Ineligible Provider list, and (2) individuals who have, within the previous ten years, been convicted of any felony or misdemeanor involving fraud or abuse in any government program, or related to neglect or abuse of an elder or dependent adult or child, or related to the interference with, or obstruction of, any investigation into health care related fraud or abuse, should also not be considered for Board membership.

In order to achieve balance and diversity, and comply with the mandates of the Lanterman Act, WRC's Bylaws provide that the Board shall consist of between fourteen (14) and twenty-one (21) Directors.

Board Recruitment

After assessing the Board's current needs, the Board Development Committee will reach out to local organizations, businesses and other resources, including, but not limited to Chambers of Commerce and local universities, in an effort to recruit potential candidates. The Board Developmental Committee will also reach out to other Board members,

members of Board Committees, groups representing individuals with developmental disabilities, and the community in an effort to identify potential Board members. WRC's search for prospective Board members is ongoing. The Board Development Committee will maintain an up-to-date list of potential Board candidates and the specific skills and expertise they may be able to bring to the Board.

Once potential Board members are identified, the Board President may elect to invite them to meet to discuss the organization and provide them with relevant materials about the organization. Potential Board members may also be invited to Board meetings to acquaint them with the regional center, members of the Board, and Board processes.

Application Process

The Board Developmental Committee will reach out to potential members to gauge their interest in applying for Board membership. If an individual is interested in applying for Board membership, the Board Development Committee will instruct the individual that application packets are available at the Principal Executive Office of the Corporation, located at 5901 Green Valley Circle, #320, Culver City, CA 90230, or on the Corporation's website, and will solicit a completed application. It is important for the Board Development Committee to be sensitive to the reaction of prospective Board members. If a prospective Board member clearly indicates that they are unable to take on, or are not interested in taking on, the responsibilities of Board membership, the Committee must acknowledge and accept that.

Completed applications are to be submitted to WRC's Principal Executive Office. Within five business days of the receipt of an application, a written acknowledgment of receipt should be sent to the applicant. Candidate applications, application-related materials and reports, and candidate identifying information shall be kept strictly confidential, with only the members of the Board Development Committee and the Board Secretary having access to them.

Screening, Interviewing and Selection

The Board Development Committee shall meet periodically throughout the year to review completed application packets for Board membership. The Board Development Committee shall prioritize prospective Board applicants based on their ability to meet the identified needs of the organization under the Lanterman Act and WRC's Bylaws. As appropriate, the Board Development Committee will interview selected applicants. If, upon consideration of an applicant, a majority of the Board Development Committee recommends approval of the candidate, said recommendation shall be forwarded to the full Board of Directors for their vote. Voting on new Board members typically takes place at the Board's Annual Meeting. However, if the composition of the Board is in jeopardy of being out of compliance with Lanterman Act requirements, or if Board

membership is in danger of falling, or falls, below the required minimum number, or the Board is missing individuals with highly desirable skill sets, the Board Development Committee should convene immediately to consider current applications to fill vacant positions.

Individuals who are approved by the full Board of Directors will be notified of their approval by the Board President or their respective designee, and will be given notice of the date on which their term will begin. Those selected will receive an information binder to assist them in their service as a WRC Board member. Among the many materials in the binder will be a National Core Indicators survey, which, in part, measures the performance of agencies statewide in their delivery of services to individuals with developmental disabilities and their families.

All newly elected Board members will participate in a Board orientation, regardless of how extensive their previous Board experience is. Every Board has its own unique characteristics, personal dynamics, requirements for involvement, and independent structure.

Individuals who are not selected to serve on the Board of Directors will be given notice of this decision within five (5) business days. If an individual who is not selected to serve as a Director is willing to contribute to the organization in a different capacity and the Board determines that the individual's skills and experience could benefit WRC, the Board President may invite the individual to serve on an appropriate Board Committee.

Exclusions

This Board Recruitment Policy does not apply to Board members whose terms are due to expire. When a Board member is eligible for, and desires to, be considered for a new term on the Board, the Executive Committee will make a decision as to whether or not to recommended the Board member for a new term and will discuss this recommendation with the members of the full Board prior to the expiration of the member's term.

In addition, this Policy does not apply to Board members designated by the Service Provider Advisory Committee. The Lanterman Act dictates that the Service Provider Advisory Committee designates one of its own members to service as a Director on the Board, and this designation is not subject to Board approval.

DRAFT

WESTSIDE REGIONAL CENTER

EXECUTIVE LEADERSHIP SUCCESSION POLICY

A change in executive leadership is inevitable for all organizations and can present many challenges. It is the policy of the Westside Regional Center (WRC) to be prepared for such a change in leadership. This succession plan policy is a tool which is designed to prepare WRC for anticipated and unanticipated absences of, or vacancies in, the Executive Director position in order to maintain the accountability and ensure the stability of the organization until new leadership is identified. The WRC Board of Directors shall be responsible for both implementing this succession policy and its related procedures and communicating with the Department of Developmental Services ("Department") in the event of a temporary or permanent vacancy in the WRC Executive Director position.

Procedures for Succession

1. The President of the WRC Board of Directors shall notify the Department within one (1) business day of an unanticipated Executive Director vacancy or absence, or within one (1) week of learning of the Executive Director's planned resignation, absence or retirement.

2. In the event of the temporary absence of the Executive Director (e.g., illness, surgery or leave of absence), the Board's Executive Committee shall work with the Executive Director (if available), to develop a plan that ensures accountability and stability for the organization. The plan should assign specific duties to other key members of the Executive Leadership Team during the Executive Director's temporary absence.

3. In the event of a permanent vacancy in the WRC Executive Director position, the Executive Committee of the Board shall take the following actions:

    a. Within five (5) business days, appoint, with the approval of the full Board, an interim Executive Director to ensure that the organization continues to operate without disruption and that all organizational commitments previously made are adequately executed as outlined in other WRC Board Governance Policies (e.g., Policies on the Board-Executive Relationship, Executive Limitations Policy). The Executive Committee may need to call an emergency meeting of the full Board to accomplish the timely appointment of an interim Executive Director. Alternatively, the Executive Committee may call an emergency

meeting of the Executive Committee to appoint an interim Executive Director, which appointment will be presented to the full Board for ratification at the next regular meeting of the Board. The Executive Committee shall communicate with key stakeholders regarding actions taken in naming an interim Executive Director.

b. Within fifteen (15) days, appoint an ad hoc Executive Search Committee comprised of at least four (4) members of the Board of Directors, including the Board President and the Director designated by the Service Provider Advisory Committee. The Committee members may also include two (2) individuals served by WRC and/or their family members. The Executive Committee may need to call an emergency meeting to accomplish the timely appointment of an ad hoc Executive Search Committee. This Committee shall be charged with developing an Executive Director Recruitment Plan, which shall be sent to the full Board for its review and approval prior to transmission to the Department. The Executive Committee shall provide the Department with the Executive Director Recruitment Plan within one (1) month of notifying the Department of the vacancy.

c. The Executive Director Recruitment Plan should include, but shall not be limited to, the following deliverables:

    1) Assessment of WRC's leadership needs to ensure the selection of a qualified and capable leader who is representative of the cultural and ethnic characteristics of the WRC community, is a suitable fit for the organization's mission, vision, values and guiding principles, and has the required skills to lead the organization;
    2) Review and update of the Executive Director position description based on assessed needs;
    3) Development of a plan to both research/contract with one of the appropriate executive search firms, and advertise the vacancy on the internet and in print media to attract a diverse pool of candidates. WRC shall at the same time encourage the interim Executive Director and other interested internal candidates to apply for the vacant position;
    4) Development of a process and timeline for reviewing applications and presenting key finalists to the Board for consideration and approval;
    5) Development of a process and a timeline for conducting interviews of approved finalists; and
    6) Establishment of a timeline for the selection and onboarding of the new Executive Director.

d. Once the Executive Search Committee has completed its interviews of the approved finalists, the Executive Search Committee shall within fourteen (14) days:
   1) Select a final candidate; and
   2) Request Board approval on the final candidate.

e. Once the full Board approves a final candidate, the Executive Committee shall, within forty-five (45) days:

1) Notify the final candidate of their selection;

2) Conduct and oversee a background check of the final candidate;

3) Negotiate and, with the approval of the full Board, make a final employment offer to the candidate;

4) Establish the selected candidate's start date;

5) Cause a contract for the selected candidate's employment to be drafted and then reviewed and approved by the full Board;

6) Establish recommended priorities and goals for the new Executive Director; and

7) Develop for the new Executive Director, an orientation and onboarding process, which shall be reviewed and approved by the full Board.

DRAFT

WESTSIDE REGIONAL CENTER
BUDGET STATUS REPORT
JANUARY 31, 2021
(58% OF THE YEAR)

	B-1 ANNUAL BUDGET	CURRENT MONTH	YTD EXPENDITURES	% OF BUDGET
Operations	$ 23,519,070	$ 1,628,618	$ 12,718,889	54%
Purchase of Service	$ 277,447,942	$ 17,436,785	$ 154,021,521	56%
	$ 300,967,012	$ 19,065,403	$ 166,740,410	55%

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.*

Client Service Committees of the Board Meeting

02/10/2021

4:00pm

Zoom

Meeting called by: Cesar Garcia **Type of meeting:** Transportation and Mobility Services

Facilitator: Cesar Garcia

Attendees: Cesar Garcia
Roschell Ashley
Pilar Trujillo
David Wyles
Vanda Yung
Julien Hernandez
Kenny Lorenzo
Martha Thompson
Michael McAllister
Michael Nelson
Myriam Garcia
Natasha Lopez
Niaisha Gonzalez
Philomena Morias
Rosalba Ortega
Nilo Choudry

Please read: Transportation and Mobility Services Document
Transportation for Children Document

Please bring: None

Minutes

Agenda item: Transportation and Mobility Services Document for Children **Presenter:** Cesar Garcia

Discussion:

- One of the services that children under five years of age can receive is transportation to Therapy with an accompanying parent or guardian. We need to address that they cannot be unaccompanied due to safety and health reasons.
- Suggestion to rephrase the word Consumer to Individual, as it sounds more appropriate when referencing the individual.
- By law we can't change the verbiage "…lowest-cost vendor…" and change to the most cost effective location,
- Suggestion to cite legal section code "…lowest-cost vendor…" so people can see that we are not withholding funds but have them understand that we are assisting with the best possible service within reasonable means financially.
- Please add information for Auto Driver as a suitable alternative, also to include other transportation options as in a bus pass, Access also to include the age limit for those services.

- Also emphasize the age of unaccompanied individuals and the need for an aid to accompany them to their destinations.

- Check the policy and rules on Generic resources. If they are acceptable they should be added with an age policy to use the service.

Conclusions:

Minors should be accompanied for the health and safety of their wellbeing at all times especially when using transportation services. We would like the wording to be more person centered to keep aligned with what WRC believes are for the wellbeing of our individuals and not seem like we only want to express the financial sections.

Action items	**Person responsible**
✓ Rephrase Consumer to Individual	Cesar
✓ More Person Centered expression	Cesar
✓ Cite legal section when referencing "…lowest-cost vendor…" for better understanding.	Cesar

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Agenda item: Transportation and Mobility Services Document for Adults **Presenter:** Cesar

Discussion:

- WRC provides individual with transportation services but would like to express the stipends along with the information needed in order to assist our individuals to the best of our ability.

- Suggestion to rephrase the word Consumer to Individual as it sounds more appropriate when referencing the person.

- By-law we can't change the verbiage for "…lowest-cost vendor…" but can cite legal code and then explain using to "…the most cost effective location…"

- Suggestion to cite legal section code "…lowest-cost vendor…" so people can see that we are not withholding funds but have them understand that we are assisting with the best possible service within reasonable means financially.

- Please add information for Auto Driver as a suitable alternative, also to include other transportation options as in a bus pass, Access also to include the age limit for those services.

- Stipends provided to family or other individuals to assist with the cost of providing transportation via private vehicle should be need based and the person would need to provide mileage.
- More client centered verbiage needed to express quality living not personal survival.
- Travel and mobility training should not be limited to daytime activities but to include their employment schedule if they work in the evening.
- Financial assistance to cover transportation costs should include more generic services verbiage to support client at flexible hours.
- Travel should be based on client daytime schedule.
- Taxi is not considered cost effective but will be reassessed on a regular basis, in highly unusual Circumstances will be reassessed periodically.

Conclusions:

- More person centered verbiage so it does not seem so financially driven.
- Express that Stipends provided to family by private vehicles are need based.
- SC to assist individual locate and gain access to public transportation, para-transit or other generic services.
- There should be an exception on a case by case basis for WRC to cover for the first 25 hours of Drivers training if the individual can't afford to do so on their own. This is to be decided depending on the client's financial need.
-

Action items	**Person responsible**
✓ More person centered approach on the verbiage used	Cesar
✓ Add specific hours needed to assist with coverage of cost for private transportation (usually after hours for work or school)	SC's to provide to Cesar
✓ Add more flexibility with client transportation hours using client's schedule.	SC's to provide to Cesar

Other Information

None

CAC Report- February, 2021

We have been on the zoom call for 324 days.

January 21, 2021-Many consumers are experiencing pandemic related stress such as isolation and worry about when we can get back to normal life. Scott Barron a peer Advocate from OCRA he did training on relaxation for stressful times. He gave us tips on how to deal with stress during these difficult times.

January 26, 2021- CAC reached out to various organizations to provide additional information about PPE and safety. One individual responded and did an excellent presentation we could understand. **Jeremy Gonzalez,** Health and Safety Supervisor, Reel Health Corporation. He talked about PPE, proper ways to wear your mask, social distance measures, how to handle mail/ packages hand-washing (sing Happy Birthday for 20 seconds) and different ways to wash vegetables/fruit/ food containers. Finally, he said to continue to be safe and stay home.

January 2021- CAC developed an on-going partnership with SLARC.
The Executive Director, Ms. Roschell Ashley and Dr. Sofia Vergara, spoke to CAC on **2/2/21** about the Bylaws. The CAC is still confused about the changes. We sent her an email **2/6/21** asking for more information and a better understanding. Please refer to the email CAC sent you **2/10/21**. Also the Board wants to take a vote to remove the facilitators from closed sessions and self- advocacy groups

February 2021- Numerous consumers have been complaining that they are unable to reach their various service coordinators. The service coordinators for some consumers seem to be changed, some don't get a call back and some don't know who their coordinator is because waiting for a new one to be assigned.

February 2021- One of consumers reported that there is an increase in car jumping and personal attacks that took place near Bristol and Green Valley area near the Regional Center. All consumers need to be careful.

February 3, 2021- Sandy Cabanatan- We want to thank Sandy because her presentation was in consumer friendly language that we all understood. Sandy started the presentation by asking CAC if they wanted her to put anything on social media about COVID-19 related to the group because Russell and Wesley had the vaccine. She had worked with CAC before on self-advocacy and a YouTube video.

February 20, 2021- Training from OCRA. She did an overview of clients' rights and how to protect ourselves.

MARCH SELF ADVOCACY CALENDAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1. **GO-GETTERS** **7PM-8PM**	**2.** **SHAKERS** **7PM-8PM**	**3.** **CONFERENCE CALL** **7PM-8PM**	**4.** **SCDD SABLAC** **1PM- 3PM**	**5.** **P.I.A** **7PM -8PM**	**6.** **HOTLINE SATURDAY** **7PM-8PM**
8. **CONFERENCE CALL** **7PM-8PM**	**9.** **POLITICAL ACTION 5PM-6PM** **SELF DETERMINATION 6PM-8PM**	**10.** **WRC BOARD MEETING** **6PM-8PM**	**11.** **VOLUNTEER INFORMATION** **7PM-8PM**	**12.** **S.F.W** **7PM -8PM**	**13.** **HOTLINE SATURDAY** **7PM-8PM**
15. **FRIENDSHIP NETWORK** **7PM-8PM**	**16.** **CAC** **7PM-8PM**	**17.** **MOVERS** **7PM-8PM**	**18.** **TRAVEL CLUB** **7PM-8PM**	**19.** **CONFERENCE CALL** 7PM-8PM	**20.** **HOTLINE SATURDAY** **7PM-8PM**
22. **AAC/SCLARC** **10AM-12PM**	**23.** **CONFERENCE CALL** **7PM-8PM**	**24.** **INDEPENDENT GROUP** **7PM-8PM**	**25.** **STRATEGIC PLANNING** **4:30PM-5:30PM**	**26.** **L.O.T** **7PM-8PM**	**27.** **HOTLINE SATURDAY** **7PM-8PM**
29. **CONFERENCE CALL** 7PM-PM	**30.** **WELLNESS GROUP** **7PM-8PM**	**31.** HOLIDAY			

FOR MORE INFO CONTACT
LINDA BUTLER (424) 345-5583

ACRONYMS
SBLAC- SELF ADVOCACY BOARD OF LA COUNTY
SCDD- STATE COUNCIL ON DEVELOPMENTAL DISABILITIES
AAC/SLARC – ADVOCACY ADVISORY COMMITTEE SOUTH LA REGIONAL CENTER
PIA- PEOPLE IN ACTION
SFA- STRIVE FOR AWARENESS
LOT- LEADERS OF TOMORROW

WRC Political Action Committee

February 9, 2021

Federal

- ARC advocacy
- Legislation and Executive Orders
    - Measures related to COVID-19
        - extension of the moratorium on foreclosures and evictions, a freeze on student debt collection, and ending the former administration's changes to the census
    - "American Rescue Plan" proposal
        - $1,400 in stimulus payments, including for dependent adults (unlike the prior stimulus payments)
        - expanded family leave, an additional $400/week in unemployment benefits
        - aid for states
        - $15/h federal minimum wage and end subminimum wage.
- Nominees needing approval:
    - HHS - Xavier Becerra Dep.
    - Education - Miguel Cardona
    - HUD - Marcia Fudge

State

- COVID-19 rollout
    - Gov. Newsom changed rollout from 1B (over 65/healthcare and frontline workers) to age priority (eliminating 1C including consumers)
    - Newsom announcement on Friday February 12, 2021 to reorganizing rollout
    - Advocacy efforts guideline (https://www.instagram.com/p/CKxP5ivgUkq/)
        - Disability Rights CA/Disability Voices United webinars/townhalls
            - https://www.facebook.com/1173253099487563/videos/870197706885780
            - https://www.facebook.com/1173253099487563/videos/778717813037298
- Governor Budget
    - Decrease in # people service
    - Caseload determined by access to regional centers
    - Drop in Early Start intakes
    - Proposals:
        - Not decrease funding for regional centers
        - Assistance for foster youth

        - Delay uniform holiday schedule
        - Review of disparity grants programs
        - Expanding diversion program and forensic work
        - Emergency planning
    - Conservative spending
        - Emergency coordinator positions (unsure of where fall - low level or management)
        - Foster youth - push for permanent instead temporary
    - Need to include:
        - Replace rc billing system
        - $55 million for more service coordinator (based on 2020 #s)
        - Funding for special ed, IHSS, MediCal providers, Golden state stimulus (checks to low-income workers in 2020)
- WRC COVID-19 Testing and PPE distribution going well
    - https://westsiderc.org/covid-19-information-resources/
- Self Determination
    - https://westsiderc.org/self-determination-program/
- Special Election 2021
    - Sydney Kamalager running for State Senator

ARCA ASSOCIATION OF REGIONAL CENTER AGENCIES

The ARCA Web Academies continue! Our next event is set for **Saturday, MARCH 13th, from 1-2:30pm**. The topic will be "*Diversity (pt. 1).*"

We'll discuss diversity in its various forms – not just what that means, but its real-world meaning for board members, boards, and communities.

Register For The March 13th Webinar!

This event is open to all regional center board members. Live breakout discussion sessions, as well as a Q & A, will be provided. You must register in advance to sign up for the event on **Saturday, March 13th, from 1-2:30pm**. After registering, you will receive a confirmation email with more information.

A re-broadcast will be available on Wednesday, March 17th, from 6-7:30pm. Live breakout discussion sessions will be provided. Please register in advance for this meeting.

And save the next date!
Our next event is "Diversity (part 2)."
It will be held on Saturday, May 8th, from 1-2:30pm.
The rebroadcast is set for Wednesday, May 12th, 6-7:30pm.

Strategic Planning Committee

Due to a fire in Inglewood which affected many of Spectrums fiberoptic lines, WRC experienced an outage of our internet access and of our phone lines. This delayed our dispensing of our WRC Stakeholder Survey. The survey will be dispersed this week. Continued work is being done in WRC's Strategic Planning. In our meeting Strategic Planning Monthly Meeting, Josh Moulton of Strategy Matters (SM) spoke on the progress which has been made and what our next steps are.

Agenda from February 25th, 2021 - Strategic Planning Committee Meeting

- Work Progress Update
- Review Workplan
- Review Stakeholder Engagement Plan
- Revisit Strategic Planning Survey& Plan for Rollout

Josh Moulton introduced what is called the ***5-Step Process in Strategic Planning***:

1. **Who Are We?** – Create and confirm common identity through mission, vision and value statements?
2. **Where Are We, Now**? – Research and engagement with community to better understand WRC strengths, weaknesses, opportunities and threats.
3. **Where Do We Want to Go?** – What are the goals for the future?
4. **How Will We Get There?** – How will we achieve our goals? What is our strategy?
5. **How Will We Track Progress?** – How will we know if we're successful? We will put together a few data points that the team can check back on to assess progress.

Brittney Nichols-Barrows provided the Overview of the Stakeholder Survey:

- Part 1 – Strategic Planning
- Part 2 – Organizational Assessment
- Stakeholder Groups – Who we plan on sending the survey to

The Strategic Planning Committee is looking for members to join our team. If you are interested in being a part of the Strategic Planning Process, please contact Interim Executive Assistant, Jeanine McCoy executiveassistant@westsiderc.org . For further details on the February 25, 2021, please see attached report.

strategy matters

Helping Those Who Do Great Work Do It Better

WESTSIDE
REGIONAL CENTER

Westside Regional Center Strategic Planning Meeting

February 25, 2020

Welcome & Introductions

Meeting Agenda

- Work progress update
- Review detailed workplan
- Review Stakeholder Engagement Plan
- Review + get input on stakeholder survey

1. **Who are we?** Create and confirm core identity through mission, vision, and values statements.
2. **Where are we now?** Research and engagement with community to better understand WRC and its strengths, weaknesses, opportunities, and threats.
3. **Where do we want to go?** What are our goals for the future?
4. **How will we get there?** How will we achieve our goals? What is our strategy?
5. **How will we track progress?** How will we know if we're successful? We will put together a few data points that the team can check back on to assess progress.

Overview of the Stakeholder Survey

Part 1: Strategic Planning

- About the survey taker
- Are we delivering on our mission?
    - What are we doing well? Where are we falling short?
- Rate our services
- How is WRC unique/important?
- What is most important for WRC to keep in mind so it can meet the needs of our communities?
- What other programs or services should WRC provide?
- What opportunities or challenges might WRC face in the future?

Overview of the Stakeholder Survey

Part 2. Organizational Assessment

1. A culture which encourages and supports difference of opinion and perspective
2. A work environment in which all team members have clarity on and agree on the purpose of their work
3. Highly engaged employees across the whole organization
4. The organization ensures diversity in decision making (the right people are consulted at the right time)
5. Leaders who are both “warm” and “competent”
6. A work environment where staff feel they are treated fairly
7. An organization with effective operations + systems

Stakeholder Groups

Who we plan on sending the survey to

- African American, Latino, and other parent support groups
- Businesses
- CBOs working on Disparity Grant projects in WRC catchment area
- Centers for Independent Living
- Churches
- Community leaders
- Community of aging providers
- DCFS
- Disability Rights California, Office of Client's Rights Advocacy (OCRA)
- Early Start providers/vendors
- Employment Services/External Partners
- Family Support Groups + Families
- Former employees/retirees
- Healthcare External Collaborators
- Intake Consultants/Counselors (WRC)
- LAC Department of Mental Health Liaisons
- Legal system (courts, judges, etc.)
- Legislators/Government Officials
- local hospitals
- Local officials
- Local School Districts
- Local self-determination advisory committee
- Parents and Families
- Psychiatry Consultants (WRC)
- Physician Consultants (WRC)
- Psychology Consultants (WRC)
- SCDD LA
- State Council
- Vendors
- WRC Board
- WRC Staff

Strategic Planning Survey Launches

Monday March 1st

3 Ways to be Engaged

Strategic Planning Committee

Consistent commitment and engagement

- 2-4 hours per month
- Identifying and engaging stakeholders
- Reviewing and commenting on materials
- Help navigate challenges, stick with it when it gets tough

Strategic Planning Committee Meeting

Once per month, open forum, all are welcome

- Updates on the process
- Opportunity to give input

Strategic Planning Advisory Group

Staff, Board, and community members

- The nitty-gritty details
  - When do groups meet?
  - Do we need to reschedule a meeting?
  - Which piece comes first?

Joining the Strategic Planning Committee

Members wanted!

WESTSIDE REGIONAL CENTER

BOARD DEVELOPMENT COMMITTEE (BDC)
Monday, March 1, 2021
5:15 PM

BDC:
Sofia Vergara
Vanda Yung
Todd Rubien
Betty Pearson-Grimble
Nilo Choudhry

In addition to meeting on Zoom platform,
Will communicate by e-mail, as needed.

WRC is under Special Contract Language.
A top priority for DDS:
Bring on new WRC Board Members.

At 1/13/21 WRC Board Meeting,
BDC members were voted in.

Review next steps of Board Recruitment Process.

Task is to bring in several interested and capable new
Board Members, meeting DDS Composition Requirements,
who will be able to proactively help in meeting WRC Mission.

CONTINUE TO PUT THE WORD OUT/ADVERTISE WIDELY
Assess what has been received so far. Continue outreach.

Also, If persons we serve need assistance with filling out
Online Applications, assist as needed.

Input received on additional outreach contacts.

Take deadline date off Posting.
Wait for several applicants to apply,
Then can begin interviews.

Some next steps:
Questions to ask
Orientation packets

BDC will continue with these and other Recruitment steps.
Next BDC Meeting: Mondays, 5:15 pm.