

MINUTES
“SPECIAL CLOSED” BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
DENNY’S MEETING ROOM
10700 JEFFERSON BLVD.
CULVER CITY, CA 90230
AUGUST 1, 2017

MEMBERS PRESENT: Joseph Allen, Jr.
Richard Breen
Nilo Choudhry
Austin Dove
Cammy DuPont
Elizabeth Espinosa
Zoe Giesberg
Phil Jackson
Myra Mezquita (Member Present by Proxy)
Betty Pearson Grimble
Todd Rubien
Larry Ryan
Alejandro Soschin
Maria Soto
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Ben Davidson, Sandra Gonzalez

STAFF PRESENT: None

GUESTS: Facilitators: Marcia James, Barbara McCants, Naomi Harrell

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:15 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

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

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

There were no guests to introduce.

OPEN PUBLIC COMMENT

None

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session at 6:16PM. It is involving employment and contract negotiation.

TO APPROVE AN EMPLOYMENT AND CONTRACT NEGOTIATION.
(California Welfare and Institutions Code Section 4663(a)(2)(3)(4))

OPEN PUBLIC COMMENT

No public comment.

ADJOURNMENT (ACTION*)

The meeting adjourned at 8:45p.m. by Chairperson, Nilo Choudhry.

X

Larry Ryan
Board Co-Secretary

X

Richard Breen
Board Co-Secretary

MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
SEPTEMBER 13, 2017

MEMBERS PRESENT: Joseph Allen, Jr.
Richard Breen
Nilo Choudhry
Cammy DuPont
Ben Davidson
Elizabeth Espinosa
Zoe Giesberg
Sandra Gonzalez
Myra Mezquita
Todd Rubien
Larry Ryan
Alejandro Soschin
Maria Soto
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Austin Dove, Phil Jackson, Betty Pearson Grimbale

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Lisa Basiri, Linda Butler, Yuret Chang, Danny Franco, Cesar Garcia, Danise Lehrer, Soryl Markowitz, Rosalinda Mata, Megan Mendes, Jose Reyes, Sandy Rivera, Anjie Robinson, Erica Reimer Snell, Liz Spencer, Martha Thompson

GUESTS: Brandon Alvarez, Christofer Arroyo (SCDD), Raymundo Blanco, Mark Brier, Shannon Brier, Guadalupe Camacho, Zakir Choudhry, Trisha Lucie Cozine, Sylvia Fahimian, Elizabeth Gomez, Fernando Gomez, Francis Gomez, Alejandra Gomez, Brett Gordon, Kahiir Hall, Naomi Harrel, Beverly Hutchinson, Esther Kelsey, Rosie Lasca, Carla Lehmann, Adriana Madrigal, Dela Quashie Bunati Mangaliso, Judy Mark, Robert Martin, Barbara McCants, David Mezquita, Jack Nieves, Claudia Palomo, Francisco Pineda, Jace Romanowicz, Sandy Rubenfeld, Robert Schwartz, Kim Sinclair, Wesley Witherspoon, Felicia Williams, Sue Williams

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:17 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

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

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

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

OPEN PUBLIC COMMENT

Christofer Arroyo (SCDD) informed everyone that he brought fliers about trainings they are holding in their office in Glendale on Tuesday mornings beginning September 26th. These trainings are free and if you need Spanish translation please call 10 days in advance so they can accommodate and everyone can fully participate.

Judy Mark informed everyone that the new organization they founded, Disability Voices United, is planning important events over the next two months related to the potential cuts to Medicaid. It has also been discussed in previous Board meetings. The repeal of the Affordable Care Act has not yet happened and it does not look like it will happen now. There are other ways Regional Center services can be affected through the Congress passing a budget that will have significant cuts to Medicaid. They may know more by October. They will be having meeting to educate families and self-advocates about the relationship between these possible cuts and the services they receive. They will begin in October in districts of members likely to support these cuts in Santa Clarita, Orange County, Fresno and in San Diego. If you want to join their mailing list, please visit their website at www.disabilityvoicesunited.org.

CHAIRPERSON'S REPORT

Nilo Choudhry, Board President, introduced Self-Advocate and WRC Board Member, Joseph Allen Jr., who read aloud the Westside Regional Center's Mission Statement. Joseph shared he works for the LA County Court in Downtown Los Angeles. He has been employed there for over 26 years as a File Clerk. He enjoys hanging out with friends, having his own place, going to the movies and bowling.

Nilo mentioned they want to keep the Board meetings productive and respectful of people's time while allowing opportunities for people to be heard. They want to respect people time constraints, especially that of clients who have to leave to get public transportation.

If anyone has individual Purchase of Services (POS) concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting.

Nilo reported that the Executive Committee of the Board has reached a final employment agreement with Carmine Manicone to continue in his role as Executive Director of Westside Regional Center. The one year contract is retroactive to April 1, 2017 and ends on March 31, 2018. The beginning on January of 2018 the review process will begin again.

Nilo also mentioned that Board Members are unpaid volunteers that set the policy in the direction for the regional center.

Alejandro Soschin, Board Vice President, reported on the strategic planning and what lies ahead. He thanked all the stakeholders for their participation and support. Westside has navigated a lot of changes over the years and take all that knowledge and experience and use it to create a more systematic and concrete process to help guide them in the coming years. They would like to have a working draft of a strategic plan for Westside that can guide them going forward. The first step would be to create a Strategic Planning Committee that will begin with Board Members. The chairperson of the committee will work with them to see who is interested and who can devote their time, energy and resources to really work with them to begin the planning process. As they build it out, they can then engage all the other stakeholders that they will need to build a strong plan together. The plan is that by the end of this fiscal year they will have a working draft.

APPROVAL FOR THE CREATION OF A STRATEGIC PLANNING COMMITTEE. (ACTION*)

Alejandro Soschin, Board motioned and Richard Breen second to approve the creation of a Strategic Planning Committee.

RESOLUTION: TO APPROVE THE CREATION OF A STRATEGIC PLANNING COMMITTEE.

No public comment. The motion passed:

15 AYES

0 NO

0 ABSTENTIONS

APPROVAL OF MINUTES FOR THE JUNE 7, 2017 BOARD MEETING. (ACTION*)

Ben Davidson, Board Member, motioned and Richard Breen, Co-Secretary, second the approval of the June 7, 2017 Board Meeting Minutes.

RESOLUTION: TO APPROVE OF MINUTES FOR THE JUNE 7, 2017, BOARD MEETING.

No public comment. The motion passed:

15 AYES

0 NO

0 ABSTENTIONS

APPROVAL OF MINUTES FOR THE JULY 12, 2017 BOARD MEETING. (ACTION*)

Alejandro Soschin, Vice President, motioned and Russell Tanner, Board Member,

second the approval of the July 12, 2017 Board Meeting Minutes.

RESOLUTION: TO APPROVE OF MINUTES FOR THE JULY 12, 2017, BOARD MEETING.

No public comment. The motion passed:

15 AYES

0 NO

0 ABSTENTIONS

APPROVAL OF MINUTES FOR THE AUGUST 1, 2017 BOARD MEETINGS.

(ACTION*)

Todd Rubien, Board Member, motioned and Zoe Giesberg, Board Member, second the approval of the August 1, 2017 Board Meeting Minutes.

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

No public comment. The motion passed:

15 AYES

0 NO

0 ABSTENTIONS

Nilo Choudhry reported that the Board packet includes a proposed meeting schedule for 2018. There is also an updated contact list for the Board Members.

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, reported that the regional centers last fiscal year ended on June 30, 2017. Even though the year is over, they still have funds available to pay for Purchase of Services and Operations. They have spent of 98% of Purchase of Service and 96% of Operations of the budget. All the funds of the budget have been encumbered or allocated toward projects and everything will be spent. The current fiscal year started on July 1, 2017, so we only have one month to report. Only 7% of Operations have been spent and only 8% for Purchase of Services have been spent.

ACHIEVABLE

Ben Davidson reported on behalf of Carmen Ibarra. A new nurse practitioner will be starting soon as a result of a new partnership with Mid-Level University. The Achievable Board recently had a strategic planning retreat. Staff is working on completing the plan document. Prior to the retreat they asked feedback from patients, staff, healthcare policy experts, community organizations including, Westside, and funders. Information gleaned from interviews and surveys were discussed at the retreat. Overall there is a strong commitment to continue with their current vision of serving our clients and their families. Strategic areas of focus are around the services they offer and the quality of those services. Expanding access and making sure more people are aware of Achievable and their unique model.

CONSUMER ADVISORY COMMITTEE

Todd Rubien reported they continue to work with the mock Individual Program Plan

(IPP) Meeting and how to help in facilitating their own IPP meeting. They are also working on getting a passport. They have attended or participated in the Non-Profit Renaissance Fair and volunteering at other organizations. They taught the community by sharing with them who they are and what they do. They attended the Transportation Training "Keys to a Better Life". A group participated in the introductory class to Mindfulness to help with stress by doing the different exercises to relax your mind and body. They also attended the Kaiser grand opening in Los Angeles. Some attended the Fiesta La Ballona in Culver City.

POLITICAL ACTION & OUTREACH COMMITTEE

Zoe Giesberg reported there was a rally for Assembly Bill 279 and since then the bill has been held in the Senate Appropriations Committee with no further action to be foreseen. It is considered dead. In August they talked about the Strategic Plan for the Board, but they want to focus on support for competitive employment, paid employment incentives, college to career, tailored services, individual day services, customized employment, minimum wage increases, employment first fairs and push for employment for families with high school kids. The next bill they will be looking at is AB1607 which is integrated competitive employment which involves tailored services. Bernie Sanders has proposed a Medicaid for all Bill that has gotten a lot of co-sponsors. It is more of a protest Bill.

CLIENT SERVICES COMMITTEE

Richard Breen, Co-Chair, reported they met today. There is an agenda item today for a draft proposal for Respite Guidelines. The Committee spent time finalizing the proposal and making any final language changes and going over the assessment tool that is used to determine the amount of respite services.

Erica Reimer Snell, Client Services Director, provided some background information and informed the Board that Respite Cap that came into place in 2009 was recently repealed. Effective January 1, 2018, they will no longer have a respite cap. In 2009, they limited Regional Center's funding on respite to no more than 90 hours per quarter. That will now be repealed effective January 1st. The previous service standards reflected that respite cap and with it now being repealed they need to amend their service standards and send them to DDS by November 1st. Part of the process was going through the guidelines with the Client Services Committee which they did in three meetings in July, August and the final one tonight. They were able to come up with the draft they are presenting today to the Board and they have copies in English and Spanish in the back of the room for everyone. During their meeting tonight they did make one proposed change on the fifth paragraph that starts with, "Out of Home Respite Services" to have it read "Out of Home Respite Services for Children may be provided for a maximum of 21 consecutive days, based on availability in licensed residential facilities when the family situation requires it." On the previous copy it read that there needed to be a crisis situation. In discussion with the Client Services Committee, they recommended to take out the crisis situation and look at the needs of the family when it necessitated the out of home respite care.

APPROVAL OF AMENDED RESPITE GUIDELINES. (ACTION*)

David Wyles, Committee Co-Chair, motioned and Zoe Giesberg, second the approval of the amended respite guidelines.

RESOLUTION: TO APPROVE OF AMENDED RESPITE GUIDELINES.

No public comment. The motion passed:

14 AYES

0 NO

1 ABSTENTION

Zoe asked if there is a copy of the guidelines to review before voting. Erica indicated that the proposed new guidelines were email previously to all Board Members and there are copies of them also available in the back of the room for all attendees to review.

ARCA

Carmine Manicone, Executive Director, thanked Nilo Choudhry, the Board and the Executive Committee for taking the time to review documents, coming up with revised position description, contract and talking about expectations. They put a lot of time and thoughtfulness and he feels appreciated.

The biggest ARCA news is that Zoe Giesberg will be the new ARCA Delegate representing Westside Regional Center beginning in October. There was a meeting in August at Harbor Regional Center where ARCA reviewed some of their strategic areas that they are hoping to focus on in the coming years. They want to increase community capacity through strategic resource development. Basically they are looking at how to you prevent individuals from entering the criminal justice system. How do you assess risk level and reduce repeat offending. How do they meet the intensive needs for those individuals that were living in Developmental Centers now that they are closing. They want to increase integrated housing options.

This year they want to work on restoration of social recreation and camp to meet the needs of the diverse communities that they represent. They want to increase integrated employment opportunities and they are advancing initiatives to do that. They are sponsoring employment trainings at a number of different sites throughout the state. They will be doing a weeklong training on how to get people into customized and competitive employment at Westside Regional Center in October. They are collaborating with them to sponsor a training here at WRC. They are sponsoring a lot of meetings with the Cultural Diversity Specialist from all of the regional centers. They are pursuing rate reforms for the developmental services. One of the Bills they were sponsoring, AB 279, died in Committee and will not be happening. They are looking at a new funding methodology for the regional centers. They are hampered with the core staffing formula which is old, outdated, doesn't have reasonable rates, salaries for the positions we need to have here. They have a lot of unfunded mandates positions that they are required to have that are not part of the core funding. They are going to work with local self-advisory committees on implementing the Self-Determination Program.

They want to look at updating the Uniform Fiscal System. This is a system that is the nuts and bolts of all the regional centers funding system, but it is outdated and it needs to

be replaced. They want to work on restoring suspended services and strategizing on how they can restore the regional centers ability to fund camp and social recreations programs.

Nilo asked Carmine if the Board can get copies of the strategy plan. Carmine will send the Executive Directors Report to the Board.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ben Davidson, Committee Chair, reported that the committee does not meet in August, but they will meet next week and in October. They will have two meeting to report on in November.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer reported they are in the middle of the Disneyland ticket program. Families are being asked to communicate to their service coordinators or the FRC by Disneyland. In the past 2-3 years, families have had to have an email address and they have not had any issues. They do not anticipate anyone having that issue this year either.

Sibling Workshop will begin again in October and they may have a few openings. If you are interested, please contact the FRC.

Ana Da Silva and Liz attended the California Promise Grant annual meeting in Sacramento. They were honored to be a part of it.

Koch-Young Resource Center at Lanterman Regional Center has started an LGBT Support Group and it is open to the entire community. Liz also mentioned that she brought flyers and they are located in the back of the room with the other hand outs.

SELF DETERMINATION ADVISORY GROUP

Judy Mark reported that they met last night. They had a good turn out with guest speaker from the Regional Center of Orange County Local Advisory Committee Member, Tim Jin. He has cerebral palsy and receives services from his regional center to live an independent live and work in the community. He helped everyone realize how Self Determination would be beneficial to someone like him.

At the meeting they spent time talking about the upcoming trainings sponsored by the Department of Developmental Services (DDS) taking place in the next month on the Self-Determination Program. This is the first time DDS has done any public information event since the law passed four years ago on October 9th. You can attend any of the trainings throughout the state, but the closest on to WRC will be on September 28th at South Central Regional Center. It will be a Train the Trainer Training for organizations that want to be certified trainers on Self-Determination in their own community. The individuals you train within your community will then be able to get on the list to be part of the phase in period of the Self-Determination Program. If you want your organization to attend this training, you must register as a community based organization, not an individual, at SDP@DDS.ca.gov. It will ask for your organizations name, your name and the list of people attending from your organization.

The waiver is moving slowly. DDS and the Department of Health Care Services have to submit an application to the Centers for Medicaid and Medicare Services in Washington D.C. to get funding to do the Self-Determination Program. They have been working on submitting this waiver since November 2013. California is yet to submit an actual waiver application that is comprehensive and meets the requirements that the federal government wants. A year ago they got a report that they had 3 outstanding issues they were working on. Last week they got a report from DDS that they 10 outstanding issues they are working on. There are a lot of people in the community advocating for Self-Determination to get implemented. They have created their own training programs and have done everything short of suing the state. They do not know what their next steps will be, but they know they need to move forward.

The committee continues to meet monthly and will continue to do so.

EQUITY TASK FORCE

Fernando Gomez, Chair, reported they met on August 23rd. As most of you have seen on the updates send out to the Equity Task Force's email distribution list sent by Sandy Rivera and her team. Things are some things moving forward and being implemented. They have not received the RFP from DDS for this fiscal year. They had anticipated to have received it by now. Most likely they will have it by the end of the month. Once they receive it they have 45 days to submit their grant request. This fiscal year, Community Based Organizations will also have the opportunity to submit grant requests to DDS.

Sandy Rivera reported they had their first Adult IPP Focus Group. They had 22 participants. They will have their second Focus Group for those who have not participated in one already tomorrow from 4:00pm – 6:00pm in conference room 4B at WRC. Participants get a \$50 visa gift card and snacks are provided. There will be a Publication Focus Group on October 4th from 10:00am – 12pm in the Boardroom in the 3rd floor at WRC. They will also be offering a \$50 gift cards for those participants and childcare and interpreter services will also be available if needed. The Website Focus Group met last week Tuesday and they got great feedback. They will get a second draft for approval in about 3 weeks. Once everything is approved for the English version they will then work on the Spanish version.

Fernando asked if there is a test URL they can navigate through. Sandy said they don't have the second version yet. She asked anyone interested in receiving it, to please note it on the sign in sheet so she can send it to them.

Fernando mentioned that one of the key components from last fiscal year was Cultural Competency and Linguistic Trainings and how almost everyone in the room took the classes with Dr. Avila. It talked to the key elements of what disparities are. Dr. Avila's post report talked about the Equity Task Force. The Executive Board Committee has already reviewed it and he would like to take some time to review it and further discuss the report at the next meeting. Fernando apologized to the CAC Members because he his

focus in the past several months was that of a parent, which was insensitive to other individuals we serve. He would also like to see more diversity in the group. Fernando also stated he will work on disseminating information in a timely basis so everyone has time to digest the information. He will also work on being more sensitive and respectful to the scheduled meeting times.

Office hours for this month will be on September 20th from 4:00pm – 5:30pm, but the next Equity Task Force meeting will be scheduled on September 27th from 6:00pm to 8:00pm.

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone thanked Erica Reimer Snell for getting the Proposal for Respite Guidelines for WRC Service Standards.

Carmine updated that their hallway have been busy. They have two separate audit teams from DDS. One is doing an audit on Medicaid Waiver Charts and another team of about five people doing an Early Start audit. WRC has almost 60% of its clients are on the Medicaid Waiver. Federal Medicaid Waiver reimburses 50 cents on the dollar for all of the billable services. It goes back to the state general fund that helps fund our services. Forty eight percent of our services are funded through Medicaid Waiver dollars. They do these audits every two years. This year they pulled 32 charts and do a full review to ensure they have current IPP's, quarterly visits, CDRS are updated, ID notes are current, are the deficits documented in the IPP, are all the services funded, and do they have all the signatures.

Roy Carroll and Rafael Cendejas did a great job gathering the information for the Medicaid audit review. Thanks to their hard work, the auditors said everything looked great and they will not need to return until 2 years from now.

They will be having their exit interview for Early Start tomorrow. Carmine acknowledged Cesar Garcia for doing a great job in Early Start.

Employment is something ARCA and WRC is focusing on. Pamela Arturi is doing a Supported Employment Roundtable for providers next week September 20th. The other thing they are trying to start up again is to establish an Employment First Business Advisory Committee. The next meeting is scheduled for October 17th in the Danneker Boardroom from 1-2pm. They are looking for looking for a mix of Providers, school district personnel and business partners willing to share ideas on how they can do more for all the adults they serve.

The State Council on Developmental Disabilities awarded a grant to Easter Seals. They are partnering up with Westside Regional Center and Inland Regional Center to provide Customized Employment Training and Discovery Tool Implementation Training to all of their providers. WRC is hosting ARCA's Customized Employment Training from October 24th – 27th.

Carmine asked everyone to ask people they know who are in a position to hire, if they employ clients in their organizations. We need to help them find jobs.

Alejandro Soschin asked how many clients are employed by Westside Regional Center. Carmine and Mary Lou confirmed WRC has six clients employed within the organization. Bob Steiner confirmed the Lakers employ three clients in their organization.

WRC now has a steering committee on training. They meet monthly to coordinate trainings for staff, vendors and the community. The new Education and Training Coordinator, Rhiannon Maycumber, has now set it up so all trainings are available through Event Brite. For the first time they can register, get confirmation of registration and pay through PayPal. No need to send in a check anymore.

Carmine said they project to have funds to replace vacant positions, retirees and have some money for growth. They currently have 2 open positions for two Assistant Program Managers, one bilingual service coordinator and two service coordinators that will be backfill positions.

Carmine announced that Danise Lehrer, Director of Clinical Services, will be retiring at the end of the year.

Carmine acknowledged Sandy Rivera for executing and pushing forward all areas of focus for the Equity Task Force.

Mary Lou Weise-Stusser announced that the Performance Contract is due on December 1st. They will be holding a public meeting on October 10th from 6:00pm – 8:00pm. They will be discussing they community input into strategies to reach the objectives that are selected. They will be sending a survey towards the end of the week for people to give them input on what they would like to see on the performance contract. She will then bring it to the Board meeting on November 1st for them to vote on the contract. The annual report for this year's performance contract will be received in January or February 2018.

OPEN PUBLIC COMMENT

Nilo acknowledged and thanked the interpreters at the meeting. She also acknowledged Danise Lehrer.

Larry Ryan reminded everyone that this morning Monday, September 18th, the Culver City bus schedule will be changing their schedules.

Kim Sinclair, ASLA Executive Director, introduced Rosie Lasca, Project Specialist. She said they sought community input by creating processes and documents through the focus groups. A couple of weeks ago they had the Parent Focus Groups to find out why they believe they have minimum to no services. They want to get know how they can make differences in their processes and actions plans that will impact families. They have

received applications from parents who want to be parent leaders. They have contacted them to ensure they are still interested in the project. They all want to make a difference and they will be extending invitations and start the interview process with those families. They are also working on a training plan so once the parent leaders are in place they are ready to hit the ground running. They realized that they did not engage the CAC community initially, but they will be reaching out to them. They are listening to their voices and are want them engaged in the project. They can be reached on Facebook at PEP ASLA, email at pepinfo@autismla.org.

Kim asked Nilo how to best communicate with the Board. Nilo responded that they can send the information to the Executive Board Committee or to Vanessa Arauza and she will make sure the Board receives it. David Wyles asked what the acronym PEP stands for. Kim clarified that it stands for Parent Empowerment Project. Nilo mentioned that Board Member, Russell Tanner, just celebrated his 75th birthday. Vanessa Arauza celebrated her birthday last Saturday and Carmine's birthday is on Friday.

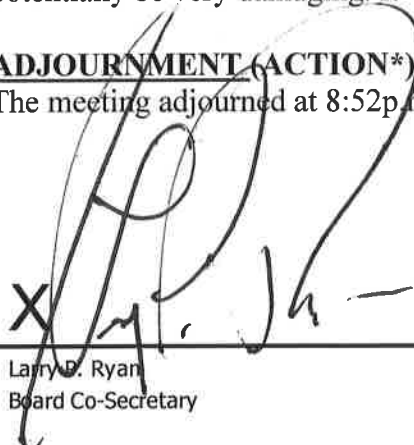
Alejandro Soschin, Board Vice President, commented on the tragedies impacting Texas and Florida. He sends his best wishes to those that may have loved ones affected by the aftermath. Alejandro reminded everyone that we are a community and we need to come together in good times and challenging times and be there for those that are in need.

The founders of Live Your Life Consultants shared they are in the process of being vendorized. They will be focusing supporting disparity issues, supported living, community workshops, socialization, music and promote cultural diversities.

Zoe Giesberg asked that everyone keep a look out on a national level for HR620, also known as the ADA Education and Reform Act put forward by Ted Poe of Texas. It is sponsored by 40 House Republicans and 11 Democrats. This Legislation would amend the ADA to add a 120 days waiting period between when a business is notified of an ADA violations and when a person reporting can take the case to court. This can potentially be very damaging. It is going to the House floor for a vote this month.

ADJOURNMENT (ACTION*)

The meeting adjourned at 8:52p.m. Zoe Giesberg motioned and Todd Rubien second.

X 
Larry D. Ryan
Board Co-Secretary

X
Richard Breen
Board Co-Secretary

MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
NOVEMBER 1, 2017

MEMBERS PRESENT: Joseph Allen, Jr.
Richard Breen
Nilo Choudhry
Ben Davidson
Cammy DuPont
Zoe Giesberg
Phil Jackson
Myra Mezquita
Todd Rubien
Larry Ryan
Alejandro Soschin
Maria Soto
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Austin Dove, Elizabeth Espinoza, Betty Pearson Grimble,
Sandra Gonzalez

STAFF PRESENT: Carmine Manicone, Maureen McKinney, Lisa Basiri,
Denise Fernald, Danny Franco, Cesar Garcia, Danise
Lehrer, Erica Reimer Snell, Liz Spencer, Mary Lou Weise-
Stusser, Linda Butler, Barbara Marbach, Sandy Rivera,
Aga Spatzier, Pam Arturi, Yuret Chang

GUESTS: Denise Thornquest (DDS), Mercedes Barrales, Raymondo
Blanco, Marta Chavez, Zakir Choudhry, Victoria Cortes,
Trisha Cozine, Zack Freezen, Alejandra Gomez, Elizabeth
Gomez, Fernando Gomez, Francis Gomez, Veronica
Gonzalez, Naomi Harrell, Beverly Hutchinson, Marcia
James, Esther Kelsey, Carla Lehmann, Maria Lopez,
Barbara McCants, David Mezquita, Jack Nieves,
Guadalupe Rodriguez, Sandy Rubenfeld, Mulugeta Tadele,
Felicia Williams, Ari Zeldin

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:04 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

It was established that the members present represented a quorum necessary pursuant to

Section 3.03 (g) of the bylaws of Westside Regional Center which states:

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

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

OPEN PUBLIC COMMENT

Zack Freezen (Brighter Future Charity) informed they are a long standing organization and they fundraise privately. They recently raised funds for an entire year and they have available services for free for those who qualify. They provide day support at community events and came here wanting people at Westside to be aware they have support services for clients and families who need it.

CHAIRPERSON'S REPORT

Nilo Choudhry, Board President, had Cammy DuPont read the mission statement. Nilo Choudhry reported there will be a closed session during the meeting and there will be public comment before and after the closed session. They want to keep things productive, respectful and allow people to be heard while keeping to the time, especially for clients who have time constraints. People who chair committees are encouraged to send in written reports ahead of time, otherwise those that are reporting to keep the report less than 5 minutes to keep to the time schedule. Nilo also thanked Maureen McKinney for filling in for Vanessa Arauza while Vanessa was on medical leave. If there are any individual POS concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting. At this point, Carmine Manicone wanted to honor Danise Lehrer who is retiring in December.

2018 Performance Contract Presentation

The Compliance Measures are areas that all Regional Centers are working on.

Department of Developmental Services provides the statistics.

They are trying to move people out of developmental centers and be with their families or surrogate families. They currently have about 23 people in developmental centers, but the number is probably lower because they placed people recently. Approximately 96% of the children they serve live with a family. Approximately 85% of adults are living in a home setting. Westside doesn't like to have people living in large congregate living facilities that house 6 or more people. Currently there is only one child living in that situation and while they do have a larger number of adults living in large living facilities they are constantly trying to find them homes.

The next area is looking at the Regional Center itself. Westside is required to have an unqualified independent audit every year and they do. They are compliant with the DDS fiscal audit. WRC's fiscal projections are looking really good; their OPS budget is

looking good and they are required to participate in the Waiver and they do. They are completing their vendor audits every year. They make sure everyone has a current CDER (client developmental evaluation report) or ESR (early start report) and they are at about 94%. Their Intake/Assessment is below average for the state for clients 0-3 years of age. IPP Development is doing well and we are at almost 99%. ISFP development is low, but when they have the numbers for the current year they should be on average.

The Public Policy Outcomes are new goals that deal with employment. Based on 2015 Employment Development Department the Statewide average of clients 16-64 with earned income is 13.6% and WRC is 14.1%. Average annual wages for clients 16-64 Statewide is about \$7000 and at WRC it's about \$9000. One thing they were required to do was to compare their clients with everyone in CA with all disabilities. That could mean a wide variety of people. Currently they are working on a way to track the average hourly or salaried wages for adults who participated in a Paid Internship Program prior to the fiscal year. They are also working on a way to track average wages and hours worked for adults engaged in competitive, integrated employment. They are looking at how to track the number of people who received incentive payments made for the fiscal year. Based on the 2014-15 National Core Indicators we are 26% employed, but not all adults who have responded.

Another item they are working on is Measures Related to Reducing Disparities and Improving Equity in Purchase of Services Expenditures. WRC received 2016-2017 Disparity Grant funding to focus on 4,970 clients and families in the Hispanic and African American communities. WRC has initiated/completed the following project components: *1. Parent Empowerment Project – Parent to Parent Support; 2. Developed 7 programs for children that include: Occupational/Physical/Speech Therapies; Social Skills and Day Care that are culturally sensitive and appropriate; 3. Developed an Enhanced Case Management Team to address individual needs and barriers of target population who receive no services and aid them in receiving requested and funded POS service; 4. Redesigning the WRC website to be culturally and linguistically appropriate for the WRC community; 5. Providing more convenient transportation and childcare to assist families to attend trainings and meetings; 6. Developing WRC Dashboard for transparency; 7. Increased culturally and linguistically appropriate translation and interpretation services; 8. Multi-Disciplinary Staffing – ECM Team will collaborate in multi-disciplinary staffing's held twice monthly for Service Coordinators to present cases and discuss barriers (individual and systemic) and unmet needs for specific cases.*

They look at the purchase of service in three ways: (1) age, (2) ethnicity, and (3) language spoken. WRC is trying to see as many areas as possible so they don't miss anybody.

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone reported on employment matters. WRC tried to reinstate the Employment First Business Advisory Committee and had a meeting on Oct. 17th. The committee is a mix of vendors, parents, school district collaborators and business partners. One suggestion that was brought up in this meeting was for Westside to get

more involved in the community. As a result, they joined the Culver City Chamber of Commerce. They welcome any business contacts you have. The next meeting will be on Tuesday, November 21st, 2017 1-2:30pm.

Supported Employment Roundtable has info on paid internship program and employment outreach booklet. Both have info on receiving money and benefits. The tri-fold brochure provides information for potential employers who may receive up to \$10,400 per year towards wages, payroll costs and mandated employer cost towards hiring individuals with a developmental disability. The other document has general information on tax credits and incentives for employers and some great answers to FAQ's on hiring people with disabilities.

Westside just completed hosting the ARCA Customized Employment Training in October, 24th – 27th. They had people from Department of Rehab, Regional Centers, California Department of Education and DDS. The focus was to familiarize all the groups with the philosophy and practice of customized employment so we can establish a model for service provision and build capacity in the state.

Westside will have intensive employment training around ACRE Training – Customized Employment Training and Discovery Tool Implementation training and will be provided to service providers on November 16th – 17th. This training is a collaborative project between WRC and Inland RC with Easter Seals Work First to develop customized employment services.

Housing continues to be a challenging area for RC's statewide. The biggest challenge is most of the individuals they support are being priced out of our catchment area and there is close to a 98% occupancy rate so space is extremely limited. They are actively pursuing developers to take advantage of Project Rental Assistance funds which are awarded to agencies that set aside units in affordable housing projects to house individuals with developmental disabilities.

WRC has recently met with Culver City Sergeant Pete Hernandez to review Westside's Emergency Preparedness and assist them with determining what messages to use on their 4 pre-recorded panic buttons at the front desk. Sergeant Pete Hernandez recommended the following:

- 1) ***Internal First Responders needed at front desk***
- 2) ***EMERGENCY – Assess the situation – Run/Hide/or Fight***
(Used in the event of an Active Shooter or other on site threat during which each individual would potentially react differently after assessing their proximity to the threat)
- 3) ***EMERGENCY – Evacuate the Building***
- 4) ***EMERGENCY – Law Enforcement Needed***

They recently tested this system during an Evacuation Drill and is now working on a system to account for everyone once they have evacuated the building.

Sergeant Hernandez has agreed to conduct another Active Shooter Training on December 7th for new staff and any Board members who would like to attend.

Most of the discussion on the disparity funding will be covered in the Equity Task Force report. Westside will be submitting a request for ongoing funding to continue their current Parent Empowerment Program with ASLA, the Enhanced Case Management Project, and ongoing Cultural Competency Training and to continue the funding for the Spanish translation of the new WRC website. They are asking for increased funds in Translation services, increased Childcare, RFP's to develop Adult Services, ongoing survey data collection and self-assessment.

WRC will have a busy end of 2017 and beginning of 2018 as they have numerous people moving up and retiring. They currently have the following open positions:

3 In-home Service Coordinators, preferably all bi-lingual
1 Early Start Service Coordinator

Lastly, please Save the Date for WRC's annual Holiday Luncheon Party on December 14th at the Culver City Doubletree Hotel, right around the corner from the center. Invitations will be sent to all Board Members.

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, reported that they are 3 months into the current fiscal year and have spent 21.7% of operations, which are to run the regional center. They have spent 23.6% of their purchase of service and that is what goes directly to clients. In the future the finance report be a "serve and file" with the board so the information is more accessible to the community. This will help the meetings be more interactive and will talk about things and how they relate to the regional centers' budget; talking about big expenditures; talking with stakeholders to get an idea of what people really want to hear about the budget here.

The upcoming audit was mentioned in which an independent contractor comes in and checks the books to make sure the funds that are sent by DDS are being used to fund the programs for which they are intended.

ACHIEVABLE

Josh Kuskol reported they will be releasing their year-end report in one month. They are also interviewing more medical providers to expand their team. They now have 6 full exam rooms. They had their 1st Annual Gala recently and raised \$75,000.

They received the Access Award from the County of Los Angeles Commission on Disabilities where they were nominated by the County Supervisor. They were one of seven groups nominated.

They are having their 2nd Annual Legislative Breakfast on November 15th, 2017 where doctors and nurses will come and discuss the development of healthcare in the workforce.

They are also working with Representative Sebastian Ridley Thomas to bring in medical community, health, education and people in the workforce to talk about health care issues and how we can try to fix them.

CONSUMER ADVISORY COMMITTEE

Todd Rubien reported CAC is continuing with their volunteer hours and as of right now their members have completed 323 hours of community service. Their Emergency Preparedness Group is working with a Disaster Preparedness Group so they can know what to do in an emergency. They are having classes where emergency supplies are given out as well as training. They are being trained to know what to do if there are no emergency personnel available. There has been some interest from some of their members to become CERT trained. Those that are interested are taking a 7 week course where firefighters and other emergency response personnel are doing the training.

Their Halloween Bash was a success and they are also currently working with group members to make sure everyone has somewhere to go for the holidays.

POLITICAL ACTION & OUTREACH COMMITTEE

Zoe Giesberg reported on the various bills that the governor signed and vetoed. One of the bills that were vetoed was concerning home care registry and personal care services. One of the bills that passed stated that by 2019-2022 there will be an EVS for supported living, IHSS, respite and personal assistants.

One important piece of information was that an impartial analysis stated that due to the new budget there will be a \$1 trillion cut to Medicaid and Medical over the course of 10 years. Zoe talked about how we as a community can address this and suggested a letter writing campaign, as well as calling the representatives and making sure they understand how we feel. She encouraged CAC to reach out to their families and resources to engage them for this cause. Zoe also asked to remind people who ADAPT is and how much good they do for the community. She also told the Board about the app 5 calls which is an app that makes it easy and effective to communicate with both local and national politicians.

It was suggested that a letter be drafted so the Board can sign it and send it to the representatives as well as looking up the representatives in the catchment area and inform the Board so they can do what they can with the information.

Fernando Gomez got up and said that Judy Mark, who helped create Disability Voices United, is having 4 town hall meetings across the state. He suggested joining forces with her so the voices will be amplified.

CLIENT SERVICES COMMITTEE

Richard Breen and David Wyles reported that there are social service training standards for children, but there are no standards for adults. They are and have been working on this for several months and are taking into account the changes in Federal Law and State Law and when self-determination devises new standards. The next meeting is January

10th and they want to springboard brainstorming changing social skills.

ARCA

Zoe Giesberg reported she and Carmine went to the ARCA meeting in San Diego a couple of weeks ago. There were a lot of things discussed and some of the highlights are as follows:

The California 2020 Primary is moving from June to March and that could change how we address and fund some programs. There were a lot of talk about Housing and specifically there were 15 bills about Housing and the funding for it. There were bond measures that total \$4 million for 2018 Affordable Housing; there was talk about transportation funding as well. We won't know the budget for 2018 until as late as January 10th, 2018.

Within the general tax fund we have \$152 million ahead of forecast but housing is slowing growth. So the legislation is focusing on housing. Section 8 in Los Angeles is opening after 14 years and they already have 600,000 applicants. Lanterman Coalition is prioritizing a push for money for the development of housing.

There was also talk about Medicaid and Medical being under threat under the new budget. Since Medicaid and Medical are the main source of funds for Regional Centers it was a big point of discussion.

There was talk about Grassroots day being held the week of March 14th.

There was also discussion about reviving the ARCA collaborative.

The last big piece of information that was discussed was ARCA demanded that DDS preclude FMS with financial matters, in which the Regional Centers will not provide advances to FMS agencies in the self-determination program. In order to initiate self-determination there needs to be a cash advance. That currently does not work with the Regional Center systems and the RC directors do not want the liability on the Regional Centers of fronting all the FMS businesses. If there need to be cash advances given, the RC directors asked that DDS give the cash advances to the FMS agencies and they can then distribute the money needed.

STRATEGIC PLANNING

Alejandro Soschin reported that he is working with the members of the Executive Team to come up with the parameters for the strategic planning committee. The main focus is: what will be the charter; what will be the frequency of the meetings; and how the strategic planning committee will work with and interface with the Board and stakeholders. Alex said he wants the committee to be completely transparent so they can have people be fully engaged.

Alex requested that if anyone knows people they highly respect and would recommend they work with the strategic planning committee to please let them know. They want to

develop a RFP (request for proposal) so they can have adequate resources to support a strong strategic planning committee. This is an ongoing process and if anyone is interested in joining, to please do so. If you want to join but will be unable to attend the meetings they will be interfacing with everyone on an ongoing basis so the information will be passed along.

Fernando Gomez then got up and thanked the strategic planning committee for opening up the invitation to everyone. He then reminded everyone how we got to this point and how every group had a representative in the discussion so everyone had a voice.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ben Davidson was not present at meeting.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer reported they had a First Siblings Group meeting in October. She said there must have been something going on that date because 18 families signed up, but 9 said they couldn't make the first meeting. They will have their next meeting in November and they are currently full, but if you know a sibling or family that could use some help please let them and the FREC know.

The Disney Program 2017/18 is nearing an end. Liz says they registered 750 families and clients and right now they are double checking to make sure they have all the correct emails and contact information.

A new group they have is the African American and Black Family support group. That is run by Beverly Hutchinson and Michelle Bailer. They had their first meeting in October and the next meeting is November 16th from 6:30-8:30pm. They have asked to please RSVP for childcare. Although there has only been one meeting they are already hearing good feedback about it.

Various staff from the FREC is going to a few conferences over the next few weeks. Some are going to the Fiesta Educativa Conference on November 6th; some are going to the Early Start Plus Conference and there will be a presentation to the Inglewood Unified School Districts as well.

SELF DETERMINATION ADVISORY GROUP

Judy Mark was not there, but asked Nilo Choudhry to read part of her report. The report stated that the self-determination group met on October 17th and they discussed trainings provided by DDS and how there were many staff, self-advocates and community leaders present at the meeting. They will start to schedule more information meetings both in English and in Spanish. In order to be eligible for self-determination you must attend the information meetings and those will start in January.

They are also developing a 1-page flyer that will have information in both English and Spanish that will be handed out during IPP meetings. They are also getting the information on the WRC website, again in both English and Spanish.

DDS has not given a timeline for when the self-determination group will be finalized, but there will be a meeting on November 14th at 6pm in the Danneker Boardroom and there might be more information at that point in time.

EQUITY TASK FORCE

Fernando Gomez, Chair, reported the Equity Task Force is alive and well in the system. They are addressing disparity and reaching out to as many individuals as possible. They are posting the grant information on the website as well. They had a meeting on the 25th of October and sent out status updates afterwards. In the 9 key areas they are on track. The next meeting is November 15th and it's the last meeting of the year. It will be a chance to celebrate an amazing advance as group and as a whole.

Fernando also said that anyone who submitted a grant will be notified if they got the green light so they can start working on their proposal at the beginning of the New Year.

OPEN PUBLIC COMMENT

Fernando Gomez addressed some people in Spanish. He said that he is on the Equity Task Force. He thanked them for being here because he knows their time is valuable. He also encouraged them to come on November 15th to the Equity Task Force meeting.

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session. It is involving employment and contract negotiation and pending litigation update within the California welfare and institutions code.

The Board returned at 8:35pm from closed session and Nilo updated they discussed employment and contract negotiation and pending litigation.

OPEN PUBLIC COMMENT

Francis Gomez got up and thanked Liz Spencer for the trust and for serving Spanish speaking families. She said Liz and the FREC always answers any questions they have about services. She then thanked the entire Westside Regional Center for helping with families and their kids.

Marta Chavez got up and talked about how she likes coming to the meetings but she needs help with childcare so she and her daughter can continue to come to these meetings.

APPROVAL OF WRC 2018 PERFORMANCE CONTRACT (ACTION*)

Bob Steiner motioned to approve and Richard Breen seconded the approval of the 2018 Performance Contract.

After some discussion, the motion passed:

13 AYES

0 NOS

2 ABSTENTIONS

During the discussion it was mentioned that bullet pointing the highlights or bold/enlarge the big points on the Performance Contract would make it easier to understand. It was mentioned it is important to understand that the document they have is like a report card. This is a summary of how we are doing against the standards so we can know where we need to improve. It also shows DDS how WRC is doing and what they are doing to get better.

ADJOURNMENT (ACTION*)

The meeting adjourned at 8:55p.m. by Chairperson, Nilo Choudhry.

X

Larry P. Ryan
Board Co-Secretary

X

Richard Breen
Board Co-Secretary

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

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

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

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

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

CALL TO ORDER

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

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

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

(g) Quorum

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

Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

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

OPEN PUBLIC COMMENT

No public comments.

CHAIRPERSON'S REPORT

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

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

PRESENTATION

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

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

the only regional center they asked that information from.

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

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

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

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

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

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

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

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

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

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

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

No public comment. The motion passed:

12 AYES

0 NO

0 ABSTENTIONS

EXECUTIVE DIRECTOR'S REPORT

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

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

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

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

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

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

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

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

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

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

COMMITTEE REPORTS

FINANCE

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

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

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

ACHIEVABLE

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

CONSUMER ADVISORY COMMITTEE

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

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

POLITICAL ACTION & OUTREACH COMMITTEE

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

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

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

CLIENT SERVICES COMMITTEE

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

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

ARCA

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

STRATEGIC PLANNING

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

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

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

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

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

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

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

SELF DETERMINATION ADVISORY GROUP

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

EQUITY TASK FORCE

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

OPEN PUBLIC COMMENT

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

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

CLOSED SESSION

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

OPEN PUBLIC COMMENT

No comments.

ADJOURNMENT (ACTION*)

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


X

Larry P. Ryan
Board Co-Secretary


X

Richard Breen
Board Co-Secretary

MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
MARCH 7, 2018

MEMBERS PRESENT: Joseph Allen
Richard Breen
Nilo Choudhry
Austin Dove
Cammy DuPont
Elizabeth Espinosa
Zoe Giesberg
Myra Mezquita
Betty Pearson-Grimble
Todd Rubien
Larry Ryan
Alejandro Soschin
Russell Tanner
David Wyles

MEMBERS ABSENT: Ben Davidson, Sandra Gonzalez, Phil Jackson, Bob Steiner

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Pam Arturi, Lisa Basiri, Linda Butler, Charlona Floyd, Danny Franco, Cesar Garcia, Rhiannon Maycumber, Soryl Markowitz, Rosalinda Mata, Jairon Ramos, Erica Reimer Snell, Jose Reyes, Anjanette Robinson, Danyelle Schiller, Sonia Soriano, Aga Spatzier, Martha Thompson, Susana Vasquez, Mary Lou Weise-Stusser

GUESTS: Joan Anderson, Raymundo Blanco, Elena Bustamante, Zakir Choudhry, Trisha Lurie Coline, Lisette Duarte, Sylvia Fahimian, Felicia Ford, Alejandra Gomez, Fernando Gomez, Francis Gomez, Brett Gordon, Deborah Griffin, Kahir Hall, Eileen Ilarraza, Marcia James, Esther Kelsey, Josh Kruskol, Adriana Madrigal, Robert Martin, Barbara McCants, Cleavia McKie, David Mezquita, Jodie Newberry, Jack Nieves, Francisco Pineda, Guadalupe Rodriguez, Jorge Rodriguez, Sandy Rubenfeld, Kim Sinclair, Felicia Williams, Sue Williams, Wesley Witherspoon, Ari Zeldin

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:16 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

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

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

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

OPEN PUBLIC COMMENT

Jodie Newberry lives on Garth Avenue, across the street from a new WRC group home. She shared community concerns now that residents have begun to move into the home. She also already just spoke to several people from WRC and looks forward to a timely resolution. Lisette Duarte, Parent Empowerment Program (PEP) Project Director, gave an update on the status of the program. PEP has been meeting regularly with the WRC Service Coordinators. They have a staff of 10 and they are ready to take referrals.

CHAIRPERSON'S REPORT

Nilo Choudhry, Board President, introduced clients Wesley Witherspoon and his wife, Sylvia, who have been married for five years. They read the Westside Regional Center's Mission Statement. There will be public comments both before and after the closed session. They want to have meetings that are productive, respectful and give opportunities for people to be heard. We need to respect time constraints for everyone, especially clients, as these are the individuals we are here to serve. She encouraged the sending in of committee reports, as possible, to allow more time for substantive discussions on different issues. Those with individual Purchase of Services (POS) concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting. There are open office hours also.

The approval of the January 10th Board minutes is deferred to the May 2nd Meeting.

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone (see ED report on file in back) read the text of the full ED report. Highlighted topics covered included employment opportunities, varied housing initiatives, Early Start Conference, Transition Conference, filling of internal positions, etc. WRC was notified on January 19th that they were awarded \$585,300 for the 2nd year of their disparity plan – this was only a partial award for ongoing funding of our Parent-to-Parent Training Model with ASLA, continuation of our Enhanced Case Management project and additional funds for Childcare.

Gov. Jerry Brown's proposal for the next fiscal year is quite conservative and accounts primarily just for growth in the system – they are looking at a funding increase of

approximately 5.3%, an average of 7.6% more for community services. POS is projected to go up by \$329.9M and OPS by \$31.4M for the 2018-19 Fiscal Year which will basically cover the projected growth. Assembly Budget Subcommittee on Health and Human Services met today at 2:30 pm to hear the Department of Developmental Services issues. He also mentioned ARCA's varied legislative and outreach advocacy efforts

Cammy DuPont asked about the extent of the outside search in the current hiring process for the Director of Clinical Services position, as well as asking for a reasonable time for such candidates to respond. She asked for the net to be cast wide for WRC positions.

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, (report on file in back) noted that unless someone has a question about the financial report that Danny Franco provides and is available at the back of the room, they will receive and file. She did make a point that there is a slight deficit on the Purchase of Services (POS). Usually DDS makes up for that deficit later in the year. However, they are not allowed to run a deficit under Operations at any time.

ACHIEVABLE

Josh Kruskol reported that Achievable now has 5 practitioners: Three family physicians, a nurse practitioner and a pediatrician. Another nurse practitioner will start full time in April. This will bring the total to six practitioners and should alleviate some of the issues with long wait time. They are actively looking for a second dedicated full-time call center person. They will be hosting a Speakers Panel coming up on Wednesday, April 11th in the Danneker Boardroom. The topic will be "End of Life Planning" for families that have an individual with a disability. They recently redid their lobby and welcomed everyone to stop by and see it. Thanks to a generous grant from LA Care, all of their beds will be mobile-accessible beds by next month. A member of the public stated it is difficult for them to come in as a walk-in patient and prefers to make an appointment. Elizabeth Espinosa mentioned the clinic is a great resource, but should be focused on the clients who cannot go to a regular clinic, rather than the general public.

CONSUMER ADVISORY COMMITTEE

Todd Rubien reported that CAC has more concerns than an actual report. (CAC report on file in back). The Westside Jam will be on April 20th. Comments and discussion ensued. Todd clarified that they do not want WRC to purchase food for their CAC meetings, but instead for the other groups to bring their own food. Alejandro Soschin said he would rather have any budget allocated for the Board dinner, be used towards the CAC Self-Advocates. The Board is here to support them. Cammy reminded the Board that when they walk through the door, they are here for the clients. As necessary, the Annual Board dinner budget should be used for CAC Annual Dinner.

Felicia Ford, parent, asked the Board to address the issues of Self-Determination and Equity Task Force and to make decision on those meetings now too. Carmine began to speak about ETF. Fernando Gomez acknowledged CAC, but stated he is interested to hear what was addressed regarding the Equity Task Force. Marcia James clarified what

the CAC report intended to communicate. They want to help the regional center save money and that is why they won't take a meal nor are asking for one. When it came to the party they were told they already have the Jam and that's all they need. The Jam is for information and fun for everyone, but what happened at CAC, is many hours of dedication and 15 other groups the Self Advocates attend and take care of. When they requested for the year-end party, they were told they could not call it annual, because there may not be any more money. At that time, there had to be creative funding of the party and that's what happened. Joan Anderson donated one of the gifts. FREC helped. They were told to try to keep the costs down and they did by selecting the most inexpensive catering. They do not mind individuals eating at Board meetings. However, they are concerned about the other committees/groups. CAC has been asking how much these other groups spend for their meetings. CAC was told that last year WRC spent about \$5,000 in food for those group meetings. Several years ago, the CAC was given sandwiches for a short time and it was taken away punitively by Kevin MacDonald.

Richard Breen said that he is in favor of being fair and equal. He acknowledged Todd and everyone on CAC for doing what we should all be doing: being good minders of the money. He is in favor of WRC not purchasing food for any committee and allocating a budget for things like Westside Jam and/or end of year CAC Celebration. The only events WRC have traditionally sponsored are the Board Annual Dinner and the Staff Holiday Party to which the Board is invited. The Staff Holiday Party is mainly funded through fundraising done by staff. The committee meetings are about \$120 - \$140 for food for an Equity Task Force or Self-Determination meeting. It is WRC, rather than sponsors, who fund the special celebrations. It was suggested that we make this an agenda item for the next Board meeting with a request to have Danny report on the food and drink expenditures by committee. They want to check what is equitable as Todd's main point is if money is being spent on sandwiches then CAC can do an annual party. It was proposed at the next meeting they look at the numbers, debate and then resolve it.

**APPROVAL OF CAC TO HAVE AN ANNUAL END OF YEAR CELEBRATION
MOVING FORWARD. (ACTION*)**

Alejandro Soschin, Board Vice President, motioned for the WRC Board to approve for CAC to have an Annual End of Year Celebration moving forward now, even without having exact information from where the funding will come from just yet. He also noted that while they can wait for numbers, analysis and data, which will make for more informed decision making, he feels it is important to make a statement now in support of CAC. Zoe Giesberg, Board Member, seconded, and added an addendum for the Board to get amounts on food spent on other events. Alejandro mentioned it is now open for discussion.

**RESOLUTION: TO APPROVE CAC TO HAVE AN ANNUAL END OF
YEAR CELEBRATION MOVING FORWARD.**

Public comments:

Linda Butler, CAC Member, stated that CAC works hard all year long and puts in a lot of hours and just wanted to be treated equally. Linda thanked the Board for listening and stated they want to have the same opportunities like others. Esther Kelsey, CAC Chair,

stated that if they talk about equal, then there it is. If they want to talk about equity, then they want to be treated equally.

The motion passed:

14 AYES

0 NO

0 ABSTENTIONS

POLITICAL ACTION & OUTREACH COMMITTEE

Zoe Giesberg (report on file in back) mentioned letter writing, advocacy visits to legislators, etc., will continue to be important. ARCA and others will continue to monitor bills. They also discussed 'California Voters Choice Act' and concern about federal HR620 bill. A small group consisting of WRC client/family, vendor and staff will attend Grassroots Day on March 19th-20th in Sacramento. California Assemblyman Chris Holden authored AB279 last year. He is again initiating a proposal to support our developmental disabilities system and provide emergency 'bridge funding' to add \$25 Million to the DDS budget. This would assist service providers in high cost areas to meet the escalating costs for labor, especially relevant in areas such as L.A. where the local minimum wage is significantly higher than the state minimum wage.

CLIENT SERVICES COMMITTEE

Richard Breen, Co-Chair, said they revised service standards for respite care in the fall. The deadline was in the beginning of 2018 that reflected the state legislature's lifting of the cap of 30 hours per month per recipient that had been put on during the financial down turn. They revised that standard and the feedback they got from DDS was that they asked for two things. They asked for clarification that consideration of IHSS was only in circumstances where IHSS was meeting the same needs as the respite services. DDS asked them to state under what circumstances there would be exceptions to the respite assessment tool that is used by the service providers. With that in mind, they made changes to the service standards which were handed out today in this meeting, "Draft Proposal of Respite Guidelines for WRC Service Standards" and "Family Respite Needs Assessment Guideline". As part of their efforts in making these revisions, they held public input meetings. There were some people who were concerned about IHSS being considered. However, they had to make the assessment tool to conform to the Lanterman Act. There is nothing they can do to change about the fact the IHSS does have to be looked at when considering respite hours if they are doing the same thing. In other words, if the family is getting paid twice to cover the same need, then that needs to be looked at. Some people interpreted the lifting of the 30 hour cap being an indication that it is for as many hours as people want. It is important to note that even though the legislature lifted the cap, they did not hand them a blank check. They lifted the cap, but they did not give them unlimited funds to meet the need. Richard mentioned that the revision to the Family Respite Needs Assessment Guideline, which Erica and her team have worked hard on, added many categories and factors that may have not been captured before about family situations. In the revisions they found that most clients will not see any change, a set of clients would see an increase and for a smaller group of individuals this tool would recommend fewer hours. WRC still needs to justify the hours. We are all

responsible for responsible spending and ultimately this tool allows them to have documentation on how the recommendation was made. That is what DDS is expecting for everyone.

The recommendation from the committee is for the Board to adopt the Service Standard as the Draft Proposal and incorporate by reference the Needs Assessment. The amendments that is currently not shown, is if as a result of the use of this tool a recommendation for an individual family is for their hours to be reduced, that needs to be reviewed immediately by Client Services and an Expanded Planning Team because that was not the intent, but they need to justify the hours. This tool allows them to have documentation on how the recommendation was made. Erica and her team tested the service standard and they ran it with dozens of files. The change to consider is that in the draft there was a certain point total. They are recommending that the final version of this contains the proposed revision. When this proposed revision was run it resulted in the greatest increase for the most.

APPROVAL OF DRAFT PROPOSAL OF RESPITE GUIDELINES FOR WRC SERVICE STANDARDS AND FAMILY RESPITE NEEDS ASSESSMENT GUIDELINE AS WELL AS TWO REVISIONS OF THE EXPANDED PLANNING TEAM AND THE POINT TOTAL PROPOSED REVISION. (ACTION*)

Richard Breen, Client Services Committee Co-Chair, motioned and Cammy DuPont seconded, that the Board adopt the draft proposal of Respite Guidelines Service Standard and the Family Respite Need Assessment Guideline, with the two revisions of the Expanded Planning Team review and the point total proposed revision.

RESOLUTION: APPROVAL OF DRAFT PROPOSAL OF RESPITE GUIDELINES FOR WRC SERVICE STANDARDS AND FAMILY RESPITE NEEDS ASSESSMENT GUIDELINE AS WELL AS TWO REVISIONS OF THE EXPANDED PLANNING TEAM AND THE POINT TOTAL PROPOSED REVISION.

DISCUSSION:

Myra Mezquita brought up concerns about how IHSS was handled along with respite, and questioned the use of the assessment guideline. In the law, the Welfare and Institution Code (WIC) Provision which was cited it says IHSS is considered. There is nothing they can do at the Regional Center level. Richard said they can go to the legislature, but if the legislature passes the law, the Regional Center has to abide by it. There were a lot of committee meetings at WRC and a lot of helpful input was taken from individuals at those meetings. Keep in mind there are only 90 days to get this all in to DDS. All regional centers have to do this. Documents are complicated and there are concerns. We don't always have to agree. This is just a revision on something that the Board had already approved previously. Staff tried to engage in the best way possible within legal parameters to get the best results for the most people.

Public Comments:

Fernando Gomez's concern is on the tool itself and how the assessment was done.

The motion passed:

9 AYES

1 NO

3 ABSTENTIONS

ARCA

Zoe Giesberg (report on file in back). ARCA highlights: advocate for the restoration of Social Recreation and Camp Services, support for Assembly Member Holden's request for \$25 million to increase rates for providers, affordable housing for people with developmental disabilities, oppose the reinstatement of the Uniform Holiday Schedule, support the Self-Determination program and additional staff resources to implement SD, and OPS increase for additional staffing due to increased caseload for FY 2017-18.

STRATEGIC PLANNING

Alejandro Soschin, Chair, reported the Board had a Board retreat in February with Christofer Arroyo. He presented on Board Governance/ Roles and Responsibilities and they had a chance as a Board to start the first step of understanding how strategic planning can be a part of their everyday roles and responsibilities. They could gather as a Board in an ongoing process themselves, and if they run into road blocks they can revisit getting outside help. The Executive Committee met a few weeks ago and it was a positive discussion on what a strategic plan looks like. They noted varied pros and cons, the different examples, and the key steps they want to take. They agreed to bring the Board back together, as this is the first stages of gathering information and agreeing on a process and then involving all stakeholders. They would like to see everyone's involvement, and also want to keep this effort moving forward.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Joan Anderson, Co-Chair, reported they have been focusing on Assembly Member Chris Holden letters. Many have taken the time and effort to come to her center to use her equipment and templates to get those vital letters out. They also talked about the trainings WRC has been doing and how great they have been. Joan welcomed any Board members and clients to come to EmpowerTech and write their advocacy letters if they would like.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer (FREC report on file in back) submitted written report.

SELF DETERMINATION ADVISORY GROUP

Judy Mark is in Sacramento. She will provide an update at the next meeting.

EQUITY TASK FORCE

Fernando Gomez, Chair, reported ETF met on February 28th and was well attended. They are in the middle of the 2nd fiscal year of grant allocations for disparity programs. Most of the funds are to continue the existing programs from the previous fiscal year. Recently, DDS focused more on community based organizations (CBO's) as an outreach.

They reviewed the Annual POS Data report and encouraged everyone to attend the upcoming public meeting. Give feedback on website to Sandy. DVU will give public input at the Senate Budget Sub-Committee #3 on the 15th in Sacramento. The objective is to encourage a template of Disparity Task Force within each regional center. The ETF was initially the Equity Committee of the Board. The Bylaws state that the Board controls the committees, including how they are run. One of the things Richard wants to put on the agenda for the next meeting in response to our own community complaints is a discussion about what the ETF is doing and what can be done to make sure all clients feel included and heard. If the Board is getting complaints from those we should be serving and others then we need to address the issue. Fernando mentioned ETF could be co-chaired by a Board member, preferably a client. He wants to open it up and have the discussion with the entire Board's participation. Fernando will support the actions the Board decides to take. Concerns are that it is fractional when the idea is equity for all. There was a letter from a parent, and they have heard from others that as a non-Latin minority they don't feel welcomed at the ETF meetings. Equity issues remain important.

Regarding the length of the Board Meetings, Cammy stated the board reports take too long and we end up losing people, especially clients. She asked that reports be kept short and, as much as possible, submitted in advance and filed with other handouts.

OPEN PUBLIC COMMENT

Soryl Markowitz updated that on April 13th there will be a collaborative conference at WRC between the Tri-City SELPA and Regional Center. It is a training that's put together of a result of CAPTAIN. The focus will be on utilizing evidence-based practice. It is free and it will be here at Westside Regional Center. The flier will be ready on Monday and sent out to everyone.

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session at 8:34 p.m. It is involving employment and contract negotiation and pending litigation update. The Board returned at 9:18 p.m. from the closed session. Nilo updated they discussed employment and contract negotiation, and litigation update.

OPEN PUBLIC COMMENT

No comments.

ADJOURNMENT (ACTION*)

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


X

Larry P. Ryan
Board Co-Secretary


X

Richard Breen
Board Co-Secretary

**MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
MAY 2, 2018**

MEMBERS PRESENT: Joseph Allen
Richard Breen
Nilo Choudhry
Ben Davidson
Austin Dove
Cammy DuPont
Elizabeth Espinosa
Zoe Giesberg
Phil Jackson
Myra Mezquita
Betty Pearson-Grimble
Todd Rubien
Larry Ryan
Alejandro Soschin
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Sandra Gonzalez

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Pamela Arturi, Lisa Basiri, Linda Butler, Denise Fernald, Danny Franco, Cesar Garcia, Tom Kelly, Soryl Markowitz, Megan Mendes, Erica Reimer Snell, Anjanette Robinson, Danyelle Schiller, Sonia Soriano, Aga Spatzier, Liz Spencer, Martha Thompson, Mary Lou Weise-Stusser

GUESTS: Christofer Arroyo, Abner Atunez, Angela Barnes, Sofia Cervantes, Zakir Choudhry, Trisha Lurie Coline, Rayvone Douthard, Sharon Etchison, Sylvia Fahimian, Danny Feingold, Felicia Ford, Josh Franklin, Elizabeth Gomez, Brett Gordon, Kahiir Hall, Beverly Hutchinson, Marcia James, Esther Kelsey, Josh Kruskol, Adriana Madrigal, Judy Mark, Barbara McCants, Carlyn Meshack, David Mezquita, Joanna Montes, Sacha Naschinski, Jack Nieves, Natasha Peterson, Francisco Pineda, Guadalupe Rodriguez, Jorge Rodriguez, Sandy Rubenfeld, Rubi Saldana, Kim Sinclair, Felisha Williams, Sue Williams, Wesley Witherspoon, Ari Zeldin

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:17 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

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

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

Guests were welcomed and invited to introduce themselves by Board President, Nilo Choudhry. Esther Kelsey, CAC Chair, read the Westside Regional Center's Mission Statement.

OPEN PUBLIC COMMENT

Judy Mark mentioned that Disability Voices United is working closely with the Association of Regional Center Agencies (ARCA), Disability Rights California (DRC) and the State Council (SCDD) on a campaign to restore social and recreational programs. They are going to Sacramento next week and the week after to advocate. They are also actively organizing people to write letters and make phone calls to members of the state budget committee. There is more information on their website www.restoresocialrec.org. Judy encouraged everyone to please timely support this campaign with phone calls at (916) 651-4030 and/or send emails to Senator Holly Mitchell. They are having an organizing meeting tomorrow at Leaps n Boundz at 7pm on Pontius Ave in West L.A.

David Wyles shared that his son who is a client at WRC, Rio "Soulshocka" Wyles, appeared last Saturday at the Dolby Theater for the Light Up The Blues concert.

CHAIRPERSON'S REPORT

Nilo stated there will be public comments before and after the closed session. They want to have meetings that are productive, respectful and give opportunities for people to be heard. We need to respect time constraints for everyone, especially clients and self-advocates, some of whom need to leave by a certain time. Individuals are encouraged to submit their committee reports prior as able to allow more time for substantive discussions on different issues. If anyone has individual Purchase of Services (POS) concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting. There are open office hours also.

APPROVAL OF MINUTES FOR THE JANUARY 10, 2018 BOARD MEETING. (ACTION*)

Russell Tanner, Board Member, motioned and Bob Steiner, Board Member, seconded the approval of the January 10, 2018 Board Meeting Minutes.

**RESOLUTION: TO APPROVE OF MINUTES FOR THE JANUARY 10, 2018,
BOARD MEETING.**

No public comment. The motion Passed:

17 AYES

0 NO

0 ABSTENTIONS

The approval of the March 7th Board minutes will be deferred to the June Board meeting.

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone congratulated Sydney Kamlager, new District 54 Assembly Member. Sydney is filling the incomplete term vacated by Sebastian Ridley-Thomas. Sydney won by 70% of the vote. She will be up for election for a full term in the upcoming June Primary. Individuals are encouraged to participate in the voting process.

Carmine Manicone (ED report on file in back) stated he will keep his report abbreviated. Carmine warmly welcomed Dr. Tom Kelly as the new Director of Clinical Services. WRC is trying to work with the Culver City Chamber of Commerce. WRC will be participating in the Culver Expo on June 27th for the first time, to be more visible in the local business community. They are working with the Employment First Business Advisory Committee to assemble success stories, testimonials, written statements and videos in preparation for a Career Fair at WRC in October to coincide with Disability Awareness Month.

On Saturday, May 5th, WRC is hosting their Annual Transition Fair. Flyers are available at the back of the room. On May 15th, Daniel Savino of ARCA will be hosting a Legislative Advocacy Training at Westside. There will be three different sessions presented that day, to include Service Providers (SPAC), WRC Staff and the Community.

Budget is on hold until the May Revise. The Budget Sub-Committee is meeting on May 10th. They are working on these main issues: restoring social recreation and camp, unfunded service provider clause, Assembly Member Holden's request for a stop gap of \$25 Million that will primarily address the minimum wage issues, and housing funds. If you cannot make it to Sacramento on May 10th, you can go on their website at www.restoresocialrec.org and write your own story/testimonial.

Last year WRC had a separate Board meeting to review three large contracts, each over \$250,000. This year the Mentor agency is the only such contract to be presented for approval at the upcoming June board meeting. Information on it will be sent out prior. A different contract will be presented later in the year for board review and approval as currently WRC has been working with two different agencies providing crisis services, but neither has 24/7 availability. WRC has posted an RFP on the website and is seeking a crisis services provider that is available 24 hours, 7 days a week. The deadline to submit proposals for that RFP is May 25th. WRC hopes to make a decision by the end of June

and may present that contract for approval at the July board meeting. Carmine also reported a few highlights on the Client Services Accessibility & Satisfaction Survey.

Carmine then directly addressed the WRC CAC and Self-Advocates. He expressed his respect and admiration for them and how difficult it was for him to hear they feel disrespected, undervalued or not listened to. He thanked them for their honesty, for bringing focus back to reality, and reminding why they are here. He said he believed they brought their concerns several months ago so they could be dealt with swiftly and privately, and that did not happen. He apologized for any inaction or actions on his part that caused them to feel hurt or betrayed. It is his desire for WRC to be a place where all individuals feel welcomed and included. Self-Advocates can and should be a big part in helping him and staff create that kind of regional center. He mentioned he wants to work together and he and the staff of WRC believe in the abilities of the people they work with and want to celebrate those abilities. His hope is that they come to the table, forgive, work with him and together be a part of positive change. He makes mistakes and if don't get it right, he asked that you remind him of that. He prefers not to do it in a public meeting, but the best thing for WRC is for them to work through this, work together and find ways to strengthen WRC and the CAC group.

ACTION ITEMS

1. **WRC WILL NOT USE OPERATION FUNDS TO PURCHASE FOOD AT COMMITTEE MEETINGS OTHER THAN BOARD MEETINGS, SPECIAL TRAININGS AND EVENTS. (ACTION*)**

Alejandro Soschin, Board Vice-President, motioned and Elizabeth Espinosa, Board Member, seconded the approval for WRC to not use operation funds to purchase food at committee meetings other than Board meetings, special trainings and events.

RESOLUTION: WRC WILL NOT USE OPERATION FUNDS TO PURCHASE FOOD AT COMMITTEE MEETINGS OTHER THAN BOARD MEETINGS, SPECIAL TRAININGS AND EVENTS.

There was a Board discussion and public comments.

The motion passed:

14 AYES

3 NO

0 ABSTENTIONS

2. ***AMENDED* APPROVAL FOR THE EQUITY TASK FORCE TO BECOME A COMMITTEE OF THE BOARD, CHAIRED BY A MEMBER OF THE BOARD THAT LEADS UNDER THE BOARD BYLAWS. (ACTION*)**

Richard Breen, Board Co-Secretary, motioned and Alejandro Soschin, Board Member, seconded the approval for the Equity Task Force to become a Committee of the Board, chaired by a member of the Board that leads under the Board Bylaws.

**RESOLUTION: *AMENDED* APPROVAL FOR THE EQUITY TASK
FORCE TO BECOME A COMMITTEE OF THE BOARD,
CHAired BY A MEMBER OF THE BOARD THAT LEADS
UNDER THE BOARD BYLAWS.**

There was a Board discussion and public comments.

The motion passed:

17 AYES

0 NO

0 ABSTENTIONS

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, reported that Danny Franco has prepared a budget report (report on file in back). WRC is running a small POS deficit of \$2.9 Million. WRC Management is confident that DDS will cover that increase. The committee met today with the new auditors from Marcum. They have done audits for other regional centers and this is the first year they have worked with WRC. They will be presenting their final audit at the June Board Meeting.

ACHIEVABLE

Josh Kruskol reported that Achievable is hiring a new provider, family physician, nurse practitioner and physician assistant. Their Chief Medical Officer was on National Public Radio (NPR). A few weeks ago they had a Speakers Panel in the WRC Boardroom and 75 people attended. They will be having a wine tasting fundraiser event June 10th. It is \$100 a ticket at the Napa Valley Grill for a four-course meal accompanied with wine. Achievable is temporarily closing itself for any new patients in an effort to ensure the patients they have are getting the care they need. They will not take new patients until they are able to streamline things and bring the wait down for the existing patients.

Alejandro Soschin asked if the Board can get a breakdown of the existing clientele, clients versus members of the public. He knows it is a federally-funded community health center, but its intent is to provide access to health care for WRC clients. His concern is that clients may be turned away. Josh stated that 30% of their patients are clients of WRC and 70% are members of the public. There was questions and discussion. It was suggested a follow-up from administrators at Achievable would be helpful in understanding federal regulations, requirements, what is happening and why, etc.

CONSUMER ADVISORY COMMITTEE

Todd Ruben reported (report on file in back) for CAC. He talked about how CAC felt with their experiences at the Regional Center, noted the definitions of 'support' and 'abuse', and highlighted their recent interaction with US Representative Karen Bass. She encouraged all with three important words: 'resist, insist and persist'. They will take her words to heart as they continue their involvement and advocacy.

POLITICAL ACTION & OUTREACH COMMITTEE

Zoe Giesberg (report on file in back) summarized that the committee talked about Grassroots Day. They want to create a Grassroots caucus of rotating members to include parents, staff, consumers, and interested others to be active for the DD cause.

CLIENT SERVICES COMMITTEE

Richard Breen, Co-Chair, (report on file in back) noted they met mainly to prioritize what they will work on next. The first thing they want to work on is tackling some issues with Early Start, adult support service issues, Social Skills and updating the adult service standards. They will be reaching out to CAC also for their input.

ARCA

Zoe Giesberg, (report on file in back) stated they talked about Senate hearings, statewide HCBS transition plan, etc. They are keeping track of the gubernatorial election. The budget is a big concern. ARCA is also fully on board with reinstating the funding of social and recreation programs.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ben Davidson reported they have met twice since the last Board meeting. They look forward to the upcoming legislative advocacy training to be provided by Daniel Savino of ARCA at their next SPAC meeting.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer (report on file in back).

SELF DETERMINATION ADVISORY GROUP

Judy Mark reported it has been a long time since she has been able to be at a board meeting. It looks like Self-Determination is going to happen after 5 long years. The waiver was sent in six weeks ago. It needs to be approved or denied, or the clock needs to stop by the federal government within 90 days. They are looking at June 20th as the last day it can be approved. Self-Determination can begin any time after that. There is a lot of work DDS needs to do. If you are interested in Self-Determination and want to be a part of the first 2,500 clients statewide, or 67 clients here at WRC, you need to attend an informational meeting. The next one is May 16th at WRC in the Danneker Boardroom. The next Self-Determination Advisory Committee meeting is on May 29th and everyone is welcomed.

OPEN PUBLIC COMMENT

Chris Arroyo emphasized when any submitted reports for file are provided to a regional center board, those reports also need to be made available to the public at board meetings or via e-mail, etc. Wesley Witherspoon acknowledged WRC on their new website. He said it is simple to use and they did a great job on it.

Felicia Ford mentioned that there should be a certain amount of black individuals on the PEP Squad. Everyone has either quit or left to attend other obligations. The Equity project is supposed to serve their community. They should be prepared to replace the

PEP members. She wrote a letter to Kim Sinclair from ASLA and the Board with her concerns. This isn't just a Hispanic/Latino project. Kim Sinclair, PEP Project, said there are nine PEP Squad members, one is African American and two other African Americans, including Felicia, resigned. They are now serving over 30 clients. It is the goal of PEP that in June and July they will begin the recruitment process.

Zoe Giesberg mentioned ASLA has a conference on Transition on May 14th at the California Endowment Center for anyone who has kids aging out of the school system.

Cammy DuPont noted the time, and our clients are gone. Individuals need to curtail their verbal reports, and to get their written reports in prior to Vanessa so she can have them available to the board members and available at the back of the room for the public at these meetings. The exception would be committees meeting just prior to the board meeting. Please be mindful of everyone's time. Maybe we should get a clock and give people a set limited time to speak. Austin Dove said that we can be more efficient and respectful as to the clients' time.

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session at 8:32 pm. It is involving employment and contract negotiation, and any litigation update. The board returned at 9:14 pm from closed session and Nilo updated they discussed employment and contract negotiation and any litigation update.

OPEN PUBLIC COMMENT

No comments.

ADJOURNMENT (ACTION*)

The meeting was adjourned at 9:16 pm by Chairperson, Nilo Choudhry.

X

Larry P. Ryan
Board Co-Secretary

X

Richard Breen
Board Co-Secretary