

**MINUTES  
BOARD OF DIRECTORS MEETING  
COASTAL DEVELOPMENTAL SERVICES FOUNDATION  
JUNE 6, 2018**

MEMBERS PRESENT: Joseph Allen  
Richard Breen  
Nilo Choudhry  
Ben Davidson  
Elizabeth Espinosa  
Zoe Giesberg  
Todd Rubien  
Larry Ryan  
Alejandro Soschin  
Russell Tanner  
David Wyles

MEMBERS ABSENT: Austin Dove, Cammy Dupont, Phil Jackson, Myra Mezquita, Betty Pearson-Grimble, Bob Steiner

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Pamela Arturi, Lisa Basiri, Linda Butler, Denise Fernald, Danny Franco, Cesar Garcia, Tom Kelly, Soryl Markowitz, Erica Reimer Snell, Martha Thompson, Mary Lou Weise-Stusser

GUESTS: Joan E. Anderson, Karina Arana, Laueeza Bhatti, Raymundo Blanco, Roger Bulosan, Sofia Cervantes, Helen Chimilio, Zakir Choudhry, Trisha Lurie Coline, Nick Coplin, Rayvone Douthard, Sylvia Fahimian, Danny Feingold, Josh Franklin, Ligia Garcia, Teresa Garcia, Victor Garcia, Veronica Green, Rohsoon Herbert, Beverly Hutchinson, Alyssa Jackson, Ronnie Jamerson, Marcia James, Keith Jones, Esther Kelsey, Josh Kruskol, Rosie Lasca, Shellena Leftridge, Louis Levine, Adriana Madrigal, Barbara McCants, Carlyn Meshack, Joanna Montes, Jack Nieves, Samantha Persoff, Andre Person, Francisco Pineda, Blanca Ramos, Sandy Rubenfeld, Robert Schwartz, Destinee Smith, Ricky Tani, Felisha Williams, Wesley Witherspoon, Ayode Woods, 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. Larry Ryan, client, read the Westside Regional Center's Mission Statement.

**CHAIRPERSON'S REPORT**

The goal is 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. We encourage pre-submittal of committee reports, understanding the meetings that take place the same day as the Board meeting will not be able to do so. All reports that were previously submitted are available in the back. 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 also monthly office hours. Guests wishing to speak are expected to use the standing microphones. Please sign in.

The Board held an annual review of the Executive Director. Carmine was congratulated on continuing his role as Executive Director for another year. The annual review of the Executive Director will again take place next spring. Nilo said recognizing there will be opportunities for further collaboration with all involved, we are working together for a greater Regional Center for clients and families. She thanked the WRC Executive Team, Managers and Staff for their work. There will be no Closed Session this evening. The next Board meeting is on Wednesday, July 11th, because of the July 4th holiday.

**EXECUTIVE DIRECTOR'S REPORT**

Carmine thanked the Board for the contract extension. He expressed his gratitude and honor to serve in that capacity. The ED report has been filed with the board and is available in the back. He highlighted some of the items on his report. WRC reinitiated an Employment First Business Advisory Committee. Pamela Arturi and Liddy Amador were thanked for their hard work. WRC will have an after-hours business mixer event, 'Conversations Connecting Employers', at WRC on July 26th. The goal of this outreach is to network and explore hiring opportunities for our clients. October is Disability Awareness Month. A mixer involving Chamber of Commerce and a Career Fair are planned. Debra Ray, Residential Program Manager, is retiring at the end of the month after 37 years of service. There are a few positions still to fill: Federal Revenue Coordinator, two Program Managers and a Mental Health Crisis Specialist.

Our system saw very little of the Governor's May revise budget of \$9 billion in revenue. His rainy day fund will be projected to be over \$13 billion by next summer. Social and recreation will be back on the budget that will be presented to the Governor on June 15<sup>th</sup>. Assembly Member Chris Holden's bridge fund would help support providers with their

minimum wage gaps. WRC received approval from DDS on our 2017 Year End Performance Contract Report. Copies are available in the back. Carmine highlighted some of the upcoming events: Mindfulness for Caregivers on June 9th and a Crisis Management Workshop on June 19th. Flyers are available on these events in the back.

#### **APPROVAL OF MINUTES FOR THE MARCH 7, 2018 BOARD MEETING.**

**(ACTION\*)**

**David Wyles, Board Member (Motion) and Russell Tanner, Board Member (Second) Approval of the March 7, 2018 Board Meeting Minutes.**

**RESOLUTION: TO APPROVE OF MINUTES FOR THE MARCH 7, 2018, BOARD MEETING.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**0 ABSTENTIONS**

#### **APPROVAL OF MINUTES FOR THE MAY 2, 2018 BOARD MEETING.**

**(ACTION\*)**

**Ben Davidson, Board Member (Motion) and David Wyles, Board Member (Second) Approval of the May 2, 2018 Board Meeting Minutes.**

**RESOLUTION: TO APPROVE OF MINUTES FOR THE MAY 2, 2018, BOARD MEETING.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**0 ABSTENTIONS**

#### **COMMITTEE REPORTS**

##### **ARCA**

Zoe Giesberg reported the next ARCA meeting will be June 21st and 22<sup>nd</sup> in Sacramento. They will have more updates on the budgetary process as it happens. Social and recreation may make it on the final budget for Governor Brown to sign. Keeping up on the gubernatorial election, the final two contenders are Gavin Newsom and John H. Cox. ARCA is not supporting the Uniform Holiday Schedule. It may be opposed in the new budget. Self-Determination might affect the Regional Center budgets in the future.

##### **POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg acknowledged Russell Tanner, client and Board Member. Others reported he stepped up and did a great job at Grassroots Day in Sacramento. PAC discussion included creating our own grassroots group at Westside specifically dedicated towards political advocacy and lobbying. The goal is that the agenda is led, set and ultimately approved by the people the Regional Center serves. Report is on file in back.

##### **FINANCE**

Alejandro Soschin, Committee Member, reported they received a Draft 990 on May 9th, a week prior to the filing. They had time to bring up any concerns. They also reviewed it

more closely today. Roger walked them through and answered any questions they had. It was helpful to have both Danny Franco and the Marcum auditor, Roger Bulosan, go over the process step-by-step. All of the financial statements and all the footnote disclosures are all in conformity with U.S. (GAAP) generally accepted accounting principles. Roger mentioned that on the actual report they are issuing a 'qualified opinion'. Westside belongs to CalPERS and they are the defined benefit pension plan. He also stated they did not note any fraud. No difficulties were encountered in terms of conducting the audit. He also gave the Board advice on best practices. At the close of last month's Finance Committee they went into Executive Session without WRC Staff present, and were able to ask any questions they had. It added a higher degree of best practice and transparency. Roger Bulosan mentioned that his firm currently audits four regional centers, and he personally has audited 9 of the 21 regional centers, working closely with DDS.

**APPROVAL OF THE AUDITED FINANCIAL STATEMENT 990 FOR 2016-2017.**  
**(ACTION\*)**

**David Wyles, Board Member (Motion) and Joseph Allen Jr., Board Member (Second) Approval of the Audited Financial Statement 990 for 2016-2017.**

**RESOLUTION: APPROVAL OF THE AUDITED FINANCIAL STATEMENT 990 FOR 2016-2017.**

**No public comment. The motion Passed:**

**10 AYES**

**0 NO**

**1 ABSTENTION**

The Financial Statement 990 will be posted on the WRC website. Alejandro encouraged everyone to look at it because this is your regional center.

**APPROVAL OF CALIFORNIA MENTOR FAMILY BEHAVIOR SERVICES**  
**(FBS) \$781,641.60 CONTRACT (ACTION\*)**

**Larry Ryan, Board Co-Secretary, (Motion) and Todd Rubien, Board Member (Second) Approval of the California Mentor Family Behavior Services (FBS) \$781,641.60 contract.**

**RESOLUTION: APPROVAL OF CALIFORNIA MENTOR FAMILY BEHAVIOR SERVICES (FBS) \$781,641.60 CONTRACT**

**No public comment. The motion Passed:**

**9AYES**

**0 NO**

**2 ABSTENTIONS**

A recommendation was made by Larry Ryan that in the future this contract should include a line item budget. Mary Lou Weise-Stusser and Soryl Markowitz also provided more detailed information on Mentor and the services they provide.

**NOMINATION COMMITTEE**

There are several candidates that will be anticipated to be interviewed for three board openings. Two Latino and one Asian community members are needed in order to meet the DDS ethnicity requirements for WRC Board composition. Maria Soto and Sandra Gonzalez both recently resigned. One is a parent and the other is a community member.

Those new candidates recommended to be on the Board after being interviewed by the Nomination Committee will be considered and anticipated to be voted in at the next Board meeting. Ben Davidson has been the Chair of the Nomination Committee. The new Vendor Representative to replace Ben will be voted in at the next Board meeting in July. They anticipate it will be Joan E. Anderson of EmpowerTech, however SPAC will meet on June 19th to make a formal decision.

Ben Davidson, Committee Chair, reported the Board will first vote on the 16 Board members and then the Executive slate. In addition to the one Vendor Representative on the Board, there are 16 current Board Members, none of whom are due to term out.

**APPROVAL OF PROPOSED 2018-2019 BOARD OF DIRECTORS SLATE**  
**(ACTION\*)**

**Elizabeth Espinosa (Motion) and Larry Ryan (Second) Approval of the slate.**

**RESOLUTION: TO APPROVE THE PROPOSED 2018-2019 BOARD OF DIRECTORS SLATE.**

- |                       |                           |
|-----------------------|---------------------------|
| 1. Joseph Allen Jr.   | 9. Myra Mezquita          |
| 2. Richard Breen      | 10. Betty Pearson-Grimble |
| 3. Nilo Choudhry      | 11. Todd Rubien           |
| 4. Austin Dove        | 12. Larry P. Ryan         |
| 5. Cammy DuPont       | 13. Alejandro Soschin     |
| 6. Elizabeth Espinosa | 14. Bob Steiner           |
| 7. Zoe Giesberg       | 15. Russell Tanner        |
| 8. Philip Jackson     | 16. David Wyles           |

**After public comment, the motion passed:**

**11 AYES**

**0 NO**

**0 ABSTENTIONS**

Ben Davidson thanked the current fiscal year Board Officers who served the current fiscal year. He cited Nilo who stepped up when he was originally struggling to find a Board President and she took on the role. Ben reported that the Nominating Committee is proposing a new 2018-2019 WRC Board Officers slate and read out loud the proposed slate. Ben opened the floor to any other nominations. Todd Rubien nominated himself for Board Co-Secretary. The board proceeded to vote on the uncontested slate presented for President, Vice President and Treasurer. There will be a separate vote for the contested Co-Secretary slate.

**APPROVAL OF PROPOSED 2018-2019 BOARD OF DIRECTORS OFFICERS**  
**SLATE (PRESIDENT, VICE PRESIDENT AND TREASURER) (ACTION\*)**

**David Wyles (Motion) and Joseph Allen Jr. (Second) Approval of the proposed 2018-2019 Board of Directors Officers Slate.**

**RESOLUTION: TO APPROVE THE PROPOSED 2018-2019 BOARD OF DIRECTORS OFFICERS SLATE AS FOLLOWS:**

**PRESIDENT: RICHARD BREEN**

**VICE PRESIDENT:**  
**TREASURER:**

**ALEJANDRO SOSCHIN**  
**CAMMY DUPONT**

**After public comment, the motion passed:**

**11 AYES**

**0 NO**

**0 ABSTENTIONS**

**APPROVAL OF PROPOSED 2018-2019 BOARD OF DIRECTORS CO-SECRETARIES SLATE (ACTION\*)**

**Zoe Giesberg (Motion) and Elizabeth Espinosa (Second) Approval of the proposed 2018-2019 Board of Directors Co-Secretaries slate.**

**RESOLUTION: TO APPROVE THE PROPOSED 2018-2019 BOARD OF DIRECTORS CO-SECRETARIES SLATE:**

**CO-SECRETARY: TODD RUBIEN**

**CO-SECRETARY: LARRY RYAN**

**CO-SECRETARY: NILO CHOUDHRY**

**After public comment, the motion passed:**

**11 AYES**

**0 NO**

**0 ABSTENTIONS**

Zoe Giesberg mentioned her first board meeting in 2015 where a client was nominated from the floor for Board Co-Secretary and received disparaging remarks that hurt clients and others present. Zoe is extremely happy to see that in three years we have come to this point where people are supporting and mentoring each other. It feels like clients and self-advocates have a voice up to the Executive Board level. WRC has come a long way and we should not take this moment for granted. Alejandro agreed with Zoe's comments.

**CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported the committee had a visit from Carmen Ibarra, Executive Director of Achievable, who explained the federal rules that affect the clinic and answered other questions. Carmine also came to the meeting. They appreciated them both meeting with CAC. CAC will continue to care about how the finances of WRC are spent. CAC is actively involved and interacting with important legislators including Karen Bass, Adam Schiff and Holly Mitchell. They will continue to stay in touch with legislators. CAC members voted yesterday at the June primary elections. They actively encourage other clients and all family members to vote at elections. CAC is about inclusion, independence and empowerment. They are involved in education, outreach events, service events, legislative events and social events. They will continue to advocate for employment, housing, transportation and other issues.

**CLIENT SERVICES COMMITTEE**

Richard Breen reported that the committee intended to make their next project the Early Start Standards. Erica Reimer Snell and her staff did a lot of work to get some drafts ready. They were able to look at the language in a few different areas including speech/language services, use of behavior intervention services, and started to talk about insurance usage as well. The idea is that as a package they will present the Early Start

Standards in a couple of meetings from now. They want to make sure the Service Standards are in plain language. The main things the committee worked on was providing examples when there were acronyms or words that not everyone would understand. That is moving forward and the committee expects to have a presentation on the Early Start Standards within two meetings.

### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin reported the Board has been focused on the evaluation of the Executive Director in the last few months and finalizing the process. He thanked everyone on the Board, Executive Committee and Carmine for their time and effort. The committee will meet in the next few weeks to get it back on track so they have a robust Strategic Plan in place going forward for the new fiscal year as the Board requested.

### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

Ben Davidson noted they had Daniel Savino, of ARCA, come and talk to SPAC. That was one of three trainings he did that day. Daniel went over what is a bill and how it goes through the process of becoming a bill, and how to advocate to the state legislators.

Alejandro acknowledged Ben for all the work he has done during very challenging times. His leadership, mentorship, cool headedness is a source of strength and stability and has been exemplary. Zoe thanked Ben for being such a huge constant. It will be sad to have him leave the board because he has been so helpful at the Board and SPAC. Nilo expressed her sincere gratitude to Ben. The Board will also be hopefully welcoming Joan.

### **FAMILY RESOURCE EMPOWERMENT CENTER (FREC)**

Liz Spencer did not attend meeting. The pre-submitted report is in the back. The FREC is a great resource for clients and families. They were thanked for all their hard work.

### **SELF DETERMINATION ADVISORY GROUP**

Judy Mark was not in attendance. Zoe reported on behalf of Judy. It is on target to get approved on June 11th. They met on May 29th and they are now looking into things they can do for the roll out. They will have an extra \$2.8 million from the federal government for Self-Determination. It is currently proposed that DDS and the stakeholders will control where that specific funding goes. They also talked about Independent Facilitator trainings. Everyone must be trained in Person Centered Planning on all levels. By 2022 all regional center clients are going to be required to have a Person Centered Plan by the HCBS Rule. The Self-Determination information meetings are continuing. Clients from WRC have not been selected yet from the lottery. 67 clients will be selected to be in the 3-year pilot, and will be chosen based on diversity of race, gender, disability, and age.

### **ACHIEVABLE**

Josh Kruskol reported they are having a five-course wine tasting fundraiser event at the Napa Valley Grill. At \$100 a ticket, they have about five tickets left. Achievable has been actively working on governmental affair outreach efforts with local, state and other legislators. Elizabeth Espinosa asked if they have a date yet when they will be able to lift the Achievable wait list. Josh said they are unable to confirm at this time. Carmen Ibarra, Executive Director of Achievable, did go out to CAC and explain about federal funding,

making efforts of educating and outreach.

### **EQUITY COMMITTEE**

Rosie Lasca, Project Director for ASLA, updated that they are now hiring new PEP Squad Members, specifically African American parents, but also some Latino parents. They are working with WRC to help families with services funded by the regional center or other generic resources. She also brought flyers and they are in the back. Rosie also asked Self-Advocates to feel free to contact them if they need any support as they have not received any inquiries from them. David Wyles encouraged people to please reach out to parents who may be interested in applying.

### **OPEN PUBLIC COMMENT**

Todd Rubien inquired if the Board will have an offsite party like they normally do in the summer. At this point one is not scheduled, but we might possibly have something later in the year. Elizabeth Espinosa will be a keynote speech at Kayne Eras Center graduation. She felt we cannot back down from being a voice for those who cannot express themselves verbally. Victor Garcia came to speak as a parent with a teenage son with behavioral needs who got through a serious behavior crisis about six years ago and reintegrated back into society with the help of the team of their service coordinator, Diana Rodriguez, Dr. Shabani and Dr. Bath all working together to help his son.

Ben Davidson acknowledged Sandra Gonzalez. Her job situation changed and she has not been able to regularly attend the Board meetings. However, she deserves recognition for taking on the key role of Interim President of the Board during the most difficult time this regional center has ever had. What she did in the last two years on the Board was tremendous. Nilo also thanked Sandra for all she has done and all her hard work did not go unnoticed, and is much appreciated.

Sofia Cervantes, SCDD, introduced herself and she looks forward to working with everyone at Westside. She is bilingual and will be replacing Chris Arroyo. She brought flyers for two conferences coming up that will be in Spanish and English.

### **ADJOURNMENT (ACTION\*)**

The meeting was adjourned at 8:04pm by Chairperson, Nilo Choudhry.

  
Larry P. Ryan  
Board Co-Secretary

  
X  
Todd Rubien  
Board Co-Secretary



X

Nilo Choudhry  
Board Co-Secretary

**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**COASTAL DEVELOPMENTAL SERVICES FOUNDATION**  
**SEPTEMBER 12, 2018**

**MEMBERS PRESENT:** Joseph Allen  
JoanElaine Anderson  
Richard Breen  
Nilo Choudhry  
Cammy DuPont  
Elizabeth Espinosa  
Zoe Giesberg  
Todd Rubien  
Larry Ryan  
Alejandro Soschin  
Bob Steiner  
Russell Tanner  
David Wyles

**MEMBERS ABSENT:** Austin Dove, Phil Jackson, Myra Mezquita, Betty Pearson-Grimble

**STAFF PRESENT:** Carmine Manicone, Vanessa Arauza, Pamela Arturi, Lisa Basiri, Linda Butler, Ana DaSilva, Denise Fernald, Danny Franco, Ereida Galda, Cesar Garcia, Julien Hernandez, Tom Kelly, Soryl Markowitz, Rhiannon Maycumber, Jairon Ramos, Sandy Rivera, Aga Spatzier, Liz Spencer, Martha Thompson, Mary Lou Weise-Stusser

**GUESTS:** Brandon Alvarez, Claudia Alvarez Palomo, Christofer Arroyo, Raymundo Blanco, Zakir Choudhry, Gia Civarold, Trisha Lurie Coline, Sylvia Fahimian, Danny Feingold, Francis Gomez, Brett Gordon, Kahiir Hall, Beverly Hutchinson, Marcia James, Keith Jones, Esther Kelsey, Karen Lewis, Adriana Madrigal, Judy Mark, Barbara McCants, Joanna Montes, Sacha Naschinski, Jack Nieves, Francisco Pineda, Sonia Ramos, Lizeth Rivera, Sandy Rubenfeld, Tomasa Scaccicinese, Mark Seidenberg, Kim Sinclair, Robert Schwartz, Eila Suxton, Maynor Tecun, Jeremy VanBuren, Sofia Vergara, Wesley Witherspoon, Ayode Woods, Vanda Yung

**CALL TO ORDER**

Meeting was called to order by Board President, Richard Breen, at 6:10 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**

Richard Breen, Board President, welcomed everyone to the Westside Regional Center Board meeting and read the Mission Statement. They will be voting in new Board Members today. He also thanked Betty Pearson-Grimble, Nilo Choudhry and the Nominating Committee for their hard work and vetting of new Board candidates. We want to maintain a respectful environment. Guests were welcomed and invited to introduce themselves.

### **OPEN PUBLIC COMMENT**

Christofer Arroyo, SCDD, highlighted they had their Rights Law Conference last Friday with 230 attendees and had a wait list of 100 people. They will have this popular event again next year. He will be doing a presentation in Spanish on Monday, October 24<sup>th</sup> in Inglewood on Person Centered Planning. There are flyers going around, but he encouraged anyone with questions to please talk to him after the meeting.

### **CHAIRPERSON'S REPORT**

Richard Breen, Board President, mentioned that they will be voting in new Board Members this evening and there are plans to coordinate Board Training later. All were welcome to attend the October 10<sup>th</sup> Westside Regional Center Performance Contract public meeting. The Board will need to review and approve the Performance Contract at the November 7<sup>th</sup> Board Meeting. It is essentially a self-report card to DDS and a great opportunity to increase your understanding of what the Regional Center does.

### **Action Items:**

#### **APPROVAL OF THE CONTRACT FOR THE CRP 24 HOUR CRISIS TEAM FOR CONTRACT OVER \$250,000. (ACTION\*)**

David Wyles, Board Member (Motioned) and Alejandro Soschin, Board Member (Second) Approval of the contract for CRP 24 hour Crisis Team for over \$250,000.

**RESOLUTION: APPROVAL OF THE CONTRACT FOR CRP 24 HOUR CRISIS TEAM FOR OVER \$250,000.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**2 ABSTENTIONS**

There was no discussion among the Board.

Larry Ryan noted Board photos will be taken at the November 7<sup>th</sup> Board Meeting.

**APPROVAL OF MINUTES FOR THE JULY 11, 2018 BOARD MEETING.**

**(ACTION\*)**

**Joseph Allen, Board Member (Motion) and Todd Rubien, Board Co-Secretary (Second) the approval of the July 11, 2018 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE JULY 11, 2018 BOARD MEETING.**

**No public comment. The motion Passed:**

**12 AYES**

**0 NO**

**1 ABSTENTION**

**EXECUTIVE DIRECTOR'S REPORT**

Carmine Manicone reported he has submitted and filed his report to the Board and it is also available in the Board packets and in the back of the room. He provided a summary of his attached report. He informed the Board on the efforts Westside has made on employment. They held an event at the end of July in an effort to start developing business relationships. They had 60 attendees including the CEO of the Culver City Chamber of Commerce and Sydney Kamlager-Dove, Assemblywoman, who gave the opening remarks. The evening was catered by Mykie's Café, which is a business supported and run by individuals with developmental disabilities. There was good rapport that evening and they are working on building on that. Westside Regional Center is preparing for their first ever Career Fair and it is scheduled on October 17<sup>th</sup> from 9:00am – 12:00pm in the Danneker Boardroom. They are seeking business and potential employers to host tables that day. If you know anyone, please contact Pamela Arturi.

Right now there are ten employers and they are looking for ten more. Joan Elaine Anderson, Board Member, added that EmpowerTech will be there as a resource, and also be on-site to assist. Interviews will depend on the individual businesses, whether they do on-site interviews or follow-up with potential candidates. Westside will be featured in a new local magazine "Culver City Neighbors" in their November issue. The notice for the Performance Contract Public Meeting has been posted on the website and on the notice there are links for a survey to gather information prior to the October 10<sup>th</sup> meeting. .

Westside Regional Center has entered a contract with Mary Beth Lepkowsky to do Person Centered Thinking at Westside Regional Center. It will start with a retreat with the Executive Team on November 12<sup>th</sup> and 13<sup>th</sup> and then the Management Team and in 2019 roll out to all employees and a number of service providers. All were encouraged to attend the training being given by the Social Security Administration on Wednesday, September 26<sup>th</sup>. It was suggested that Westside video record these trainings for those individuals who are unable to attend. Someone asked if we could do Spanish translation and closed captioning. Carmine said we could definitely look into recording the trainings, but the close captioning could take a little longer. The current Person Centered Thinking contract does not have the board or parents included. They did request more

funding to do more Person Centered Planning and Person Centered Thinking so they will look at ways to expand that training.

Judy Mark asked if there is data on how many people they serve work at Westside and not in the capacity of peer support, but in other positions such as front office, service coordinator, secretary, etc. She has been at other regional centers where the first person who greets you is someone they serve. Has Westside thought of that or if that's part of the strategy. Carmine mentioned WRC currently employees 6 individuals with developmental disabilities in various roles. Judy said that new positions do not need to be created for individuals, but instead employ them for current positions. Alejandro Soschin asked if the Board can take up or see if there is a policy or create one to make that a priority. Richard asked if he wanted to move to put that on the agenda for the November Board meeting. Alejandro said he would like to move to have the discussion and do the research in the meantime to see if indeed other regional centers have such policies. Lanterman Regional Center has front desk people who are clients and it is worth having a discussion about this.

**APPROVAL OF BOARD DISCUSSION ON EMPLOYMENT OF INDIVIDUALS SERVED BY WESTSIDE TO WORK AT WESTSIDE BE ADDED TO THE AGENDA FOR THE NOVEMBER 7<sup>TH</sup> BOARD MEETING. (ACTION\*)**

Alejandro Soschin, Board Vice-President (Motion) and Zoe Giesberg and Russell Tanner, Board Members (Second) the approval of the Board discussion on employment of individuals served by Westside to work at Westside be added to the agenda for the November 7<sup>th</sup> Board meeting.

**RESOLUTION: APPROVAL OF BOARD DISCUSSION ON EMPLOYMENT OF INDIVIDUALS SERVED BY WESTSIDE TO WORK AT WESTSIDE BE ADDED TO THE AGENDA FOR THE NOVEMBER 7<sup>TH</sup> BOARD MEETING.**

**There was public comment and Board discussion. The motion Passed:**

**13 AYES**

**0 NO**

**0 ABSTENTIONS**

**BUSINESS ASSOCIATE REPORT - ACHIEVABLE**

No one reported.

**COMMITTEE REPORTS**

**FINANCE**

Cammy Dupont, Board Treasurer, reported the Committee met this evening and the finance report is available at the back of the room. Cammy mentioned they asked Carmine and Danny Franco, Director of Finance, to provide the Board with a list of all contracts that are over \$250,000. Also a short list of 8-10 top vendors to see how much is being spent on them. There needs to be a lot of oversight and they do fiscal reviews for vendors and some vendors who receive more than a \$1,000,00 for providing services, they need to do a financial audit. Alejandro Soschin mentioned this would be helpful for the Board to have this knowledge to do their fiduciary duty.

Alejandro Soschin said they have very good financial controls, but his concern is what happens in the lean years when DDS only gives the regional center 80% of their budget at the beginning and if for any reason Sacramento has a shortfall, what will happen.

#### **NOMINATION COMMITTEE**

Nilo Choudhry, Committee Member, thanked Betty Pearson-Grimble for leading the committee and Vanessa Arauza for assisting with interview appointments of the 10 potential candidates to the Board. DDS has asked them bring on three more Board Members to meet the ethnic requirements proportionate to the latest census-related demographics of the area, which is based on the LA County statistics. There are two Hispanic and one Asian opening. They are recommending Sofia Vergara, Lizeth Rivera and Vanda Yung to be on the Board.

#### **APPROVAL OF THE NOMINATION OF SOFIA VERGARA, LIZETH RIVERA AND VANDA YUNG TO THE WRC BOARD OF DIRECTORS (ACTION\*)**

**Nilo Choudhry, Board Co-Secretary, (Motion) and Todd Rubien, Board Co-Secretary (Second) approval of Sofia Vergara, Lizeth Rivera and Vanda Yung to the WRC Board.**

**RESOLUTION: TO APPROVE THE NOMINATION OF SOFIA VERGARA, LIZETH RIVERA AND VANDA YUNG TO THE WRC BOARD OF DIRECTORS.**

**No public comment, the motion passed:**

**13 AYES**

**0 NO**

**0 ABSTENTIONS**

Richard acknowledged the Nominations Committee hard work and commitment.

#### **CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported that CAC continues their commitment to improve the lives of the WRC clients. They ask the Board to help them with their cause by helping them create a better more open job market and affordable housing so they can live normal and independent lives in the community. They look forward to maintaining an open relationship with the WRC Board to help them attain a status quo in society. They are often looked down by society because society doesn't readily accept people who behave differently. They ask the Board to help them by allowing them to participate in PCP Training at the same time as the Service Coordinators are being trained. By allowing clients to have Spanish training, it would be helpful for them to communicate with others. They look forward to the Annual Client Holiday Party to which the Board of Directors is invited.

#### **POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg reported that the mid-term is upon us and it is voting season. The next Board meeting is the day after the general election. This election is very important. They have redesigned the mail in ballot to make it easier. For more information, please go to

[www.lavote.net](http://www.lavote.net) and recommends checking if they are already registered to vote. There are legislative meet and greets throughout the Los Angeles area. Voting is a right and we need to exercise our right. Larry Ryan shared that the DMV recently had a crash in their computer system regarding voting registration and a lot of people were affected. If you get a notice, you need to go to another website to be able to vote. How do we know if the clients who are eligible to vote are receiving the information they need to vote, and is the Regional Center doing something about it. JoanElaine Anderson, encouraged clients and others to come to EmpowerTech and register online to vote. The committee will meet at 5:00 pm before each Board meeting.

#### **CLIENT SERVICES COMMITTEE**

Richard Breen, Co-Chair, reported they have been revising the service standards especially with Early Intervention. They recently did a comprehensive revision of the standards relating to Early Start. The use of insurance is another area they are looking at. Then the standard for center based infant development programs, followed by behavior intervention, speech and language and occupational therapy. They have been redrafted to make them more understandable.

#### **APPROVAL THAT THE EARLY START STANDARDS BE ADOPTED.** **(\*ACTION)**

**David Wyles, Board Member, (Motion) and JoanElaine Anderson, Board Member, (Second) approval that the Standards be adopted.**

**RESOLUTION: APPROVAL THAT THE EARLY START STANDARDS BE ADOPTED.**

**No public comment, Board discussion, the motion passed:**

**13 AYES**

**0 NO**

**0 ABSTENTIONS**

The Committee will be looking at the adult standards next and adult clients and others are encouraged to get involved and participate in the adult services standards. The next committee meeting will be at 4:30pm on November 7<sup>th</sup>.

#### **ARCA**

Zoe Giesberg, ARCA Representative, reported they met at Harbor Regional Center in August. Nancy Bargmann from DDS attended the meeting and mentioned that they saw a surge in Autism cases so they hired an autism specialist. They are welcoming advice from everyone. They issued the Disparity funds guideline on August 17<sup>th</sup> and applications are due by October 16<sup>th</sup> and must be in compliance when HCBS come out in 2020. They got a 53% response for the rate study. ARCA just did a survey on what they need to do and what they need to focus on. They are working on creating a strategic plan. They are doing a large advocacy for affordable housing, employment, service coordinator caseloads, issues concerning workers compensation and keeping track on the gubernatorial election. They are keeping track on a few bills. The Medicaid waivers are going to be expanded to include our population as a "Medically Underserved Population"

which could mean more Medicaid money. Alejandro Soschin asked about the federal update and would like to hear more information from Achievable.

### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin reported there is no report as they have not met yet. They are vetting options.

### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

JoanElaine Anderson, Committee Chair, reported they did not meet last month. SPAC tries to meet and gather and share information. She urged Board members attend the trainings the staff puts together for them. They will try to put together a gift card drive and will have more information at the next Board meeting.

### **FAMILY RESOURCE EMPOWERMENT CENTER (FREC)**

Liz Spencer reported that on September 7<sup>th</sup> the Family Resource and Empowerment Center staff attended the Motions to Advocacy training with Chris Arroyo. On Saturday, July 20<sup>th</sup> they did Mindfulness for Siblings workshop. On September 18<sup>th</sup> from 6:45pm to 8:30pm they will have a CHADD meeting that will help individuals understand why it feels so difficult to complete tasks. It is open to the entire community. On November 6<sup>th</sup>, 6:00pm to 8:00pm there will be a talk on Special Needs Trusts.

### **EQUITY COMMITTEE**

The committee will meet in September.

### **SELF DETERMINATION ADVISORY GROUP**

Judy Mark, Chair, reported that Self-Determination will be happening within days. On October 1<sup>st</sup>, DDS will be announcing the people who will be a part of the phase in. Also, they will be sending you a letter, or you can put your UCI# in the DDS system. Over 300 people applied, but only 64 will be selected based on diversity, ethnicity, age and disability. Most likely it will be ethnicity, but it will be semi-random. The orientations will be at WRC in late November. JoanElaine asked if anyone has given thought on how to deal with those who do not get picked this time around. Judy also mentioned that maybe a few people will drop out, but in 3 years it will be available to everyone in 2021.

### **OPEN PUBLIC COMMENT**

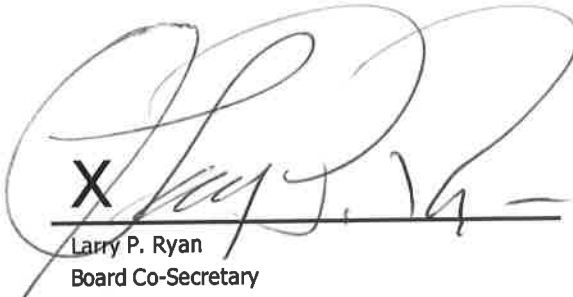
Elizabeth Espinosa said that she recently met with Miguel Santana, Chief Administration Officer for Mayor Garcetti and now he is President and CEO of the LA County Pomona Fairplex. It was the first time the LA County Fair had a day for individuals with special needs, but it wasn't widely promoted. Elizabeth asked if Westside has an Instagram yet or a Twitter handle. We do not, but Dr. Kelly mentioned that in one of the Equity Proposals there is a request for a social media consultant.

Kim Sinclair, Autism Society of Los Angeles, reported that the Parent Empowerment Project now has around 64 clients. They recently hired five more parent leaders and Kim introduced two of them and they provided brief updates.




**ADJOURNMENT (ACTION\*)**

The meeting was adjourned at 8:27pm by Chairperson, Richard Breen. He also reminded the Board that if they have an agenda item to please contact him between meetings to add it to the agenda.

X   
\_\_\_\_\_  
Larry P. Ryan  
Board Co-Secretary

X   
\_\_\_\_\_  
Todd Rubien  
Board Co-Secretary

X   
\_\_\_\_\_  
Nilo Choudhry  
Board Co-Secretary

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

**MEMBERS PRESENT:** Joseph Allen  
JoanElaine Anderson  
Nilo Choudhry  
Austin Dove  
Cammy DuPont  
Elizabeth Espinosa  
Zoe Giesberg  
Phil Jackson  
Myra Mezquita  
Betty Pearson-Grimble  
Lizeth Rivera  
Todd Rubien  
Larry Ryan  
Alejandro Soschin  
Russell Tanner  
Sofia Vergara  
David Wyles  
Vanda Yung

**MEMBERS ABSENT:** Bob Steiner

**STAFF PRESENT:** Carmine Manicone, Vanessa Arauza, Pamela Arturi, Lisa Basiri, Linda Butler, Ana DaSilva, Danny Franco, Ereida Galda, Cesar Garcia, Tom Kelly, Soryl Markowitz, Rosalinda Mata, Rhiannon Maycumber, Jairon Ramos, Sandy Rivera, Danyelle Schiller, Aga Spatzier, Liz Spencer, Mary Lou Weise-Stusser

**GUESTS:** Christofer Arroyo, Raymundo Blanco, Zakir Choudhry, Trisha Lurie Cozine, Rayvone Douthard, Sharon Etchison, Sylvia Fahimian, Danny Feingold, Josh Franklin, Beverly Hutchinson, Dianne W. Ingram, Alyssa Jackson, Marcia James, Adriana Madrigal, Judy Mark, Barbara McCants, David Mezquita, Jack Nieves, Maria Pena, Sandy Rubenfeld, Kim Sinclair, Robert Schwartz, Felisha Williams, Wesley Witherspoon, Ayode Woods,

**CALL TO ORDER**

Meeting was called to order by Interim Board President, Alejandro Soschin, at 6:30 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**

Alejandro Soschin, Interim Board President, welcomed all to the Westside Regional Center Board meeting. Board Member, Larry P. Ryan read the Mission Statement.

### **OPEN PUBLIC COMMENT**

Christofer Arroyo, SCDD, mentioned if individuals have a minor consumer living at home they will be receiving a 23-page Quality Assurance Survey. Please complete and return it. The information will be compiled and used to improve the system.

Judy Mark informed that on November 16<sup>th</sup> at 9:00am to 10:00am there will be a statewide call co-hosted by Disability Voices United, Association of Regional Center Agencies (ARCA) and Disability Rights California to discuss a Trump Administration proposed rule that would make it difficult for undocumented immigrants to access the services the regional centers provides. This is not a general community call. It is for leaders of organizations to be able to share the information with their clients.

Ayode Woods said he will be performing at Studio West's Holiday Show. He invited everyone to attend. He will send the details to Carmine later to share with everyone.

David Wyles, Board Member, shared his positive, personal experience over the years at Westside Regional Center, in particular the service coordinators that have been assigned to his family. Elizabeth Espinosa, Board Member, shared it is important for families to know what a board is for and for them to feel comfortable with free expression, and for the regional center to have transparency.

### **INTERIM CHAIRPERSON'S REPORT**

Alejandro Soschin, Interim Board President, introduced fellow Board Member, Larry P. Ryan. Larry read aloud his letter of resignation from board effective November 7, 2018. Alejandro presented Larry with a card signed by the board and a small token of appreciation for his service. Members of the Board also expressed their appreciation. Alejandro Soschin also thanked and acknowledged Richard Breen, former Board President who also resigned recently.

Alejandro expressed why he joined the board and purpose of serving on the board. He mentioned that the role of the chair is to move the agenda forward, meanwhile making sure there is time for discussion, including talking on topics to ensure understanding.

**Action Items:**

**APPROVAL OF THE 2019 PERFORMANCE CONTRACT. (ACTION\*)**

**David Wyles, Board Member (Motion) and Zoe Giesberg, Board Member (Second) Approval of the 2019 Performance Contract.**

**RESOLUTION: APPROVAL OF THE 2019 PERFORMANCE CONTRACT.**

**No public comment. The motion Passed:**

**16 AYES**

**0 NO**

**2 ABSTENTIONS**

Carmine Manicone, Executive Director, mentioned that report was sent to the Board a couple of weeks ago and they also had two (2) public meetings. He was asked by the board to provide a summary during the meeting, which he did as well as have it displayed on the projector screen and handouts were made available to the public. There was discussion among the Board and questions asked about the report. Alejandro suggested creating an Employment committee or task force as this is a topic of interest. Judy Mark commented that the regional center set specific goals for the future. See what positions can be filled by the individuals they serve and work towards that. Linda Butler commented that more consumers should be offered job opportunities at Westside.

**APPROVAL OF MINUTES FOR THE SEPTEMBER 12, 2018 BOARD MEETING. (ACTION\*)**

**Larry P. Ryan, Board Co-Secretary (Motion) and Joseph Allen Jr., Board Member (Second) the approval of the September 12, 2018 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE SEPTEMBER 12, 2018 BOARD MEETING.**

**No public comment. The motion Passed:**

**18 AYES**

**0 NO**

**0 ABSTENTIONS**

**APPROVAL OF THE ELECTION OF EXECUTIVE COMMITTEE OFFICERS DUE TO CURRENT BOARD PRESIDENT VACANCY. (ACTION\*)**  
**APPROVAL OF ALEJANDRO SOSCHIN AS PRESIDENT OF THE BOARD OF DIRECTORS FOR THE REMAINDER OF THE CURRENT FISCAL YEAR. (ACTION\*)**

**Betty Pearson-Grimble (Motion), Board Member, and Elizabeth Espinosa (Second), Board Member, approval of Alejandro Soschin as President of Board Of Directors for the remainder of the current fiscal year.**

**RESOLUTION: APPROVAL OF ALEJANDRO SOSCHIN AS PRESIDENT OF THE BOARD OF DIRECTORS FOR THE REMAINDER OF THE CURRENT FISCAL YEAR.**

**After public comment, the motion passed:**

**18 AYES**

**0 NO**

**0 ABSTENTIONS**

**APPROVAL OF BETTY PEARSON-GRIMBLE AS VICE PRESIDENT OF THE BOARD OF DIRECTORS FOR THE REMAINDER OF THE CURRENT FISCAL YEAR. (ACTION\*)**

Zoe Giesberg (Motion), Board Member, and Austin Dove (Second), Board Member, approval of Betty Pearson-Grimble as Vice President of Board of Directors for the remainder of the current fiscal year.

**RESOLUTION: APPROVAL OF BETTY PEARSON-GRIMBLE AS VICE PRESIDENT OF THE BOARD OF DIRECTORS FOR THE REMAINDER OF THE CURRENT FISCAL YEAR.**

After public comment, the motion passed:

**18 AYES**

**0 NO**

**0 ABSTENTIONS**

**APPROVAL TO RESCIND THE ACTION OF THE JULY 11TH BOARD MEETING TO HIRE A HUMAN RESOURCES CONSULTANT TO CONDUCT AN AUDIT. (ACTION\*)**

Cammy DuPont (Motion), Board Treasurer, and Austin Dove (Second), Board Member, approval to rescind the action of the July 11<sup>th</sup> Board meeting to hire a Human Resources consultant to conduct an audit.

**RESOLUTION: APPROVAL TO RESCIND THE ACTION OF THE JULY 11<sup>TH</sup> BOARD MEETING TO HIRE A HUMAN RESOURCES CONSULTANT TO CONDUCT AN AUDIT.**

After public comment and board discussion, the motion passed:

**18 AYES**

**0 NO**

**0 ABSTENTIONS**

**APPROVE THE HIRING OF A QUALIFIED PROFESSIONAL OR FIRM TO CONDUCT HUMAN RESOURCES AUDIT WHICH SHALL INCLUDE, BUT NOT BE LIMITED TO REVIEW WRC POLICY AND PROCEDURES, HIRING AND TERMINATION PRACTICES, EMPLOYEE PERFORMANCE REVIEWS, RECORD KEEPING AND PAYROLL. THE EXECUTIVE DIRECTOR ALONG WITH AT LEAST THREE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS SHALL CONSTITUTE THE HIRING COMMITTEE. (ACTION\*)**

David Wyles (Motion), Board Member, and Joan Elaine Anderson (Second), Board Member, approve the hiring of a qualified professional or firm to conduct human resources audit which shall include, but not be limited to review WRC policy and procedures, hiring and termination practices, employee performance reviews, record keeping and payroll. The executive director along with at least three members of the executive committee of the board of directors shall constitute the hiring committee.

**RESOLUTION: APPROVE THE HIRING OF A QUALIFIED PROFESSIONAL OR FIRM TO CONDUCT HUMAN RESOURCES AUDIT WHICH SHALL INCLUDE, BUT NOT BE LIMITED TO REVIEW WRC POLICY AND PROCEDURES, HIRING AND TERMINATION PRACTICES, EMPLOYEE PERFORMANCE REVIEWS, RECORD KEEPING AND PAYROLL. THE EXECUTIVE DIRECTOR ALONG WITH AT LEAST THREE MEMBERS OF THE EXECUTIVE COMMITTEE OF THE BOARD OF DIRECTORS SHALL CONSTITUTE THE HIRING COMMITTEE.**

**After public comment and board discussion, the motion passed:**

**18 AYES**

**0 NO**

**0 ABSTENTIONS**

#### **Board Topics**

Discussion ensued on HIPAA compliance and procedures. It was confirmed that the HIPAA Privacy Compliance Officer at Westside Regional Center is Denise Fernald, Director of Human Resources, and Bernadette Daroca is the Risk Management and Mitigation Coordinator. All staff members and vendors are given a copy of the HIPAA policies and they sign an acknowledgement. Recently, staff also went through HIPAA competency based training on video through the Learning Modules System (LMS). WRC conducts new hire trainings on HIPAA. It is also reviewed annually with staff.

The Service Coordinator has primary access to a client's file, but most staff at Westside would have access to the file if the service coordinator is out in order to support the individual, family, conservator/guardian or in an emergency. As far as sharing the information, they would need to get consent from the parents, the adult who is served or their conservator or guardian to arrange services or share with doctors, but any information shared, would need to have consent. HIPAA information is included in the Welfare & Institutions Codes which is the Lanterman Act, DDS website and on the WRC website. Alejandro asked that HIPAA procedures be added to future Board trainings.

Judy Mark stated her sons IPP was breached last year, with comments by an unauthorized person to another about her son's services. She filed a complaint with Carmine and DDS, but no one followed up with her. She said she knows people inappropriately look at peoples IPP's. She suggested a firewall be put up so people do not look at IPP's that are not within their realm. Judy said she put the complaint over the phone to Carmine. He stated he doesn't recall talking to her about the complaint, but is not denying it happened. Myra Mezquita added that this tactic may not intimidate Judy, but it can intimidate other families. A member of the public expressed that he should be made aware anytime his children's files are accessed by anyone other than their SC at Westside Regional Center.

Dr. Tom Kelly clarified that Carmine is correct in saying that charts are accessible within employees at Westside Regional Center. Under the HIPAA Law we are considered a

protected health community and their obligation through the law is the same as a nurse and doctor who can look at a chart. In Clinical Services, for example, they pull charts to review medical records and ensure they are up to date. No one should be using information to intimidate and if an employee is using this information in an improper way, than that is an employee issue and there will be repercussions. When asked what steps WRC would take in the case there is a breech, Carmine clarified that the moment they are aware of improper use an investigation would be conducted immediately. Depending on what is discovered, that employee may be terminated immediately and there is a substantial monetary fine if indeed there is a HIPAA violation.

### **EXECUTIVE DIRECTOR'S REPORT**

Carmine Manicone mentioned he appreciates the words of gratitude in this season of Thanksgiving. He reported that Westside wants to continue to be the best at putting the people they serve first and trying to find ways to get good outcomes. He also mentioned that he has submitted and filed his report to the Board and there are copies in the Board packets and in the back of the room. Carmine reviewed some of the highlights of his report. He welcomes gratitude expressed, and opinions on areas they need to improve.

### **BUSINESS ASSOCIATE REPORT - ACHIEVABLE**

No report.

### **COMMITTEE REPORTS**

#### **FINANCE**

Cammy Dupont, Board Treasurer, reported the Committee met this evening and the finance report is available at the back of the room. They are within the allocation at this time. At the last board meeting Danny Franco, Director of Finance, was asked to provide the names of the ten biggest vendors of the regional center. The top five vendors are on the 990 Form that is filed. Those firms are Premiere Health Care Services, 24 Hour Home Care, We Care About You, Inc., Maxim Health Care Services, My Life Foundation, Peoples Care, he Institute for Applied Behavior Analysis, First Advocates, Center for Applied Behavior Analysis and Easter Seals. Alejandro Soschin would like a discussion at a future meeting on how these top vendors are selected and evaluated.

#### **CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported that CAC continues to lead the way in improving the lives of the WRC clients by showing independent living. With the Healthy Living Classes and other Self-Advocacy groups they set examples on how individuals with developmental disabilities can function in society. They took part in activities like L.A. Annual Art Show. They attended two political breakfasts with local council members and State Assembly Members. They are committed to keeping up with the local political scene. They have encouraged others to vote at yesterday's elections. They are open and welcome new members as well as ideas. They are looking forward to the Annual CAC Holiday Celebration on December 21<sup>st</sup> in the Danneker Boardroom from 6pm to 9pm.

#### **POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg reported that the Democrats won control of House of Representatives in yesterday's elections. California seems to be solidly blue and the new Governor is Gavin Newsom. Sydney Kamlager-Dove soundly won the election for State Assembly, representing District 54.

#### **CLIENT SERVICES COMMITTEE**

David Wyles, Co-Chair, reported they had a productive meeting today on the start of reviewing the service standards for adults. It will be a thorough process as it had not been updated since 2009. They will be having a special meeting on December 12<sup>th</sup> at 4:30pm. Everyone is welcomed to attend especially adult consumers, including CAC.

#### **ARCA**

Zoe Giesberg, ARCA Representative, reported there four big categories ARCA will be working on. They include: sustainable funding for our services, flexible and sustainable services, inclusive communities in every way possible, and Lanterman Act fundamentals.

#### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin reported they are working on Human Resources audit process. They will discuss further at a later meeting.

#### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

JoanElaine Anderson, Committee Chair, reported they encouraged everyone to become a provider of the Paid Internships and Competitive Integrated Employment. Vendors are coming together to open up the employment and employment training. They also talked about going out to the community, and getting the local organizations and the corporations to be a part of the employment fair that went so well. It was welcoming and comfortable for the clients. JoanElaine encouraged Board Members to attend the next SPAC meeting on November 28<sup>th</sup>.

#### **FAMILY RESOURCE EMPOWERMENT CENTER (FREC)**

Liz Spencer reported that in September the FREC was awarded a \$5,000 grant from the Departmental of Mental Health to create an opportunity to improve the mental well-being of siblings as the grant had a six week turnaround. They were able to collaborate with UCLA Mindfulness Awareness Research Center to provide them with a licensed practitioner who developed a series of twelve sessions for the siblings. It was designed to serve ages 13 to 22. The feedback has been positive. Liz acknowledges Aga Spatzier and Feben Fantu for their work on the grant. They partnered with Achievable and Chicago School of Psychology to provide parents and caregivers vital information and tools on mindfulness practices. The 2018-19 Sibling Support Group began in October with monthly sessions through June with 27 siblings registered. They started twice monthly IEP clinics in September. They are designed for preschoolers exiting Early Start who will not be staying at the regional center, but have 504 plans. The Center participated in two community outreach events and sat as members on four local and statewide committees. They partnered with Early Start to redesign the Early Start orientation for families and caregivers. They have kicked off the 2018 Toy Drive. For more information of eligibility



and how you can help, please contact the FREC.

### **SELF DETERMINATION ADVISORY GROUP**

Judy Mark reported that the next meetings are scheduled on Tuesday, November 13<sup>th</sup>, November 27<sup>th</sup> and December 4<sup>th</sup>. They are hosting an Independent Facilitator Training on November 30<sup>th</sup> and December 3<sup>rd</sup>, but you should have already signed up for it and if you did not, you cannot attend.

### **EQUITY COMMITTEE**

Austin Dove reported they worked on their mission, revised it and have a handout with their new statement. They reviewed where they were with the Enhanced Case Management project, with the Parent Empowerment Program, and also looked at what they are doing currently with publications. They discussed what they will be focusing on for funding on the next grant cycle. They want to do Enhanced Case Management and get another position there, continue to fund the Parent Empowerment Program, and also do outreach on social media. These outreach efforts will also include informing people of generic and community resources.

### **OPEN PUBLIC COMMENT**

### **CLOSED SESSION**

Alejandro Soschin, President, announced the Board is going into closed session at 10:31pm.

### **ADJOURNMENT (ACTION\*)**

The meeting was adjourned at 11:02pm by Alejandro Soschin.

X



Todd Rubien  
Board Co-Secretary

X



Nilo Choudhry  
Board Co-Secretary

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

**MEMBERS PRESENT:** Joseph Allen  
Nilo Choudhry  
Cammy DuPont  
Zoe Giesberg  
Phil Jackson  
Lizeth Rivera  
Todd Rubien  
Alejandro Soschin  
Russell Tanner  
Sofia Vergara  
David Wyles  
Vanda Yung

**MEMBERS ABSENT:** JoanElaine Anderson, Austin Dove, Elizabeth Espinosa,  
Myra Mezquita, Betty Pearson-Grimble, Bob Steiner

**STAFF PRESENT:** Carmine Manicone, Vanessa Arauza, Lisa Basiri, Linda  
Butler, Ana DaSilva, Feben Fantu, Danny Franco, Ereida  
Galda, Daniel Hoyos, Tom Kelly, Soryl Markowitz,  
Rosalinda Mata, Rhiannon Maycumber, Megan Mendes,  
Sandy Rivera, Aga Spatzier, Liz Spencer,

**GUESTS:** Christofer Arroyo, Hope Beale, Raymundo Blanco, Zakir  
Choudhry, Trisha Lurie Cozine, Juliet Daniels, Ashish  
Dhawan, Rayvone Douthard, Sharon Etchison, Sylvia  
Fahimian, Danny Feingold, Josh Franklin, Manuel Garcia,  
Brett Gordon, Rahsaan Herbert, Beverly Hutchinson,  
Dianne W. Ingram, Marcia James, Linda Kay Johnson,  
Esther Kelsey, Shellena Leftridge, Adriana Madrigal,  
Maria Martinez, Barbara McCants, Dan Merrell, Jack  
Nieves, Francisco Pineda, Eila Saxton, Karol Scotta,  
Matthew Seymour, Kim Sinclair, Marguerite Stip, Jeremy  
Van Buren, Carmen Vazquez, Lucia Ventura, Felisha  
Williams, Wesley Witherspoon, Ayode Woods,

**CALL TO ORDER**

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

**ROLL CALL AND ESTABLISHMENT OF A QUORUM:**

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

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

*(g) Quorum*

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

### **INTRODUCTION OF GUESTS**

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

### **OPEN PUBLIC COMMENT**

No Comment

### **CHAIRPERSON'S REPORT**

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

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

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

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

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

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

**No public comment. The motion Passed:**

**12 AYES**

**0 NO**

**0 ABSTENTIONS**

**EXECUTIVE DIRECTOR'S REPORT**

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

<http://helensandersonassociates.co.uk/team-members/mary-beth-lepkowsky/>

And, here's a link to a short video for an intro to the concept:

<https://www.youtube.com/watch?v=y77y7XW8GtE>

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

- A sustainable rate and rate maintenance system

- An infusion of dollars into the system now – an 8% increase across the board

- Increase in funding so regional centers can improve their caseload ratios

- The elimination of median rates and rate freezes and the ability to use negotiated rate

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

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

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

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

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

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

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

Westside is currently seeking to fill a number of vacant positions:

Service Coordinators, Adult and Children's Caseloads

Bilingual Spanish Service Coordinator – Floater

Service Coordinators – Early Start

Service Coordinators – CPP/CRDP

Board Certified Behavior Analyst (BCBA)

Manager of Employment Services/HCBS Program Evaluator – Pam's previous position

Next week will be interviews for the Director of Client Services for Adult and Residential Services. WRC will also now be seeking a replacement for our Director of HR.

Congratulations to Denise Fernald who will be retiring in February and relocating to Las Vegas, Nevada.

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

#### **FAMILY RESOURCE EMPOWERMENT CENTER (FREC)**

Liz Spencer reported on the Holiday Drive they had in December, and focused on gratitude and resiliency. A slideshow of photos of the event was presented while Liz shared some

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

Hands 2 Hearts - Juliet Daniels

Premier Healthcare Services – Manuel Garcia and Carmen Vazquez

Maxim Healthcare Services – Dan Merrell

24HR Home Care – Marguerite Stip and Lucia Ventura

Options for Life - Karol Scotta and Linda Johnson

Accredited Home Care

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

### **BUSINESS ASSOCIATE REPORT - ACHIEVABLE**

No report

### **COMMITTEE REPORTS**

#### **FINANCE**

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

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

#### **CONSUMER ADVISORY COMMITTEE**

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

### **POLITICAL ACTION & OUTREACH COMMITTEE**

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

### **CLIENT SERVICES COMMITTEE**

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

### **ARCA**

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

### **STRATEGIC PLANNING COMMITTEE**

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

### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

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

### **SELF DETERMINATION ADVISORY GROUP**

No report

### **EQUITY COMMITTEE**

No report

### **OPEN PUBLIC COMMENT**

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

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

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

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

### **CLOSED SESSION**

No closed session

### **ADJOURNMENT (ACTION\*)**

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

X



Todd Rubien  
Board Co-Secretary

X



Nilo Choudhry  
Board Co-Secretary



**MINUTES  
BOARD OF DIRECTORS MEETING  
COASTAL DEVELOPMENTAL SERVICES FOUNDATION  
MARCH 6, 2019**

MEMBERS PRESENT: Joseph Allen  
Nilo Choudhry  
Cammy DuPont  
Elizabeth Espinosa  
Zoe Giesberg  
Myra Mezquita  
Betty Pearson-Grimble  
Todd Rubien  
Alejandro Soschin  
Russell Tanner  
Sofia Vergara  
David Wyles  
Vanda Yung

MEMBERS ABSENT: JoanElaine Anderson, Austin Dove, Elizabeth Espinosa,  
Phil Jackson

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Danny Franco, Tom  
Kelly, Soryl Markowitz, Rosalinda Mata, Megan Mendes,  
Jose Reyes, Anjanette Robinson, Liz Spencer, Martha  
Thompson, Mary Lou Weise-Stusser

GUESTS: Dahlia Abuyounes, Sanaa Abuyounes, Katherine Alsop,  
Leticia Antonio, Ernest Bailey, Raymundo Blanco, Zakir  
Choudhry, Ruth Cifuentes, Trisha Lurie Cozine, Rayvone  
Douthard, Danny Feingold, Josh Franklin, Francis Gomez,  
Veronica Greene, Kahiir Hall, Beverly Hutchinson, Dianne  
W. Ingram, Marcia James, Julian Johnson, Josh Kamali,  
Esther Kelsey, Bassam Khulusi, Pilar Looney, Adriana  
Madrigal, Joanna Martinez, Joanna Montez, Barbara  
McCants, Jack Nieves, Don Reynolds, Larry P. Ryan,  
Sergio Sanchez, Matthew Seymour, Delnaz Shervnloo, Sue  
Williams, Ayode Woods

**CALL TO ORDER**

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

**ROLL CALL AND ESTABLISHMENT OF A QUORUM:**

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

*(g) Quorum*

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

**INTRODUCTION OF GUESTS**

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

**OPEN PUBLIC COMMENT**

No Comment

**CHAIRPERSON'S REPORT**

Alejandro Soschin, Board President, reported that last month the Board had an enlightening training session with Mary Beth Lepkowsky from Helen Sanderson Associates on Person Centered Thinking. Also, Danny Franco, Director of Finance, gave a helpful presentation on how the finances are put together. The community is encouraged to attend committee meetings, and the information on these meetings are posted on the website. Alejandro, some board members and Carmine met with Westside staff at a brown bag lunch where there was opportunity for sharing and communicating. He looks forward to having more informal forums to make Westside the best it can be. Carmine was thanked for putting it together. Alejandro asked the Board Members present if they all agree to move the April Board Meeting from April 3<sup>rd</sup> to April 10<sup>th</sup> due to Grassroots Day falling on the same date and Carmine and possibly Alejandro would like to attend the event. Carmine mentioned that there are a few slots available and encouraged anyone interested in attending to please contact Carmine or Vanessa Arauza. Elizabeth Espinosa, Board Member, also encouraged Spanish speaking community members to attend this event because their voice is very valuable. All Board Members present gave their consent to move the April Board meeting to April 10<sup>th</sup>.

**APPROVAL OF MINUTES FOR THE JANUARY 9, 2019 BOARD MEETING.**

**(ACTION\*)**

**Zoe Giesberg, Board Member (Motion) and Todd Rubien, Board Co-Secretary (Second) the approval of the January 9, 2019 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE JANUARY 9, 2019 BOARD MEETING.**

**No public comment. The motion Passed:**

**12 AYES**

**0 NO**

**0 ABSTENTIONS**

**EXECUTIVE DIRECTOR'S REPORT**

Carmine Manicone thanked the Board Members who made time to attend the brown bag lunch. His report was filed with the board and copies were available at the meeting. Carmine provided a summary of the report. (Attached.) Mary Lou reported they are

closing escrow on a low income housing project in Mar Vista, a 48-unit apartment building. Twelve of the units will be set aside for individuals with developmental disabilities and the rest will be for individuals with SSI. They were able to do it because DDS gave them a grant for \$2 million and Brilliant Corners assisted in finding developers. They will also offer basic furniture packages for individuals. DDS supported them and together they will have permanent housing for the amount of 30% of SSI which is about \$275- \$280 a month. As a result, Mary Lou was invited to be on two panels at Housing California in April to talk about this model. Alejandro asked that when the project gets to the selection process, the board would like to know how that process is determined. Also as WRC continues to develop these projects the board would like to know how developers are selected in these projects and who at WRC is making these decisions so they have better understanding and oversight for transparency. Carmine reported that Bob Steiner, Board Member, has resigned from the Board after many years of service.

#### **BUSINESS ASSOCIATE REPORT - ACHIEVABLE**

Josh Kamali shared a story of why Achievable exists. He reported that Achievable was recently awarded a Most Improved Health Center Award by LA Care Health Plan. They recently started a partnership with the Parent Empowerment Project (PEP). Their Outreach and Enrollment Specialist participated in the February 25<sup>th</sup> Transition Age Youth Training about healthcare and healthcare enrollment. They will be having their 2<sup>nd</sup> Annual Wine Testing event on Sunday, April 28<sup>th</sup> at AR Cucina. Please let Josh know if anyone is interested in attending. They recently received two grants. One is to do a training course at West Los Angeles College with their medical assistants so they get the experience of working with individuals with developmental disabilities. The other grant they received is from LA Care Health Plan to hire a doctor into the Medicaid system in LA County. They are accepting new pediatric patients, but currently not accepting new adult patients. They are looking for 3 more providers in order to be able to provide service to new adult patients. They are still working on their video for Achievable. The pictures highlighting clients have been used for various collateral material and publications. They are working with a new phone vendor to get a new phone system.

#### **BOARD TOPIC – HEALTHY NUTRITION**

Todd Rubien reported that Applied General Agency has been doing a health and nutrition class for CAC two Mondays a month and it has been very helpful to them. Pilar Looney, Anthem Blue Cross CareMore, Medicare Advantage Plan, had handouts of the program. She reported that she and her partners have been working with WRC clients. They have other programs they can bring to clients at no cost such as yoga classes. Don Reynolds also presented on the healthy eating program along with an exercise program they have presented to clients. Todd Rubien added that the program has been very helpful to him. Alejandro encouraged Board Members to let him know of any programs or services that they feel everyone should know about so they can share it at future board meetings.

#### **COMMITTEE REPORTS**

##### **FINANCE**

Alejandro Soschin, reported they reviewed the monthly financials. They looked at

funding that is set aside to pay for future medical coverage for employees who are in the CalPERS system at Westside Regional Center. Money was set aside more than five years ago and it was invested about 5 years ago in a basket of stock and bonds. They got more information on how that allocation was made. They will revisit the recommendations from the Finance Committee and see how CalPERS does its allocations for other systems they manage. They also talked about the upcoming audit and the need to meet with the Finance Committee. They have a few dates and once they have a set date they will post it. They are looking at possibly the 18<sup>th</sup> or 19<sup>th</sup> of March. A week prior to that meeting they will have all the audit documents for everyone to review, with time to ask questions and learn more about the audit. They also did a brief overview of the financial budget planning process and asked for historical information. That information will now be available and the Board will be able to make a more informed assessment of where the budget is. This will happen early next year. Alejandro acknowledged Danny Franco.

### **CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported they continue their outreach in the community by traveling to different places like the Annenberg Community Beach House, bowling in Gardena on Sundays, and the African American Museum near USC. They achieve political awareness by visiting local politicians. A far reaching goal is to have full independence for all individuals with developmental disabilities, and hopefully see accomplishments towards this goal in the next five years. CAC is expanding their horizons and began Spanish classes at WRC. They are excited about the Person Centered Thinking. They have two consumers who want to learn more and wish to become PCT trainers. They have given Vanessa some possible locations for their 2019 Holiday Party and they will provide more information at a later date.

### **POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg, report was filed with the board and copies of it made available at the meeting. (Attached) Zoe provided a summary of her report. Betty Pearson-Grimble asked if anyone has been selected to go to Grassroots Day. Zoe responded that Rhiannon Maycumber and Carmine Manicone will make the selection. Alejandro Soschin encouraged Zoe should go because she chairs PAC and is a very powerful representative. Zoe accepted and conversation was tabled for a later time.

### **CLIENT SERVICES COMMITTEE**

David Wyles, Chair, reported the committee had previously handed out the draft. They have been working on revising service standards for early start, purchase of service for early start, speech and language therapy services for early start and social skills training for children and adults. They have also been submitted to DDS pending their approval.

### **APPROVAL OF THE NEW SERVICE STANDARDS FOR EARLY START AND SOCIAL SKILLS. (ACTION\*)**

**David Wyles, Board Member (Motion) and Vanda Yung, Board Member (Second) the approval of the new service standards for Early Start and Social Skills.**

**RESOLUTION: APPROVAL OF THE NEW SERVICE STANDARDS FOR EARLY START AND SOCIAL SKILLS.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**2 ABSTENTIONS**

#### **ARCA**

Zoe Giesberg, report was filed with the board and copies of it made available at the meeting. (Attached.) Zoe provided a summary of her report.

#### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin reported they had Person Centered Thinking as part of their Board training and more engagement on the financial oversight of the operating budget. They had a discussion on strategic planning and what it is at the training session and will continue to build on it. They continue to work with Envision Consulting who has been providing valuable feedback and input on Human Resources. The case management function, assessment, how they hire, evaluate, develop, train, oversee and support is the heart of everything. They look forward to this dialogue with them and actionable implementation of some of their recommendations they have made. David Wyles asked what is being done in regards to the hiring of the Human Resources Director while the HR audit is going on. Carmine updated that they will be reconvening with Envision to help them do supported search for a new HR Director. They are looking at March 18<sup>th</sup> to meet with them.

#### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

Carmine shared that JoanElaine Anderson, SPAC Chair's report was filed with the Board and copies of it are available. (Attached)

#### **FAMILY RESOURCE AND EMPOWERMENT CENTER**

Liz Spencer reported CalFresh will be rolling out the SSI and SSP in California as of June. They will be partnering with the Department of Public Social Services to help with signing people up. For every person who is currently on SSI they are looking at about \$100 to \$130 a month of assistance with food. They have trainings and workshops. Housing is a very important area as families are affected in our catchment area. They are partnering with First5 and Clinical Services at Westside Regional Center to do a series of trainings on promoting social and emotional development of young children. They have three trainings coming up in April and one in June open to families and will be providing childcare onsite. Noted was Bob Steiner's institutional knowledge and generosity throughout his years as a Board Member at Westside. Bob will be tremendously missed.

#### **EQUITY COMMITTEE**

Dr. Tom Kelly reported that WRC will be hosting POS Public meetings in March. He encouraged everyone to attend. They received money, and will continue to work with Enhanced Case Management and Parent Empowerment Project (PEP). The next committee meeting is Thursday, March 21<sup>st</sup> at 6:30 pm in conference room 4A.

#### **SELF DETERMINATION ADVISORY GROUP**

Megan Mendes, WRC staff and Liaison to the Local Advisory Committee, reported that

there were a couple of pieces of guidance that were released from DDS since they last met. One is on the individual budget development and the spending plan. The guidance has been posted on the DDS website. DDS recently released a guidance saying that Regional Centers are able to fund Person Centered Planning services in advance of people getting their individual budgets. They have been participating in the train the trainer's orientations that have been put on by DDS. Some staff attended and some will attend this Friday. These trainings will allow them to conduct orientations for the phase in participants. This will signal that Self-Determination will be able to begin. Once they complete their training they will have 60 days to train their participants. DDS has started formatting how the Regional Center will be providing them with updates on the process. They will be reporting to DDS on a regular basis on where people are at in their process of Self-Determination. Their next meeting is next Tuesday, March 12<sup>th</sup> in the Danneker Boardroom. Alejandro asked that once they have aggregated information to please send it to the board.

#### **OPEN PUBLIC COMMENT**

Larry P. Ryan announced that the city of Culver City's Office of Emergency Management rolled out today the implementation of the "9-1-1 Call If You Can/Text If You Can't". Alejandro Soschin shared Los Angeles has a Shake Alert App. Elizabeth Espinosa commented that with the Person Centered Planning it is important that it becomes about the person. It is important to keep that in mind and not allow vendors to define for your clients when this person should have achieved a certain goal. Vanda Yung shared that a few of her colleagues went to the 2 day Person Centered Planning training. She is also part of the Disparity Project with UCLA providing mentor training to Chinese and Latino families. What they found is cultural relevancy when they do person centered planning. When they introduced it to ethnic families there is a push back. The cultural barrier is there. The piece that needs to be added in is the family perspective to get the buy in and support. Dr. Tom Kelly invited Vanda Yung to attend the next Equity Committee. Ayode Woods shared he can help keep an eye out for housing opportunities in Santa Monica. Alejandro encouraged him and anyone else to bring topics for the Board for discussions.

#### **CLOSED SESSION**

Closed session started at 8:10pm.

#### **ADJOURNMENT (ACTION\*)**

The meeting was adjourned by Alejandro Soschin at 10:15pm.

X 

Todd Rubien  
Board Co-Secretary

X 

Nilo Choudhry  
Board Co-Secretary

**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**COASTAL DEVELOPMENTAL SERVICES FOUNDATION**  
**APRIL 10, 2019**

MEMBERS PRESENT: Joseph Allen  
JoanElaine Anderson  
Nilo Choudhry  
Cammy DuPont  
Zoe Giesberg  
Myra Mezquita  
Betty Pearson-Grimble  
Todd Rubien  
Alejandro Soschin  
Russell Tanner  
Sofia Vergara  
David Wyles  
Vanda Yung

MEMBERS ABSENT: Austin Dove, Elizabeth Espinosa, Phil Jackson

STAFF PRESENT: Carmine Manicone, Vanessa Arauza, Lisa Basiri, Linda Butler, Danny Franco, Cesar Garcia, Tom Kelly, Hillary Kessler, Rhiannon Maycumber, Megan Mendes, Anjanette Robinson, Aga Spatzier, Liz Spencer, Martha Thompson, Mary Lou Weise-Stusser

GUESTS: Greg Andres, Antonieta Azul, Ernest Bailey, Raymundo Blanco, Zakir Choudhry, Trisha Lurie Cozine, Mike Davis, Rayvone Douthard, Sylvia Fahimian, Danny Feingold, Felicia Ford, Josh Franklin, Steve Goclowski, Roger Gonzalez, Kahiir Hall, Rushan Herbert, Jenny Hernandez, Beverly Hutchinson, Linda Jackson, Marcia James, Esther Kelsey, Bassam Khulusi, Rosie Lasca, Adriana Madrigal, Victor Marquez, David Mezquita, Joanna Montes, Barbara McCants, Sacha Naschinski, Karina Aruna Ortiz, Samantha Persoff, Francisco Pineda, Sandy Rubenfeld, Robert Schwartz, Matthew Seymour, Mario Smith, Alexander Soto, Maria Soto, Heather Trice, Felisha Williams, Wesley Witherspoon, Ayode Woods

**CALL TO ORDER**

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

**ROLL CALL AND ESTABLISHMENT OF A QUORUM:**

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

**(g) Quorum**

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

**INTRODUCTION OF GUESTS**

Alejandro Soschin, Board President, welcomed everyone to Westside Regional Center. Guests introduced themselves. Sofia Vergara, Board Member, read the WRC Mission Statement.

**OPEN PUBLIC COMMENT**

Anjanette Robinson, WRC Staff, invited the community to attend the next African American Parent Support Group. It meets the third Thursday of every month from 6:30pm to 8:30pm. This month, the speaker will be an Intern from the Achievable Clinic. Game Gen will make a presentation. Flyers are available. To a general question, a list of the WRC vendors is posted on the website.

Cammy DuPont, Board Treasurer, mentioned the spreading of misinformation by a staff member who inaccurately thought the board was trying to take away an important service that is provided onsite by a vendor. The much larger issue for her is trust, and the misinformation that is spread. It is important if the staff believe that there is a concern with the board they can come to the board and talk to them about it. The board is trying to be transparent on what they are doing. There are issues with a vendor that was brought to their attention. She stated that as a member of the board and parent with two children who are consumers, her motive is to see all WRC consumers get what they need and is not trying to take anything away on services people rely on. She hopes that if anyone has questions, please feel free to ask and talk directly to them.

**CHAIRPERSON'S REPORT**

Alejandro Soschin, Board President, reported they are here to communicate and provide clarity. We recognize the amazing accomplishments of the hard working people at WRC, appreciate the tremendous individuals we serve and their dedicated families, and also want to have the 10,000 consumers we serve have access to those things others take for granted. The large majority of the things that happen here are overwhelmingly positive. There was a letter sent by the mother of a consumer who recently passed away and it gives tremendous pride to be a part of WRC. When they ask difficult questions or try to inquire how something is working or how it can work better, it is coming from a spirit of recognizing the unique value this organization brings to so many people's lives and not wanting to be complacent about that. We can all communicate better. There is still a lot of work to be done. We want there to be partnership. If anyone sees a situation that does not seem okay, they need to communicate it with the board. This is an opportunity for everyone to learn. They will do their best to answer any questions, unless there is a legal reason they cannot answer it.



## **APPROVAL OF MINUTES FOR THE MARCH 6, 2019 BOARD MEETING.**

**(ACTION\*)**

**Todd Rubien, Board Co-Secretary (Motion) and Sofia Vergara, Board Member (Second) the approval of the March 6, 2019 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE MARCH 6, 2019 BOARD MEETING.**

**No public comment. The motion Passed:**

**13 AYES**

**0 NO**

**0 ABSTENTIONS**

## **EXECUTIVE DIRECTOR'S REPORT**

Carmine Manicone thanked Alejandro as well as the other board members for their work and mentioned he works alongside a great group of people who really are striving for better. Carmine introduced Hillary Kessler, as the new Director of Adult Services. Carmine acknowledged the 'Rights exhibit' art work in the back of the room by Barbara Sultan's The Lotus Project, created by individuals served by Westside Regional Center. It depicts the rights of individuals with developmental disabilities. The Lotus Project works through art and therapies to help them communicate their feelings and develop strategies to break the cycle of abuse. Danny Franco was thanked for coming in on the weekend to put up the large artwork.

Carmine provided a summary of his report, and copies are in the back. Carmine acknowledged Zoe Giesberg, JoanElaine Anderson, Maria Soto, Alexander Soto, Heather Trice, Greg and Charmiley Andres who attended this year's Grassroots Day. The family of Timothy Downes, an individual served by Westside Regional Center, sent a letter after he passed away. They praised Stephen Browning, the aging specialist at WRC as a great resource. He helped make Timothy's life more comfortable the last couple of years. It is a testament to what they do at WRC. Alejandro Soschin commended those individuals who attended Grassroots Day as well as those who attended the local rally. He noted that KTLA covered the local rally on the 10 PM news with news reporter and board member Elizabeth Espinosa.

## **BUSINESS ASSOCIATE REPORT - ACHIEVABLE**

Alejandro Soschin explained that Achievable determined that they will no longer be reporting at Westside Regional Center's Board meetings. Achievable is an independent 501(c)(3) and is not a committee to the Board. They are always welcome to attend and be placed on the agenda for a Board meeting, but they have no statutory requirement to present at WRC Board Meetings.

## **COMMITTEE REPORTS**

### **FINANCE**

Cammy DuPont reported they are required to have an outside accounting firm do an audit on the Regional Center and it was recently conducted. Normally, a partner of the accounting firm will come to the board meeting to answer any questions, but he was not

able to attend today. The Committee decided to table the file and receipt of the report until they can have the auditor be present. Alejandro Soschin added that the Finance Committee did meet with the auditor a couple of weeks ago and the committee was able to go through the audited report, have a session to ask questions, and then have a closed session after. Cammy added that the Finance report from Danny Franco is available in the packets and in the back. They also had Mary Lou Weise-Stusser as a special guest in their Finance meeting today. Cammy thanked Mary Lou for preparing a summary sheet with plain English. Mary Lou went over the summary on the two housing contracts the Board will need to vote on.

**APPROVAL OF THE HOUSING CONTRACT 1 WITH ENHANCED BEHAVIORAL SUPPORTS HOME FOR CHILDREN FOR \$800,000. (ACTION\*)**  
**David Wyles, Board Member (Motion) and Vanda Yung, Board Member (Second)**  
**the approval of the housing contract 1 with Enhanced Behavioral Supports Home for children for \$800,000.**

**RESOLUTION: APPROVAL OF THE HOUSING CONTRACT 1 WITH ENHANCED BEHAVIORAL SUPPORTS HOME FOR CHILDREN FOR \$800,000.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**2 ABSTENTIONS**

**APPROVAL OF THE HOUSING CONTRACT 2 WITH FAMILY TEACHING HOME FOR \$750,000. (ACTION\*)**

**David Wyles, Board Member (Motion) and Sofia Vergara, Board Member (Second)**  
**the approval of the housing contract 2 with Family Teaching Home for \$750,000.**

**RESOLUTION: APPROVAL OF THE HOUSING CONTRACT 2 WITH FAMILY TEACHING HOME FOR \$750,000.**

**No public comment. The motion Passed:**

**11 AYES**

**0 NO**

**2 ABSTENTIONS**

### **CONSUMER ADVISORY COMMITTEE**

Todd Rubien acknowledged Barbara Sultan and Carmine for putting together the project displayed in the boardroom, and thanked Carmine for doing a special POS presentation for CAC. CAC continues on their ongoing campaign for the rights of the WRC clients. They attended a State Council meeting in Glendale with Chris Arroyo last month. They also did the rally in Van Nuys, as well as attended a breakfast with Karen Bass at USC.

### **POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg thanked everyone who attended Grassroots Day and Alejandro Soschin for his support. The Committee met last night and does not have a written report. They created a phone bank and postcard writing event tentatively scheduled on April 22<sup>nd</sup> from 2:00pm to 6:00pm at WRC to rally people into calling State Assembly Members and

State Senators to advocate for the 8% increase. Everyone is invited to attend. Zoe is working on scripts. Megan Mendes announced that they are working on a flyer for this event and it will be translated into Spanish.

#### **CLIENT SERVICES COMMITTEE**

David Wyles, Chair, reported the committee met today. They are working on personal assistant and specialized supervision standards for adults and children. They should have something ready to present to the board in a month or two.

#### **ARCA**

Zoe Giesberg filed the report and copies are in the back. Zoe provided a helpful overview summary. Alejandro thanked Zoe for her dedicated ARCA involvement.

#### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin mentioned they are working with Envision Consulting and are in the process of bringing someone on in an interim basis to help with critical HR functions. They then will collaborate for a supportive search to bring in a HR Director that will reflect the diversity of our community, and the importance of having an inclusive approach to hiring, training and development of staff. They are in the midst of the evaluation of the Executive Director. It is a transparent process. They do an assessment, get input from various stakeholders, a self-assessment from the Executive Director, they look at past evaluations and recommendations and feedback. They then meet with the Executive Director to go over that assessment and ask additional questions and hear additional feedback. They then take it to the entire Board, they have a discussion and make sure the entire board understands and then come up with the final determination. They are on track to complete it in the next couple of months.

#### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

JoanElaine Anderson, SPAC Chair acknowledged Alex and Maria Soto, Heather Trice and Zoe for attending Grassroots Day. She thanked Mary Lou, Ricardo Pacheco for their support with the rate study. They did have a lot of public comment at Grassroots Day. May 2<sup>nd</sup> is when Senator Henry Stern's letter is being presented at the Budget Committee to the Governor. They are doing a telethon and letter writing with CAC on April 22<sup>nd</sup>. Mary Lou acknowledged JoanElaine for her advocacy involvement.

#### **FAMILY RESOURCE AND EMPOWERMENT CENTER**

Liz Spencer reported that WRC was awarded a grant from First 5 LA to organize a set of training events for parents of infants and toddlers in the Early Start Program as well as the professionals working with them. The goal is to improve the social emotional outcome of children under five with specific focus on communication. There are training flyers in the back. Liz recognized Aga Spatzier for her work and dedication on the grant. The 2018-19 Sibling Support Group continues with once a month Saturday sessions until June. They have 25 siblings registered. In September they began their twice monthly IEP clinics. These clinics are designed to support preschoolers exiting Early Start who will not be staying with the Regional Center at age three. They are able to provide support to the older than preschool students who do not qualify for regional center services but have IEP or 504

Plans through the school districts. They have participated in three community outreach events in March. Two of those were at local schools. On Friday, April 19<sup>th</sup> the FREC staff will be attending the Thompson Policy Institute Disability Summit at Chapman. Liz encouraged all to go on their website and pull the summary of the reports that have been posted. On May 23<sup>rd</sup> to 25<sup>th</sup> FREC will be closed as their staff will be attending 2019 Early Start Coordinator Symposium. On June 7<sup>th</sup> they will be hosting the Southern California Family Resource Center Network of California Early Start.

### **EQUITY COMMITTEE**

Betty Pearson-Grimble reported that ongoing issues came up with ASLA and their PEP Parent Empowerment Grant not hiring and retaining African Americans working with the program. Dr. Tom Kelly reported that part of the discussion was about what money was awarded. There are three items: Enhanced Case Management, PEP, and also expanding and doing Social Media presence for WRC for advertising. They also looked at the disparity data. Felicia Ford and the African American Support Group joined the meeting. They talked about the issue of better black representation with the ASLA PEP group. They are looking at what are the obstacles as they have done outreach. The Committee will follow-up with ASLA PEP and ask what are some of the barriers, why are people not staying, what do they need to do to encourage retention.

The project was designed specifically to combat inequality. Felicia Ford stated she brought it up a year ago in February and again a year ago in May. The design was for black people to help black people. Rosie Lasca, Autism Society of Los Angeles PEP, mentioned they have hired African Americans. As recently as three weeks ago they had an African American mother who was working for PEP, but due to transportation and other issues, she was not able to continue with the project. They have 30% families that are African American and 70% of the referrals are Latino. They have to consider the demographics and they are working on reaching out to the African American community and attend the monthly African American Support Group. Rosie stated it is a difficult and taxing kind of employment due to the long hours. It is a lot of work to do case management that includes late hours and weekends. Alejandro questioned Rosie as she made an assertion that is concerning because she is implying that people of a certain demographic have not stayed because the hours are too long. Rosie said that parents of any demographics the hours are very long and taxing. Cammy commented that hearing there is 70% Latino and 30% Black there is already a failure there. She does not hear anything about Asians who also have difficulty accessing services. The implication that this work is hard and not everyone can do it is offensive. Does everyone that works for PEP work 8 or 12 hours a day? If you are trying to be inclusive and bring people on, you could be progressive and could have two people share a job. Dr. Kelly and Betty are taking the lead and getting stakeholders together. This is not a new issue and asking difficult questions will need to lead to concrete solutions. If they cannot find a way forward where everyone in the community feels that they are a part of this project, then a significant part of this project needs to be reexamined. This issue was tabled and an Equity Committee meeting will be scheduled as soon as possible to resolve this issue.

### **SELF DETERMINATION ADVISORY GROUP**

X



---

Todd Rubien  
Board Co-Secretary

X



---

Nilo Choudhry  
Board Co-Secretary

**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**COASTAL DEVELOPMENTAL SERVICES FOUNDATION**  
**JUNE 5, 2019**

MEMBERS PRESENT: Joseph Allen  
Joan Elaine Anderson  
Nilo Choudhry  
Elizabeth Espinosa  
Zoe Giesberg  
Myra Mezquita  
Betty Pearson-Grimble  
Todd Rubien  
Alejandro Soschin  
Russell Tanner  
Sofia Vergara  
David Wyles

MEMBERS ABSENT: Austin Dove, Cammy DuPont, Phil Jackson, Vanda Yung

STAFF PRESENT: Carmine Manicone, Lidenira Amador, Vanessa Arauza,  
Lisa Basiri, Linda Butler, Sylvia Calatayud, Feben Fantu,  
Danny Franco, Ereida Galda, Tom Kelly, Yesenia Lopez,  
Soryl Markowitz, Rosalinda Mata, Rhiannon Maycumber,  
Melisa McDonald, Megan Mendes, Veronica Mills,  
Philomena Morais, Angela Quinonez, Jose Reyes,  
Anjanette Robinson, Susan Ruskowski, Kenneth Sears,  
Kaely Shilakes, Aga Spatzier, Liz Spencer, Carol Taylor,  
Martha Thompson, Claudia Williams

GUESTS: Katherine Alsop, Leticia Antonio, Christofer Arroyo,  
Measchelle Baylor, Hope Beale, Laweeza Bhatti,  
Raymundo Blanco, Debra Brown, Roger Bulosan, Linda  
Butler, Zakir Choudhry, Gia Civerolo, Trisha Lurie Cozine,  
Juliet Daniels, Rayvone Douthard, Sharon Etchison, Sylvia  
Fahimian, Danny Feingold, Felicia Ford, Loreena Garcia-  
Etta, Alejandra Gomez, Francis Gomez, Brett Gordon,  
Veronica Green, Kahiir Hall, Rushan Herbert, Beverly  
Hutchinson, Dianne Ingram, Alyssa Jackson, Andy Kopito,  
Rosie Lasca, Valerie Lattanza, Mary Lee, Adriana  
Madrigal, Jamie McAlister, Barbara, McCants, Carlyn  
Meshack, David Mezquita, Joanna Montes, Barbara  
McCants, Francisco Pineda, Blanca Ramos, Robert  
Schwartz, Matthew Seymour, Maria Soto, Felisha  
Williams, Sue Williams, Ayode Woods, Ari Zeldin

### **CALL TO ORDER**

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

### **ROLL CALL AND ESTABLISHMENT OF A QUORUM:**

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

*(g) Quorum*

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

### **INTRODUCTION OF GUESTS**

Alejandro Soschin, Board President, welcomed everyone to Westside Regional Center. Ayode Woods read the WRC Mission Statement.

### **OPEN PUBLIC COMMENT**

Christofer Arroyo of State Council on Developmental Services reported they have a few job openings. One is a 50/50 and information is available on their website. A few Self Determination Facilitator Trainings are coming up: June 24 (Spanish) and June 25 (English) at San Gabriel Pomona RC, and July 15 (Spanish) and July 16 (English) at Miller Children and Womens' Hospital in Long Beach. Fliers are in the back. Anjanette Robinson, ECM, reminded everyone that this Friday, June 7<sup>th</sup> is the annual WRC Jam. Anyone that receives SSI is eligible to apply for CalFresh beginning in June. .

### **APPROVAL OF MINUTES FOR THE APRIL 10, 2019 BOARD MEETING.**

**(ACTION\*)**

**Todd Rubien, Board Co-Secretary (Motion) and JoanElaine Anderson, Board Member (Second) the approval of the April 10, 2019 Board Meeting Minutes.**

**RESOLUTION: APPROVAL OF MINUTES FOR THE APRIL 10, 2019 BOARD MEETING.**

**No public comment. The motion Passed:**

**12 AYES**

**0 NO**

**0 ABSTENTIONS**

### **CHAIRPERSON'S REPORT**

Alejandro Soschin, Board President, welcomed all as fellow colleagues and thanked everyone for their support and commitment. Especially for us all to continue to safeguard the mission of WRC, we have to remember we are all here to serve the incredible 10,000 clients and their families. We really appreciate the hard work and contributions of the volunteers, staff, vendors, families and clients. We are volunteers who care about the mission and want to see WRC reach the highest potential. We know there will be challenges, with different opinions. We come with good intentions. Hopefully, we can work together to address all the issues and the complex big challenges. We cannot solve them unless we all work together. The board has tremendous skills, experience, knowledge

and unique perspectives. We have to draw on all of that to face the challenges of a RC. This is an opportunity to continue to work together as a team. We look forward to coming here and make headway on a lot of issues. Everyone comes to this with many other obligations they have in their lives, and still they give their dedicated time and energy towards the important mission of the RC. Alex congratulated Elizabeth Espinosa who was appointed this week as the Executive Director of Communications for the Los Angeles Sheriff's Department under Sheriff, Alex Villanueva.

### **EXECUTIVE DIRECTOR'S REPORT**

Carmine Manicone noted there is a lot of passion and effort. His report is in the back. He provided a summary of his report and welcomed the Interim Director of Human Resources, Sonya Lowe. The Business Employment Fair held at WRC in the boardroom was very active and crowded, and they may have to consider an off-site location next time for the upcoming Employment Career Fair in October. Elizabeth Espinosa mentioned that the families are in the trenches and their work never ends.

### **COMMITTEE REPORTS**

#### **FINANCE**

Alejandro Soschin delivered the report in Cammy DuPont's absence. Roger Bulason from Marcum gave a brief presentation of the two reports they oversaw. The committee met extensively with the auditors and had several sessions to go over the audited financial statements and the 990 in depth. They asked a number of questions, clarifications and at this point the committee recommends the Board approve the audited financials and the 990. The audit report was reviewed on March 18<sup>th</sup> with the Executive Committee. The audit report was filed timely. The second report showed there was no disagreement. The Finance Committee had access to the auditor without management being present. Alejandro thanked Danny Franco and Carmine. The 990 is public information and can be reviewed by any and all stakeholders. A lot of money comes into and out of the organization. The Financial Statement 990 will be posted on the WRC website. Alejandro encouraged everyone to look at it because this is your regional center.

### **APPROVAL OF THE AUDITED FINANCIAL STATEMENT AND 990 FOR 2017-2018. (ACTION\*)**

**Russell Tanner, Board Member (Motion) and Myra Mezquita, Board Member (Second) Approval of the Audited Financial Statement 990 for 2017-2018.**

**RESOLUTION: APPROVAL OF THE AUDITED FINANCIAL STATEMENT AND 990 FOR 2017-2018.**

**No public comment. The motion Passed:**

**10 AYES**

**0 NO**

**2 ABSTENTION**

There is a second action item for consideration from the Finance Committee: the Crises Response Program contract. There are two related documents for everyone to reference: the Contract Summary Statement and the data provided by the vendor. Carmine provided



an overview of the contract. In the past WRC had worked with two different vendors, but there was no support for crises that happen after hours. They did a Request for Proposal (RFP). The satisfaction by the service coordinators, program managers, directors of Client Services, mental health services and clinical services was also considered.

**APPROVAL OF COMMUNITY CRISES RESPONSE SERVICES \$849,780.00 CONTRACT (ACTION\*)**

**Alejandro Soschin, Board President, (Motion) and Sofia Vergara, Board Member (Second) Approval of the Community Crises Response Services \$849,780.00 contract.**

**RESOLUTION: APPROVAL OF COMMUNITY CRISES RESPONSE SERVICES \$849,780.00 CONTRACT**

**There was discussion amongst the Board and staff. The motion Passed:**

**10 AYES**

**0 NO**

**2 ABSTENTIONS**

Nilo Choudhry requested the vendor provide a semi-annual report from July 1, 2019 to December 31, 2019 at the January 2020 Board Meeting. In addition to the types of data provided today, it is HIPAA compliant to also, for example, include the number of unduplicated clients, actual type of DD diagnoses, how many adults, how many children, were there involuntary holds, injuries, deaths, special incidents, grievance procedure, the phone number to a contact person who is an administrator at that agency. Dr. Kelly gave a summary of process if there is a death and a mortality review. Alejandro Soschin mentioned that the Board would like to have more oversight.

**NOMINATION COMMITTEE**

Nilo Choudhry, Committee Co-Chair, went over the slate of Board of Directors for 2019-2020.

**APPROVAL OF PROPOSED 2018-2019 BOARD OF DIRECTORS SLATE (ACTION\*)**

**Elizabeth Espinosa (Motion) and David Wyles (Second) Approval of the slate of Directors.**

**RESOLUTION: TO APPROVE THE PROPOSED 2019-2020 BOARD OF DIRECTORS SLATE.**

- |                                |                                  |
|--------------------------------|----------------------------------|
| <b>1. Joseph Allen Jr.</b>     | <b>9. Myra Mezquita</b>          |
| <b>2. Joan Elaine Anderson</b> | <b>10. Betty Pearson-Grimble</b> |
| <b>3. Nilo Choudhry</b>        | <b>11. Todd Rubien</b>           |
| <b>4. Austin Dove</b>          | <b>12. Alejandro Soschin</b>     |
| <b>5. Cammy DuPont</b>         | <b>13. Russell Tanner</b>        |
| <b>6. Elizabeth Espinosa</b>   | <b>14. Sofia Vergara</b>         |
| <b>7. Zoe Giesberg</b>         | <b>15. David Wyles</b>           |
| <b>8. Philip Jackson</b>       | <b>16. Vanda Yung</b>            |

**After public comment, the motion passed:**

**12 AYES**

**0 NO**

**0 ABSTENTIONS**

Nilo provided a brief summary of the Board of Directors' backgrounds. Half of the Board are family members, and 1/4<sup>th</sup> are clients, as mandated by the DDS rules.

**APPROVAL OF PROPOSED 2019-2020 BOARD OF DIRECTORS OFFICERS SLATE (PRESIDENT, VICE PRESIDENT, TREASURER AND CO-SECRETARIES) (ACTION\*)**

**David Wyles (Motion) and Elizabeth Espinosa (Second) approval of the proposed 2019-2020 Board of Directors Officers Slate.**

**RESOLUTION: TO APPROVE THE PROPOSED 2019-2020 BOARD OF DIRECTORS OFFICERS SLATE AS FOLLOWS:**

<b>PRESIDENT:</b>	<b>ALEJANDRO SOSCHIN</b>
<b>VICE PRESIDENT:</b>	<b>BETTY PEARSON-GRIMBLE</b>
<b>TREASURER:</b>	<b>CAMMY DUPONT</b>
<b>CO-SECRETARY:</b>	<b>TODD RUBIEN</b>
<b>CO-SECRETARY:</b>	<b>NILO CHOUDHRY</b>

**After public comment, the motion passed:**

**12 AYES**

**0 NO**

**0 ABSTENTIONS**

Alejandro mentioned that every board member has the same voice and vote as anyone else on the board. He welcomed ideas and suggestions on changing the board room layout to make everyone feel more inclusive and breakdown real or perceived barriers. Alejandro mentioned having an email address for the Board or a comment box where people can freely express any ideas or concerns for the board. If anyone is interested in joining the Board, please contact the Nominations Committee.

**CONSUMER ADVISORY COMMITTEE**

Todd Rubien reported that CAC has gone through some growth in the past months. Some officers have attended the Person Centered Thinking training. Some will do it in July. Some members have attended a workshop that helps them mainstream into society and adjust to changes in life. They attended two law enforcement active shooter seminars. At an African American meeting they were introduced to a remarkable young woman who overcame obstacles of cerebral palsy, has a degree in psychology and is now practicing as a family therapist in the Achievable Clinic. They participated in two WRC 'Keep the Promise' Days in which they wrote letters and made phone calls to their State Assembly members and State Senator for the proposed 8% increase in funding for the regional center system. They also attended a rally for disabled rights in Van Nuys in March as well as Sunday bowling in Gardena and weekly Spanish classes, WRC is helping them keep their voices strong and make them a vital part of the community. Todd also invited everyone to attend this year's Westside JAM on June 7<sup>th</sup> at Veterans Memorial Park in Culver City. Rhiannon Maycumber was thanked for her hard work and support of the Westside JAM.

**POLITICAL ACTION & OUTREACH COMMITTEE**

Zoe Giesberg submitted and filed her report to the Board and provided a brief update.

WRC, Rhiannon Maycumber, Megan Mendes, Joan Elaine Anderson, clients and family members who showed up and supported them were all thanked. Everyone is encouraged to continue calling and writing. At the end of this week the governor should have his final budget prepared. Provided were contacts for people: State Senator Toni Atkins at [senator.atkins@senate.ca.gov](mailto:senator.atkins@senate.ca.gov), State Assembly Speaker Anthony Rendon at [assemblymember.rendon@assembly.ca.gov](mailto:assemblymember.rendon@assembly.ca.gov) and Gov. Gavin Newsom at [governor@governor.ca.gov](mailto:governor@governor.ca.gov). With a new governor, we need to put our community out front as people worth respecting and caring about. Housing has been a reoccurring issue, including the Inglewood area. There are some ABLE accounts on housing. The federal administration has offered redefining what the federal poverty line is and that could possibly negatively impact folks. Alejandro added that he welcomes affordable housing to be a special topic at future board meetings and maybe even consider creating a committee to be more proactive and target the issues that impact all stakeholders.

#### **CLIENT SERVICES COMMITTEE**

David Wyles, Chair, reported the committee met today and it was a productive meeting. They are working on guidelines for Personal Assistance for adults. They just got approval of the Early Start standards from DDS. By the next Board meeting they should have standards ready for Personal Assistance completed. It is a core committee and all other efforts are in support of services and supports for clients and families. They were thanked for reviewing and updating the service standards

#### **ARCA**

Zoe Giesberg filed the report with the Board and copies are available in the back. They met before Grassroots Day, so there is no real update since there.

#### **STRATEGIC PLANNING COMMITTEE**

Alejandro Soschin reported they have a new Interim Director of Human Resources, and will then be going forward towards eventually hiring a Director of Human Resources. They will be having Board training in October to go into strategic planning, incorporating Person Centered Thinking and best practices. They have been talking to other regional centers and there are a lot of great practices across the state.

#### **SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)**

Joan Elaine Anderson, SPAC Chair, commended all of the vendors and regional center staff for the solidarity and open communication across the state- they continue to call legislators and the information is on the Westside Regional Center website. At the last SPAC meeting it was mentioned that staff trainings have been great, vendor hesitancy, meet and greets with new Client Service Directors, and incorporating Person Centered Thinking practices. Megan Mendez put together a round table for vendors open to everyone 10:00 am on the second Wednesday of every month to go over HCBS. Vendors need to be prepared for it as it is coming soon. The staff was thanked for their support.

#### **FAMILY RESOURCE AND EMPOWERMENT CENTER**

Liz Spencer reported she submitted and filed her report with the board and copies are available in the back of the room. She provided a summary of her report.

## **EQUITY COMMITTEE**

Dr. Tom Kelly reported the last meeting was well attended. There were inquiries about what we are doing to address equity and the projects they have. With the ASLA (PEP) Parent Empowerment Program, there were concerns the African American community was not being represented like the Latino community. There have been ASLA PEP retention issues so they are looking into how to sustain them. There will be regular check-ins with PEP. The WRC Enhanced Case Managers continue to reach out to more families to target those with little or no POS and give them assistance and information about the Regional Center and services available. PEP is doing outreach to Latino and African American families in the community for generic services like mental health, healthcare and IHSS. A collaborative effort moving forward is important.

## **SELF DETERMINATION ADVISORY GROUP**

Megan Mendes, reported that the meetings are well attended. They have completed three sets of orientations. The orientation is required by every participant who was selected as part of the phase-in. It was created by DDS originally as 6 hours, but was modified at WRC to fit the needs of two three-hour sessions for each group. They have scheduled another orientation on June 14<sup>th</sup> & 15<sup>th</sup> to get as many people as possible. They want to ensure all individuals selected receive the orientation. On May 19<sup>th</sup> they had a SD fair at WRC and had about 12 independent facilitators attend and 4 FMS who are in various stages of the process of becoming vendors under Self Determination. When someone becomes a vendor for FMS with another regional center, they are automatically our vendor as well. Premier Healthcare Services is currently the only active FMS vendor. There are several other vendors in different regional centers that are very close to finishing up their paperwork. DDS has purchase reimbursement for person centered planning services. There is more information on the DDS Self-Determination website.

## **OPEN PUBLIC COMMENT**

Felicia Ford expressed her dissatisfaction with the (PEP) Parent Empowerment Program for their lack of outreach to the African American community. Andy Kopito, ASLA, expressed they did have African Americans and they left for various personal reasons. They have a few more interviews this month to continue to add and have a more diverse well balanced team to address every community. They welcome an audit. Francis Gomez, Letizia Antonio and Maria Soto of PEP mentioned how important it is to keep data, they continue to learn, and assist families the best that they can. Gia Civerolo, a Caucasian parent, mentioned she worked for PEP for 16 months, but had to resign and continued to receive calls from PEP clients stating no one from PEP had contacted them, so she continued to support the majority of African American families because no one else had been helping them. Dr. Kelly clarified that there has been a lot of changes in the PEP roles. There were missteps, but they did survey the families and they will follow-up with those families. Liz Spencer mentioned that Dr. Tom Kelly is on top of it and she knows the families will be contacted this week. WRC wants to make this right so these mistakes are not repeated. Beverly Hutchinson, Co-Facilitator for the African American Support Group stated her concerns regarding black families to be served by PEP. She would like the Board to take Andy's advice and to do an audit of PEP.

Ayode Woods mentioned that he has been checking on housing prices and opportunities. David Mezquita inquired about the percentage for salary and wages compared to total WRC revenue on the 990, and it stays at 15% of the budget. Ereida Galda asked about livestreaming. Megan Mendes reported that June is Pride Month and WRC has an event on Tuesday, June 25<sup>th</sup> at 1:30pm in the WRC Boardroom. They are also trying to recruit resources from the community to help individuals who are part of the LGBTQ community and also help service coordinators to better serve LGBTQ individuals they support. More information will be posted on the WRC website. Kenneth Sears, a Service Coordinator with 25 years of experience in this field spoke passionately about how hard they work, the multifaceted nature of the social services job, caseloads, poor pay, housing statistics, socioeconomics, limitations by the state government, appreciation for vendors, the challenge of limited resources, the need for more direct and open communication, and being respectful and mindful of each other.

**ADJOURNMENT (ACTION\*)**

After Closed Session, The regular Board Meeting was adjourned by Alejandro Soschin at 9:20pm.

X  X

Todd Rubien  
Board Co-Secretary



Nilo Choudhry  
Board Co-Secretary