

To: Board of Directors

Date: July 5, 2023

Committee Schedule and Agenda for the WRC Board of Directors Board Meeting, Wednesday, July 12, 2023.

Attached, is the Agenda for the **July 12, 2023, WRC Board of Directors Board Meeting which will be held virtually on Zoom Webinar.**

*All Board of Directors will receive a link inviting you to be a panelist at the July 12, 2023 meeting. On the day of Board meeting, please click on your link to ensure you join the meeting as a panelist (speaker). This link is unique to you and should not be shared with anyone else.

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

- 1. Sign up for a free Zoom account if they have not already done so
- 2. Click on this link to register to attend the meeting
 - Attendees will be asked for their name and email address
 - This is so we can take attendance instead of using a sign-in sheet
 - Attendees will receive an email with a link to join the meeting
 - Webingr ID: 894 7900 5288 Password: 014252
- 3. On the day and time of the meeting, attendees should click the link to join and enter the password.
 - Spanish interpretation will be available upon entering the meeting

The public session Call to Order is scheduled for 6:30 PM. Much of the work of the Board is done in the WRC various committees, including Finance, Political Action, Client Services, and others. Your participation is needed and welcomed.

The following Committees are scheduled to meet:

Committee Name	Date & Time	Location
Finance Committee	July 12 th , 5:00 p.m.	ZOOM Video Conference
Client Services Committee	August 1st, 4:00 p.m.	Hybrid: Zoom/WRC
Service Provider Advisory Committee	July 18 th , 10:30 a.m.	ZOOM Video Conference
Board Development Committee	July 10 th , 4:00 p.m.	Factor's 9420 W Pico Bl. Los Angeles
Political Action & Outreach Committee	July 11 th , 5:00 p.m.	ZOOM Video Conference
Policy Committee	TBD	TBD
Self Determination	July 18 th , 6:00 p.m.	ZOOM Video Conference
Consumer Advisory Committee	July 19 th , 5:00 p.m.	Carlson Park 10400 Braddock Dr. Culver City



BOARD OF DIRECTORS BOARD MEETING COASTAL DEVELOPMENTAL SERVICES FOUNDATION 5901 GREEN VALLEY CIRCLE • SUITE 320 • CULVER CITY, CA 90230

Wednesday, July 12, 2023 Via Zoom

6:00 PM - Closed Session • 6:30 PM - Public Session

AGENDA

1. Closed Session

4663 (a) (1) (2) (3) (4) (5) (b)

'Real estate', 'appointment, employment, evaluation, of performance or dismissal of a Regional Center employee'. 'Pending litigation'. Pursuant to Welfare and Institutions Code 4660.

2. Public Session Call to Order

Welcome

Mission Statement
 Vanda Yung

• Code of Conduct

• Roll Call of Board Members – Quorum

3. President's Report Vanda Yung

4. Executive Director's Report Jane Borochoff

5. Public Comment on Agenda Items

6. APPROVAL of Minutes of June 12, 2023 Meeting Vanda Yung – ACTION

7. Committee Reports

Finance Kyle Jones

Client Services Wakelin McNeel

Service Provider Advisory (SPAC)

Joan Elaine Anderson

Board Development Jennifer E. Cohen

Political Action (PAC) Zoey Giesberg

Policy Terry Magady

• APPROVAL of Whistleblower Policy Vanda Yung – ACTION

Consumer Advisory

8. Public Comment

9. Adjournment Vanda Yung - ACTION



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

The next Board meeting will be Wednesday, August 9, 2023, at 6:30 p.m.



Mission Statement

It is WRC's mission to support people with developmental disabilities, their families, and communities of choice by facilitating access to person-centered, culturally responsive services and resources.



WESTSIDE REGIONAL CENTER BOARD OF DIRECTORS

MEETINGS CODE OF CONDUCT

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

- Understand and promote collaboration by allowing for a productive, safe and welcoming environment;
- Treat everyone with respect and consideration;
- Allow for open and inclusive discussions that do not demean, discriminate, or harass others;
- Refrain from using discriminatory or demeaning language or language that could be considered bullying, threatening or intimidating;
- Critique ideas and suggestions but not individuals;
- Respect the responsibility and authority of the Board Chair in preserving order and decorum; and
- Avoid disrupting others when speaking and waiting for the Board Chair to determine the next speaker(s).

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



Board of Directors Meeting Coastal Development Services Foundation

Wednesday, June 14, 2023, 6:30 PM Via Zoom

MINUTES

MEMBERS PRESENT: Joan Elaine Anderson Terry Magady

Nilo Choudhry Dr. Wakelin McNeel

Jennifer E. Cohen Todd Rubien

Elizabeth Espinosa Dr. Christopher Taicher

Kyle Jones David Wyles Adriana Madrigal Vanda Yung

MEMBERS ABSENT: Joseph Allen

STAFF PRESENT: Jane Borochoff, Danny Franco, Candace Hein, Megan Tommet-

Ramirez, Andy Ponce, Cesar Garcia, Aga Spatzier, Peggy Bottger, Bjoern Petersen, Linda Butler, Dr. Tom Kelly, Philomena Morais,

Martha Thompson, Sonya Lowe, Myriam Garcia

GUESTS: Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter),

Edwin Pineda (DDS), David Lester, Esther Kelsey, Fanfan Wang, Almarietha Mathews, Meshell Baylor, Robert Schwartz, D'Marcus

Baptist, Zoey Giesberg, Carmen Tripp, Willanette Steward

Satchell, Liliana Benjamin, Lucila Saccone, Felicia Ford, Aminah

Abdul-Hakim, Joanna Barron, Vanessa Garcia, Beverly

Hutchinson, Phala Singleton, Datanya Shakelford, Tiffany De La

Torre, Elizabeth Hendenberg, Brandon Shakelford, Austin

Benjamin

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, David Wyles, Board President, at 6:46 pm. The Mission Statement, and Meeting Code of Conduct was read.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section 7.03 (6) of the bylaws of Westside Regional Center which states:

(h) Quorum A majority of the Directors serving on the Board at the time of the meeting of the Board shall constitute quorum at any meeting of the Board

PRESIDENT'S REPORT

David Wyles reported that June is a busy month with Summer officially beginning and many things to celebrate such as graduations, Father's Day, Juneteenth, and Pride Month. This is the last meeting and report for David as Board President as his term is over and he is stepping



down from the role. He thanked everyone for their work and welcomed the new members, but intends to stay involved and continue to volunteer. Vanda Yung will be the new Board President and he has great confidence in the new leadership.

Vanda Yung, new incoming Board President, thanked David and the outgoing Board members for their incredible work and partnership.

EXECUTIVE DIRECTOR REPORT

Jane Borochoff announced WRC is celebrating its 40th anniversary with a carnival that is open to the community on June 29th. Another great event WRC hosted was Sirens of Silence in partnership with the LA County Fire Department that was also open to the public.

The iCare job fair was held at WRC today with over 100 people in attendance. iCare is committed to hiring 50 people to work at LAX WRC is also having a job fair with over 30 positions available. The job fair is on Friday and Saturday June 23 & 24 from 10 - 2. Kudos to Sonya Lowe for spearheading the events.

Andy Ponce, Director of Community Services, organized the first vendor fair since the pandemic. It was a great event to showcase vendors. The SDP Resource Fair was this Saturday, organized by Cesar Garcia, Director of Client Services and his staff. WRC has 234 individuals in SDP, the highest per capita of any RCs.

Tom Kelly is working with third party vendor Kinetic Flow to send surveys to those we serve to better understand where WRC excels and falls short in supporting people with diverse backgrounds. The surveys were just mailed out. If you received a survey, please participate and provide feedback.

Jane concluded her report by giving appreciation for outgoing members' service to the Board.

PUBLIC COMMENT (3 minutes)

None

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 3, 2023 (ACTION*)

Jennifer Cohen, Board Member (Motion) and Nilo Choudhry, Board Member (Second) the approval of the Regular Board Meeting Minutes of May 3, 2023. There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 3, 2023.



APPROVAL OF 2021 YEAR-END PERFOMANCE CONTRACT (ACTION*)

Andy Ponce, Director of Community Services, presented the 2021 Year-End Performance Contract Powerpoint.

Jennifer Cohen, Board Member (Motion) and Vanda Yung, Board Member (Second) the approval of the 2021 YEAR-END PERFOMANCE CONTRACT. There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE 2021 YEAR- END PERFOMANCE CONTRACT.

APPROVAL OF 2022 YEAR-END PERFOMANCE CONTRACT (ACTION*)

Andy Ponce, Director of Community Services, presented the 2022 Year-End Performance Contract Powerpoint.

Elizabeth Espinosa, Board Member (Motion) and Jennifer Cohen, Board Member (Second) the approval of the **2022 YEAR-END PERFOMANCE CONTRACT**. There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE 2022 YEAR- END PERFOMANCE CONTRACT.

COMMITTEE REPORTS

Finance

Kyle Jones, Board Member, reported that WRC has expended 72% of the allocated budget and expenditures are projected to be within the allocated budget. The Committee will vote on the following contracts.

APPROVAL OF CONTRACT OVER \$250,000-WRC CRISIS TEAM (ACTION*)

Vanda Yung, Board Member (Motion) and Jennifer Cohen, Board Member (Second) the approval of the **CONTRACT OVER \$250,000-WRC CRISIS TEAM.** Discussion: Included need for service, actual usage, feedback on service and future assessments.

- 9 AYES
- 0 NO
- 3 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONTRACT OVER \$250,000-WRC CRISIS TEAM.



APPROVAL OF AMENDMENT CPP HOUSING (ACTION*)

Vanda Yung, Board Member (Motion) and Nilo Choudhry, Board Member (Second) the approval of the **AMENDMENT CPP HOUSING**. Discussion: Clarification that DDS already approved amended milestones with no change in terms or monetary value of contract.

- 9 AYES
- 0 NO
- 3 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF AMENDMENT CPP HOUSING.

Client Services

Vanda Yung, Board Member, thanked the Client Services team for their hard work in revising the Day Care Standards to make the standards clear and in plain language.

APPROVAL OF DAY CARE SERVICE STANDARDS (ACTION*)

Elizabeth Espinosa, Board Member (Motion) and Jennifer E. Cohen, Board Member (Second) the approval of the **DAY CARE SERVICE STANDARDS**. There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF DAY CARE SERVICE STANDARDS.

Consumer Advisory (CAC)

The monthly CAC Calendar listing their meetings and events is in the board packet. The Consumer Advisory Committee meets on the third Tuesday of the month at 4:30 pm.

Service Provider Advisory (SPAC)

The SPAC minute notes are in the Board Packet. SPAC meets on the third Tuesday of the month, and is dark in August. The next SPAC meeting is upcoming Tuesday, July 18, at 10:30 a.m.

Political Action (PAC)

Todd Rubien, Board Member, reported that the State Assembly and State Senate are meeting towards finalizing budgets by midnight June 15. The Governor will then sign the new Fiscal Year State Budget by the required June 30 deadline. Todd enjoyed being the Chair of the PAC and plans to stay involved. The Committee meets again Tuesday, July 11 at 5:00 pm. on zoom.



Board Development

Jennifer Cohen, Committee Chair, stated there is no Board training this month and the next training will be held on July 26 on Board Governance. We thank and say goodbye to our five outgoing members. The Committee invites more people to apply for the Board.

The Committee will vote on the following actions:

APPROVAL OF DR. CHRISTOPHER TAICHER FOR 2 YEAR TERM (2023-2025) (ACTION*)

Vanda Yung, Board Member (Motion) and Nilo Choudhry, Board Member (Second) the approval of DR. CHRISTOPHER TAICHER FOR 2 YEAR TERM (2023-2025). There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF DR. CHRISTOPHER TAICHER FOR 2 YEAR TERM (2023-2025).

APPROVAL OF NEW BOARD MEMBERS FOR 1 YEAR TERM (2023-2024) (ACTION*)

1. Almarietha Mathews 2. Fanfan Wang 3. Meshell Baylor 4. Zoey Giesberg

Vanda Yung, Board Member (Motion) and Wakelin McNeel, Board Member (Second) the approval of the **NEW BOARD MEMBERS FOR 1 YEAR TERM (2023-2024).** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF NEW BOARD MEMBERS FOR 1 YEAR TERM (2023-2024).

APPROVAL OF BOARD OFFICERS FY23/24 (ACTION*)

• President: Vanda Yung

• Vice President: Jennifer E. Cohen

• Treasurer: Kyle Jones

Secretary: Dr. Christopher TaicherCo-Secretary: Adriana Madrigal

Continued on next page



Elizabeth Espinosa, Board Member (Motion) and Wakelin McNeel, Board Member (Second) the approval of the **BOARD OFFICERS FY23/24.** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD OFFICERS FY23/24.

Policy

Nilo Choudhry reported that all Regional Centers periodically review their policies. The WRC Policy Committee was created in April to review, and as needed, update the WRC policies. The Policy Committee description and the four policies to be presented are in the Board Packet. Terry Magady was thanked for stepping up to lead the Committee in the new fiscal year.

The four policies for approval are as follows:

APPROVAL OF ELECTRONIC SIGNATURE DISCLOSURE AND CONSENT FORM (ACTION*)

Dr. Christopher Taicher, Board Member (Motion) and Jennifer Cohen, Board Member (Second) the approval of the **ELECTRONIC SIGNATURE DISCLOSURE AND CONSENT FORM** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE ELECTRONIC SIGNATURE DISCLOSURE AND CONSENT FORM.

APPROVAL OF CONSENT FOR ELECTRONIC TRANSMISSION (ACTION*)

Dr. Christopher Taicher, Board Member (Motion) and Vanda Yung, Board Member (Second) the approval of the **CONSENT FOR ELECTRONIC TRANSMISSION.** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONSENT FOR ELECTRONIC TRANSMISSION.



APPROVAL OF REVISED BOARD MEMBER AGREEMENT (ACTION*)

Vanda Yung, Board Member (Motion) and Wakelin McNeel, Board Member (Second) the approval of the **REVISED BOARD MEMBER AGREEMENT.** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF REVISED BOARD MEMBER AGREEMENT.

APPROVAL OF CODE OF ETHICAL CONDUCT AND CONFIDENTIALITY (ACTION*)

Elizabeth Espinosa, Board Member (Motion) and Vanda Yung, Board Member (Second) the approval of the **CODE OF ETHICAL CONDUCT AND CONFIDENTIALITY.** There was no discussion.

- 12 AYES
- 0 NO
- 0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CODE OF ETHICAL CONDUCT AND CONFIDENTIALITY.

Public Comment (3 minutes)

Liliana Benjamin brought up a personal issue. Staff will follow-up. Carmen Tripp thanked the Siempre Amigas support group for their support and guidance.

ADJOURNMENT

The Board Meeting was adjourned by David Wyles, Board President, at 8:47 pm. The next meeting is July 12. Good evening was wished to all.

Todd Rubien

Board Secretary

Vanda Yung

Board Co-Secretary

WESTSIDE REGIONAL CENTER BUDGET STATUS REPORT MAY 31, 2023 (92% OF THE YEAR)

	D-2 ANNUAL BUDGET		CURRENT MONTH		YTD EXPENDITURES		% OF BUDGET
Operations	\$	32,339,287	\$	1,539,758	\$	23,200,452	72%
Purchase of Service	\$	412,751,214	\$	27,526,338	\$	315,079,498	76%
	\$	445,090,501	\$	29,066,096	\$	338,279,950	76%

NARRATIVE:

<u>OPERATIONS</u> WRC's projected expenditures will be within our budget allocation.

<u>PURCHASE OF SERVICE</u> Based on the D-2 budget allocation, WRC's projected expenditures

 $will\ be\ within\ our\ budget\ allocation.$

SPAC

June 20, 2023

Attendees: 42

Approval of Notes tabled but sent out:

Jane B is in DC Andy stepped in

Andy: WRC audit is posted on website under the transparency tab. Compliance and employment data Lanterman compliance and disparity are all under this tab. WRC held up very well for POS versus other regional centers. Allocation for this coming year total approximately 345,000,000. WE are in compliance on our ratio POS versus staff. RFP on site all CPP for 2022 fiscal year they have ID'ed those rewards. ARM level substance Lilies Open Arms, ASL training grant Sign with me inc, In home respite went to Train consult. Day Program went to Understanding Needed Info. Early intervention wen to FM. Enhanced went to Idle Industries. Total of HCBS ongoing compliance \$125,000. Supplemental funding to support ongoing compliance (see website). NO other startup funding. Additional DDS funds that are available are in the training area encourage Early Start to look into these. \$135,000 WRC was allocated for this. Info on website, or email Andy P. other regional centers DSP workforce survey vendors are having issues with this email Andy if you are having an issue. One time is an \$8,000 reimbursement same as last year. If you have not received this please email Andy. Rate study issues contact Andy.

JoanE Report: talked about new board members and those that have rotated off. Very excited about the new members and the new executive board.

Committee Reports:

ILS/Supported Living minimum wage increase JoanE will look into this.

Other: EmpowerTech has a graduate of college in an Office of Administration.

New SPAC member SVS in Culver City Jeannine



Political Action Committee Meeting

Tuesday, June 13, 2023 ◆ 5:00 p.m. Via Zoom

Attendees:

Todd Rubien, Zoey Giesberg, Alex Phuong, Nilo Choudry, Terry Magady, Staff: Jane Borochoff, Peggy Bottger, Linda Butler

There are close-out hearings on the Budget. State Assembly meets Wednesday, June 14, 2023, at 10:00 am on AB 101. State Senate meets Wednesday, June 14, 2023, at 9:00 am, on SB 101, They must come to budget agreements before/by midnight, June 15, 2023. Governor then eventually signs the state budget by the required June 30th deadline. 'It is possible, given the uncertainty of the state's revenue projection and the extended October 15 tax deadline, that the legislature and the Governor would end up passing additional budget-related bills revising spending levels or making other adjustments before the legislature adjourns for the year on September 15'. Overall, there is periodic legislative Information and updates from ARCA, Marty Omoto and varied other sources available.

June 29th will be the WRC 40th Anniversary 1-4 pm outdoor event. Some contacting legislators, including for Certificates of Recognition for WRC's 40th Anniversary year.

At next meeting can consider fiscal year Committee goals and priorities. California Health and Human Services departments, including DDS, have seven guiding principles: focus on equality; actively listen; use data to drive action; see the whole person; put the person back in 'person centered'; cultivate a culture of innovation; and deliver on outcomes.

Meeting was adjourned at 5:30 pm by Todd Rubien. He was thanked for chairing the Committee. The next PAC meeting will take place on Tuesday, July 11, 2023 at 5:00 pm.



WESTSIDE REGIONAL CENTER COMMUNITY & STAFF

WHISTLEBLOWER POLICY

PURPOSE:

This policy is intended to provide Westside Regional Center (WRC) employees, board members, service providers, contractors, individuals served and their families and other partners and friends with guidance and structure for reporting any perceived improper regional center activity and/or any perceived improper service provider/contractor activity, without fear of retaliation. WRC welcomes reports of reasonable suspicions, concerns or evidence of illegal, unethical or inappropriate activity so long as such reporting is in good faith. Good faith in this context means that the complaint is filed for the purpose of correcting a WRC employee or service provider/contractor related problem or eliminating a bad practice, and that the complaint is based on reasonable suspicion or knowledge of the facts.

WRC's Whistleblower policy protects those making whistleblower complaints from any form of retaliation for the good faith reporting of perceived improper activity committed by WRC employees, board members or service providers/contractors. No adverse action will be taken against the person filing the complaint simply because a complaint has been filed. WRC employees, service providers/contractors and board members are expected to adhere to the highest standards of business and personal ethics in carrying out their duties and responsibilities.

POLICY:

Definition of Regional Center or Service Provider/Contractor Whistleblower Complaints: Regional Center or Service Provider/Contractor Whistleblower complaints are defined as the reporting of an "improper regional center or service provider/contractor activity".

• An "improper regional center activity" refers to an activity by a regional center or an employee, officer, or board member of a regional center, in the conduct of regional center



business, that is in violation of a state or federal law or regulation; is in violation of contract provisions; amounts to fraud or fiscal malfeasance; amounts to misuse of government property; or constitutes gross misconduct, incompetency, or inefficiency.

• An "improper service provider/contractor activity" means an activity by a service provider/contractor or an employee, officer, or board member of a service provider/contractor, in the provision of the Department of Developmental Services (DDS) funded services, that is in violation of a state or federal law or regulation; is in violation of contract provisions; amounts to fraud or fiscal malfeasance; amounts to misuse of government property; or constitutes gross misconduct, incompetency, or inefficiency.

1. FILING COMPLAINTS

WRC has a variety of complaint and appeal processes available to individuals served and their families, service providers, agencies, community members, and WRC staff. These include Consumer Rights Complaints (Welfare and Institutions section 4731 Complaints); Early Start Complaints, Due Process Requests, and Mediation Conference Requests; Lanterman Act Fair Hearing Requests; Title 17 Complaints; Citizen Comments and Complaints; and Whistleblower Complaints. (See https://www.dds.ca.gov/general/appeals-%20complaints-comments/ for additional information). Each of these complaint and appeal processes has separate and distinct procedures for resolution. The process described in this Policy relates only to Westside Regional Center or Service Provider/Contractor Whistleblower complaints as described above.

Any complaint should include a clear and concise statement of the improper activity and include any available evidence to support the allegation. It should be **factual** and not speculative.

If those who submit the complaint do not provide a name or other information (witnesses or documents) that clearly identifies the person whom the complaint alleges has acted improperly, and the regional center or service provider/contractor where that person works, the



regional center and its Board may not have sufficient information to investigate. Copies of documents, rather than originals, should be submitted, because such materials cannot be returned.

Although complaints may be filed anonymously, if insufficient information is provided and the Regional Center or its Board have no means to contact the individual or group lodging the complaint, investigation of the allegation may not be possible.

This Whistleblower Policy shall not be used to resolve disputes concerning the nature, scope, or amount of services and supports that should be included in an individual program plan (IPP) or individualized family service plan (IFSP), for which there is an appeal procedure established in the Lanterman Act and or the Early Intervention Services Act, or disputes regarding rates or audit appeals for which there is an appeal procedure established in regulations. Those disputes shall be resolved through the appeals procedure established by the Lanterman Act, the Early Intervention Services Act or in applicable established regulations.

1. Complaints may be filed with WRC staff by contacting:

Executive Director – Westside Regional Center

5901 Green Valley Circle, Ste. 320, Culver City, CA 90230-6953

(310) 258-4000 or JaneB@WestsideRC.org

Executive Assistant (310) 258-4201 or PeggyB@WestsideRC.org

Director of Community Services (310) 258-4042 or AndyP@WestsideRC.org

2. Complaints may also be filed with DDS by contacting:

Community Services Division
1215 O Street
MS 8-20
Sacramento, CA 95814
(916) 651-6309, fax (916) 654-3641



3. Complaints may also be filed with the Board of Directors

A complaint may also be filed with the President of the WRC Board of Directors by contacting wrc-bod@westsiderc.org.

2. NO RETALIATION

No individual or agency who or which reports a violation of the law or regulation or other inappropriate action or condition, in good faith, shall suffer harassment, retaliation or adverse consequence. A WRC staff member who retaliates against someone who has reported a violation in good faith is subject to discipline up to and including immediate termination of employment. This Whistleblower Policy is intended to encourage and enable individuals served and their families, service providers, agencies, community members, and WRC staff to report serious concerns within WRC prior to seeking resolution outside of the agency. Accordingly, no Service Provider/Contractor, individual served or family member will be retaliated against in any way for filing a Whistleblower Complaint in good faith.

3. PROCESS OF INVESTIGATION

A Regional Center or Service Provider/Contractor Whistleblower complaint may be received by anyone listed above via phone, fax, e-mail, letter, or in person. The recipient of the complaint shall obtain sufficient information from the complainant to refer the complaint to the appropriate person or division for review and resolution. If the complaint is verbal, the recipient of the complaint shall document the information provided by the complainant, including the complainant's name (if provided); contact information, the nature of the complaint; who or what the complaint is regarding; the names of the possible witnesses; and the date and time the complaint was received. The name of the person who received the complaint shall also be noted in the referral to the appropriate person or division.

All reports will be promptly investigated and appropriate corrective action will be taken if warranted by a whistleblower complaint investigation. The recipient of the complaint will



notify the person complaining of its conclusions and any action taken if the complaint is not anonymous. This information will be provided to the extent that it does not breach any confidentiality right of an individual served, their family or of an employee. This investigation process also applies to complaints of retaliation.

4. ACTING IN GOOD FAITH

Anyone filing a Whistleblower complaint concerning a violation or suspected violation must be acting in good faith and have reasonable grounds for believing that the information disclosed supports a finding of violation of the law or regulation or other inappropriate behavior or condition. Any allegations that prove to be unsubstantiated and which are found to have been made maliciously or to be knowingly false will be viewed as a serious offense.

5. CONFIDENTIALITY

WRC will make best efforts to maintain the confidentiality of a complainant making a whistleblower complaint if the complainant requests confidentiality. However, there may be circumstances in which WRC is unable to maintain confidentiality due to its statutory responsibilities (including ensuring the health and safety of individuals served and regional center contract compliance). In those circumstances, WRC will attempt to inform the complainant of its need to disclose certain information prior to releasing identifying information. Additionally, the identity of the complainant may be revealed to appropriate law enforcement agencies conducting a criminal investigation. All mandatory abuse reporting requirements will remain in effect as an exception to confidentiality.

6. NOTIFICATION OF WHISTLEBLOWER POLICY

WRC will post the Whistleblower Policies on its website and notify employees, board members, individuals served and their families, and the service provider community of both WRC's and the State's Whistleblower Policies within 30 days of the effective date of any change in those policies and annually thereafter in the following ways:



- 1. Employees will receive an initial e-mail with attachments of the policies. Subsequently, employees will be reminded of the existence of the policies at the time they sign their annual performance evaluation policy review statement.
- 2. Board Members will receive copies of the policies in their Board Packets.
- 3. Individuals served and their families will receive notification of how they can access the policies in their annual Services Cost Statement.
- 4. The service provider community will receive an annual notification in the payment process of how they can access the policies.

JULY SELF ADVOCACY CALENDAR

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3. FRIENDSHIP NETWORK @ WESTFIELD FOX HILLS MALL 6000 SEPULVEDA BLVD CULVER CITY Cross St Slauson Ave (MEET AT POPEYES) GET ACCES IN FRONT OF MACY'S 5PM-7PM 10. ZOOM CALL 7P-8PM	4. * Happy * 4th of * July* 11. POLITICAL ACTION 5PM-6PM	12. WRC BOARD MEETING 6:30PM-8PM	6. PUBLIC RELATION @ BURGER KING 10812 JEFFERSON BLVD CULVER CITY (CROSS ST. COTA AVE 5PM-7PM 13. SCDD LEADERSHIP ZOOM CALL 1PM-3PM	14. DR. PAUL CARLSON MEMORIAL PARK 10400 BRADDOCK CULVER CITY (CROSS STREET LE BOURGET AVE)
17. WELLNESS GROUP EXERCISE @ FOX HILLS PARK GREEN VALLLEY CIRCLE BUCKINGHAM PARKWAY CULVER CITY MEET ON THE BASKETBALL COURT 5PM-7PM	18. CULVER CITY FARMERS MARKET MAIN ST. CULVER CITY (CROSS STREET WASHINGTONG BLVD) 5PM-7PM SELF DETERMINATION 6PM-8PM	19. CAC @ DR. PAUL CARLSON MEMORIAL PARK 10400 BRADDOCK CULVER CITY (CROSS STREET LE BOURGET AVE 5PM-7PM	20. AFRICAN/BLACK FAMILIES SUPPORT GROUP WRC ZOOM CALL 6PM-8PM	MOVERS @ HAMBURGER HABIT 11223 NATIONAL BLVD LOS ANGELES CROSS ST. SEPULVEDA BLVD
AAC/SLARC 2500 S WESTERN AVE LOS ANGELES CROSS ST. ADAMS BLVD 10AM -12PM	TRAVEL CLUB @ HAMMER MUSEUM 10899 WILSHIRE BLVD LOS ANGELES 4PM-6PM For more Info	rmation	27. CULVER CITY CONCERTS @ 9300 CULVER BLVD CULVER CITY STEPS MEET AT STARBUCKS 9717 Washington Blvd Culver City 7pm-9pm	28.
	Contact Linda Butler @ 310-258-4245			



Thursday, June 29, 2023

















Gertificate of Recognition is hereby presented to Westside Regional Genter

On behalf of the City of Los Angeles and the Department on Disability, we would like to congratulate and celebrate Westside Regional Center (WRC) on its 40th Anniversary. Under the leadership of their Executive Team, Board of Directors and the hard work of the dedicated Staff, WRC continues to provide quality and coordinated resources and services that support individuals with developmental disabilities. WRC's dedication to serving the residents of the City of Los Angeles has been of great benefit in support of the common goal of making our City an inclusive place to live. The Department on Disability congratulates WRC for its spectacular accomplishments over the past 40 years, and we wish you continues success in all your future endeavors.

June 29, 2023

Stephen David Simon Executive Director Department on Disability