

To: Board of Directors

Date: January 3, 2024

Committee Schedule and Agenda for the WRC Board of Directors Board Meeting, **Wednesday, January 10, 2024.**

Attached, is the Agenda for the **January 10, 2024, 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 Nov, 2024 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
  - **Webinar 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
Board Development Committee	January 8 <sup>th</sup> , 4:00 p.m.	ZOOM Video Conference
Client Services Committee	February 6 <sup>th</sup> , 5:00 p.m.	ZOOM Video Conference
Consumer Advisory Committee	January 16 <sup>th</sup> , 4:30 p.m.	El Pollo Loco 5529 Sepulveda Bl. Culver City
Finance Committee	January 10 <sup>th</sup> , 5:00 p.m.	ZOOM Video Conference
Policy Committee	January 25 <sup>th</sup> , 4:00 p.m.	ZOOM Video Conference
Political Action & Outreach Committee	January 9 <sup>th</sup> , 5:00 p.m.	ZOOM Video Conference
Self Determination	January 9 <sup>th</sup> , 6:00 p.m.	ZOOM Video Conference
Service Provider Advisory Committee	January 16 <sup>th</sup> , 10:30 a.m.	ZOOM Video Conference



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

**Wednesday, January 10, 2024**

**Via Zoom**

6:00 p.m. – Closed Session • 6:30 p.m. – Public Session

## A G E N D A

### 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

Vanda Yung

- Welcome

Vanda Yung

- Mission Statement

JoanE Anderson

- Code of Conduct

Jennifer E. Cohen

- Roll Call of Board Members – Quorum

Vanda Yung

### 3. President’s Report

Vanda Yung

### 4. Executive Director’s Report

Jane Borochoff

### 5. Public Comment on Agenda Items

### 6. APPROVAL of Minutes of November 15, 2023

Dr. Chris Taicher – ACTION

### 7. Committee Reports

**Board Development**

Jennifer E. Cohen

**Client Services**

- APPROVAL OF ADULT ACTIVITIES SUPPORT SERVICES

Dr. Wakelin McNeel – ACTION

**Finance**

Kyle Jones

**Policy**

Terry Magady

**Political Action (PAC)**

Zoey Giesberg

**Service Provider Advisory (SPAC)**

Joan Elaine Anderson

**Consumer Advisory (CAC)**

### 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, March 13, 2024, 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

## **WESTSIDE REGIONAL CENTER BOARD OF DIRECTORS**

### **MEETINGS CODE OF CONDUCT**

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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 Meetings Code of Conduct was Adopted on June 3rd, 2020.

Amended by the Board of Directors June 8, 2022.



# WESTSIDE REGIONAL CENTER

Board of Directors Meeting  
Coastal Development Services Foundation

**Wednesday, November 15, 2023 6:30 PM**

**Via Zoom**

## MINUTES

**MEMBERS PRESENT:** JoanElaine Anderson      Terry Magady  
Meshell Baylor      Almarietha Mathews  
Jennifer E. Cohen      Dr. Wakelin McNeel  
Zoey Giesberg      Dr. Christopher Taicher  
Kyle Jones      Fanfan Wang  
Adriana Madrigal      Vanda Yung

**MEMBERS ABSENT:**

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Belen Enciso, Danny Franco, Cesar Garcia, Candace Hein, Evelyn Ixtabalan, Dr. Tom Kelly, Stephanie Lee, Andy Ponce, Aga Spatzier, Liz Spencer, Martha Thompson, Kris Zerhusen

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Edwin Pineda (DDS), David Lester, Shirin Alonzo, Nilo Choudhry, Esther Kelsey, Paul Quiroz, Laurence Ratnofsky, Todd Rubien, Robert Schwartz, Phala Singleton, Rob Testel, Sarah Thaopaset, Todd Withers, David Wyles

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

Meeting was called to order by Board President, Vanda Yung, at 6:42 pm. The Mission Statement was read by Zoey Giesberg, and the Meeting Code of Conduct was read by Jennifer E. Cohen.

**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**

Vanda Yung reported that in November, in addition to Thanksgiving, it's also National Family Caregivers month. We recognize the hard work of more than 50 million caregivers across the country. The disability community is living longer due to advancing health technology, as well as our caregivers, so we want to recognize the need for greater support as consumers and caregivers age.



November is National Career Development month. This month focuses on career development, and we include our people served. We want to empower our individuals served to explore job readiness and career choices.

We also acknowledge National Alzheimer's and Men's Health Awareness Month. Aging seems to be top of mind, as a greater number of IDD individuals who are aging have a higher risk of developing dementia. Those with Downs' Syndrome have a 4x higher risk of getting Alzheimer's due to genetic factors. Early prevention and intervention measures are important.

November is also Native American Heritage month. We celebrate the rich culture of the Indigenous People.

In October, Vanda, who represents WRC at ARCA meetings reported that training is beginning for implicit bias at all Regional Centers. This is an important initiative driven by DDS.

As mentioned at the October board meeting, an announcement was made that Jane Borochoff was selected as the winner of the Women in Leadership award in the non-profit category by the Culver City Chamber of Commerce. An award luncheon was attended by Board members and staff. We congratulate Jane again on winning this well-deserved award.

As WRC is expanding and needs a larger space, the Board created a new committee to strategize on new facilities. The Chair will be Kyle Jones, and committee members are Almarietha Mathews, Adriana Madrigal, Wakelin McNeel and Vanda Yung.

## **EXECUTIVE DIRECTOR REPORT**

Jane began her report by thanking the Board and Executive team who attended the awards luncheon.

Former president of the Board, David Wyles, has been elected as the Chair of the Self Determination Program.

Jane went over the Regional Center Performance Measures updates and shared recent outcomes.

The budget act of 2021 allowed DDS to work with stakeholders and regional centers to establish performance improvement programs.

The RC has 6 focus areas. Each area has one or more performance measures tied to specific outcomes. Incentives could be monetary or recognition. The areas of focus are:

- (1) Early start, (2) Employment, (3) Equity and Cultural Competency, (4) Individual and family experience & satisfaction, (5) Person-Centered service planning & service coordination and (6) RC operation.

Jane then went over each of the performance measures, which cover area of focus and desired outcome.

Jane then went on to present how the Executive Leadership Team is implementing these areas of focus and tracking against these measures. The Leadership team created an internal tracking document that is reviewed regularly.



DDS recently sent out a report on Regional Center metrics. WRC received the highest score of all RCs in the system and the highest possible marks in every category. Less than half of the other RCs were able to achieve what WRC has done.

Dr. Tom Kelly has coordinated a vaccine clinic event which is happening tomorrow at WRC from 12:00p – 3:30p in the upper parking lot. We encourage everyone, staff, Board members, the public, to come and get a flu shot or the newest Moderna Covid vaccine. All are welcome.

**PUBLIC COMMENT – AGENDA (3 minutes)**

Laurence Ratnofsky just moved to California from Virginia and is glad that California offers services for those with disabilities. Todd Withers inquired about various Committee times and dates and will be sent information about the meeting schedule.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF OCTOBER 11, 2023 (ACTION\*)**

JoanE Anderson, Board Member (Motion) and Fanfan Wang, Board Member (Second) to approve the Regular Board Meeting Minutes of October 11, 2023. There was no discussion.

12	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF OCTOBER 11, 2023.

**COMMITTEE REPORTS**

**Board Development**

Vanda Yung, Board President, reported on behalf of Jennifer E. Cohen, Committee Chair. The Committee interviewed a prospective Board candidate. Jennifer thanks the committee for their work and attendance and would like to remind everyone that WRC is still looking for new Board members, in particular, persons served and persons representing our diverse communities. The application is available on the WRC website. The goal is to add three more members this fiscal year. The committee is currently working on the BOD training plan and will announce the plan in the near future.

**Client Services**

Dr. Wakelin McNeel, Committee Chair, reported that the next Client Services meeting is rescheduled to December 6 from 5:00p – 6:00p and will be hybrid.

**Finance**

Kyle Jones, Treasurer, reported that as of the end of September, 22% of the allocated budget has been spent period covering July 1, 2023 to June 30, 2024. DDS increased the allocation by \$97.6 million for the current fiscal year. Expenditures are expected to be in our allocated budget.



### **Policy**

Terry Magady, Committee Chair, held the first Policy meeting on November 30 at 4:00p. The committee will review training and accountability policies.

### **Political Action (PAC)**

Zoey Giesberg, Committee Chair, reported that the committee was joined by a representative of the California Policy Center for Intellectual Developmental Disabilities. Governor Newsom vetoed 900+ bills. Zoey discussed minimum wage in LA County and compared what SCs make compared to people employed at fast food restaurants. Low wages are a barrier to getting good, skilled employees.

Kevin McCarthy was voted out as Speaker of the House of Representatives. It is now Mike Johnson who is proposing cuts to Medicare and Medicaid. Hopefully, there is push back and this emphasizes how much the 2024 election matters. We need to put people in leadership who care about the developmentally disabled.

### **Service Provider Advisory (SPAC)**

JoanE Anderson, Committee Chair, shared that Andy Ponce, Director of Community Services, conducted a work assessment group to obtain feedback from younger clients regarding services for development and to be better prepared for school. They meet at least once per semester and a few in person meetings at high schools. More information will be on the WRC website. The Vendor Fair was held this month on a smaller scale and another will be scheduled.

### **Consumer Advisory (CAC)**

Esther Kelsey, CAC member, reported that CAC had a busy month of activities. CAC went to a Wheel of Fortune taping at Sony Studios. They attended the 18<sup>th</sup> annual Taste of Soul in L.A. attended by Karen Bass, Holly Mitchell and other local officials. They continue to go to each other's IPP meetings. Some attended the Supported Life conference in Sacramento and an art show. A peer advocate, Wesley Witherspoon, did a presentation on voting and discussed various levels of government. CAC is having their 6<sup>th</sup> annual holiday party on December 15 and invites the Board.

### **PUBLIC COMMENT (3 minutes)**

Linda Butler had a question that was answered in the chat.

### **ADJOURNMENT**

The Board Meeting was adjourned by Vanda Yung, Board President, at 7:46 pm. The next meeting is January 10, 2024.

**Dr. Christopher Taicher**

Board Secretary

**Adriana Madrigal**

Board Co-Secretary



**WESTSIDE REGIONAL CENTER**  
**BUDGET STATUS REPORT**  
 NOVEMBER 30, 2023  
 (41% OF THE YEAR)

	E-1 ANNUAL BUDGET	CURRENT MONTH	YTD EXPENDITURES	% OF BUDGET
Operations	\$ 37,696,088	\$ 2,125,375	\$ 11,050,303	29%
Purchase of Service	\$ 403,844,005	\$ 25,058,474	\$ 152,157,874	38%
	<u>\$ 441,540,093</u>	<u>\$ 27,183,849</u>	<u>\$ 163,208,177</u>	<u>37%</u>

**NARRATIVE:**

**OPERATIONS**

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

**PURCHASE OF SERVICE**

Based on the E - 1 budget allocation, WRC's projected expenditures will be within our budget allocation.

## **Westside Regional Center Political Action Committee**

*November 14, 2023*

### State Updates

- Minimum wage for all workers increased to \$16/hour
  - Not superseded by any local minimum wage that is higher
  - Noted comparison: healthcare workers in healthcare facilities (excluding regional center employees and DSPs) minimum wage raised to \$25/hour, fast food workers raised to \$20/hour
- Bills passed mostly affecting workers: <https://arcanet.org/pdfs/2023-op-imp.pdf>
- SB 616 - updates sick leave from 3 to 5 days (including IHSS)
- SB 525 (Durazo) – Health care minimum wage
  - Minimum wage for various health care workers, on various stepped timelines and for distinct groups of care facilities, rise to \$25/h, and then go up annually at the lesser of the inflation rate or 3.5%. This includes certain skilled nursing facilities and residential care facilities for the elderly. For example, SNF employees' minimum wage will go to \$21/h in June 2024, then \$23/h in 2026, then \$25/h in 2028.

### Federal Updates

- New Speaker of the House Mike Johnson calls for cuts to Medicare and Medicaid
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# **Adult Activities Support Services**

## **Introduction**

Westside Regional Center believes that individuals should engage in meaningful adult activities. These activities should assist individuals to reach maximum potential, to pursue personal interests, and to fulfill responsibilities. They should lead to the ultimate goal of maximum life quality and satisfaction. Westside Regional Center also believes that each individual should enjoy as great a level of independence as desired and possible. Individuals should be involved and included in their own community.

To achieve these support objectives, Westside Regional Center adopts a person-centered planning approach, strategically combining natural and paid supports tailored to the unique needs of each individual. We actively engage in planning and service coordination activities to develop creative solutions and expand the range of available options and opportunities for the individuals we serve.

Westside Regional Center encourages individuals to select supports that assist them to engage in adult activities that approximate those of adults without disabilities, while incorporating their choices, purposes, and objectives. The activities of most adults typically involve one or more of the following: learning; working; contributing to others; engaging in leisure, social, or creative activities; caring for personal needs or the needs of others by shopping, running errands, exercising, etc. In alignment with federal expectations, these activities should take place in natural community settings when possible. Flexibility should be applied to the purchase of service options, so that the broad range of needed activities can be incorporated into the planning for each individual.

Westside Regional Center also encourages flexibility in scheduling adult support activities to be responsive to the preferences and needs of each individual. Scheduling should not limit individuals to a restrictive schedule (for example, 8:00 a.m. to 3:30 p.m., Monday through Friday).

Service standards following this introduction apply to existing adult day services and will incorporate the basic standards outlined above.

## Competitive Integrated Employment Services

Competitive Integrated Employment Service models provide support with achieving and retaining CIE through provision of individualized support that leads to meaningful and competitive paid work in integrated work environments. WRC expectations of Competitive Integrated Employment Services the following:

1. Supporting individuals with obtaining meaningful jobs in which they are working alongside other employees without disabilities. Jobs are in natural work settings in the community.
2. Earnings are minimum wage or above, and/or customary for type of work performed. Employment opportunities developed may be full-time or part-time employment. This can include self-employment or micro-enterprises. Employees with developmental disabilities receive the same benefits as other employees in their workplace.
3. Job development will be guided using a person-centered approach.
4. Support provided in the workplace is as non-intrusive as possible with the ultimate goal of increasing natural supports. Outside assistance from program staff should be reduced or minimized according to individual's need. However, long-term minimal follow-up may be provided to assure maintenance of employment and to assist with job changes or crisis situations.
5. Employees are accepted, included, and involved in the social fabric of the workplace.
6. Service agencies employ a positive, business-oriented approach, and strive to locate jobs that enhance the status and image of the employees.
7. Service agencies are outcome oriented, with innovative, flexible approaches to achieve results. Creativity in selection of jobs, in use of support, and use of adaptive technology are employed to remove barriers to employment. Vital statistics are compiled to show effectiveness.
8. Readiness is not a pre-requisite for employment. These services are not a continuum through which individuals move to the next step. It offers a variety of opportunities and approaches to meet individual needs and expectations.
9. These service agencies will be strong advocates for the rights of persons with disabilities to have access to their community and to be fairly compensated for their work.

Some of the Employment Services currently available include:

1. **Individual Competitive Employment.** Individualized employment opportunity in full or part-time work for which minimum wage or above is earned. Support provided onsite is not intensive and is time limited.
2. **Supported Employment.** Provides support with identifying individualized employment opportunities in competitive integrated settings. Work may be full or part-time, depending on the needs of the individual. Types of support offered typically include support with accessing Department of Rehabilitation, job search, applying for jobs, developing a resume, preparing for job interviews, providing job support via job coaching, assist in establishing natural supports in the workplace, and other types of support as needed to promote job retention.
3. **Group Supported Employment.** A group of individuals (maximum of four) work in close proximity to each other (sometimes called enclaves, or work crews). Earnings are minimum wage or above. Work can be either full-time or part-time. Group supported employment is not typically considered CIE and is no longer supported by the Department of Rehabilitation.
4. **Paid Internship Program (PIP).** Provides an opportunity to increase vocational skills and abilities. Goals include acquisition of experience and skills for future paid employment. Internship itself is intended to lead to a full or part-time paid employment in the same job. Individuals participating in a paid internship opportunity shall be paid at or above minimum wage and equal to the customary wage paid by the employer for the same or similar work performed by individuals who do not have disabilities. Internships are predicated on the person-centered planning process.

Note that all Employment Services take place in competitive integrated work settings and individuals earn at least minimum wage or above for the work performed. Agencies may vary in approaches to job development. Some teach self-directed job search skills. Some may also offer assistance with money management and budgeting, social skills related to the job, and the setting of employment goals. Some also provide travel/mobility training. WRC has adopted an Employment First policy in which integrated, inclusive, and competitive employment will be given the highest priority for working age individuals served. As Employment Services are an innovative and growing service area, new models beyond those referenced are anticipated to develop over time.

## Policy

Consistent with the Lanterman Act, inclusive and competitive work will be the first option considered by planning teams for every WRC working age adult. Integrated, inclusive and competitive employment will be given the highest priority for working age individuals with developmental disabilities, regardless of the severity of their disability.

WRC believes that beginning at an early age, individuals should have basic employment goals and learn skills that increase their ability to obtain employment in the future. To help with this, the staff of WRC will advocate for more employment readiness opportunities through the public school system.

Innovative approaches that achieve the outcomes of employment in community work settings alongside members of the general public are encouraged. WRC acknowledges the value of volunteerism in building individuals' engagement in the community. However, due to wage and labor laws we are not able to have individuals volunteer for jobs that would otherwise be paid. Volunteer opportunities, if being used as a step towards employment, should only be offered if they will lead to a paid position within a short period of time, no longer than six months. In alignment with WRC's Employment First Policy, individuals exiting the public school system will be provided with information on options for Competitive Integrated Employment services. Competitive Integrated Employment support may include time to explore and make decisions about potential job opportunities, to go through the interview process, to prepare for travel, clothing requirements, etc. Supervision of activities while waiting for a job, or during non-work hours if the employee is working part-time, will be provided under other service categories.

The Department of Rehabilitation (DOR) provides funding for some Supported Employment services, which are aimed at finding Competitive Integrated Employment. However, individuals funded under DOR must meet certain criteria. WRC can pay for Competitive Integrated Employment Services for those who do not qualify for similar services funded by DOR. Furthermore, WRC will continue to advocate for inclusion of individuals with all types of support needs in services offered by DOR. If DOR will pay for a portion of a service for an individual, then WRC will purchase other services the individual may require during their day.

# JANUARY 2024 SELF ADVOCACY CALENDAR

Monday	Tuesday	Wednesday	Thursday	Friday
1. <b>Holiday</b>	2. <b>Movies</b> Howard Hughes center 6081 Center DR Los Angeles Meet @ 4PM Cross St Sepulveda Blvd. Until the choice of your movie is over	3. <b>Fowler Museum</b> 308 Charles E Young Dr N Los Angeles Cross St. Sycamore Ct Royce Dr. 3PM-5PM	4. <b>Starbucks</b> 1250 S La Brea Ave Los Angeles (cross St Dockweiler)  4:30PM- 6:30PM	5. <b>Dr Paul Carlson Memorial Park</b> 10400 Braddock Dr. Culver City Cross St. Le Bourget Ave  4:30PM –6:30PM
8. <b>PUBLIC RELATIONS</b> Westfield Fox Hills Mall Culver City 6000 Sepulveda Blvd Culver City CA 90230 (Access front of Macy's) 4:30PM-6:30PM	9. <b>Political Action</b> 5PM- 6PM  ZOOM	10. <b>WRC BOARD MEETING</b> Register  6:30PM --8PM  ZOOM	11. <b>SCDD</b> 1PM-3PM  ZOOM	12. <b>Friendship Network</b> Hawaiian BBQ 10814 Jefferson Blvd Culver City Cross St. Cota Ave 4:30PM-6:30 PM
15. <b>Holiday</b>	16 <b>CAC</b> El Pollo Loco 5529 Sepulveda Blvd Culver City Cross St. Berryman Ave 4:30PM-6:30PM	17 <b>Wellness Group</b> Flame Boilers 10758 Jefferson Blvd Culver City Cross St Overland Ave 4:30PM-6:30PM	18. <b>The Go-Getters</b> Burger King 10812 Jefferson Blvd. Cross St. Cota Ave 4:30PM-6:30PM	19. <b>Dr Paul Carlson</b> 10400 Braddock Dr Culver City Cross St Le Bourget Ave 4:30PM-6:30PM
22 <b>SLARC</b> 2500 S Western Ave LA, Cross St Adams Blvd 10AM-12PM	23 <b>Movers</b> Hamburger Habit 11223 National Blvd Los Angeles Cross St Sepulveda Blvd 4:30PM -6:30PM	24. <b>Shakers</b> El Pollo Loco 5529 Sepulveda Blvd Culver City Cross St Berryman Ave 4:30PM-6:30PM	25. <b>Exercise</b> Dr Paul Carlson Memorial Park 10400 Braddock Dr Culver City Cross St Le Bourget Ave 4:30PM-6:30PM	26. <b>If it rains, the group will be canceled.</b>
29	30.	31.	<b>If you have any Questions Regarding the Calendar, please contact Linda Butler (310) 258-4245</b>	