WESTSIDE REGIONAL CENTER

Board of Directors Meeting
Coastal Development Services Foundation
Wednesday, July 9, 2025 | 6:30 P.M.
Via Zoom

MINUTES

MEMBERS PRESENT:	Nilo Choudry Jennifer E. Cohen Zoey Giesberg Justin Levi Terry Magady Almarietha Mathews	Dr. Wakelin McNeel Todd Rubien Carmen Tripp Vanda Yung Fanfan Wang
MEMBERS ABSENT:	Meshell Baylor, Kyle Jones	
STAFF PRESENT:	Jane Borochoff, Peggy Bottger, Linda Butler, Candace Hein, Bob Kutaj, Natalie Monge, Richard Pacheco, Andy Ponce, Aga Spatzier	
GUESTS:	Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Joan Elaine Anderson, D' Marcus Baptist, Alejandra Calderon, Amanda Copeland, Diane Curtis, Nadiia Grant, Esther Kelsey, David Lester, Robert Schwartz, Brandon Shackelford, Todd Withers, David Wyles	

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:33 p.m. The Mission Statement and Meeting Code of Conduct was read by Vanda Yung.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

Almarietha welcomed everyone to the July Board meeting, noting that it marked her first meeting as WRC Board President.

Almarietha highlighted July as Disability Pride Month, commemorating the signing of the Americans with Disabilities Act of July 26, 1990. She acknowledged the contributions of the disabled community and expressed thoughts and prayers for families affected by the recent disaster in the Texas Hill Country, encouraging community support. She also mentioned upcoming challenges, changes, and opportunities, including WRC's relocation to its new home.

EXECUTIVE DIRECTOR REPORT

Jane thanked Almarietha Mathews, Terry Magady, and the new officers for stepping into leadership roles and echoed Almarietha's sentiments regarding the Texas tragedy. Jane welcomed Justin Levi as a new board member, acknowledging his commitment to the vendor community and his role as the new SPAC representative, succeeding JoanE Anderson.

Jane provided several updates to the board and community. Firstly, she thanked the board for approving a lease amendment for WRC's new location at 777 Aviation, allowing the center to lease over 16,000 square feet on the second floor of the building starting in October 2026. This expansion is crucial to support the growth in operations and services.

WRC submitted its caseload ratio report to DDS in March, which indicated areas of non-compliance, and is now developing a plan of correction for presentation to DDS later this month. The good news is that WRC is finally catching up with hiring Service Coordinators (SCs).

WRC has significantly expanded its case management units, adding two new early childhood units, a new Self-Determination Program (SDP) unit, and three new children's units in the last two months. This increases the number of case management units from 11 (three and a half years ago) to 18 by next week, reflecting the need to support growing caseloads.

Additionally, WRC has experienced a 32% growth in the people served in the last three years, increasing from less than 10,000 clients to over 13,000 clients. To support this growth, WRC is interviewing candidates for Director of Client Services and has posted a second Associate Director of Client Services, hoping to introduce new hires at the next board meeting.

A successful SDP fair was held in late June by LVAC, led by David Wyles, with hundreds attending to learn about the program. Board members Nilo Choudry and Todd Rubien attended the event. WRC also welcomed Bill Emerson, a former California State Senator and author of the bill that created self-determination, who visited WRC for the first time and provided impactful insights into the legislation's history.

Jane and Vanda attended the ARCA board meeting where Vonda was recognized for her service as it was her last meeting as an ARCA board member. During this meeting, the ARCA board approved a statewide standard for regional center leadership, a policy developed by the Standards and Practices Committee.

WRC continues to monitor state and federal budget developments, expecting a DDS summary of the trailer bill later this month and observing California's implementation of the "OBB" (federal budget bill).

The NCI data will be shared at the September 10th board meeting.

Finally, Jane congratulated board member Meshell Baylor, who is graduating with her second master's degree.

PUBLIC COMMENT – AGENDA (3 minutes)

David Wyles, Chair of Self-Determination Local Advisory Committee, expressed his satisfaction with the turnout and knowledge shared at the Self-Determination Resource Fair, specifically thanking Donnell Hill. Founder of Life Maximizer, for organizing the resource fair. David emphasized the need to increase self-determination participation, noting that out of almost 13,000 clients, only a little over 500 are in self-determination, while 5,000 people should be utilizing it. He highlighted the benefits of self-determination for choice, particularly for transitioning into adulthood, and thanked the 10 new Service Coordinators in the Self-Determination Program, headed by Abigail Walker. He shared a personal testimony about his son's benefit from services through SDP.

JoanE Anderson expressed excitement about WRC's new lease and praised the decision to secure additional office space. She congratulated and welcomed Justin Levi as the new SPAC representative, noting that he will be an excellent addition. JoanE reassured the board that she will remain involved and supportive moving forward.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JUNE 11, 2025 (ACTION)

Carmen Tripp (Motion) and Jennifer E. Cohen (Second) to approve the Regular Board Meeting Minutes of June 11, 2025. There was no discussion.

11	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JUNE 11, 2025.

PRESENTATION OF WESTSIDE REGIONAL CENTER 2025-2026 PERFORMANCE CONTRACT UPDATE

Dr. Richard Pacheco, Associate Director of Community Services, presented the 2025-2026 Performance Contract Update.

APPROVAL OF WESTSIDE REGIONAL CENTER 2025-2026 PERFORMANCE CONTRACT (ACTION)

Todd Rubien (Motion) and Vanda Yung (Second) to approve the 2025-2026 Performance Contract. No abstentions. There was no discussion.

11	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE 2025-2026 PERFORMANCE CONTRACT.

COMMITTEE REPORTS

Board Development

The Board Development committee is scheduled to meet on July 21, 2025. Their next report will be in September.

Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the committee met on July 1st and focused on the Personal Assistance standards. The August meeting has been rescheduled for September. The committee reviewed the Personal Assistance service standards and recommended approval from the board.

APPROVAL OF PERSONAL ASSISTANCE STANDARDS (ACTION)

Vanda Yung (Motion) and Carmen Tripp (Second) to approve the Personal Assistance Standards. No abstentions. There was no discussion.

11	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE PERSONAL ASSISTANCE STANDARDS.

Finance

Nilo Choudry, reporting on behalf of Committee Chair, Kyle Jones, reported that the committee approved last month’s minutes and the payment of a legal invoice. Detailed financial reports for 11 months of expenditures were reviewed, indicating the center is within budget and projecting balanced budgets for both Purchase of Services and Operations for fiscal year 2024-2025 based on current allocation. The committee reviewed the proposed contract and recommended approval from the full board.

Andy Ponce, Executive Deputy Director of WRC, provided details about the proposed contract and a vote was then held.

APPROVAL OF CONTRACT OVER $250,000-START/LINE OF HOPE (ACTION)

Nilo Choudry (Motion) and Almarietha Mathews (Second) to approve the contract over $250,000-START/Line of Hope LLC for crisis team. Justin Levi abstained. There was no discussion.

10	AYES
0	NO
1	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONTRACT OVER $250,000-START/LINE OF HOPE LLC.

Policy

Committee Chair, Terry Magady, reported that the committee finalized matters related to Board Governance Policy and Bylaws, as well as the policy regarding the relationship between the board and the executive director. The next meeting date is July 24th.

Political Action (PAC)

Committee Chair, Zoey Giesberg, reported on the "OBB" (Big Beautiful Bill), signed into law by President Trump on July 4th. This bill makes significant cuts, including over a trillion dollars from Medicaid and the Children's Health Insurance Program, $490 billion from Medicare, and $116-300 billion from SNAP/food stamps. While it provides some new and limited funding for home and community-based services, most states are expected to reduce funding, which is anticipated to significantly hurt regional centers due to their reliance on Medicaid funding. Zoey reiterated that Westside Regional Center is a safe space and will continue to support everyone, emphasizing that developmentally and intellectually disabled people in California have a constitutional right to services.

Service Provider Advisory (SPAC)

The new SPAC Representative, Justin Levi, reported that their last meeting was on June 17th, and the next is scheduled for July 15th at the new office. Accomplishments included reaching 100% participation on service acknowledgement forms before the deadline and narrowing the no-contact list from 79 to 4. ICE raids were discussed, which have affected participants and employees. Strategies to mitigate issues include ensuring individuals carry proper documentation and creating lanyards for participants with WRC, service coordinator, and service provider contact information, and potentially diagnosis information to clarify their situation to detaining authorities.

Consumer Advisory (CAC)

CAC member, Linda Butler, reported on behalf of Chair Esther Kelsey. Advocates participated in the WRC Juneteenth celebration and Westside Special Olympics, engaging in sports like track and field, swimming, and basketball in Long Beach. CAC also attended the Self-Determination Fair, which saw 450 attendees and 63 vendors. Advocates attended a webinar on Medicare, Medi-Cal, and Medicaid, and continue supporting each other in IPP meetings. Discussions included updates on immigration, medical, and Medicaid cuts, the "OBB" (Big Beautiful Bill), and large budget reductions. They continue to support those who have lost loved ones.

PUBLIC COMMENT (3 minutes)

Amanda Copeland reported that her adult daughter, who has developmental and mental health needs and receives services from the regional center, shared concerns regarding her daughter's ongoing housing situation and care. She believes the situation stems from retaliation by a staff member, including breaches of confidentiality and the involvement of law enforcement.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 8:04 p.m.

Todd Rubien

Board Secretary

WESTSIDE REGIONAL CENTER

Board of Directors Meeting
Coastal Development Services Foundation
Wednesday, September 10, 2025 | 6:30 P.M.

Via Zoom

MINUTES

MEMBERS PRESENT:	Nilo Choudry	Terry Magady
	Zoey Giesberg	Almarietha Mathews
	Kyle Jones	Dr. Wakelin McNeel
	Justin Levi	Todd Rubien

MEMBERS ABSENT: Meshell Baylor, Jennifer E. Cohen, Carmen Tripp

STAFF PRESENT: Jane Borochoff (E.D.), Marissa Barredo, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Pablo Ibañez, Michael McAllister, Bob Kutaj, Andy Ponce, Aga Spatzier, Liz Spencer, Megan Tommet-Ramirez.

GUESTS: Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), D' Marcus Baptist, Lulu Cheong, Amanda Copeland, Allyson Hemar, Esther Kelsey, Robert Schwartz, Ellen Seldon, Brandon Shackelford, Todd Withers, David Wyles.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:41 p.m. The Mission Statement and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

Almarietha welcomed everyone to the September Board meeting, and began by acknowledging several observances in September, including Hispanic Heritage Month (September 15th – October 15th) and Suicide Awareness Month. Statistics showed suicide was identified as the second leading cause of death in 2022 for youth aged 10–14 and 25–35, including individuals with Intellectual Disability (ID).

Almarietha recognized National Direct Support Professional Week (September 7th-September 13th) and praised Direct Support Professionals (DSPs) for providing such important service. The upcoming 25th anniversary of September 11th recognizes those who lost their lives and honors first responders.

Almarietha, Jane, and Vanda attended the ARCA Executive Directors and Board of Directors meeting on August 21st to August 22nd. ARCA outlined their 2025-2026 priorities. These focus on enhancing services and support for individuals, supporting a sustainable provider network, and empowering regional centers to serve their communities more effectively.

EXECUTIVE DIRECTOR REPORT

Jane also acknowledged direct support professionals. Jane thanked the board and for their work in committees. WRC Staff was thanked for their hard work. Jane announced key WRC leadership updates: A Controller was hired for the Accounting Department. Mike McAllister was promoted to be an Associate Director of Client Services. Mike and Candice Hein are now the two Associate Directors of Client Services.

Jane then welcomed and introduced Pablo Ibanez as the new Director of Client Services. Pablo has over 20 years of experience in the regional center system, including working at Harbor Regional Center and Lanterman Regional Center. He shared his life-long commitment to social services, and described working at WRC as a "homecoming" as he grew up locally in Venice, California.

Jane shared that over 200 people voted on the final options for a new WRC logo. Results are being tabulated, and the new refreshed logo may be shared at the October board meeting.

Jane concluded with an update on the new WRC location at 777 Aviation Boulevard in El Segundo. Construction is progressing. A tentative move-in date is possibly November 12th. WRC is planning "a few community events" to be determined for a grand opening and will invite everyone later to see the new regional center.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 9, 2025 (ACTION)

Todd Rubien (Motion) and Nilo Choudry (Second) to approve the Regular Board Meeting Minutes of July 9, 2025. There was no discussion.

8 AYES

0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 9, 2025.

COMMITTEE REPORTS

Board Development

Almarietha Mathews, reporting on behalf of Committee Chair, Jennifer Cohen, recommended approval from the board for a 2-year term extension (2025-2027) for board members Dr. Wakelin McNeel, Nilo Choudry, and Todd Rubien.

APPROVAL OF BOARD MEMBERS FOR 2-YEAR TERM (2025-2027) (ACTION)

Justin Levi (Motion) and Kyle Jones (Second) to approve board members Dr. Wakelin McNeel, Nilo Choudry, Todd Rubien for 2-year term (2025-2027). No abstentions. There was no discussion.

8 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD MEMBERS FOR 2-YEAR TERM (2025-2027).

Ms. Mathews then recommended that the board approve Todd Withers for a 1-year term as a board member.

APPROVAL OF NEW BOARD MEMBER FOR 1-YEAR TERM (ACTION)

Nilo Choudry (Motion) and Dr. Wakelin McNeel (Second) to approve Todd Withers for a 1-year term (2025-2026). No abstentions. There was no discussion.

8 AYES

0 NO

0 ABSTENTIONS

The motion passed.

RESOLUTION: APPROVAL OF NEW BOARD MEMBER FOR A 1-YEAR TERM (2025-2026).

APPROVAL OF ELECTION OF OFFICERS FOR BOARD EXECUTIVE COMMITTEE (ACTION)

Nilo Choudry (Motion) and Dr. Wakelin McNeel (Second) to approve the election of Officers for board executive committee: Almarietha Mathews, President; Terry Magady, Vice President; Kyle Jones, Treasurer; Todd Rubien, Secretary for a 1-year term (2025-2026). No abstentions. There was no discussion.

8 AYES

0 NO

0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF ELECTION OF OFFICERS FOR BOARD EXECUTIVE COMMITTEE.

Almarietha also asked for a board member to serve as a co-secretary to the executive committee.

Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the Client Services committee last met on September 2nd. The committee discussed edits and voted to approve updated guidelines to mitigate conflicts for delegated conservatorship. The committee then recommended board approval of the updated delegated conservatorship policy.

APPROVAL OF DELEGATED CONSERVATORSHIP POLICY (ACTION)

Nilo Choudry (Motion) and Almarietha Mathews (Second) to approve the Delegated Conservatorship Policy. No abstentions. There was no discussion.

8 AYES

0 NO

0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE DELEGATED CONSERVATORSHIP POLICY.

The committee also discussed independent and supported living services. The next committee meeting be held on October 7th.

Finance

Committee Chair Kyle Jones reported that the committee met earlier that day and confirmed that WRC anticipates having balanced budgets in both the Purchase of Services (POS) and Operations (OPS) for fiscal year 2024-2025. A cash advance was received from DDS in July. The committee discussed updating signatories on WRC bank accounts. Due to a delay in completing the independent CPA audit, the upcoming financial training for the full board has been postponed, with the committee aiming for November.

Policy

Committee Chair, Terry Magady, reported that the committee is reviewing and refining the Transparency Policy line by line. The work will continue at the next meeting on September 17th at 4:00 PM.

The committee then presented three policies for board approval: the Conflict of Interest policy, the Board Governance policy, and the Executive Limitations policy.

APPROVAL OF CONFLICT OF INTEREST POLICY (ACTION)

Terry Magady (Motion) and Dr. Wakelin McNeel (Second) to approve the Conflict of Interest Policy. No abstentions. There was no discussion.

8 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONFLICT OF INTEREST POLICY.

APPROVAL OF BOARD GOVERNANCE POLICY (ACTION)

Terry Magady (Motion) and Nilo Choudry (Second) to approve the Board Governance Policy. No abstentions. There was no discussion.

8 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD GOVERNANCE POLICY.

APPROVAL OF EXECUTIVE LIMITATIONS POLICY (ACTION)

Terry Magady (Motion) and Nilo Choudry (Second) to approve the Executive Limitations Policy. No abstentions. There was no discussion.

8 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF EXECUTIVE LIMITATIONS POLICY.

Political Action (PAC)

Committee Chair, Zoey Giesberg, reported the committee met to discuss outreach plans including distributing a flyer about the importance of voting. They also discussed contacting self-advocate Wesley Witherspoon about voter education. The committee discussed the Proposition 50 emergency measure proposed by California to counteract Texas gerrymandering. They also covered California legislation, including administration of emergency anti-seizure medications at adult day programs, and AB49 which restricts immigration enforcement in non-public schools. Zoey invited all to PAC meetings which are held every second Tuesday of the month at 5:00 pm on Zoom.

Service Provider Advisory (SPAC)

SPAC Representative, Justin Levi, reported that SPAC's last gathering was a tour of the new WRC site rather than a formal meeting. Over 50 vendors attended the tour. They were notably enthusiastic about the new location and offered their assistance with opening festivities. The next SPAC meeting is scheduled for the following week.

Consumer Advisory (CAC)

Todd Rubien reported that self-advocates had recently attended many celebrations. They celebrated the life of WRC self-advocate Louis Levine, acknowledged the birthday of Russell Tanner, and also attended the August 22nd -24th annual LaBallona Festival at Culver City's Veterans Park. CAC hopes to hold the upcoming holiday party in the new WRC building.

PRESENTATION OF NATIONAL CORE INDICATORS (NCI)

Aga Spatzier presented the National Core Indicators (NCI) Family Survey Reports for fiscal year 2023-2024. Jane thanked Aga for sharing the important information.

PUBLIC COMMENT (3 minutes)

David Wyles suggested that the Westside Self-Determination Committee report be included as a regular topic in board reports. The most recent large resource fair was well-attended and very successful. As a result, 50 new people entered the Self-Determination program in the last month, bringing WRC to well over 500 participants, which is the highest per capita of any regional center in the state. A hybrid/Zoom resource fair for Spanish-speaking people is being planned for January.

Amanda Copeland expressed concerns about treatment of her adult daughter, who has developmental and mental health needs and receives services from the regional center. She shared concerns regarding her daughter's ongoing housing situation and care. She believes the situation stems from retaliation by a staff member and requested more emergency housing for homeless clients.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:47 p.m.

Todd Rubien

Board Secretary

Board of Directors Meeting
Coastal Development Services Foundation
Wednesday, October 8, 2025 | 6:30 P.M.
Via Zoom

MINUTES

MEMBERS PRESENT:	Nilo Choudry Jennifer E. Cohen Zoey Giesberg Kyle Jones Almarietha Mathews	Dr. Wakelin McNeel Todd Rubien Carmen Tripp Todd Withers
MEMBERS ABSENT:	Meshell Baylor, Justin Levi, Terry Magady	
STAFF PRESENT:	Jane Borochoff (E.D.), Stephen Browning, Linda Butler, Candace Hein, Allyson Hemar, Pablo Ibañez, Natalie Monge, Andy Ponce, Aga Spatzier.	
GUESTS:	Sonia Hernandez (Interpreter), Leticia Soto (Interpreter), Willie Ramirez (DDS), Amanda Copeland, Esther Kelsey, David Lester, Paul Quiroz, Robert Schwartz, Brandon Shackelford.	

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:36 p.m. The Mission Statement and Meeting Code of Conduct was read by Dr. Wakelin McNeel.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

Almarietha welcomed everyone to the October Board meeting and began by highlighting the many important observances in October, including National Disability Awareness Month and National Disability Employment Awareness Month, honoring the 7 million Americans with disabilities. She emphasized the importance of inclusiveness, accessibility, equity, and the value of workplaces where individuals with disabilities can thrive. She also acknowledged ADHD, Down Syndrome, and Dyslexia Awareness Month, recognizing the need for awareness and education about learning disabilities in schools and communities. Additionally, she noted Breast Cancer Awareness Month, encouraging everyone to wear pink and support prevention efforts.

She further acknowledged the Jewish holidays Yom Kippur and Sukkot, extending warm wishes to all who celebrate. Almarietha welcomed Todd Withers as the newest board member, noting his prior experience with the North Los Angeles Regional Center Board and his active participation in committee meetings, especially finance. She concluded by thanking WRC employees, staff, board members, and members of the public for their continued commitment and participation.

EXECUTIVE DIRECTOR REPORT

Jane expressed appreciation for everyone attending and formally welcomed Todd Withers to the board, recognizing his involvement and enthusiasm.

Jane shared updates on the recent activities taking place at the Westside Regional Center, including Person-Centered Thinking and HCBS training sessions, which have fostered collaboration between staff, vendors, and community members. She invited attendees to upcoming events listed in the public board packet and encouraged participation.

She announced two key October events: a presentation by Wesley Witherspoon on Saturday, October 18 at 2:00 p.m., and an Employment Services Resource Fair on Saturday, October 25 from 10:00 a.m. to noon at the Westside Regional Center in Culver City. Jane emphasized WRC's status as an Employment First agency, committed to supporting employment for people with disabilities. She referenced Governor Gavin Newsom's proclamation recognizing Disability Employment Awareness Month, celebrating the value and talent of employees with disabilities and promoting inclusion within California's workforce.

Jane concluded by discussing WRC's upcoming office relocation to 777 Aviation Boulevard in El Segundo. After over 30 years in Culver City, WRC anticipates moving by the end of the calendar year, with a community celebration planned for early January. Construction progress has been mixed—ahead in some areas and delayed in others—but the move remains on schedule. Jane noted that the rebranding and new logo will be shared at future meetings.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 10, 2025 (ACTION)

Todd Rubien (Motion) and Carmen Tripp (Second) to approve the Regular Board Meeting Minutes of September 10, 2025. There was no discussion.

9 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 10, 2025.

COMMITTEE REPORTS

Board Development

Committee Chair, Jennifer E. Cohen, expressed appreciation for the collaboration on the Code of Conduct, which was developed with David Lester's input. She congratulated Todd Withers on joining the board and commended his motivation and commitment. Jennifer noted that additional interviews for board development are ongoing but were briefly delayed due to holiday observances. She extended warm holiday wishes to all who celebrated Rosh Hashanah, Yom Kippur, and Sukkot, and thanked Almarietha for hosting the meeting.

Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the Client Services committee last met on October 7th. He announced positive news regarding the Delegate Conservatorship Policy, which was approved by the board on September 10, submitted to DDS on September 15, and has since received approval. The committee is currently working on updating Independent Living Services (ILS) service standards, which will be presented to the board next month. The next meeting is scheduled for Tuesday, November 4.

Finance

Committee Chair Kyle Jones welcomed Todd Withers to the finance committee, noting his enthusiasm and expertise. The committee met on October 8 at 5:00 p.m. and reviewed financial reports prepared by Bob. The committee anticipates balanced budgets for both Purchase of Services (POS) and Operations for fiscal year 2024–2025. They also reviewed and approved legal invoices, discussed the financial implications of the upcoming move, and confirmed that Form 990 and the tax return will be filed on time. Additionally, the committee reviewed progress on both the DDS fiscal audit and the independent CPA audit.

Policy

The Policy committee is scheduled to meet on November 13th at 4:00 PM, and it will be open to the public as well. Their next report will be in November.

Political Action (PAC)

Committee Chair, Zoey Giesberg, reported on the upcoming November election and a special proposition (Prop 50). She announced that Wesley Witherspoon from State Council and USC UCEDD will conduct an educational session about the proposition on October 18 at 2:00 p.m. She encouraged all to attend and emphasized the importance of voter education. Zoey also discussed pending legislative bills and urged participation, noting that political outcomes directly impact regional center services. The PAC meets every second Tuesday at 5:00 p.m. on Zoom.

Service Provider Advisory (SPAC)

The Service Provider Advisory Committee (SPAC) is scheduled to meet on October 21s at 10:30am, which will be held in person. Their next report will be in November.

Consumer Advisory (CAC)

Esther Kelsey provided an updated and corrected September 2025 report, listing numerous outings over the past two months. These activities included attending a rally for higher wages for IHSS workers on July 25th, attending a two-day person-center training from July 22nd–23rd, attending the ACBS town hall meeting on aging in Glendale on July 17th, and participating in the drumming circle every fourth Sunday of each month.

PUBLIC COMMENT (3 minutes)

Amanda Copeland expressed concerns about treatment and client status of her adult daughter, who has developmental and mental health needs and received services from the regional center. She shared concerns regarding leadership and WRC's internal handling of client matters, urging accountability and transparency.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:03 p.m.

Todd Rubien

Board Secretary

Board of Directors Meeting
Coastal Development Services Foundation
Wednesday, November 12, 2025 | 6:30 P.M.
Via Zoom

MINUTES

MEMBERS PRESENT:	Nilo Choudry	Almarietha Mathews
	Zoey Giesberg	Dr. Wakelin McNeel
	Kyle Jones	Todd Rubien
	Justin Levi	Carmen Tripp
	Terry Magady	Todd Withers

MEMBERS ABSENT: Meshell Baylor, Jennifer E. Cohen

STAFF PRESENT: Jane Borochoff (E.D.), Linda Butler, Allyson Hemar, Pablo Ibañez, Natalie Monge, Ricardo Pacheco, Andy Ponce.

GUESTS: Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Sarah Yang (DDS), D'Marcus Baptist, Amanda Copeland, Daisey Gonzalez, Esther Kelsey, David Lester, Paul Quiroz, Robert Schwartz, Brandon Shackelford.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:39 p.m. The Mission Statement was read by Todd Withers and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

Almarietha welcomed everyone to the November Board meeting and began by acknowledging **Native American Heritage Month** and the contributions of indigenous people in the United States. Additionally this month, there are several health awareness campaigns, including those for Alzheimer's, diabetes, and men's health.

Almarietha enthusiastically announced that WRC had officially moved to 777 Aviation Blvd in El Segundo, CA, marking it as a day of joy and celebration.

Almarietha also announced that there would be no Board of Directors meeting in December. She ended her report by wishing everyone a Happy Thanksgiving.

EXECUTIVE DIRECTOR REPORT

Jane addressed the evacuation warnings in the Malibu and Palisades areas due to expected rain and potential mud or debris flows, following a difficult year of fires for many families in the catchment area.

Regarding organizational updates, the center has officially relocated to a new office in El Segundo after 38 years in the same location. A small ribbon-cutting ceremony was recently held with local officials, including the Mayor of El Segundo and representatives from the Department of Developmental Services. While the move has been disruptive for staff, a community grand opening is planned for early spring. Additionally, the center is monitoring the federal government shutdown that began on October 1. Jane reported that while it has caused anxiety regarding benefits like CalFresh, services funded through regional centers have not yet been negatively impacted.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF OCTOBER 08, 2025 (ACTION)

Todd Rubien (Motion) and Carmen Tripp (Second) to approve the Regular Board Meeting Minutes of October 08, 2025. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF OCTOBER 08, 2025.

PRESENTATION OF WESTSIDE REGIONAL CENTER 2024-2025 YEAR END PERFORMANCE REPORT

Dr. Richard Pacheco, Associate Director of Community Services, presented the 2024-2025 Year End Performance Report.

APPROVAL OF 2024-2025 YEAR END PERFORMANCE CONTRACT (ACTION)

Justin Levi (Motion) and Terry Magady (Second) to approve the 2024-2025 Year End Performance Contract. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE 2024-2025 YEAR END PERFORMANCE CONTRACT.

COMMITTEE REPORTS

Board Development

The Board Development meeting is scheduled to meet on December 1st at 5:00 PM.

Client Services

The board approved new service standards for **Independent Living Services (ILS)** and **Supported Living Services (SLS)**. The committee's next focus will be American Sign Language training and support standards.

Finance

Committee Chair Kyle Jones reported that the center is projecting balanced budgets for both services and operations for the 2025-2026 fiscal year. The committee also reviewed legal invoices and discussed staff compensation.

Policy

The Policy committee is scheduled to meet on November 13th at 4:00 PM, and it will be open to the public as well. Their next report will be in November.

Political Action (PAC)

Committee Chair, Zoey Giesberg, discussed recent elections, including the passing of Proposition 50, with Democrats now targeting 5 new seats in the House of Representatives.

Service Provider Advisory (SPAC)

Justin Levi shared that the committee is preparing a training presentation for vendors regarding the Public Records Act.

Consumer Advisory (CAC)

Esther Kelsey detailed advocacy efforts, including phone banking for IHSS providers and member attendance at a conference focusing on knowing one's rights and creating vision boards.

PUBLIC COMMENT (3 minutes)

Amanda Copeland expressed concerns about treatment and client status of her adult daughter, who has developmental and mental health needs and received services from the regional center. She also raised questions regarding the regional center's responsibilities.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:25 p.m.

Todd Rubien

Board Secretary

Board of Directors Meeting

Coastal Development Services Foundation

Wednesday, January 14, 2026 | 6:30 P.M.

Via Zoom

MINUTES

MEMBERS PRESENT:	Meshell Baylor	Terry Magady
	Nilo Choudry	Almarietha Mathews
	Jennifer E. Cohen	Dr. Wakelin McNeel
	Kyle Jones	Todd Rubien
	Justin Levi	Todd Withers

MEMBERS ABSENT: Zoey Geisberg, Carmen Tripp

STAFF PRESENT: Jane Borochoff (E.D.), Stephen Browning, Linda Butler, Candace Hein, Allyson Hemar, Pablo Ibañez, Natalie Monge, Andy Ponce, Aga Spatzier, Megan Tommet-Ramirez.

GUESTS: Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Kiley Chang, Donnell Hill, Esther Kelsey, Angel Kirby, David Lester, Robert Schwartz, Jill Scott, Carol Taylor, Vanda Yung.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:40 p.m. The Mission Statement was read by Meshell Baylor and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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*

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

PRESIDENT'S REPORT

Almarietha welcomed everyone to the January Board meeting and began by reflecting on the Palisades and Eaton fires from the previous year, acknowledging the ongoing recovery and the efforts of staff, the board, and families in supporting those affected. She also highlighted the Governor's proposed budget, noting that letters from the Director of DDS and the SCDD in the board packet suggest the situation is not as dire as initially feared.

Finally, she commemorated the upcoming Martin Luther King Jr. holiday on January 19 and recognized the birthday of board member Jennifer E. Cohen.

EXECUTIVE DIRECTOR REPORT

Jane thanked the board for their volunteer service and for approving the Cost-of-Living Adjustment (COLA) for staff, which went into effect on January 11, 2026. She emphasized that this is intended to assist with staff retention and case-load reduction.

Jane announced that after 38 years in Culver City, WRC has moved to a new facility at 777 South Aviation Boulevard in El Segundo. This will be the agency's home for the next 17 years. A grand opening celebration is planned for the coming weeks.

Liz Spencer, the Director of the Family Resource and Empowerment Center (FREC), is retiring after nearly 30 years of service. Jane praised her legacy, including the creation of the holiday gift drive.

Jane also discussed the Governor's January budget proposal, noting that while the deficit is smaller than expected, there are projected cuts to the Self-Determination Program - approximately 12% according to Disability Voices United. Most of these cuts may impact local advisory committee budgets rather than individual participant budgets. She announced a Zoom presentation on the budget featuring Chris Arroyo of the State Council, hosted by Undivided, on January 20th at 10 a.m.

Finally, Jane announced that public meetings regarding Purchase of Service (POS) data will be held on March 25th (Spanish/Virtual) and April 2nd (English/In-person) at the new El Segundo office.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 12, 2025 (ACTION)

Todd Rubien (Motion) and Justin Levi (Second) to approve the Regular Board Meeting Minutes of November 12, 2025. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 12, 2025.

COMMITTEE REPORTS

Board Development

Committee Chair Jennifer E. Cohen recommended approval from the board for a 2-year extension (2026-2028) for board member Terry Magady.

APPROVAL OF BOARD MEMBER TERRY MAGADY FOR 2-YEAR TERM (2026-2028) (ACTION)

Dr. Wakelin McNeel (Motion) and Meshell Baylor (Second) to approve board member Terry Magady for 2-year term (2026-2028). No abstentions. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD MEMBER TERRY MAGADY FOR 2-YEAR TERM (2026-2028).

Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the Client Services committee last met on January 6th. The committee discussed and recommended board approval of the American Sign Language (ASL) Training and Support Service Standard.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

APPROVAL OF AMERICAN SIGN LANGUAGE (ASL) TRAINING AND SUPPORT SERVICE STANDARD (ACTION)

Almarietha Mathews (Motion) and Kyle Jones (Second) to approve the American Sign Language (ASL) Training and Support Service Standard. No abstentions. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF AMERICAN SIGN LANGUAGE (ASL) TRAINING AND SUPPORT SERVICE STANDARD.

The next committee meeting will be held on February 6th.

Finance

Committee Chair Kyle Jones reported that the committee met earlier that day for their first meeting in 2026. The agency is within budget for both Purchase of Services (POS) and Operations (OPS). The committee also reviewed legal invoices and outstanding audits.

Policy

Committee Chair, Terry Magady, reported that the Policy committee last met on January 5th. The committee reviewed two policies – the California Public Records Act policy and the Electronic Communication policy, and they were then forwarded to the Executive Committee for further reviewal. These policies were created in response to new statewide transparency laws. Terry recommended full board approval for the two transparency policies.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

APPROVAL OF ELECTRONIC COMMUNICATION POLICY AND CALIFORNIA PUBLIC RECORDS ACT POLICY (ACTION)

Terry Magady (Motion) and Justin Levi (Second) to approve the Electronic Communication Policy and the California Public Records Act Policy. No abstentions. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF ELECTRONIC COMMUNICATION POLICY AND CALIFORNIA PUBLIC RECORDS ACT POLICY.

Political Action (PAC)

Nilo Choudry, speaking on behalf of Committee Chair, Zoey Giesberg, encouraged everyone to review the Governor's budget analysis in the board packet, and thanked the leadership for providing budgetary and legislative information.

Service Provider Advisory (SPAC)

Justin Levi shared that the committee held its annual holiday potluck in December, which saw high attendance and generated significant interest from individuals wanting to join SPAC. A primary focus of the most recent November 18th meeting was the California Public Records Act. SPAC is currently working to organize a formal legal training for vendors to help them understand their legal obligations and requirements under this act. Additionally, the committee discussed the new statewide standardized vendorization process. While the change is viewed as a "mixed bag" with potential challenges, the committee is monitoring how applications filtered through the state impact local regional centers.

Justin highlighted a goal to strengthen the connection between service providers and service coordinators to improve awareness of available resources. He noted that future proposals to achieve this may require by-law changes, which would be presented to the Board for approval.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Consumer Advisory (CAC)

Esther Kelsey provided updates on community events, including tree lightings that CAC members attended in Culver City and Lennox, and CAC's 8th annual holiday party that was held on December 19, 2025 at the former Westside Regional Center building. The committee expressed gratitude to the Family Resource Center, WRC staff, and community partners (including the Lotus Project and World of Hope) for their donations.
Members also attended a Culver City Council meeting and a presentation on the upcoming Governor's election.

PUBLIC COMMENT (3 minutes)

None.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:11 p.m.

Todd Rubien
Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Board of Directors Meeting

Coastal Development Services Foundation

Wednesday, March 11, 2026 | 6:30 P.M.

Via Zoom

MINUTES

MEMBERS PRESENT:	Meshell Baylor Nilo Choudry Jennifer E. Cohen Justin Levi Almarietha Mathews	Dr. Wakelin McNeel Todd Rubien Carmen Tripp Todd Withers Terry Magady

MEMBERS ABSENT: Kyle Jones

STAFF PRESENT: Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Pablo Ibañez, Robert Kutaj, Natasha Lopez, Michael McAllister, Natalie Monge, Andy Ponce, Angela Quiñonez, Aga Spatzier, Martha Thompson, Megan Tommet-Ramirez, Kristina Zerhusen.

GUESTS: Antonietta Schulz (Interpreter), Jose Luis (Interpreter), Willie Ramirez (DDS), Dmarcus Baptist, Amanda Copeland, Nadiia Grant, Stella Guillen, Donell Hill, Esther Kelsey, David Lester.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:35 p.m. The Mission Statement was read by Nilo Choudry and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

Almarietha Mathews opened her report by noting various awareness events in March, including Developmental Disability Awareness Month, Cerebral Palsy and Multiple Sclerosis Awareness,

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

World Down Syndrome Day and International Women's Day. Purim, an International Day of Remembrance, recognizes the Jewish victims of slavery on March 25.

On March 3, Almarietha, Jane, and Allyson attended Grassroots Day in Sacramento, organized by ARCA, to meet with legislators representing the North LA, South LA, Harbor, Lanterman, and Westside regions. They advocated two specific bills:

- AB 2324 (Educational Youth Caregivers Career Pathway): This bill would provide school credit for students in grades 9-12 who act as caregivers for family members. Almarietha shared a personal story about her daughters caring for their brother, Andrew, and noted that such a program could address staff shortages in direct support professions and reduce the 22% dropout rate among student caregivers.
- AB 1670 (Oral Health Services): This bill aims to improve dental access by allowing dentists to bill for up to four "desensitization" visits per year. This would allow patients to become comfortable with the dental environment before undergoing procedures like cleanings or root canals. Jane noted that these bills are particularly appealing to legislators because they have no fiscal impact during a time of tight state finances.

EXECUTIVE DIRECTOR REPORT

Jane highlighted several operational updates and community initiatives, beginning with the "Get to Know WRC" Training. This is a series of short interactive online modules that cover topics such as Early Start, eligibility, IPP meetings and specific services like respite and the Self-Determination Program (SDP).

The SDP Resource Fair is scheduled for Saturday, March 28 from 10:00 a.m. to 2:00 p.m. with a specific focus on the Spanish-speaking community. Jane encouraged all, including vendors, to register and attend.

Jane attended the groundbreaking of Batia Family Village, a housing project formerly known as Cornerstone or "The Village". The event was attended by Mayor Karen Bass and Supervisor Lindsey Horvath. Board Vice President Terry Magady, who lives near the project, described it as a "gamechanger" for the community.

WRC has officially moved from Culver City to its new location in El Segundo. While operations have begun, construction delays in large meeting rooms have pushed the tentative community grand opening to July 26, coinciding with the anniversary of the Americans with Disabilities Act (ADA).

The center is currently out of compliance regarding required caseload ratios for service coordination. Additionally, annual Purchase of Service (POS) equity meetings are scheduled for

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

March 25 which will be held virtually in Spanish. A second, in-person meeting will be held at WRC on April 2 to discuss service disparities.

PUBLIC COMMENT – AGENDA (3 minutes)
Donell Hill thanked everyone for the continued support of the SDP Fair. At this time, there are over 100 registrants, and they are working toward a goal of 400.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JANUARY 14, 2026 (ACTION)
Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve the Regular Board Meeting Minutes of January 14, 2026. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JANUARY 14, 2026.

APPROVAL OF THE SPECIAL BOARD MEETING MINUTES OF FEBRUARY 18, 2026 (ACTION)
Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve the Special Board Meeting Minutes of February 18, 2026. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE SPECIAL BOARD MEETING MINUTES OF FEBRUARY 18, 2026.

COMMITTEE REPORTS

Board Development
Committee Chair, Jennifer E. Cohen, reported that the committee is updating the board recruitment flyer with WRC's new logo and planning future board trainings.

Client Services
Committee Chair, Dr. Wakelin McNeel, reported on discussions regarding adaptive skills training and educational support. Member attendance was also discussed. The next meeting date is April 7 at 5:00 p.m.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Finance
Board President, Almarietha Mathews, reported on behalf of Committee Chair Kyle Jones. She reported that the committee met earlier that day and reviewed financial reports through January 2026. They reviewed and approved legal invoices and a contract for Board approval at the next meeting. They discussed the status of the outstanding CPA audit. The DDS fiscal audit for 2022-2024 has been completed and posted on the WRC website. The next meeting will take place on April 8 at 5:00 p.m.

Policy
Committee Chair, Terry Magady, shared that the committee met on Feb 19 and spent time discussing where to focus future efforts. The next meeting is March 12 at 4:00 p.m.

Political Action (PAC)
Nilo Choudry, speaking on behalf of Committee Chair, Zoey Giesberg, encouraged everyone to review the governor's budget analysis in the board packet, and thanked the leadership for providing budgetary and legislative information.

Service Provider Advisory (SPAC)
Committee Chair, Justin Levi, reported that the Committee met on February 17. He announced that PRA training for vendors will take place virtually with April being the target date for the training.

A DSP hiring fair was held due to a shortage of specially trained individuals.

SPAC is getting busier as far as attendance.

Consumer Advisory (CAC)
Esther Kelsey delivered the CAC report, noting that advocates completed 33 volunteer hours and attended a town hall with Maxine Waters to discuss housing and homelessness. The group also honored Black History Month by researching prominent Black individuals.

PUBLIC COMMENT (3 minutes)
Amanda Copeland, mother of an individual served at WRC, expressed her concerns about a welfare check of her daughter.

ADJOURNMENT
The Board meeting was adjourned by Almarietha Mathews, Board President at 7:15 p.m.

Todd Rubien
Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Board of Directors Meeting

Coastal Development Services Foundation

Wednesday, April 15, 2026 | 6:30 P.M.

Via Zoom

MINUTES

MEMBERS PRESENT: Nilo Choudry, Jennifer E. Cohen, Kyle Jones, Terry Magady, Almarietha Mathews, Dr. Wakelin McNeel, Todd Rubien, Carmen Tripp, Todd Withers

MEMBERS ABSENT: Meshell Baylor, Justin Levi

STAFF PRESENT: Jane Borochoff, Stephen Browning, Linda Butler, Allyson Hemar, Pablo Ibañez, Robert Kutaj, Michael McAllister, Andy Ponce, Angela Quiñonez, Megan Tommet-Ramirez.

GUESTS: Jose Luis Donayre (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Dmarcus Baptist, Kiley Chang, Amanda Copeland, Esther Kelsey, David Lester, Brandi Lewin, Robert Schwartz, Brandon Shackelford, Yeray Taina Vasquez.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:49 p.m. The Mission Statement was read by Todd Rubien and Meeting Code of Conduct was read by Dr. Wakelin McNeel.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Almarietha opened the meeting by acknowledging Autism Awareness Month, noting that autism affects 1 in 59 children. She highlighted the importance of self-care during Stress Awareness Month and recognized recent observances of Passover and Easter.

Key updates included:

- ARCA Delegate Meeting: Jane and Almarietha attended the ARCA Delegate meeting in March. The primary focus was on proposed trailer bill language regarding regional center board composition. ARCA is committed to preserving requirements that at least 25% of seated board members be individuals with developmental disabilities.

- Legislation: AB 2324 (Educational Youth Caregivers Career Pathway) and AB 1670 (Oral Health Services) are moving forward to the Assembly Committee on Health.

- CalABLE: A presentation from CalABLE is anticipated for next month.

EXECUTIVE DIRECTOR REPORT

Jane highlighted the significant growth of the Westside Regional Center (WRC), which now serves 14,238 individuals, an increase from fewer than 10,000 four years ago. The demographic data shows that the primary population served identifies as Hispanic, followed by white and African-American individuals. Children make up the vast majority of the community, with nearly 10,000 individuals under the age of 22 and over 12,000 living at home with family. Diagnoses are currently split evenly between autism and intellectual disabilities, with roughly 6,000 people in each category.

Jane also announced that WRC was awarded a $200,000 service access and equity grant to fund healthcare advocacy for the aging IDD community over the next two years. A public meeting regarding the performance contract is scheduled for May 7th, and community members are encouraged to participate in an online survey regarding this contract. The Family Resource and Empowerment Center will host an in-person transition fair at the Proud Bird on May 16th. Finally, Jane addressed caseload ratios, noting that WRC is out of compliance in several areas and will be working with stakeholders to develop a Plan of Correction for the Department of Developmental Services.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MARCH 11, 2026 (ACTION)

Todd Rubien (Motion) and Jennifer E. Cohen (Second) to approve the Regular Board Meeting Minutes of March 11, 2026. There was no discussion.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

9 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MARCH 11, 2026.

COMMITTEE REPORTS

Board Development

Committee Chair, Jennifer E. Cohen, reported that the committee received two new applicants for the Board of Directors: an attorney who is a parent of an adult served by WRC, and a Latina applicant with an MS degree.

Client Services

Committee Chair, Dr. Wakelin McNeel, reported on discussions regarding educational support standards. Member attendance was also discussed. The committee approved the Educational Support/Advocacy Services Standard and recommended approval by the board. The next meeting is May 5 at 5:00 p.m.

APPROVAL OF EDUCATIONAL SUPPORT/ADVOCACY SERVICES STANDARD (ACTION)

Almarietha Mathews (Motion) and Carmen Tripp (Second) to approve the Educational Support/Advocacy Services Standard. There was no discussion.

9 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF EDUCATIONAL SUPPORT/ADVOCACY SERVICES STANDARD.

Policy

Committee Chair, Terry Magady, shared that the committee met on March 12 and spent time developing a vision statement, mission statement, and guiding principles. The next meeting is April 16 at 4:00 p.m.

Service Provider Advisory (SPAC)

Board President, Almarietha Mathews, reported on behalf of Committee Chair Justin Levi. She reported that 50 to 60 vendors attended a training session on April 14th regarding new PRA

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

regulations. The PRA training was informative and helped the group understand how to comply with this new regulation.

Finance

Committee Chair, Kyle Jones, reported that WRC is on target, having spent 67% of the budget for the fiscal year. Kyle asked the board to approve a multi-family housing contract for Redtail Crossing with the Community Corporation of Santa Monica.

APPROVAL OF CONTRACT OVER $250,000: COMMUNITY CORPORATION OF SANTA MONICA (ACTION)

Almarietha Mathews (Motion) and Wakelin McNeel (Second) to approve the Contract over $250,000: Community Corporation of Santa Monica. There was no discussion.

9	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONTRACT OVER $250,000: COMMUNITY CORPORATION OF SANTA MONICA.

Consumer Advisory (CAC)

Esther Kelsey delivered the CAC report, noting that advocates completed 58 volunteer hours in the month of March and attended the Ability Expo in Long Beach. The group also attended the Purchase of Services (POS) meeting at Westside Regional Center and highlighted a presentation on voting by Wesley Witherspoon.

PUBLIC COMMENT (3 minutes)

Brandy Lewin, CEO of Murdock Community and Care Services, expressed concern regarding communication issues from WRC service coordinators and management regarding a participant matter. Jane Borochoff requested her contact information to ensure a follow-up.

Amanda Copeland, mother of an individual served at WRC, expressed her concerns regarding services for her daughter.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:29 p.m.

Todd Rubien
Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Board of Directors Meeting

Coastal Development Services Foundation
Wednesday, May 13, 2026 | 6:30 P.M.
Via Zoom

MINUTES

MEMBERS PRESENT:	Meshell Baylor	Dr. Wakelin McNeel
	Nilo Choudry	Todd Rubien
	Jennifer E. Cohen	Carmen Tripp
	Terry Magady	Todd Withers
	Almarietha Mathews	

MEMBERS ABSENT: Kyle Jones, Justin Levi

STAFF PRESENT: Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Pablo Ibañez, Robert Kutaj, David Lester, Natasha Lopez, Michael McAllister, Andy Ponce.

GUESTS: Jose Luis Donayre (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Sharron A. Babb, CalABLE, Maribel Ahumada, Dmarcus Baptist, Linda Berry, Desiree Boykin, Kei C., Martha C., Gladys Calderon, Ricky Carrillo, Delia Escobar, Van Floyd, Michael Galvan, Francis Gomez, Nadiia Grant, Stella Guillen, Stephanie Hicks, Geobanna Jimenez Villarreal, Esther Kelsey, David Lester, Brandi Lewin, LaKeisha Mack, Judy Mark, Rolynda Mellinger, Janet Molina-Heathcote, Mary Munoz, Angelica Orozco, Anne Osbourne, Edward Parker, Dylan Pettitt, Natalya Rahban, Eileen Roberts, Robert Schwartz, Annetta Sparks, Renard Stanford, Ana Torres, Kate Wildwood, David Wyles.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:38 p.m. The Mission Statement was read by Almarietha Mathews and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

PRESIDENT'S REPORT

Almarietha welcomed everyone to the Board meeting and began with acknowledging important dates: Mother's Day is on May 20, and we recognize all mothers, guardians, and caregivers; Memorial Day is on May 25 honoring those in the military who have served and fallen in the line of duty, as well as those currently serving. Almarietha shared three updates:

1. The Self-Determination Program's Transition Fair is happening on Saturday, May 16 from 9:00 a.m. – 1:00 p.m. at the Proud Bird. This is a free event, and the public is encouraged to attend.
2. Governor Gavin Newsom designated May 3 – 9 as Wildfire Preparation Week. The meeting packet includes information on how to sign up for alerts and go-bags.
3. Later in the meeting, CalABLE representative, Anne Osbourne, will present on the CalABLE program and conduct a Q&A with meeting attendees.

EXECUTIVE DIRECTOR REPORT

Jane reported on significant federal developments. The government is expected to withhold $12 million in Medicaid funds from the State of California, citing alleged waste, fraud, and abuse. While examples cited did not specifically target the regional center, the impact on people supported—through reduced IHSS, CalFresh, and school district services—is creating greater demand for regional center services. The May revision of the state budget is expected on May 14. To date, no direct cuts to Westside Regional Center have been announced, and no reductions in services or staffing are anticipated through the end of the current fiscal year, but WRC will continue to monitor any impacts.

The next board meeting on June 10, 6:30 p.m. on Zoom, will include review and requested approval of the updated performance contract. Feedback from surveys and public meetings has been reviewed and incorporated into planned activities.

The FRC team organized a Resource Fair on Saturday, May 16, 9:00 a.m. – 1:00 p.m. at the Proud Bird. Event topics include health, education, the regional center, self-determination, employment, living options, and more. The Resource Fair was funded in part through a Language Access and Cultural Competency program grant.

Westside Regional Center hosted a statewide meeting of specialists supporting the deaf and hard of hearing community — the first such meeting held at the new El Segundo location. Specialists from across California met for a day and a half to discuss how regional centers can better support deaf and hard of hearing community members.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Construction at the new location (777 Aviation Blvd, El Segundo) is ongoing; the sign permit is still pending. A tentative Grand Opening Celebration is planned for Sunday, August 30, 2025. A save-the-date notice will be distributed once confirmed.

PUBLIC COMMENT – AGENDA (3 minutes)

None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF APRIL 15, 2026 (ACTION)

Todd Rubien (Motion) and Jennifer E. Cohen (Second) to approve the Regular Board Meeting Minutes of April 15, 2026. There was no discussion.

9 AYES

0 NO

0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF **THE REGULAR BOARD MEETING MINUTES OF APRIL 15, 2026.**

COMMITTEE REPORTS

Board Development

Committee Chair, Jennifer E. Cohen, reported that the committee met on April 20 and reviewed applicants for board membership and conducted interviews. At the upcoming annual meeting, the board will vote on the slate of officers for the coming year.

Recommended officer slate:

- President: Almarietha Mathews
- Vice President: Terry Magady
- Secretary: Todd Rubien
- Treasurer: Nilo Choudry

Client Services

Committee Chair, Dr. Wakelin McNeel, shared that the Client Services Committee met on May 12 and reviewed the following: Adaptive Skills Training (AST); Educational Support/Advocacy Services Standard; Draft Services Standard Process and Protocol. In addition, the committee began reviewing standardized social recreation, camping, and non-medical therapies service standards presented by DDS. The Next meeting will be held on Tuesday, June 2 via Zoom.

Finance

Board member, Nilo Choudry, reported on behalf of Committee Chair, Kyle Jones, to share that the Finance Committee met at 5:00 p.m. on May 13. They reviewed detailed financial reports through March 2026. WRC is currently projecting a balanced budget in both Purchase of Services (POS) and Operations, with 78% of funds expended in the first 75% of the fiscal year. The next meeting will be held on June 10 at 5:00 p.m.

Policy

Committee Chair, Terry Magady, shared that the Policy Committee met on April 16 and presented the 10th Restatement of Bylaws regarding updating the center's address (to 777 Aviation) and board composition (reducing the range from 12-18 members to 10-15) for Board approval.

APPROVAL OF 10th RESTATEMENT OF BYLAWS (ACTION)

Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve **10th RESTATEMENT OF BYLAWS** No abstentions. There was no discussion.

9	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF **10th RESTATEMENT OF BYLAWS**

Service Provider Advisory (SPAC)

Staff Member, Stephen Browning, provided a report on the Vendor Fair that was held on May 12 at WRC. Approximately 100 staff members attended, and 16 vendors participated. The fair is held quarterly with a goal of increasing the number of vendors to 25–30 for the next event.

Consumer Advisory (CAC)

Committee Chair, Esther Kelsey delivered the CAC report, highlighting CAC attendance at the 30th Annual California Consumer Advocacy Conference, with attendance sponsored by WRC.

CAC attended workshops which included advocacy through public speaking, how to prepare for an IPP meeting, health and fitness, and relationships. Judy Mark presented at the prior CAC meeting regarding the trailer bill. Members expressed concern about the proposed trailer bill language that would reduce consumer representation on regional center boards by 25%. Members emphasized the importance of consumer voices on boards.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

CalABLE Presentation — Anne Osborne

CalABLE Representative, Anne Osborne, presented on the CalABLE program, California's tax-advantaged savings program for people with disabilities.

PUBLIC COMMENT (3 minutes)

Several members of the board and the public had follow-up questions for the CalABLE representative and a Q&A was held.

Public member, Judy Mark, raised concerns that the bylaw changes were premature as the trailer bill language is still a recommendation and may change before June 30th. The board acknowledged the concern.

Self-Determination Program (SDP) Chair, David Wyles, reported that WRC now has 780 participants in the self-determination program, making it the leading center per capita in the state. Plans are underway for another resource fair and funding for support groups. David requested that the SDP updates he provides during public comment be added as a standard board agenda item, similar to CAC and SPAC. Almarietha acknowledged the request.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President at 7:42 p.m.

Todd Rubien
Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Board of Directors Annual Meeting

Coastal Development Services Foundation
Wednesday, June 10, 2026 | 6:30 P.M.
Via Zoom

MINUTES

MEMBERS PRESENT:	Meshell Baylor	Almarietha Mathews
	Nilo Choudry	Dr. Wakelin McNeel
	Jennifer E. Cohen	Todd Rubien
	Justin Levi	Carmen Tripp
	Terry Magady	Todd Withers

MEMBERS ABSENT: Kyle Jones

STAFF PRESENT: Jane Borochoff, Peggy Bottger, Linda Butler, Candace Hein, Allyson Hemar, Pablo Ibañez, Michael McAllister, Dr. Ricardo Pacheco, Andy Ponce, Sarah Reynoso.

GUESTS: Jose Luis Donayre (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), Alba Alvarado, Dmarcus Baptist, Sydnee Campbell, Lulu Cheong, Kenneth Emelobe, Roxie Fernandez, Makiesha Franklin, Francis Gomez, Nadiia Grant, Honora Harrison, Geobanna Jimenez Villarreal, Esther Kelsey, Sang Lee, David Lester, Vicki Lyttle, Laura Moses, Edward Parker, Michelle Playford, Janine Rambo, Julie Rodriguez, Kathy Samuel, Robert Schwartz , Annetta Sparks, Azucena Tejada, Ephrem Tilahun, Yeray Taina Vasquez, Lena Washington, David Wyles.

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:38 p.m. The Mission Statement was read by Almarietha Mathews and Meeting Code of Conduct was read by Terry Magady.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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

President, Almarietha Mathews, welcomed everyone to the annual meeting and final board meeting of the fiscal year. She thanked board members, the WRC management team, and staff for their dedication.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

She announced that September would be a "dark month" with no board meeting. Regular board meetings will resume in October.

Almarietha recognized June observances such as LGBTQ Pride Month, Father's Day, and Juneteenth — reflecting the organization's core values of equity, diversity, inclusion, and belonging.

EXECUTIVE DIRECTOR REPORT

Jane Borochoff expressed her gratitude for the board's service and reflected on major accomplishments.

WRC successfully relocated to its new facility after 38 years in Culver City. The new space is still being finalized. It recently hosted its first hybrid meeting with over 100 participants. An application for new building signage is currently in the permitting process.

A COLA (Cost of Living Adjustment) for staff, approved by the board and effective January, has positively supported the workforce.

Jane introduced Sarah Reynoso as the new Human Resources Manager. Sarah will prioritize hiring for open positions in service coordination, IT, HR, and intake.

WRC is working on multiple outstanding finance audits and addressing board composition compliance. Efforts are also underway to correct caseload ratios and improve website transparency.

Over 822 individuals (more than 5% of WRC's total clients) are now enrolled in the Self-Determination Program (SDP). WRC is among the per-capita leaders in the state.

Maria Fukuda has completed Person-Centered Thinking (PCT) training and was announced as an official trainer.

Jane noted that the state budget and trailer bills are not yet finalized, and the Association of Regional Center Agencies (ARCA) continues to advocate for better language and funding.

PUBLIC COMMENT – AGENDA (3 minutes)

Lulu Cheong (parent/client) requested sample-size transparency for the POS survey and suggested an open-ended feedback question. She also recommended a deeper partnership with the Family Resource Center for transition-age employment support.

Edward Parker asked whether the presentation slides would be available; staff confirmed they are in the board packet and are also posted on the WRC website.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

PRESENTATION OF 2026-2027 PERFORMANCE CONTRACT

Dr. Ricardo Pacheco, Associate Director of Community Services, presented the annual performance contract as required by the Lanterman Act (Welfare & Institutions Code §4629(c)). Public input was gathered via a community meeting on May 7 and a survey open through May 14.

APPROVAL OF WESTSIDE REGIONAL CENTER 2026-2027 PERFORMANCE CONTRACT (ACTION)

Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve WESTSIDE REGIONAL CENTER 2026-2027 PERFORMANCE CONTRACT. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF WESTSIDE REGIONAL CENTER 2026-2027 PERFORMANCE CONTRACT.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 13, 2026 (ACTION)

Jennifer E. Cohen (Motion) and Justin Levi (Second) to approve the Regular Board Meeting Minutes of May 13, 2026. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 13, 2026

COMMITTEE REPORTS

Board Development

Committee Chair, Jennifer E. Cohen, reported that board members have mandatory training on September 16 that will be facilitated by David Lester. There was additional conversation regarding board composition and recruitment efforts.

A recruitment flyer was developed by the committee and posted to websites and social media channels to encourage applicants. The committee also interviewed two candidates.

Votes were needed to renew member terms and to approve the new slate of officers for FY2026-27.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

APPROVAL OF BOARD MEMBERS FOR 2 YEAR TERM (2026-2028) MESHELL BAYLOR, JENNIFER E. COHEN, AND KYLE JONES

Justin Levi (Motion) and Terry Magady (Second) to approve the renewal of terms for Michelle Baylor, Jennifer E. Cohen, and Kyle Jones for an additional two-year term (July 1, 2026 - June 30, 2028). There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD MEMBERS FOR 2 YEAR TERM (2026-2028) MESHELL BAYLOR, JENNIFER E. COHEN, AND KYLE JONES

The members then voted on the FY2026-27 slate of officers, who are: Almarietha Mathews (President), Terry Magady (Vice President), Nilo Choudry (Treasurer), and Todd Rubien (Secretary).

APPROVAL OF BOARD OFFICERS FY2026/27

Justin Levi (Motion) and Dr. Wakelin McNeil (Second) to approve the 2026-2027 officer slate: Almarietha Mathews (President), Terry Magady (Vice President), Nilo Choudry (Treasurer), and Todd Rubien (Secretary). There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF BOARD OFFICERS FY2026/27

Almarietha then shared the committees and their members:

- Executive Committee: Almarietha Mathews, Terry Magady, Nilo Choudry, Todd Rubien
- Board Development: Jennifer E. Cohen, Meshell Baylor, Justin Levi, Almarietha Mathews
- Finance: Kyle Jones, Nilo Choudry, Meshell Baylor, Todd Withers, Almarietha Mathews
- Client Services: Dr. Wakelin McNeel, Carmen Tripp, Todd Rubien
- Policy: Terry Magady, Nilo Choudry, Jennifer E. Cohen, Almarietha Mathews
- SPAC: Justin Levi
- PAC: Nilo Choudry, Todd Rubien

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Client Services

Committee Chair, Wakelin McNeel, reported that the committee met on June 2 and reviewed Adaptive Skills Training service standard procedures and the service standard review schedule. The next Client Services meeting will be via Zoom on July 7. Wakelin then asked the committee to vote on two items.

APPROVAL OF THE ADAPTIVE SKILLS TRAINING STANDARD

Almarietha Mathews (Motion) and Todd Rubien (Second) to approve the Adaptive Skills Training Standard. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE ADAPTIVE SKILLS TRAINING STANDARD

APPROVAL OF SERVICE STANDARD PROCEDURES

Almarietha Mathews (Motion) and Terry Magady (Second) to approve the Service Standard Procedures. There was no discussion.

10	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF SERVICE STANDARD PROCEDURES

Finance

The Finance Committee meeting was postponed to the week of June 15. An update will be provided at the July board meeting.

Policy

Committee Chair, Terry Magady, reported that the committee met on May 14 to identify the policy to review at the next meeting. The Zero Tolerance Policy for Abuse and Neglect will be reviewed at the next meeting on July 16.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Service Provider Advisory (SPAC)

Committee Chair, Justin Levi, reported that SPAC met on May 19 and shared that the committee discussed remote services and SIR training and is considering eight new potential members that will be interviewed by the Board Development Committee.

Consumer Advisory (CAC)

Linda Butler reported on behalf of Committee Chair, Esther Kelsey. CAC attended the Transition Fair at Proud Bird with a table on self-advocacy. Wesley Witherspoon presented on the candidates for Governor and Mayor of Los Angeles. Esther Kelsey presented on Cinco de Mayo at the SLARC/AAC meeting. CAC members participated in the Westside Special Olympics in Long Beach. Linda also reported that the monthly drumming circle continues in its 10th year and groups are growing and actively recruiting new members.

PUBLIC COMMENT (3 minutes)

David Wyles (Self-Determination Committee): requested that SDP be added to the regular board meeting agenda and shared a personal account of his son's experience with SDP. He also raised concerns about potential federal Medicaid cuts impacting regional centers.

Francis Gomez (Guest): expressed appreciation for the new facility and requested larger meeting rooms to accommodate growing community groups. Jane Borochoff confirmed larger rooms on the 3rd floor are finishing construction and will be available soon.

Linda Butler (Staff): announced CAC groups are growing and actively recruiting and asked about the date for the upcoming Self-Determination Fair. David Wyles confirmed the date is still to be determined.

Lulu Cheong (Guest): inquired about the number of current vacancies and expected hiring timelines. Jane Borochoff explained vacancies fall into three categories — attrition replacements, restructured roles, and growth positions — with more information to follow.

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President, at 8:04 p.m.

Todd Rubien

Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

Board of Directors Special Meeting

Coastal Development Services Foundation

Wednesday, June 17, 2026 | 6:00 P.M.

Via Zoom

MINUTES

MEMBERS PRESENT:	Meshell Baylor Nilo Choudry Jennifer E. Cohen Kyle Jones Justin Levi Terry Magady	Almarietha Mathews Dr. Wakelin McNeel Todd Rubien Carmen Tripp Todd Withers
MEMBERS ABSENT:	N/A	
STAFF PRESENT:	Jane Borochoff, Stephen Browning	
GUESTS:	Jose Luis Donayre (Interpreter), Leticia Soto (Interpreter), David Lester	

CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Almarietha Mathews, at 6:03 p.m. The Mission Statement was read by Almarietha Mathews and Meeting Code of Conduct was read by Kyle Jones.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

It was established that the members present represented a quorum necessary pursuant to Section7.03 (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*

PUBLIC COMMENT – AGENDA (3 minutes)

None.

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org

APPROVAL OF Contracts Over $250,000 CRP/WRC Crisis Team (ACTION)
Nilo Choudry (Motion) and Almarietha (Second) to approve CONTRACTS OVER $250,000 CRP/WRC CRISIS TEAM. There was no discussion.

11	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONTRACTS OVER $250,000 CRP/WRC CRISIS TEAM.

APPROVAL OF Compensation Plan and Pay Schedule for FY 2026/26 (ACTION)
Almarietha Mathews (Motion) and Jennifer E. Cohen (Second) to approve Compensation Plan and Pay Schedule for FY 2026/26. The Plan was explained to Board members and there was no further discussion.

11	AYES
0	NO
0	ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF Compensation Plan and Pay Schedule for FY 2026/26

PUBLIC COMMENT (3 minutes)
None.

ADJOURNMENT
The Board meeting was adjourned by Almarietha Mathews, Board President at 6:17 p.m.

Todd Rubien
Board Secretary

777 S. Aviation Boulevard, Suite 105
El Segundo, CA 90245
(310) 258-4000
WestsideRC.org