WESTSIDE
REGIONAL CENTER

**Board of Directors Meeting**
Coastal Development Services Foundation
**Wednesday, July 17, 2024 6:30 P.M.**
**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | JoanElaine Anderson | Terry Magady |
| | Meshell Baylor | Almarietha Mathews |
| | Jennifer E. Cohen | Dr. Wakelin McNeel |
| | Zoey Giesberg | Carmen Tripp |
| | Kyle Jones | Vanda Yung |

**MEMBERS ABSENT:** Adriana Madrigal, Dr. Christopher Taicher, Fanfan Wang

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Linda Butler, Nancy Kubota, Andy Ponce, Angela Quinonez, Suzy Requarth, Aga Spatzier, Megan Tommet-Ramirez

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Edwin Pineda (DDS), David Lester, Nilo Choudry, Esther Kelsey, Paul Quiroz, Todd Rubien, Robert Schwartz, Sarah Thaopaset

**CALL TO ORDER (ACTION*)**

Meeting was called to order by Board President, Vanda Yung, at 6:36p. The Mission Statement was read by Meshell Baylor, and the Meeting Code of Conduct by Jennifer E. Cohen.

**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**

Vanda Yung welcomed everyone to the first Board meeting of the 2024-25 fiscal year and welcomed new Board member Carmen Tripp.

She acknowledged WRC staff who support the Board of Directors and the various Board sub-committee meetings, Peggy Bottger and Stephen Browning.

July is the start of a new fiscal year. In addition to Independence Day on July 4th, it is also National Disability Independence Day. The ADA Act that broke barriers for people with all disabilities was enacted July 26th. We also celebrate the diverse disabled community during Disability Pride Month in July.

The Board will help WRC by supporting the implementation of the recommendations by Orange Grove, who conducted equity assessments last year. Some measures included an equitable compensation scale for Service Coordinators with training at all levels. The Board will also work on the Special Contract from DDS with the help of the Board Development Committee Chair Jennifer E. Cohen. We are happy to announce that we are adding former Board members to the Board of Directors, bringing the number of members from 13 to 15 members. This year will have more challenges and changes, but they will also open more opportunities, which includes relocation.

**EXECUTIVE DIRECTOR REPORT**

Jane Borochoff thanked Vanda and everyone on the Board of Directors for their guidance and leadership. We are fortunate to have such a great working relationship with the Board and executive staff at WRC. The primary goal is to continue to show that commitment by strengthening efforts to incorporate Person Centered Training in everything we do. We will focus on increasing equity, reviewing service standards and policies. Chair of Client Services, Dr. Wakelin McNeel was acknowledged for showing leadership on the Committee. We will continue to develop resources to support our vendors so they can help more individuals. Since we are in the business of helping people that help other people, we will continue investing in staff training for ongoing development. Orange Grove is currently making recommendations about salary structures and how to elevate compensation. WRC will be investing in technology. WRC is the only RC out of 21 that still uses paper charts and files. The goal is to be paperless by next year.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JUNE 17, 2024 (ACTION)**

Meshell Baylor (Motion) and Carmen Tripp (Second) to approve the Regular Board Meeting Minutes of June 17, 2024. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JUNE 17, 2024.

WESTSIDE REGIONAL CENTER

**COMMITTEE REPORTS**

## Board Development

Jennifer E. Cohen, Committee Chair, reported that the Committee welcomed a new member, Carmen Tripp, to the Board of Directors. The Committee then held a vote to elect Jennifer E. Cohen to remain as Chair of the Committee. They also recommended Nilo Choudry and Todd Rubien, returning Board members to join the Board again, starting August 1, 2024 and ending July 31, 2025. This brings the total number of members to 15.

**APPROVAL OF NILO CHOUDRY AND TODD RUBIEN FOR 1-YEAR TERM (FY24/25) (ACTION)**

Meshell Baylor (Motion) and Carmen Tripp (Second) to approve **NILO CHOUDRY AND TODD RUBIEN FOR 1-YEAR TERM (FY24/25)**. There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF NILO CHOUDRY AND TODD RUBIEN FOR 1-YEAR TERM (FY24/25).

## Client Services

Dr. Wakelin McNeel, Committee Chair, reported that the Client Services Committee discussed the Behavior Services approved by the Board on July 26, which was submitted to DDS for approval. The Client Services of the Board Committee consists of Wakelin McNeel, Meshell Baylor, Fanfan Wang, Vanda Yung, and David Wyles.

Client Services goes dark in August and will resume in September. The next meeting will take place on September 3rd.

## Policy

The Policy Committee has been meeting regularly and reviewing policies. The next policy for review is Board Governance. The next Policy meeting is scheduled for July 23 at 4:00p. A vote was taken to approve the Contingency Recruitment Plan.

**APPROVAL OF CONTINGENCY RECRUITMENT PLAN (ACTION)**

Terry Magady (Motion) and Jennifer E. Cohen (Second) to approve the CONTINGENCY RECRUITMENT PLAN. There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF CONTINGENCY RECRUITMENT PLAN.

### Political Action (PAC)

Zoey Giesberg, Committee Chair reported that the California Legislature is in recess July 3 to August 5. August 16 is the last day to submit bills and after that they go on recess. Governor Newsom has September 30 to sign or veto bills. Hopefully there will be a better update in September to find out what bills have passed and vetoed. The Committee discussed bringing in Wesley Witherspoon for Get out the Vote workshops to community members in September or October. If you are not registered to vote, please go to lavote.gov.

### Finance

Kyle Jones, Treasurer and Chair of Finance Committee, reported that the Finance Committee met and reviewed the financial reports for the last fiscal year and projecting a balanced budget in POS and Operations budget for fiscal year 23/24. June reflects partial month. Cash advance was obtained for fiscal year 24/25 of $62M and as a result did not incur any fees or interest. The DDS Fiscal Audit reported six findings to resolve. We are working on finalizing the independent CPA audit. The Committee had reviewed and approved legal invoices and viewed a short presentation on the new lease. The Committee continues as last year with Kyle serving as Chair and he thanked all members and especially Nancy Kubota for her invaluable assistance and guidance.

### Service Provider Advisory (SPAC)

The report is in the board packet.

### Consumer Advisory (CAC)

The report is in the board packet.

**PUBLIC COMMENT (3 minutes)**

None.

**ADJOURNMENT**

The Board Meeting was adjourned by Vanda Yung, Board President, at 7:38p. She thanked everyone for attending. The next meeting is August 28, 2024.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE
REGIONAL CENTER

**Board of Directors Special Board Meeting**
Coastal Development Services Foundation
**Wednesday, August 28, 2024**

**Hybrid**
6:30p – Public Session

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | JoanElaine Anderson | Almarietha Mathews |
| | Meshell Baylor | Dr. Wakelin McNeel |
| | Jennifer E. Cohen | Carmen Tripp |
| | Zoey Giesberg | Fanfan Wang |
| | Adriana Madrigal | Vanda Yung |
| | Terry Magady | |

**MEMBERS ABSENT:** Kyle Jones, Dr. Christopher Taicher

**STAFF PRESENT:** Jane Borochoff, Nancy Kubota

**GUESTS:** Thea Edolsa, Scott Seamands, Charlotte Tay

### CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Vanda Yung, at 6:30p. The Mission Statement was read by Almarietha Mathews, and the Meeting Code of Conduct by Jennifer E. Cohen.

### 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

Vanda expressed her appreciation for the Board members' patience in scheduling this special Board meeting to review the CPA audit. Two important presentations will take place in September. The presentation on the Performance Contract and another on the National Core Indicators survey (NCI Data), in addition to the caseload ratios.

Prior to the September 25th Board of Directors meeting, a mandatory training session on Cultural Competency will be conducted by CircleUp. It will be held via Zoom.

Vanda thanked the Facilities staff, in addition to Sherice Baker and Stephen Browning, for their support in the meeting and training preparation.

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

None.

**APPROVAL OF THE INDEPENDENT AUDIT REPORT (ACTION)**

Jennifer E. Cohen (Motion) and Almarietha Mathews (Second) to approve the INDEPENDENT AUDIT REPORT. As presented and discussed with the Board at the mandatory finance & audit training, and voted upon in Public Session.

11 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE INDEPENDENT AUDIT REPORT.

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

None.

**ADJOURNMENT**

The Board Meeting was adjourned by Vanda Yung, Board President, at 8:22p.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE REGIONAL CENTER

**Board of Directors Meeting**
Coastal Development Services Foundation
**Wednesday, September 25, 2024 6:30 P.M.**
**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | JoanElaine Anderson | Almarietha Mathews |
| | Meshell Baylor | Dr. Wakelin McNeel |
| | Nilo Choudry | Todd Rubien |
| | Zoey Giesberg | Carmen Tripp |
| | Kyle Jones | Vanda Yung |
| | Terry Magady | |

**MEMBERS ABSENT:** Jennifer E. Cohen, Adriana Madrigal, Dr. Christopher Taicher, Fanfan Wang

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Candace Hein, Nancy Kubota, Sonya Lowe, Andy Ponce, Ricardo Porras, Suzy Requarth, Liz Spencer, Aga Spatzier, Megan Tommet-Ramirez

**GUESTS:** Antonietta Schulz (Interpreter), Leticia Soto (Interpreter), Edwin Pineda (DDS), David Lester, David Wyles

## CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Vanda Yung, at 6:40p. The Mission Statement was read by Terry Magady and the Meeting Code of Conduct on behalf of Jennifer E. Cohen.

## 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

Vanda Yung welcomed and thanked everyone for taking the time to join the Board meeting.

The month of September is special to the Asian community, as the Mid-Autumn festival was last Thursday. It is a time when family and friends enjoy fruit and traditional moon cakes to enjoy the full moon which signifies reunion, togetherness, and completeness. The WRC Board works towards these goals in supporting WRC stakeholders and our persons served and their families.

In continuing to celebrate diverse communities, we recognize Hispanic Heritage Month September 15 through October 15.

September also marks the solemn nationwide observance of Suicide Awareness Month. As part of the campaign, National Suicide Prevention Awareness Week is observed September 8–14, and September 10 is designated World Suicide Prevention Day. In 2022, suicide was the second leading cause of death for young people, aged 10-14 and 25-34. The IDD population is not excluded from this. This group is vulnerable to suicidal ideations, attempts, and death through suicide.  Suicide is preventable in many cases, so it is important to raise awareness on how suicide can impact our individuals and families.

Although it is not yet October, we remember the many lives affected by the October 7 Israel-Palestine conflict. This decades-long conflict has resulted in significant suffering and loss on both sides, affecting generations.  Many are still mourning and grieving the loss of their families and friends. We hope for a peaceful resolution where both peoples can coexist with mutual respect and security.

National Direct Support Professionals (DSP) Week is September 8-14. We celebrate the dedicated individuals who provide important, essential care and support to our persons served and their families. We recognize their hard work year-round and express our deepest appreciation to every DSP.

The WRC Board of Directors had a very busy August that included mandatory finance and audit training, a special board meeting on August 28, and sub-committees working diligently together to finalize the new facility lease agreement with brokers and legal consultants. The Chair of the Finance and Facilities Committees, Kyle Jones, will provide an update on our new facility at 777 Aviation Blvd. during the Finance Committee report.

ARCA hosted its annual ARCA Academy on September 6 and 7. The Academy was attended by Jane, Vanda, and four other Board members and had the opportunity to meet DDS' new Interim Director, Pete Cervinka, other regional center board delegates, and staff.

Vanda thanked WRC staff for their hard work and contributions to our individuals served and their families.

**EXECUTIVE DIRECTOR REPORT**

Jane Borochoff thanked the Board members for their enthusiasm for the new facility in El Segundo. Finding a location that is not only conducive to our work, but hopefully a place of inspiration for the community as a whole was a big undertaking. She thanked the staff for their commitment to linguistic and cultural competency training. All WRC staff will do this including the Board of Directors. She proceeded to discuss the caseload ratio plan of correction. Comments or input about the caseload ratio can be sent via email, fax, or mail. WRC is out of compliance with required caseload ratios but is making progress. Our Service Coordinators have too many cases to support. The trends seen are making progress on reducing caseloads under 6 years old.

Last year, 1 Service Coordinator per 78 cases on average. Now, this year 1 per 75. On average, we have 3 less cases vs. last year. These are averages. Most concerning is individuals on waiver. The requirement is 62; last year reported 81; this year 84. This is going in the wrong direction. Because the population is growing across the country, caseloads will grow. The only way to reduce ratios is to hire more Service Coordinators. It's hard to retain staff in the marketplace due to salaries not being revised in 8 years. Too many Service Coordinators are leaving due to higher paying jobs elsewhere. Orange Grove is looking at pay equity and it underscores the urgency for pay increases. Some of the upcoming events include the Office of Clients Right Advocacy (OCRA) open house event, celebrating 25 years of making a difference, on Thursday, October 1. Another event is the WRC Fall Kickoff event. On October 17th at 4:00p, a new group called Team Up will meet. The group is between the ages of 16-25. Spread the word to your networks.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 17, 2024 & SPECIAL BOARD MEETING MINUTES OF AUGUST 28, 2024 (ACTION)**

Meshell Baylor (Motion) and Carmen Tripp (Second) to approve the Regular Board Meeting Minutes of July 17, 2024 & Special Board Meeting Minutes of August 28, 2024. There was no discussion.

| | |
|---|---|
| 11 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 17, 2024 & SPECIAL BOARD MEETING MINUTES OF AUGUST 28, 2024.

**PRESENTATION OF WESTSIDE REGIONAL CENTER 2024-2025 PERFORMANCE CONTRACT UPDATE**

Andy Ponce, Director of Community Services, presented the 2024/25 Performance Contract Update. Performance Contracts measures regional center performance against the statewide average of the other 20 regional centers. Contact information can be found on the DDS website dashboard.

WESTSIDE REGIONAL CENTER

**APPROVAL OF THE 2024/25 PERFORMANCE CONTRACT (ACTION)**

JoanE Anderson (Motion) and Almarietha Mathews (Second) to approve the 2024/25 PERFORMANCE CONTRACT. There was no discussion.

| | |
|---|---|
| 11 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE 2024/25 PERFORMANCE CONTRACT.

**COMMITTEE REPORTS**

### Board Development

Jane reported on behalf of Jennifer E. Cohen, Committee Chair, and thanked all Board members for attending finance training on August 28. The next training is on October 9 at 5:00p and is part 2 of Cultural Competency training. Jennifer thanked members who attended the ARCA Academy. The Committee reviewed the Board Composition Report submitted to DDS last month. WRC needs to come into compliance by adding another person supported and Latinx community member. Anyone interested is encouraged to submit an application. Next meeting is on October 14 at 4:00p on Zoom.

### Client Services

Dr. Wakelin McNeel, Committee Chair, reported that the Client Services Committee met on September 3. The Committee discussed person-centered-language. The Committee agreed to work on several policies consecutively. The Behavioral Respite Policy will have new language. The next meeting will be Tuesday, October 1.

### Facilities

Kyle Jones, Committee Chair, is pleased to share that the Committee approved the new lease for 777 Aviation. WRC will start moving in 2026. Many renovations are needed. The Facilities Committee was shown 31 properties. It was narrowed down to 13, then to 8, down to 3, and then to 1. Major considerations were proximity to public transportation and room for future growth. We have approximately 80k square feet. We will have large signage and expansion rights to accommodate growth.  Kyle thanked Almarietha, Wakelin, Vanda, Adriana, and Vanda for their hard work.

### Finance

Kyle Jones, Committee Chair, reported that office space has been reeling from the pandemic, so we were very lucky with the 777 lease. The CPA auditors attended the finance and audit training. The Board approved the 2022/23 draft CPA Audit. We are now working on the independent CPA audit and preparing for the DDS audit.

## Policy

Terry Magady, Committee Chair, shared that the Policy Committee met September 17. The next meeting is November 14. The Committee is going over the Governance Policy, but an issue was brought up about terms and the flexibility to serve in consecutive terms. They proposed an amendment to the bylaws. A vote was held to approve the 8th restatement of bylaws.

**APPROVAL OF 8th RESTATEMENT OF BYLAWS (ACTION)**

Terry Magady (Motion) and Meshell Baylor (Second) to approve the 8th Restatement of Bylaws. There was no discussion.

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|---|---|
| 11 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE 8th RESTATEMENT OF BYLAWS.

## Political Action (PAC)

Zoey Giesberg, Committee Chair, reported that the ARCA Training included Grassroots advocacy. The big issue is the election in less than two months. The last day to register to vote is October 21. Vote by Mail ballots are being mailed now. Vote centers open for early voting on October 25th. Mail in ballots must be postmarked on or before Election Day November 5th and must be received by November 12. Every vote center must offer curbside voting. Visit Vote.ca.gov for more information. California has a couple of propositions we should be aware of. For the LGBTQ community, Prop 3 reaffirms the right of same sex couples to marry. Prop 32 would bring the statewide minimum wage to $18/hour. Right now, it is at $17.50. Prop 33 allows local government to impose rent control. Prop 35 makes a permanent tax on managed healthcare insurance plans. We should be looking at these propositions. Wesley Witherspoon will help us with training on voting and props. Zoey then went over the bills that ARCA is tracking. She stressed the importance of voting in this election.

## Service Provider Advisory (SPAC)

SPAC was dark in August.

**PRESENTATION OF NATIONAL CORE INDICATORS SURVEY (NCI)**

Aga Spatzier, Wellness Manager, presented the 2022/23 National Core Indicators Survey Report and closed with Q&A.

**PUBLIC COMMENT (3 minutes)**

None.

**ADJOURNMENT**

The Board Meeting was adjourned by Vanda Yung, Board President, at 8:31p. She thanked everyone for attending. The next meeting is October 16, 2024.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE
REGIONAL CENTER

**Board of Directors Meeting**
Coastal Development Services Foundation
**Wednesday, October 16, 2024 6:30 P.M.**
**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | Meshell Baylor | Almarietha Mathews |
| | Zoey Giesberg | Todd Rubien |
| | Kyle Jones | Dr. Wakelin McNeel |
| | Nilo Choudry | Carmen Tripp |
| | Adriana Madrigal | Vanda Yung |

**MEMBERS ABSENT:** JoanElaine Anderson, Jennifer E. Cohen, Dr. Christopher Taicher, Fanfan Wang, Terry Magady

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Linda Butler, Candace Hein, Nancy Kubota, Andy Ponce, Suzy Requarth, Liz Spencer, Megan Tommet-Ramirez

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Edwin Pineda (DDS), David Lester, Mariana Guerrero, Esther Kelsey, Rocio Sigala, Robert Schwartz, David Wyles

**CALL TO ORDER (ACTION*)**

Meeting was called to order by Board President, Vanda Yung, at 6:36p. The Mission Statement was read by Zoey Giesberg, followed by the Meeting Code of Conduct read by Almarietha Mathews.

**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**

Vanda Yung welcomed everyone to the October WRC board meeting and highlighted the significance of this month, celebrating various traditions and causes. October includes Jewish holidays like Yom Kippur and Sukkot, as well as Filipino American and LGBTQ History Month, acknowledging their cultural contributions. It is also National Disability Employment Awareness Month, ADHD, Down Syndrome, and Dyslexia Awareness Month, Breast Cancer Awareness Month, National Bullying Prevention, and Domestic Violence Awareness Month, emphasizing inclusivity, prevention, and support. Additionally, October is National Cyber Security Awareness Month, with a focus on preventing cyberbullying within the disability community. Special dates include World Cerebral Palsy Day (October 6) and World Mental Health Day (October 10), addressing global advocacy and suicide prevention.

Vanda also reaffirmed the board's commitment to improving working conditions and services for WRC staff, families, and clients. Governor Newsom's signing of AB 1147 ensures regional centers' compliance with the California Public Records Act by January 2026, with guidance forthcoming at the ARCA Board meeting.

**EXECUTIVE DIRECTOR REPORT**

Jane Borochoff reported WRC is working with DDS to understand and address key legal changes, including remote and in-person IPP meetings. She and Vanda will attend upcoming ARCA meetings to learn more. The deadline for comments on the caseload ratio plan of correction has been extended to October 31, with additional details in your packets.

Jane announced Andy Ponce's promotion to Deputy Executive Director, recognizing his leadership and contributions to WRC. This new role will support executive functions, manage key initiatives, and strengthen organizational operations during a time of significant projects, such as the office relocation, pay equity recalibration, and records digitization. Additionally, WRC is starting the search for a new CFO to succeed Interim CFO Nancy Kubota, who will remain through year-end audits, as well as hiring an Associate Director of Client Services and several other roles.

Staff recently toured the new office space, generating positive feedback and ideas, and the team continues working with the design team to finalize the move. Alongside this transition, WRC is considering a logo and brand refresh, and an RFP has been posted for interested collaborators.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 25, 2024 (ACTION)**

Meshell Baylor (Motion) and Carmen Tripp (Second) to approve the Regular Board Meeting Minutes of September 25, 2024. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF SEPTEMBER 25, 2024.

WESTSIDE REGIONAL CENTER

**COMMITTEE REPORTS**

## Board Development

Jane Borochoff read the committee report on behalf of Chairperson Jennifer E. Cohen, reporting that the WRC Board achieved full attendance at the October 9th Cultural Competency training with Circle Up, completing all mandatory 2024 trainings. Planning for 2025 training topics is underway, with suggestions welcomed. WRC received feedback from DDS regarding board composition noting progress in board composition but highlighting a need for greater LatinX/Hispanic representation. To meet the 25% requirement for persons served, the next board member should be a person served, with applications available on the WRC website in English and Spanish. The next committee meeting is scheduled for October 28th via Zoom.

## Client Services

Dr. Wakelin McNeel, Committee Chair, reported that the Client Services Committee met on September 3rd and discussed the Behavior Services approved by the Board on July 26, which was submitted to DDS for approval. The Committee revised the policy and recommends it to the full board for approval. A vote was taken to approve the Behavior Services Policy.

**APPROVAL OF BEHAVIOR SERVICES POLICY (ACTION)**

Meshell Baylor (Motion) and Almarietha Mathews (Second) to approve **BEHAVIOR SERVICES POLICY.** There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF BEHAVIOR SERVICES POLICY.

## Policy

The Policy Committee has been meeting regularly and reviewing policies, currently focusing on Board Governance. The next Policy meeting is scheduled for November 14 at 4:00p.

## Political Action (PAC)

Zoey Giesberg, Committee Chair reported that Wesley Witherspoon will be giving a presentation open to the community to educate everyone about the upcoming election. If you are not registered to vote, please go to lavote.gov.

## Facilities

Kyle Jones, Chair of the Facilities Committee, reported that WRC staff is now meeting weekly with representatives from the new building and our Project Manager to make progress on the design and construction. Additionally, WRC has retained HRS Commercial to provide continued advice and management on this project for an anticipated 10-month period.

### Finance

Kyle Jones, Treasurer and Chair of Finance Committee, reported that the Finance Committee met and reviewed detailed financial reports, confirming stable cash flow and submitting a $40M cash advance claim based on the A-1 allocation. Reports show two months of expenditures for FY 24-25, with a balanced budget projected for Purchase of Services (POS) and Operations under the current DDS allocation. The committee approved two legal invoices, discussed salary schedules for board recommendations, and reviewed audit updates. The final 2023 CPA audit report showed no changes from the draft, while work on the FY 23-24 CPA audit and preparation for the DDS audit (starting December 2) are underway. The next meeting is on November 20th at 5 PM via Zoom.

### Service Provider Advisory (SPAC)

The report is in the board packet.

### Consumer Advisory (CAC)

There is no report this month.

**PUBLIC COMMENT (3 minutes)**

David Wyles spoke about the activities of the Self-Determination Local Advisory Committee.

**ADJOURNMENT**

The Board Meeting was adjourned by Vanda Yung, Board President, at 7:14p. She thanked everyone for attending. The next meeting is November 20, 2024.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE
REGIONAL CENTER

**Board of Directors Meeting**
Coastal Development Services Foundation
**Wednesday, November 20, 2024 6:30 P.M.**
**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | JoanElaine Anderson | Terry Magady |
| | Meshell Baylor | Almarietha Mathews |
| | Nilo Choudry | Dr. Wakelin McNeel |
| | Jennifer E. Cohen | Todd Rubien |
| | Zoey Giesberg | Dr. Christopher Taicher |
| | Kyle Jones | Carmen Tripp |
| | Adriana Madrigal | Vanda Yung |

**MEMBERS ABSENT:** Fanfan Wang

**STAFF PRESENT:** Jane Borochoff, Nancy Kubota, Andy Ponce, Suzy Requarth, Aga Spatzier, Liz Spencer, Megan Tommet-Ramirez

**GUESTS:** Antonietta Schulz (Interpreter), Edwin Pineda (DDS), David Lester, Joanne Sathokvorasat, Todd Withers, David Wyles

### CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Vanda Yung, at 6:41p. The Mission Statement was read by Dr. Wakelin McNeel, and the Meeting Code of Conduct by Jennifer E. Cohen.

### 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

Vanda Yung welcomed everyone to the November Board meeting.

The month of November is recognized as a time for reflection, gratitude, and celebration. Thanksgiving offers an opportunity to come together with family and friends to express appreciation, while Native American Heritage Month highlights the rich culture, traditions, and contributions of Indigenous Peoples in the United States. November also brings awareness to critical issues, including National Family Caregivers Month, which honors the efforts of over 50 million caregivers, particularly those supporting aging and disability communities. National Career Development Month emphasizes the importance of career exploration and skill-building, with WRC staff actively empowering individuals to develop job readiness and pursue meaningful career paths. Additionally, health awareness campaigns focus on Alzheimer's disease, diabetes, and men's health. As individuals with intellectual and developmental disabilities (IDD) live longer, there is an increased risk of dementia, particularly Alzheimer's, among those with Down syndrome, underscoring the need for early detection and intervention.

On October 17-18, Jane and Vanda attended the ARCA bimonthly meeting in San Diego, where updates were provided on DDS initiatives and ARCA's 2025-26 budget priorities. These priorities include improving access to housing through data collection, investing in the Direct Support Professional workforce with stipends and career path initiatives, and enhancing regional center support by revising staffing formulas and funding service coordination positions.

The WRC has achieved significant milestones this year, including finalizing the lease for a new facility. Remodeling efforts are set to begin, with plans for relocation in 2025. As the year concludes, the disability community remains resilient, advocating for its needs and preparing for potential challenges, including those related to the upcoming presidential election.

Finally, the WRC board will not hold a meeting on December 18, 2024, but will convene informally to wrap up the year. Warm wishes were extended to all for a Happy Thanksgiving and joyful year-end holidays with family and friends.

**EXECUTIVE DIRECTOR REPORT**

The recent DVU (Disability Voices United) conference was well represented by WRC, and Jane offered her gratitude to the team who attended and contributed to its impact. Representing the board, Nilo participated alongside self-advocate Zack, showcasing our commitment to amplifying diverse voices within our community. From the staff, Suzy Requarth, Belen Enciso, Aga Spatzier, Rosalinda Mata, and Sarah Rasmussen were in attendance ensuring our presence was both meaningful and impactful.

Another important event, the Supported Life Conference, also highlighted our ongoing efforts to support and empower individuals with disabilities. A special thank you goes to Board Member Adriana Madrigal for her participation and contributions at the conference. Her involvement underscores our commitment to staying engaged in key discussions and initiatives that directly benefit the people we serve.

In addition, the Standards and Practices committee under ARCA (Association of Regional Center Agencies) continues to play a vital role in ensuring that we maintain the highest level of service delivery and accountability. Through collaborative efforts, we aim to align our practices with the evolving needs of our community, ensuring we remain a trusted partner for those we serve.

Finally, we are excited to announce progress on the Self-Determination Program Request for Proposals (RFP). This initiative represents a step toward expanding opportunities for individuals to take greater control of their services and supports.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 20, 2024 (ACTION)**

Jennifer E. Cohen (Motion) and JoanE Anderson (Second) to approve the Regular Board Meeting Minutes of November 20, 2024. Terry Magady abstained. There was no discussion.

| | |
|---|---|
| 13 | AYES |
| 0 | NO |
| 1 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 20, 2024.

Deputy Director, Andy Ponce, presented the 2023-2024 Year-End Performance Report and facilitated the Q&A. A vote was then taken.

**APPROVAL OF 2023-2024 Year End Performance Report (ACTION)**

JoanE Anderson (Motion) and Almarietha Mathews (Second) to approve the 2023-2024 Year End Performance Report. There was no discussion.

| | |
|---|---|
| 14 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE 2023-2024 YEAR END PERFORMANCE REPORT.

**COMMITTEE REPORTS**

**Board Development**

Jennifer E. Cohen, Committee Chair, reported that the committee met on October 28 to discuss several important matters. One of the key topics was the board composition report, where the committee reviewed the current makeup of the board and identified the need to recruit additional individuals to better represent the interests of those served by the organization. The committee also addressed the logistics for next year's board training plan, exploring strategies to ensure that new and existing board members receive the necessary training to fulfill their roles effectively.

### Client Services

Dr. Wakelin McNeel, Committee Chair, presented the Delegated Conservatorship Service Standard Guideline and facilitated the Q&A. A vote was then taken.

**APPROVAL OF DELEGATED CONSERVATORSHIP SERVICE STANDARD GUIDELINE (ACTION)**

Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve the Delegated Conservatorship Service Standard Guideline. There was no discussion.

| | |
|---|---|
| 14 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF DELEGATED CONSERVATORSHIP SERVICE STANDARD GUIDE.

### Policy

The Policy Committee continues to meet regularly. The Executive Relationship policy is the next policy to be reviewed. The next Policy meeting is scheduled for January 9 at 4:00p.

### Political Action (PAC)

Zoey Giesberg, Committee Chair, reported that PAC continues to advocate for individuals supported, their families, and the system, especially after the recent general election where Federal policies may impact us. The next PAC meeting is scheduled for December 10.

### Finance

Kyle Jones, Committee Chair, reported that the Committee reviewed detailed financial reports covering four months of expenditures for Fiscal Year 2024-2025. Nancy and her team will continue monitoring Purchase of Services (POS) and Operations expenditures. At this time, we are projecting balanced budgets for both POS and Operations based on the current DDS allocation. WRC's cash flow remains stable.

The committee also reviewed and approved an invoice for legal services.

Additionally, we discussed ongoing audit activities. WRC staff are working on two concurrent audits: the Independent CP audit report for FY 2023-2024 and preparations for the DDS audit, which begins on December 2, 2024. While WRC aims to complete both audits on time, some challenges may arise in fulfilling all record requests due to staff transitions. However, every effort will be made to ensure compliance with audit requirements.

Finally, we discussed the ongoing recruitment for the Director of Finance position. Ideally, a candidate will be identified who can overlap with Nancy before her departure at the end of the year.

### Service Provider Advisory (SPAC)

SPAC met on November 19 and discussed their efforts on the Provider Directory.  SPAC's holiday potluck is on December 17th at WRC.

### Consumer Advisory (CAC)

Todd Rubien, Board Member, shared details about the CAC holiday party.

## PUBLIC COMMENT (3 minutes)

David Wyles, SDP Committee Member, shared that a Request for Proposal (RFP) is posted for a Spring Resource Fair.

## ADJOURNMENT

The Board Meeting was adjourned by Vanda Yung, Board President, at 7:48p. She thanked everyone for attending. Board of Directors Mandatory Training will take place on February 19, in lieu of the Board meeting. The next Board of Directors meeting will take place on March 19, 2025.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE REGIONAL CENTER

**Board of Directors Meeting**

**Coastal Development Services Foundation**

**Wednesday, January 15, 2025 | 6:30 P.M.**

**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | Nilo Choudry | Dr. Wakelin McNeel |
| | Jennifer E. Cohen | Todd Rubien |
| | Zoey Giesberg | Dr. Christopher Taicher |
| | Adriana Madrigal | Carmen Tripp |
| | Terry Magady | Fanfan Wang |
| | Almarietha Mathews | Vanda Yung |

**MEMBERS ABSENT:** JoanElaine Anderson, Meshell Baylor, Kyle Jones

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Nancy Kubota, Sonya Lowe, Andy Ponce, Suzy Requarth, Aga Spatzier, Liz Spencer, Megan Tommet-Ramirez

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Andrew McElhinney (DDS), Edwin Pineda (DDS), Jyn Dao (DDS), David Lester, Esther Kelsey, Robert Schwartz, Todd Withers

## CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Vanda Yung, at 6:41p. The Mission Statement was read by Dr. Wakelin McNeel, and the Meeting Code of Conduct by Jennifer E. Cohen.

## 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

Vanda Yung welcomed everyone to the January Board meeting with a heavy heart as the Los Angeles Wildfires devastate much of the area. She began the meeting with a moment of silence to honor those who have lost their lives, families and homes.

Co-Secretary, Adriana Madrigal, announced that she will be moving out of the area and vacating her position as a WRC Board member. Adriana is a valued Board member and Vanda thanked her for her service. Board members who are interested in becoming an Officer of WRC in the Co-Secretary position should reach out to Jane or Vanda. The vote will be taken at the next meeting.

Dr. Martin Luther King, Jr. holiday is upcoming, so we honor the important work done by Dr. King.

She announced that the annual Purchase of Service public meetings will take place in March.

She thanked WRC staff for their tremendous efforts during the fires.

**EXECUTIVE DIRECTOR REPORT**

Jane expressed her heartfelt concern and support for the people and communities impacted by wildfires. She praised staff for their immediate and compassionate response. Jane acknowledged WRC team members, who have gone above and beyond to support both their coworkers and the communities we serve. Their hard work and dedication during this difficult time is deeply appreciated.

Jane then asked the Directors to provide updates during this all-hands-on-deck emergency.

**Sonya Lowe**, Director of Human Resources, spoke about HR reaching out to any staff who have been impacted and offer support and resources. Many employees have been working non-stop helping others when their own lives have been affected. WRC acknowledges that these are extremely difficult times, and we want to support those who need it.

**Andy Ponce**, Deputy Director, stated that the immediate priority was housing for those whose homes were destroyed or deemed uninhabitable. Thanks to JoanE Anderson, SPAC Representative, they were able to obtain blocks of hotel rooms to house individuals served immediately with emergency shelter. Some individuals served had to go outside of WRCs catchement area, so the RCs have been working together to ensure services remain consistent despite the wildfire emergency.

DDS has also authorized that Health and Safety waivers can be approved at the RC level, which enables us to expedite services when necessary.

**Suzy Requarth**, Director of Client Services, reported that the fire broke out on Tuesday, which was visible from WRC. Service Coordinators immediately began calling their families that appeared to be in the affected areas.

WRC has about 270 individuals that have evacuated, with 54 who have lost their homes, and another dozen individuals' homes are severely damaged and 87 families that do not know the status of their homes. Most families who had to evacuate stayed with family or friends, but with our great partnership, we were able to secure hotel rooms and provided gift cards to those who had to evacuate with nothing and nowhere to go.

Suzy emphasized and praised the tremendous work done by the Service Coordinators, as the disaster is not over yet. There are still many families who are in need and we will be here for them.

**Liz Spencer,** Director of FRC, reminded people that although the wildfires are devastating, there will be a re-building that will bring hope in the future. She shared that resources are critical right now and that a resource document is now available on the WRC website that is updated in real-time with new information as it becomes available.

**Nancy Kubota**, Interim Director of Finance, shared that WRCs Emergency Wildfire Fund has raised $3,400 to date. 100% of the funds go directly to the individuals in need. The funds will be used for significant and unique needs that can't be met by any other funding sources such as POS or insurance coverage. WRC is a 501c3 agency, so your donations are also tax deductible. To access these funds, the individual or their family member should contact their SC, their service coordinator, directly, and there is a process in place to review any and all requests.

This is Nancy's last meeting at WRC and Jane thanked her for her work at WRC, as the Interim Director of Finance.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 20, 2024 (ACTION)**

Jennifer E. Cohen (Motion) and Adriana Madrigal (Second) to approve the Regular Board Meeting Minutes of November 20, 2024. There was no discussion.

| | |
|---|---|
| 12 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF NOVEMBER 20, 2024.

**COMMITTEE REPORTS**

### Board Development

Jennifer E. Cohen, Committee Chair, thanked everyone for their response to the wildfires and expressed her sorrow over the losses. She reported that the committee continues to work on recruiting Board members who meet the DDS criteria to be on the Board of Directors.

A mandatory Board training will take place on February 19 at WRC with David Lester presenting on Board Governance, Conflict of Interest and the Whistleblower policy.

### Client Services

Dr. Wakelin McNeel, Committee Chair, reported that the Committee reviewed the Rate Reform and Service Standards and Personal Assistance Standards.

### Policy

The Policy Committee continues to meet regularly. The Board Governance policy is the next policy to be reviewed.

### Political Action (PAC)

Zoey Giesberg, Committee Chair, reported that the Committee discussed state and federal wildfire relief efforts and the California budget impact.

### Finance

Kyle Jones, Committee Chair reported that the budget is stable. WRC has two audits in progress. One is financial and the other is a DDS audit. The CFO search is ongoing, but we hope to make progress soon.

### Service Provider Advisory (SPAC)

The next SPAC meeting will take place on January 21 at 10:30a.

### Consumer Advisory (CAC)

CAC reported that all members are safe.

## PUBLIC COMMENT (3 minutes)

None.

## ADJOURNMENT

The Board Meeting was adjourned by Vanda Yung, Board President, at 7:46p. She thanked everyone for attending.

**Almarietha Mathews**
Board Secretary

**Adriana Madrigal**
Board Co-Secretary

WESTSIDE REGIONAL CENTER

**Board of Directors Meeting**

**Coastal Development Services Foundation**

**Wednesday, March 12, 2025 | 6:30 P.M.**

**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | Nilo Choudry | Almarietha Mathews |
| | Jennifer E. Cohen | Dr. Wakelin McNeel |
| | Zoey Giesberg | Todd Rubien |
| | Kyle Jones | Carmen Tripp |
| | Terry Magady | Vanda Yung |

**MEMBERS ABSENT:** JoanElaine Anderson, Meshell Baylor, Adriana Madrigal, Dr. Christopher Taicher, Fanfan Wang

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Robert Kutaj, Suzy Requarth, Liz Spencer

**GUESTS:** Silvina Fernandez (Interpreter), Bryan Rosa (Interpreter), Alma Janssen (DDS), David Lester, Lisa Anderson, Esther Kelsey, Robert Schwartz, Brandon Shackelford, Datanya Shackelford, David Wyles

**CALL TO ORDER (ACTION*)**

Meeting was called to order by Board President, Vanda Yung, at 6:30p. The Mission Statement was read by Nilo Choudry, and the Meeting Code of Conduct by Jennifer E. Cohen.

**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**

Vanda Yung welcomed and thanked everyone for taking the time to join the Board meeting. She expressed her love for March as it marks the beginning of Spring which symbolizes new growth and renewal. We need positivity despite navigating the current challenges to our budget and remain united in our mission to support families and individuals.

The Purim holiday is upon us, which celebrates the salvation of the Jewish people in ancient Persia, as told in the Book of Esther. March also celebrates the following holidays: Developmental Disability Awareness Month, Cerebral Palsy and Multiple Sclerosis Awareness Month, World Down Syndrome Day, and International Women's Day. We also recognize the victims of slavery and the transatlantic slave trade on International Day of Remembrance on March 25.

On March 3, Vanda, Jane Borochoff, and Zoey Giesberg attended ARCA Grassroots Day in Sacramento, visiting different legislators. Vanda also attended the monthly ARCA board meeting and delegate meeting. Vanda thanked Board Attorney, David Lester, for the in-person Board training in February. Vanda expressed her appreciation for WRC staff and vendor community for their tremendous efforts during the fires.

**EXECUTIVE DIRECTOR REPORT**

Jane began her report by introducing WRC's new CFO Robert Kutaj, who goes by Bob. Bob was previously the Controller of North Los Angeles County Regional Center. We are excited that he is here with us.

Jane then announced two promotions into leadership positions: Ricardo Pacheco will be the Associate Director of Community Services and Candace Hein will be the Associate Director of Client Services.

There is an upcoming event with the Director of State Council on Development Disabilities, Aaron Carruthers, on Thursday March 27, 2025 at 1:30 p.m. He will be discussing the important topic of the recent Medicaid update.

**Robert Kutaj,** CFO, originally from the Midwest is thrilled to be joining the team and stated that California offers the best care for the developmentally disabled of any state. He is excited to bring his knowledge, time and patience to his new position.

**Suzy Requarth,** Director of Client Services, provided an update on fire relief from January, informing everyone that Client Services continues to check in on about 170 families regularly. Additional service hours were approved for families that need extra support. Many donations were received at WRC which were offered free to the public. Suzy expects that the outreach and fire assistance will happen for the next few months.

Jane thanked Suzy and the Client Services Department for their commitment during this difficult time.

Jane discussed the annual public POS, or Disparity meetings, which will present information about service spending and community demographics. The first meeting is March 20, in person at WRC and the second meeting will be virtual on March 25, both in English and Spanish.

Jane concluded her report by thanking and honoring the women-led Board of Directors and all of the women who support and serve at WRC. Happy International Women's Day.

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

None.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JANUARY 15, 2025 (ACTION)**

Jennifer E. Cohen (Motion) and Kyle Jones (Second) to approve the Regular Board Meeting Minutes of January 15, 2025. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JANUARY 15, 2025.

**COMMITTEE REPORTS**

**Board Development**

Committee Chair, Jennifer E. Cohen began her report by thanking Queen Esther, a powerful woman, who saved the Jewish people from Hamam.

She thanked the Board members for attending the mandatory Board training on February 19, which covered the topics of Board Governance, Conflict of Interest, and Whistleblowers. Discussions were held about the Public Records Act, Gift Limitation Policy, the Disability Equity Transparency and Accountability Act of 2024, and the policy prohibiting the hiring of relatives by senior staff.

The Committee continues to seek Board applicants that meet the DDS Board Composition criteria. While WRC is making progress, we are deficient in representing the LatinX community and individuals served.

Co-Secretary, Adriana Madrigal, has moved from WRCs catchment area and we are sad to see her go.

The Committee recommended Todd Rubien for the Co-Secretary position. A vote was held to confirm Todd Rubien as Co-Secretary.

**APPROVAL OF BOD OFFICER, CO-SECRETARY (ACTION)**

Terry Magady (Motion) and Meshell Baylor (Second) to approve the BOD Officer, Co-Secretary, Todd Rubien. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF BOD OFFICER, CO-SECRETARY, TODD RUBIEN.

## Client Services

Committee Chair, Dr. Wakelin McNeel reported that the Committee met on March 4 and discussed how service standards apply to the self-determination program. They held a vote on the Behavior Respite Service Standards.

**APPROVAL OF BEHAVIOR RESPITE SERVICE STANDARDS (ACTION)**

Almarietha (Motion) and Jennifer E. Cohen (Second) to approve the Behavior Respite Service Standards. There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE BEHAVIOR RESPITE SERVICE STANDARDS.

## Facilities

Committee Chair, Almarietha Mathews reported that the committee meets tomorrow and will have a report at the next Board meeting.

## Policy

Committee Chair, Terry Magady reported that the Policy Committee met on April 3 and reviewed the Board Relationship Policy. He announced that the Board approved changing the monthly Board meetings from the third Wednesday to the second Wednesday of the month in February's Board meeting, which would require a change to the bylaws. A vote was taken to approve the 9th Restatement of Bylaws.

**APPROVAL OF 9th RESTATEMENT OF BYLAWS (ACTION)**

Almarietha Mathews (Motion) and Meshell Baylor (Second) to approve the 9th Restatement of Bylaws. There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE 9th RESTATEMENT OF BYLAWS.

## Political Action (PAC)

Committee Chair, Zoey Giesberg, shared that ARCA hosted Grassroots Day on March 4$^{th}$ to speak about various legislation and the impacts of the new administration. This is a stressful time for many people; not knowing the fate of Medicaid, fire recovery efforts, deficient budgets, etc. If there is ever a time to be an advocate, it is now.

### Finance

Treasurer Kyle Jones shared that as of January 31, WRC has expended 47% of the operations budget and 56% of our purchase of service budget. The Committee discussed the status of the CPA and DDS audits, which are ongoing. A vote was taken to approve a contract over $250k for the Westside Infant Family Network or WIN.

**APPROVAL OF 24-25 SERVICE ACCESS & EQUITY GRANT PROGRAM AWARD FOR WESTSIDE INFANT-FAMILY NETWORK (WIN) AND WRC COLLABORATION (ACTION)**

Vanda Yung (Motion) and Kyle Jones (Second) to approve the 24-25 Service Access & Equity Grant Program Award for Westside Infant-Family Network (WIN) and WRC Collaboration. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE 24-25 SERVICE ACCESS & EQUITY GRANT PROGRAM AWARD FOR WESTSIDE INFANT-FAMILY NETWORK (WIN) AND WRC COLLABORATION.

### Service Provider Advisory (SPAC)

The SPAC report is in the meeting packet. The next meeting will take place on April 15 at 10:30a.

### Consumer Advisory (CAC)

Committee Chair, Esther Kelsey shared the events that CAC attended in January and February. The report is in the packet.

**PUBLIC COMMENT (3 minutes)**

Lisa Anderson inquired about Political Action Committee meetings being held in-person or Zoom. Zoey Giesberg stated that the meetings are held via Zoom.

**ADJOURNMENT**

The Board meeting was adjourned by Vanda Yung, Board President at 7:43 p.m. The next board meeting will be Wednesday April 9th, 2025, **not** April 16th.

**Almarietha Mathews**
Board Secretary

WESTSIDE REGIONAL CENTER

**Board of Directors Meeting**

**Coastal Development Services Foundation**

**Wednesday, April 9, 2025 | 6:30 P.M.**

**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | Meshell Baylor<br>Jennifer E. Cohen<br>Nilo Choudry<br>Joan Elaine Anderson<br>Zoey Giesberg<br>Terry Magady | Almarietha Mathews<br>Dr. Wakelin McNeel<br>Todd Rubien<br>Carmen Tripp<br>Vanda Yung |

**MEMBERS ABSENT:** Kyle Jones, Dr. Christopher Taicher, Fanfan Wang

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Robert Kutaj, Andy Ponce, Suzy Requarth, Liz Spencer, Aga Spatzier

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), David Lester, Esther Kelsey, Robert Schwartz, David Wyles

**CALL TO ORDER (ACTION*)**

Meeting was called to order by Board President, Vanda Yung, at 6:30p. The Mission Statement was read by Nilo Choudry, and the Meeting Code of Conduct by Jennifer E. Cohen.

**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**

Vanda Yung welcomed and thanked everyone for taking the time to join the Board meeting. She acknowledged that the political climate feels heavy but emphasized resilience and community. She recognized April as World Autism Awareness Day and Autism Acceptance Month. It is a growing global health priority affecting one in 59 children and urging acceptance, inclusion and support. April is Stress Awareness Month, highlighting stress on caregivers and service providers, especially after the recent fires and emphasizing self-care as a necessity. Vanda reminded attendees of National Earthquake Preparedness Month and urged everyone to revisit emergency plans, noting recent earthquakes in Southeast Asia. She recognized Child Abuse Prevention Month and Sexual Assault Awareness Month, reaffirming the commitment to protect children and address intimate partner violence.

Vanda provided community engagement updates, noting attendance at a Spanish-speaking POS public meeting on March 22 to understand diverse community needs and WRC's strategies for addressing service gaps. She thanked the WRC team for their report and presentation.

Vanda then reported on ARCA delegate meetings, noting the development and finalization of an onboarding package for regional center board members by the regional center board delegates. She and Jane will attend the ARCA annual meeting on June 26-27.

**EXECUTIVE DIRECTOR REPORT**

Jane thanked the WRC team for their work on POS public meetings and ongoing efforts to address critical issues for the people WRC supports. She informed the board about the master plan for developmental services, finalized on March 28 and published on the DDS website in English and Spanish. The plan contains 170 recommendations for the future of services and supports, reflecting input from various stakeholders. WRC's Suzy Requarth was recognized for her contributions to one of the work groups. The focus now shifts to the implementation of these recommendations, which will likely be impacted by the state budget.

Jane provided an update on WRC's caseload ratios, noting improvements. For caseloads with no or low POS (Enhanced Case Management-ECM), WRC has increased from 19 cases per service coordinator in October 2022/March 2023 to approximately 35.85, catching up to the statewide average of around 37-38. The goal is to reach 40. For early childhood cases (birth to five), significant progress has been made, decreasing the average caseload from 77-78 in October 2022/March 2023 to 61. While still above the statewide average, this represents major movement in the right direction. Several new units for children's cases and a new management for early childhood will be added. The average case load ratio across service coordinators has decreased from 82 in 2022 to a level slightly lower than the statewide average. This improvement is attributed to retention efforts, including cost of living adjustments and hiring. Despite this progress, some service coordinators still have very high caseloads (around 100), which remains a concern. Jane acknowledged the additional stress on service coordinators due to the pandemic and recent wildfires.

Jane highlighted the significant concerns surrounding the state and federal budgets and potential impacts on developmental services. The Finance Committee spent considerable time discussing the proposed federal Medicaid cuts and uncertainties surrounding the state budget revision, especially in the light of the wildfires and market volatility. Families are expressing concerns about these potential cuts. The importance of advocating with elected officials was emphasized.

Information on upcoming community briefings and calls to action are provided in the board packet.

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MARCH 12, 2025 (ACTION)**
Jennifer E. Cohen (Motion) and Meshell Baylor (Second) to approve the Regular Board Meeting Minutes of March 12, 2025. There was no discussion.

| | |
|---|---|
| 11 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

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

**PUBLIC COMMENT – AGENDA (3 minutes)**
None.

## COMMITTEE REPORTS

### Board Development
Committee Chair, Jennifer E. Cohen, began her report by acknowledging the committee and working on the slate for new board members. Bylaws were reviewed pertaining to Board positions and terms. A recruitment flyer is in development. WRC is actively inviting people to join the board.

### Client Services
Committee Chair, Dr. Wakelin McNeel, shared that the scheduled meeting for April was canceled. The next meeting, scheduled for Tuesday, May 6, will cover service standards, including behavioral respite, adaptive skills standards, and personal assistance standards.

### Facilities
Committee Chair, Almarietha Mathews, reported construction on the new facility is underway, and furniture has been ordered. The move is expected in late summer or early fall. The new location is anticipated to improve staff well-being. The committee will meet on-site tomorrow to review progress and will plan for public engagement closer to completion.

### Policy
Committee Chair, Terry Magady, reported the committee met on April 3rd and began reviewing the Board Executive Director policy. This review will continue at the next meeting on May 15th in conjunction with the Executive Limitation policy.

### Political Action (PAC)
Committee Chair, Zoey Giesberg, reported that Dr. Mehmet Oz was confirmed to head CMS. There will be a revote on the federal budget with proposed Medicaid cuts next week. Flyers for Disability Voices United briefings and rallies are included in the board packet to encourage advocacy against these cuts. A seizure medication bill passed its first committee statewide.

### Finance

Committee Member, Meshell Baylor, reported on behalf of Committee Chair Kyle Jones. The committee approved minutes from the last meeting and payment of legal invoices. They reviewed detailed financial reports and currently project balanced budgets for POS and operations based on current DDS allocations. A lengthy discussion was held regarding the potential impact of federal and state budget cuts. The next meeting will be on May 14.

### Service Provider Advisory (SPAC)

Committee Representative, JoanE Anderson's primary focus is the implementation of new rates. There has been a significant issue with approximately 50% of vendors not completing necessary paperwork, causing delays. The Small Business Administration's BOI reporting requirement has been terminated, which is positive news. Efforts are being made to return to more in-person meetings. Support continues for those affected by the fires. Vendors are being reassured that current individuals receiving services will not be cut due to potential budget changes. An amendment was made to the report regarding vendors working on solutions for breathing problems due to pollution in the catchment.

### Consumer Advisory (CAC)

Committee Chair, Esther Kelsey, reported that self-advocates have been attending each other's IPP meetings, partnering with other regional centers, and writing letters to legislators about potential Medicare and Medicaid cuts. Advocates participated in a talent show and attended a taping of America's Got Talent. CAC discussed immigration and participated with the state council in writing training books. They attend the state council on developmental disabilities statewide self-advocacy chat monthly to discuss affordable housing, employment, and healthcare.

## PUBLIC COMMENT (3 minutes)

None.

## ADJOURNMENT

The Board meeting was adjourned by Vanda Yung, Board President at 7:32 p.m.

**Almarietha Mathews**
Board Secretary

**Board of Directors Meeting**
**Coastal Development Services Foundation**
**Wednesday, May 14, 2025 | 6:30 P.M.**
**Via Zoom**

# MINUTES

| | | |
|---|---|---|
| **MEMBERS PRESENT:** | Nilo Choudry<br>Jennifer E. Cohen<br>Zoey Giesberg<br>Kyle Jones<br>Terry Magady | Almarietha Mathews<br>Dr. Wakelin McNeel<br>Todd Rubien<br>Carmen Tripp<br>Vanda Yung |
| **MEMBERS ABSENT:** | Joan Elaine Anderson, Meshell Baylor, Dr. Christopher Taicher, Fanfan Wang | |
| **STAFF PRESENT:** | Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Bob Kutaj, Philomena Morais, Rosalba Ortega, Andy Ponce, Suzy Requarth, Megan Tommet-Ramirez, Aga Spatzier | |
| **GUESTS:** | Amanda Copeland, Cheryl Greer, Sonia Hernandez (Interpreter), Esther Kelsey, David Lester, Jenny Martin, Willie Ramirez, Antonietta Schulz (Interpreter), Robert Schwartz, Yeray Taína, Elizabeth Tom | |

**CALL TO ORDER (ACTION*)**

Meeting was called to order by Board President, Vanda Yung, at 6:39p. The Mission Statement was read by Dr. Wakelin McNeel, and the Meeting Code of Conduct by Jennifer E. Cohen.

**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**

Vanda welcomed everyone to the meeting. She began her report by acknowledging the release of the Governor's May Revise budget and expressed deep concern over the proposed cuts to Medicaid, which could impact services for individuals with developmental disabilities. She emphasized the importance of advocacy and participation in rallies and encouraged community members to share their stories to humanize the impact of funding decisions.

She also acknowledged several May observances, including Jewish American Heritage Month, AAPI Heritage Month, Better Hearing and Speech Month, Mental Health Awareness Month, Memorial Day, and Older Americans Month. She discussed the cultural significance and service-related needs recognized during these observances.

Vanda highlighted the DDS program Coordinated Family Services, which supports aging caregivers, and expressed gratitude to the LA Department on Disability for donating over 100 air purifiers to families affected by the Palisades fire. Finally, she praised Susie Requarth for her exceptional service and leadership as she prepares to leave WRC at the end of May.

**EXECUTIVE DIRECTOR REPORT**

Jane echoed Vanda's praise for Susie Requarth, recognizing her contributions to emergency preparedness during the Los Angeles wildfires, the restructuring of the Self-Determination Program, and her equity work with Orange Grove Consulting. The job posting for Susie's replacement is open until May 30.

She then reviewed the 2025–2026 May Revise budget, highlighting a $16 billion shortfall attributed to stock market declines and delayed tax filings. Jane detailed proposed cuts affecting regional center operations, including training reductions and an accelerated "hold harmless sunset" date of vendor protections. She emphasized that while state cuts are concerning, federal proposals to cut $715 billion from Medicaid over the next decade are even more alarming. Proposed federal changes include limiting provider taxes, reducing federal match rates, and imposing new work requirements on Medicaid recipients.

Jane called for advocacy at every stage of the budget process and promoted the May 22 "Keep the Promise" rally in Sacramento to protect services for people with developmental disabilities.

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

Jennifer E. Cohen (Motion) and Todd Rubien (Second) to approve the Regular Board Meeting Minutes of April 9, 2025. There was no discussion.

| | |
|---|---|
| 10 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

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

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

Amanda Copeland shared concerns about her homeless daughter with autism and psychiatric needs. She cited the Lanterman Act and announced a pending whistleblower complaint.

## COMMITTEE REPORTS

### Board Development

Committee Chair, Jennifer E. Cohen, reported that the Committee would like to announce the proposed slate of officers for FY2025-2026 that will be voted on at the next Board meeting:

**President:** Almarietha Mathews
**Vice President:** Terry Magady
**Treasurer:** Kyle Jones
**Secretary:** Todd Rubien

The Committee also recommended that current Board Member, Carmen Tripp, be approved for a two-year board term based on her dedication and contributions. A vote was then taken to approve Board Member for 2 Year Term (2025-2027).

**APPROVAL OF BOARD MEMBER FOR 2 YEAR TERM (2025-2027) (ACTION)**
Nilo Choudry (Motion) and Almarietha Mathews (Second) to approve the Board Member for 2 Year Term (2025-2027). There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

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

### Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the Committee met on May 6 and reviewed the behavioral respite standards approved by the Board, adaptive skills, and personal assistance standards. He asked for a motion to approve the updates to the adaptive skills standards.

**APPROVAL OF ADAPTIVE SKILLS SERVICE STANDARDS (ACTION)**
Jennifer E. Cohen (Motion) and Vanda Yung (Second) to approve Adaptive Skills Service Standards. There was no discussion.

10 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF ADAPTIVE SKILLS SERVICE STANDARDS

### Facilities

Committee Chair, Almarietha Mathews, reported that the Committee met at the new office location at 777 Aviation Blvd. Construction is progressing and expected to finish by late summer/early fall. A ribbon cutting and open house are in planning. The location is accessible and offers ample parking. The next meeting will take place on May 19 via Zoom.

### Policy

Committee Chair, Terry Magady, reported the committee met on April 3rd and began reviewing the Board Executive Director policy. This review will continue at the next meeting on May 15th in conjunction with the Executive Limitation policy.

### Political Action (PAC)

Committee Chair, Zoey Giesberg, stressed the urgency of advocacy and recommended the "Five Calls" app. She emphasized that all stakeholders must engage via emails, social media, and rallies. Zoey reiterated the importance of everyone contacting their representatives to try to save Medicaid.

### Finance

Committee Chair, Kyle Jones, reported that the Committee met at 5:00 p.m. on May 14, and approved standard budget items and payments. No significant issues reported. The next Committee meeting is next month, July 9 at 5:00 p.m.

### Service Provider Advisory (SPAC)

The SPAC report is included in the packet. The next meeting is July 15 and will be hybrid.

### Consumer Advisory (CAC)

CAC member, Linda Butler, delivered the report. Self-advocates participated in a town hall with Representative Maxine Waters, attended Earth Day and Medicaid rallies, a Mother's Day art boutique, and the Supported Life Conference. They volunteer 90–100 hours monthly and raised concerns about inadequate communication from service coordinators. The group completed a new employment readiness booklet.

**PUBLIC COMMENT (3 minutes)**

Megan Tommet-Ramirez, a current WRC service coordinator, stated that on May 3, staff received an anonymous email detailing several allegations. She asked whether the board was aware and how they planned to respond. Vanda Yung confirmed the board is aware, and administration is investigating the allegations.

**ADJOURNMENT**

The Board meeting was adjourned by Vanda Yung, Board President at 7:32 p.m.

**Almarietha Mathews**
Board Secretary

**Board of Directors Meeting**
**Coastal Development Services Foundation**
**Wednesday, June 11, 2025 | 6:30 P.M.**
**Via Zoom**

# MINUTES

**MEMBERS PRESENT:** Joan Elaine Anderson, Nilo Choudry, Jennifer E. Cohen, Zoey Giesberg, Kyle Jones, Terry Magady, Almarietha Mathews, Dr. Wakelin McNeel, Todd Rubien, Dr. Christopher Taicher, Carmen Tripp, Vanda Yung, Fanfan Wang

**MEMBERS ABSENT:** Meshell Baylor

**STAFF PRESENT:** Jane Borochoff, Peggy Bottger, Stephen Browning, Linda Butler, Candace Hein, Bob Kutaj, Andy Ponce, Aga Spatzier, Martha Thompson

**GUESTS:** Sonia Hernandez (Interpreter), Antonietta Schulz (Interpreter), Lisa C. Anderson, Amanda Copeland, Rachel Donahue, Roxie Fernandez, Donell Hill, Hillary Kessler, Carolyn Mitchell, Lubna Mohamed, Edward Parker, Willie Ramirez, Manuel Rodriguez, Robert Schwartz, Peggy Simons, Annetta Sparks, Yeray Taina, Martha Thompson, Todd Withers, David Wyles

### CALL TO ORDER (ACTION*)

Meeting was called to order by Board President, Vanda Yung, at 6:39 p.m. The Mission Statement and Meeting Code of Conduct was read by Dr. Christopher Taicher.

### 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**

Vanda welcomed everyone to the June Annual Meeting, noting it marked the final board meeting of the current fiscal year and her last meeting as WRC Board President. Her seven-year term, as set by the Lanterman Act, would officially conclude on August 31st this year.

Vanda expressed gratitude for the trust and support shown to her, and the inspiration from WRC staff, service coordinators, providers, and the resilience of individuals and families served. She highlighted the challenges of the past year, including natural disasters like the Palisades fire, societal and economic pressures, and unsettling events in downtown and other LA areas. These trials, however, became opportunities to witness the community's strength. She urged unity amidst uncertainties like state budget impacts and administrative changes, emphasizing the unwavering importance of integrity, compassion, and mission. She noted June as a time for reflection and celebration, mentioning Father's Day, LGBTQ Pride Month, and Juneteenth. These occasions reinforce WRC's core values: Equity, Diversity, Inclusion, Belonging, and Accessibility.

Vanda extended thanks to the board of directors, management team, staff, and legal counsel David Lester, and recognizing the executive committee members: Vice President Jennifer Cohen, Treasurer Kyle Jones, Co-Secretaries Almarietha Matthews, Adriana Madrigal, and Todd Rubien (who back-filled Adriana's seat mid-year).

Vanda thanked the Fiscal Year 2024-2025 Committee Chairs:

- Development Committee: Jennifer E. Cohen
- Finance Committee: Kyle Jones
- Facilities Committee: Kyle Jones (first half), Almarietha Mathews (second half)
- Client Services Committee: Dr. Wakelin McNeel
- Political Action Committee: Zoe Giesberg
- Policy Committee: Terry Magady
- SPAC: JoanE Anderson
- CAC: Esther Kelsey

Vanda offered a special thank you to JoanE Anderson, who, like Vanda, is completing her seven-year term and terming off the board. JoanE's dedication throughout and during the COVID years and especially during the Palisades fires, leaves a lasting legacy.

Vanda then announced the board committee appointments for the new fiscal year 2025-2026:

- Executive Committee: Almarietha Mathews (Chair), Terry Magady (Vice President), Kyle Jones (Treasurer), Todd Rubien (Secretary). Vanda Young will stay on as an ex-president until August 31st during the transition.

- Board Development Committee: Almarietha Mathews, Jennifer E. Cohen, Meshell Baylor, Zoey Giesberg, and Vanda Yung. The committee members will elect their chair.
- Finance Committee: Kyle Jones (Chair), Almarietha Mathews, Meshell Baylor, Nilo Choudry. Dr. Christopher Taicher will continue to serve as a voting committee member, non-board member.
- Client Services Committee: Dr. Wakelin McNeel (Chair), Carmen Tripp, David Wyles, Fanfan Wang, Todd Rubien.
- Policy Committee: Terry Magady (Chair), Almarietha Mathews, Jennifer E. Cohen, Nilo Choudry. Vanda Yung will continue to serve as a voting committee member, non-board member.
- Political Action Committee: Zoey Giesberg (Chair), Nilo Choudry, Todd Rubien.
- SPAC: Justin Levi (new Chair, joining next month).
- ARCA Delegate: Almarietha Mathews.

Vanda expressed confidence in the new leadership and stated she would continue to serve on the board until the end of August and volunteer in other committees.

**EXECUTIVE DIRECTOR REPORT**

Jane acknowledged the ongoing protests and federal ICE raids affecting the community. She emphasized WRC's commitment to supporting individuals and families and reassure them about confidentiality and privacy. Jane highlighted that all information and records obtained by the regional center are confidential under the Lanterman Developmental Disabilities Services Act and Welfare and Institutions Code section 45.14. This prohibits disclosing information about individuals and families, including to local and federal law enforcement, with very few exceptions, typically requiring written consent. She stressed that WRC takes its duty to safeguard information seriously and will not compromise information, urging the community not to skip services due to fear in these uncertain times. Jane clarified that Westside Regional Center is an independent 501c3 nonprofit organization, not a government agency, despite receiving and disbursing government funds.

Jane updated the board on the search for a new Director of Client Services following Suzy Requarth's departure last month. The position closed May 30th, with first-round interviews completed and second-round interviews pending, aiming to fill the role by the end of summer. This is a critical executive and leadership position overseeing service coordination and case management.

Regarding the Performance Contract Update for 2025-2026, Jane stated that the board would be voting at the July 9th board meeting. The contract is available in the packet and on the WRC website.

Jane then expressed her gratitude and farewells to the board members who are terming-out:

Dr. Christopher Taicher: Jane thanked him for his volunteerism during the pandemic, his leadership, mentorship, and support. She encouraged him to consider reapplying for the board.

JoanE Anderson: Jane lauded JoanE's dedication, her role as the Executive Director of Empower Tech, her service as SPAC Representative, her creativity, and fierce advocacy. She particularly highlighted JoanE's foresight and leadership during the Palisades fires, which enabled WRC to offer assistance and hotel stays to families when other regional centers were unprepared. Jane expressed her hope that JoanE would remain involved.

Vonda Yung: Jane praised Vanda for her two years as President, her sacrifices, extensive knowledge, dedication, caring, and informed leadership. She noted Vanda's social services background, compassion for service coordinators and families, advocacy for prominent issues (aging caregivers, equity), and willingness to speak up at state level for better resources and equity. Jane recognized Vanda's involvement across numerous board committees and outside affiliations and calling her a "tremendous president".

**APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 14, 2025 (ACTION)**

JoanE Anderson (Motion) and Jennifer E. Cohen (Second) to approve the Regular Board Meeting Minutes of May 14, 2025. There was no discussion.

| | |
|---|---|
| 13 | AYES |
| 0 | NO |
| 0 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF MAY 14, 2025.

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

None.

## COMMITTEE REPORTS

### Board Development

Committee Chair, Jennifer E. Cohen, thanked committee members Zoey Giesberg, Carmen Tripp, Almarietha Mathews, and Vanda Yung for their monthly meetings, planning, recruitment, and guidance. She expressed gratitude to JoanE Anderson, Dr. Christopher Taicher, and Vanda Yung for their dedication and leadership. The board, in closed session, approved Almarietha Mathews for a two-year term renewal (July 1st, 2025 to June 30th, 2027), and noted Almarietha as the new

ARCA Representative for fiscal year 2025-2026. They acknowledged Justin Levi as the new SPAC representative as voted prior by SPAC.

Jennifer then announced the WRC slate of Officers for 2025-2026: President (Almarietha Mathews), Vice President (Terry Magady), Treasurer (Kyle Jones), and Secretary (Todd Rubien).

### Client Services

Vanda Yung reported on behalf of committee Chair, Dr. Wakelin McNeel. The committee has been working on the Adaptive Skill Standards and Personal Assistance Standards. Adaptive Skill Standards were approved by the board last month and submitted to DDS for approval. The Client Services committee usually meets on the first Monday of each month. The next meeting will be on July 7th at 5:00 p.m.

### Facilities

Committee Chair, Almarietha Mathews, reported the ribbon-cutting ceremony for 777 Aviation should be sometime in August. The general open house for the public will take place later in the year in September. Almarietha thanked Kyle Jones, the previous Facilities Committee Chair. The Committee will now continue to meet on an ad-hoc (as needed) basis.

### Policy

Committee Chair, Terry Magady, reported that the committee met on June 5th and two policies were approved and sent to the Executive Committee: the Board Executive Policy and the Executive Limitations Policy. The next meeting date is July 24th.

### Political Action (PAC)

Committee Chair, Zoey Giesberg, reiterated WRC's role as a safe space and noted information on responding to ICE is available on the WRC website in both English and Spanish. The committee is tracking the federal "big beautiful bill" and proposed Medicaid cuts, including a House proposal of $300 billion to CalFresh and almost $800 billion to Medicaid. These cuts could result in 14 million people losing health insurance, increased administrative barriers, biannual Medicaid eligibility renewals, and new strict work requirements. The California state budget deficit is expected to lead to cuts in the Department of Developmental Services (DDS). However, there has been legislative pushback to the governor's budget, opposing proposals to reduce IHSS overtime hours, freeze new Medi-Cal enrollment for adults 19 and over, and institute an asset test for Medi-Cal eligibility. Zoey stressed the importance of community and unity during these "scary times".

### Finance

Committee Chair, Kyle Jones, reported that the committee met at 5:00 p.m. on the day of the board meeting. Detailed financial reports were reviewed, indicating the center is within budget and projecting balanced budgets for Purchase of Services and Operations for fiscal year 2024-

2025. The committee reviewed a contract renewal and recommended approval from the full board.

**APPROVAL OF CRP/WRC Crisis Team Contract (ACTION)**

Kyle Jones (Motion) and Jennifer E. Cohen (Second) to approve CRP/WRC Crisis Team contract. JoanE Anderson abstained. This is a renewal. There was no discussion.

| | |
|---|---|
| 12 | AYES |
| 0 | NO |
| 1 | ABSTENTION |

The motion passed.

RESOLUTION: APPROVAL OF CRP/WRC Crisis Team Contract.

### Service Provider Advisory (SPAC)

SPAC Representative, JoanE Anderson, reported that the July SPAC meeting will be held on-site. JoanE addressed the state budget issues, noting a significant shortfall for Medicaid/Medi-Cal. She highlighted that there is bipartisan support to prevent cuts to programs for the community WRC serves and those who most desperately need funding. Advocacy efforts from vendors and consumers are ongoing, and WRC is collaborating with Veterans Affairs on these issues. JoanE encouraged continued calls to senators and congressmen to make voices heard. She confirmed she will remain involved and support the transition of Justin Levi as new SPAC Representative.

### Consumer Advisory (CAC)

CAC member, Linda Butler, reported on behalf of Chair Esther Kelsey. Some recent activities of self-advocates included attending a jazz band concert, participating in a drumming circle (which helps with relaxation and meditation), attending a webinar on Medicaid cuts, supporting individuals in IPP meetings, and attending a statewide Special Olympics. CAC continues to partner with other regional centers like North LA Regional Center and San Andreas Regional Center, and SCDD. Concerns raised included public transportation funding, timely response from service coordinators, and difficulty getting on zoom for board meetings.

**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, has been unhoused since early March 2025. She believes the situation stems from retaliation by a staff member, including breaches of confidentiality and the involvement of law enforcement. Lisa C. Anderson will be moving to Santa Cruz and asked about partial and full year board terms. She asked about how to get agenda items, and best way to use an “easy debit card” for a neighbor when a bank refuses to reverse money.

David Wyles, Chair of Self-Determination Local Committee, announced a Self-Determination Resource Fair on Sunday, June 29th, at the Proud Bird restaurant site in Westchester, near the LAX airport. He encouraged interested individuals, and those currently in or wanting to be in self-determination, to register. David reported that WRC now has over 500 people in self-determination, admitting at least 20 people a month, making WRC a leader in California. Donell Hill, Founder of Life Maximizer, is collaborating with the LVAC committee on the resource fair. Donell stated they have 230 registrants so far and hoped numbers would increase. The event details are Sunday, June 29th, from 10:00 a.m. to 3:00 p.m. at the Proud Bird.

**ADJOURNMENT**

The Board meeting was adjourned by Vanda Yung, Board President at 7:49 p.m.

**Almarietha Mathews**

Board Secretary