Board of Directors Meeting

Coastal Development Services Foundation
Wednesday, July 8, 2026 | 6:30 P.M.
Via Zoom

MINUTES

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

MEMBERS ABSENT:

STAFF PRESENT: Jane Borochoff, Stephen Browning, Linda Butler, Candace Hein, Allyson Hemar, Pablo Ibañez, Natalie Monge, Andy Ponce, Sarah Reynoso, Megan Tommet-Ramirez

GUESTS: Jose Luis Donayre (Interpreter), Antonietta Schulz (Interpreter), Willie Ramirez (DDS), D'Marcus Baptist, Esther Kelsey, Robert Schwartz, Renard Stanford

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 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, opened the meeting by recognizing the nation's 250th anniversary and noting that July is Disability Pride Month, commemorating the signing of the Americans with Disabilities Act on July 20, 1990. This year's theme is "the world works better with us."

Almarietha directed attendees to the board packet, which includes a save-the-date notice for WRC's Grand Opening event on August 30. She thanked board members, staff, support staff, and interpreters for their contributions to the meeting.

EXECUTIVE DIRECTOR REPORT

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Jane thanked Almarietha and the board for their continued volunteer service and for committing to serve on the Board for another fiscal year.

In response to board member questions, Jane addressed the Department of Developmental Services' (DDS) update to the legal definition of "cost effective" for developmental disability services, effective August 1, in response to Assembly Bill 143. The prior standard's focus on the "least costly service" has been difficult to apply consistently.

Under the proposed definition, a lower-cost option is not automatically appropriate if it does not meet an individual's needs or support the goals identified in their Individual Program Plan (IPP). To be considered cost effective, a service must: Not replace generic services; Meet federal funding requirements; Be provided by a qualified provider; Be provided at a reasonable rate; and address the individual's specific circumstances and disability-related needs.

The deadline to submit feedback to DDS on this definition is July 31. Feedback may be submitted via the DDS feedback form, through the Q&A during tonight's meeting, or by email to Jane directly at JaneB@westsiderc.org. Jane said that this definition may affect all services provided by the Regional Center.

The organization remains behind on several compliance items. Most notably, the independent CPA audit remains overdue, which is delaying completion of this year's audit; the Finance Committee is working on next steps to resolve this. In addition, a biennial fiscal audit from the department is scheduled to begin the first week of August.

Several urgent positions remain open, including an Emergency Specialist, an IT Help Desk position, and multiple Service Coordinator roles. New HR Manager Sarah Reynoso is working to post these openings on the organization's website sometime next week.

Jane invited the board to the organization's Grand Opening, on Sunday, August 30, at the new facility located at 777 South Aviation Boulevard, El Segundo. Special guest Sofia Sanchez, known for her role in The Hunger Games: The Ballad of Songbirds and Snakes, will speak and hold a book signing.

PUBLIC COMMENT – AGENDA (3 minutes)
None.

APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 8, 2026 (ACTION)

Todd Rubien (Motion) and Jennifer E. Cohen (Second) to approve the Regular Board Meeting Minutes of July 8, 2026. There was no discussion.

11	AYES
0	NO

0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE REGULAR BOARD MEETING MINUTES OF JULY 8, 2026

COMMITTEE REPORTS

Board Development

Committee Chair, Jennifer E. Cohen, reported that seven candidates came forward for board review, and an additional application was received. The committee expressed satisfaction with the current recruitment flyer and optimism heading into the next fiscal year, and thanked board members for their continued service.

Client Services

Committee Chair, Dr. Wakelin McNeel, reported that the committee met to review previous service standards, including standardized policies on Social Recreation, Camping, and Non-Medical therapies, for which board approval was sought. This policy was previously passed by DDS and is being adopted without changes so that it aligns with DDS approval. The policy does not include an educational component, which the committee will review later this year. A vote was taken to approve the policy.

APPROVAL OF STANDARDIZED SOCIAL RECREATION, CAMPING, AND NON-MEDICAL THERAPIES (ACTION)

Meshell Baylor (Motion) and Jennifer E. Cohen (Second) to approve the STANDARDIZED SOCIAL RECREATION, CAMPING, AND NON-MEDICAL THERAPIES. There was no discussion.

11 AYES
0 NO
0 ABSTENTION

The motion passed.

RESOLUTION: APPROVAL OF THE STANDARDIZED SOCIAL RECREATION, CAMPING, AND NON-MEDICAL THERAPIES.

Finance

Chair, Kyle Jones, reported that the committee reviewed financial reports through the month of April 2026, and WRC's projected expenditures are expected to remain within the approved WRC budget allocation. WRC projects a balanced budget for FY 25-2026. Some WRC Operation allocations consist of

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restricted funds due to policy mandates. With the B-4 budget allocation for FY 25-2026, WRC projects a balanced Purchase of Service (POS) budget. Additionally, the CPA audit is currently ongoing. The DDS biennial audit will begin following completion of the CPA audit. Every Regional Center receives a full compliance biennial audit conducted by DDS.

Policy

Committee Chair, Terry Magady, reported that the next committee meeting will take place September 10 at 4:00 p.m.

Service Provider Advisory (SPAC)

Committee Chair, Justin Levi, reported that SPAC held a productive discussion regarding the primary concerns and priorities identified by service providers. These discussions will help guide the committee's agenda and work plan moving forward. The committee also thanked the eight individuals who volunteered to serve on SPAC following the recent recruitment process. The Board Development Committee is nearly finished interviewing applicants, and the selection process is expected to be finalized within the next several weeks. The next SPAC meeting will take place on August 18 at 10:30 a.m.

Consumer Advisory (CAC)

Esther Kelsey reported on CAC advocacy activities, including engagement with law enforcement. On June 19, advocates showed support for U.S. Representative Maxine Waters (California's 43rd District), whose current term runs through 2027 and who will appear on the general election ballot. Advocates from Harbor Regional Center, North Los Angeles County Regional Center, and the State Council continue to support one another at IPP meetings. Esther also raised a complaint regarding Board and CAC member Todd Rubien, and Almarietha Mathews acknowledged the comment.

PUBLIC COMMENT (3 minutes)
None

ADJOURNMENT

The Board meeting was adjourned by Almarietha Mathews, Board President, at 7:02 p.m.

Todd Rubien
Board Secretary

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