



**EASTERN LOS ANGELES REGIONAL CENTER**  
 1000 S. Fremont Ave. • P.O. Box 7916 • Alhambra, CA 91802-7916  
 (626) 299-4700 • FAX (626) 281-1163

**Minutes of Board of Directors Meeting**  
**April 12, 2011**  
**Approved as Corrected May 10, 2011**

**Present:**

Olga Sarabia, President  
 Felicitas Navera, Secretary  
 Terry Munoz, Treasurer  
 Joe Utar  
 Marvin Brown  
 Robert Hazard  
 Jiang Guo  
 Theresa Chen

**Staff Present:**

Gloria Wong, Executive Director  
 Jesse Valdez, Manager/Residential &  
 Federal Programs  
 Rosalie Estrada, Executive Asst.

**Absent:**

Deborah Gallardo  
 Pat Gomez, Vice-President  
 Miguel Lugo  
 Elton Lui  
 Tammy Bachrach (VAC)

**Guests:**

Refer to Sign-In Sheet

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Olga Sarabia, President, called the meeting to order at 6:10 P.M.

**I Welcome and Roll Call**

Olga Sarabia, President, welcomed all present. Roll call was taken and since a quorum was not present, items not requiring action were taken out of sequence. A quorum was established at 6:20 P.M.

**II Introduction**

The Board and the members of the audience were introduced.

**III Community Input**

There was no community input.

#### **IV Approval of Board of Directors Meeting Minutes**

##### **A. Minutes of March 8, 2011**

Correction: Page 2, B. Whistleblower Policy, first sentence, eliminate the acronym "COI."

*M/S/C (Marvin Brown/Felicitas Navera) To approve the Board of Directors Meeting Minutes of March 8, 2011 as corrected.*

#### **V Executive Director's Report**

##### **A. Budget Status - FY 2010/2011**

###### **1. Monthly POS Report**

A copy of the POS Expenditure Projections Summary through the month of February 2011 was distributed and reviewed. There is a deficit reported from a high of \$4,075,835 to a low of \$3,656,311. To date the B-3 allocation for POS has not been received. DDS is still withholding money and are waiting very late into the fiscal year to see if the deficits reported by the regional centers drop. DDS will most likely allocate funds to deficit regional center in May or June.

###### **2. B-3 Contract Amendment**

The B-3 allocation for Operations was received and was signed by the Board President.

###### **3. Budget Performance Report - Operations**

The Budget Performance Report was distributed and reviewed. Currently there is a balance in Operations budget of \$322,329.

Gloria Wong explained the budget line items and the individual amounts allocated. The above balance in Operations is being generated by three budget sections; Clinical Team, Community Placement Plan (CPP) and Prevention. The allocation for these budget line items are dedicated funds to be used exclusively for these projects. The funds cannot be transferred between accounts. In the general operations section there is an existing deficit of \$56,600.

##### **B. Update Fiscal Year 2011-12**

To date there is still no budget for the 2011/12 fiscal year. The Governor was attempting to get a special ballot in June for a tax extension. On June 30<sup>th</sup> the temporary increase in taxes will expire (income taxes, sales and DMV taxes). The Governor and the Legislature were attempting to pass the budget along with an approval to have a special ballot for an extension of the current taxes. The Governor has reported he is short four votes (Republican votes, two in the Senate and two in the

Assembly) to get the special ballot for June. There is about a \$26 billion shortfall and the original proposal by the Legislators as well by the Governor was to deal with half of the deficit with cuts, and the other half would be taken care of with additional revenues generated by the tax extension. The Governor on or about May 14<sup>th</sup> will release the May Revision to the budget, which is an update of the budget proposal released on January 15, 2011. The Governor has indicated that since the June special ballot was not accepted he will be issuing an "all cuts budget." This will most likely affect the regional centers with additional cuts beyond the currently proposed \$573 million reduction to the regional center system. The Governor has indicated that if there are additional cuts to be made that education will be significantly impacted.

The Legislature has approved Trailer Bill Language which will save \$12.5 billion, but the budget has not been approved although the details are in place. There are about 40 Trailer Bills that will be in effect once the budget passes.

There is a bill which details the kinds of cuts, \$573 million, for the regional center system. There are stakeholder groups currently meeting with the Department of Developmental Services and they should be completing their work sometime toward the end of April. The groups are meeting to generate ideas on how to develop cost containment measures for eight service categories that will uniformly impact the twenty-one regional centers. As soon as the stakeholder groups complete assignments DDS will have three stakeholder community meetings in May; one in Sacramento, Los Angeles and Oakland. The dates have not been established. On May 15<sup>th</sup> DDS is slated to present to the legislature the draft recommendations.

There is also concern with the federal budget shortfall. Approximately \$1 billion of federal funds are generated by the regional centers in order to offset the use of general funds. If the federal government enacts a shut-down, as threatened, the processing of these funds to California will likely be halted thereby impacting the cash-flow to regional centers.

#### 1. ELARC Legislative Visits Update

Gloria Wong introduced Roxy Ortiz, Information and Training Specialist, who was invited to inform the Board on the activities ELARC has undertaken as an agency in trying to influence our legislators regarding the budget process. Roxy played a key role in coordinating these activities. The ELARC 2011 Legislative Activities Report prepared by Roxy was shared with the Board and guests in the audience.

Roxy thanked Gloria for providing her the opportunity in presenting to the board on the very exciting and valuable project that ELARC has embarked on beginning in February of 2011. Roxy highlighted some of the activities which were meaningful and impacted the regional center as a whole.

Legislative workshops were held on March 10<sup>th</sup> for the delegation participating in the Grass Roots week visits as well as the general the community.

In February, ELARC started conducting legislative visits at the recommendation of Senator Ron Calderon's office. It was determined that in order to increase the impact of the visits, the delegation needed to schedule their visits before the deadline of March 1<sup>st</sup> set by the Governor. As a result there were four key legislators in our catchment area who were targeted for the fast track visits. The February fast track visits were targeted for key legislators who were involved in either the Health and Human Services Committee, the Budget Committee or the Budget Sub-Committee. During the visits ELARC was able to successfully meet with three of the four legislators with a delegation of seven constituents participating during the week of February 22<sup>nd</sup> through February 25<sup>th</sup>. The constituents included representatives from the Board of Directors, Family Advisory Committee, the Vendor Advisory Committee and the Consumer Advisory. Some of the outcomes from the February Fast Track meetings include: (1) collaboration with the Senators or Assembly members to visit ELARC and tour of our facility and also vendors in the catchment. The delegation participating in the February fast track meetings included consumers, parents and service providers, making a large impact on the services being provided.

Another outcome of the local visits was a personal invitation from Senator Kevin DeLeon for an interview regarding the impact of the budget on our community. The interview was going to be with the Senator as well as with Chanel 34, Univision. The interview was going to be live but due to the weather conditions (rain) it was cancelled. The interview was to be scheduled at 4:00 A.M. and all invited participants were very motivated and were willing to share how the budget cuts were going to impact their lives. The five individuals met with the Senator on Thursday, and on Friday a call was received from the Senator's office that they wanted to conduct the interview and wanted the participants available on Monday morning at 4:00 A.M. At approximately 3:40 A.M. a call was received cancelling the interview. Calls were placed to all informing them of the cancellation.

The Legislative Activities Report includes summaries and outcomes. For the last couple of years ELARC has been focusing more on visiting legislators at the local district level which allows for more flexibility in coordinating appointments as well as expands the opportunity for constituents to participate. Experience has been that most of the legislators are familiar with the regional center system and have the support for the majority of the legislators. Roxy indicated she encourages the delegation to make visits throughout the year. A packet with general information about the regional center system, ELARC specific materials and the written personal stories were left for each legislator.

Felicitas Navera, board member, participated on the actual Grassroots Day in Sacramento on March 16<sup>th</sup> and was linked with the ARCA representative Anh Nguyen. Felicitas shared her experience in Sacramento. She indicated when she arrived to the 6<sup>th</sup> floor she was stunned to see the amount of individuals present. There was high energy, parents were present, there were consumers in wheelchairs, and many representatives from Northern California. Felicitas stated she joined the five individuals from the Lanterman Regional Center group who were assigned to meet with nine to ten assemblymen and were allowed about 25 to 30 minutes each. She indicated the Lanterman delegation came well prepared. There was one consumer who when

speaking to the assemblyman, told him that if it were not for the good things Lanterman has done for him he would probably be a helpless, hopeless, homeless person living on the street. Felicitas shared with Anh Nguyen that she was very disappointed that the majority of the assemblymen were not available and meetings were held with their staff. Apparently the legislators were in session due to the budget. Assemblyman Mike Gatto shared with Felicitas that his wife teaches autistic children and was told that people who do these jobs are doing God's work and he understood where she was coming from. Felicitas stated she left there happy and stated it was a very meaningful experience for her.

Robert Hazard *met with staff* of Assemblywoman Julia Brownley who represents the Santa Monica area. Robert reported he met with her staff for approximately 20 minutes. He left the packet with her legislative aide and highlighted the information he wanted to share with the legislator, and explain why it is so important. Robert stated this is his tenth year visiting with legislators and has seen approximately 350, mostly in Washington, D.C. While visiting with a legislator in Washington he stated a comment was made to him that it is really refreshing to have real people here and when you are constituent they will listen to you. Pictures are also good items to bring to the visits.

Roxy reported a legislative workshop was held in the morning for the Partners in Community Inclusion group in Alhambra which went very well. Consumers and families are very interested in participating and partnering up with the legislators to try and make a difference. She also has been working with the Political Education Committee, a sub-committee through the Vendor Advisory Committee, for the last 1 ½ years.

## 2. ARCA Support Letter: Ballot Measure Tax Extensions

The correspondence from Robert Baldo Executive Director of ARCA to Senators Steinberg and Sutton, Speaker Perez and Assemblyman Conway was shared with the

Board of Directors. The correspondence supports the ballot measure for the tax extensions.

## 3. Stakeholder Group Update

Refer to "Update for FY 2011-12 above.

### C. ELARC Request for Proposal (RFP) Policy

#### 1. DDS Correspondence

Correspondence was received from DDS regarding the RFP Policy. The correspondence states the RFP policy does not address the applicable dollar threshold for requiring the utilization of the RFP process as required by contract language. DDS is requesting the revised RFP policy be submitted within 30 days.

## 2. RFP Policy

Frances Jacobs reviewed the minor changes made to the policy as requested by the correspondence by DDS.

***M/S/C (Terry Munoz/Felicitas Navera) To approve the Request for Proposals (RFP) With/Without Start-Up Funding Policy and Procedures as presented. Unanimous.***

### D. Federal Funding in California's Developmental Services System: The Role of Regional Centers

The Board received a copy of the “**Federal Funding in California’s Developmental Services System: The Role of Regional Centers**” was distributed for their information. The report goes into details on the information about federal programs which includes history, explains the various programs, and eligibility for the various federal programs. The document was developed by the Association of Regional Center Agencies (ARCA) in March 2011. This document is being used to educate legislators.

A new amendment, 1915i, is also referenced in the report and provides information on the history and the latest initiative to bring in additional federal dollars.

Jesse Valdez, Manager of Federal Programs/Residential Services, also provided a fact sheet regarding Medi-Caid Waiver.

### E. Performance Contract Year End Report: Spring 2011

The Performance Contract for ELARC for Spring 2011 was shared with the Board. Elizabeth Harrell, Supervisor in Community Services, takes the lead on the

Performance Contract every year. There are set standards, goals and objectives, and compliance issues set by DDS. At the end of the calendar year an official formal report is developed and submitted to DDS. The report also contains information on audits, CDERs, IPPs and IFSPs.

The report will be circulated to the community as the final report on the Performance Contract for calendar year 2010.

### F. Lanterman Act 2011 Publication

A copy of the new publication of the 2011 Lanterman Act was distributed to the Board.

## G. Board Retreat Follow-up & Recommendations

The Executive Committee met with Mark Starford, Consultant and Gloria as a follow-up the board retreat. Olga reported the executive committee discussed their responsibility as a non-profit board. The notes from the meeting were distributed to the Board.

Page 4 of the note's references some of the activities to be undertaken. One of the activities is to review the current Mission Statement for ELARC and the Mission Statements of the Advisory Committees who report to the Board. The Vendor Advisory Committee does not have a Mission Statement.

The ELARC Mission Statement was approved in 1998. The board will look to see if it is still reflective of the meaning and the intent of the agency. Gloria reported she has management staff reviewing the Mission Statement also and will get feedback in May. An exercise which Mark suggested that the Board review the Mission Statement and select a word or phrase that has a meaning to you.

Terry indicated there are two parts of the Mission Statement which really stand out to her: first the statement that the Regional Center is not just for the individuals with developmental disabilities but their families; and the other is the statement which states "which empower them" to achieve meaningful and fulfilling lifestyles in their communities. She stated she really likes the idea that it is the individual and their families and the idea of empowerment and really does not know how to improve the Mission Statement.

Gloria stated that even though the Mission Statement is very brief it captures the spirit of the Lanterman Act in a succinct statement.

Mr. Prieto, a community advocate, shared with the Board that the mission statement is beautiful but is missing an important area, outreach in the community. Mr. Prieto indicated attitudes can be changed, individuals are being discriminated. Attempts are being made to discontinue the use of the words "disabled" and "handicapped" but rather use People First terminology. He wants to see a partnership with our community and

wants them involved in the regional center activities. He would like to see some sensitivity training and advocacy training for the community.

The Executive Committee and Gloria will be meeting with Mark Starford on May 31st to continue discussion on the points identified at the first meeting.

For the next board meeting Gloria requested that the Board look at the current ELARC Mission Statement, to decide if it will be affirmed as presented or will there be changes made. Gloria will also provide feedback from staff following their review of the Mission Statement.

Board Training: Mark Starford will be working at developing some draft material, looking at a webinar type training. Mark has outlined the responsibilities of the Board on the first three pages of the handout. If the material is ready by August, a retreat may be scheduled.

Advisory Committees: The Executive Committee thought it would be a good idea to give each committee a task, for example with the current budget situation, what would you do to deal with this budget situation. Or what other types of questions could be posed to them.

## **VI Consumer Services Report**

### H. Transportation Policy & Procedures

Review of the Transportation Policy and Procedures was deferred and will be placed on the agenda for the May Board Meeting.

## **VII Committee Reports**

### A. Vendor Advisory Committee

Tammy Bachrach, VAC representative was not present therefore there was no report provided.

### B. Consumer Advisory Committee

Miguel Lugo, CAC Chairperson, was unable to attend the board meeting this evening therefore there was no report provided.

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### C. Family Advisory Committee

Felicitas reported she attended the FAC meeting on April 6<sup>th</sup> from 10:00 A.M. to 12:00. The committee is still trying to determine what time would work best for this meeting. She reported at the board meeting in March she was amazed at the large attendance at the Whittier office, but this past week there was only one person attending. The Whittier parents attending the meeting in March are advocating for the later meeting time.

There were four persons present in Alhambra at the April 6<sup>th</sup> FAC meeting.

There was discussion that the VAC now have their own Bylaws and FAC would also like to develop their own By Laws but in order to accomplish this the FAC will need more input from the committee.

Rita Rubin, parent, shared her experience regarding her visit to Assemblyman Curt Hagman of Chino Hills. She also shared there is going to be a movie on autism and will be shown at selected AMC theaters in May. Additionally there will be an Autism Walk in the Whittier area on 4/16.

Rita also shared that she is receiving a lot of calls from parents and vendors regarding possible employment for consumers during the summer.

Mary Hosokawa, ELARC Education Specialist, announced there will be a Vendor Resource Fair on June 8th at the Rosemead Community Center from **3:00 P.M. to 7:00 P.M.**

The next FAC meeting is scheduled for June 8<sup>th</sup> at 6:30 P.M.

#### D. Finance Committee

A Finance Committee was held on March 30<sup>th</sup>. A copy of the Minutes was distributed to the Board.

Gloria stated every year a dedicated meeting is scheduled for the purpose of the reviewing the pension plan. The Principal Investment is the pension plan which is agency sponsored for the employees. Every year there is a comprehensive review of the investment options and their performance over the last year. After reviewing the charts and graphs the committee recommended the current investment options not be changed.

There was also a presentation regarding the Mutual of America plan 403(b), a tax deferred annuity plan, which is a voluntary option for employees. It is a volunteer plan which was started many years ago and to date there are only about thirty staff participating in the plan. Because of recent changes to the law agencies that offer such a volunteer plan are now required to play a more active role in the oversight of the plan and are now required to conduct annual audits of the plan. When the auditor performed the review, the findings were fine but there were three recommended changes to the voluntary 403(b) tax deferred annuity plan with Mutual of America. (1) It was recommended that there be a change in current plan year to coincide with fiscal year verses calendar. The proposed change would be to July 1, 2011 to June 30, 2012 plan year. (2) Revise current plan provisions with two following changes: eliminate hardship withdrawals and eliminate participant loans. Employees would be informed of the changes if approved by the Board.

***M/S/C (Terry Munoz/Robert Hazard) To approve the recommended changes to the Mutual of America 403(b) plan as presented. Unanimous***

#### **VIII Announcements**

None.

#### **IX Adjournment**

There being no further business to discuss the meeting was adjourned at 8:10 P.M.

**Respectfully submitted by:**

**Felicita Navera, Secretary  
ELARC Board of Directors**

**Recorded by: Rosalie Estrada, Executive Secretary**

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