

MINUTES
BOARD OF DIRECTORS MEETING
COASTAL DEVELOPMENTAL SERVICES FOUNDATION
NOVEMBER 1, 2017

MEMBERS PRESENT: Joseph Allen, Jr.
Richard Breen
Nilo Choudhry
Ben Davidson
Cammy DuPont
Zoe Giesberg
Phil Jackson
Myra Mezquita
Todd Rubien
Larry Ryan
Alejandro Soschin
Maria Soto
Bob Steiner
Russell Tanner
David Wyles

MEMBERS ABSENT: Austin Dove, Elizabeth Espinoza, Betty Pearson Grimble,
Sandra Gonzalez

STAFF PRESENT: Carmine Manicone, Maureen McKinney, Lisa Basiri,
Denise Fernald, Danny Franco, Cesar Garcia, Danise
Lehrer, Erica Reimer Snell, Liz Spencer, Mary Lou Weise-
Stusser, Linda Butler, Barbara Marbach, Sandy Rivera,
Aga Spatzier, Pam Arturi, Yuret Chang

GUESTS: Denise Thornquest (DDS), Mercedes Barrales, Raymondo
Blanco, Marta Chavez, Zakir Choudhry, Victoria Cortes,
Trisha Cozine, Zack Freezen, Alejandra Gomez, Elizabeth
Gomez, Fernando Gomez, Francis Gomez, Veronica
Gonzalez, Naomi Harrell, Beverly Hutchinson, Marcia
James, Esther Kelsey, Carla Lehmann, Maria Lopez,
Barbara McCants, David Mezquita, Jack Nieves,
Guadalupe Rodriguez, Sandy Rubenfeld, Mulugeta Tadele,
Felicia Williams, Ari Zeldin

CALL TO ORDER

Meeting was called to order by Board President, Nilo Choudhry, at 6:04 p.m.

ROLL CALL AND ESTABLISHMENT OF A QUORUM:

It was established that the members present represented a quorum necessary pursuant to

Section 3.03 (g) of the bylaws of Westside Regional Center which states:

(g) Quorum

A quorum of the Board of Directors shall consist of nine (9) members of the corporation. Provided, however, that a quorum of the Board of Directors shall consist of a majority of the Directors then in office at any time when the number of Directors then in office is less than ten (10)

INTRODUCTION OF GUESTS

Guests were welcomed and invited to introduce themselves by Board President, Nilo Choudhry.

OPEN PUBLIC COMMENT

Zack Freeze (Brighter Future Charity) informed they are a long standing organization and they fundraise privately. They recently raised funds for an entire year and they have available services for free for those who qualify. They provide day support at community events and came here wanting people at Westside to be aware they have support services for clients and families who need it.

CHAIRPERSON'S REPORT

Nilo Choudhry, Board President, had Cammy DuPont read the mission statement. Nilo Choudhry reported there will be a closed session during the meeting and there will be public comment before and after the closed session. They want to keep things productive, respectful and allow people to be heard while keeping to the time, especially for clients who have time constraints. People who chair committees are encouraged to send in written reports ahead of time, otherwise those that are reporting to keep the report less than 5 minutes to keep to the time schedule. Nilo also thanked Maureen McKinney for filling in for Vanessa Arauza while Vanessa was on medical leave. If there are any individual POS concerns, please properly refer them to Service Coordinators or Program Managers at the end of the meeting. At this point, Carmine Manicone wanted to honor Danise Lehrer who is retiring in December.

2018 Performance Contract Presentation

The Compliance Measures are areas that all Regional Centers are working on.

Department of Developmental Services provides the statistics.

They are trying to move people out of developmental centers and be with their families or surrogate families. They currently have about 23 people in developmental centers, but the number is probably lower because they placed people recently. Approximately 96% of the children they serve live with a family. Approximately 85% of adults are living in a home setting. Westside doesn't like to have people living in large congregate living facilities that house 6 or more people. Currently there is only one child living in that situation and while they do have a larger number of adults living in large living facilities they are constantly trying to find them homes.

The next area is looking at the Regional Center itself. Westside is required to have an unqualified independent audit every year and they do. They are compliant with the DDS fiscal audit. WRC's fiscal projections are looking really good; their OPS budget is

looking good and they are required to participate in the Waiver and they do. They are completing their vendor audits every year. They make sure everyone has a current CDER (client developmental evaluation report) or ESR (early start report) and they are at about 94%. Their Intake/Assessment is below average for the state for clients 0-3 years of age. IPP Development is doing well and we are at almost 99%. ISFP development is low, but when they have the numbers for the current year they should be on average.

The Public Policy Outcomes are new goals that deal with employment. Based on 2015 Employment Development Department the Statewide average of clients 16-64 with earned income is 13.6% and WRC is 14.1%. Average annual wages for clients 16-64 Statewide is about \$7000 and at WRC it's about \$9000. One thing they were required to do was to compare their clients with everyone in CA with all disabilities. That could mean a wide variety of people. Currently they are working on a way to track the average hourly or salaried wages for adults who participated in a Paid Internship Program prior to the fiscal year. They are also working on a way to track average wages and hours worked for adults engaged in competitive, integrated employment. They are looking at how to track the number of people who received incentive payments made for the fiscal year. Based on the 2014-15 National Core Indicators we are 26% employed, but not all adults who have responded.

Another item they are working on is Measures Related to Reducing Disparities and Improving Equity in Purchase of Services Expenditures. WRC received 2016-2017 Disparity Grant funding to focus on 4,970 clients and families in the Hispanic and African American communities. WRC has initiated/completed the following project components: *1. Parent Empowerment Project – Parent to Parent Support; 2. Developed 7 programs for children that include: Occupational/Physical/Speech Therapies; Social Skills and Day Care that are culturally sensitive and appropriate; 3. Developed an Enhanced Case Management Team to address individual needs and barriers of target population who receive no services and aid them in receiving requested and funded POS service; 4. Redesigning the WRC website to be culturally and linguistically appropriate for the WRC community; 5. Providing more convenient transportation and childcare to assist families to attend trainings and meetings; 6. Developing WRC Dashboard for transparency; 7. Increased culturally and linguistically appropriate translation and interpretation services; 8. Multi-Disciplinary Staffing – ECM Team will collaborate in multi-disciplinary staffing's held twice monthly for Service Coordinators to present cases and discuss barriers (individual and systemic) and unmet needs for specific cases.*

They look at the purchase of service in three ways: (1) age, (2) ethnicity, and (3) language spoken. WRC is trying to see as many areas as possible so they don't miss anybody.

EXECUTIVE DIRECTOR'S REPORT

Carmine Manicone reported on employment matters. WRC tried to reinstate the Employment First Business Advisory Committee and had a meeting on Oct. 17th. The committee is a mix of vendors, parents, school district collaborators and business partners. One suggestion that was brought up in this meeting was for Westside to get

more involved in the community. As a result, they joined the Culver City Chamber of Commerce. They welcome any business contacts you have. The next meeting will be on Tuesday, November 21st, 2017 1-2:30pm.

Supported Employment Roundtable has info on paid internship program and employment outreach booklet. Both have info on receiving money and benefits. The tri-fold brochure provides information for potential employers who may receive up to \$10,400 per year towards wages, payroll costs and mandated employer cost towards hiring individuals with a developmental disability. The other document has general information on tax credits and incentives for employers and some great answers to FAQ's on hiring people with disabilities.

Westside just completed hosting the ARCA Customized Employment Training in October, 24th – 27th. They had people from Department of Rehab, Regional Centers, California Department of Education and DDS. The focus was to familiarize all the groups with the philosophy and practice of customized employment so we can establish a model for service provision and build capacity in the state.

Westside will have intensive employment training around ACRE Training – Customized Employment Training and Discovery Tool Implementation training and will be provided to service providers on November 16th – 17th. This training is a collaborative project between WRC and Inland RC with Easter Seals Work First to develop customized employment services.

Housing continues to be a challenging area for RC's statewide. The biggest challenge is most of the individuals they support are being priced out of our catchment area and there is close to a 98% occupancy rate so space is extremely limited. They are actively pursuing developers to take advantage of Project Rental Assistance funds which are awarded to agencies that set aside units in affordable housing projects to house individuals with developmental disabilities.

WRC has recently met with Culver City Sergeant Pete Hernandez to review Westside's Emergency Preparedness and assist them with determining what messages to use on their 4 pre-recorded panic buttons at the front desk. Sergeant Pete Hernandez recommended the following:

- 1) ***Internal First Responders needed at front desk***
- 2) ***EMERGENCY – Assess the situation – Run/Hide/or Fight***
(Used in the event of an Active Shooter or other on site threat during which each individual would potentially react differently after assessing their proximity to the threat)
- 3) ***EMERGENCY – Evacuate the Building***
- 4) ***EMERGENCY – Law Enforcement Needed***

They recently tested this system during an Evacuation Drill and is now working on a system to account for everyone once they have evacuated the building.

Sergeant Hernandez has agreed to conduct another Active Shooter Training on December 7th for new staff and any Board members who would like to attend.

Most of the discussion on the disparity funding will be covered in the Equity Task Force report. Westside will be submitting a request for ongoing funding to continue their current Parent Empowerment Program with ASLA, the Enhanced Case Management Project, and ongoing Cultural Competency Training and to continue the funding for the Spanish translation of the new WRC website. They are asking for increased funds in Translation services, increased Childcare, RFP's to develop Adult Services, ongoing survey data collection and self-assessment.

WRC will have a busy end of 2017 and beginning of 2018 as they have numerous people moving up and retiring. They currently have the following open positions:

3 In-home Service Coordinators, preferably all bi-lingual
1 Early Start Service Coordinator

Lastly, please Save the Date for WRC's annual Holiday Luncheon Party on December 14th at the Culver City Doubletree Hotel, right around the corner from the center. Invitations will be sent to all Board Members.

COMMITTEE REPORTS

FINANCE

Cammy DuPont, Committee Chair, reported that they are 3 months into the current fiscal year and have spent 21.7% of operations, which are to run the regional center. They have spent 23.6% of their purchase of service and that is what goes directly to clients. In the future the finance report be a "serve and file" with the board so the information is more accessible to the community. This will help the meetings be more interactive and will talk about things and how they relate to the regional centers' budget; talking about big expenditures; talking with stakeholders to get an idea of what people really want to hear about the budget here.

The upcoming audit was mentioned in which an independent contractor comes in and checks the books to make sure the funds that are sent by DDS are being used to fund the programs for which they are intended.

ACHIEVABLE

Josh Kuskol reported they will be releasing their year-end report in one month. They are also interviewing more medical providers to expand their team. They now have 6 full exam rooms. They had their 1st Annual Gala recently and raised \$75,000.

They received the Access Award from the County of Los Angeles Commission on Disabilities where they were nominated by the County Supervisor. They were one of seven groups nominated.

They are having their 2nd Annual Legislative Breakfast on November 15th, 2017 where doctors and nurses will come and discuss the development of healthcare in the workforce.

They are also working with Representative Sebastian Ridley Thomas to bring in medical community, health, education and people in the workforce to talk about health care issues and how we can try to fix them.

CONSUMER ADVISORY COMMITTEE

Todd Rubien reported CAC is continuing with their volunteer hours and as of right now their members have completed 323 hours of community service. Their Emergency Preparedness Group is working with a Disaster Preparedness Group so they can know what to do in an emergency. They are having classes where emergency supplies are given out as well as training. They are being trained to know what to do if there are no emergency personnel available. There has been some interest from some of their members to become CERT trained. Those that are interested are taking a 7 week course where firefighters and other emergency response personnel are doing the training.

Their Halloween Bash was a success and they are also currently working with group members to make sure everyone has somewhere to go for the holidays.

POLITICAL ACTION & OUTREACH COMMITTEE

Zoe Giesberg reported on the various bills that the governor signed and vetoed. One of the bills that were vetoed was concerning home care registry and personal care services. One of the bills that passed stated that by 2019-2022 there will be an EVS for supported living, IHSS, respite and personal assistants.

One important piece of information was that an impartial analysis stated that due to the new budget there will be a \$1 trillion cut to Medicaid and Medical over the course of 10 years. Zoe talked about how we as a community can address this and suggested a letter writing campaign, as well as calling the representatives and making sure they understand how we feel. She encouraged CAC to reach out to their families and resources to engage them for this cause. Zoe also asked to remind people who ADAPT is and how much good they do for the community. She also told the Board about the app 5 calls which is an app that makes it easy and effective to communicate with both local and national politicians.

It was suggested that a letter be drafted so the Board can sign it and send it to the representatives as well as looking up the representatives in the catchment area and inform the Board so they can do what they can with the information.

Fernando Gomez got up and said that Judy Mark, who helped create Disability Voices United, is having 4 town hall meetings across the state. He suggested joining forces with her so the voices will be amplified.

CLIENT SERVICES COMMITTEE

Richard Breen and David Wyles reported that there are social service training standards for children, but there are no standards for adults. They are and have been working on this for several months and are taking into account the changes in Federal Law and State Law and when self-determination devises new standards. The next meeting is January

10th and they want to springboard brainstorming changing social skills.

ARCA

Zoe Giesberg reported she and Carmine went to the ARCA meeting in San Diego a couple of weeks ago. There were a lot of things discussed and some of the highlights are as follows:

The California 2020 Primary is moving from June to March and that could change how we address and fund some programs. There were a lot of talk about Housing and specifically there were 15 bills about Housing and the funding for it. There were bond measures that total \$4 million for 2018 Affordable Housing; there was talk about transportation funding as well. We won't know the budget for 2018 until as late as January 10th, 2018.

Within the general tax fund we have \$152 million ahead of forecast but housing is slowing growth. So the legislation is focusing on housing. Section 8 in Los Angeles is opening after 14 years and they already have 600,000 applicants. Lanterman Coalition is prioritizing a push for money for the development of housing.

There was also talk about Medicaid and Medical being under threat under the new budget. Since Medicaid and Medical are the main source of funds for Regional Centers it was a big point of discussion.

There was talk about Grassroots day being held the week of March 14th.

There was also discussion about reviving the ARCA collaborative.

The last big piece of information that was discussed was ARCA demanded that DDS preclude FMS with financial matters, in which the Regional Centers will not provide advances to FMS agencies in the self-determination program. In order to initiate self-determination there needs to be a cash advance. That currently does not work with the Regional Center systems and the RC directors do not want the liability on the Regional Centers of fronting all the FMS businesses. If there need to be cash advances given, the RC directors asked that DDS give the cash advances to the FMS agencies and they can then distribute the money needed.

STRATEGIC PLANNING

Alejandro Soschin reported that he is working with the members of the Executive Team to come up with the parameters for the strategic planning committee. The main focus is: what will be the charter; what will be the frequency of the meetings; and how the strategic planning committee will work with and interface with the Board and stakeholders. Alex said he wants the committee to be completely transparent so they can have people be fully engaged.

Alex requested that if anyone knows people they highly respect and would recommend they work with the strategic planning committee to please let them know. They want to

develop a RFP (request for proposal) so they can have adequate resources to support a strong strategic planning committee. This is an ongoing process and if anyone is interested in joining, to please do so. If you want to join but will be unable to attend the meetings they will be interfacing with everyone on an ongoing basis so the information will be passed along.

Fernando Gomez then got up and thanked the strategic planning committee for opening up the invitation to everyone. He then reminded everyone how we got to this point and how every group had a representative in the discussion so everyone had a voice.

SERVICE PROVIDER ADVISORY COMMITTEE (SPAC)

Ben Davidson was not present at meeting.

FAMILY RESOURCE EMPOWERMENT CENTER (FREC)

Liz Spencer reported they had a First Siblings Group meeting in October. She said there must have been something going on that date because 18 families signed up, but 9 said they couldn't make the first meeting. They will have their next meeting in November and they are currently full, but if you know a sibling or family that could use some help please let them and the FREC know.

The Disney Program 2017/18 is nearing an end. Liz says they registered 750 families and clients and right now they are double checking to make sure they have all the correct emails and contact information.

A new group they have is the African American and Black Family support group. That is run by Beverly Hutchinson and Michelle Bailer. They had their first meeting in October and the next meeting is November 16th from 6:30-8:30pm. They have asked to please RSVP for childcare. Although there has only been one meeting they are already hearing good feedback about it.

Various staff from the FREC is going to a few conferences over the next few weeks. Some are going to the Fiesta Educativa Conference on November 6th; some are going to the Early Start Plus Conference and there will be a presentation to the Inglewood Unified School Districts as well.

SELF DETERMINATION ADVISORY GROUP

Judy Mark was not there, but asked Nilo Choudhry to read part of her report. The report stated that the self-determination group met on October 17th and they discussed trainings provided by DDS and how there were many staff, self-advocates and community leaders present at the meeting. They will start to schedule more information meetings both in English and in Spanish. In order to be eligible for self-determination you must attend the information meetings and those will start in January.

They are also developing a 1-page flyer that will have information in both English and Spanish that will be handed out during IPP meetings. They are also getting the information on the WRC website, again in both English and Spanish.

DDS has not given a timeline for when the self-determination group will be finalized, but there will be a meeting on November 14th at 6pm in the Danneker Boardroom and there might be more information at that point in time.

EQUITY TASK FORCE

Fernando Gomez, Chair, reported the Equity Task Force is alive and well in the system. They are addressing disparity and reaching out to as many individuals as possible. They are posting the grant information on the website as well. They had a meeting on the 25th of October and sent out status updates afterwards. In the 9 key areas they are on track. The next meeting is November 15th and it's the last meeting of the year. It will be a chance to celebrate an amazing advance as group and as a whole.

Fernando also said that anyone who submitted a grant will be notified if they got the green light so they can start working on their proposal at the beginning of the New Year.

OPEN PUBLIC COMMENT

Fernando Gomez addressed some people in Spanish. He said that he is on the Equity Task Force. He thanked them for being here because he knows their time is valuable. He also encouraged them to come on November 15th to the Equity Task Force meeting.

CLOSED SESSION

Nilo Choudhry, Chairperson, announced they are going into closed session. It is involving employment and contract negotiation and pending litigation update within the California welfare and institutions code.

The Board returned at 8:35pm from closed session and Nilo updated they discussed employment and contract negotiation and pending litigation.

OPEN PUBLIC COMMENT

Francis Gomez got up and thanked Liz Spencer for the trust and for serving Spanish speaking families. She said Liz and the FREC always answers any questions they have about services. She then thanked the entire Westside Regional Center for helping with families and their kids.

Marta Chavez got up and talked about how she likes coming to the meetings but she needs help with childcare so she and her daughter can continue to come to these meetings.

APPROVAL OF WRC 2018 PERFORMANCE CONTRACT (ACTION*)

Bob Steiner motioned to approve and Richard Breen seconded the approval of the 2018 Performance Contract.

After some discussion, the motion passed:

13 AYES

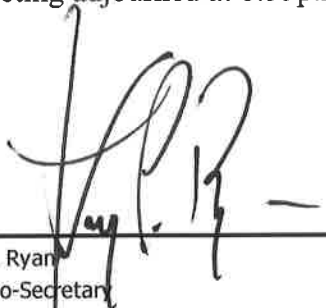
0 NOS

2 ABSTENTIONS

During the discussion it was mentioned that bullet pointing the highlights or bold/enlarge the big points on the Performance Contract would make it easier to understand. It was mentioned it is important to understand that the document they have is like a report card. This is a summary of how we are doing against the standards so we can know where we need to improve. It also shows DDS how WRC is doing and what they are doing to get better.

ADJOURNMENT (ACTION*)

The meeting adjourned at 8:55p.m. by Chairperson, Nilo Choudhry.

X 

Larry P. Ryan
Board Co-Secretary

X _____
Richard Breen
Board Co-Secretary