



**SPECIAL SCLARC BOARD OF DIRECTORS CONFERENCE CALL
JUNE 28, 2011
7:00 p.m.**

I. MEMBERS PRESENT:

Bill West Desiree Boykin Davina Douthard Lisa Sanchez
Dr. Anissa McNeil Renett Clough Karen Washington Dr. Angela James Hunt

MEMBERS ABSENT:

Manami Go Guadalupe Barerra
Jocelyn Baber-Gant Veronica Moser

STAFF PRESENT:

Reuben Lee Marsha Mitchell Bray
Roy Doronila

PUBLIC:

CALL TO ORDER:

The June 23, 2011 Board of Directors Conference Call was called to order by Board President Bill West at 7:00 p.m.

- II. Preliminary Allocation Contract FY 11-12** - Roy briefly explained the formality of approving the FY Preliminary allocation contract for FY 11-12.

BOARD ACTION:

Motion To Approve FY 11-12 Preliminary Allocation and Contract:

M/S/C: Davina Douthard/ Lisa Sanchez / Unanimous)

- III. Contracts Over \$250,000-** The passage of SB 74 under the Accountability and Transparency requirements now requires the Regional Center Board to approve any contract of \$250,000 or more effective July 1, 2011 Attached is a list of contracts that will continue into FY 11-12 that would require board approval.

Davina Douthard asked, how will SCLARC determine what contracts will be over \$250,000? Roy Doronila responded that our base line for determining contracts over \$250,000 will be prior year expenditure reports that show the vendor has received payments of at least \$240,000 or the contract has a definitive or guaranteed contract of \$250,000. Lastly, it is our plan to monitor expenditures during the course of the year and any expenditure that appear to approach or exceed the \$250,000 limit will then be scheduled for a board approval.

Davina Douthard also requested that the list of vendors with contracts of \$250,000 be modified to show the capacity and the number of consumers served to capture the entire picture.

Roy Doronila stated, we will add the information for review at the next board meeting.

Lastly, Davina mentioned there is concern that the board is approving the action because it is law and not because the board has a responsibility to evaluate the contracts that are \$250,000 or more.

Dr. Angela James-Hunt commented that we are responding to a new demand but ideally should have time to review so that we could have faith and confidence in what we are approving.

Bill West suggested that Roy modify the list of vendors to include the capacity and number served if that will satisfy the board's request.

BOARD ACTION:

Motion To Approve List of Contracts Over \$250,000:

M/S/C: Dr. Angela James-Hunt /Karen Washington / Unanimous

IV. Marsha Mitchell Bray addressed the board regarding the Transparency and Public Information Policy. This policy is primarily from the Bureau of State Audits (BSA) last year. Therefore the legislature has again mandated additional public transparency and disclosure practices to increase the availability of information and insight into the practices of regional centers through additional TBL requiring the following actions:

- SCLARC Board Composition
- Public Information
- Information regarding requests for proposals and contract awards

- Service provider rates
- Documentation related to establishment of negotiated rates
- Audits
- IRS Form 990

In addition, SCLARC will post on its website all of the following:

- Annual independent audit
- Biannual fiscal audits conducted by DDS.
- Regional center annual reports
- Contract awards, including the organizational or entity awarded the contract, and the amount and purpose of the award.
- Purchase of service policies.
- The names, types of services, and contract information of all vendors, except consumers or family members of consumers.
- Board meetings agendas and approved minutes of open meetings of the board and all committees of the board.
- Bylaws of the SCLARC Board of Directors
- Annual Performance Contract and year-end performance contracts entered into with DDS.
- Biannual Home and Community –based Services Waiver program review
- The Board –approved transparency and public information policy
- Reports required pursuant to WIC

This public information will be updated annually by August 15th of each year.

BOARD ACTION:

To Approve Transparency and Public Information Policy:

M/S/C: Dr. Anissa McNeil/ Renett Clough/ Unanimous

- V. Marsha reviewed SCLARC's Conflict of Interest Policy with the members of the board. This policy also comes out of the same BSA audit and Trailer Bill Language. SCLARC establishes this policy because it recognizes that accountability and transparency are necessary to ensure the agency's board members and staff report any and all potential or existing conflicts of interests that might impact SCLARC.

Conflict of Interest is defined as any activity, event, transaction or action that may influence or benefit a board member, employee or family member of the board member or employee. It also has a definition for financial interest and what is considered conflict. Basically if a board member or staff member has a potential professional, personal or business interest that may impact SCLARC, they must reveal that on an annual basis. Also the procedures are listed in terms of Duties to Disclose, Recusal of Self, Determining Whether a Conflict of Interest Exists and Violations of the Conflict of Interest, and the Annual Conflict of Interest Statements which every board member and employee must sign annually. The Executive Committee and the Executive Director will regularly monitor and enforce compliance with this policy by reviewing annual statements and taking any action necessary for compliance.

BOARD ACTION:

Motion to Approve SCLARC's Conflict of Interest Policy:

M/S/C: Davina Douthard/ Dr. Anissa McNeil/ Unanimous

- VI. Bill West reviewed the recommendations for applications for new members to the Vendor Advisory Committee for a two year term. There were three applications submitted by Davina Douthard, president of the VAC however, only one was reviewed by the Board. One applicant withdrew and one applicant was reviewed but not considered due to provider status.

Davina Douthard asked why applicant Cindy Torres was not reviewed and accepted by the Executive Committee. Deanna Corbin responded that a decision was made by Leadership to not recommend Ms. Torres' application due to the fact that there are already a number of providers with the same vendor status on the VAC.

Bill West suggested Davina meet with Dexter Henderson regarding her concerns.

BOARD ACTION:

To Approve Recommendations for New Vendor Advisory Committee Member:

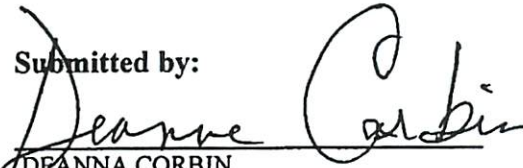
- Margarita Sanchez

M/S/C: Davina Douthard/ Dr. Anissa McNeil/ Unanimous

GOOD of the ORDER:

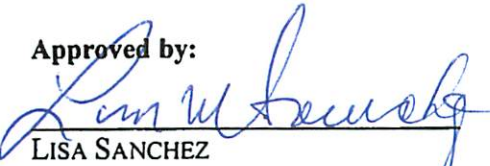
Bill West adjourned the June 28rd, meeting at 7:34 p.m.

Submitted by:


DEANNA CORBIN
EXECUTIVE SECRETARY


DATE

Approved by:


LISA SANCHEZ
SCLARC BOARD SECRETARY


DATE