SOUTH CENTRAL LOS ANGELES REGIONAL CENTER
MINUTES OF THE BOARD OF DIRECTORS MEETING
FOR
MARCH 27, 2012

1. MEMBERS PRESENT:
   Lisa Sanchez          Karen Washington          Anissa McNeil
   Ana DaSilva           Alan McDowell             Manami Go
   Guadalupe Barrera     John Harris

MEMBERS ABSENT:
   Angela Hunt-James     Renett Clough             Bill West
   Veronica Moser         Joycelyn Baber-Gant

STAFF PRESENT:
   Reuben Lee             Roy Doronila              Deanna Corbin
   Phyllis McClean        Marsha Mitchell

STAFF ABSENT:
   Dexter Henderson

PUBLIC:
   Eugene Washington
   Kimberly Theard
CALL TO ORDER:

The March 27, 2012 Board of Directors Meeting was called to order by SCLARC’s Board Vice President, Lisa Sanchez at 7:00 p.m.

II. APPROVAL OF BOARD OF DIRECTORS MINUTES FOR JANUARY 24, 2012

BOARD ACTION:
To approve the SCLARC Board of Directors Meeting Minutes of January 24, 2012 as presented. (M/S/C) (M. Go/ K. Washington / Unanimous)

III. BOARD PRESIDENT REPORT:

ARCA UPDATE – Roy attended the ARCA Board of Directors meeting in March on behalf of Board President, Bill West and Dexter Henderson.

ARCA Highlights –

The main item is the budget for current fiscal year 2012. The department was expecting $1 million additional monies from Prop 10, which would have provided an additional $50 million dollars to the system. Prop 10 is the California Childcare and Family Commission Dollars used to provide services to consumers from ages 0 - 5. That additional $50 million dollars has been delayed.

The latest contract amendment (C-3) from the State allocates $71 million to Regional Centers. The most recent expenditure reports for all centers project a $300 million dollar in Purchase of Services. The state is concerned about the trends. They were expecting savings that are not materializing. Actual expenditures are going up in POS.

We are not clear why the funds are being held up for Prop 10. There were some issues about the distribution of money. It is the State that deals with this through other departments and that money is not being transferred. There is concern for Regional Center’s because we were projecting a $300 million dollar need and all we see on the table is $121 million. The law is clear on protective services; we have to fund IPP.

Next year is a proposed $200 million dollar cut. The stakeholders meeting are going on, and they are working on a proposal on how to save that money. As for the legislature, ARCA is tracking all the bills. Roy offered to provide copies of all of the proposed bills. ARCA was not able to state a plan of action for the $200 million dollar reduction, but there is a proposal being developed by DDS. DDS wants to put a moratorium on placements, but I don’t think it will work. Reuben Lee commented, if you put a moratorium on placement it would leave the consumer with no place to go, which is not an option.
Dr. McNeil asked if there was any information on the six series of stakeholder meetings being held. Roy stated there is no published information at this time and the meetings are by invitation only.

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Last item is the Way Forward Movement, which is a new way of looking at how we will do business. It was initiated by the Conference of Southern California Regional Center Directors where special meetings are being held for this initiative. Two documents summarizing the movement was provided to the board. The first document provides background discussing the plan which not all 21 centers are adopting. The second is a draft survey being proposed to send to constituents, families, and vendors and whoever would be picked for the survey. It is for your reading and review later.

Dr. McNeil voiced concern with the survey. She felt the survey would go to a targeted group and not the people who are actually utilizing Regional Center’s services or the voices that the Center would want to hear from. The survey is being sent to politicians where its value is not clear. She pointed out that the information is more of an abstract. In the present form, the survey shows where they are in the process only. Certain details have not been worked out, such as how the data will be best utilized by each Center.

Dr. McNeil also addressed Roy regarding the Purchase of Services under the SOAR section, it states the projected expenditures will exceed allocation by about $5 million. What does that mean? Roy explained that out of the additional $71 million dollars recently distributed to regional centers, we received $3.8 million dollars. We needed $5 million dollars to fully fund all services. Referring to the Statement of Revenue and Expenditures, it shows we are now only projecting a $1.6 million dollar deficit in POS and more money is coming. I believe we will be one of the center’s that will be ok. There are centers facing a $30 million deficit such as Inland, and North L.A. is facing a $25 million dollar deficit. They may have received $10 million out of the $71 million allocated. We have control of our expenditures. We projected the worst case is a $5 million dollar deficit, and the best case would be no deficit.

Dr. McNeil asked if there were an opportunity to get more money from Prop 10 for the 0-5 consumer, as Early Start has a disparity of need versus dollar. It is one of most underserved services throughout the state. She wanted to know if money could be used to supplement, whether it’s the FRC or Early Intervention, for areas that need a little bit of padding. Dr. McNeil stated she was coming from a point of advocacy. That if we have an opportunity to have any additional funds to further the good job that we are doing she would like to see us go back to that. The statement was not to point out any inadequacy but in hopes that the area would be served if there are more dollars.

IV. COMMITTEE REPORTS

Finance & Budget Update by Roy Doronila.

Roy Doronila reported on the Matrix Contract. The MATRIX contract will be exceed the 250K threshold, therefore board approval is required. There is a “Consultant Partnership Agreement” as part of this contract therefore the vendor meets the HIPAA requirement.
A very long pilot was performed for this project where they went through the actual imaging of the files to determine the cost of the project. The cost includes staff, equipment, insurance, software, and licenses. The calculated cost is about 11 cents per page. The assumption of the number of pages is based on 120 caselogs, which is about 9 banker boxes per case load and about 6,000 pages per box, which they counted electronically. We will only pay for the actual imaged (page) when the job is finally done. These figures are all estimates since some charts may have three or four volumes or more. There is a lot of advance preparation of the actual scanning process. All staples, duplicates and unscannable pages will be removed by in-house preppers. The number of pages imaged is not an issue. The contract is a unit price contract. It will cost 12 cents per image for active files and .05 cents for the archived volumes, which includes prepping, scanning and download of the image files to our system. We estimate the average box contains 6,000 single-sided images and any images that are double-sided will be copied double-sided.

The system is an AX Application Extender System, and it is not a proprietary system. We have owned the software along as part of earlier purchase of our copier systems from Canon. The relationship will include the maintenance of the AX system, scanners and technical assistance. The system is fully integrated with our present systems and systems currently being developed. For example, a Service Coordinator looking at a file in our system discovered she needed a birth certificate or medical report there will be a connection to the case management system file folder. Currently, we stand up, pick-up the file, and walk it thru or store it in a drawer beside the desk.

The price will be over 250K, and we are estimating the project over three or four years will cost over 900k. For all new documents we have the intake process, which will be started on the second floor for Early Start intake and record intake. The Service Coordinator will review, approve, and send new images to our scanning group. There will be different levels of access for security purposes. This will allow a person to have limited access to the information without concern for time or the file getting lost in transit.

We are going to the start the process by case load. There will be a week turnaround. A caseload of 75-80 will be picked up on a Monday and returned the following Monday. It is a multi-million dollar system, but the ultimate assurance is that there are multiple backup systems, once they are copied to the hard drive there will still be multiple back-up systems in place and they are in the contract.

Almost a year of studying led us to make the decision and to provide a summary of the information. It was a very rigorous process that we went through to get to this point. There is no concern for us to not exceed a certain amount or period of time because this is a service provided based on a quote, and we can stop at any time so we don’t have concerns about the cost exceeding beyond our financial capacity. The fastest way to have our files converted to imaged files is to have the project outsourced. A tremendous amount of resources within the Regional Center has been used. We tried to perform the work in-house however it took one & a half months to prepare 1 caseload. We will start with active cases in May or June.
Dr. McNeil posed a question from the floor, she asked if the board felt comfortable making this decision. Roy stated monthly billing could be reported but wanted to make sure the contract was being looked at properly. The contract is no different than a POS vendor having a contract over 1 million. It is about utilization you review the service and agree to the price the actual billing comes in when the service is provided. There is no difference, just so happens this is operations so its sounds like a large amount. The list is in the records and had to be approved as we were required to send to you for approval all contracts exceeding $250K. The amount budgeted for the fiscal year is less than $250K. It just so happens, the project will take about four years to complete the task and the $250K was budgeted per year. In addition, Roy stated the amount of money spent on storage is over $100 thousand a year for archived consumer files. State requires us to keep deceased files. Over time this will pay for itself and the efficiency gained by Service Coordinators looking through folders. Overtime it should be looked at as an investment not a cost.

APPROVAL OF MATRIX IMAGING PROPOSAL:

BOARD ACTION-
To Approve SCLARC/ MATRIX Imaging Proposal/Contract as presented.
(M/S/C) M. Go/ K. Washington / Unanimous)

Sufficiency of Allocation Report (SOAR)

Roy Doronila reported the latest SOAR balances for FY 11-12. Our latest SOAR indicates total POS projected expenditures of $115,779.782. This exceeds our current allocation by $1,634,843. Additional allocation is expected later in the fiscal year to cover the shortfall.

Statement of Revenue and Expenditure Report

Roy Doronila reported the latest balances in OPS and POS for FY 11-12. Our latest estimates indicate adequate funds in OPS and an estimated shortfall of $1,643,843 in POS. We have not received our full allocation this fiscal year, which is typical at this time of the year.

The real bad news is that in this fiscal year the system sustained an additional $100 million cut which will roll into the next fiscal year as a $200 million reduction. The good news is in FY 12-13 budget year (next year) the budget is supposed to increase $400 million to cover growth and it also includes a $200 million elimination (as a result of the proposed elimination of the previous year’s 4.25% vendor/ regional center deallocation) which could result in a net increase of $200 million to the regional center budget.

There will have a series of stakeholders meetings across the state to get suggestions and ideas on how to deal with this reduction. Overall, the Governor’s proposed budget does not impact regional centers as feared.

CONSUMER SERVICES AND FAMILY SUPPORTS- Reuben Lee
Reuben reported that for the last three months he has been apart of an internal planning group that included, Executive Director, Dexter Henderson, Marsha Mitchell-Bray, Director of Family Services, Dr. Sandra Watson, Chief of Clinical Services and Pamela Colvin-Lee, SCLARC’s Autism Specialist, to address the issues that were raised during the November and January board meetings in regards to not having enough behavioral management classes in the community. We will submit a Request for Proposal (RFP) that will go out at the end of the week, and it will be put on the website. We will ask for proposals addressing the needs. People will have until mid late April to send in a Letter of Intent (LOI). The committee will review the letters once there is a pool of 4 or 5, depending on the number of responses. The classes will be held in the community and some will be held at SCLARC. The entire process will take approximately 6-8 weeks. We are trying to make sure we have everything in place prior to the beginning of the fiscal year.

Dr. McNeil acknowledged that SCLARC presented at the California Association of Psychologist. It was one of the most attended workshops in regard to behavioral studies working with individuals that have behavioral challenges. She indicated that she was pleased to be a SCLARC board member and received all of the evaluations from the presentation and they were was simply outstanding. The director of the conference, Dr. Rochelle Wallace, asked if you would please be so gracious and return next year. She extended an invitation to The International Behavioral Management Conference that will be held in a couple of months. It was an awesome presentation.

CONSUMER ADVISORY COMMITTEE - Alan McDowell

John Harris, President of the Vendor Advisory Committee continues to collaborate with the Consumer Advisory Committee on issues regarding the disabled. John met with the Consumer Advisory Committee in February and talked about the budget cuts and how it is affecting us with disabilities. John suggested we produce a video to send to the public and to Sacramento. We need to see how they feel about this cut that they are trying to bill toward anybody not just the disabled. It can happen to anybody who is sitting here in the room. The slogan created is “It Could Happen to You”. Alan commented that they have different programs out there but because nobody tells us about them, we are left in the dark. Somehow, we have to get the information ourselves. We have to call or look around to find out where these services are for the disabled.

John Harris and Curtis Jenkins attended on behalf of the VAC in February and March. Alan thanked John on behalf of the CAC for all the information he has given to them.

Phyllis McClean mentioned there were five consumers that went to the conference and they were going to share the information. She asked if CAC could make a presentation on dentistry. March 10th, Alan went to an orientation at Rancho Las Vegas regarding people living with cerebral palsy and their oral care, teeth. The power-point presentation on relationships is finally complete. The Regional Center will begin training clients in April on how to have a healthy relationship.

VENDOR ADVISORY COMMITTEE REPORT- John Harris

John Harris reported, the Vendor Advisory Committee met this month, and we had a panel of CPA’s that actually talked about the audit that is required in the new Trailer Bill. It was very robust conversation between our members and the CPA’s that outlined what is to be expected. We learned what comes out of the audit and the kinds of opinions CPA’s deliver. The VAC also

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created The Legislative Advocacy (Ad hoc Committee) to fight to get our 4.25% back. The advocacy committee was organized during the meeting, and we met on the following Wednesday. Yesterday, as an outgrowth of the advocacy committee, we went to the Consumer Advisory Committee and started filming. We are creating a video of consumers that will be part of our presentation to the legislature. The Video included people who were speaking from their hearts and speaking the truth. We are in post-production.

COMMUNITY SERVICES AND FAMILY SUPPORTS- Marsha Mitchell

Ms. Mitchell informed the board that Desiree Boykin, who has been a member of the SCLARC Board, had ended her tenure as a boardmember but is now working for SCLARC as a consumer advocate. Reportedly, Ms. Boykin is doing an amazing job. When she first started, Ms. Boykin sat down with the Consumer Advisory Group and polled its members about things they would like to see happening within the Regional Center and in areas surrounding the Regional Center. Desiree has done a really great job communicating those things to us as staff and then implementing the activities as necessary.

As of March 1\textsuperscript{st} the Consumer Advisory Committee’s facebook page has gone live!! Desiree has done a beautiful job making sure the site is populated on a daily basis. She writes quite well and every two weeks she focuses a spotlight on the Consumer Advisory Committee facebook page. Desiree Boykin thanked Marsha Mitchell for doing a wonderful job with the Consumer Advisory Committee and facebook.

In the SCLARC Scene newsletter, Ms. Boykin highlighted Diana Ugalde, a consumer who volunteers in SCLARC’s Family Resource Center. Alan McDowell was Desiree’s latest Consumer Highlight for the CAC facebook page. Ms. Mitchell informed the board that the page has had a worldwide success based on the data given. Facebook allows administrators of the page to track who is accessing the site. It has been an amazing process to watch and we look forward to seeing the page grow. Ms. Mitchell said, “Desiree is someone who I am so proud of, we are going to Sacramento. I am so pleased that Mr. Henderson and his team felt it necessary for us to travel. We have had a moratorium on travel because of the budget and concerns to our operations budget.”

According to Ms. Mitchell, it has been about four years since SCLARC staff, parents and consumers have traveled to Sacramento for Grassroots Day, but that the Mr. Henderson and the Leadership Team felt it necessary to travel in order to make our presence and concerns known in Sacramento.

Lastly, Ms. Mitchell indicated that she was pleased to say that our agency outreach efforts are paying off. The Agency developed a number of outreach ads that have run in the Paramount Journal, LA Journal, LA Sentinel, and Downey Eagle. We are running ads so people know RC services are here in spite of the economic downturn. Our first run of ads focus on autism, the second as is more general and will be running in the coming months. Community Services is very proud that the Sentinel wrote a huge piece on Developmental Disabilities Awareness Month after Ms. Mitchell was interviewed by Brian Carter.

EXECUTIVE DIRECTORS REPORT – Dexter Henderson

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No Report Given in his absence.

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Public:

Parent Kimberly Theard addressed the board. Ms. Theard indicated that she had attended a board meeting here a year ago and she has a four-year-old son who is autistic. She further indicated that she went through the parenting class for ABA /Behavioral Therapy. It was unfortunate because she had to ask and ask to get the information but she did finally receive the service.

She was concerned that parents were not informed and our people here in the regional centers are not informed. The service coordinators are going into the homes, they see that the parent can’t take the child into the community because of the behaviors and unfortunately that parent did not and will not receive ABA. She attended a meeting where 11 parents did not know what ABA or social skills was. Then there are other regional centers like Westside and San Gabriel where the Service Coordinators actually said you and your other son need this too … here it is a gateway. I could not believe we only had 12 parent’s there. We should have had it here at SCLARC, we could have had it on a Saturday. We have to get people informed.

Ms. Theard then turned her attention to SCLARC’s website. She commended Marsha on the improvement of the website. Tools for Transformation held at the Foundation for the Junior Blind is free, it is in our community. We have top experts that can help our families but last year there were not many SCLARC people in attendance. Our technology is improving. We can send out email blast and mass mailers. The children and the adults that are here today, how can I reach them. It took a while for my son to get services. The LA Times article is right. What extra are we doing? It is not just kids with autism. Let’s be proud we don’t have a 30 million dollar deficit. It is not just SCLARC’s Family Resource Center networking information. One of our biggest issues is that our technology is not there or not being used. We need to utilize social media because everybody has a smart phone. Generally, everyone has a phone if they don’t have a computer they have a phone. The information is not being shared.

Marsha Mitchell commented that Regional Centers are trying to use all channels to transmit information. I would like to thank you Ms. Theard for coming back to convey that we do have a better system. If you learn of anything in the community that our staff might not be aware of please let us know. Call or email us and we will make sure it is on the external calendar. Board member or stakeholder, if there is anything that you want to share with our consumers and families I urge you to give Maria or myself a call and we will make sure we get word to our Service Coordinator and/or to our parents.

Ms. Theard commended SCLARC and staff for the website that is really shaping up. The improvement is huge. It is great to see what is going on with the website now.
Ms. Theard continued, behavioral therapy is not just for academics or bad behavior it is for self-help skills. One to two hours of therapy per week will not do. You have to go through the
process. Other regional centers don't have a process and perhaps that is why they have huge budgets.

Dr. McNeil injected - As a special educator I have heard the concerns and worked with Dr. Watson here at SCLARC. SCLARC has received information which is why it has been revamped. They have done studies and your concerns have not gone unheard. How is the service being delivered, it is efficient and does it provide what it's supposed too? The ratios were just reported. They are saying the information is not known at regional centers and that is not true. Some of the information has not been shared publicly and widely. I do know the efforts have been made. We are dealing with heavy caseloads and fewer resources. SCLARC is working diligently and have been for the last 12 weeks trying to make sure we have more Behavior Management Classes.

Ms. DaSilva commented, as a parent and parent advocate I reach out often to Marsha and Pamela Colvin-Lee the Autism Specialist because they also need that input. They also need to understand what resources they will have to provide and what information is worth reinvesting. There are a lot of resources that are free and there are some that can be provided by Regional Centers more systematically. ABA has made a huge difference in me and my sons life. Not everything works for every person but the input is valuable so when they do the new models they can catch everything.

**GOOD of the ORDER:**

Mr. West adjourned the March 27, 2012 Board of Directors meeting at 8:30pm.

Mr. West opened the March 27, 2012, Executive Session at 8:40pm.

Submitted by:

[Signature]
DEANNA CORBIN
EXECUTIVE SECRETARY

[Signature] 5/22/12

Approved by:

[Signature]
ANA DASILVA
BOARD SECRETARY

[Signature] 5/22/12

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