



South Central Los Angeles  
Regional Center  
*for persons with developmental disabilities, inc.*

**SOUTH CENTRAL LOS ANGELES REGIONAL CENTER**  
**Remote Zoom Meeting**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING**  
**September 22<sup>nd</sup>, 2020**  
**7:00pm – 9:00pm**

President, Wanda Cathran, opened the **September 22<sup>nd</sup>, 2020 Board of Directors Meeting** with roll call:

**Members Present:**

Ascary Navarro  
Ashlei Sullivan  
Illona Hendrick

Jesus Murillo  
Magali Ochoa  
Mayra Morales

Raul Munoz  
Sherita Rogers  
Wanda Cathran

**Members Excused:**

Hazel Lozano  
Ana DaSilva  
Stephanie Arlaud

**Staff Present:**

Deanna Corbin  
Dexter Henderson  
Eli Munguia  
Jesse Rocha

Kim Bowie  
Kimberly Arrington-White  
Kyla Lee  
Maricel Cruzat

Naomi Hagel  
Norma Ortiz  
Sarai Cruz  
Ted Bilbao

**Public:**

Claudia Velasquez.  
Diana Sandoval  
Georgina Mendoza

Martha Arriaga  
Mercedes M.  
Odulia Juarez

Silvia Diaz  
Sofia Cervantes

**General**

**Minutes Approved:**

**Board Action:**

**To approve SCLARC Board Minutes of July 28<sup>th</sup>, 2020**  
**M/S/C: J. Murillo/S. Rogers/Unanimous**

**Board Membership:**

**Board Action:**

**To approve Cynthia Torres onto the SCLARC Board of Directors**  
**M/S/C: M. Ochoa/M. Morales/Unanimous**

## **Board Recruitment Plan:**

### **Board Action:**

**To approve the SCLARC Board Composition and Compliance Plan  
M/S/C: J. Murillo/I. Hendrick/Unanimous**

## ***Board Member Reports***

### **Executive Committee Report – Wanda Cathran**

Wanda Cathran gave an overview of the Executive Committee Meeting held August 12<sup>th</sup> and August 20<sup>th</sup>, 2020.

On August 12<sup>th</sup>, The Executive Committee interviewed potential board member Cynthia Torres. It was decided a recommendation would be made to the full board. Dexter Henderson presented documents to the Executive Committee relating to his contract as well as the most recent COVID-19 Operational Plan. After discussing a recruitment plan, it was agreed that the Board would commit to recruiting a new member monthly until we are in compliance.

On August 20<sup>th</sup>, in order to expedite the approval process with DDS, Kyla Lee presented SCLARC's B-1 Contract Allocation, totaling \$9,378,119 for operations and \$99,831,794 for POS, for approval. The motion was unanimously approved. Dr. Kim Bowie and Karmell Walker shared information regarding a legal matter with Quality of Life.

### **Consumer Services Committee – Raul Munoz**

Raul Munoz provided an overview of the Consumer Services Committee (CSC) meeting held August 10<sup>th</sup>, 2020

The committee received a detailed update by Jesse Rocha on SCLARC's reopening plan, indicating that service coordinators are still working remotely with families and those we serve. Mr. Rocha also shared the results from a recent survey sent out to the families.

*The CSC meeting is held the second Monday of every other month at 6:00 pm via virtual invitation.*

### **Vendor Advisory Committee – Illona Hendrick**

Illona Hendricks reported on the Vendor Advisory Committee (VAC) meeting held September 9<sup>th</sup>, 2020.

For the Census 2020, Kiara Lopez announced a raffle will be hosted for Vendors. To enter the raffle, you must provide proof of completing the census and you will be entered to win one of four gift cards.

Kim Bowie updated the committee on insurance requirements, as well as reiterating that consumer absence/retainer billing for non-residential programs ended on August 31<sup>st</sup>, 2020. For September and October, if you do not provide a service to an individual you have an open POS for, you cannot bill for that individual.

*The VAC meets the second Wednesday of every month at 10:00am via virtual invitation.*

### **Advocate Advisory Committee – Ascary Navarro**

Ascary Navarro gave an overview of the Advocates Advisory Committee (CAC) meeting held August 24<sup>th</sup>, 2020.

Wesley Witherspoon attended the meeting to discuss the importance of voting, the process of voting, accommodations that can be provided, as well as how to register to vote.

*The CAC meeting is held on the fourth Monday of each month at 10:00am via virtual invitation.*

### **Finance Committee – Kyla Lee**

(Please see Budget Update and Finance Report below)

*The Finance Committee meets on the third Wednesday, of every other month, the week prior to SCLARC's BOD meeting.*

## ***Directors and Staff Reports***

### **Budget Update and Finance Report – Kyla Lee**

Kyla Lee presented to the board the financial statements as of July 31<sup>st</sup>, 2020. Kyla Lee presented the Statement of Financial Position, Statement of Activities and the POS Expenditure Projection (PEP) summary. The following financial highlights were reported to the board:

The Statement of Financial Position as of September 2020 shows we have \$15,174,031 in cash compared to the same time last year when the agency had \$18,274,298. Currently, State Receivables are at \$81,684,376 compared to last years \$70,325,240. Accounts Payable has \$27,239,297 versus \$22,065,981 this time last year. As of May 2020 the agency has a balanced/healthy budget.

The Statement of Activities Report shows SCLARC has spent \$41,955,762 from operations and is projected to spend \$9,671,845 between now and the end of the fiscal year.

The POS Expenditure Projection (PEP) summary indicates our current month projection for our annual estimated Purchase of Service (POS) Expenditures totals \$15,301,118 at a high.

The Board was presented with SCLARC's B-1 Contract Allocation, totaling \$9,378,119 for operations and \$99,831,794 for POS, for ratification. .

**Board Action:**

**To ratify FY 2020-2021 B-1 Allocation**

**M/S/C: J. Murillo/S. Rogers/Unanimous**

**COVID-19 Agency Efforts - Maricel Cruzat**

Maricel Cruzat updated the Board on the COVID-19 surveillance data for the agency compared to other Regional Centers.

Ms. Cruzat also informed the board of the efforts of the Clinical Department:

1. Remote services for Early Start and Lanterman Intake are still being provided
2. Service Coordinators continue to do wellness checks with families.
3. Provided training sessions to SCLARC vendors regarding COVID-19 protocols

**Self-Determination Update - Naomi Hagel**

Naomi Hagel updated the Board on Self-Determination.

There are currently 102 active Self-Determination participants, with 110 allocated slots. Currently, 18 participants have been dropped. Each SDP Service Coordinator will maintain a reduced caseload of individuals, with 18-19 of those cases being SDP participants. Cases are assigned to a SDP Service

Coordinator once the participant completes orientation and expresses a continued interest in the program.

The Self-Determination team does provide support and training for new and enrolled parents. The team has made outreach calls to participants, scheduled meetings to discuss barriers and concerns, as well as offered meetings and trainings remotely.

**Executive Directors Report**

In the interest of time Executive Director, Dexter Henderson, postponed the COVID-19 Activities Update, to be presented at the September 29<sup>th</sup>, 2020 Board of Directors Meeting.

**Adjournment:**

President, Wanda Cathran, adjourned the September 22<sup>nd</sup> Board of Directors Meeting at 9:00pm.

**Next Meeting:**

The next SCLARC Board of Directors meeting will be held November 2020 via Zoom.

**Submitted by:**

\_\_\_\_\_  
Deanna Corbin  
Executive Assistant

\_\_\_\_\_  
Date

**Approved by:**

\_\_\_\_\_  
Ascary Navarro  
Board Secretary

\_\_\_\_\_  
Date