

Approved



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**

**November 17<sup>th</sup>, 2020**

**7:00pm – 9:00pm**

President, Wanda Cathran, opened the **November 17<sup>th</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

Hazel Lozano  
Stephanie Arlaud

**Members Excused:**

Ana DaSilva

**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 September 22<sup>nd</sup>, 2020**

**M/S/C: M. Ochoa/A. Navarro/Unanimous**

## ***Board Member Reports***

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

Wanda Cathran gave an overview of the Executive Committee Meeting held October 22<sup>nd</sup>, 2020

The Executive Committee discussed items on the SCLARC road map. SCLARC is currently looking to launch an app where parents and staff can exchange information. On this app there will be the ability to seek IPP meetings, SCLARC website information and a parent portal. The executive committee has requested to test the app prior to launching.

A discussion was also held in regards to separating service coordinator assignments, to allow them to have an intentional focus on those that they are serving,

As operations continue at SCLARC, virtual meetings will be more common.

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

Raul Munoz provided an overview of the Consumer Services Committee (CSC) meeting held October 12<sup>th</sup>, 2020.

Jesse Rocha, Director of the Department of Children and Adult Services, addressed the Town Hall Social Skill Service Policy Meeting. On October 7<sup>th</sup>, SCLARC held a Town Hall meeting to address parent concerns.

Kiara Lopez and Maura Gibney discussed special events that are being held at SCLARC, two of those being the flexible voting center on Monday, November 2<sup>nd</sup> and a PPE Distribution on Saturday, November 14<sup>th</sup>.

Robin Dodds, PhD and John W. Probst, PharmD, MPH, presented on a research project “Exploring the Impact of COVID-19 on Self-Advocate”. They will interview self-advocates in the community to find out their experiences with the COVID pandemic. Self-advocates can face challenges with gaining employment, adequate supports and services, suitable housing, etc. Much research is being done for service providers, teachers, etc., but not much in regards to self-advocates.

### **Board Action:**

**To approve the research project “Exploring the Impact of COVID-19 no Self-Advocates”**

**M/S/C: M. Ochoa/I. Hendrick/Unanimous**

**To approve the Latino Parent Group Support Plan**

**M/S/C: A. Sullivan/S. Rogers/Unanimous**

*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 October 14<sup>th</sup>, 2020

Kyla Lee, CFO, provided an update on PPP loans. DDS has provided a draft of an attestation form that state the guidelines given by CMS. The form is for vendors to attest id they have received PPP while also receiving absence billing funds.

Kim Bowie, Director, sent out the notification to vendors to sign up for the DDS hosted webinar on the monthly rates for alternative services and provided an update on the insurance requirements and waiver requests.

Dexter Henderson, Executive Director, announced that SCLARC does have PPE supplies, but they will be provided on a case by case basis.

*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 October 2020.

In the month of October, the committee discussed the importance of focus and the ways one can regain it, such as, seeking out support from friends and loved ones, seeking mental health support, as well as a regular exercise routine.

*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 September 30<sup>th</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 \$28,725,950 in cash compared to the same time last year when the agency had \$6,580,947. This year, SCLARC received the cash advancement from DDS a lot sooner compared to last year. Currently, Accounts Payable is at \$30,651,860, an increase to last years \$21,707,351. Our total assets and liabilities total \$191,335,528.

The Statement of Activities Report shows SCLARC totaled \$43,016,890 in operations, the first three months of the fiscal year, and has spent \$9,515,4287 and is projected to spend the balance of the funds by the end of the fiscal year. SCLARC has been allocated \$405 Million, spending \$98 Million through September, and is projected to spend an additional \$349 Million, meaning SCLARC will need an additional \$42 Million by the end of June 2021. The numbers are high due to the amount of services being provided through Respite and parent assistance.

The POS Expenditure Projection (PEP) summary indicates our current month projection and what SCLARC is estimated to spend through 2021.

#### **Proposed Performance Contract – Kim Bowie**

Kim Bowie has provided the Board with the Proposed Performance Contract – FY 2020-21 Overview, and has requested a vote.

#### **Board Action:**

**To approve Proposed Performance Contract – FY 2020-21 Overview**

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

**COVID-19 Activities and Support Services Updates – Joint Leadership Presentation**

The following are a few key points from each department update.

Administrative Services – Kyla Lee

1. Finalized ordering and scheduled installation of Plexiglass shields, strip sensors and other important PPE supplies by January 6<sup>th</sup>, 2021.
2. Implemented Electronic POS to process and approve new authorizations and to pay vendors payments as scheduled.

Department of Children and Family Services – Jesse Rocha

1. Implementation of Alternative Services Delivery Model
2. Continuation of remote services, Participant Directed Services Directive for Personal Assistance, Independent Living Skills and Supported Employment.
3. Implementation of assessment to determine C-19 PA/Respite/LVN services based on needs of the individual.
4. Extended C-19 Services for up to six months due to school closures for in person classes.
5. Family Portal Application is being piloted.

Department of Clinical Services – Maricel Cruzat

1. Extension of Early Start Services, allowing regional centers the ability to ensure that the continuity of services can be in place while special education services are being pursued through the school district.
2. Lanterman Act remote eligibility meetings and assessments expire December 20<sup>th</sup>, 2020.
3. 3 educations clinics were held – Topics included tips to ensure a successful school year during Covid-19 and Helping families build their children’s social emotional learning skills.
4. Continue a clinical outreach group to ensure our community is aware that even though SCLARC offices are closed, staff continue to provide assessments and case-management services.

Department of Community Services – Kim Bowie

1. Immediate needs and special resources are given priority for resource development and vendorization.
2. DDS to issue new rate structure to those providing alternative services on December 1<sup>st</sup>, 2020.
3. Some employment and day services are resuming center-based services for a very limited number of consumers.

**Adjournment:**

President, Wanda Cathran, adjourned the November 17<sup>th</sup>, 2020 Board of Directors Meeting at 9:00pm.

**Next Meeting:**

The next SCLARC Board of Directors meeting will be held January 26<sup>th</sup>, 2020 via Zoom.

**Submitted by:**

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

\_\_\_\_\_  
Date

**Approved by:**

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

\_\_\_\_\_  
Date