



**South Central Los Angeles
Regional Center**

*for persons with
developmental disabilities, inc.*

Functional Organizational Chart

SCLARC

Functional Organizational Chart

Executive Office



Dexter A. Henderson,
Executive Director

Department of Adult Services



Jesse Rocha,
Director

Department of Children Services



Jenice Turner,
Director

Department of Administrative Services



Kyla Lee,
CFO

Department of Community Services



Cherylle Mallinson,
Director

Department of Clinical Services



Cesar Garcia,
Director

HR & Legal Compliance



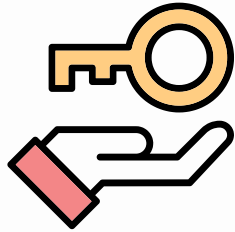
Karmell Walker,
Director

Advancement



Kiara Lopez,
Chief Advancement
Officer

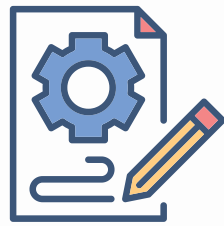
Executive Unit



CEO, Dexter A. Henderson

Phone: (213) 744-8412

Email: DexterH@sclarc.org



Administrative Assistant, Ingrid Oliva

Phone: 213-744-8877

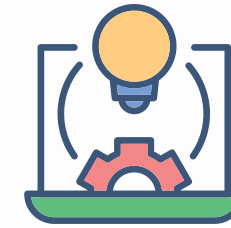
Email: ingrido@sclarc.org



Administrative Secretary, Iris De La Toya

Phone: (213) 744-8401

Email: execoffice@sclarc.org



Chief Advancement Officer, Kiara Lopez

Phone: (213) 744-8420

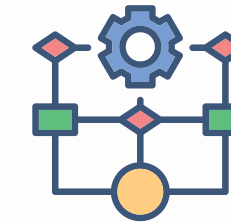
Email: KiaraL@sclarc.org



HR Director & Legal Compliance, Karmell J. Walker

Phone: (213) 744-8425

Email: KarmellW@sclarc.org



Appeals & Gov't Affairs Manager, Tami Summerville

Phone: (213) 744-8899

Email: TamiS@sclarc.org



Directives Compliance Coordinator, Tamilyn Bonney

Phone: (213) 763-5608

Email: TamilynB@sclarc.org

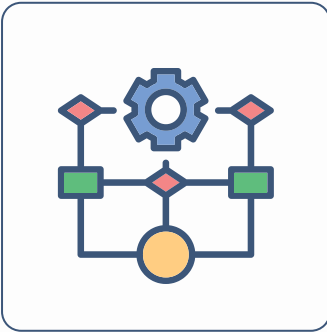
Office of Advancement



Chief Advancement Officer, Kiara Lopez

Phone: (213) 744-8420

Email: KiaraL@sclarc.org



Secretary II, Evelyn Ortega

Phone: 323-998-9550

Email: Evelyn02@sclarc.org



Talent Development and Training Manager, Joseph Velasquez

Phone: (213) 744-8833

Email: JosephV@sclarc.org



Training Coordinator, Judith Alvarez

Phone: (213) 519-9346

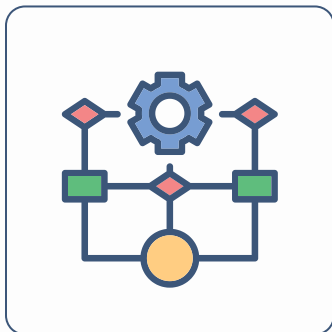
Email: JudithA@sclarc.org



Cultural Community Coordinator, Melissa Ayala

Phone: (424) 252-6635

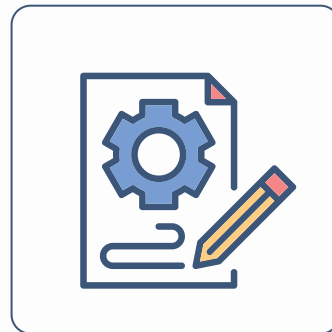
Email: MelissaA@sclarc.org



Community Relations Specialist, Jose Beltran

Phone: (213) 519-9356

Email: JoseB@sclarc.org



LMS & Digital Coordinator, Cleo Coulter

Phone: (213) 519-9352

Email: CleoC@sclarc.org

Office of Advancement - continued



- **Grant Funded Programs**

- Ambassadors Advocating for SCLARC
- Technology Lending Program
- Early Start Outreach Coordination
- Language Access & Cultural Competency

- **External Community Partnerships & Donations**

- **Management of SCLARC's online presence**
- **Development & Coordination of SCLARC'S Internal Trainings**
- **Development and dissemination of SCLARC printed materials.**
- **Special Events**
- **Community Outreach**

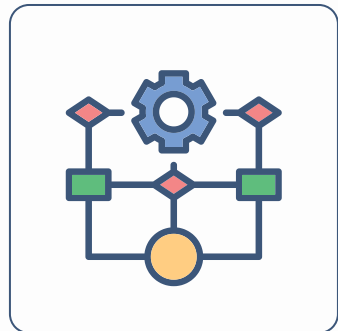
Human Resources



HR Director & Legal Compliance, Karmell J. Walker

Phone: (213) 744-8425

Email: KarmellW@sclarc.org



Appeals & Gov't Affairs Manager, Tami Summerville

Phone: (213) 744-8899

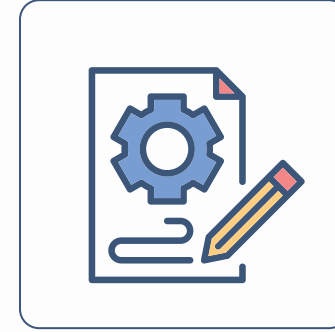
Email: TamiS@sclarc.org



Fair Hearings Coordinator , Sarah Johnson

Phone: (213) 723-5315

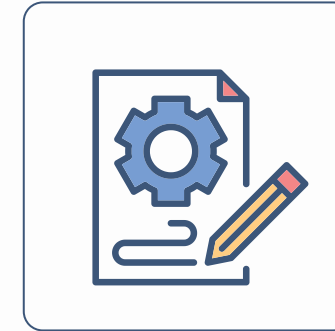
Email: sarahj@sclarc.org



Emergency Response Manager, Rupert C. Staine

Phone: (213) 709-3498

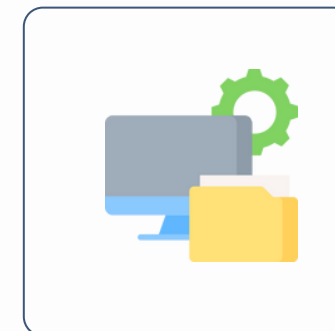
Email: RupertS@sclarc.org



HR Assistant, Griselda Martin

Phone: (213) 744-8424

Email: GriseldaM@sclarc.org

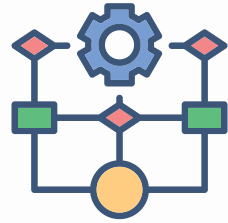


HR Secretary, Martha Ruiz

Phone: (213) 744-8481

Email: MarthaR@sclarc.org

Department of Clinical Services



Cesar Garcia, Clinical Director

DDS Primary Contact

Whistleblower Contact

Phone: (213) 744-8466

Email: CesarG@Sclarc.org

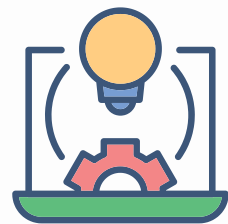


Christine Do, Administrative Assistant

General Department Inquiries

Phone: (213) 744-7073

Email: christined@sclarc.org

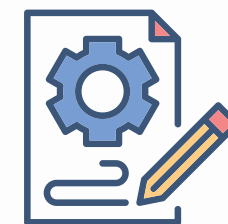


Brittaney Jones, Medicaid Waiver Specialist

Phone: (213) 743-3024

Email: BrittaneyB@sclarc.org

Institutional Deeming initial referrals and redetermination. Medicaid Waiver enrollment, recertification and termination of eligibility. Home and CommunityBased Services (HCBS) programs.

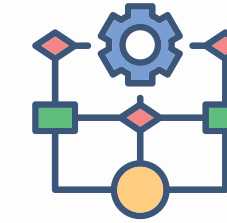


Doris Pineda, I.D.E.A Specialist

Phone: (323) 998-9530

Email: DorisP@sclarc.org

Primary point of contact for interagency collaboration regarding school transitions of individuals from 0-5 years of age.



Early Start Intake (0 – under 3 years old)

Phone: (213) 744-8807, (213) 744-8809, (213) 744-7068

Fax: (213) 947-4115

Email: EarlyStartintake@sclarc.org

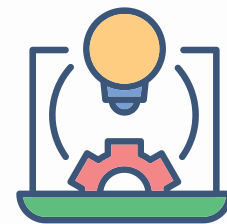


Lanterman Intake (ages 3 and above)

Phone: (213) 744-8880, (213) 744-8872

Fax: (213) 559-0612

Email: Lantermanintake@sclarc.org

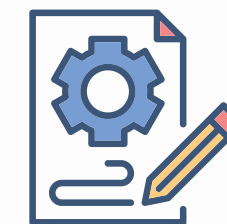


Early Start Case Management

Phone: (213) 744-8803, (213) 744-8829, (213) 744-7061

Email: EarlyStartHelp@sclarc.org

Focuses on the health, development and well being of young children birth to 36 months who have a delay in development or an established risk for having a developmental disability.



Pamela Colvin Lee, Autism Community Liaison & Lead Certified Person Centered Trainer

Phone: (213) 744-8851

Email: PamelaC@sclarc.org

Provides training and support for the individuals (and their families) diagnosed with Autism Spectrum Disorder (ASD)

Monique Craig, Education Specialist

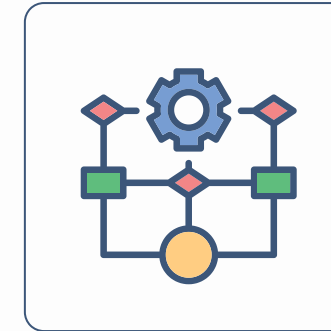
Phone: (213) 743-3030

Email: MoniqueC@sclarc.org

Provides support and advocacy when individuals we serve require assistance with accessing appropriate educational services.

Department of Clinical Services – continuation:

- Clinical Consultants – Clinically specific assessment and consultation in the areas of occupational therapy, physical therapy, pharmacology, speech and language, education, psychology, psychiatry, genetics, dentistry, nursing, medicine and nutrition for the individuals we serve
- Clinical Specialists who support case management staff through Interdisciplinary Team Meeting (IDT), Enhanced Clinical Team (ECT), Suspected Consumer Abuse and Neglect (SCAN) meetings
- Provision of education and training to care providers, staff and community agencies on health, developmental, psychological and behavioral issues
- Certification for specialized services in an ICF DD, ICF DDH or ICF DDN facility (also known as the HS-231 form)
- Review and authorization of medical consents



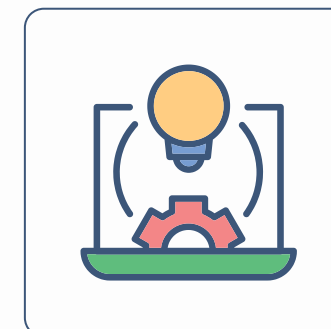
- Send the following referrals to:
_ClinicalRequests@Sclarc.org

- Mental Health Services
- Human Rights Committee
- Other Clinical inquiries



After Hours Contact

Phone: (213) 744-7000



Whistle Blower

Cesar Garcia

Phone: (213) 744-8466

Email: CesarG@Sclarc.org

McClanney Family Resource Center



FRC Manager, Crystal Smith

Phone: (213) 744-8878

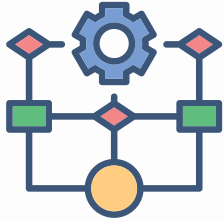
Email: CrystalS@sclarc.org



Navigator Specialist, Maria Figueroa

Phone: (213) 744-8402

Email: MariaF@sclarc.org



Navigator Specialist, Karen Mejia

Phone: (323) 998-9462

Email: KarenM@sclarc.org



Navigator, Tiffany Mancillas

Phone: (323) 998-9461

Email: tiffanym@sclarc.org



• **Programs**

- Early Start Family Resource Center
- Navigator Program
- Community Navigator Program
- Family Empowerment Center

McClanney Family Resource Center -continued



Parent Educator, Erica Diaz

Phone: (213) 519-9365

Email: EricaD@sclarc.org



Parent Educator, Veronica Cervantes

Phone: (323) 425-8238

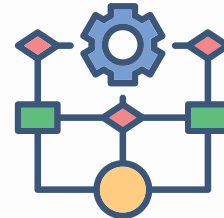
Email: veronicac@sclarc.org



Parent Educator, Phili Huggis

Phone: (213) 596-1559

Email: philiph@sclarc.org



Community Navigator, Dora Nuñez

Phone: (323) 998-9464

Email: DoraN@sclarc.org



Community Navigator, Samantha Suarez

Phone: (323) 998-9467

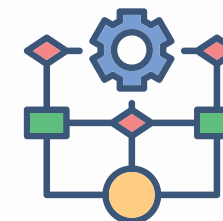
Email: samanthas@sclarc.org



Family Education Support Specialist - Vacant

Phone: TBD

Email: TBD

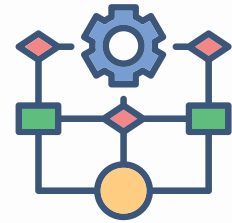


Family Education Support Specialist, Vacant

Phone: TBD

Email: TBD

Department of Community Services



Cherylle Mallinson, Director

Contract, Vendor Appeals, Whistleblower & Vendor Complaints

Phone: (213) 744-8454

Email: CherylleM@sclarc.org



Isaac Curtis, Program Manager (Quality Assurance)

Vendor Audit, Corrective Action Plan, Vendor Appeals, Whistleblower & Vendor Complaints

Phone: (213) 744-8887

Email: IsaacC@sclarc.org

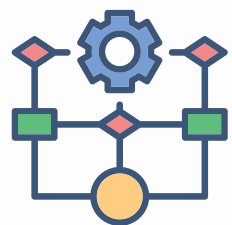


Evelyn Galindo, Program Manager (Resource Development)

Startup, Vendor Contracts, Vendor Appeals, Whistleblower & Vendor Complaints

Phone: (213) 744-8443

Email: EvelynG@sclarc.org



Michelle Lopez, Secretary II

General Department Inquires, Annual Vendor Audit/ Reviews Reports

Phone: (213) 744-8450

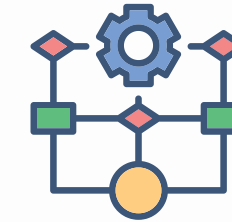
Email: MichelleL@sclarc.org

TBD, Administrative Assistant

General Department Inquiries, Insurance

Phone: TBD

Email: TBD



Resource Development

Evelyn Galindo

Phone: (213) 744-8443

Email: EvelynG@sclarc.org

Felicia Garcia

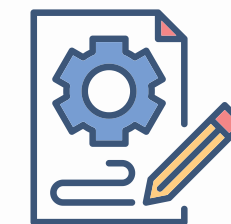
Phone: (424) 229-2930

Email: FeliciaG@sclarc.org

Cedric Smoots

Phone: (213) 744-8838

Email: CedricS@sclarc.org



HCBS/CPP

Monica Mahon

Phone: (213) 744-8495

Email: MonicaM@sclarc.org

Brittany Fair

Phone: (323) 998-9463

Email: BrittanyF@sclarc.org

Department of Community Services - continuation:

Quality Assurance

Ikwo Ntuen
Phone: (213) 744-8437
Email: IkwoN@sclarc.org

Joy Unaeze-Nze
Phone: (213) 744-8447
Email: JoyU@sclarc.org

Michael Welch
Phone: (213) 743-3200
Email: MichaelW@sclarc.org

Adaku Dimgba
Phone: (213) 743-3200
Email: AdakuD@sclarc.org

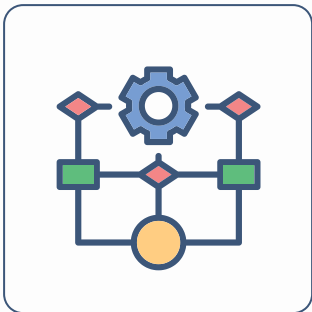
Sheslyne Colas
Phone: (213) 765-3887
Email: SheslyneC@sclarc.org

Donnie Dorsey
Phone: (213) 744-7055
Email: DonnieD@sclarc.org

Vendorization Coordinators

Angelica Cebrian
Phone: (323) 998-9487 (Clinical)
Email: AngelicaC@sclarc.org

Judy Lopez
Phone: (323) 998-9538 (Non Clinical)
Email: JudyL@sclarc.org



FHA
vacant
Phone: TBD
Email: TBD



Employment
Wendy Castillo
Phone: (213) 743-3035
Email: WendyC@sclarc.org



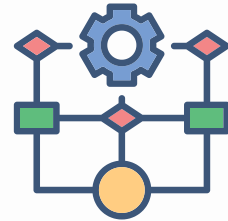
Rates & H&S Waiver Request
Susana Hermosillo
Phone: (213) 744-8458
Email: SusanaH@sclarc.org



Advocate
Desiree Boykin
Phone: (213) 743-3071
Email: DesireeB@sclarc.org



Department of Community Services - continuation:



Vendor Annual Audit/Reviews

Michelle Lopez

Phone: (213) 744-8450

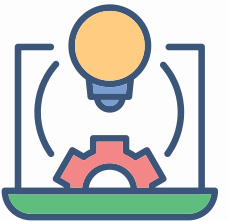
Email: MichelleL@sclarc.org

SIR's

Isaac Curtis

Phone: (213) 744-8887

Email: IsaacC@sclarc.org



Ikwo Ntuen

Phone: (213) 744-8437

Email: IkwoN@sclarc.org

HOTLINE: (213) 402-2906

<https://sclarc.seamlessdocs.com/f/r57bmdp4d3bb>

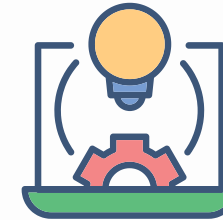


Deaf & Hard of Hearing Coordinator

Jeremy Murphy

Video Phone: (213) 519-9336

Email: JeremyM@sclarc.org



Person Centered Trainers

Evelyn Galindo

Phone: (213) 744-8454

Email: EvelynG@sclarc.org

Wendy Castillo

Phone: (213) 743-3035

Email: WendyC@sclarc.org



Insurance

Gallagher Verify

Phone: (833) 862-8432

Email: GSC.COIR.SCLARC@ajg.com



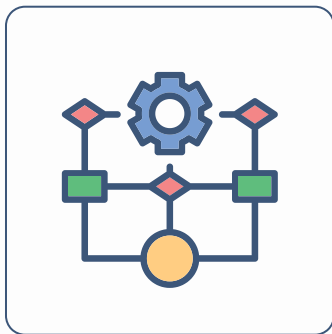
E-mails to Send Documents

Vendocs@sclarc.org

Vendorhelp@sclarc.org

HCBS@sclarc.org

Department of Community Services - continuation:



After Hours Contact

Evelyn Galindo or Isaac Curtis

Phone: (213) 744-7000



Whistle Blower / Vendor Appeals

Cherylle Mallinson

Phone: (213) 744-8454

Email: CherylleM@sclarc.org

Isaac Curtis

Phone: (213) 744-8887

Email: IsaacC@sclarc.org

Evelyn Galindo

Phone: (213) 744-8443

Email: EvelynG@sclarc.org

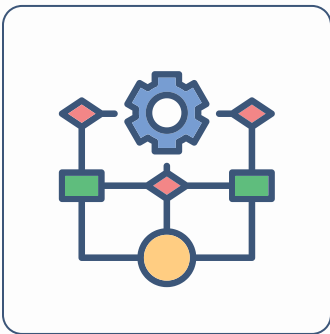


Vendor Training / LMS

Vacant

Phone: VendorHelp@sclarc.org

Email: (213) 744-8450



Vendor Advisory Committee (VAC)

Karina Andrade

Phone: (213) 718-7676

Email: Vac@sclarc.org

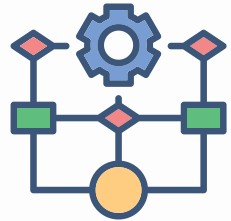


VAC

Meetings are the 2nd of each month,
other than December

Email: VendorHelp@sclarc.org

Department of Adult Services (Ages 22 Years & Older)



Jesse Rocha, Director

DDS Primary Contact, Directives, Whistleblower

Phone: (213) 744-7003

Email: JesseR@sclarc.org

Daniel Ospina, Administrative Secretary

General Department Inquiries

Phone: (213) 744-8451

Email: danielo@sclarc.org



Teodoro Bilbao, Chief of Case Management

CPP, IMD, Adult Placements

Phone: (213) 744-7001

Email: TeodoroB@sclarc.org



Liu Xu, Chief of Case Management

Risk Management, SIR, Conservatorships, Case Transfers, Audits

Phone: (213) 744-7009

Email: LiuX@sclarc.org

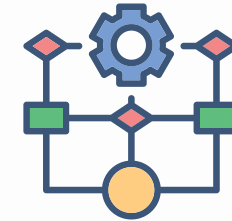


Enhanced Case Management (ECM) – Adults

Erika Anguiano, ECM Supervisor

Phone: (213) 765-3882

Email: ErikaA@sclarc.org



Special Incident Reporting (SIR) – Adults

Sirlisa Evans, Risk Management & SIR Specialist Supervisor
DDS Primary Contact, Directives, Whistleblower

Phone: (213) 744-8473

Email: SirlisaE@sclarc.org

SIR Submission: SCLARC Website:

<https://sclarc.seamlessdocs.com/f/r57bmdp4d3bb>

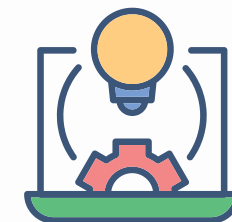


Placements- Adults

LaNiece Neloms, Placement Specialist

Phone: (213) 765-3885

Email: LaNieceN@sclarc.org



FHA Liaison

Roxana Romero Bilbao, Program Manager Unit 5

Phone: (213) 744-8837

Email: RoxanaR@sclarc.org



Case Transfers

Phone: (833) 725-2720; Email: Transfers@sclarc.org

Sammantha Llamas, Transfer Secretary

Phone: (213) 744-8840

Email: SammanthaL@sclarc.org

Blanca Rodriguez, Transfer Secretary

Phone: (213) 744-8889

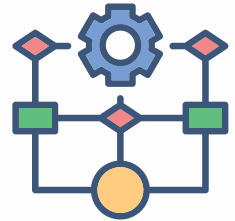
Email: BlancaR@sclarc.org

Astrid Escobar, Transfer Secretary

Phone: (213) 765-3895

Email: AstridE@sclarc.org

Department of Adult Services - Continuation:



Self Determination – Adults

Edna Robles, Participant Choice Specialist

Phone: (213) 744-8836

Email: EdnaR@sclarc.org, SelfDetermination@sclarc.org



Forensic (Including Individuals in Jail/Juvenile Hall)

Eddie Villarreal, Interim Program Manager

Phone: (213) 744-8863

Email: EddieV@sclarc.org

Paul Martinez, Forensic Specialist (Courts)

Phone: (213) 744-8460

Email: PaulM@sclarc.org



Bobby Vargas, Law Enforcement Liaison (Jails)

Phone: (213) 744-8860

Email: BobbyV@sclarc.org



Smart Chart

George Romero, Smart Chart Specialist

Phone: (323) 998-9477

Email: GeorgeR@sclarc.org



Person Centered Thinking

Samantha Rowles, Program Manager/ Trainer

Phone: (213) 744-8845

Email: SamanthaR@sclarc.org



Vendor Assistance (Vendors)

POS Issues, Rollover, Case Inquiries, Requests for Documents

Email: VendorHelp@sclarc.org



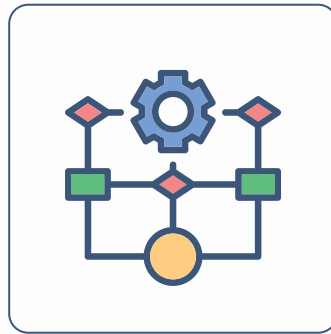
Individual Case Assistance (Individuals/ Families)

Case Inquiries/ Concerns, Help Contacting Service Coordinator

Phone: 1-833-725-2721

Email: CMHelp@sclarc.org

Department of Adult Services - Continuation:



After Hours Contacts

Phone: (213) 744-7000

Teodoro Bilbao, Chief of Case Management

Email: TeodorB@sclarc.org

Liu Xu, Chief of Case Management

Email: LiuX@sclarc.org

Odulia Juarez, Chief of Case Management

Email: OduliaJ@sclarc.org



Whistleblower

Jesse Rocha

Phone: (213) 744-7003

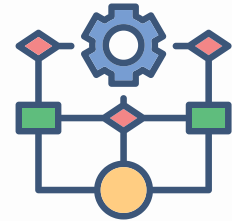
Email: JesseR@sclarc.org

Sirlisa Evans

Phone: (213) 744-8473

Email: SirlisaE@sclarc.org

Department of Children Services (Ages 3 to 21 Years)



Jenice Turner, Director

DDS Primary Contact, Directives, Whistleblower

Phone: (213) 744-8465

Email: JeniceT@sclarc.org



Berlin Ruiz, Administrative Secretary

General Department Inquiries

Phone: (213) 519-9357

Email: BerlinR@sclarc.org

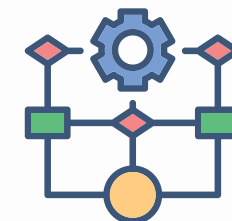


Odulia Juarez, Chief of Case Management

SDP, AB2083, Children Placements, Children IDT & CLO, FCPP

Phone: (213) 744-7049

Email: OduliaJ@sclarc.org



Ayana Shepherd, Chief of Case Management

SDP, AB2083, Children Placements, Children IDT & CLO, Provisional Eligibility, Parental Fee Program

Phone: (213) 596-1513

Email: AyanaS@sclarc.org

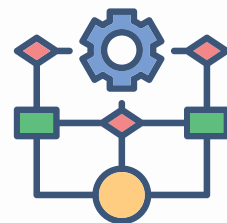


Liu B. Xu, Chief of Case Management

Risk Management, SIR, Conservatorships, Case Transfers, Audits

Phone: (213) 744-7009

Email: LiuX@sclarc.org



Enhanced Case Management (ECM) – Children

Erika Anguiano, ECM Supervisor

Phone: (213) 765-3882

Email: ErikaA@sclarc.org



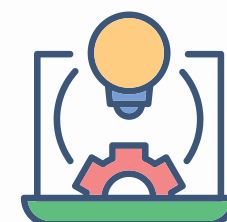
Special Incident Reporting (SIR) – Children

Sirlisa Evans, Risk Management & SIR Program Manager

Phone: (213) 744-8473

Email: SirlisaE@sclarc.org

Email: SIRTeam@sclarc.org



SIR Submission:

SCLARC Website:

<https://sclarc.seamlessdocs.com/f/r57bmdp4d3bb>

Department of Children Services (Ages 3 to 21 Years) – continuation



Placements- Children (Including Parental Fee Program & DCFS Rate Letters)

LaNiece Neloms, Placement Specialist

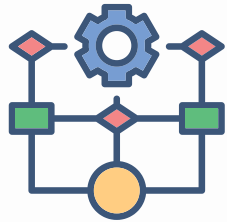
Phone: (213) 765-3885

Email: LaNieceN@sclarc.org

Kay Adenola, Program Manager

Phone: (323) 686-6571

Email: KayA@sclarc.org



Self Determination – Children

Cynthia Rivera, Program Manager

Phone: (213) 596-1555

Email: CynthiaR@sclarc.org, Self Determination@sclarc.org



DCFS Liaisons (including AB2083)

Email: DCFS@sclarc.org

Sheila Armstrong, Program Manager

Phone: (323) 998-9507

Email: SheilaA@sclarc.org

Andrea Hollis-Shells, Program Manager

Phone: (213) 744-7014

Email: AndreaH@sclarc.org



Provisional Eligibility

Laquita Miles, Program Manager

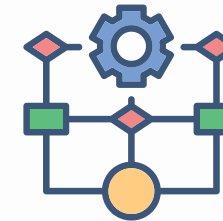
Phone: (213) 744-7007

Email: LaquitaM@sclarc.org

Ashton Green, Program Manager

Phone: (213) 744-7049

Email: AshtonG@sclarc.org



Person Centered Thinking

Andrea Hollis-Shells, Program Manager/ Trainer

Phone: (213) 744-7014

Email: AndreaH@sclarc.org



Vendor Assistance (Vendors)

POS Issues, Rollover, Case Inquiries, Requests for Documents

Email: VendorHelp@sclarc.org



Individual Case Assistance (Individuals/Families)

Case Inquiries/ Concerns, Help Contacting Service Coordinator

Phone: 1-833-725-2721

Email: CMHelp@sclarc.org

Department of Children Services (Ages 3 to 21 Years) – continuation



Case Transfers

Phone: (833) 725-2720

Email: Transfers@sclarc.org

George Romero, Case Management Support Coordinator

Phone: (323) 998-9477

Email: GeorgeR@sclarc.org

Sammantha Llamas, Transfer Secretary

Phone: (213) 744-8840

Email: SammanthaL@sclarc.org

Blanca Rodriguez, Transfer Secretary

Phone: (213) 744-8889

Email: BlancaR@sclarc.org

Astrid Escobar, Secretary II

Phone: (213) 765-3895

Email: AstridE@sclarc.org

Deaf of Hard & Hearing Service Coordinators

Gabriela Torres, Service Coordinator

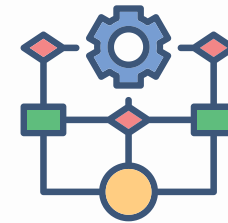
Phone: (323) 332-6022

Email: GabrielaT@sclarc.org

Geneice Freeman, Service Coordinator

Phone: (323) 847-2688

Email: GeneiceF@sclarc.org



After Hours Contact

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Email: OnCall@sclarc.org

Teodoro Bilbao, Chief of Case Management

Email: TeodorB@sclarc.org

Liu B. Xu, Chief of Case Management

Email: LiuX@sclarc.org

Odulia Juarez, Chief of Case Management

Email: OduliaJ@sclarc.org

Ayana Shepherd, Chief of Case Management

Email: AyanaS@sclarc.org



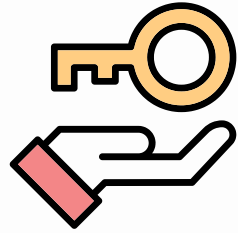
Whistleblower

Jenice Turner

Phone: (213) 744-8465

Email: JeniceT@sclarc.org

Department of Administrative Services



Kyla Lee, CFO

Oversees - Accounting Department, Fiscal Department, IT Department, Imaging Unit, Facilities & Purchase Unit

Phone: (213) 744-8484

Email: KylaL@sclarc.org



Sarai Cruz, Administrative Fiscal Assistant to CFO

Phone: (213) 763-5619

Email: SaraiC@sclarc.org

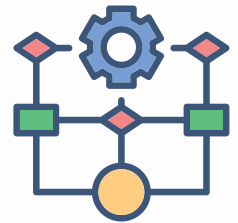


Robert Johnson, Controller

Accounting Department - Payroll, Operation Checks, DDS Reporting, Audits

Phone: (213) 744-8417

Email: RobertJ@sclarc.org



Fiscal Manager, Yolanda Perez

Fiscal Monitoring, Purchase of Services, E-billing, Client Trusts

Phone: (213) 744-8419

Email: YolandaP@sclarc.org



Yewhala Hailemariam, MIS Manager

IT Department

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Email: YewhalaH@sclarc.org



Tamara Roach, Imaging Supervisor

MIS

Phone: (213) 763-5622

Email: TamaraR@sclarc.org

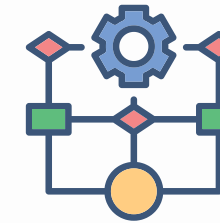


Deanna Corbin, Facility & Purchase Supervisor

Receptionist, Logistics, Facility, Purchasing

Phone: (213) 744-8421

Email: DeannaC@sclarc.org



Whistleblower

Kyla Lee

Phone: (213) 744-8484

Email: KylaL@sclarc.org

Reoccurring Meetings



Any questions, please reach out to:

Kiara Lopez, Chief Advancement Officer

Phone: (213) 744-8420

Email: KiaraL@sclarc.org

- **Self Determination Committee Meeting**

Monthly, 2nd Wednesday

6:00pm - 7:00pm

- **Parent Advisory Committee Meeting**

Quarterly basis, Monday

March / June / Sept. / Dec.

10:00am - 11:30am

- **Vendor Advisory Committee Meeting**

Monthly, 2nd Wednesday

10:00am - 12:00pm

- **SCLARC Board of Directors Meeting**

Bi-monthly, 4th Tuesday

(Jan. / March / May / July / Sept. / Nov.)

7:00pm - 9:00pm

- **Recruitment & Training Committee Meeting**

Bi-Monthly, 2nd Monday

(March / May / July / Sept. / Nov.)

6:00pm - 8:00pm

- **Finance Committee Meeting**

Bi-Monthly, 3rd Wednesday

(Jan. / March / May / July / Sept. / Nov.)

6:00pm - 7:00pm

- **Advocate Advisory Committee Meeting**

Monthly, 4th Monday

10:00am - 12:00pm

- **Supportive Services Committee (SSC)**

Bi-Monthly, 2nd Monday

6:00pm - 7:30pm

Mission Statement



**SCLARC believes special needs
deserve special attention.**

**We are committed to the
provision of culturally sensitive
services which enhance the
inherent strengths of the family
and enable the individuals we
serve to lead independent and
productive lives.**

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05-13-2025