

MINUTES OF JANUARY 8, 2024
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD PRESENT: Jay Connor; Carmela Garnica; Alicia Lara; Ted Leonard; Eric Naranjo; Maureen O'Connell; Briseida Ramirez; Rene Rojo; Gizelle Siojo; Teri Smith; Joshua Souder

BOARD MEMBERS ABSENT: Kiana Buffington; April Stewart

DIRECTORS PRESENT: Steve Beckett; Kurtis Franklin; Felipe Garcia; Lavinia Johnson; Don Meza; Merissa Steuwer; Vince Toms

STAFF PRESENT: Chuck Mason; Martin Morales; Mari Rodriguez; Estefania Pena

GUEST PRESENT: Raul Castillo, Hanna Interpreting; Marbella Cortes, Parent; Marlene Gaines, Hanna Interpreting; Esmeralda Navarro, Parent; Bill and Gloria Thomas, Mesa Pointe Home;

RECORDING SECRETARY: Sandra Guzman

CALL TO ORDER: Meeting was called to order by Ms. O'Connell at 5:08 p.m.

MINUTES OF THE NOVEMBER 13, 2023 BOARD MEETING: 1. Motion made to approve the minutes of the November 13, 2023 Board Meeting M/S/C Rojo/Connor.

PUBLIC INPUT: The following public comment was submitted electronically:

Randa Fletcher, Family Member:

Good Evening board. I'm curious about the necessity of providing a reason when selecting a social recreation activity for our entitled program for our child. Additionally, why don't program managers address parental concerns directly, instead of requiring an appeal for program access?

For parents of special needs children, navigating health insurance and school disputes is already challenging. It would be incredibly helpful if programs could support families rather than create additional hurdles. Thank you.

Ms. O'Connell stated public comment will be assigned to appropriate staff.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson 1) As of December 2023, IRC serves 50,473 consumers. 2) IRC currently employs 1,083 staff of which 712 are in case management and 291 are administrative support. 3) After 10 years of serving IRC as the Director of Intake, Clinical and Early Start Services, Treva Webster retired. 4) On December 13, IRC held the Annual Award Service Ceremony for staff completing 5, 10, 15, 20, 25, 30 and 35 years of service. The event was held in the IRC Atrium. 5) With the retirement of Treva Webster, we will not be hiring a replacement for her position. We are restructuring some of our programs and adding layers of support under the Directors. Don Meza will be over Intake, Clinic and Adults with Mary Joseph Bacon as Program Administrator for Riverside and San Bernardino Lanterman and Early Start Intake and Wasima Alvi, Program Administrator for Clinical, ICF and Seniors. Eric Hamler will keep Transition and SDP Services and will gain Lanterman Federal Program Manager with

Aderonke Adejuyibe as Program Administrator. Felipe Garcia will head Children Services, ages 0 – 14, Early Start Federal Program, Transition/IDEA Specialist, Behavioral Services, with Edyth Gallardo, Program Administrator for San Bernardino County and Jonathan Eckrich, Program Administrator for Riverside County. Merissa Steuwer will oversee Janice Hinton, FRN. These changes took effect on January 5th at 12:01.

DIRECTORS REPORTS: Written reports were submitted by the Directors. The Board had no questions.

COMMITTEE REPORTS

- 1) **ANOTHER WAY:** Ms. Gonzales submitted a written report. There were no questions from the board.
- 2) **EXECUTIVE COMMITTEE:** The notes from the December Executive Committee meeting was included in the board packet. No questions from the board.
- 3) **LEGISLATIVE COMMITTEE:** No report submitted.
- 4) **MASTER TRUST COMMITTEE:** Ms. Miller submitted a written report. There were no questions.
- 5) **VENDOR ADVISORY COMMITTEE:** No report submitted.

OLD BUSINESS: None

NEW BUSINESS:

- 1) **BOARD MEMBER'S TERM RENEWAL:** Ms. O'Connell shared that Ms. Teri Smith first term as a Board of Trustees expires on January 12, 2024. Ms. Smith is eligible for a full 4 year term. **2. Motion made to approve Ms. Smith term renewal M/S/C Rojo/Souder.**
- 2) **STATUS CHANGE FOR MASTER TRUST MEMBER:** Mr. Beckett shared that Dr. Drew Cutler has been a member of the Master Trust Committee for many years. He has also served on the Board of Trustees. At this time, he is unable to be an active committee member. The committee is requesting the Board's approval in changing his status from active to emeritus. Emeritus is a non-voting honorary position. **3. Motion made to change Dr. Drew Cutler status to emeritus M/S/C Rojo/Naranjo.** Mr. Beckett is asking the Board to approve the committee's recommendation to appoint Treva Webster to the Master Trust Committee. She will be replacing Dr. Drew Cutler. **4. Motion made to approve the appointment of Treva Webster to the Master Trust Committee M/S/C Rojo/Naranjo.**
- 3) **WORKER'S COMPENSATION INSURANCE:** Ms. Steuwer is requesting the Board to ratify the Executive Committee's decision on IRC's Worker's Compensation Insurance. The Board had authorized the Executive Committee the authority to approve up to \$782,000. The quote came in at \$566,717 and there has been a slight change. The revised quote is \$566,729 effective January 2024. **5. Motion made to approve the Worker's Comp Insurance revised quote of \$566,729 M/S/C Souder/Rojo.**

- 4) **SALARY SCHEDULE UPDATE:** Mr. Beckett stated there are some changes being made to Salary Schedule that will require the board's approval. He is requesting the Board authorize the Executive Committee the authority to approve these changes. **6. Motion made to authorize the Executive Committee the authority to approve the Salary Schedule changes M/S/C Connor/Rojo.**
- 5) **HIRING OF RETIRED EMPLOYEE:** Ms. Steuwer stated that Government Code section 7522.56 of the Public Employees' Retirement Law requires the Board to approve a resolution when hiring a retiree before 180 days have passed since their retirement date. Rodolfo Facio position as Computer Support Specialist is a specialized position. He is responsible for monitoring the financial platform of IRC known as Uniform Financial System UFS and is a one-person position in IRC. To not have this position at IRC even for a day will cause severe hardship. We are in the process of hiring someone to replace Mr. Facio. **7. Motion made to approve the Resolution for the 180 day waiting period for Rodolfo Facio M/S/C Rojo/Connor.** Mr. Naranjo asked Ms. Steuwer if she had any idea how long it would take to find a replacement? Ms. Steuwer stated that the hiring manager has found someone and is going through the background check.

TRUSTEE INPUT

Mr. Rojo shared that on April 6 he will be helping his buddy Raymond at a car show. Raymond basically works on finding resources for children and adults with Autism. Raymond has a daughter who is Autistic. The Car show will be in Pomona. Raymond's car club is called Riding Low. He will be putting on the event with the Autism Society of the Inland Empire. If anyone wants to come out on April 6, he will be there speaking on behalf of Inland Regional Center providing resources to families who need more understanding about how IRC works. He will be turning 35 on January 21.

Ms. Siojo shared her son will be turning 32 next week. Lavinia and Don know about him. He was very young when she brought him around 15 years ago. He is very good to her. They call each other every day. He is very good to her, and her mom and she loves him very much. He also bought a house.

Mr. Naranjo shared that this Saturday is going to be his cousin's birthday and is pregnant. Lots of good news going on today.

Mr. Connor asked if the Board was still having an in-person training in February? Yes, February 14 from 9:00 am – 2:00 pm.

Ms. O'Connell adjourned the meeting at 5:37 p.m. to go into Executive Session. Executive Session was called to order at 5:47 p.m.

The Board reconvened at 6:08 p.m. The Board took action to send a letter to ARCA.

Meeting adjourned at 6:09 p.m.

Sincerely,


Alicia Lara
Board Secretary


Sandra Guzman
Assistant Secretary

MOTION FOR THE JANUARY 8, 2024 BOARD OF TRUSTEES MEETING:

1. **Motion made to approve the minutes of the November 13, 2023 Board Meeting M/S/C Rojo/Connor.**
2. **Motion made to approve Ms. Smith term renewal M/S/C Rojo/Souder.**
3. **Motion made to change Dr. Drew Cutler status to emeritus M/S/C Rojo/Naranjo.**
4. **Motion made to approve the appointment of Treva Webster to the Master Trust Committee M/S/C Rojo/Naranjo.**
5. **Motion made to approve the Worker's Comp Insurance revised quote of \$566,729 M/S/C Souder/Rojo.**
6. **Motion made to authorize the Executive Committee the authority to approve the Salary Schedule changes M/S/C Connor/Rojo.**
7. **Motion made to approve the Resolution for the 180 day waiting period for Rodolfo Facio M/S/C Rojo/Connor.**