MINUTES OF MAY 11, 2026
Inland Counties Regional Center, Inc.
Board of Trustees Meeting

BOARD PRESENT: Sofia Benitez; Jay Connor; Wes Head; Cynthia Jefferson; Theodore Leonard; Maureen O'Connell; Briseida Ramirez; Rene Rojo

BOARD MEMBERS ABSENT: Carmela Garnica

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

STAFF PRESENT: Ruth Armstead; Lesley Benitez; Martha Garcia; Mitzi Gomez; Claudia Mora; Martin Morales; Monica Munguia; Estefania Pena; Carmelia Florentino-Rodriguez; Mari Rodriguez

GUEST PRESENT: Karla Cortez, Parent; Dorance Creighton Jr, ARF Admin; Greg and Danielle Damewood, Parents; Tenika Dyle, Parent; Felicia Guzman, Parent; Willie Ramirez, DDS; Bailey Steinway, 24Hr Care; Elizabeth Tom, DDS

RECORDING SECRETARY: Sandra Guzman

CALL TO ORDER: The Board of Trustees Meeting was called to order by Ms. O'Connell at 5:10 p.m.

MINUTES OF THE MARCH 9, 2026 BOARD OF TRUSTEES MEETING: 1. Motion made to approve the minutes of the March 9, 2026 Board of Trustees meeting M/S/C Leonard/Jefferson.

MINUTES OF THE MARCH 26, 2026 SPECIAL BOARD OF TRUSTEES MEETING: 2. Motion made to approve the minutes of the March 26, 2026 Special Board of Trustees Meeting M/S/C Rojo/Connor.

PUBLIC COMMENTS:

1. Greg Damewood, Parent: Share that on May 13, 2026, at the Fox Theatre in Riverside, the Directing Change Program will be hosting an event for youth that present PSAs regarding suicide and drug abuse. You must register for this event and it's semi-formal. Thursday the Festival of Health will be at Fairmont Park from 11:00 a.m. to 3:00 p.m. Mr. Damewood also wanted to express his concerns about the isolation and care of a family member in a level 4I facility. Additionally, Mr. Damewood shared the communication barriers he encounters in efforts to resolve these issues.
2. Danielle Damewood, Parent: Ms. Damewood also expressed concerns about the isolation and care of her family member. She stated that when she called the facility last week to speak with her stepdaughter, she was told there was no resident by that

name. Ms. Damewood shared that she would like to be able to see and speak with her stepdaughter.

EXECUTIVE DIRECTOR'S REPORT: Ms. Johnson reported the following: 1) We are currently at 60,768 consumers. That is a growth of 651 since the last report. We are currently staffing 1,505 people, which is 78 more than the last report. Announced the promotion of 3 Program Managers to Program Administrators positions. Alex Rubio is the Program Administrator for Adult Services and will be working under Don Meza, Carmelita Florentino Rodriguez, Program Administrator for Transition Services under Eric Hamler and Amanda McGuire, Program Administrator for Resource Development and Transportation under Vince Toms. 3) On Saturday, April 25, 2026 the 2026 Autism Acceptance Walk and Safety Fair was held at Perris Railway and Museum. On Thursday, April 30th, the Focus Group 2026 for the Performance Contract fiscal year 2026-27 was conducted via Zoom. On Saturday May 2nd was the Service Access and Equity Conference here at IRC. The upcoming Another Way Golf Tournament will be held on Saturday, May 30th at Desert Willow. On Saturday June 6th IRC will be hosting the Spring Fling. This is a great opportunity to meet vendors and have some food. For more information on this event, please visit our website.

DIRECTOR'S REPORTS: Ms. Ramirez inquired if there was a plan to address the high caseloads in Adult Services? Mr. Meza stated that his department just received 18 new positions to help balance the caseloads to 65:1. No other questions from the Board.

COMMITTEE REPORTS: No questions.

OLD BUSINESS: None

NEW BUSINESS:

1. **PURCHASE OF SERVICE POLICY:** Mr. Toms presented a new standardized policy for Social Recreation, Camp and Non-Medical Therapies. **3) Motion made to approve the Purchase of Service Policy as presented M/S/C Rojo/Jefferson. Ms. Benitez abstained from voting.**

2. **EMPLOYEE HANDBOOK:** Mr. Beckett presented the change to the vacation cap in the Employee Handbook. The maximum vacation cap is being changed from 240 to 360 hours. This change was necessary due to the allocation time being increased a while back. **4) Motion made to approve the change in hours to the Employee Handbook M/S/C Rojo/Connor. Ms. Benitez abstained from voting.** Mr. Head inquired what kind of fiscal impact this is going to have on the budget? No real impact. There are less than 4% of the employees at the 240 limit.

3. **IRC BYLAWS CHANGES:** Mr. Beckett reviewed the updates to the Bylaws. 1) The term Trustees is the same as the term directors in the actual non-profit corporation

law. 2) Board terms changing it from 4 and 3 years to 3, 2 and 2 years terms to equal out 7 years in total. 3) Clarifying a Corporate Affairs meeting is not pursuant to the Lanterman Act therefore not open to the public. 4) Changing the number of trustees from 11-17 to 10-15. 5) Clarifying that the only committee granted the authority to act on behalf of the Board is the Executive Committee. When the Executive Committee is exercising board authority, the meeting will be open to the public just like a normal board meeting. 6) Clarifying that all committees are part of Corporate Affairs and not Lanterman. **5) Motion made to approve the changes to the Bylaws as presented M/S/C Rojo/Head.**

4. **SALARY SCHEDULE CHANGES:** Mr. Beckett presented two name changes to the Salary Schedule. First is Jennifer Cummings was promoted from Program Manager of Legal Affairs to Program Administrator. The Second was changing the Program Manager of Legal Affairs to Manager of Legal Services. **6) Motion made to approve the changes in title M/S/C Rojo/Connor. Ms. Benitez abstained from voting.** Ms. Ramirez inquired if these title changes would increase or decrease anyone's salary? Mr. Beckett stated no increase was involved just title changes.

5. **INFORMATION SECURITY POLICY:** Mr. Franklin presented a new Information Security Policy. The policy established the high-level direction for protecting IRC's information assets supporting confidentiality, integrity and availability. This policy aligns with the NIST, HIPAA and California public records laws. **7) Motion made to approve the Information Security Policy as presented M/S/C Leonard/Rojo.**

TRUSTEE INPUT:

Mr. Rojo shared on April 18, 2026, he had the honor and privilege to help a friend of his organize his autism event with the Autism Society of Inland Empire and had over 1,000 participants in attendance.

Ms. O'Connell adjourned the meeting at 5:40 p.m. to go into Closed Session. Closed Session was called to order at 5:48 p.m.

The Board reconvened at 6:19 p.m. The Board acted in property matters, authorized Ms. O'Connell to respond to DDS' letter and to Schedule a Special Board meeting for June 1st.

Meeting adjourned at 6:21 p.m.

Sincerely,

Cynthia Jefferson
Board Secretary

Sandra Guzman
Assistant Secretary

MOTIONS FOR THE MAY 11, 2026 BOARD OF TRUSTEES MEETING:

1. Motion made to approve the minutes of the March 9, 2026 Board of Trustees meeting M/S/C Leonard/Jefferson.

2. Motion made to approve the minutes of the March 26, 2026 Special Board of Trustees Meeting M/S/C Rojo/Connor.

3) Motion made to approve the Purchase of Service Policy as presented M/S/C Rojo/Jefferson. Ms. Benitez abstained from voting.

4) Motion made to approve the change in hours to the Employee Handbook M/S/C Rojo/Connor. Ms. Benitez abstained from voting.

5) Motion made to approve the changes to the Bylaws as presented M/S/C Rojo/Head.

6) Motion made to approve the changes in title M/S/C Rojo/Connor. Ms. Benitez abstained from voting.

7) Motion made to approve the Information Security Policy as presented M/S/C Leonard/Rojo.