

EXECUTIVE COMMITTEE

July 13, 2011

MINUTES

PRESENT

Mark Higgins, Chair
Mary Bakchachyan
Larry DeBoer
Marjorie Heller
Al Marsella

STAFF

Diane Anand
Patrick Aulicino
Karen Ingram
Dr. Sharon Shueman
Melinda Sullivan

GUESTS

Judith Enright, Legal Counsel

CALL TO ORDER

The meeting was called to order at 12:11 p.m.

CHANGE IN MEETING DATE

The Committee agreed by consensus to change the date of the meeting to the 2nd Wednesday of the month starting in August. The next meeting will be on August 10, 2011.

LEGISLATIVE UPDATE

Legislative Bill Tracking – 2011

Ms. Ingram presented the legislative bill tracking grid as of July 13, 2011. (*The document is incorporated by attachment to the minutes.*) Ms. Ingram walked the Committee through the grid and discussion followed.

SB 166 and SB 764 (Steinberg)

Ms. Ingram presented SB 166 and SB 764 as additional bills to consider for tracking in 2011-12. Ms. Ingram reported that ARCA currently has a support position on each bill. The Committee

discussed the possible impact on the system but determined that they would need more information and education on the bills before taking a support position.

The Committee agreed by consensus to take a watch position on SB 166 and SB 764.

MARCH 2011 TRAILER BILL SB 74 LANGUAGE AFFECTING REGIONAL CENTERS; JUNE TRAILER BILL LANGUAGE AB 104

Ms. Anand advised the Committee that they could find in their packet a memo from DDS dated June 16, 2011 regarding the March 2011 Trailer Bill Language affecting regional centers and the developmental service system, plus a copy of the proposals to achieve \$174 million in general fund savings. The trailer bill language contains an urgency clause, and was therefore effective immediately upon passage, March 24, 2011.

Ms. Anand and Dr. Shueman introduced the Committee to two separate work plans for implementing the provisions of SB 74 and AB 104. Ms. Anand advised the Committee that the Center is currently populating the website with documents specified in the legislation. The Committee discussed the workload challenges faced by staff as a result of passage of these two bills.

PROCESS FOR AWARDING CONTRACTS IN EXCESS OF \$250,000.00

Ms. Anand presented a revision to the board adopted policy dated 12/1/2010 entitled Using Request for Proposals to Address Client Service Needs. This policy was developed to address resource development and the approval process of contracts over \$450,000. Ms. Anand had advised the Committee that the document needed to be revised to reflect the changes in the TBL for this budget year that all contractual agreements over \$250,000.00 require board approval, not just contractual agreements specific to resource development. The Committee discussed the document in relation to “policy” vs. “process” at their June 8, 2011 meeting and agreed by consensus to revise the document to reflect the “process” and not the “policy”.

The Committee discussed the revisions as presented.

Ms. Heller moved that the Committee approve the document entitled “Process for Awarding Contracts in Excess of \$250,000. as presented subject to ratification by the board at its meeting on August 24, 2011, Mr. DeBoer seconded the motion, and it passed unanimously.

POLICY ON TRANSPARENCY AND ACCESS TO PUBLIC INFORMATION

Ms. Anand presented a revision to Center's draft policy on transparency and access to public information as required in the 2011-12 Trailer Bill Language. The Committee had given their input at their April 20, 2011 meeting. The Committee discussed the revisions as presented.

Mr. DeBoer moved that the Committee approve the document entitled "Transparency and Access to Public Information" as presented subject to ratification by the board at its meeting on August 24, 2011, Ms. Heller seconded the motion, and it passed unanimously.

DR. STUART BROWN – National Institute for Play

This agenda items was tabled.

DDS/REGIONAL CETNER CONTRACT FOR FY 2011-12

For Information Only –

Ms. Anand distributed a copy of the DDS/Regional Center Contract for FY 2011-12. She advised the Committee that the changes to the contract are negotiated on behalf of the regional centers by the ARCA Contract Negotiating Committee which has the delegated authority to negotiate the contract on behalf of ARCA.

Mr. Aulicino advised the Committee that the contract language will come in the first amendment and will be reviewed by the Administrative Affairs Committee.

CONFLICT OF INTEREST

Ms. Enright, legal counsel, presented the following documents for review and discussion:

1. FDLRC Conflict of Interest Policy
2. FDLRC Conflict of Interest Standards Statement for Members of Board of Directors
3. FDLRC Board of Director Conflict of Interest Declaration
4. FDLRC Conflict of Interest Standards Statement for Regional Center Employees
5. FDLRC Employee Conflict of Interest Declaration

Ms. Bakchachyan moved to adopt the Conflict of Interest Policy and Standards Statements for the Board of Directors and Employees as presented subject to ratification by the board at its meeting on August 24, 2011, Ms. Heller seconded the motion, and it passed unanimously.

ADJOURNMENT

The meeting was closed at 12:59 p.m. for Executive Session and resumed for regular session at 1:21 p.m. The regular session was adjourned at 2:18 p.m.

/fl