

KERN REGIONAL CENTER

3200 N. Sillect Avenue • Bakersfield, CA 93308 • (661) 327-8531

Board of Directors Meeting

5:30 p.m. – 7:30 p.m.

KRC Malibu Conference Room

3300 N. Sillect Ave.

Bakersfield, CA 93308

AGENDA

June 3, 2014

I. CALL TO ORDER:

- A. Self Introduction:**
- B. Approval of Agenda:**
- C. Approval of Minutes of May 6, 2014 as Attachment I**
- D. Public Comment: Limited to 5 minutes**

II. ACTION AND DISCUSSION ITEMS – BOARD ACTIVITIES:

- A. ARCA Report – Duane Law**
- B. Review of Contracts – Audit/Finance Committee**
 - Creative Homes
 - Positive Purpose, LLC SRF
 - SAILS Bakersfield Start Up
 - SAILS Bakersfield VIII
 - SAILS Bakersfield Appletree
 - SAILS Bakersfield Chandler
 - SAILS Bakersfield Stellar
 - SAILS Bakersfield Westchester
 - SAILS Bakersfield Westbrook

Contracts and checklist attached
- C. Nominating Committee – Susan Lara**
- D. Confidentiality Agreement Board of Directors – Susan Lara**

III. ACTION AND DISCUSSION ITEMS – KRC ACTIVITIES:

A. **Budget Update and Financial Report** – report on the budget situation for KRC and the State as pertains to the delivery of developmental services.

IV. **REPORTS:** (Reports will be made only from groups that have met and/or have items to share)

A. **President’s Report**

B. **Legislative Report**

C. **People First of Kern County Report**

D. **Area Board Reports**

E. **Vendor Advisory Committee**

F. **Executive Committee Report**

G. **Foundation Report**

H. **Foster Grandparent Progress Report**

I. **Affordable Housing Committee (ASPIRE)**

J. **Client Services Report**

K. **KRC Staff Report**

L. **Board Comments**

M. **CEO Comments**

V. **MOTION TO GO INTO CLOSED SESSION:**

VI. **CLOSED SESSION:**

VII. **MOTION TO GO OUT OF CLOSED SESSION:**

VIII. **MOTION TO GO INTO OPEN SESSION:**

IX. **RESULTS OF CLOSED SESSION:**

X. **Adjournment**

X

Susan Lara, KRC Board President

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MINUTES

May 6, 2014

PRESENT: Susan Lara, President
Steve Esselman, Vice President
Frank Meyer, Treasurer
Lorie Stewart
Carol Sackey
Quanah Mason
Matthew LaGrand
Emily Greenwood

ABSENT: Tracey Brown (excused), Shawn Kennemer (excused), Veronica Quezada (excused)

- I. **CALL TO ORDER:** The meeting was called to order at approximately 6:00 p.m. by Susan Lara. It was determined that a quorum was present.
 - A. **Self Introductions:** Self-introductions were made around the table. In addition to Board members listed above, in attendance were Beth Himelhoch, Eileen Richey, Iman Killebrew, Richard Sikes, Ismael Romero, Dale Davis, Kathy Brian, Elizabeth Moore, Rosita Barron, Delia Serrano, Vicki Smith, Maggie Solis, Tonia Sandoval, Fredine Opheim, Jeremy Shumaker, Diane Schneider, Mitzi Villalon, Jill Green, John Stockton, Maggie Solis, Zela Bowers, Art Gonzalez, Tonia Sandoval, and KRC Staff: Jon Gusman, Maria Solano, Duane Law, Susan Hernandez, Margaret Pyles, John Noriega, Teresa Farmer, Pam Woodruff, Yadira Camorlinga, Juan Vieyra, Susan Madigan, Blanca Gamboa, Irma Gonzalez, Rudy Solano, Denise Arreguin, Sherri Hosey, Fatima Marquez, Yesenia Mackie, Maddie Dircks, Leah Pasqua, Tonia Cody, Tammie Inman, Melvina Mull, Cindy Martinez, Celia Pinal, Lulu Calvillo, Suzanne Toothman, Jean Morgan, Kristen Sodergren, Jennifer Mullen, Brenda Ibarra, Rosa Ortiz, Maria Jacquez, Veronica Bedolla, Chloe Hayes, Stephanie Oliver, Gloria Tucker, Jenny Ainsworth, Darlene Nuno, Cynthia Rodriguez, Yvonne Romero, Mark Meyer, Laura Burton, Sarah Swanlund, Mary Abel, Sam Duarte and Sally Gann.
 - B. **Approval of Agenda:** M/s/c--- (Esselman/LaGrand) to approve the agenda as written. (8-0-0).

- C. **Approval of Minutes of April 1, 2014 as Attachment I: M/s/c---** (Meyer/Sackey) to approve the minutes with the following addition: Pg. 5 Item C. Board Resignation, Jenny Ainsworth would like it noted that her question about who specific is on the Nominating Committee was not answered due to the information not being immediately available. (8-0-0). Susan Lara had the information during this time and shared it with everyone in attendance.
- D. **Public Comment:** Susan Lara read a statement from David Marcus and he wanted to report that his cancer came back and he is home and resting and he has an appointment on May 13th. Susan asked that everyone please keep David in their thoughts and prayers. Susan Lara also commented that she would like to recognize Emily Greenwood and shared that Emily was accepted to UC Berkeley. Emily states that she has to attend summer school as part of the acceptance. She also stated that she would be present for the Board meetings the rest of the year because she will be starting in spring. Juan Vieyra read the definition and laws pertaining to ERISA and reminded everyone that the Board voted to removed the Trustees in November and to move towards a 3(38) oversight. Pam Woodruff explained how that the Pension Committee works and how it has worked throughout the years. Pam also asked the Board for their understanding of a 3(38). Susan Lara commented that her understanding was that the Pension Committee served in an advisory capacity and Pam clarified that minutes show they didn't and do not serve in that capacity. Pam explained that they have made decisions and do so based on the recommendations of the 3(21) representative. Susan Lara invited the Union and staff to discuss this matter a different forum. Pam commented that a 3(38) and the Pension committee in its current form cannot exist simultaneously with the institution of a 3(38) as she has done extensive research and her understanding is that they have different types of oversight and management, a 3(38) has 100% discretion in making all decisions. Juan Vieyra commented that they would take Susan's advice and meet with the Board to discuss this at a future date. Yadira Camorlinga commented that Duane Law reported last month that the 990 form would be posted on the website and she asked when it should be expected. Duane responded that the 990 would be posted in late May. Delia Serrano asked if KRC was late in posting the 990 form as the one posted on the website was from 2011 and the upcoming would be from 2012. Duane explained that we are not late and we post them when our annual audits are completed.

Jenny Ainsworth asked how long the terms of the Board members are. Susan Lara explained that each member serves two terms, one is a three year term and the other is a four year term. Jenny Ainsworth then asked how long Susan has been on the Board. Susan explained how long she has been on as Board President and when her term will end. Juan Vieyra pointed out that the terms Susan shared are not consistent with the Bylaws of the Board posted on the website. Susan Lara explained that the Bylaws on the website are out dated and there is a revised version from 2003. Susan explained that the Board Policy Task Force will be reviewing and updating the Bylaws. Vicki Smith asked that the Board posts the revised Bylaws on the website within one week to minimize the confusion. Cynthia Rodriguez asked if the Board had discussed the possibility of having a secured form of communication. Steve Esselman explained that the Board had many items to go over in April and they did not have an opportunity to discuss. Blanca Gamboa commented that this has been requested twice, with the most recent being the third time. Pam Woodruff commented that other Boards of other Regional Centers have it, meaning a secured PO Box. Dale Davis commented and read a detailed summary

of a complaint he received from a parent regarding a service a consumer was receiving through New Options. Dale explained that he researched further and found issues with communication between KRC Community Services Department and the vendor in regards to issues with the vendors' vendorization. Susan Lara explained they will look into this matter. Lorie Stewart commented that the Audit/Finance Committee only reviews contracts over \$250,000 and they don't see other contracts. Matthew LaGrand commented that he went to Eastern Seals camp and he stated he had a good time there.

Juan Vieyra asked whether KRC was a public or government agency. Duane Law and Susan Lara commented that KRC is a quasi-governmental agency. Questions regarding how KRC opted out of Social Security started and Duane Law commented that all Pension questions would be addressed at a different forum with the Union and staff. Blanca Gamboa stated that it is important that the Board addressed the issue of having a secured form of communication and she expressed that she felt disrespected by the fact that they have not addressed this. Steve Esselman explained that the Board is addressing many issues and they are volunteers, work full-time, have families and in some cases children with special needs. Steve clarified and apologized his response was received that way but he indicated that it is just something they didn't have time to get to but they will address it. Iman Killebrew commented that MYN is putting together a Comedy Show at the Nile Theater on June 13th. Iman commented that tickets are \$20/person and the show starts at 6PM. Diane Schneider commented that they will be having a Bunko Tournament this Saturday at 10PM in the Inclusion Films Studio and it is \$25/person to attend. Cindy Martinez commented that she talked to People First about the changes in law regarding Social Recreation services. Cindy also commented that she is a volunteer/support staff and stated that they are not allowed to sit with the People First Board and asked why certain KRC staff sit with the Board of Directors during the Board meeting. Susan Lara explained that everyone on the half side of the table seated is a Board member and the KRC staff seated with the Board are seated there because they provide reports during the regular meeting. Duane Law also commented that since he has been here, over two years, and from his understanding, historically, the seating has always been that way for many years. Tonia Sandoval asked for an update on the translation equipment and Duane reported that we have received 20 and waiting on four more to arrive and we have used them at various meetings, most recently, the family forum. Tonia also asked about why certain KRC staff sit with the Board and not all KRC staff. Duane Law commented that it is historic practice and it has always been that way since he has been here. Pam Woodruff commented that just because it has always been done that way in the past it does not have to be done that way now and they can sit in the front row to give their reports.

II. ACTION AND DISCUSSION ITEMS – BOARD ACTIVITIES:

- A. ARCA Report** – Duane Law introduced Eileen Richey, Executive Director of ARCA. Duane explained that she has been here at KRC for two days and has been meeting with KRC staff and has visited vendor sites. Duane explained that Eileen will be giving the ARCA report. Eileen Richey commented that she had a great experience visiting KRC. Eileen explained that she has visited about 1/3 of Regional Centers and is in the process of visiting all 21 centers. Eileen gave an overview of ARCA and

explained what is happening in legislature. Eileen expressed excitement and commented that there are good hopes for the regional center system.

B. Review of Contracts – Audit/Finance Committee – Susan Lara reported that the committee met on Thursday, April 24, 2014 and reviewed the following contracts:

- AIMS Noble II – This contract is a new contract, awarded after an RFP for a CPP home in 2011. This is a Specialized Residential Facility for the Elderly to serve a maximum of four consumers (4 bed facility), ages 60 and older in a structured living environment. The consumers will be either moving from a State Developmental Center into the community, or are at risk for placement into a State Developmental Center. The facility was created for forensic and inappropriate sexual behaviors. The RFP was awarded for \$8,000 a month per client until the end of the first fiscal year ending 6/30/15, then the rate will change to \$7,870.03, rate being converted to code 113 as per an audit finding from DDS. Contract is for 1 year. Vendor will have the option to apply for a Health and Safety Exception through DDS, once granted the rate could stay at \$8,000 per month per client. The committee is recommending this contract for Board approval. **M/s/c---** (Meyer/Mason) to approve the AIMS Noble II contract. (8-0-0).
- SAILS Bakersfield Moss Crossing – This contract is a renewal good through 6/30/15. It is a specialized residential facility for 1 adult to provide a structured living environment. This consumer has been served in this home since 2001 and may display behaviors such as extreme physical aggression towards peers and staff, verbal aggression, AWOL, and inappropriate sexual behavior. This consumer was placed from a developmental center. The consumer in this home does not attend a day program and requires 1:1 staff. Rate is \$12,000 a month per consumer which was a negotiated rate before the time of median rates. Sails' has provided their 15% Administrative Cap/Cost Statement, but has not provided an Independent Audit report or review report, however, vendor reports that this should be done shortly. Community Services Department reports the client is being well served and is stable. The committee is recommending this contract for Board approval. Steve Esselman asked why the rate for this vendor is \$12,000 per month per consumer. John Noriega explained that it was set up this way due to the need of the client and the amount of supervision the client requires. Steve asked if this was typical and Duane explained why it was not typical. **M/s/c---** (Meyer/Sackey) to approve the SAILS Bakersfield Moss Crossing contract. (8-0-0).
- SAILS Bakersfield Redford Court – This contract is also a renewal, vendored in 1997. Contract is through 6/30/15. It is a specialized residential facility for children ages 12-17. The facility currently serves 4 consumers in a structured living environment. Consumers may display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL, and have a forensic background. Rate is \$5,379 per month per consumer. Rate is below median rate for a 4 bed facility. Sails' has provided their 15% Administrative Cap/Cost Statement, but has not provided an Independent Audit report or review report, however,

vendor reports that this should be done shortly. Community Services Department reports to committee that the clients are being well served. The committee is recommending this contract for Board approval. **M/s/c---** (LaGrand/Esselman) to approve the SAILS Bakersfield Redford contract. (8-0-0).

- C. Nominating Committee** – Susan Lara reported that the Nominating Committee met on Monday, April 21, 2014 and interviewed three potential candidates. The candidates interviewed were Jeremy Shumaker, Financial Advisor with Morgan Stanley; Rosita Baron, Parent of a consumer with Cerebral Palsy and Ismael Romero, Assistant Vice President with Wells Fargo and a Parent of a consumer with Down Syndrome. Susan Lara gave a detailed background overview of each candidate and Steve commented that he felt all three were great candidates and are individuals who will provide a wide range of experience to the Board. The Board motioned to approve the three individuals to serve on the Board of Directors.
- Jeremy Shumaker. **M/s/c---** (LaGrand/Mason) to approve Jeremy Shumaker to serve on the Board of Directors. (8-0-0).
 - Rosita Barron. **M/s/c---** (Stewart/Meyer) to approve Rosita Barron to serve on the Board of Directors. (8-0-0).
 - Ismael Romero. **M/s/c---** (Esselman/LaGrand) to approve Ismael Romero to service on the Board of Directors. (8-0-0).

Susan Lara invited all three individuals to sit at the table with the Board of Directors after they were approved to serve on the Board of Directors.

- D. Confidentiality Agreement Board of Directors** – Susan Lara gave an introduction on the Confidentiality Agreement for the Board of Directors that just joined. Steve Esselman recommended that the Board table this item to allow the new Board members the opportunity to review this document prior to Board approval. Susan Lara also explained the Board can discuss on Saturday during their training. **M/s/c--** (Esselman/Sackey) to table the approval of the Confidentiality Statement and allow the new Board members to review the Confidentiality Statement. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
- E. Vendor Presentation: California Mentor: Maggie Solis** – Maggie Solis gave an overview statement of California Mentor and what the agency provides as far as services to KRC consumers. Maggie shared how their organization is composed and the type of staff they have. Maggie also showed a video presentation which focused more on their Adult Family Home Agency service and success stories of consumers who are currently in this program.
- F. The Way Forward Conference** – Susan Lara reported that she was able to attend this conference with Duane, Susan and Cherylle and she gave a detailed overview of the conference. Susan explained that 14 regional center's gathered to discuss issues affecting regional centers and their ability to serve clients. Diane Anand gave the opening presentation and she discussed various issues that have impacted regional centers. Duane commented that the conference was very informative and it brought many individuals from other states who shared what they are doing to provide services to consumers. Duane explained it was very informative to hear what other states are doing. Susan Hernandez commented that the conference was also great and that she had forgotten that other states use Medi-cal/Medicaid for funding.

III. ACTION AND DISCUSSION ITEMS – KRC ACTIVITIES:

A. **Budget Update and Financial Report** – Jon Gusman reported that since the last Board meeting, the state was billed \$12 million for March services. The current bank balance is \$11.53 million. In April of 2014, DDS released the E-4 contract amendment, which allocated \$54.4 million in purchase of service monies to regional centers. With updated purchase of service projections, statewide, the purchase of service deficit has come down from (\$220) million to around (\$149) million. The E-4 contract amendment allocated \$202 thousand to KRC for the Community Placement Plan. The purchase of service deficit for KRC is at (\$2.87) million. For cash flow, the amount of offset during the month of April was \$.45 on the dollar, down from \$.50 reported last time. For the month of May, the amount of offset is expected to be \$.55. For Fiscal Year 12-13 KRC's deficit remains at (\$1.3) million. For Fiscal Year 11-12 there remains enough money in purchase of service to pay any late bills.

IV. REPORTS: (Reports will be made only from groups that have met and/or have items to share)

- a) President's Report – Susan Lara reported that the Board will be having a training on Saturday, May 10, 2014 from 9AM – 11:30AM.
- b) Legislative Report – Duane Law had no report as it was summarized by Eileen Richey during the ARCA Report.
- c) People First of Kern County Report – No one was present to report.
- d) Area Board Reports – Vicki Smith gave an introduction on Area Boards 8 and 12 and explained why we have two Area Boards for the new Board members. Vicki commented that she noticed on the Board Agenda it states that the contracts and checklist for the vendor contracts are attached and they are not. Vicki commented that all attachments should be included for the public. Vicki also suggested to the Board that they do not discuss the Confidentiality Statement during the training since it has become an agenda item. She also stated that the Board should proceed with caution when reviewing this item. Vicki also spoke about an incident that occurred with a consumer out in the outlying areas of Mono County. Vicki reported that KRC's response was slow and it was a serious issue involving one of our consumers. Vicki reported that Area Board would be doing training for the community on the 4731 complaint process.
- e) Vendor Advisory Committee – Iman Killebrew reported that during their last meeting, VAC created subcommittees to handle various duties. Iman explained that they are trying to get more vendors involved. Iman also explained that there is still a need to build a relationship between vendors and KRC. Iman stated that they are getting educated to advocate for clients. Iman also invited the Board of Directors to attend the next VAC meeting and to start visiting vendor facilities so that they can see the work the vendors do on a daily basis for KRC consumers.
- f) Executive Committee Report – Susan Lara reported that the Executive Committee met on April 28th to interview candidates for general counsel. The Executive Committee will be making their recommendation to the full Board with a chance to meet with the possible candidate for their decision on who to hire for general counsel.

- g) Foundation Report – No one was present to report.
- h) Foster Grandparent Progress Report – Susan Hernandez reported that they have 20 volunteers and two are currently on medical leave. Susan Hernandez reported that the total amount of hours served is 21 and counting. They are serving 19 sites and they anticipate a growth by 14-15 of three positions.
- i) Affordable Housing Committee (ASPIRE) – Beth Himelhoch reported that they had a meeting last month and they have a great Board. Beth reported that she would bring in the names of those on the Board to share with our Board of Directors next month.
- j) Client Services Report – Susan Hernandez reported that she was able to meet with a liaison for Department of Human Services and they agreed to set up training for our staff and their staff to work in collaboration. Susan reported that KRC currently has 42 Spanish speaking Service Coordinators and they would like 10 more. Susan also reported that caseloads are still high, the average is about 80-90 cases per Service Coordinator.
- k) KRC Staff Report – Margaret Pyles reported that interviews have been done to hire another Service Coordinator out in Bishop. Margaret commented that it was very difficult to have candidates interview and after a couple of months of posting, they were able to interview a couple of people however, they are not bilingual. Margaret also reported that KRC will have a Support Services Technician start on Monday for the main office. Margaret also reported that KRC recently had one Service Coordinator retire. Beth suggested that KRC looked into posting future positions at the “El Sol” newspaper to attract Spanish speaking candidates.
- l) Board Comments – Lorie Stewart expressed interest in serving as Board Secretary. Lorie indicated that she has expressed interest before and is still interested in serving in this capacity for the Board of Directors. Rosita Barron asked if there would be an agenda for the upcoming training and Susan Lara explained that she has not created one but she will work on having one ready and sending it out to all members.
- m) CEO Comments – Duane Law had nothing to comment.

V. **MOTION TO GO INTO CLOSED SESSION: M/s/c---** (Stewart/Meyer) to go into Closed Session to address a couple of issues. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.

VI. **CLOSED SESSION:** Reader is referred to Item VIII. Results of Closed Session.

VII. **MOTION TO RETURN TO OPEN SESSION: M/s/c---** (Esselman/Sackey) to go into Open Session. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.

VIII. **RESULTS OF CLOSED SESSION:** It was reported that the Board reviewed proposed Amendment and Resolution for the Kern Regional Center Section 125 Cafeteria Plan Modifications explaining adopting a FSA Health Care Carryover Amount. The plan shall provide for a carryover of \$500 of any amount remaining unused in a Health FSA as of the end of the year. Such carryover amount may be used to pay or reimburse medical expenses under the health FSA incurred during the entire Plan year to which it is carried over. Effective date shall include the 2013 Plan Year. **M/s/c---** (Esselman/Meyer) to approve the Resolution and Amendment for KRC to implement the following provision in the Section

125 Cafeteria Plan. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.

It was also reported that the Board reviewed an Amendment to address a scrivener's error made in Kern Regional Center's Money Purchase Pension Plan which was amended and restated on January 24, 2012 which would have excluded HEARTS Connection employees, or "participating employer" from eligibility to be in the Money Purchase Plan, which they are now in. Board discussed in length the need to correct the scrivener's error to smoothly allow HEARTS removal from KRC Money Purchase Plan. **M/s/c---** (Meyer/Esselman) to approve the Amendment to correct the scrivener's error in Paragraph (g) of Section 1.23, "Eligible Employee". Shall be amended to read as follows" *"(g) Any Employee of Kern Regional Center, the employer-sponsor, who did not become a Participant prior to June 1, 2002."* In all other respects the Plan shall remain the same. (10-0-0). Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.

IX. Adjournment: M/s/c--- (Meyer/Stewart) to adjourn the meeting. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.

Susan Lara, KRC Board President

ACTION LOG

May 6, 2014

1. **M/s/c---** (Esselman/LaGrand) to approve the agenda as written. (8-0-0).
2. **M/s/c---** (Meyer/Sackey) to approve the minutes with the following addition: Pg. 5 Item C. Board Resignation, Jenny Ainsworth would like it noted that her question about specific names that are on the Nominating Committee was not answered due to the information not being immediately available. (8-0-0). Susan Lara had the information during this time and shared it with everyone in attendance.
3. **M/s/c---** (Meyer/Mason) to approve the AIMES Noble II contract. (8-0-0).
4. **M/s/c---** (Meyer/Sackey) to approve the SAILS Bakersfield Moss Crossing contract. (8-0-0).
5. **M/s/c---** (LaGrand/Esselman) to approve the SAILS Bakersfield Redford contract. (8-0-0).
6. **M/s/c---** (LaGrand/Mason) to approve Jeremy Shumaker to serve on the Board of Directors. (8-0-0).
7. **M/s/c---** (Stewart/Meyer) to approve Rosita Barron to serve on the Board of Directors. (8-0-0).
8. **M/s/c---** (Esselman/LaGrand) to approve Ismael Romero to service on the Board of Directors. (8-0-0).
9. **M/s/c---** (Esselman/Sackey) to table the approval of the Confidentiality Statement and allow the new Board members to review the Confidentiality Statement. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
10. **M/s/c---** (Stewart/Meyer) to go into Closed Session to address a couple of issues. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
11. **M/s/c---** (Esselman/Sackey) to go into Open Session. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
12. **M/s/c---** (Esselman/Meyer) to approve the Resolution and Amendment for KRC to implement the following provision in the Section 125 Cafeteria Plan. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
13. **M/s/c---** (Meyer/Esselman) to approve the Amendment to correct the scrivener's error in Paragraph (g) of Section 1.23, "Eligible Employee". Shall be amended to read as follows" *"(g) Any Employee of Kern Regional Center, the employer-sponsor, who did not become a Participant prior to June 1, 2002." In all other respects the Plan shall remain the same.* (10-0-0). Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.
14. **M/s/c---** (Meyer/Stewart) to adjourn the meeting. (10-0-0) Jeremy Shumaker, Rosita Barron and Ismael Romero included in the vote.