



**PERSONAL ASSISTANCE  
SERVICES COUNCIL**

Supporting and Enhancing Independence

**BOARD MEETING  
WILL START ON TIME**

**ALL AGENDA ITEMS WILL  
BE TIMED**

**PLEASE BE RESPECTFUL OF THE  
TIME ALLOTTED**

**Personal Assistance Services Council**

3452 E. Foothill Blvd., Suite 900  
Pasadena, California 91107  
(818) 206-7000 office (818) 206-8000 fax  
(866) 565-4477 (IHSS)

**www.pascla.org**

**EXECUTIVE MEMBERS of the COMMISSION**

*Cynde Soto – Chair  
Janet Heinritz-Canterbury – Vice Chair  
JoAnn Cannon – Treasurer  
Dulce Garcia – Secretary  
Kevin MacDonald – Officer at Large*

**MEMBERS of the COMMISSION**

*Janet Burt – Board Member  
Jorge Chuc – Board Member  
Rina Cruz – Board Member  
Steven Echor – Board Member*

**MEMBERS of the COMMISSION**

*Lyn Goldfarb – Board Member  
Richard Hernandez – Board Member  
Kim Hudson – Board Member  
Kristy Madden – Board Member  
Jennifer Stark – Board Member*

**COMMISSION EXECUTIVE STAFF**

*Luis Bravo – Executive Director  
Willis Oliver – Manager, Facilities/Board Clerk  
Debi Hight – Executive Counsel*

**IN-PERSON GOVERNING BOARD MEETING**

**Monday, August 4, 2025**

1:00 PM to 3:00 PM

**\*\*Meeting Site Location\*\***

**THE CALIFORNIA ENDOWMENT CONFERENCE CENTER  
1000 NORTH ALAMEDA ST. LOS ANGELES, CA 90012  
**CEL LOMBARD BOARD ROOM****

**\*REVIEW INFORMATION SHEET AT END OF AGENDA FOR IMPORTANT INFORMATION  
REGARDING ATTENDING IN-PERSON\***

The board meeting will also be available on Zoom. To participate remotely via your electronic device, click on the link below:

<https://us02web.zoom.us/j/88501625659?pwd=rtncoWKTqcrXEr5AvfmFhRm3fWFfTO.1>

Then enter passcode: 445636

To join the ZOOM meeting by calling in, please follow the instructions below:

Dial: (888) 475-4499- Please enter the Webinar ID: 885 0162 5659

Then enter the passcode: 445636

To Provide Written Public Comment:  
You may submit written public comments by email to:  
[woliver@pascla.org](mailto:woliver@pascla.org)  
by no later than Sunday, August 3, 2025

To Provide Remote Live Comment:

Through Zoom, if you wish to speak, you may virtually select the “raise hand” button at the bottom of the ZOOM app, which can be seen by the PASC moderator. You will be called on in the order received to provide verbal comments for up to 3 minutes. You can also provide public comment using the Q&A feature on Zoom when the agenda item is open for public comment.

If you are dialing in by telephone and wish to speak, please press \*9. This will “raise your hand”. Once your name is called to speak, please press \*6 to unmute yourself.

Notice is hereby given that the Personal Assistance Service Council (PASC) Governing Board will hear, discuss, deliberate and/or take an action upon the following items listed in this notice. The public is invited to provide remote live and written comments as instructed on page 1-2 of the agenda.

**\*ALL AGENDA ITEMS WILL BE TIMED\***

**\*PLEASE BE RESPECTFUL OF THE TIME ALOTTED\***

**ITEMS:**

1. Call to Order / Roll Call ----- (5mins)
2. Per AB 2449, If any Board Member is participating remotely due to an emergency circumstance: MOTION to approve the named board member(s) to participate via teleconference due to emergency circumstances as specified in AB 2449 ----- (2mins)
3. Reading of the Mission Statement and Moment of Silence – *Attachment – B* --- (5mins)
4. A) Comments from the Public on Issues not on this Agenda: The PASC Board has set aside this time for members of the public who wish to comment on items that ARE NOT LISTED ON THIS AGENDA, but are within the jurisdiction of the Board.

**The Brown Act prohibits the Board from taking action on oral requests related to items that are not on the agenda.**

The Board may engage in a brief discussion, refer the matter to staff, and/or schedule the issue for discussion at a future board meeting.

When possible, written public comment received prior to the meeting has been distributed to the board and will be read into the minutes first before taking remote live public comment.

**Public Comment Limited to 3 Minutes Per Person**

- 5. Consent Agenda ----- (5mins)**  
 All matters listed on the Consent Agenda are considered to be routine. The Board may act on these items by one motion following public comment. Only board members may pull an item from the consent agenda for separate discussion and separate vote. Comments taken from the board; comments from the public; motion to approve.
- a) Minutes – Approval of the July 7, 2025 – *Attachment – C*
  - b) Financial Report – Approval of June 2025 – *Attachment – D*
  - c) PASC Activities and Outreach – *Attachment – E (August 2025)*
  - d) PASC Performance Measures and Reviews – *Attachment F (June 2025)*
  - e) Tele Forums – *Attachment – G 1-4*
  - f) Public Comment
- 6. Closed Session ----- (25mins)**
- a) Labor Negotiations (government code section 54954.5: 54957.6)
  - b) PASC building lease amendment negotiations for 3452 E. Foothill Blvd Pasadena 91107 (Government Code Sec. 54956.8) – *Attachment – H*
  - c) Executive Director Performance Evaluation (government code section 54957(b)(1))
  - d) Public Comment
- 7. Board Chair’s Report – Cynde Soto ----- (25mins)**
- a) Announcement of the PASC Board Elections
  - b) PASC Board Goals
  - c) CICA Update
  - d) PASC Board Sunshine Fund
  - e) IHSS Provider Orientation Visit – Chatsworth IHSS Office - Kristy Madden
  - f) Public Comment
- 8. Executive Director’s Report – Luis Bravo ----- (30mins)**
- a) PASC Funding Update – *Attachment I*
  - b) Registry Survey Results – *Attachment J 1-2*
  - c) Assistant Director of Operation Announcement – *Attachment K*
  - d) Public Comment
- 9. PASC Staff Presentation ----- (15mins)**
- a) Traci Davis – *Attachment – L*
  - b) Public Comment
- 10. Legislative Update – Debi Hight ----- (10mins)**
- a) Legislative Report – *Attachment – M*
  - b) Public Comment
- 11. DPSS’ Report – Christine Dauglash ----- (15mins)**
- a) Public Comment
- 12. Unfinished/Old Business ----- (5mins)**
- 13. New Business - Future Agenda Items: ----- (5mins)**  
 The Governing Board may discuss and set for action on future agendas, procedural and substantive items relating to the In-Home Supportive Services (IHSS) program, Commission policy and administrative matters.

**14. PASC Board Advocacy Reports ----- (5mins)**

**15. Adjourn Meeting**

The Governing Board meeting is operating under the requirements of the Brown Act set forth in Govt. Code Section § 94957.6. The Act generally requires the Governing Board to publicly notice their meetings, prepare agendas, accept public testimony, and conduct their meeting in public unless specifically authorized by the Brown Act to meet in closed session.

**Note:** Public Comment time is established for the public to address the PASC Governing Board on any matter within its jurisdiction subject to appropriate decorum. The PASC Governing Board may respond to matters raised under Public Comment after all persons wishing to address the Board have been heard. Pursuant to provisions of the Brown Act, no action may be taken on these matters unless they are listed on the agenda or unless certain emergency circumstances exist. The Board may investigate and/or schedule certain matters for consideration at a future PASC Governing Board meeting. Supporting documentation to this agenda is available at the Personal Assistance Services Council, 3452 E. Foothill Blvd. Suite 900, Pasadena, CA 91107; or you can email Willis Oliver at [woliver@pascla.org](mailto:woliver@pascla.org). Assistive listening devices, and agendas in alternate formats are available upon request. In order to assist members of the disability community who would like to request a disability-related accommodation in addressing the board, please make your request at least **five business days** prior to the Board meeting. Please email Willis Oliver, Board Clerk, at [woliver@pascla.org](mailto:woliver@pascla.org). In consideration of persons who may experience chemical sensitivities, all attendees are asked to voluntarily refrain from wearing scented products to the meeting.

***\*\*To be respectful, have efficient discussions, and comply with the Brown Act\*\****

***\*\*Allow all presenters to finish their presentation before asking questions\*\****

***\*\*Raise your hand and wait for the Chair to call on you before speaking\*\****

***\*\*Do not speak if someone else is speaking\*\****

***\*\*Only discuss the issue on the agenda\*\****

**PLEASE SEE IN-PERSON MEETING INFORMATION SHEET**

**ATTACHED BELOW FOR REQUIREMENTS OF THE MEETING LOCATION**



**PERSONAL ASSISTANCE  
SERVICES COUNCIL**

Supporting and Enhancing Independence

**Information Sheet  
The California Endowment Conference Center  
PASC In-Person Board Meetings**

**Location:**

1000 North Alameda Street, Los Angeles, CA 90012

- PASC board meetings will be held in the **CEL LOMBARD BOARD ROOM (first floor)** unless otherwise noted on the Agenda

**Parking:**

- On-site, free of charge, on first come-first served basis
- Please notify the Gate Guard that you are attending a PASC board meeting

**Transportation:**

- The conference center main entrance is 1 ½ blocks north of Union Station via Alameda Street.
- Convenient to other modes of transportation: please check Metro, DASH, Access Services

**Requirements to Participate:**

- **Mask are recommended, if not, please adhere to social distancing**

**Accessibility:**

- Meeting rooms and restrooms are wheelchair accessible

**Food/Beverages:**

- A cafeteria is available on-site between the hours of 8am - 2pm
- Personal food containers and beverage vessels are permitted

**Cellular Phones:**

- Use of cell phones are restricted to the lobby and outdoor areas to minimize disruption to meetings and working staff

**Please contact Willis Oliver at [woliver@pascla.org](mailto:woliver@pascla.org)  
if there are any questions.**