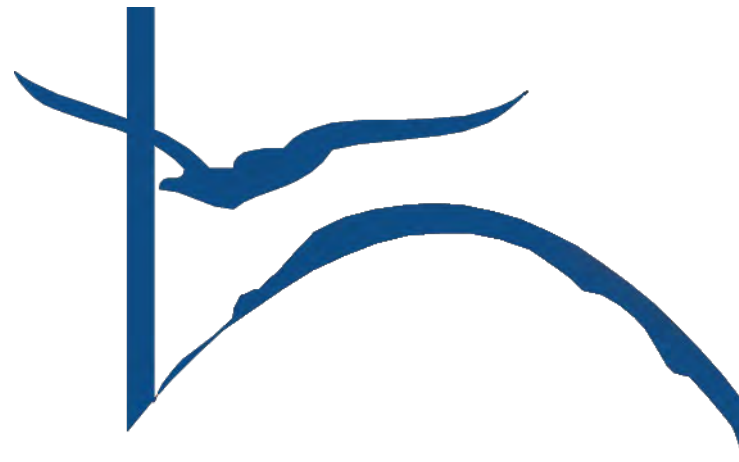




WELCOME



Harbor Developmental Disabilities Foundation

March 21, 2023



MARCH MEETING OF THE BOARD OF TRUSTEES

TUESDAY, March 21, 2023 @ 6:00 p.m.

Via ZOOM Webinar

https://us06web.zoom.us/webinar/register/WN_VkWZNuDPSGem9yelA9jzRg

A G E N D A

1. **CALL TO ORDER & INTRODUCTIONS.....CHRISTOPHER PATAY, President**
2. **RE-ELECTIONS.....CHRISTOPHER PATAY, President**
3. **MINUTES OF THE JANUARY 17, 2023 MEETING.....DAVID GAUTHIER, Secretary**
4. **TREASURER'S REPORT.....DR. JAMES FLORES, Treasurer**
5. **EXECUTIVE REPORT*.....PATRICK RUPPE, Executive Director**
 - Strategic Plan Final draft
 - Contract for Board Ratification: Construction Projects 2016-2020
 - Contracts for Board Approval
 - Presentation: Intake Process, by LaWanna Blair, Director of Early Childhood Services
6. **COMMITTEE REPORTS:**
 - a) **ARCA.....JOE CZARSKE, LIAISON**
 - b) **AUDIT.....JOE CZARSKE, CHAIRPERSON**
 - c) **BOARD DEVELOPMENT*JOE CZARSKE, CHAIRPERSON**
 - d) **BOARD PLANNING.....KIM VUONG, CHAIRPERSON**
 - e) **CLIENT ADVISORY.DAVID GAUTHIER, CHAIRPERSON**
 - f) **CLIENT SERVICES.....PATRICIA JORDAN, CHAIRPERSON**
 - g) **COMMUNITY RELATIONS.....ANN LEE, Ph.D, CHAIRPERSON**
 - h) **RETIREMENT.....DR. JAMES FLORES, CHAIRPERSON**
 - i) **SELF-DETERMINATION.....ANTOINETTE PEREZ, LIAISON**
 - j) **SERVICE PROVIDER ADVISORY.....ANGELA RODRIGUEZ, CHAIRPERSON**
7. **PUBLIC INPUT/ANNOUNCEMENTS**
8. **CLOSED SESSION.....CHRISTOPHER PATAY, President**
9. **ADJOURNMENT – 8:00 p.m.**



MINUTES

January 17, 2023



David Gauthier, HDDDF Secretary



**MINUTES OF THE JANURAR 17, 2023 MEETING OF THE BOARD OF TRUSTEES
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

BOARD PRESENT:

Mr. Ron Bergmann, Board Advisor
Mr. Gordon Cardona, Board Member
Mr. Fu-Tien Chiou, Board Advisor
Mr. Joe Czarske, Board Member
Dr. James Flores, *Treasurer*
Mr. LaVelle Gates, Board Advisor
Mr. David Gauthier, *Secretary*
Mr. Jeffrey Herrera, Board Member
Ms. Patricia Jordan, Board Member
Ms. Ann Lee, Ph.D, *Vice-President*
Mr. Christopher Patay, *President*
Ms. Angie Rodriguez, Board Member
Ms. Jackie Solorio, Board Member
Ms. Kim Vuong, Board Member

BOARD ABSENT:

Dr. Marco Garcia, Board Member
Ms. Laurie Zaleski, Board Member

STAFF PRESENT:

Mr. Patrick Ruppe, Executive Director
Ms. Judy Wada, Chief Financial Officer
Ms. Thao Mailloux, Director of Information & Development
Ms. Heather Diaz, Director of Community Services
Ms. Antoinette Perez, Director of Children's Services
Ms. Judy Samana Taimi, Director of Adult Services
Ms. Mary Hernandez, Director of Case Management Support Services
Mr. Richard Malin, Manager of IT
Ms. Jennifer Lauro, Executive Assistant
Mr. Jesus Jimenez, Department Assistant Executive Office

STAFF ABSENT:

Ms. LaWanna Blair, Director of Early Childhood Services

INTERPRETERS:

Mr. Fernando Nunez, LRA Spanish Interpreter
Ms. Jan Seeley, LRA ASL Interpreter

GUESTS:

Ms. Kristel Maikranz, AGT Auditor
Ms. Jamie Van Dusen, DDS
Ms. Tiffany De La Torre, Service Provider-24 hr
Ms. Adriana Garcia, HRC Parent
Ms. Amelia Castellanos, HRC Parent
Ms. Martha De La Torre, HRC Parent
Ms. Adriana Garcia, HRC Parent
Mr. Mike Ikegami, HRC Director of IT
Ms. Jasmin Maravilla, HRC Service Coordinator
Ms. Stephanie Dominguez, HRC Service Coordinator
Ms. Maria Salazar, HRC Service Coordinator
Ms. Hellen Gomez Vargas, HRC Service Coordinator
Ms. Edgar Marroquin, HRC Service Coordinator

CALL TO ORDER

Mr. Patay called the Board to order at 6:00 p.m.

PRESIDENT'S REPORT

Mr. Patay welcomed Board members, guest and staff; Mr. Patay took roll call of Board Members and HRC Staff and a quorum was established.

Mr. Patay reviewed with visitors the various zoom instructions and how to use the interpretation feature.

Mr. Patay encouraged all visitors who wish to address the Board at the end of our meeting during the time we have set aside for public comment to please make a request through the zoom raise your hand feature.

Mr. Patay reminded the Board Members that our next meeting is a training on February 21, 2023 and not a regular business meeting. The next regular business meeting of the Board will be on March 21, 2023.

Mr. Patay announced that tonight we have our independent auditors from AGT here, Ms. Kristel Maikranz to present their audit report prior to our regular business meeting. At this time we will move the Audit Committee Report forward on our agenda for the convenience of our independent auditor.

AUDIT REPORT

Mr. Czarske, Chair of the Audit Committee advised that the Audit Committee had met with the independent auditors to review the draft report and then introduced Ms. Kristel Maikranz to the Board. Ms. Maikranz of AGT presented to the Board the results of their audit of the Harbor Developmental Disabilities Foundation for the fiscal year ended June 30, 2022. The Board took the following action:

Dr. Flores moved to approve the Auditor's Report for Harbor Developmental Disabilities Foundation and Ms. Jordan seconded the motion, which was unanimously approved by the Board.

Mr. Patay advised that we will now proceed with our regular agenda.

PRESENTATION OF MINUTES

Mr. Gauthier presented the draft minutes of the November 15, 2022 meeting of our Board which were included in the board packet provided to all Board members and posted for the general public on the HRC website.

The MINUTES OF THE NOVEMBER 15, 2022 BOARD MEETING were received and filed.

PRESENTATION OF FINANCIALS

Dr. Flores reviewed the following financial statements, which were received and filed:

- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated October 2022
- Harbor Regional Center Functional Expense Summary, dated October 2022
- Harbor Regional Center POS Contract Summary, dated October 2022
- Harbor Regional Center Line Item Report, dated October 2022

- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated November 2022
- Harbor Regional Center Functional Expense Summary, dated November 2022
- Harbor Regional Center POS Contract Summary, dated November 2022
- Harbor Regional Center Line Item Report, dated November 2022

EXECUTIVE REPORT

1. BUDGET UPDATE:

Mr. Ruppe summarized the highlights of the Legislative Analyst's Office (LAO) Report for FY 2023-24, specifically how the state faces a \$24 billion dollar deficit this coming year. Mr. Ruppe also summarized the key budget highlights of the Governor's budget. Both reports were made available in the Board packet for review in further detail.

2. BOARD COMPOSITION:

Mr. Ruppe informed that Board requirements are designed to ensure that a Board is reflective of the community served by the regional center and such requirements include geographic, ethnic and disability representation. In addition, Boards are required to have members with legal, management or Board governance, financial, developmental disability program experience. Mr. Ruppe informed that for fiscal year 2022-23, HRC was in compliance with the requirements outlined in WIC 4622.

3. STRATEGIC PLANNING:

Mr. Ruppe advised that since our annual Board retreat in October, the Board participated in developing the following focus areas: 1) Improve Individual and Family Experience and Satisfaction; 2) Enhance Service Coordination; 3) Increase Resource Development; and 4) Strengthen Community Engagement. Mr. Ruppe informed that collaboration and regular meetings with Consultant Dr. LeeAnn Christian have continued to further define the goals and objectives that moves each focus area forward and called the Board's attention to the schedule. Mr. Ruppe indicated that he and his team plan to finalize the draft plan for review and discussion at our February Board training meeting.

4. HRC SERVICE POLICY – SUPPORTED LIVING (UPDATED TO REFERENCE 'GENERAL STANDARDS' POLICY):

Mr. Ruppe reminded the Board that recently we had revised our 'General Standards' service policy to address how exceptions to a policy are made and in reviewing other policies it has been noted that the General Standards policy is not referenced. Mr. Ruppe stated that he will work with his team to review all of our policies to update as needed, beginning with an update of our current supported living policy, which now has been updated to reference our General Standards policy. Mr. Ruppe asked that the Board take action to approve the updated policy.

Ms. Vuong moved to approve the updated Harbor Regional Center Supported Living Service Policy and Dr. Flores seconded the motion, which was unanimously approved by the Board.

5. CONTRACT FOR BOARD (RATIFICATION) – PURCHASE OF SERVICE SPECIALIZED RESIDENTIAL FACILITY START UP FUNDING:

Mr. Ruppe called the Board's attention to the Purchase of Service Contract requiring Board review and ratification. The contract was in the amount of \$300,000.00 in CPP/CRDP start-up funds for a new home awarded to Person Centered Options, LLC who purchased and renovated the home of which four individuals currently reside. Mr. Ruppe shared that this contract should have been reviewed in 2020, but due to the COVID pandemic, approval was overlooked and therefore to show transparency, it is being brought to the full board at this time for review and ratification.

Ms. Vuong moved to ratify the Purchase of Service Contract for Person Centered Options, LLC for CPP/CRDP start-up funds for a new home in the amount of \$300,000.00 and Mr. Gauthier seconded the motion, which was unanimously approved by the Board with no opposition. Ms. Rodriguez abstained.

6. PURCHASE OF SERVICE EXPENDITURE DATA:

Mr. Ruppe reported that the Lanterman Act requires the California Department of Developmental Services (DDS) and all Regional Centers to compile and distribute information regarding the purchase of regional center services by age, diagnosis, ethnicity, language and living arrangement. Harbor Regional Center posted the data on our website for public view and it is now being analyzed and summarized so that we will have current data to report to our community. The dates for the Purchase of Service Expenditure public meetings are as follows:

- March 28, 2023 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: https://us06web.zoom.us/webinar/register/WN_C6wmw8VsRq-afrd5VKAgnng
- March 30, 2023 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: https://us06web.zoom.us/webinar/register/WN_t8KngxMLTi6UmF4DRt1PCA

7. HOLIDAY GIVING WRAP UP:

Mr. Ruppe referred the Board to Ms. Thao Mailloux, Director of Information and Development who provided a holiday wrap up highlighting the many donations received for our families during the holiday season; specifically thanking the Board and all contributors to the Harbor Help Fund. Their support allowed the purchase of \$69,000 in gift cards for our clients and families most in need this year. Ms. Mailloux shared how our Hearts for the Holidays campaign raised \$9,000. Ms. Mailloux also shared photos of our annual ‘Merry Beary’ event and of our Family Resource Center gifting event.

8. NATIONAL CORE INDICATORS presentation:

Mr. Ruppe introduced Ms. Thao Mailloux, Director of Information and Development who made a presentation to the Board on the National Core Indicators (NCI) Adult In-Person Survey 2020-2021. The presentation given in English, with simultaneous Spanish language and American Sign Language interpretation. The presentation and data shown on screen was in English and Spanish. Meeting attendees were asked to comment or ask questions through the chat feature and were provided with time to ask questions or comment at the conclusion of the presentation. There were no questions or comments from the public. Several members of the Board commented on the presentation and posed questions about the data, or provided suggestions on future strategies.”

COMMITTEE REPORTS

A. BOARD DEVELOPMENT

Mr. Ruppe reported that the Committee met on December 14, 2022 and reviewed the 2023 Board Development Committee meeting schedule, Trustee terms, board recruitment needs, potential candidate status, the 2022-23 Officer terms and needs for fiscal year 2023-24. The Committee also had a brief meeting on January 11, 2023 of which those minutes and the minutes for the upcoming February 8, 2023 meeting will be reported on at the March meeting.

B. CLIENT ADVISORY

Ms. Taimi, Director of Adult Services, made the report for Chair David Gauthier and reported that the Committee met on November 12, 2022 and discussed the calendar for the upcoming year. The Committee also welcomed Ms. Dee Prescott from Easter Seals, who provided a presentation on their agency’s virtual community.

C. CLIENT SERVICES

Ms. Taimi, Director of Adult Services, made the report for Chair Patricia Jordan and reported that the Committee met on November 22, 2022 and mainly discussed two of HRC's newest policies - Socialization, Leisure/Recreational Services, Camping Services, Educational Services and Non-Medical Therapies Policy and the Personal Assistance/CARE Services Policy. The next meeting is scheduled for January 24, 2023.

D. SELF-DETERMINATION ADVISORY

Ms. Perez, Director of Children and Adolescent Services and SDP Liaison advised the Board that the Self-Determination Advisory Committee continues to meet monthly via zoom and provided an update on the November and December meetings.

E. SERVICE PROVIDER ADVISORY

Chairperson Angie Rodriguez reported that the Committee met on December 6, 2022 and summarized the highlights of the meeting that included information on recent job fairs, on transportation returning to traditional services, on the sunset of alternative services, on remote and tailored day services. The Committee also received updates on the current rate process, on the quality incentive program (QIP) and on HCBS. Lastly, the committee was informed about 'hospitalization and discharge planning When the Person from Your Home Has Been Hospitalized' and on Mobile Dental Clinics.

PUBLIC COMMENT

Mr. Patay advised that public input was next on the agenda. Mr. Patay stated that he will call upon each person who has asked to address the Board and requested that he or she limit their comments to five minutes in order to accommodate everyone.

Mr. Patay indicated that we had one (1) attendee request to address the Board through the Raise Your Hand feature this evening.

CLOSED SESSION

Mr. Patay advised that there will be no executive session tonight.

ADJOURNMENT 7:38 p.m.

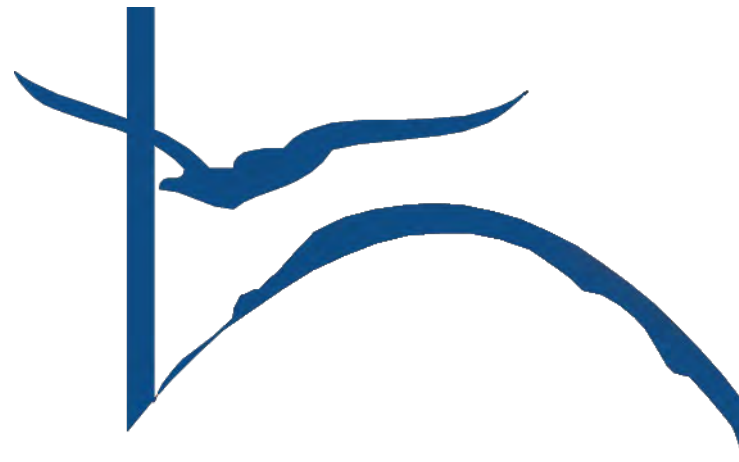
Mr. Patay thanked all those who participated in our Board meeting tonight.

Submitted by: _____

David Gauthier, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation



FINANCIALS



Dr. James Flores, HDDDF Treasurer

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2022-23
Dec-22**

	FY 2022-23 D-1	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits**	\$ 37,452,581	\$ 2,526,136	\$ 15,991,275	\$ 37,621,944	\$ (169,363)
Operating Expenses**	9,965,101	579,900	4,140,392	10,357,975	(392,874)
less other income	(167,370)	(19,441)	(81,857)	(167,370)	-
Total Operations	<u>47,250,312</u>	<u>3,086,596</u>	<u>20,049,811</u>	<u>47,812,549</u>	<u>(562,237)</u>
Purchase of Service					
Regular*	338,462,765	23,832,432	130,180,653	317,363,332	21,099,433
Compliance with HCBS Regulations	622,672	-	-	622,672	-
less other income	(2,144,015)	(203,515)	(1,106,652)	(2,144,015)	-
Subtotal Regular	<u>336,941,422</u>	<u>23,628,917</u>	<u>129,074,000</u>	<u>315,841,989</u>	<u>21,099,433</u>
CPP/CDRP/START	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>-</u>
Total Purchase of Service	<u>337,041,422</u>	<u>23,628,917</u>	<u>129,074,000</u>	<u>315,941,989</u>	<u>21,099,433</u>
TOTAL	\$ 384,291,734	\$ 26,715,513	\$ 149,123,812	\$ 363,754,538	\$ 20,537,196
% of Budget	100.00%	6.95%	38.80%	94.66%	

* The Projected Annual Expenses for Regular POS is based on actual expenditures through December and estimated costs of new programs, growth, and pending service provider rate changes. POS includes an offset for other income for ICF SPA expenditures. ICF SPA expenditures are not funded through the contract with DDS but billed separately. The Projected Expenses remained steady compared to the prior month financial report.

** The letter of intent for the D-1 amendment was received from DDS in September 2022. DDS indicated that 50% of funds for Community Placement Plan/Community Resource Development Plan (CPP/CRDP) and Language Access and Cultural Competency were allocated in the D-1 and that regional centers will receive the remaining funds based on approved plans in a later amendment.

**HARBOR REGIONAL CENTER
FUNCTIONAL EXPENSE SUMMARY
Dec-22**

	FY 2022-23 D-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 134,342,239	\$ 9,516,902	\$ 55,853,901	\$ 70,521,426	\$ 126,375,327	\$ 7,966,912
Day programs	96,225,763	6,112,328	35,742,560	49,666,023	85,408,583	10,817,180
Other purchased services	107,894,763	8,203,202	38,584,192	66,995,230	105,579,422	2,315,341
HCBS Compliance	622,672	-	-	622,672	622,672	-
TOTAL PURCHASE OF SERVICE	339,085,437	23,832,432	130,180,653	187,805,351	317,986,004	21,099,433
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 100,000	\$ -	\$ -	100,000	\$ 100,000	\$ -
Salaries and Related Expenses:						
Salaries	28,723,998	1,958,262	12,161,649	16,709,452	28,871,101	(147,103)
Employee health and retirement benefits	8,317,065	544,704	3,655,094	4,684,231	8,339,325	(22,260)
Payroll taxes	411,518	23,170	174,532	236,986	411,518	-
Total Salaries and related expenses	37,452,581	2,526,136	15,991,275	21,630,669	37,621,944	(169,363)
Operating expenses:						
Facility Rent	4,992,492	421,444	2,906,757	2,085,735	4,992,492	-
Equipment and facility maintenance	695,333	10,319	202,319	493,014	695,333	-
Equipment purchases	791,716	1,682	49,587	742,129	791,716	-
General	1,185,711	27,647	152,147	1,426,438	1,578,585	(392,874)
Communication	679,225	31,217	262,523	416,702	679,225	-
Contract and consultant fee	150,405	26,076	38,573	111,832	150,405	-
General office expenses	479,663	20,743	188,186	291,477	479,663	-
Staff travel	135,850	1,814	7,049	128,801	135,850	-
Legal fees	142,221	7,266	14,829	127,392	142,221	-
Printing	338,133	1,531	35,358	302,775	338,133	-
Insurance	293,275	13,570	219,552	73,723	293,275	-
Accounting fees	60,800	10,000	53,400	7,400	60,800	-
Board expenses	20,277	6,590	10,113	10,164	20,277	-
Total Operating expenses	9,965,101	579,900	4,140,392	6,217,583	10,357,975	(392,874)
TOTAL OPERATIONS	47,417,682	3,106,037	20,131,668	27,848,251	47,979,919	(562,237)
TOTAL EXPENSES	\$ 386,603,119	\$ 26,938,469	\$ 150,312,320	\$ 215,753,603	\$ 366,065,923	\$ 20,537,196
Revenues:						
ICF SPA Income	\$ (2,144,015)	\$ (203,515)	\$ (1,106,652)	\$ (1,037,363)	\$ (2,144,015)	\$ -
Other income	(167,370)	(19,441)	(81,857)	(85,513)	(167,370)	-
TOTAL REVENUES	\$ (2,311,385)	\$ (222,956)	\$ (1,188,509)	\$ (1,122,876)	\$ (2,311,385)	\$ -
TOTAL	\$ 384,291,734	\$ 26,715,513	\$ 149,123,812	\$ 214,630,726	\$ 363,754,538	\$ 20,537,196

Client Caseload

Month End Caseload

17,413

**HARBOR REGIONAL CENTER
POS CONTRACT SUMMARY
Dec-22**

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2022-23	D-1	Reg POS	\$ 336,318,750	\$ 129,074,000	\$ 207,244,750	\$ 186,145,317	\$ 21,099,433
		CPP/CDRP/START	100,000	-	100,000	100,000	-
		HCBS Compliance	622,672	-	622,672	622,672	-
		TOTAL	<u>\$ 337,041,422</u>	<u>\$ 129,074,000</u>	<u>\$ 207,967,422</u>	<u>\$ 186,867,989</u>	<u>\$ 21,099,433</u>
2021-22	C-3	Reg POS	\$ 283,199,754	\$ 258,166,195	\$ 25,033,559	\$ 5,566,013	\$ 19,467,546
		CPP/CDRP/START	2,535,000	471,160	2,063,840	2,063,840	-
		HCBS Compliance	1,373,394	381,935	991,459	991,459	-
		TOTAL	<u>\$ 287,108,148</u>	<u>\$ 259,019,290</u>	<u>\$ 28,088,858</u>	<u>\$ 8,621,312</u>	<u>\$ 19,467,546</u>
2020-21	B-4	Reg POS	\$ 251,586,411	\$ 244,230,359	\$ 7,356,052	50,000	\$ 7,306,052
		CPP/CDRP	794,841	627,205	167,636	167,636	-
		HCBS Compliance	514,630	187,623	327,007	327,007	-
		TOTAL	<u>\$ 252,895,882</u>	<u>\$ 245,045,187</u>	<u>\$ 7,850,695</u>	<u>\$ 544,643</u>	<u>\$ 7,306,052</u>

HARBOR REGIONAL CENTER
LINE ITEM REPORT
Dec-22

	FY 2022-23 D-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	134,342,239	\$ 9,516,902	\$ 55,853,901	\$ 70,521,426	\$ 126,375,327	\$ 7,966,912
430** Day Programs	96,225,763	6,112,328	35,742,560	49,666,023	85,408,583	10,817,180
6505* Transportation	10,759,074	968,286	4,065,385	5,314,004	9,379,389	1,379,685
650** Other Services	97,135,689	7,234,916	34,518,807	61,681,226	96,200,033	935,656
TBD HCBS Compliance	622,672	-	-	622,672	622,672	-
Subtotal Regular POS	<u>339,085,437</u>	<u>23,832,432</u>	<u>130,180,653</u>	<u>187,805,351</u>	<u>317,986,004</u>	<u>21,099,433</u>
Revenue						
20090 ICF SPA Income	(2,144,015)	(203,515)	(1,106,652)	(1,037,363)	(2,144,015)	-
TOTAL PURCHASE OF SERVICE	<u>336,941,422</u>	<u>23,628,917</u>	<u>129,074,000</u>	<u>186,767,989</u>	<u>315,841,989</u>	<u>21,099,433</u>
Community Placement & Program Development						
32010 Start Up	-	-	-	-	-	-
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	-	-	-	-	-	-
TOTAL CPP/CDRP/START	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	28,723,998	1,958,262	12,161,649	16,709,452	28,871,101	(147,103)
2503- Benefits	8,728,583	567,874	3,829,627	4,921,216	8,750,843	(22,260)
Subtotal Salaries & Benefits	<u>37,452,581</u>	<u>2,526,136</u>	<u>15,991,275</u>	<u>21,630,669</u>	<u>37,621,944</u>	<u>(169,363)</u>
Operating Expenses						
30020 Equipment Maint	364,912	53	106,392	258,520	364,912	-
30030 Facility Rental	4,890,567	421,444	2,906,757	1,983,810	4,890,567	-
30035 Facility Rent Subleases	101,925	-	-	101,925	101,925	-
30040 Facility Maint	330,421	10,266	95,928	234,493	330,421	-
30050 Communication	679,225	31,217	262,523	416,702	679,225	-
30060 General Office Exp	196,538	13,756	53,642	142,897	196,538	-
30070 Printing	338,133	1,531	35,358	302,775	338,133	-
30080 Insurance	293,275	13,570	219,552	73,723	293,275	-
30090 Utilities	16,924	2,477	8,424	8,500	16,924	-
30110 Data Processing Maint	258,539	4,050	125,032	133,507	258,539	-
30123 Interest/Bank Expense	7,662	461	1,088	6,574	7,662	-
30140 Legal Fees	142,221	7,266	14,829	127,392	142,221	-
30150 Board of Dir. Exp	20,277	6,590	10,113	10,164	20,277	-
30160 Accounting Fees	60,800	10,000	53,400	7,400	60,800	-
30170 Equipment Purchases	791,716	1,682	49,587	742,129	791,716	-
30180 Contr/Consult Services	150,405	26,076	38,573	111,832	150,405	-
30184 Clinical Services	93,952	5,779	20,947	73,005	93,952	-
30185 Employee Conferences	49,868	151	7,674	42,194	49,868	-
30220 Travel in State	35,850	1,441	3,994	31,856	35,850	-
30223 Staff Mileage	100,000	373	3,055	96,945	100,000	-
30230 ARCA Dues	100,573	-	-	100,573	100,573	-
30240 General Expenses	548,444	21,717	123,526	424,918	548,444	-
30241 Disparities, Language Access	392,874	-	-	785,748	785,748	(392,874)
Subtotal Operating Expenses	<u>9,965,101</u>	<u>579,900</u>	<u>4,140,392</u>	<u>6,217,583</u>	<u>10,357,975</u>	<u>(392,874)</u>
Other Revenue						
20040 Interest Income	(29,598)	(2,410)	(13,788)	(15,810)	(29,598)	-
20050 Other Income	(4,803)	-	(965)	(3,838)	(4,803)	-
20055 Other Income-Subleases	(88,099)	(13,327)	(48,456)	(39,643)	(88,099)	-
20100 ICF SPA Admin Fee	(44,870)	(3,704)	(18,648)	(26,222)	(44,870)	-
Subtotal Other Revenue	<u>(167,370)</u>	<u>(19,441)</u>	<u>(81,857)</u>	<u>(85,513)</u>	<u>(167,370)</u>	<u>-</u>
TOTAL OPERATIONS	<u>47,250,312</u>	<u>3,086,596</u>	<u>20,049,811</u>	<u>27,762,738</u>	<u>47,812,549</u>	<u>(562,237)</u>
TOTAL	<u>\$ 384,291,734</u>	<u>\$ 26,715,513</u>	<u>\$ 149,123,812</u>	<u>\$ 214,630,726</u>	<u>\$ 363,754,538</u>	<u>\$ 20,537,196</u>
% of Budget	100.00%	6.95%	38.80%	55.85%	94.66%	5.34%

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2022-23
Jan-23**

	FY 2022-23 D-1	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits**	\$ 37,452,581	\$ 3,685,689	\$ 19,676,964	\$ 37,671,273	\$ (218,692)
Operating Expenses**	9,965,101	824,308	4,964,700	10,357,975	(392,874)
less other income	(167,370)	(10,652)	(92,509)	(167,370)	-
Total Operations	<u>47,250,312</u>	<u>4,499,344</u>	<u>24,549,155</u>	<u>47,861,878</u>	<u>(611,566)</u>
Purchase of Service					
Regular*	338,462,765	20,450,234	150,630,886	314,073,002	24,389,763
Compliance with HCBS Regulations	622,672	-	-	622,672	-
less other income	(2,144,015)	(84,663)	(1,191,315)	(2,144,015)	-
Subtotal Regular	<u>336,941,422</u>	<u>20,365,571</u>	<u>149,439,571</u>	<u>312,551,659</u>	<u>24,389,763</u>
CPP/CDRP/START ***	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>2,100,000</u>	<u>(2,000,000)</u>
Total Purchase of Service	<u>337,041,422</u>	<u>20,365,571</u>	<u>149,439,571</u>	<u>314,651,659</u>	<u>22,389,763</u>
TOTAL	\$ 384,291,734	\$ 24,864,915	\$ 173,988,727	\$ 362,513,537	\$ 21,778,197
% of Budget	100.00%	6.47%	45.28%	94.33%	

* The Projected Annual Expenses for Regular POS is based on actual expenditures through December and estimated costs of new programs, growth, and pending service provider rate changes. POS includes an offset for other income for ICF SPA expenditures. ICF SPA expenditures are not funded through the contract with DDS but billed separately. The Projected Expenses decreased by \$3.3 million compared to the prior month financial report.

** The letter of intent for the D-1 amendment was received from DDS in September 2022. DDS indicated that 50% of funds for Community Placement Plan/Community Resource Development Plan (CPP/CRDP) and Language Access and Cultural Competency were allocated in the D-1 and that regional centers will receive the remaining funds based on approved plans in a later amendment.
On February 17, 2023, DDS notified HRC of the approval of an additional \$49,329 in CPP/CRDP Operations funds.

*** On February 23, 2023, DDS notified HRC of the approval of \$2 million in Community Placement Plan (CPP) and Community Resource Development Plan (CRDP) funds for Start-up for FY 2022-23.

**HARBOR REGIONAL CENTER
FUNCTIONAL EXPENSE SUMMARY
Jan-23**

	FY 2022-23 D-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 134,342,239	\$ 9,464,688	\$ 65,318,589	\$ 58,766,715	\$ 124,085,304	\$ 10,256,935
Day programs	96,225,763	4,418,399	40,160,959	43,602,906	83,763,865	12,461,898
Other purchased services	107,894,763	6,567,147	45,151,339	61,072,494	106,223,833	1,670,930
HCBS Compliance	622,672	-	-	622,672	622,672	-
TOTAL PURCHASE OF SERVICE	339,085,437	20,450,234	150,630,886	164,064,788	314,695,674	24,389,763
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 100,000	\$ -	\$ -	2,100,000	\$ 2,100,000	\$ (2,000,000)
Salaries and Related Expenses:						
Salaries	28,723,998	2,999,866	15,161,514	13,752,433	28,913,947	(189,949)
Employee health and retirement benefits	8,317,065	662,653	4,297,640	4,048,168	8,345,808	(28,743)
Payroll taxes	411,518	23,170	217,809	193,709	411,518	-
Total Salaries and related expenses	37,452,581	3,685,689	19,676,964	17,994,309	37,671,273	(218,692)
Operating expenses:						
Facility Rent	4,992,492	421,444	3,328,201	1,664,291	4,992,492	-
Equipment and facility maintenance	695,333	67,100	269,419	425,914	695,333	-
Equipment purchases	791,716	56,756	106,342	685,374	791,716	-
General	1,185,711	106,347	258,493	1,320,092	1,578,585	(392,874)
Communication	679,225	58,763	321,286	357,939	679,225	-
Contract and consultant fee	150,405	25,668	64,241	86,165	150,405	-
General office expenses	479,663	11,890	200,075	279,588	479,663	-
Staff travel	135,850	2,087	9,136	126,714	135,850	-
Legal fees	142,221	1,050	15,879	126,342	142,221	-
Printing	338,133	42,473	77,831	260,302	338,133	-
Insurance	293,275	27,141	246,693	46,582	293,275	-
Accounting fees	60,800	2,400	55,800	5,000	60,800	-
Board expenses	20,277	1,190	11,303	8,974	20,277	-
Total Operating expenses	9,965,101	824,308	4,964,700	5,393,275	10,357,975	(392,874)
TOTAL OPERATIONS	47,417,682	4,509,997	24,641,664	23,387,584	48,029,248	(611,566)
TOTAL EXPENSES	\$ 386,603,119	\$ 24,960,230	\$ 175,272,551	\$ 189,552,371	\$ 364,824,922	\$ 21,778,197
Revenues:						
ICF SPA Income	\$ (2,144,015)	\$ (84,663)	\$ (1,191,315)	\$ (952,700)	\$ (2,144,015)	-
Other income	(167,370)	(10,652)	(92,509)	(74,861)	(167,370)	-
TOTAL REVENUES	\$ (2,311,385)	\$ (95,315)	\$ (1,283,824)	\$ (1,027,561)	\$ (2,311,385)	-
TOTAL	\$ 384,291,734	\$ 24,864,915	\$ 173,988,727	\$ 188,524,811	\$ 362,513,537	\$ 21,778,197

Client Caseload

Month End Caseload

17,457

**HARBOR REGIONAL CENTER
POS CONTRACT SUMMARY
Jan-23**

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2022-23	D-1	Reg POS	\$ 336,318,750	\$ 149,439,571	\$ 186,879,179	\$ 162,489,416	\$ 24,389,763
		CPP/CDRP/START	100,000	-	100,000	2,100,000	(2,000,000)
		HCBS Compliance	622,672	-	622,672	622,672	-
		TOTAL	<u>\$ 337,041,422</u>	<u>\$ 149,439,571</u>	<u>\$ 187,601,851</u>	<u>\$ 165,212,088</u>	<u>\$ 22,389,763</u>
2021-22	C-4	Reg POS	\$ 287,633,810	\$ 258,177,233	\$ 29,456,577	\$ 5,554,975	\$ 23,901,602
		CPP/CDRP/START	2,635,000	603,276	2,031,724	2,031,724	-
		HCBS Compliance	1,373,394	443,511	929,883	929,883	-
		TOTAL	<u>\$ 291,642,204</u>	<u>\$ 259,224,020</u>	<u>\$ 32,418,184</u>	<u>\$ 8,516,582</u>	<u>\$ 23,901,602</u>
2020-21	B-4	Reg POS	\$ 251,586,411	\$ 244,236,636	\$ 7,349,775	50,000	\$ 7,299,775
		CPP/CDRP	794,841	627,205	167,636	167,636	-
		HCBS Compliance	514,630	187,623	327,007	327,007	-
		TOTAL	<u>\$ 252,895,882</u>	<u>\$ 245,051,464</u>	<u>\$ 7,844,418</u>	<u>\$ 544,643</u>	<u>\$ 7,299,775</u>

HARBOR REGIONAL CENTER
LINE ITEM REPORT
Jan-23

	FY 2022-23 D-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	134,342,239	\$ 9,464,688	\$ 65,318,589	\$ 58,766,715	\$ 124,085,304	\$ 10,256,935
430** Day Programs	96,225,763	4,418,399	40,160,959	43,602,906	83,763,865	12,461,898
6505* Transportation	10,759,074	447,947	4,513,332	4,857,806	9,371,138	1,387,936
650** Other Services	97,135,689	6,119,200	40,638,007	56,214,688	96,852,695	282,994
TBD HCBS Compliance	622,672	-	-	622,672	622,672	-
Subtotal Regular POS	<u>339,085,437</u>	<u>20,450,234</u>	<u>150,630,886</u>	<u>164,064,788</u>	<u>314,695,674</u>	<u>24,389,763</u>
Revenue						
20090 ICF SPA Income	(2,144,015)	(84,663)	(1,191,315)	(952,700)	(2,144,015)	-
TOTAL PURCHASE OF SERVICE	<u>336,941,422</u>	<u>20,365,571</u>	<u>149,439,571</u>	<u>163,112,088</u>	<u>312,551,659</u>	<u>24,389,763</u>
Community Placement & Program Development						
32010 Start Up	-	-	-	2,000,000	2,000,000	(2,000,000)
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	-	-	-	-	-	-
TOTAL CPP/CDRP/START	<u>100,000</u>	<u>-</u>	<u>-</u>	<u>2,100,000</u>	<u>2,100,000</u>	<u>(2,000,000)</u>
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	28,723,998	2,999,866	15,161,514	13,752,433	28,913,947	(189,949)
2503- Benefits	8,728,583	685,823	4,515,450	4,241,876	8,757,326	(28,743)
Subtotal Salaries & Benefits	<u>37,452,581</u>	<u>3,685,689</u>	<u>19,676,964</u>	<u>17,994,309</u>	<u>37,671,273</u>	<u>(218,692)</u>
Operating Expenses						
30020 Equipment Maint	364,912	37,669	144,060	220,852	364,912	-
30030 Facility Rental	4,890,567	421,444	3,328,201	1,562,366	4,890,567	-
30035 Facility Rent Subleases	101,925	-	-	101,925	101,925	-
30040 Facility Maint	330,421	29,431	125,359	205,062	330,421	-
30050 Communication	679,225	58,763	321,286	357,939	679,225	-
30060 General Office Exp	196,538	7,172	60,814	135,724	196,538	-
30070 Printing	338,133	42,473	77,831	260,302	338,133	-
30080 Insurance	293,275	27,141	246,693	46,582	293,275	-
30090 Utilities	16,924	-	8,424	8,500	16,924	-
30110 Data Processing Maint	258,539	-	125,032	133,507	258,539	-
30123 Interest/Bank Expense	7,662	4,717	5,805	1,857	7,662	-
30140 Legal Fees	142,221	1,050	15,879	126,342	142,221	-
30150 Board of Dir. Exp	20,277	1,190	11,303	8,974	20,277	-
30160 Accounting Fees	60,800	2,400	55,800	5,000	60,800	-
30170 Equipment Purchases	791,716	56,756	106,342	685,374	791,716	-
30180 Contr/Consult Services	150,405	25,668	64,241	86,165	150,405	-
30184 Clinical Services	93,952	8,634	29,581	64,371	93,952	-
30185 Employee Conferences	49,868	-	7,674	42,194	49,868	-
30220 Travel in State	35,850	409	4,403	31,447	35,850	-
30223 Staff Mileage	100,000	1,679	4,733	95,267	100,000	-
30230 ARCA Dues	100,573	80,458	80,458	20,115	100,573	-
30240 General Expenses	548,444	17,255	140,781	407,663	548,444	-
30241 Disparities, Language Access	392,874	-	-	785,748	785,748	(392,874)
Subtotal Operating Expenses	<u>9,965,101</u>	<u>824,308</u>	<u>4,964,700</u>	<u>5,393,275</u>	<u>10,357,975</u>	<u>(392,874)</u>
Other Revenue						
20040 Interest Income	(29,598)	(2,935)	(16,723)	(12,875)	(29,598)	-
20050 Other Income	(4,803)	(30)	(995)	(3,808)	(4,803)	-
20055 Other Income-Subleases	(88,099)	(4,471)	(52,927)	(35,172)	(88,099)	-
20100 ICF SPA Admin Fee	(44,870)	(3,216)	(21,864)	(23,006)	(44,870)	-
Subtotal Other Revenue	<u>(167,370)</u>	<u>(10,652)</u>	<u>(92,509)</u>	<u>(74,861)</u>	<u>(167,370)</u>	<u>-</u>
TOTAL OPERATIONS	<u>47,250,312</u>	<u>4,499,344</u>	<u>24,549,155</u>	<u>23,312,723</u>	<u>47,861,878</u>	<u>(611,566)</u>
TOTAL	<u>\$ 384,291,734</u>	<u>\$ 24,864,915</u>	<u>\$ 173,988,727</u>	<u>\$ 188,524,811</u>	<u>\$ 362,513,537</u>	<u>\$ 21,778,197</u>
% of Budget	100.00%	6.47%	45.28%	49.06%	94.33%	5.67%

**Harbor Developmental Disabilities Foundation
Harbor Help Fund**

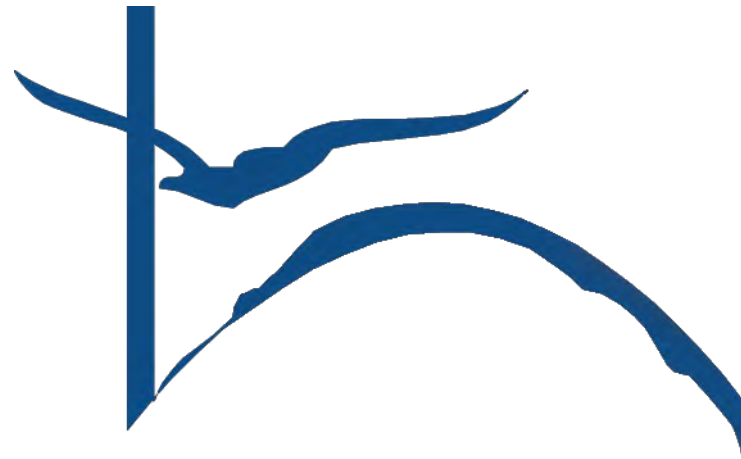
**Statement of Activities
Fiscal Year 2022-23**

	FY 2020-21 TOTAL	FY 2021-22 TOTAL	FY 2022-23	
			Qtr Ending Dec 31, 2022	FY 2022-23 YTD TOTAL
Income				
Donations				
Employee Donations	\$ 11,091	\$ 13,042	\$ 3,078	\$ 6,436
Employee Donations - masks	480	-	-	-
In Kind Donations	-	7,000	9,616	9,616
General Donations	11,660	33,131	3,520	14,099
Holiday Donations	61,423	25,338	8,725	8,725
Needy Families Campaign	12,993	150	-	-
Total Donations	<u>97,646</u>	<u>78,661</u>	<u>24,939</u>	<u>38,876</u>
Interest	<u>351</u>	<u>(1,685)</u>	<u>972</u>	<u>327</u>
Total Income	<u>97,997</u>	<u>76,976</u>	<u>25,911</u>	<u>39,203</u>
Expenses				
Holiday Giving Campaign	487	68,600	79,620	79,620
Needy Families - Gift cards	83,071	37,675	300	2,100
Other expense	-	250	-	-
Grants to Clients	-	600	-	-
Total Expenses	<u>83,558</u>	<u>107,125</u>	<u>79,920</u>	<u>81,720</u>
Net Increase/(Decrease)	<u>\$ 14,439</u>	<u>\$ (30,149)</u>	<u>\$ (54,009)</u>	<u>\$ (42,516)</u>
Beginning Balance	\$ 220,774	\$ 235,214	\$ 216,557	\$ 205,064
Income	97,997	76,976	25,911	39,203
Expenses	<u>83,558</u>	<u>107,125</u>	<u>79,920</u>	<u>81,720</u>
Ending Balance	<u>\$ 235,214</u>	<u>\$ 205,064</u>	<u>\$ 162,548</u>	<u>\$ 162,548</u>
Ending Balance Detail				
Cash	\$ 102,847	\$ 94,344	\$ 63,684	\$ 63,684
CD	100,342	98,070	97,864	97,864
Gift card inventory	31,675	12,150	500	500 ^A
Receivables	<u>350</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total Balance	<u>\$ 235,214</u>	<u>\$ 205,064</u>	<u>\$ 162,548</u>	<u>\$ 162,548</u>

^A Gift cards purchased but not yet distributed.



EXECUTIVE REPORT



Patrick Ruppe, HRC Executive Director

March 21, 2023



STRATEGIC PLAN FINAL DRAFT

**for Board Approval*



Harbor Regional Center Strategic Plan July 1, 2023 to June 30, 2026

Harbor Regional Center's History and Current Status

In 1965, the California Legislature determined that the best way to provide community-based services to citizens with developmental disabilities and their families was through partnerships with local private sector organizations. These local organizations are known as regional centers. The legislation that created the regional center system is called the Lanterman Developmental Disabilities Services Act. It is named after Mr. Frank Lanterman, a California legislator with vision who first conceived this unique and progressive government-private sector partnership. The Lanterman Act sets forth in detail the mandates under which regional centers operate. The Lanterman Act is available on line at <http://www.dds.ca.gov/>.

Harbor Regional Center (HRC) is one of 21 such centers in California operating under contract with the California Department of Developmental Services. Our center opened its doors in 1973 and served 397 individuals with a budget of \$753,565. We currently serve over 17,000 individuals with developmental disabilities, developmental delays and/or who are at high risk for developmental disabilities in the South Bay, Harbor, Long Beach, and southeast areas of Los Angeles County with a budget of approximately \$384 million. Our major source of funding is a combination of state and federal government programs and, we also receive funding for specific projects or purposes from foundations, businesses, and individuals.

Since 1973, the communities we serve have grown in both number and in cultural and linguistic diversity. Currently, 45.1% of the individuals we serve identify as Hispanic, 20.7% White, 13.4% Asian, 12.3% African American and 8.5% are multicultural, other, or unknown. Many languages are spoken by the individuals and families we serve. The primary languages in which individuals and families want to be contacted or receive information from HRC are English (79.6%) and Spanish (17.4%) The remaining 3% of individuals and families request contact and information in an array of languages. Over time, we have also seen changes in the eligible diagnoses of the individuals we serve. Currently, 33.8% are diagnosed with an intellectual disability, 44.5% with autism spectrum disorder, 6.5% with epilepsy, 5.3% with cerebral palsy and 9.9% with other conditions similar to an intellectual disability. It is important to note that the individuals we serve may have more than one eligible diagnosis.

To meet the changing demographics and needs of our communities, HRC employs a diverse group of 381 individuals, 264 of whom are service coordinators. The diversity of our staff reflects the diversity of the communities we serve with approximately 69% identifying as Hispanic, 11% White, 9% Asian, 8% African American and 3% two or more, or other ethnicities. Of our 381 employees, 246 (65%) speak at least one language in addition to English. While the majority of our bilingual or multilingual staff speak Spanish, a total of 13 languages are spoken by our employees.

Since its inception, HRC has been committed to providing innovative and person-centered services, support, and information that empowers individuals with developmental disabilities and their circles of support to live their best lives in their culturally diverse communities.

Ms. Patricia Del Monico worked at HRC from the start and served for 42 years as Executive Director. She led the organization through significant growth, and at times significant challenges, within our communities and within California's developmental services system. Upon Ms. Del Monico's retirement in 2020, Mr. Patrick Ruppe assumed the Executive Director role. Mr. Ruppe is now leading the organization through the challenges presented

by the recurring waves of the COVID-19 pandemic, the growing and changing communities we serve, and the shifts within the developmental services system.

With a new Executive Director at the helm, and in light of the changes within our communities and within California's developmental services system, HRC's Board of Trustees recognized the importance of strategic planning to move the organization forward in realizing its vision, living its mission and representing its guiding values. The strategic planning process began in July 2022 and resulted in the strategic focus areas, goals and objectives set forth in this document.

Strategic Planning Process

The ultimate goal of the strategic planning process was to create a living document that provided clear direction for HRC. We wanted the plan to be easy to understand. We wanted it to align with our mission and with the shared priorities of the Board of Trustees, Executive Director, staff, the individuals we serve and their families, our service providers, and other relevant community stakeholders. We wanted a plan that would hold us accountable to ourselves and to our communities. To that end, the following strategic planning process was implemented.

The strategic planning process began with the Board of Trustees' review of HRC's vision, mission and guiding values. In line with HRC's Bylaws, the Board Planning Committee was charged with this first step in the planning process. The review started in July 2022 and ended in September 2022 with recommended revisions for the full Board's consideration. The recommended revisions were presented to HRC's Board of Trustees at the September 20, 2022, meeting where the Board voted to adopt the revised vision, mission, and guiding values. The newly adopted vision, mission, and guiding values are below.

During the review, the Board Planning Committee considered input from various sources (i.e., the Board of Trustees, HRC's staff, providers, information gathered at various stakeholder meetings with individuals receiving services and their families). This input not only informed the review and revision of the vision, mission, and guiding values, but also informed other phases of the strategic planning process, including, but not limited to, identifying HRC's strengths, challenges and opportunities, and developing strategic focus areas and goals.

After adopting the updated vision, mission, and guiding values, the Board of Trustees held a Strategic Planning Retreat in October 2022 that included Mr. Ruppe, the executive leadership team and a contracted facilitator. The purpose of the retreat was to continue the strategic planning process by identifying the focus areas and goals HRC wanted to prioritize for the next three fiscal years (i.e., fiscal years 2023/24 to 2025/26). Four strategic focus areas with one to five draft goals for each area were drafted by the end of the retreat.

Mr. Ruppe, the executive leadership team and the Board's Executive Committee then worked together through February 2023 to fine-tune the goals and develop measurable objectives for each. The objectives were then broken down to establish the deliverables for the three fiscal years included in the strategic plan.

A second Strategic Planning Retreat was held in February 2023 to continue the planning process. The purpose of the second retreat was to review the strategic focus areas, goals and objectives with an eye toward their alignment with HRC's vision, mission, and guiding values. After a focused discussion, the Board agreed that the chosen focus areas, goals, and objectives reflected the desired outcomes for HRC over the next three fiscal years.

With that, the Executive Committee was charged with a final review of the strategic plan document and with putting the plan forward to the Board of Trustees for approval at the March 2023 Board meeting.

Upon approval of the strategic plan by the Board of Trustees, Mr. Ruppe and the executive leadership team will develop the operational/work plans that outline the specific projects and activities aimed at achieving the plan's focus areas, goals, and objectives. Implementation of the plans will begin by July 1, 2023. Progress toward achieving the strategic goals and objectives will be reported to, and evaluated by, the Board of Trustees on a quarterly basis in a format agreed upon by the Board and Executive Director. An annual review of the strategic plan will also take place and revisions will be made as needed.

Harbor Regional Center's Vision, Mission and Guiding Values

Vision

Harbor Regional Center envisions a world where people with developmental disabilities...

...live, learn, work, play and have meaningful relationships in their communities.

...are respected and empowered with early, consistent, culturally sensitive, and personalized services and supports.

...are informed knowledgeable partners, along with their circles of support, with Harbor Regional Center, and take joint responsibility in advocating for a thriving service delivery system.

...and their circles of support have the information, resources and assistance needed to help reach their highest potential at all stages of life.

Mission

Harbor Regional Center provides innovative and person-centered services, support, and information that empower people with developmental disabilities and their circles of support to live their best lives in their culturally diverse communities.

Guiding Values

Person Centered Philosophy

- We recognize everyone's unique strengths, gifts, talents, skills, and contributions.
- We treat everyone with dignity and respect.
- We support the individuals we serve, and their circles of support, in having opportunities to make informed decisions and to have self-direction of their own lives.

Diversity, Equity & Inclusion

- We believe everyone should be seen, heard, valued, and empowered to succeed.
- We promote a culture of inclusion and belonging that strengthens open, honest, and meaningful relationships.
- We listen and engage without judgment and collaborate effectively with people of diverse backgrounds and cultures.

- We embrace differing perspectives to make better decisions.

Partnership

- We believe success is best achieved by collaborating and growing with our partners, including the people we serve, their circles of support, our staff, our service providers, community leaders, local, and state legislators, and others who share our commitment to the vision of the Lanterman Act.

Innovation

- We dare to challenge the status quo and try new things.
- We learn from our past, we stay current, we advance our future.
- We focus on outcomes to ensure the people we serve live their best lives.

Accountability & Transparency

- We are dedicated to listening and receiving feedback from our community.
- We provide timely, accurate, and comprehensive information to our community.
- We value fiscal responsibility and the effective use of resources.

Summary of Strengths, Challenges and Opportunities

The following is a list of HRC's strengths, challenges, and opportunities based on input from various sources, including the Board of Trustees, HRC's staff, service providers, and information gathered at various stakeholder meetings with individuals receiving services and their families. This is not an exhaustive list and is presented alphabetically.

Strengths

- Adopting person-centered practices
- Diverse, caring and knowledgeable leadership and staff
- Engaged and cohesive Board of Trustees
- Fiscally responsible
- History of forward thinking and innovation
- Organizational commitment to excellence
- Recognizing we can always do better
- Strong advocacy on behalf of the individuals and families HRC serves

Challenges

- Community visibility, image, and reputation (e.g., lack of trust with the individuals we serve and their families)
- Existing disparities across ethnicities in purchase of services

- Limited affordable housing options within our community
- Maintaining provider capacity as current providers retire or close their agencies
- Meeting the most urgent needs of individuals who have complex medical, behavioral, and mental health issues
- New requirements set forth in statute, regulation, and/or the regional center/Department of Developmental Services contract
- Offering an array of providers to meet the geographic, cultural, and linguistic needs of our community
- Perceived and existing lack of transparency and accountability to the community
- Perceived and existing resistance to organizational change
- Perceived lack of cultural competence and sensitivity
- Staying current with technology trends
- Workforce changes and challenges (e.g., turnover, recruitment) within the regional center and the provider community

Opportunities

- Build more strategic partnerships within our community
- Expand person-centered philosophy and service planning
- Improve cultural competence to better address diversity, equity, inclusion and belonging
- Improve open and transparent communication with the individuals and families we serve, our service providers and other relevant community stakeholders
- Increase communication and advocacy with local and state legislative representatives
- Increase service options and provider options
- Increase community engagement and outreach
- Modernize technology and internal processes
- Support individuals with the greatest and most urgent needs, especially with behavioral and mental health needs

Strategic Focus Areas, Goals and Objectives

With a fresh perspective on our vision, mission, and guiding values, as well as an understanding of what HRC does well, and the environment in which we operate, the Board of Trustees is pursuing the following strategic focus areas, goals and objectives over the next three fiscal years.

Focus Area: Improve Individual and Family Experience and Satisfaction

Goal 1: Increase availability of information and communications to be more responsive and accessible to all individuals and families.

Objective 1: Deliver high quality, responsive and accessible information to individuals and families through June 30, 2026.

Year 1: Develop and implement a three-year plan with timelines for: (a) reviewing and revising existing information and communications; (b) incorporating person-centered language into all information and communications; (c) increasing accessibility of information and

communications; (d) platforms for sharing information (e.g., social media, public service announcements, brochures, print and digital, audio and video); (e) developing guidelines for how new information and communications will be created and delivered.

Year 2: Ongoing implementation of three-year plan and revisions made as needed.

Year 3: Ongoing implementation of three-year plan and revisions made as needed.

Objective 2: Increase the percentage of individuals and families reporting satisfaction with HRC's delivery of information, including its accessibility and responsiveness, by June 30, 2026.

Year 1: Identify measures that provide input on HRC's information sharing and communication, gather baseline data from NCI surveys and set targets for improvement; develop and conduct new HRC surveys and begin evaluating results, identifying the baseline and setting targets for improvement for the new surveys.

Year 2: Continue conducting and evaluating surveys to gather information from individuals and families about their satisfaction with HRC's customer service; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate.

Year 3: Continue conducting and evaluating surveys to gather information from individuals and families about their satisfaction with HRC's customer service; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate. Revise HRC surveys as needed.

Goal 2: Optimize individuals' and families' active engagement in the planning process to provide the best individualized services and supports.

Objective 1: Build infrastructure for HRC to become a more person-centered organization through June 30, 2026.

Year 1: Develop and implement a three-year plan for embedding person centered practices throughout HRC that includes, but is not limited to: (a) identifying and training internal Person-Centered Thinking (PCT) trainers; (b) All HRC staff complete the two-day PCT conceptual training. New employees complete the two-day PCT training within three months of their hire date. HRC is an active participant in ARCA's and DDS' discussions regarding Regional Center Performance Measures and incorporates recommended person-centered practices into HRC's infrastructure as appropriate.

Year 2: Ongoing implementation of three-year plan and revisions made to plan as needed. Internal PCT trainers are all certified. Internal Person-Centered Service Plan Facilitation Trainers are identified, trained and certified in alignment with DDS' Regional Center Performance Measure criteria. Case management staff begin training in person-centered service plan facilitation. New case management staff are trained in person-centered service plan facilitation within six months of their hire date. HRC continues to be an active participant in ARCA's and DDS' discussions regarding Regional Center Performance Measures and incorporates recommended person-centered plans. Begin offering two-day PCT training for individuals, families and service providers.

Year 3: Ongoing implementation of three-year plan, including a Community of Practice on person-centered practices. Revisions made to three-year plan as needed.

Objective 2: Increase percentage of individuals and families whose feedback indicates HRC's case management staff were skilled in developing their person-centered service plan, and agree their plans are person-centered and meet their needs, by June 30, 2026.

Year 1: Identify measures that provide input on HRC's person-centered practices, especially person-centered service planning, and gather baseline data from NCI surveys and set targets for improvement; develop and conduct new HRC surveys and/or implement new surveys put forward by ARCA and/or DDS in this area and begin evaluating results, identifying the baseline and setting targets for improvement for the new surveys.

Year 2: Continue conducting and evaluating surveys to gather information from individuals and families about HRC's person-centered practices; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate.

Year 3: Continue conducting and evaluating surveys to gather information from individuals and families about HRC's person-centered practices; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate. Revise HRC surveys as needed.

Focus Area: Enhance Service Coordination

Goal 1: Maintain customer-focused culture.

Objective 1: HRC staff will enhance and/or acquire new customer service skills through a formal customer service training program with a standard set of competencies through June 30, 2026.

Year 1: Identify standard set of competencies and develop training program; start training staff and including as part of new staff onboarding.

Year 2: Finish training staff; continue including as part of new staff onboarding; evaluate feedback on training and revise as needed.

Year 3: Continue including as part of new staff onboarding; start biennial refresher training; evaluate feedback on training and revise as needed.

Objective 2: Increase the percentage of individuals and families reporting satisfaction with HRC's customer service by June 30, 2026.

Year 1: Identify measures/indicators that reflect HRC's customer service, gather baseline data from NCI surveys and set targets for improvement; develop and conduct new HRC surveys and begin evaluating results, identifying the baseline and setting targets for improvement for the new surveys.

Year 2: Depending on when new HRC surveys were implemented in Year 1, ongoing evaluation of new surveys results and set targets for improvement; continue conducting and evaluating all surveys to gather information on satisfaction with HRC's customer service; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate.

Year 3: Continue conducting and evaluating all surveys to gather information on satisfaction with HRC's customer service; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate. Revise HRC surveys as needed.

Goal 2: HRC will enhance its organizational knowledge and adopt new best practices as needed.

Objective 1: Ensure ongoing learning opportunities for HRC staff to increase their knowledge, skills and abilities and enhance their job performance through June 30, 2026.

Year 1: Conduct a structured survey with staff about possible training topics for personal and professional growth (include a list and add space for other topics - critical thinking, conflict resolution, problem solving, organizational skills, time management, resources for people served); develop a plan for prioritizing the creation and implementation of new training opportunities, develop small work/discussion groups around special topics of interest for ongoing learning as desired by individual departments.

Year 2: Continue developing and offering new training opportunities, monitor small work/discussion groups and modify topics and groups as desired by individual departments.

Year 3: Continue developing and offering new training opportunities; conduct biennial structured surveys with staff about other possible training topics; continue to monitor small work/discussion groups and modify topics and groups as desired by individual departments. Revise organizational training plan as needed.

Objective 2: Build a Community of Practice (CoP) for supporting individuals with developmental disabilities and their families, and incorporate new learning into the organization as appropriate through June 30, 2026.

Year 1: Determine the mission and goals of the CoP; build the core team and clearly delineate their main roles (i.e., program manager, manager, core team, members), identify members internal and external to HRC; create structure for engaging in regular communication and building the community; have a kick-off meeting by the end of Year 1.

Year 2: CoP meets as planned throughout the year to share and gain knowledge as per its identified mission and goals; identify best practices that may impact HRC's services and supports to its community.

Year 3: HRC to incorporate new learning into the organization (e.g., policies, procedures, trainings) to ensure adoption of best practices. HRC to promote the spread of best practices within its community (e.g., to service providers, individuals and families, community partners). Review mission and goals of CoP and revise as needed.

Focus Area: Increase Resource Development

Goal 1: Provide individuals and families with an array of innovative service delivery options that meet their cultural, linguistic and geographic needs.

Objective 1: Utilize existing individual and family surveys and needs assessments and, as needed, conduct additional needs assessments to identify potential gaps in service delivery options that meet cultural, linguistic and geographic needs by December 31, 2023.

Objective 2: Develop an infrastructure for collecting and analyzing information about HRC's service providers and identifying potential gaps in cultural, linguistic and geographic needs by June 30, 2024.

Objective 3: Develop targeted resources that increase service delivery options to meet cultural, linguistic and geographic needs through June 30, 2026.

Year 1: Develop a total of ten new residential, day, employment, and/or ancillary support services to increase capacity.

Year 2: To be determined based on relevant needs assessments, gap analyses, and in alignment with DDS' Regional Center Performance Measures.

Year 3: To be determined based on relevant needs assessments, gap analyses, and in alignment with DDS' Regional Center Performance Measures.

Objective 4: Increase the percentage of individuals and families reporting satisfaction with the cultural diversity of HRC's service providers by June 30, 2026.

Year 1: Identify measures that provide input on cultural diversity of HRC's service providers, gather baseline data from NCI surveys and set targets for improvement; develop and conduct new HRC surveys and/or implement new surveys put forward by ARCA and/or DDS in this area and begin evaluating results, identifying the baseline and setting targets for improvement for the new surveys.

Year 2: Continue conducting and evaluating surveys to gather information from individuals and families about their satisfaction with the cultural diversity of HRC's service providers; identify areas of low satisfaction, set targets, and identify strategies for improving low satisfaction, as appropriate.

Year 3: Continue conducting and evaluating surveys to gather information from individuals and families about their satisfaction with the cultural diversity of HRC's service providers; identify areas of low satisfaction, set targets and identify strategies for improving low satisfaction, as appropriate. Revise HRC surveys as needed.

Focus Area: Strengthen Community Engagement

Goal 1: Facilitate individual and family collaboration and partnership with HRC.

Goal 2: Build trust with individuals, families, providers and the surrounding community.

Goal 3: Develop and maintain meaningful partnerships and connections.

Goal 4: Increase awareness of HRC's unique value.

Goal 5: Advocate for flexible and sustainable personalized services and supports.

Objective 1: Develop, implement and evaluate a comprehensive community engagement plan through June 30, 2026.

Year 1: Develop a comprehensive community engagement plan that includes, at minimum: (a) the definition and identification of mission-driven models for effective engagement; (b) desired characteristics of strategic, mutually beneficial partnerships; (c) how HRC's vision, mission and guiding values are embedded in all activities related to HRC's community engagement; (d) strategies and timelines for facilitating collaboration and partnership with the individuals and families served by HRC; (e) strategies and timelines for increasing the number and impact of opportunities that engage existing community partners; (f) strategies and timelines for increasing the number of new partnerships and impact of those partnerships; (g) strategies and timelines for increasing the community's awareness about HRC and building trust; (h) strategies and timelines for legislative advocacy; and (i) criteria for evaluating the success of the multi-component plan. Begin implementing the plan.

Year 2: Continue implementing the community engagement plan, evaluating its success and revising as needed.

Year 3: Continue implementing the community engagement plan, evaluating its success and revising as needed.

Evaluation of Progress

Upon the Board of Trustees' approval of this strategic plan, separately created operational/work plans will outline specific projects and activities aimed at achieving the strategic goals and objectives. These yearly operational/work plans are the responsibility of the Executive Director and executive leadership team. Progress toward achieving the strategic goals and objectives will be reported to, and evaluated by, the Board of Trustees on a quarterly basis in a format agreed upon by the Board and Executive Director. An annual review of the strategic plan will also take place and revisions will be made as needed.



RETROACTIVE CONTRACT

****for Board Ratification***



**CONTRACTS REQUIRING BOARD RATIFICATION
RETROACTIVE APPROVAL**
Harbor Regional Center
Meeting of the Board of Trustees
March 21, 2023

OPERATIONS

Construction Services

D'Escoto West, Inc.
8687 Melrose Avenue
Los Angeles, CA 90069

1. Long Beach Satellite Office Remodel and Renovation – 1st Floor Lobby and adjacent areas
Project Description: The property owner completed the Site Plan core and shell renovation of the 7,984 sf facility and added 787 sf of space by joining the two separate buildings. Harbor Regional Center (HRC) previously occupied 5,412 sf and leased the remaining 3,146 sf. HRC renovated the Lobby, Family Resource Center, Conference Room LB1 and restrooms (previously exterior).
Contract Start: May 2016
D'Escoto West, Inc. Amount: \$767,174.00
Sub-Contractor Amount: \$121,049.00
Total Amount: \$888,223.00
(D'Escoto West, Inc. contract originally approved by Board on May 17, 2016 for \$779,077.00. Increase amount of \$109,146.00).

2. Torrance Main Office Conference Rooms A1 & A2 Remodel, 1st Floor
Project Description: Complete remodel and renovation of HRC's largest conference room, including adding acoustical ceiling and remodel of adjacent kitchen.
Contract Start: April 2017
D'Escoto West, Inc. Amount: \$243,958.00
Sub-Contractor Amount: \$92,885.00
Total Amount: \$336,813.00

3. Long Beach Satellite Office Remodel and Renovation – 1st Floor West Conference Rooms
Project Description: Reconfiguration and remodel of existing conference rooms in original HRC space.
Contract Start: November 2018
D'Escoto West, Inc. Amount: \$205,264.00
Sub-Contractor Amount: \$98,672.00
Total Amount: \$303,935.00

4. Torrance Main Office Renovation of Restroom, 1st and 3rd Floors

Project Description: Renovation of women’s restroom and conversion of men’s restroom to unisex/disabled restroom on 1st Floor, renovation of two restrooms on 3rd Floor.

Contract Start: August 2019
D’Escoto West, Inc. Amount: \$147,599.10
Sub-Contractor Amount: \$137,597.00
Total Amount: \$285,196.10

5. Torrance 3rd Building Tenant Improvements Office Expansion, 3rd Floor West

Project Description: Remodel of two suites (3,306 total sf) for use by HRC for case management office space.

Contract Start: March 2020
D’Escoto West, Inc. Amount: \$236,695.00
Sub-Contractor Amount: \$166,302.00
Total Amount: \$402,997.00

CERTIFICATION

I, the undersigned, _____ of Harbor Regional Center do certify that the foregoing is a true, exact and correct copy of the contract(s) presented to and RATIFIED by the Board of Trustees on the _____ day of _____, 2023.

Signed by: _____

Date: _____



OPERATIONS CONTRACT

**for Board Approval*



CONTRACT REQUIRING BOARD APPROVAL

Harbor Regional Center
Meeting of the Board of Trustees
March 21, 2023

OPERATIONS

Furniture Purchase and Installation

Western Offices Los Angeles
515 S. Figueroa Street, Suite 101
Los Angeles, CA 90071

Description of Purchase:

Office furniture for newly leased facilities located at 21235 Hawthorne Boulevard, Torrance, CA 90503, Suites 206 & 208, referenced by HRC as Building D. The two suites comprise 5,632 total square feet. The new office space will accommodate up to 32 staff. The purchase includes furniture for two (2) private offices, furniture and panels for twenty-one (21) cubicles and nine (9) hybrid/"drop in" work stations, conference room and multipurpose break room.

Contract Start: April 2023
Estimated Delivery: July 2023
Contract Amount: Not to Exceed: \$400,216.00 (initial estimate \$381,158.00, plus 5% contingency)

CERTIFICATION

I, the undersigned, _____ of Harbor Regional Center do certify that the foregoing is a true, exact and correct copy of the contract(s) presented to and approved by the Board of Trustees on the _____ day of _____, 2023.

Signed by: _____

Date: _____



STATEWIDE ISSUES

- **HCBS Final Rule Settlement | HRC Compliance Status: CAP**
- **Coordinated Family Support (CFS) Program: DDS Directive**



Harbor Regional Center
2023 Demographic & Expenditure Data
Public Meeting Notice



March 28, 2023 from 6:00-8:00 pm via zoom **in Spanish** with English Interpretation

https://us06web.zoom.us/webinar/register/WN_C6wmw8VsRq-afrd5VKAgnng

And On

March 30, 2023 from 6:00-8:00 pm via zoom **in English** with Spanish Interpretation

https://us06web.zoom.us/webinar/register/WN_t8KngxMLTi6UmF4DRt1PCA



PRESENTATION

On

‘Intake Overview’

By

LaWanna Blair, Director of
Early Childhood Services





HRC Intake Data

2023 - Board Presentation

- ■ ■ ■ ■ ■
- ■ ■ ■ ■ ■

Intake Team



Thalia Carreras

Early Start, Mgr.



Ashley Brown

Lanterman, Mgr.



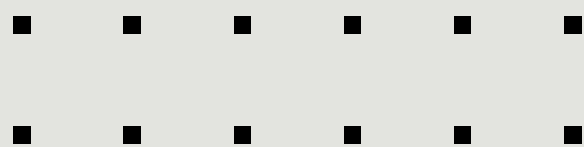
Maria Gordo

Dept. Assistant

Intakeunder3@harborrc.org
Intakeover3@harborrc.org

Early Start Intake

- **Developmental Evaluation by a licensed therapist**
- **Developmental Areas of Focus:** must show a **25%** delay in one or more of the following areas:
 - ❖ Cognitive
 - ❖ Adaptive Skills
 - ❖ **Receptive Communication**
 - ❖ **Expressive Communication**
 - ❖ Social Emotional delay
 - ❖ Physical and motor delay
- **Eligible Conditions**
 - ❖ Established Risk
 - ❖ **Fetal Alcohol Syndrome (FAS) added as a risk factor**
 - ❖ High Risk/At Risk
 - ❖ Developmental Delay



IMPACTS OF COVID ON EARLY START INTAKES

A Review of the last 3 years

2020

2021

2022

-31%

28%

6%

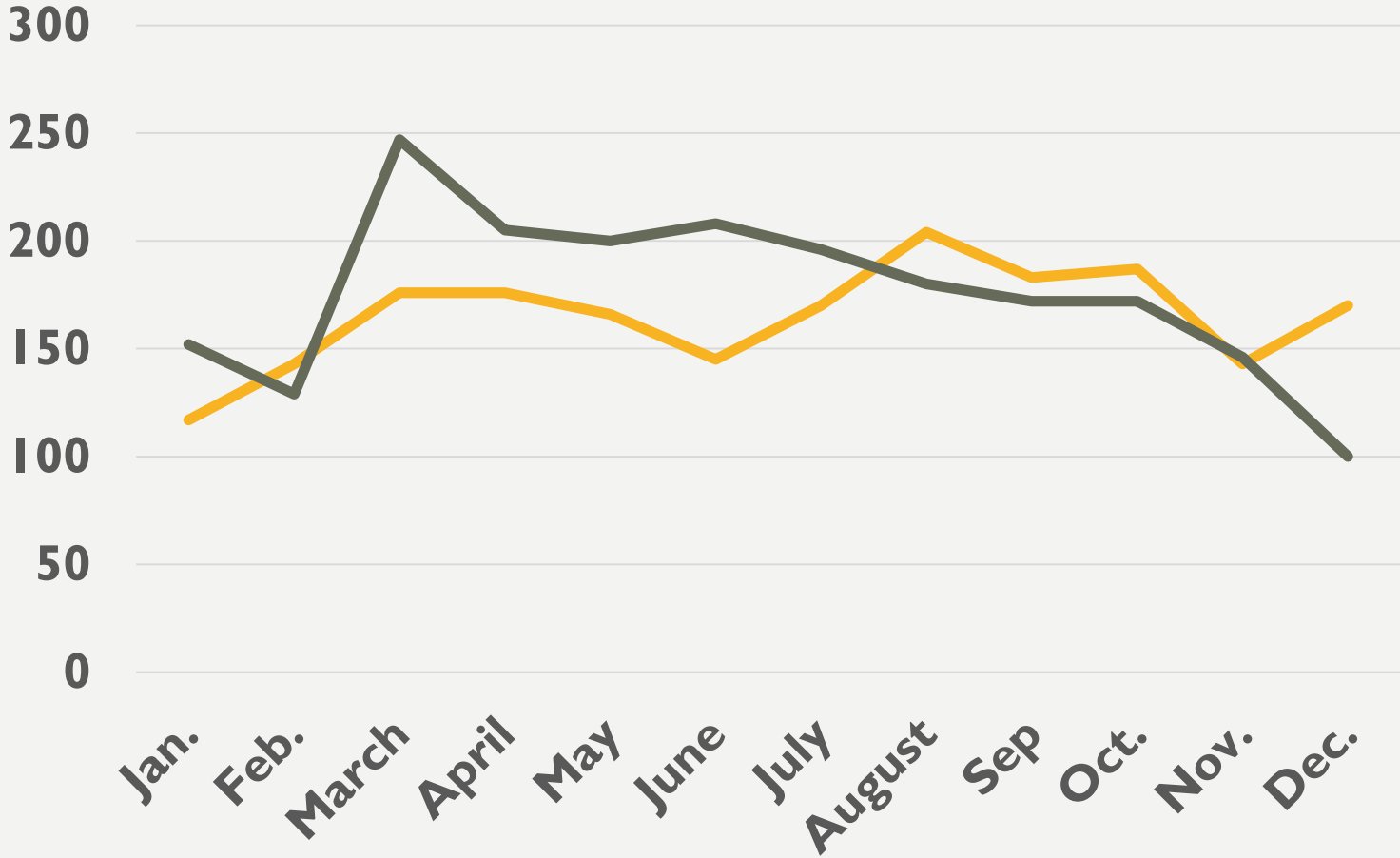
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1980

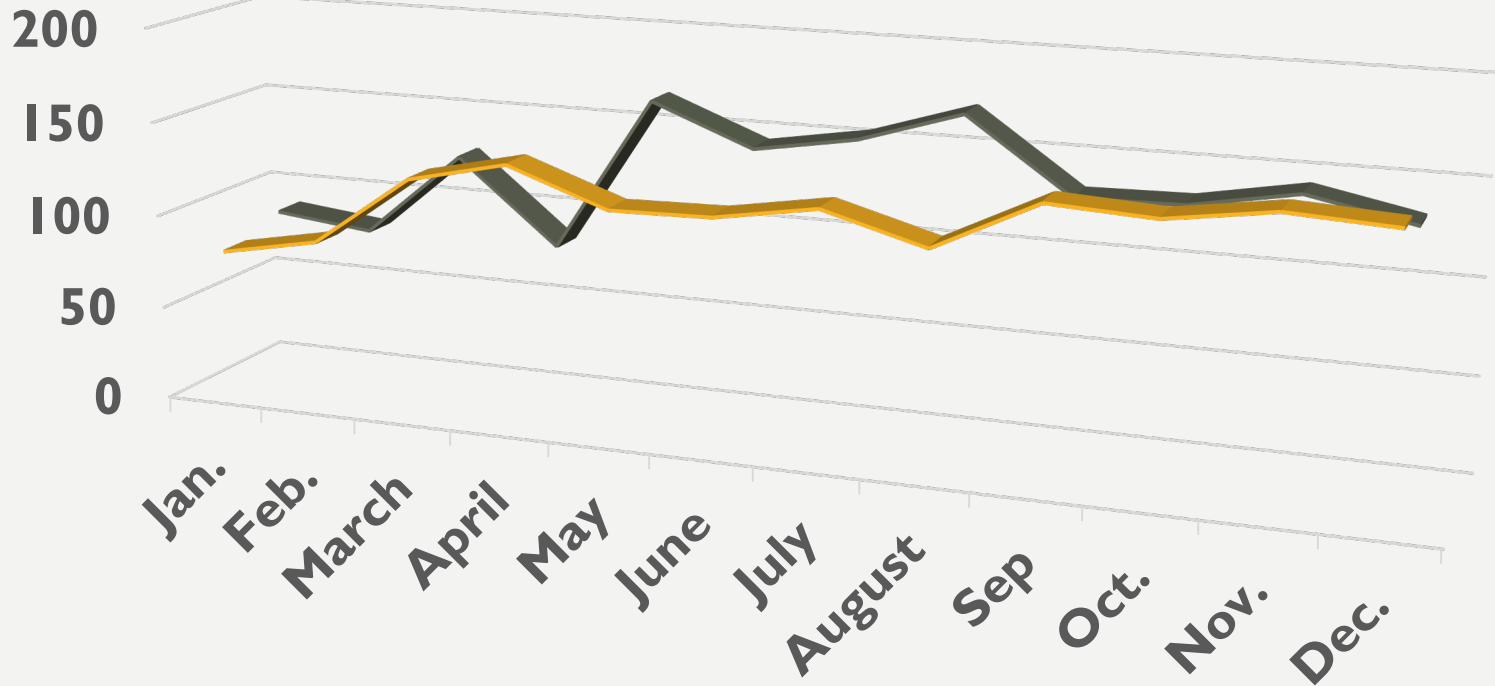
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COMPARISON 2021 VS 2022

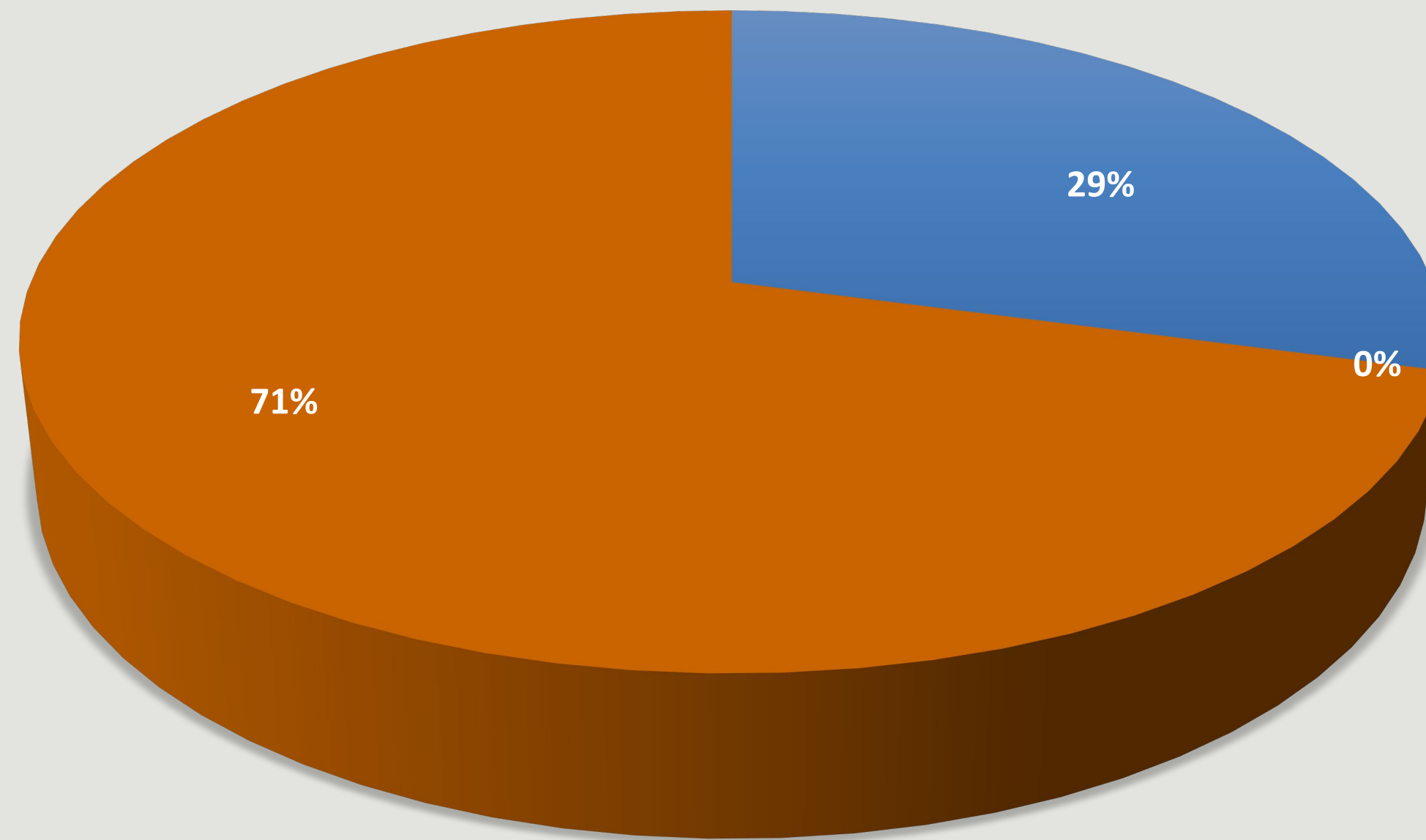
NEW - EARLY START REFERRALS



ELIGIBLE - EARLY START



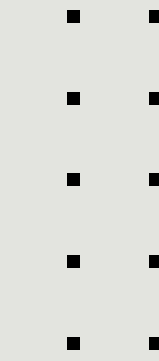
ELIGIBILITY CATEGORIES



■ High Risk ■ Establish Risk ■ Developmental Delay

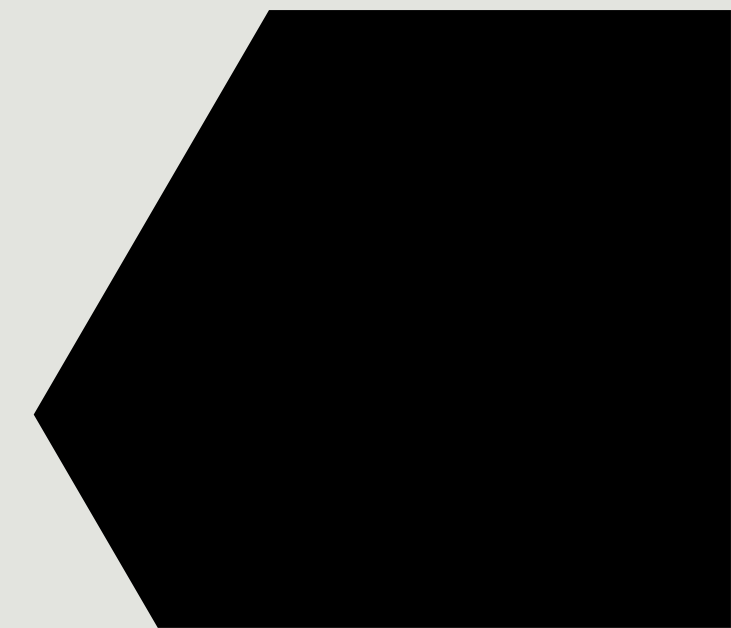
Lanterman Intake

- The disability must have occurred prior to the age of 18 years old
- The disability is not solely psychiatric, solely a learning disability, nor solely physical in nature
- Must be considered substantially disabled in at least three of the following major life areas:
 - ❖ Communication
 - ❖ Learning
 - ❖ Self-Care
 - ❖ Mobility
 - ❖ Self-Direction
 - ❖ Capacity for Independent Living
 - ❖ Capacity for Economic Self-Sufficiency



PROVISIONAL ELIGIBILITY

- Only for ages 3-4
- Child does not have an eligible diagnosis, but they are substantially disabled in 2 of the following major life areas:
 - ❖ Receptive and Expressive Language
 - ❖ Learning
 - ❖ Self-Care
 - ❖ Mobility
 - ❖ Self-Direction
- Will need to be re-assessed 90 days before they turn 5 for ongoing eligibility



IMPACTS OF COVID ON LANTERMAN INTAKES

A Review of the last 3 years

2020

-19%

1490

2021

17%

1744

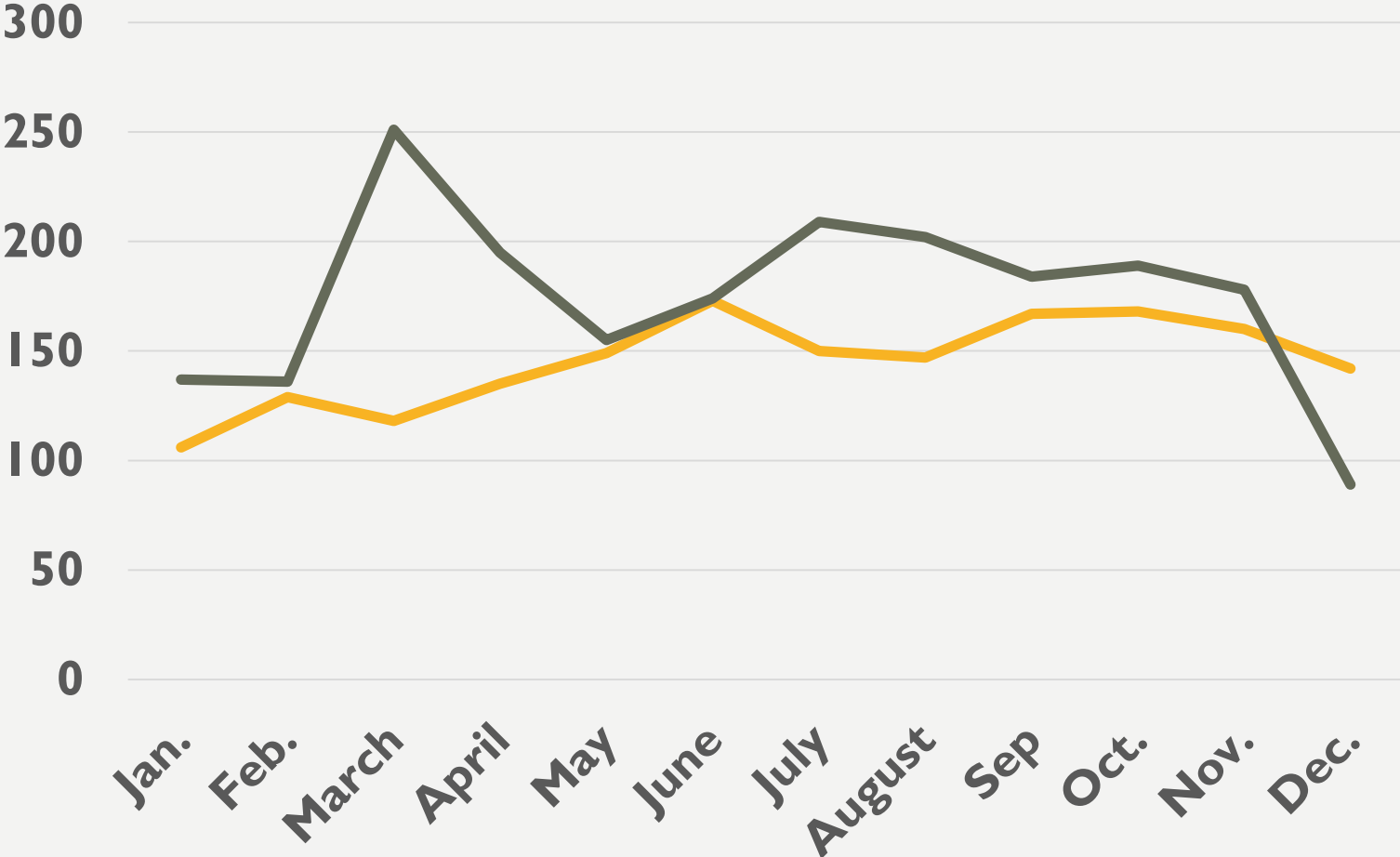
2022

20%

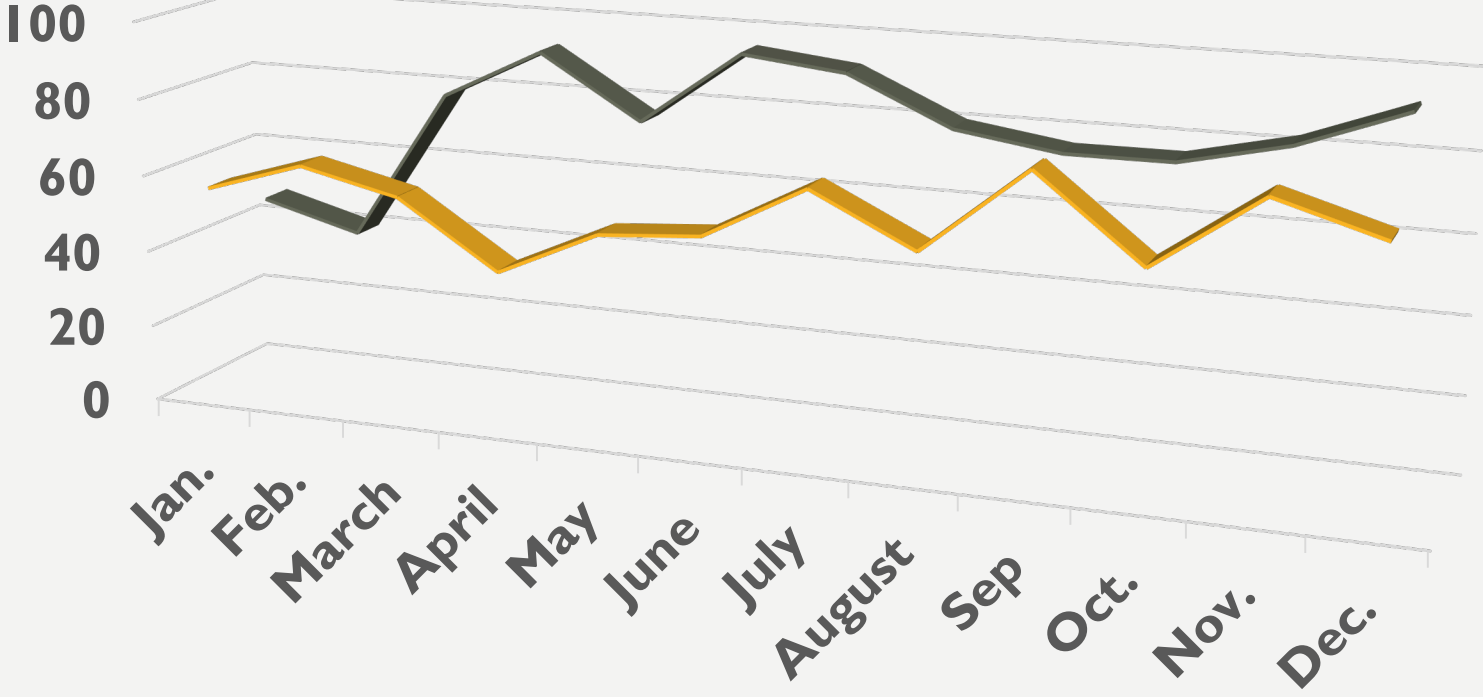
2099

COMPARISON 2021 VS 2022

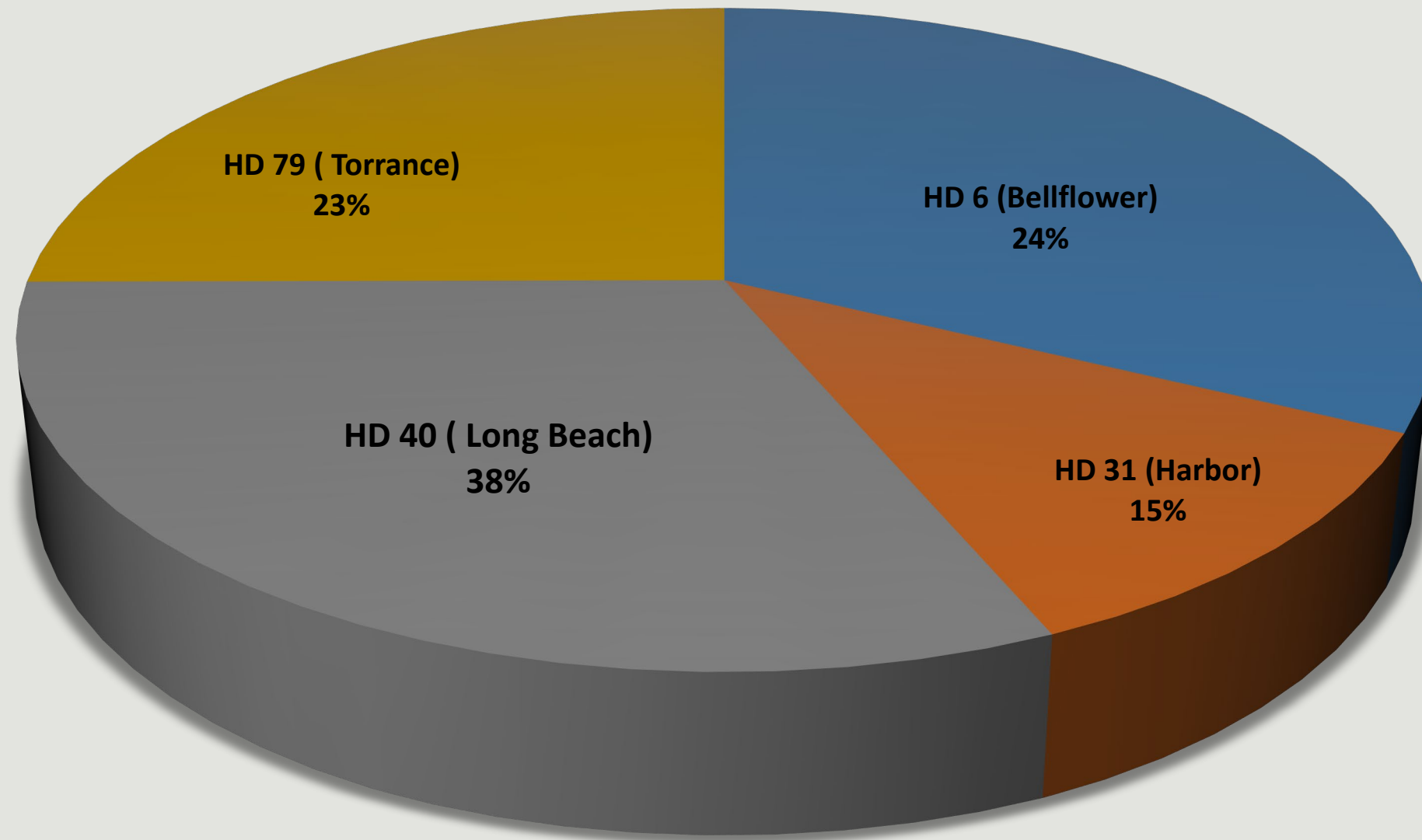
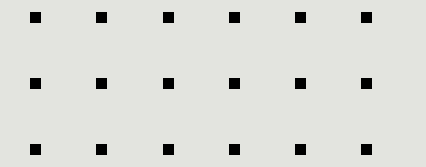
NEW - LANTERMAN REFERRALS



ELIGIBLE - LANTERMAN



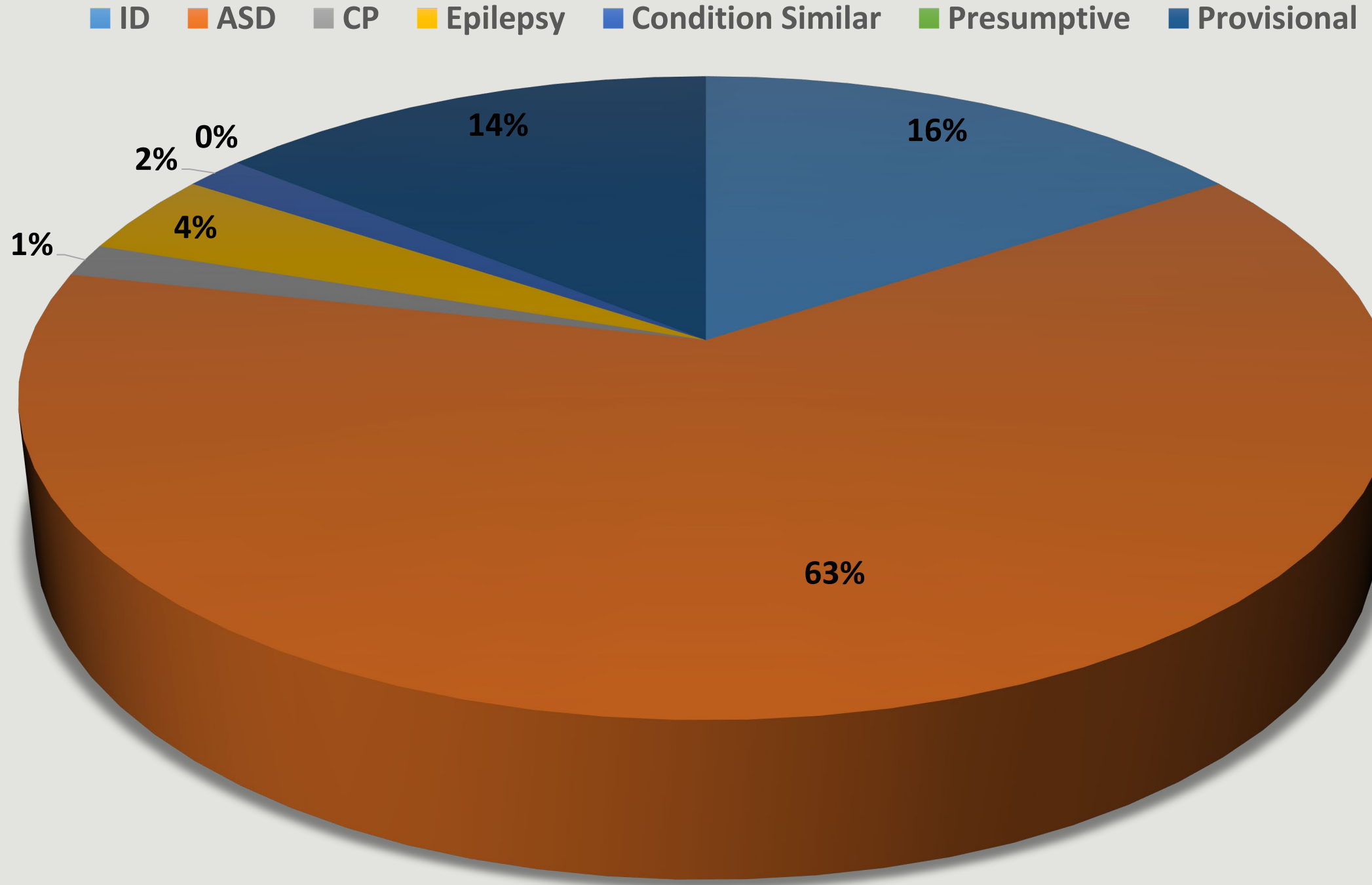
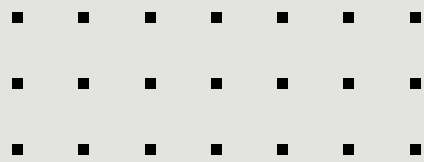
HEALTH DISTRICT



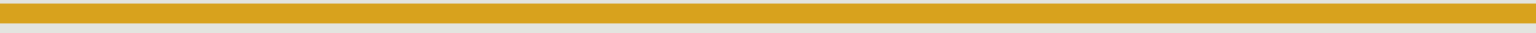
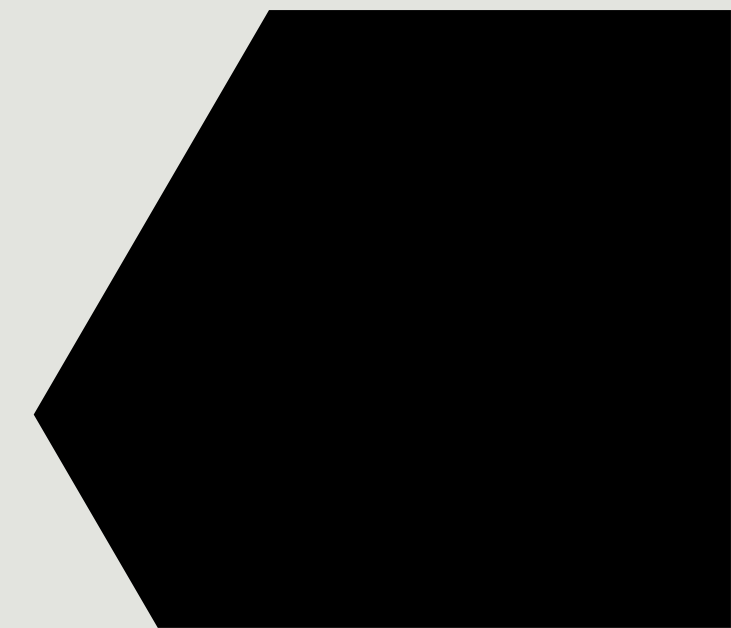
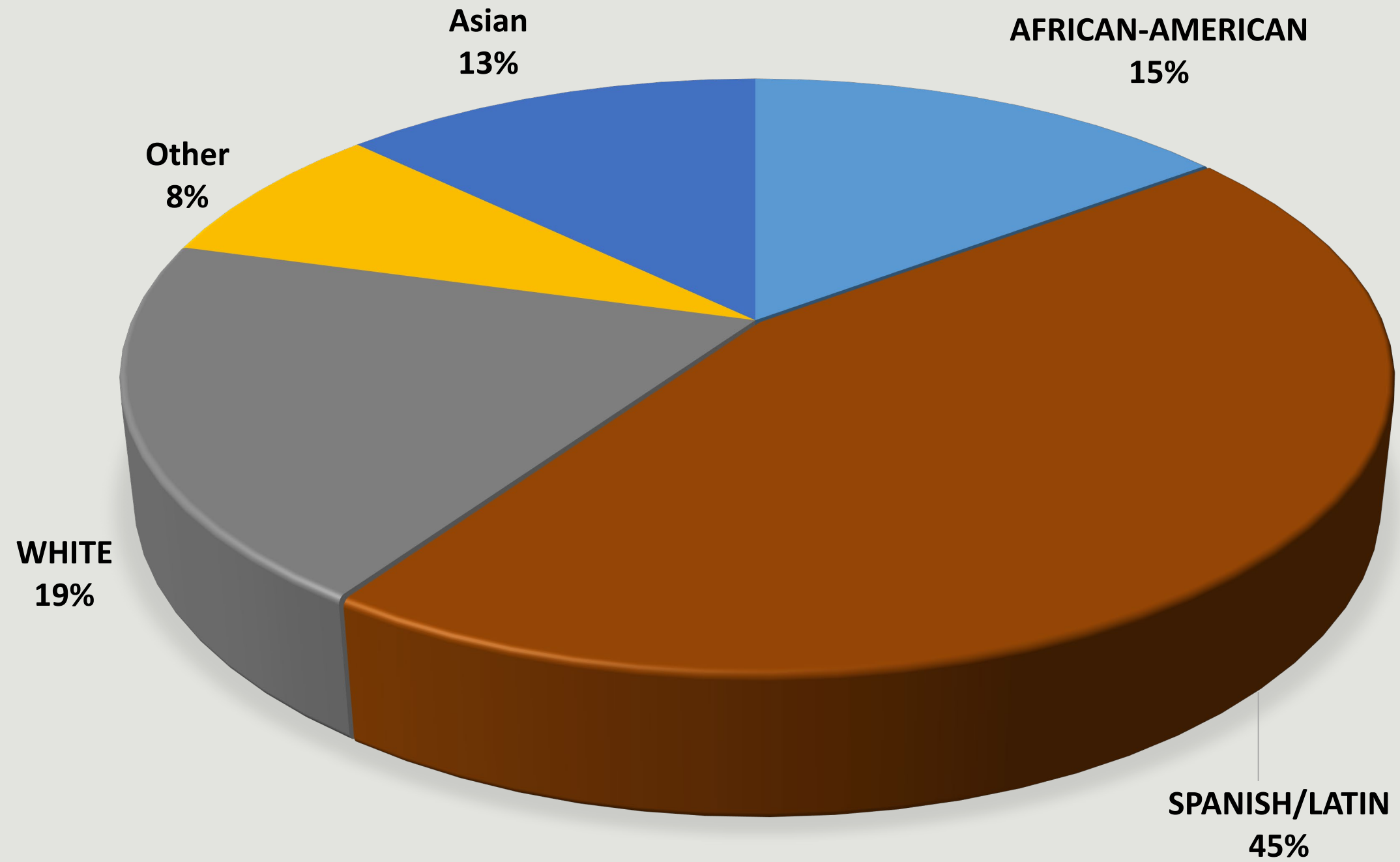
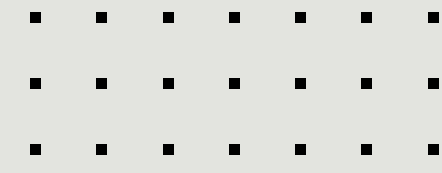
■ HD 6 (Bellflower) ■ HD 31 (Harbor) ■ HD 40 (Long Beach) ■ HD 79 (Torrance)



DIAGNOSIS



ETHNICITY



COMMITTEE REPORTS

• ARCA	Joe Czarske
• Audit	Joe Czarske
• Board Development* <i>action required</i>	Joe Czarske
• Board Planning	Kim Vuong
• Client Advisory	David Gauthier
• Client Services	Patricia Jordan
• Community Relations	Ann Lee, Ph.D.
• Retirement	Dr. James Flores
• Self-Determination	Antoinette Perez
• Service Provider Advisory	Angie Rodriguez





**Harbor Regional Center
Board Development Committee
Meeting
January 11, 2023**

Meeting Minutes

In attendance:

Chris Patay (Board President)

Joe Czarske (Chair)

Ann Lee (Board VP)

Jim Flores (Board Treasurer)

David Gauthier (Board Secretary)

Patrick Ruppe (Executive Director)

Jennifer Lauro (Executive Assistant)

Minutes:

The Board Development Committee held a meeting on January 11, 2023 at 3:00 pm via Zoom to interview a candidate to be seated on the Board.

- In response to HRC's 2022/2023 Board Composition needs, the Board Development Committee conducted an interview of Eber Bayona, who is an attorney in HRC's service area.
- The Board Development Committee will bring Mr. Bayona's candidacy to the March meeting. If elected, Mr. Bayona's term of service will be through June 30, 2026.

Next Meeting: Scheduled for February 8, 2023.



**Harbor Regional Center
Board Development Committee
Meeting
February 8, 2023**

Meeting Minutes

Board Attendance:

Chris Patay (Board President)
Joe Czarske (Chair)
Ann Lee (Board VP)
Jim Flores (Board Treasurer)
Patrick Ruppe (Executive Director)
Jennifer Lauro (Executive Assistant)

Board Absent:

David Gauthier (Secretary)

Minutes:

The Board Development Committee held a meeting on February 8, 2023 at 3:00 pm via Zoom to interview a candidate to be seated on the Board.

- In response to HRC's 2022/2023 Board Composition needs, the Board Development Committee conducted an interview of Eber Bayona, who is a parent of a client of Harbor Regional Center.
- The Board Development Committee will bring Mr. Bayona's candidacy to the May meeting. If elected, Mr. Bayona's term of service will be through June 30, 2026.

Next Meeting: Scheduled for March 8, 2023



**Harbor Regional Center
Board Development Committee
Meeting
March 8, 2023**

Meeting Minutes

Board Attendance:

Chris Patay (Board President)
Joe Czarske (Chair)
Patrick Ruppe (Executive Director)
Jennifer Lauro (Executive Assistant)

Board Absent:

Ann Lee (Board VP)
David Gauthier (Secretary)
Jim Flores (Treasurer)

Minutes:

The Board Development Committee held a meeting on March 8, 2023 at 3:00 pm via Zoom to review the following board applications:

- Fu-Tien Chiou: The Board Development Committee will bring Mr. Chiou's candidacy to return to the board at the May meeting. If elected, Mr. Chiou's term of service will be through June 30, 2025
- LaVelle Gates: The Board Development Committee will bring Mr. Gates's candidacy to return to the board at the May meeting. If elected, Mr. Gates's term of service will be through June 30, 2025.

Additionally, the Board Development Committee reviewed current board trustee terms and identified those board members who are eligible for re-election. Per HRC's current bylaws the re-election of sitting board members must occur at the last regular meeting of the board in March prior to the annual meeting in May.

Next Meeting: Scheduled for April 12, 2023

OFFICIAL **RE-ELECTION** BALLOT

March 21, 2023

Board of Trustees

The Board Development Committee is pleased to present the following Board members who are up for re-election and eligible for an **additional year term.**

If elected, the term of service for the following Board members will be:

July 1, 2023 to June 30, 2024

Name	Yes	No	ABSTAIN
Joe Czarske			
David Gauthier			

The Board Development Committee is pleased to present the following Board members who are up for re-election and eligible for an **additional two year term.**

If elected, the term of service for the following Board members will be:

July 1, 2023 to June 30, 2025

Name	Yes	No	ABSTAIN
Ann Lee, Ph.D.			
Jackie Solorio			
Patricia Jordan			

Harbor Regional Center
Client Advisory Committee
February 11, 2023 via ZOOM

Minutes

Members Present: Debbie Howard, Kelly Sutton, Mead Duley, Deaka McClain, David Gauthier

HRC Staff Present: Judy Taimi

Other: Janelle Reyes (Lifesteps Foundation)

Call to Order & Minutes Approved

Meeting was called to order and commenced at 1:00 p.m.

Discussion:

Purpose of the Committee:

- Involvement in the community through participating in HRC events such as the Health Fairs and transition events
- Advise the board on what works and not working for the individuals with developmental disabilities in all age groups at Harbor Regional Center
- Available for mentorship for new eligible individuals to the Harbor Regional Center system

Outreach:

- The committee will reach out to the current members that are not in attendance to determine if they would like to continue or be removed from the committee
- The committee would like to host an event to help recruit new members for the CAC committee.
- Update HRC website with new and current information regarding the committee
- Create a brochure regarding the CAC committee
- T-shirts for the committee members

Adjournment

Meeting adjourned at 2:00 PM.



Client Services Committee |

Meeting date | time January 24, 2023 / 6 PM

| Meeting location ZOOM

ATTENDEES

Guadalupe Nolasco (Parent)	Lucy Paz (Interpreter)
Gordon Cardona (Individual Served)	Patrick Ruppe (HRC Executive Director)
Patricia Gordan, Chair (Individual Served)	Judy Taimi (HRC Staff)
Kim Vuong (Individual Served)	April Rehrig (Parent)
	Karla (Lifesteps, Service Provider)

AGENDA TOPICS

Time allotted | 6 PM to 7 PM | Agenda topic *Coordinated Family Support Services*

- Coordinated Family Support Services (CFS) is a new service specifically designed for adults with developmental disabilities who choose to live with their family. This service was created in response to input from families about the lack of available services for adults served by the regional center who choose to live in the family home. CFS service will be tailored, individualized, and flexible to meet the changing needs and preferences of the individual being served along with their family/caregiver.
- Background:
 - Currently, adults living outside the family home have more access to coordinated supports than individuals living with their family
 - DDS data shows a significantly higher percentage of adults who identify as non-white (75%) live with their family as compared to adults who are white (52%)
- Focus:
 - Focus on service access for adults who live with their family by expanding available supports that are culturally & linguistically competent
 - Personalize supports to individuals with aging caregivers, individuals who choose to live in family home, individuals who require additional supports to remain in their family home, and individuals who are not receiving regional center Purchase of Service (POS)
- Included in Budget Bill for Fiscal Year 2022-2023
 - WIC Section 4688.6
 - Recognizes the right of the individual served by HRC to reside in the family home

- Requires DDS to establish a Coordinated Family Support Services Pilot Program as follows:
 - Focus on improving equitable access to services and supports and reduce POS disparity
 - Services to be flexible and tailored to the individual served
 - DDS to issue administrative program directives to implement Pilot only until completion of the regulatory process
 - Those administrative program directives are to include key elements, including eligibility criteria, service design and standards for vendors
- CFS is designed to help the individual and their family coordinate and schedule the services they receive. This service can help the individual and their family learn more about the individual's diagnosis and assist with planning for the future, as well as help the individual learn how to access additional services that they may qualify for. CFS can coordinate training for the people who support the individual served by HRC so that they are better prepared to work with them and their family. This support can help the individual and their family identify transportation, back-up providers, and help them learn about self-advocacy groups in their area. CFS will be provided in the individual's and or their family's language and in a way that is respectful to their culture. The individual and or their family will help design and tailor the individual served by HRC's CFS services.
- Lanterman RC and Kern County RC are currently piloting the program
- DDS is currently finalizing the directives for this program for the individuals and their families, rate and vendor information for the service providers.

-
- Due to the Annual Purchase of Service meeting, our committee will not be meeting on March 28, 2023.

Next Meeting: May 23, 2023 at 6 PM via ZOOM

Harbor Regional Center (HRC) Community Relations Committee February 8, 2023

Committee Members Present: Ann Lee, Chair, Board Member; Dee Prescott, Co-Chair, Service Provider, Easter Seals Southern California; Thao Mailloux, HRC Director of Information and Development, and Patrick Ruppe, HRC Executive Director

Members Absent: April Stover, Service Provider, AbilityFirst; and April Rehrig, Community Member; Terri Nishimura, Community Member

Legislation and Advocacy

Each year, Harbor Regional Center has participated in a statewide advocacy event, Grassroots Day, coordinated by the Association of Regional Center Agencies (ARCA). HRC participates with a team of HRC staff, clients, parents, and service provider representatives, and meet with our legislators.

This year, the virtual Grassroots Day is scheduled to occur on Wednesday, March 29, 2023, with an Advocacy Briefing event to be held the evening before. ARCA will be scheduling the meetings for Grassroots Day and Thao will coordinate with the HRC team. Thao shared that ARCA held a Capitol Briefing Day on Tuesday, February 7, 2023, where there was a panel presentation made to Capital and District staff about the regional center system. ARCA developed several fact sheets to the legislators that each regional center will be able to personalize and utilize. There was discussion about the variety of topics that needed to be discussed with legislators, including the need for sustainability for service providers. Thao also shared that HRC's Advocacy Webpage has been updated to include all the newly elected government officials from the mid-elections of 2022. The webpage can be found here: <https://www.harborrc.org/advocacy>. This resource page will continue to be updated and shared more widely as HRC builds upon legislative advocacy efforts.

Upcoming Meetings and Areas of Focus

Committee members will continue to focus on strengthening partnerships with elected officials in the coming year. Given the results from the mid-elections, committee members suggested researching the legislators' backgrounds and forming a summary of interests as a method to connect with the newly elected government officials. Another suggestion the committee discussed, was to create short videos of individuals we serve in various programs and settings; and include the videos as part of following-up with legislators after Grassroots meetings to further promote connection to our purpose. The results of Grassroots Day will be reviewed at the next committee meeting to help committee members determine how to proceed with advocacy efforts.

Committee members also discussed other initiatives that promote partnerships with HRC and the community. An effort to continue outreach in the community is to expand on our access points to include social recreational events, campuses, churches, military bases, and hospitals. Currently, HRC is leveraging social media platforms to share information and awareness with the community, all of which are constantly updated to include information accessible to everyone in both English and Spanish. HRC will continue to maintain and strengthen relationships with organizations that we have collaborated with on multiple occasions in the past.

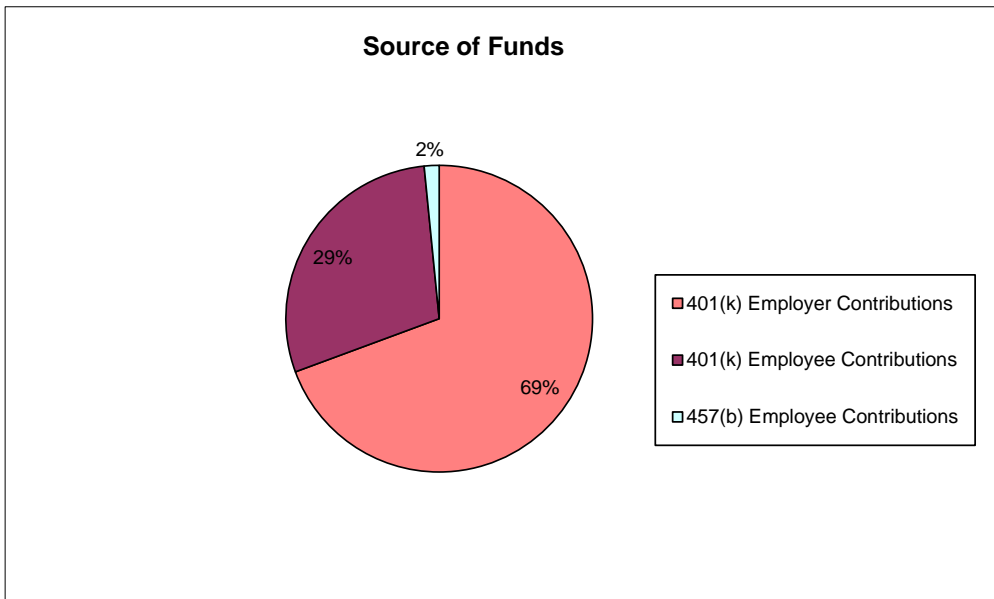
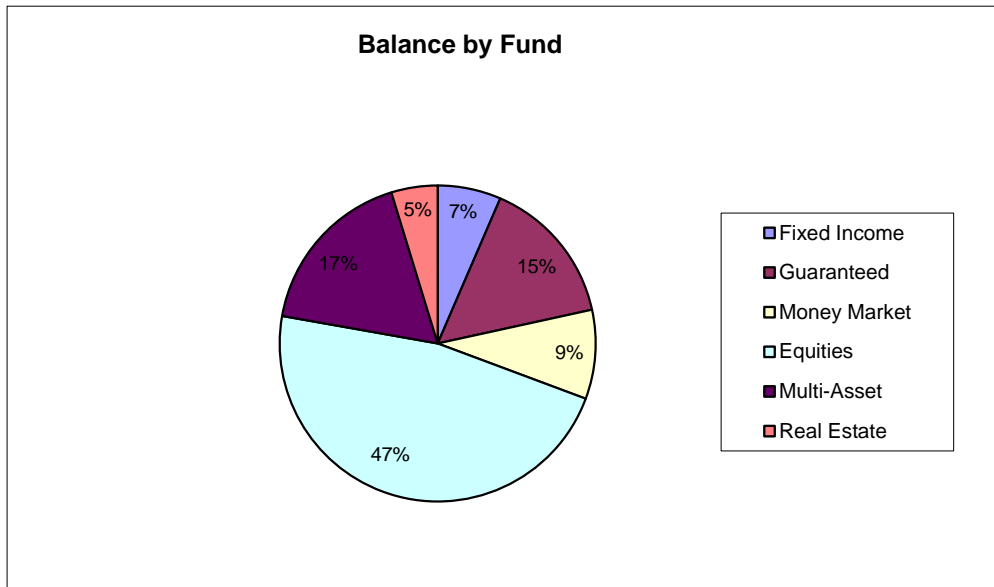
The next Community Relations Meeting is scheduled to occur virtually on April 12, 2023 at 5pm.

**Harbor Regional Center
Retirement Plan Balances as of 12-31-2022**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$2,697,016	\$1,073,817	\$28,131	\$3,798,965
Guaranteed	\$5,224,406	\$2,949,619	\$658,854	\$8,832,878
Money Market	\$4,294,578	\$1,033,727	\$9,638	\$5,337,944
Equities	\$19,098,214	\$8,430,232	\$57,413	\$27,585,859
Multi-Asset	\$7,527,688	\$2,551,861	\$154,984	\$10,234,533
Real Estate	<u>\$1,780,205</u>	<u>\$984,327</u>	<u>\$9,924</u>	<u>\$2,774,456</u>
Total	\$40,622,107	\$17,023,583	\$918,944	\$58,564,634

* Plan Balances include active and terminated employees still in the Retirement Plan.

** Employee Contributions include **\$1,861,065** in Rollover funds.

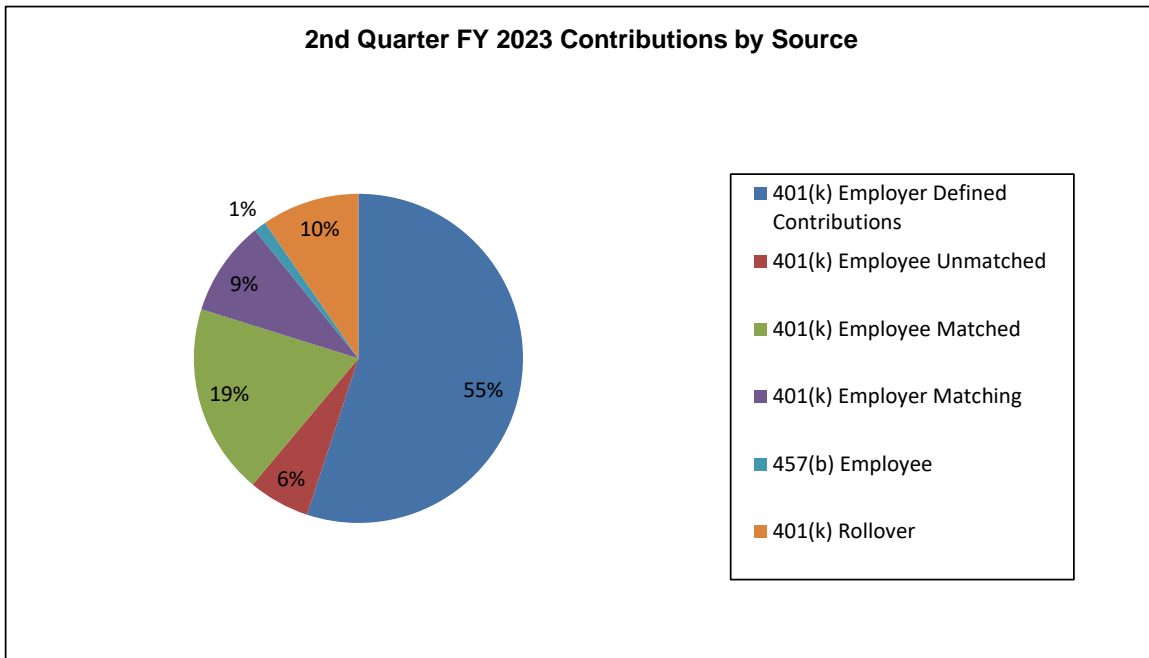


**Harbor Regional Center
Retirement Plan Balances as of 12-31-2022**

	<u>401(k)</u>	<u>457(b)</u>	
Fund Balance 9/30/22	\$53,426,878	\$902,308	
Activity 10/1/22 - 12/31/22			
Distributions	(\$315,311)	(\$21,997)	
Contributions	<u>\$1,263,331</u>	<u>\$15,410</u>	
Net	\$54,374,898	\$895,721	
Fund Balance 12/31/22	\$57,645,690	\$918,944	
Gain/(Loss)	\$3,270,792	\$23,223	
% Gain/(Loss) for the Period	6.12%	2.57%	
 <u>Participants</u>			
Active Employees in Retirement Plan	384	3	60%
Terminated Employees in Retirement Plan	256	5	40%
Active Employees Total Balance	\$36,922,630	\$265,541	63%
Terminated Employees Total Balance	\$20,723,060	\$653,403	37%
 <u>Loan Information</u>			
	<u>12/31/22</u>		
Employees with Loans			
Active Employees with Loans	28		
Terminated Employees with Loans	<u>6</u>		
Total	34		
Average Balance Amount	\$3,197		
Loan Value Total	\$108,699		

**Harbor Regional Center
Retirement Plan Balances as of 12-31-2022**

	<u>401(k)</u>	<u>457(b)</u>
<u>Contributions</u>		
Employer		
Defined (10%)	\$704,167	\$0
Matching (50% of Employee Matched)	\$119,751	\$0
Employee		
Matched (up to 6%)	\$239,503	\$0
Rollover	\$122,794	\$0
Unmatched	<u>\$77,115</u>	<u>\$15,410</u>
Total	\$1,263,331	\$15,410
Employees Contributing	251	
Average deferral percentage	6.56%	



HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
January 4, 2023

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05PM on Wednesday January 4, 2023 via Zoom. Quorum was not established.

Committee Member Present

Deaka McClain, Client
SungHee Park, Parent/Independent Facilitator
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
David Oster, Client

HRC Staff Present

Patrick Ruppe – Executive Director
Antoinette Perez – Director of Children’s Services
Jessica Sanchez- Participant Choice Specialist
Aurelio Lopez- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist

SCDD Staff Present

Albert Feliciano

Visitors

Naomi Hagel, Phoenix Facilitation
Abraham Flores Rojo, Phoenix Facilitation
Helen Reese, Phoenix Facilitation
Santiago Villalobos, Phoenix Facilitation
Jamie Van Dusen, Department of Developmental Services
Tamara Pauly, Independent Facilitator
Shelia Jordan Jones, Independent Facilitator
Timothy Howell
Kyungshil Choi
Angelika Cullers
Sandra V
Lucy Paz, Interpreter
Connie

Abbreviations

HRC: Harbor Regional Center
IF: Independent Facilitator
PCP: Person-Centered Plan
SCDD: State Council on Developmental Disabilities
SDP: Self-Determination Program
DVU: Disability Voices United
FMS: Financial Management Service

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
January 4, 2023

DDS: Department of Developmental Services
RFP: Request for Proposal
SDAC: Self-Determination Local Advisory Committee

Welcome:

Introductions of committee members and guests via the chat.

Approval of Minutes:

Minutes of December 7, 2022 were not approved due to not meeting quorum.

Harbor Regional Center Monthly Updates:

Aurelio Lopez presented the SDP data in a graph format via an “HRC SDP” Power Point presentation shared via Zoom.

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **83**
 - Withdrew: **37**
 - Moved out of State: **4**
 - Inactivated/Not DD: **3**
 - Transferred Out (to another RC): **2**
- Completed PCPs 100; 27 within the soft rollout and 73 from 7/2021 to 12/2022
- Certified Budgets 162; 37 within the soft rollout and 125 from 7/2021 to 12/2022
- Spending Plans 124; 30 within the soft rollout and 94 from 7/2021 to 12/2022
- SDP Live 119; 29 within the soft rollout and 90 from 7/2021 to 12/2022
- SDP by Ethnicity: 31 **Latino** participants, 44 **White/Caucasian** participants, 10 **African-American/Black** participants, 2 **Filipino** participants, 1 **Korean** participant, 1 **Guamanian**, 7 **multi-cultural**, 5 **other**, 4 **Other Asian**, and 3 **Chinese** participants, 5 **Asian Indian**, 6 **Biracial**.
- SDP by Language: 95 English speaking participants, 1 Korean-speaking participant, and 23 Spanish-speaking participants.
 - Total Participants fully orientated 643 (110 are in the follow up stages, 212 are in the unknown stage, 202 have decided to withdraw)
- Questions/Comments:
 - HRC shared information about Option A and Option B as well as new directives (Option A extended until 6/31/2023). Link to directives were shared: https://www.dds.ca.gov/wp-content/uploads/2022/07/Person_Centered_Planning_and_Self_Directed_Supports_Guidance_07282022.pdf

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
January 4, 2023

- <https://www.dds.ca.gov/wp-content/uploads/2022/12/Self-Determination-Program-Extensions-and-Development-of-Standardized-Vendorization-Packet.pdf>
- Fair Hearings:
 - No updates with fair hearing at this time
- RFP update: Phoenix Facilitation
 - Phoenix shared data collected for the months of December 2022 and January 2023 in a PDF slide show. Data included demographics of current referrals.

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

- No updates at this time.

SCDD- Albert Feliciano

- Update regarding vacancy was shared: SCDD hopes to have vacancy filled by February.
- SCDD SDP orientation information was shared: <https://scdd.ca.gov/sdp-orientation/>
- SCDD LA Office facilitates roundtable once a month for Independent Facilitators. Interested IF's can contact SCDD for information.
- SCDD is looking for individuals with developmental disability, family members, and advocates to help fill current vacancy: www.scdd.ca.gov

Statewide Updates:

- No updates at this time.

Public Comments:

- Question asked if other regional centers accept HRC orientations. It was shared most regional centers accept others' orientation.

Next meeting: February 1, 2023 via Zoom 6PM – 8PM

Adjournment, Conclusion

Meeting was adjourned at 6:40 PM.

Minutes submitted by Bryan Sanchez

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
February 1, 2023

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05PM on Wednesday, February 1, 2023 via Zoom. Quorum was established.

Committee Member Present

Rosalinda Garcia, Parent Self-Determination Advisory Committee Chair
Deaka McClain, Client Self-Determination Advisory Committee Vice-Chair
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Miriam Kang, Parent
SungHee Park, Parent/Independent Facilitator
David Oster, Client
Kyungshil Choi, Parent
Juliana Martinez, Parent

HRC Staff Present

Antoinette Perez – Director of Children’s Services
Patrick Ruppe- Executive Director
Jessica Sanchez- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist
Aurelio Lopez- Participant Choice Specialist
Johnny Granados- Client Service Manager

SCDD Staff Present

Albert Feliciano

Visitors

Naomi Hagel, Phoenix Facilitation
Santiago Villalobos, Phoenix Facilitation
Abraham Flores Rojo, Phoenix Facilitation
Helen Reese, Phoenix Facilitation
Jamie Van Dusen, Department of Developmental Services
Reiko Umeda, Independent Facilitator
Tamra Pauly, Independent Facilitator
Fernando Nuñez, Interpreter
Selvin Arevalo, GT Independence
Andrea Bartel, Parent
Matoria Filipovich, Parent
Maeve Diehm , Parent
Amelia Castellanos
Aquilina Castellanos
Mariela Avila Garcia
Carola Camacho
Martha Ramos

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
February 1, 2023

Vianey Gomes
Sue
Marinela
Mbartel
Miriam
Gilberta
Adriana
Diana

Abbreviations

HRC: Harbor Regional Center
IF: Independent Facilitator
PCP: Person-Centered Plan
SCDD: State Council on Developmental Disabilities
SDP: Self-Determination Program
DVU: Disability Voices United
FMS: Financial Management Service
DDS: Department of Developmental Services
RFP: Request for Proposal
SDAC: Self-Determination Local Advisory Committee

Welcome:

Introductions of committee members and guests via the chat.

Partner Updates:

SCDD- Albert Feliciano

- Introduced Ms. Kyungshil Choi, new committee member.
- Encouraged those present to become a member by visiting their website.
- SCDD has resumed the Self-Determination Program (SDP) Orientations. Orientation are being provided in three languages: English, Spanish and Vietnamese, every Monday at 10 AM. Link to sign up was shared: <https://scdd.ca.gov/sdp-orientation/>
- Training for Independent Facilitators is held the second Tuesday of month at 10:30 AM.
- Monthly board meeting for LA County, first Thursday of month for Self – advocates, from 1-3 pm.

Statewide Updates:

- Last Statewide meeting held in November 2022, next one will be in February 2023.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
February 1, 2023

- Updated on state council and best practice, reviewed statewide enrollment, and ethnic breakdown.
- DDS working on updating directives, new guidelines, and working with state council on funding for advisory committee.

Office of Clients and Rights Advocacy – Johnanthony Alaimo

- Information about Navigating the Regional System (02/09/23) from DDS was shared: https://thearcca-org.zoom.us/webinar/register/WN_UChN93OgQFKqjE66ulVTlw?fbclid=IwAR1VZYbUk9V3-0jLZ9M1R3JtVkfLhjKaG2Yj7ZdYIE5MQOkOAch3IUMuvII

Approval of Minutes:

December 7, 2022 minutes were posted for review. Minutes were approved.

January 4, 2023 minutes were posted for review. Minutes were approved.

Harbor Regional Center Monthly Updates:

Bryan Sanchez presented the SDP data in a graph format via an “HRC SDP” Power Point presentation shared via Zoom.

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **81**
 - Withdrew: **38**
 - Moved out of State: **4**
 - Inactivated/Not DD: **3**
 - Transferred Out (to another RC): **3**
- Completed PCPs 77; 26 within the soft rollout and 78 from 7/2021 to 01/2023
- Certified Budgets 135; 36 within the soft rollout and 137 from 7/2021 to 01/2023
- Spending Plans 98; 29 within the soft rollout and 100 from 7/2021 to 01/2023
- SDP Live 124; 28 within the soft rollout and 96 from 7/2021 to 01/2023
- SDP by Ethnicity: 32 **Latino** participants, 47 **White/Caucasian** participants, 9 **African-American/Black** participants, 3 **Filipino** participants, 1 **Korean** participant, 1 **Guamanian**, 7 **multi-cultural**, 5 **other**, 4 **Other Asian**, 3 **Chinese** participants, 5 **Asian Indian**, 6 **Biracial**, and 1 **Vietnamese**.
- SDP by Language: 100 English speaking participants, 1 Korean-speaking participant, and 23 Spanish-speaking participants.
 - Total Participants fully orientated 674 (107 are in the follow up stages, 211 have chosen to withdraw and 232 in the unknown stage)
- Questions/Comments:
 - Question asked why there is only one Korean Participant in SDP. HRC shared that ethnicity is self-identified.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
February 1, 2023

- Question asked why individuals are choosing to stay with traditional services. HRC shared that for some traditional service is meeting their needs.
 - Rosalinda thanked HRC for the outreach in disseminating SDP program to the community.
 - HRC talked about upcoming SDP orientations.
- Fair Hearings:
- No updates with fair hearing at this time.
- Directive from January 20, 2023 was shared regarding FMS and posted on DDS Website.

Public Comments:

- Individual shared that they are moving forward in SDP.
- GT Independence representative talked about their FMS agency as a resource for individuals and their families and provided his contact information: sarevalo@gtindependence.com.
- HRC talked about barriers in accessing FMS and that DDS is aware and working on resolving issues.
- Individual asked about FMS agencies and link was shared:
<https://www.dds.ca.gov/initiatives/sdp/financial-management-service-contact-list/>
- Individual shared that issues with FMS is confusing and a barrier. DDS and State council are aware.
- Individual asked if they move forward with SDP do they lose their co-payment assistance. HRC talked about how co-payment assistance is separate from SDP as long as the individual continues to meet the requirements.

Next meeting: March 1, 2023 via Zoom 6PM – 8PM

Adjournment, Conclusion

Meeting was adjourned at 7:00 PM.
Minutes submitted by Aurelio Lopez.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 1, 2023

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:00PM on Wednesday March 1, 2023 via Zoom. Quorum was not immediately established.

Committee Member Present

Rosalinda Garcia, Parent
Deaka McClain, Client
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Miriam Kang, Parent
SungHee Park, Parent/Independent Facilitator
Juliana Martinez, Parent
Kyungshi Choi, Parent

HRC Staff Present

Patrick Ruppe – Executive Director
Antoinette Perez – Director of Children’s Services
Jessica Sanchez- Participant Choice Specialist
Aurelio Lopez- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist

SCDD Staff Present

Albert Feliciano

Visitors

Naomi Hagel, Phoenix Facilitation
Abraham Flores Rojo, Phoenix Facilitation
Helen Reese, Phoenix Facilitation
Santiago Villalobos, Phoenix Facilitation
Jamie Van Dusen, Department of Developmental Services
Jamie Temple, DRC
Shelia Jordan Jones, Independent Facilitator
Reiko Umeda, Independent Facilitator
Selvin Arevalo, GT Independence FMS
Olivia Gonzalez, Aveanna FMS
Timothy Howell
Liz Underhill
Katherine Manriquez
Aquiliana Castellanos
Yolanda Gomez
Maria Zavala
Vianey Gomes
Sandy
Tanya Talley

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 1, 2023

Adriana Garcia
Ivon Munoz
Minerva
Don Dimo
Amerlia Castellanos
Gilberta
Mariela Avila Garcia
Matoria Filipovich
Mohammad
Rene Aguilar
Selene Mercado
Gay Grossman
Celia
Anna Quint
Nary Yu
Fernando Nunez, Interpreter

Abbreviations

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DDS: Department of Developmental Services
RFP: Request for Proposal
SDAC: Self-Determination Local Advisory Committee

Welcome:

Introductions of committee members and guests via the chat.

Harbor Regional Center Monthly Updates:

Aurelio Lopez presented the SDP data in a graph format via an updated “HRC SDP” Power Point presentation shared via Zoom.

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **97**
 - Withdrew: **38**
 - Moved out of State: **4**
 - Inactivated/Not DD: **4**
 - Transferred Out (to another RC): **3**

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 1, 2023

- Completed PCPs 109; 25 within the soft rollout and 84 from 7/2021 to 3/2023
- Certified Budgets 183; 35 within the soft rollout and 148 from 7/2021 to 3/2023
- Spending Plans 131; 28 within the soft rollout and 103 from 7/2021 to 3/2023
- SDP Live 131; 28 within the soft rollout and 103 from 7/2021 to 3/2023
- SDP by Ethnicity: 33 **Latino** participants, 50 **White/Caucasian** participants, 10 **African-American/Black** participants, 3 **Filipino** participants, 1 **Korean** participant, 1 **Guamanian**, 7 **multi-cultural**, 6 **other**, 4 **Other Asian**, and 3 **Chinese** participants, 6 **Asian Indian**, 6 **Biracial**, 1 **Vietnamese**
- SDP by Language: 106 English speaking participants, 1 Korean-speaking participant, and 24 Spanish-speaking participants.
 - Total Participants fully orientated 687 (109 are in the follow up stages, 228 are in the unknown stage, 219 have decided to withdraw)
 - HRC Budget Range: \$3,000 - \$330,000
 - Shared Phoenix Facilitation LLC support for SDP
- Questions/Comments:
 - None at this time
- Fair Hearings:
 - No updates with fair hearing at this time

Approval of Minutes:

- Quorum was established. Minutes of February 1, 2023 were reviewed and approved.

Statewide Updates:

- DDS Ombudsperson updates: revisions for spending plans and spending funds, report can be found on DDS website
- Department working on Activity Priorities updates: tracking SC training, best practices, and feedback for the purpose of gathering recommendations
- Gathered UCLA survey feedback: Survey too long
- DVU (Disability Voices United) presented “On Advancing SDP”
 - Key Takeaways: barriers with accessing FMS, IF’s, and service inequalities in Spanish speaking communities
- Disparities Outreach Project: based on information gathered are looking to recruit members to make panel more representative of the ethnically diverse communities

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

- Johnanthony to be replaced by Jaime Temple

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 1, 2023

SCDD- Albert Feliciano

- SDP training every Mondays at 10am: <https://scdd.ca.gov/sdp-orientation/>
- Statewide orientations offered in three languages: English, Spanish, Vietnamese
- LA office holding IF roundtable meetings every 2nd Tuesday of the month

Public Comments:

- Question asked on how many individuals are live in SDP at HRC, it was shared 131 individuals are in the program
- Question about certifications given after completing an SDP orientation at HRC, it was shared that HRC does not provide certifications. HRC confirms completion of SDP orientation with SC
- Question asked about length of time taken for individual to go live into SDP, it was shared that many factors contribute to going live but average range is from 3 – 6 months.
- Question asked about age requirement for participating in SDP, it was shared that there is no age limit. Eligibility for SDP was shared (must be status 2 client and reside or plan to reside in the community)
- Question asked about length of time take to transfer from one FMS to another, it was shared that process maybe lengthy depending on factors (type of FMS model, possible wait lists, onboarding providers)
- Question asked about how providers are paid, Aveanna addressed question stating providers paid in the rear once timecards are approved by Participant
- Comment shared about difficulty with contacting SC, HRC addressed concern with visitor

Next meeting: April 5th, 2023 via Zoom 6PM – 8PM

Adjournment, Conclusion

Meeting was adjourned at 7:10 PM.
Minutes submitted by Bryan Sanchez

Harbor Regional Center
Service Provider Advisory Committee (SPAC)
 February 7, 2023 10:00 a.m.
 Virtual via Zoom Meeting

Committee Participants

Member Name	Organization
Angie Rodriguez	SVS
Paul Quiroz	Cambrian Homecare
Armand Garcia	Life Steps Foundation
Alex Saldana	Oxford Services
April Stover	Ability First
Ariel Elizarraras	Dungarvin Norwalk
Ben Espitia	Goodwill Industries
Christine Grant	Dungarvin
Dee Prescott	Easter Seals
Darlene Williams	Ambitions
Lindsey Stone	ICAN CA
Maria Ortiz	Pathpoint
Nancy Langdon	Canyon Verde
Sahron Oh	Share Speech
Veretta Boatner	Ca Mentor
Anthony McConnell	Dungarvin
Brian Lockhart	Ca Mentor
Maria Diaz	Canyon Verde
Lendy Ruano	OVM (Our Voices Matter)
Betty Partida	OVM (Our Voices Matter)
Valerie Ortiz	OVM (Our Voices Matter)
Tiffany de la Torre	24 HR Home Care
Alicia Chavira	Ideal Transportation
Karla Salinas Reyes	
Wendy Meza Flores	
Donna Gimm	Ca Mentor
Baldo Paseta	Ideal Transportation

HRC Staff Participating

Staff Name	Title
Heather Diaz	Director of Community Services
Patrick Ruppe	Executive Director
Mercedes Lowery	Community Services Manager
Steve Goclowski	Clinical Services Manager
Elizabeth Garcia-Moya	Resource Development Manager
Maria Garibay	Community Services Office Assistant
Brenda Bane	Provider Relations Specialist
Thao Mailloux	Director of Information

Ute Czimmel	Controller
Judy Wada	Chief Financial Officer
LaWanna Blair	Director of Early Childhood
Mary Hernandez	Director of Case Management Support Services
Maria Elena Walsh	Manager Family Resource center

Call to Order

Angie Rodriguez, Chair called meeting at 10:03 a.m.

Sub-Committee Updates

Angie Rodriguez and SPAC Chair Members. The subgroups recently hosted individual sub-committee meetings to discuss current issues and concerns.

Heather Diaz- provided update on transportation provider current challenges. HRC has held several meetings with providers to discuss their concerns. She has also met recently with DDS to request possible rate adjustments to better support the providers. Heather will be scheduling follow up meetings.

- **Darlene Williams –Residential Chair** - provided an update on topics they discussed at the last meeting held on 1/18/2023:
 - The dental mobile clinic from UCLA and their available services.
 - Minimum wage for 2023 increased to \$15.50 p/hour .
 - ARF survey, Mark Alipio presented from California Care Assoc. to committee this association assists in getting caregivers.
 - Reminded the committee about the opening of Harbor Regional Center to the public in February.
- **Dee Prescott presented for Diane Sanka Chair- Day Program-** provided update on meeting held on 1/24/23. HRC staff guests Brenda Bane and Elizabeth Garcia Moya participated to answer questions relating to transportation, Billing and remote services.
- **Lindsey Stone Chair – Supported Employment service-** provided update on the meeting held on 1/19/23 with SEP providers and Harbor Regional Center hosted by Brenda Bane and Brent Bryhoff. Employment is slow in January and shared ideas of what they want to do this year. The next meeting will be on 3/23/23 to discuss coach training, supporting job coaches and best practices.
- **Armand Garcia presented for Robert Turner- Supported Living service-** next meeting scheduled is Thursday 2/9/23 with SLS providers and for now no updates.
- **Paul Quiroz–Support Services, Chair** met on 2/3/23. Mercedes participated and presented on billing and current subcode changes for service code (062, 851,860, 862). The employment and staffing current challenges were also discussed.
- **Sharon Oh -Early Start service, Chair-** provided update on the meeting for Early Start providers. Judy W participated in the meeting and shared updates on the budget. Heather presented on the current DDS Special needs training funds available for Early Start Intervention Service providers. Additional information and instructions posted on HRC website. LaWanna Blair next scheduled meeting with EI providers is on 5/4/23.

HRC Family Resource Center Update

Maria Elena Walsh invited the provider committee to visit the HRC Resource Center that has opened as of 2/1/23 to the public. Reminded everyone about the Saturday speaker series presentations and encouraged to attend based on topics of interest. Maria Elena presented flyer titled Simple ways to provide safety for Clients that we support. Varying from Community Resource assistance with LA Sheriff Dept and Torrance PD, Medic Alert Ids resource available to track individuals when they are out in the community. Life Smart, importance of personal information. HRC has additional materials available at the resource center regarding safety tips. Copy of flyer will be added to HRC website under SPAC.

HRC & DDS Budget Update

Judy Wada provided fiscal year 2022-2023 allocation and PEP summary. Statewide and HRC budget comparisons are 11,304,370,612 and HRC has 383 million. HRC is projecting a surplus.

- Caseload statewide is 421,113 and HRC is 17,409
- HRC's PEPE by Category showed higher percentage expense in Out of home respite, 39% followed by Day Programs at 31%
- HRC expenditures by caseload and expenditures by age group. HRC's caseload historic numbers, caseload by ethnicity, caseload by diagnosis. Slide showed higher caseload percentage for ages 3-21 at 50% and expenditures higher percentage at 80% & for ages 22 yrs and older.
- Hispanic ethnicity caseload remained higher for fiscal year 20-21.
- Governors proposed budget on 1/10/23 for FY 2023-24 statewide reflected a deficit, however RC's do not seem impacted.

Our Voices Matter Easterseals

Dee Prescott presented Lendy from Our Voices Matter- OVM advisory committee, Valerie Ortiz Vice President of OVM announced that OVM was established last year and stated participants are adults who use EasterSeals adult day services.. Betty Partida, President of OVM presented committee members, and talked about why OVM is important and them having a voice. Valerie shared about 2022 accomplishments such as the form revisions to include plain language. Meetings are hosted through zoom. Betty thanked everyone for allowing them to participate at the meeting and listening to them. Lendy introduced the Advocacy training series and currently working on trying to educate the community.

Home and Community Based Services (HCBS)

Elizabeth Garcia Moya gave update on HCBS deadline is 3/17/23 for residential, day programs and supported employment providers must be in compliance with the final rule by **March 17, 2023**. The Resource Development and Service Provider Relations teams are working on reviewing documents submitted.

- HRC has been providing support trainings to service providers and weekly clinics.
- Intellectability agency held Person-Centered Thinking training. ALO Consultation: HCBS the Basics, 1:1 consultations with providers those needing extra support in addition the Remediation clinics.
- DDS recently released directive on noncompliant providers of Moratorium process effective 2/6/23
- Outreach to Individuals Receiving Services effective February 7th, 2023

- Future Action for Continued Non-Compliance-service providers that do not have reviewed approved documentation by March 1, 2023, the next step may include partial withholding of regional center payments
- DDS recently released funding for ongoing training and support available for 2022-2023. HRC is working on submitting plan on how to support providers with HCBS. The next two days our team main focus will be to review HCBS provider documents.
- HRC is currently looking to fill the HCBS Specialist position.

Transportation/Day Program Services

Brenda Bane provided update on Alternative services ending and push to get back to in person services for our clients. Brenda continues to encourage day programs to provide transportation since currently only a few are providing transportation. Shared update about Participant Directed services and encouraging families to provide transportation also. A flyer was sent with information. DDS directive to continue remote services and answered question on billing and day programs billing for the full day.

Minimum Wage

Heather reminded providers that the 2023 minimum wage increased to \$15.50 p/hr effective 1/1/23. Providers can apply for the minimum wage increase as needed. Providers are encourage to visit HRC website on the process and DDS link provided. For additional inquiries, please contact Leticia Mendoza.

Hospital Discharge: SLS and other Providers

Mercedes Lowery provided update on the process when a person from SLS/ILS setting is hospitalized and the importance of having a plan for the end from the beginning to prevent to go back to hospital such as

- MEDICATIONS AT ADMISSION AND AT DISCHARGE
- MONITOR PROGRESS AND ANTICIPATE TRANSITION
- INSURING SAFE RETURNS HOME
- DON'T BE BULLIED, HRC IS HERE TO SUPPORT YOU
- PREVENTING RE-HOSPITALIZATION
- CHANGES IN CONDITION – NEW CARE REQUIREMENTS OR DURABLE MEDICAL EQUIPMENT (DME)
- CRITICAL IMPORTANCE OF HOLDING DISCHARGE PLANNING MEETINGS.

INSURING SAFE RETURNS HOME

- DON'T BE BULLIED – WE GOT YOUR BACK
- PREVENTING RE-HOSPITALIZATION
- CHANGES IN CONDITION – NEW CARE REQUIREMENTS OR DURABLE MEDICAL EQUIPMENT (DME)

HRC clinical staff available to provide support for providers and case management. Discharge planning: practice defined, define roles and responsibilities, collaboration and improved communication.

The main key is to make sure a discharge planning meeting is in place before discharge.

Vaccinations

Mercedes Lowery presented on the latest CDC recommendations for Pneumococcal vaccine for all children under the age 5 and all adults 65 age and older. For those who have never received any Pneumococcal conjugate vaccine, CDC recommends PCV15 or PCV20 for adults 65 yrs or older. Adults 19-64yrs old with certain medical conditions or other risk factors.

Sir Form

Mary Hernandez reported providers are doing better in turning in SIRS within 48hrs to the HRC email inbox. They continue to track Covid cases, advised [make sure to provide correct vendor number, uci number on SIR form. DDS has looked at internal SIR form, the form has been revised as of 2/2023 to include service provider address. Updated SIR form posted on HRC website. Service providers are required to use and submit new form immediately.

Topics for Ongoing Trainings for 2023

Angie Rodriguez, encouraged committee to provide feedback for ongoing trainings for 2023 or trainings for SPAC meetings at HRC or elsewhere. Dee Prescott suggested training on Advocacy, Labor Law issues and Conservatorship trainings on responsibilities what conservator can and can't do. Lindsey Stone suggested Training on Trends on insurance, best practice what to do to protect themselves. Patrick shared about Wage order 5 trainings. Dee volunteered HR person to talk about meal and breaks. Baldo suggested information on Labor Laws. Heather will follow up with Patrick in regards to the suggested trainings to provide support service providers.

Mobile Dental Clinic

Steve Goclowski provided update of the grant with UCLA School of Dentistry and collaboration with HRC for the Mobile Dental Clinic. Continued to encourage providers to refer individuals to the dental clinic for services. HRC has not received enough referrals to meet the minimum of 10. They provide services like cavities filled, root canals they do not have anesthesia. This project is time sensitive and as of now we have not seen the referrals hoped and expected. Easter Seals Torrance on Carson St working collaborately with them to set up a clinic at their site on Fridays.

Next Meeting scheduled for 4/4/2023

Meeting Adjourn 11:39 a.m.



PUBLIC COMMENT

- ❖ We have arrived at the time on the agenda for public comment.
- ❖ **Participants should now turn the “interpreter” icon at the bottom of your screen back to English.**
- ❖ To ask the Board a question, please use the **RAISE YOUR HAND feature**. To make a comment, please use the CHAT feature
- ❖ We request that you please limit your comments to 5 minutes.

THANK YOU!

INFORMACIÓN DE CONTACTO

❖ Para contactar a la Oficina Ejecutiva:

Patrick Ruppe, Director ejecutivo	(310) 543-0632
Jennifer Lauro, Asistente ejecutivo	(310) 543-0632
Jesús Jimenez, Asistente bilingüe de la Oficina Ejecutiva	(310) 543-0606

❖ Para ponerse en contacto con nuestra Junta, envíe un correo electrónico a: publicinput@harborrc.org

❖ Para localizar a su Coordinador de servicios visite: <https://www.harborrc.org/post/contact-our-staff>

❖ Para presentar una queja sobre el HRC, or uno de nuestros empleados, proveedores de servicios, o para solicitar una audiencia imparcial, vaya a: <https://www.harborrc.org/complaints>



CONTACT INFO

❖ **To contact the Executive Office:**

Patrick Ruppe, Executive Director	(310) 543-0632
Jennifer Lauro, Executive Assistant	(310) 543-0632
Jesus Jimenez, Bilingual Executive Office Assistant	(310) 543-0606

❖ **To contact our Board**, submit an email to:

publicinput@harborrc.org

❖ **To locate your Service Coordinator:**

<https://www.harborrc.org/post/contact-our-staff>

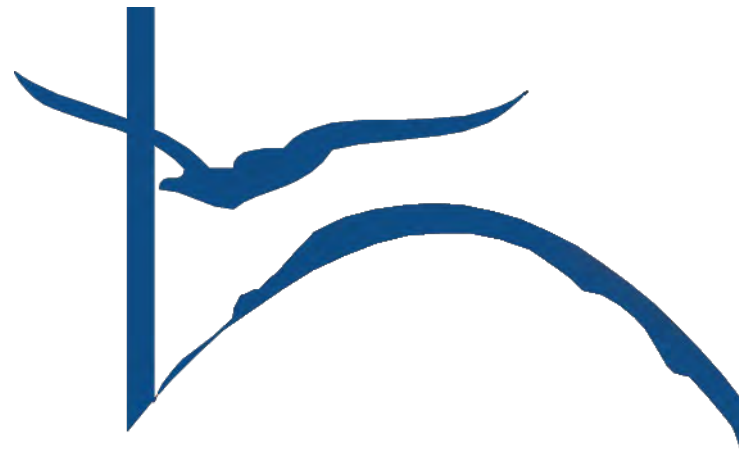
❖ **To file a complaint** about HRC, or one of our employees or service providers and or to request a Fair Hearing, go to:

<https://www.harborrc.org/complaints>





ADJOURNMENT



Next Business Meeting of the Board

May 16, 2023