



WELCOME



Harbor Developmental Disabilities Foundation

May 17, 2022



MAY MEETING OF THE BOARD OF TRUSTEES

TUESDAY, May 17, 2022 @ 6:30 p.m.

Via ZOOM Webinar

https://us06web.zoom.us/webinar/register/WN_sm1WG8JuRyGIZII5PMSEZA

A G E N D A

- 1. **CALL TO ORDER & INTRODUCTIONS.....CHRISTOPHER PATAY, President**
- 2. **MINUTES OF THE MARCH 15, 2022 MEETING.....RON BERGMANN, Secretary**
- 3. **TREASURER'S REPORT.....FU-TIEN CHIOU, Treasurer**
- 4. **EXECUTIVE REPORT*.....PATRICK RUPPE, Executive Director**
 - Elections: Client Gordon Cardona Conflict of Interest Resolution Plan (seated in March) & Community Member Laurie Zaleski (seat in July)
 - Resolution for Board Approval: Line of Credit & two Purchase of Service Contracts
 - Updated HRC Policy for Board Approval: Socialization, Leisure & Recreational (per DDS)
 - Presentation: Conflict of Interest, Zero Tolerance & Whistleblower Policies
- 5. **COMMITTEE REPORTS:**
 - a) **ARCA.....JOE CZARSKE, LIAISON**
 - b) **AUDIT.....LAVELLE GATES, CHAIRPERSON**
 - c) **BOARD DEVELOPMENT*JOE CZARSKE, CHAIRPERSON**
 - d) **BOARD PLANNING.....KIM VUONG, CHAIRPERSON**
 - e) **CLIENT ADVISORY.DAVID GAUTHIER, CHAIRPERSON**
 - f) **CLIENT SERVICES.....FU-TIEN CHIOU, CHAIRPERSON**
 - g) **COMMUNITY RELATIONS.....ANN LEE, CHAIRPERSON**
 - h) **RETIREMENT.....FU-TIEN CHIOU, CHAIRPERSON**
 - i) **SELF-DETERMINATION.....ANTOINETTE PEREZ, LIAISON**
 - j) **SERVICE PROVIDER ADVISORY.....PAUL QUIROZ, CHAIRPERSON**
- 6. **PUBLIC INPUT/ANNOUNCEMENTS**
- 7. **CLOSED SESSION.....CHRISTOPHER PATAY, President**
 - Labor Negotiations
- 8. **ADJOURNMENT – 8:00 p.m.**

*indicates action



MINUTES

March 15, 2022



Ron Bergmann, HDDF Secretary



**MINUTES OF THE MARCH 15, 2022 MEETING OF THE BOARD OF TRUSTEES
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><u>BOARD PRESENT:</u> Mr. Ron Bergmann, <i>Secretary</i> Mr. Fu-Tien Chiou, <i>Treasurer</i> Mr. Joe Czarske, Board Member Dr. James Flores, Board Member Dr. Marco Garcia, Board Member Mr. David Gauthier, Board Member Mr. Jeffrey Herrera, Board Member Ms. Patricia Jordan, Board Member Ms. Ann Lee, Ph.D, <i>Vice-President</i> Mr. Christopher Patay, <i>President</i> Ms. Paul Quiroz, Board Member Ms. Kim Vuong, Board Member</p>	<p><u>BOARD ABSENT:</u> Mr. La Velle Gates, Board Member Ms. Jackie Solorio, Board Member</p>
<p><u>STAFF PRESENT:</u> Mr. Patrick Ruppe, Executive Director Ms. Thao Mailloux, Director of Information & Development Ms. Judy Wada, Chief Financial Officer Ms. Heather Diaz, Director of Community Services Ms. LaWanna Blair, Director of Early Childhood Services Ms. Judy Samana Taimi, Director of Adult Services Ms. Mary Hernandez, Director of Case Management Support Services Mr. Mike Ikegami, Director of Information & Technology Mr. Richard Malin, Manager of IT Ms. Jennifer Lauro, Executive Assistant Mr. Jesus Jimenez, Department Assistant Executive Office</p>	<p><u>STAFF ABSENT:</u> Ms. Antoinette Perez, Director of Children’s Services</p>

<p><u>GUESTS:</u> Aimee Fabila, HRC Staff Alejandra Palacios, HRC Staff Ana Mendoza, HRC Staff Ana Paz, HRC Staff Anayantzin Salgado, HRC Staff Amy Canal, HRC Staff Christina Montgomery, HRC Staff Cindy Garcia, HRC Staff Cinthia Lara, HRC Staff Claudia Morales-Aragon, HRC Staff Elizabeth Estrada, HRC Staff Emma Robins, HRC Staff Evelyn Carrilo, HRC Staff Felisa Cedillo, HRC Staff Frances Gomez, HRC Staff Iliana Crane, HRC Staff Jacqueline Alcala, HRC Staff Jasmin Maravilla, HRC Staff Jessica Ponce, HRC Staff Karen Ruiz, HRC Staff Kiara Martinez, HRC Staff</p>	<p><u>GUESTS continued:</u> Kristine Pabustan, HRC Staff Laura Suarez, HRC Staff Lela Hahn, HRC Staff Lizbeth Moreno, HRC Staff Lourdez Zambrano, HRC Staff Maricruz Acosta, HRC Staff Maria Benitez, HRC Staff Maria Mandujano, HRC Staff Mayra Hernandez, HRC Staff Michelle Rojas, HRC Staff Moises Sandoval, HRC Staff Monica Cruz-Hernand, HRC Staff Monica Sanchez, HRC Staff Nancy Limon, HRC Staff Nicole Perez, HRC Staff Rosa Reyes, HRC Staff Stephany Galarza, HRC Staff Teresa Alvarez, HRC Staff Vanessa Galvez, HRC Staff Yessica Toscano, HRC Staff</p>
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CALL TO ORDER

Mr. Patay called the Board to order at 6:30 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 chat feature.

Mr. Patay reminded the Board Members that our next meeting is a training on April 19, 2022 and not a regular business meeting. The next regular business meeting of the Board will be on May 17, 2022.

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

PRESENTATION OF MINUTES

Mr. Bergmann presented the draft minutes of the January 18, 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 JANURARY 18, 2022 BOARD MEETING were received and filed.

PRESENTATION OF FINANCIALS

Mr. Chiou reviewed the following financial statements, which were received and filed:

- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated November 2021
- Harbor Regional Center Functional Expense Summary, dated November 2021
- Harbor Regional Center POS Contract Summary, dated November 2021
- Harbor Regional Center Line Item Report, dated November 2021
- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated December 2021
- Harbor Regional Center Functional Expense Summary, dated December 2021
- Harbor Regional Center POS Contract Summary, dated December 2021
- Harbor Regional Center Line Item Report, dated December 2021
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2021-22

EXECUTIVE REPORT

1. COVID 19 TRENDS:

Mr. Ruppe updated the Board on the latest COVID 19 trends and vaccination statistics, specifically how Harbor Regional Center is currently in full compliance with local, state and federal COVID vaccination directives. Mr. Ruppe stated that due to a swing in the positivity rate, HRC will restart our return to the office plan and indicated that as of March 14th, staff have returned to the office on a hybrid schedule. The hybrid schedule takes into account staff work functions to determine the amount of time staff are in the office. Mr. Ruppe advised that HRC understands that even with this type of schedule, flexibility is needed and staff are encouraged to work with their managers to address any individual issues that may arise.

2. BUDGET UPDATES:

Mr. Ruppe summarized the major issues and key highlights of the latest budget hearings of the Assembly and Senate Budget Subcommittees.

3. CORRECTION TO APPROVED CONTRACT

Mr. Ruppe called the Board's attention to a contract that the Board approved at the September 21, 2021 Board Meeting. The contract was for the development of a Crisis program known as START and the start-up funds were awarded to the University of New Hampshire designated as Purchase of Service, but the regional centers were advised after the contract was approved that to claim the funds we would need to claim as Operations instead. Mr. Ruppe advised that as the contract has been approved, a revote is not required; however the intention of bringing this to the Board tonight is to have the record reflect the correct designation of Operations and not Purchase of Service.

4. HARBOR REGIONAL CENTER SERVICE POLICY – NEW PERSONAL ASSISTANCE/CARE SERVICES:

Mr. Ruppe referred the Board to the new Personal Assistance/Care Service draft policy which outlines that generic resources, such as IHSS, still need to be accounted for and that this service is not designated to meet the respite needs of the parents or caregivers. Our Client Services Committee reviewed the draft Personal Assistance/Care service policy, needs assessment guidelines and tool in November and provided feedback and recommendations which were incorporated and presented again at the January Client Services Committee. Mr. Ruppe requested that the Board take action to approve the new policy.

Dr. Lee moved to approve the new Personal Assistance/Care Services draft policy and Mr. Chiou seconded the motion, which was unanimously approved by the Board.

5. HARBOR REGIONAL CENTER SERVICE POLICY – UPDATED INSURANCE, CO-PAYMENTS, CO-INSURANCE AND DEDUCTIBLES:

Mr. Ruppe referred the Board to the updated Insurance, Co-Payments, Co-Insurance and Deductibles draft policy and advised that the policy had to be updated since being approved in 2017 due to new Early Start regulations now requiring regional centers to cover any co-payments, co-insurance and deductibles that families are being charged when accessing required Early Start services through their insurance. The modification to the policy is being made to reflect the current regulation. Mr. Ruppe requested that the Board take action to approve the updated policy.

Ms. Vuong moved to approve the updated Insurance, Co-Payments, Coinsurance and Deductibles policy and Ms. Jordan seconded the motion, which was unanimously approved by the Board.

6. HARBOR REGIONAL CENTER SERVICE POLICY – UPDATED GENERAL STANDARDS: Mr. Ruppe informed that our General Standards policy documents our philosophy on how we approach all request for services. However, this policy did not incorporate language on exceptions to most individual services policies and is being brought to the Board tonight to show that additional language has been incorporated to further empower the IFSP/IPP to make any needed exceptions to address an individual's unique needs. Mr. Ruppe requested that the Board take action to approve the updated policy.

Mr. Bergmann moved to approve the updated General Standards policy and Dr. Flores seconded the motion, which was unanimously approved by the Board.

7. BOARD GOVERNANCE presentation:

Mr. Ruppe made a presentation to the Board on Board Governance.

COMMITTEE REPORTS

A. ARCA

Mr. Czarske summarized the main topics of the last ARCA meeting and noted that the conversation focused primarily on the state budget.

B. AUDIT

In Mr. Gate's absence, Mr. Patay advised that the audit committee has not met since our last board meeting and there is no report.

C. BOARD DEVELOPMENT

Mr. Czarske, informed that the Committee met in February and March to discuss board recruitment. Mr. Czarske advised that at the February meeting, the Committee reviewed several board applications and recommended the interview of Client Gordon Cardona at the March Committee meeting. Mr. Czarske informed that the Committee conducted an interview of Mr. Cardona, who has a Bachelor's Degree in Business Administration from CSULA and who has served as Vice Chair for ACCESS Community Advisory Committee, who was Communications Director for "The Recables", a Ski Club for individuals with disabilities and who was Vice President of Communications for LA Council on Ski Clubs. The Board Development Committee recommends that Mr. Cardona be elected to serve on the Board of Trustees and asked that the Board vote to elect Mr. Cardona. The Board took a vote and unanimously voted that Mr. Cardona serve on the Board for a two year term of service beginning July 1, 2022 to June 30, 2024.

D. BOARD PLANNING & COMMUNITY RELATIONS (JOINT)

Ms. Mailloux reported that the Board Planning and Community Relations Committee will be combined until further notice and that there was no meeting of these joint committees since the last Board meeting; however Ms. Mailloux reminded the Board 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 23, 2022 from 10:00 am to 12:00 pm via zoom webinar. Register in advance for this webinar: https://us06web.zoom.us/webinar/register/WN_AoMk1BatRqGHNsCmPvxHeQ
- March 30, 2022 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: https://us06web.zoom.us/webinar/register/WN_ui7saWLVsv-du8tzK6pAkA

E. CLIENT ADVISORY

In Mr. Gauthier's absence, Ms. Taimi informed that the Client Advisory Committee met on February 17, 2022 and mainly discussed issues and updates regarding Special Incident Reporting, the Self-Determination program, diversity and inclusion and forensic supports.

F. CLIENT SERVICES

Mr. Chiou summarized the January and February meetings which mainly focused on funding for personal care services and the new HRC policy on Personal Assistance/Care Services.

G. RETIREMENT

Mr. Chiou reported on the Retirement Plan balances as of December 31, 2021.

H. SELF-DETERMINATION ADVISORY

In Ms. Perez's absence, Ms. Taimi advised the Board that the Self-Determination Advisory continues to meet monthly via zoom and provided an update on the January and February meetings.

I. SERVICE PROVIDER ADVISORY

Mr. Quiroz reported that the Committee met on February 2, 2022 and summarized the highlights of the meeting, which was a review of the National Core Indicators, upcoming DDS Statewide Survey, budget updates, FY 2022-23 Governor's Budget Highlights update and rate study. Additionally, the Committee were updated on DCS reorganization, outreach, covid and HRC vaccine clinics status. Lastly, Mr. Ruppe, who attended, honored Harry Van Loon, Executive Director at ARC Long Beach for his 38 years of dedication and contribution to services he provided to clients and regional centers. Mr. Ruppe also recognized Ms. Nancy Spiegel, former HRC Director of Information and Development, who is retiring after 41 years of dedication and service to HRC.

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 two (2) attendee request to address the Board through the Zoom Chat this evening.

CLOSED SESSION

Mr. Patay advised that the Board will not go into a closed session.

ADJOURNMENT 8:13 p.m.

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

Submitted by: _____

Ron Bergmann, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation



FINANCIALS



Fu-Tien Chiou, HDDDF Treasurer

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2021-22
Jan-22**

	FY 2021-22 C-2 Allocation	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 31,430,425	\$ 3,205,141	\$ 16,925,867	\$ 31,430,425	\$ -
Operating Expenses	9,378,523	581,076	4,742,189	9,378,523	-
less other income	<u>(279,482)</u>	<u>(16,239)</u>	<u>(140,717)</u>	<u>(279,482)</u>	<u>-</u>
Total Operations	40,529,466	3,769,978	21,527,338	40,529,466	-
Purchase of Service					
Regular*	285,728,988	22,290,822	135,902,360	269,667,979	16,061,009
Compliance with HCBS Regulations **	-	-	-	1,089,285	(1,089,285)
less other income	<u>(2,529,234)</u>	<u>(206,269)</u>	<u>(1,488,964)</u>	<u>(2,529,234)</u>	<u>-</u>
Subtotal Regular	283,199,754	22,084,553	134,413,395	268,228,030	14,971,724
CPP/CDRP/START***	<u>1,235,000</u>	<u>32,116</u>	<u>32,116</u>	<u>2,535,020</u>	<u>(1,300,020)</u>
Total Purchase of Service	284,434,754	22,116,669	134,445,511	270,763,050	13,671,704
TOTAL	\$ 324,964,220	\$ 25,886,647	\$ 155,972,850	\$ 311,292,516	\$ 13,671,704
% of Budget	100.00%	7.97%	48.00%	95.79%	

* The Projected Annual Expenses for Regular POS is based on actual expenditures through January 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 approximately \$658,000 from the prior month financial report.

The PEP does not include a projection for Regular POS related to the upcoming Rate Adjustments. DDS/HMA-Burns is gathering information to update the rate models developed in the original Vendor Rate Study (ABX 2-1). Under AB 136, rate adjustments will be implemented over a 3 year period. Effective April 1, 2022, rates for applicable services will receive an increase equal to 25% of the difference between the March 31, 2022 rate and the rate model amount. DDS/HMA-Burns will calculate the rate increases for each eligible service provider.

** On March 18, 2022, DDS notified HRC of the approval of Home and Community-Based Services (HCBS)-Provider Funding Concepts. 8 service providers were approved for \$1.089 million in funding.

*** Funding for the START projects to develop Crisis Support Services was included in the Regular Operations allocation. For the Monthly Financial Report START is shown under Start-up.

On April 4, 2022, DDS notified HRC of the approval of \$1.3 million in Community Placement Plan (CPP) and Community Resource Development Plan (CRDP) funds for Start-up for FY 2021-22.

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

	<u>FY 2021-22 C-2 Allocation</u>	<u>Net Expended Month</u>	<u>Y-T-D</u>	<u>Projected Expenses</u>	<u>Proj. Annual Expenses</u>	<u>Proj. Funds Available</u>
Purchase of Service:						
Residential care facilities	\$ 110,573,110	\$ 8,107,836	\$ 55,808,482	\$ 48,937,688	\$ 104,746,170	\$ 5,826,940
Day programs	82,864,053	6,121,228	41,758,844	35,090,027	76,848,871	6,015,182
Other purchased services	92,291,825	8,061,757	38,335,034	50,827,189	89,162,223	3,129,602
TOTAL PURCHASE OF SERVICE	285,728,988	22,290,822	135,902,360	134,854,904	270,757,264	14,971,724
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 1,235,000	\$ 32,116	\$ 32,116	2,502,904	\$ 2,535,020	\$ (1,300,020)
Salaries and Related Expenses:						
Salaries	24,438,992	2,591,708	13,067,618	11,371,374	24,438,992	-
Employee health and retirement benefits	6,729,469	590,264	3,671,023	3,058,446	6,729,469	-
Payroll taxes	261,964	23,170	187,226	74,738	261,964	-
Total Salaries and related expenses	31,430,425	3,205,141	16,925,867	14,504,559	31,430,425	-
Operating expenses:						
Facility Rent	5,363,775	413,458	3,243,150	2,120,625	5,363,775	-
Equipment and facility maintenance	622,679	29,134	246,576	376,103	622,679	-
Equipment purchases	329,986	17,030	58,593	271,393	329,986	-
General	1,718,690	46,743	306,966	1,411,724	1,718,690	-
Communication	493,351	21,122	293,478	199,873	493,351	-
Contract and consultant fee	50,945	3,450	26,313	24,633	50,945	-
General office expenses	235,754	18,354	159,670	76,084	235,754	-
Staff travel	38,496	735	3,136	35,360	38,496	-
Legal fees	68,958	14,437	33,451	35,507	68,958	-
Printing	107,960	1,134	95,870	12,090	107,960	-
Insurance	276,553	12,449	220,961	55,592	276,553	-
Accounting fees	61,992	3,000	46,000	15,992	61,992	-
Board expenses	9,384	30	8,027	1,357	9,384	-
Total Operating expenses	9,378,523	581,076	4,742,189	4,636,334	9,378,523	-
TOTAL OPERATIONS	40,808,948	3,786,217	21,668,056	19,140,892	40,808,948	-
TOTAL EXPENSES	\$ 327,772,936	\$ 26,109,155	\$ 157,602,531	\$ 156,498,701	\$ 314,101,232	\$ 13,671,704
Revenues:						
ICF SPA Income	\$ (2,529,234)	\$ (206,269)	\$ (1,488,964)	\$ (1,040,270)	\$ (2,529,234)	-
Other income	(279,482)	(16,239)	(140,717)	(138,765)	(279,482)	-
TOTAL REVENUES	\$ (2,808,716)	\$ (222,507)	\$ (1,629,682)	\$ (1,179,034)	\$ (2,808,716)	-
TOTAL	\$ 324,964,220	\$ 25,886,647	\$ 155,972,850	\$ 155,319,666	\$ 311,292,516	\$ 13,671,704

Client Caseload

Month End Caseload

16,352

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

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2021-22	C-2	Reg POS	\$ 283,199,754	\$ 134,413,395	\$ 148,786,359	\$ 132,725,350	\$ 16,061,009
		CPP/CDRP/START	1,235,000	32,116	1,202,884	2,502,904	(1,300,020)
		HCBS Compliance	-	-	-	1,089,285	(1,089,285)
		TOTAL	<u>\$ 284,434,754</u>	<u>\$ 134,445,511</u>	<u>\$ 149,989,243</u>	<u>\$ 136,317,539</u>	<u>\$ 13,671,704</u>
2020-21	B-4	Reg POS	\$ 251,586,681	\$ 243,215,514	\$ 8,371,167	\$ 747,255	\$ 7,623,912
		CPP/CDRP	794,841	289,996	504,845	504,845	-
		HCBS Compliance	514,360	49,500	464,860	464,860	-
		TOTAL	<u>\$ 252,895,882</u>	<u>\$ 243,555,010</u>	<u>\$ 9,340,872</u>	<u>\$ 1,716,960</u>	<u>\$ 7,623,912</u>
2019-20	A-7	Reg POS	\$ 223,767,932	\$ 219,682,558	\$ 4,085,374	\$ 204,827	\$ 3,880,547
		CPP	2,452,990	1,932,132	520,858	493,019	27,839
		HCBS Compliance	-	-	-	-	-
		TOTAL	<u>\$ 226,220,922</u>	<u>\$ 221,614,690</u>	<u>\$ 4,606,232</u>	<u>\$ 697,846</u>	<u>\$ 3,908,386</u>

**HARBOR REGIONAL CENTER
LINE ITEM REPORT
Jan-22**

	FY 2021-22 C-2 Allocation	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	\$ 110,573,110	\$ 8,107,836	\$ 55,808,482	\$ 48,937,688	\$ 104,746,170	\$ 5,826,940
430** Day Programs	82,864,053	6,121,228	41,758,844	35,090,027	76,848,871	6,015,182
6505* Transportation	9,701,353	684,397	4,616,187	3,872,081	8,488,268	1,213,085
650** Other Services	75,103,212	5,019,875	30,069,195	43,258,930	73,328,125	1,775,087
Various COVID-19 Related	7,487,260	2,357,485	3,649,651	2,606,894	6,256,545	1,230,715
TBD HCBS Compliance	-	-	-	1,089,285	1,089,285	(1,089,285)
Subtotal Regular POS	<u>285,728,988</u>	<u>22,290,822</u>	<u>135,902,360</u>	<u>134,854,904</u>	<u>270,757,264</u>	<u>14,971,724</u>
Revenue						
20090 ICF SPA Income	(2,529,234)	(206,269)	(1,488,964)	(1,040,270)	(2,529,234)	-
TOTAL PURCHASE OF SERVICE	<u>283,199,754</u>	<u>22,084,553</u>	<u>134,413,395</u>	<u>133,814,635</u>	<u>268,228,030</u>	<u>14,971,724</u>
Community Placement & Program Development						
32010 Start Up	-	-	-	1,300,020	1,300,020	(1,300,020)
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	1,135,000	32,116	32,116	1,102,884	1,135,000	-
TOTAL CPP/CDRP/START	<u>1,235,000</u>	<u>32,116</u>	<u>32,116</u>	<u>2,502,904</u>	<u>2,535,020</u>	<u>(1,300,020)</u>
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	24,438,992	2,591,708	13,067,618	11,371,374	24,438,992	-
2503- Benefits	6,991,433	613,434	3,858,248	3,133,185	6,991,433	-
Subtotal Salaries & Benefits	<u>31,430,425</u>	<u>3,205,141</u>	<u>16,925,867</u>	<u>14,504,559</u>	<u>31,430,425</u>	<u>-</u>
Operating Expenses						
30020 Equipment Maint	389,981	19,956	151,923	238,058	389,981	-
30030 Facility Rental	5,242,522	404,902	3,135,593	2,106,929	5,242,522	-
30035 Facility Rent Subleases	121,253	8,557	107,557	13,696	121,253	-
30040 Facility Maint	232,698	9,177	94,653	138,045	232,698	-
30050 Communication	493,351	21,122	293,478	199,873	493,351	-
30060 General Office Exp	122,038	13,077	114,013	8,025	122,038	-
30070 Printing	107,960	1,134	95,870	12,090	107,960	-
30080 Insurance	276,553	12,449	220,961	55,592	276,553	-
30090 Utilities	11,849	793	8,658	3,191	11,849	-
30110 Data Processing Maint	86,081	1,300	31,331	54,750	86,081	-
30123 Interest/Bank Expense	15,786	3,184	5,667	10,119	15,786	-
30140 Legal Fees	68,958	14,437	33,451	35,507	68,958	-
30150 Board of Dir. Exp	9,384	30	8,027	1,357	9,384	-
30160 Accounting Fees	61,992	3,000	46,000	15,992	61,992	-
30170 Equipment Purchases	329,986	17,030	58,593	271,393	329,986	-
30180 Contr/Consult Services	50,945	3,450	26,313	24,633	50,945	-
30184 Clinical Services	147,014	-	33,356	113,658	147,014	-
30185 Employee Conferences	9,304	-	7,929	1,375	9,304	-
30220 Travel in State	11,496	14	60	11,436	11,496	-
30223 Staff Mileage	27,000	721	3,076	23,924	27,000	-
30230 ARCA Dues	93,411	-	-	93,411	93,411	-
30240 General Expenses	968,961	23,122	138,133	830,828	968,961	-
30241 Diversity Funding	-	-	-	-	-	-
30247 General Exp C19 SOE	500,000	23,621	127,548	372,452	500,000	-
Subtotal Operating Expenses	<u>9,378,523</u>	<u>581,076</u>	<u>4,742,189</u>	<u>4,636,334</u>	<u>9,378,523</u>	<u>-</u>
Other Revenue						
20040 Interest Income	(104,494)	(2,565)	(21,209)	(83,285)	(104,494)	-
20050 Other Income	(6,439)	(300)	(2,908)	(3,531)	(6,439)	-
20055 Other Income-Subleases	(109,562)	(7,151)	(88,843)	(20,719)	(109,562)	-
20100 ICF SPA Admin Fee	(58,987)	(6,222)	(27,757)	(31,230)	(58,987)	-
Subtotal Other Revenue	<u>(279,482)</u>	<u>(16,239)</u>	<u>(140,717)</u>	<u>(138,765)</u>	<u>(279,482)</u>	<u>-</u>
TOTAL OPERATIONS	<u>40,529,466</u>	<u>3,769,978</u>	<u>21,527,338</u>	<u>19,002,128</u>	<u>40,529,466</u>	<u>-</u>
TOTAL	\$ 324,964,220	\$ 25,886,647	\$ 155,972,850	\$ 155,319,666	\$ 311,292,516	\$ 13,671,704
% of Budget	100.00%	7.97%	48.00%	47.80%	95.79%	4.21%

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2021-22
Feb-22**

	FY 2021-22 C-2 Allocation	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 31,430,425	\$ 2,205,071	\$ 19,130,937	\$ 31,430,425	\$ -
Operating Expenses	9,378,523	625,848	5,368,037	9,378,523	-
less other income	<u>(279,482)</u>	<u>(17,528)</u>	<u>(158,245)</u>	<u>(279,482)</u>	<u>-</u>
Total Operations	40,529,466	2,813,391	24,340,729	40,529,466	-
Purchase of Service					
Regular*	285,728,988	20,873,712	156,776,072	267,324,925	18,404,063
Compliance with HCBS Regulations **	-	-	-	1,089,285	(1,089,285)
less other income	<u>(2,529,234)</u>	<u>(197,929)</u>	<u>(1,686,894)</u>	<u>(2,529,234)</u>	<u>-</u>
Subtotal Regular	283,199,754	20,675,783	155,089,178	265,884,976	17,314,778
CPP/CDRP/START***	<u>1,235,000</u>	<u>32,116</u>	<u>64,232</u>	<u>2,535,020</u>	<u>(1,300,020)</u>
Total Purchase of Service	284,434,754	20,707,899	155,153,410	268,419,996	16,014,758
TOTAL	\$ 324,964,220	\$ 23,521,290	\$ 179,494,140	\$ 308,949,462	\$ 16,014,758
% of Budget	100.00%	7.24%	55.24%	95.07%	

* The Projected Annual Expenses for Regular POS is based on actual expenditures through February 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 approximately \$2.3 million from the prior month financial report.

The PEP does not include a projection for Regular POS related to the upcoming Rate Adjustments. DDS/HMA-Burns is gathering information to update the rate models developed in the original Vendor Rate Study (ABX 2-1). Under AB 136, rate adjustments will be implemented over a 3 year period. Effective April 1, 2022, rates for applicable services will receive an increase equal to 25% of the difference between the March 31, 2022 rate and the rate model amount. DDS/HMA-Burns will calculate the rate increases for each eligible service provider.

** On March 18, 2022, DDS notified HRC of the approval of Home and Community-Based Services (HCBS)-Provider Funding Concepts. 8 service providers were approved for \$1.089 million in funding.

*** Funding for the START projects to develop Crisis Support Services was included in the Regular Operations allocation. For the Monthly Financial Report START is shown under Start-up.

On April 4, 2022, DDS notified HRC of the approval of \$1.3 million in Community Placement Plan (CPP) and Community Resource Development Plan (CRDP) funds for Start-up for FY 2021-22.

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

	FY 2021-22 C-2 Allocation	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 109,605,709	\$ 7,628,245	\$ 63,436,727	\$ 40,429,519	\$ 103,866,246	\$ 5,739,463
Day programs	82,159,355	5,894,470	47,653,314	29,627,721	77,281,035	4,878,320
Other purchased services	93,963,924	7,350,997	45,686,031	41,580,898	87,266,929	6,696,995
TOTAL PURCHASE OF SERVICE	285,728,988	20,873,712	156,776,072	111,638,138	268,414,210	17,314,778
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 1,235,000	\$ 32,116	\$ 64,232	2,470,788	\$ 2,535,020	\$ (1,300,020)
Salaries and Related Expenses:						
Salaries	24,438,992	1,694,335	14,761,953	9,677,039	24,438,992	-
Employee health and retirement benefits	6,729,469	487,565	4,157,439	2,572,030	6,729,469	-
Payroll taxes	261,964	23,170	211,545	50,419	261,964	-
Total Salaries and related expenses	31,430,425	2,205,071	19,130,937	12,299,488	31,430,425	-
Operating expenses:						
Facility Rent	5,363,775	410,182	3,653,332	1,710,443	5,363,775	-
Equipment and facility maintenance	622,679	53,819	300,394	322,285	622,679	-
Equipment purchases	329,986	48,457	107,050	222,936	329,986	-
General	1,688,690	17,531	324,497	1,364,193	1,688,690	-
Communication	493,351	39,300	332,778	160,573	493,351	-
Contract and consultant fee	50,945	21,675	47,988	2,958	50,945	-
General office expenses	250,754	13,958	173,628	77,126	250,754	-
Staff travel	38,496	221	3,356	35,140	38,496	-
Legal fees	68,958	706	34,157	34,801	68,958	-
Printing	122,960	7,551	103,421	19,539	122,960	-
Insurance	276,553	12,449	233,410	43,143	276,553	-
Accounting fees	61,992	-	46,000	15,992	61,992	-
Board expenses	9,384	-	8,027	1,357	9,384	-
Total Operating expenses	9,378,523	625,848	5,368,037	4,010,486	9,378,523	-
TOTAL OPERATIONS	40,808,948	2,830,919	24,498,974	16,309,974	40,808,948	-
TOTAL EXPENSES	\$ 327,772,936	\$ 23,736,747	\$ 181,339,278	\$ 130,418,900	\$ 311,758,178	\$ 16,014,758
Revenues:						
ICF SPA Income	\$ (2,529,234)	\$ (197,929)	\$ (1,686,894)	\$ (842,340)	\$ (2,529,234)	-
Other income	(279,482)	(17,528)	(158,245)	(121,237)	(279,482)	-
TOTAL REVENUES	\$ (2,808,716)	\$ (215,457)	\$ (1,845,139)	\$ (963,577)	\$ (2,808,716)	-
TOTAL	\$ 324,964,220	\$ 23,521,290	\$ 179,494,140	\$ 129,455,322	\$ 308,949,462	\$ 16,014,758

Client Caseload

Month End Caseload

16,351

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

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2021-22	C-2	Reg POS	\$ 283,199,754	\$ 155,089,178	\$ 128,110,576	\$ 109,706,513	\$ 18,404,063
		CPP/CDRP/START	1,235,000	64,232	1,170,768	2,470,788	(1,300,020)
		HCBS Compliance	-	-	-	1,089,285	(1,089,285)
		TOTAL	<u>\$ 284,434,754</u>	<u>\$ 155,153,410</u>	<u>\$ 129,281,344</u>	<u>\$ 113,266,586</u>	<u>\$ 16,014,758</u>
2020-21	B-4	Reg POS	\$ 251,586,681	\$ 243,387,687	\$ 8,198,994	\$ 525,082	\$ 7,673,912
		CPP/CDRP	794,841	302,205	492,636	492,636	-
		HCBS Compliance	514,360	49,500	464,860	464,860	-
		TOTAL	<u>\$ 252,895,882</u>	<u>\$ 243,739,392</u>	<u>\$ 9,156,490</u>	<u>\$ 1,482,578</u>	<u>\$ 7,673,912</u>
2019-20	A-7	Reg POS	\$ 223,767,932	\$ 219,673,495	\$ 4,094,437	\$ 154,827	\$ 3,939,610
		CPP	2,452,990	1,994,923	458,067	430,228	27,839
		HCBS Compliance	-	-	-	-	-
		TOTAL	<u>\$ 226,220,922</u>	<u>\$ 221,668,419</u>	<u>\$ 4,552,503</u>	<u>\$ 585,055</u>	<u>\$ 3,967,449</u>

HARBOR REGIONAL CENTER
LINE ITEM REPORT
Feb-22

	FY 2021-22 C-2 Allocation	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	\$ 109,605,709	\$ 7,628,245	\$ 63,436,727	\$ 40,429,519	\$ 103,866,246	\$ 5,739,463
430** Day Programs	82,159,355	5,894,470	47,653,314	29,627,721	77,281,035	4,878,320
6505* Transportation	9,618,855	639,728	5,255,915	3,196,690	8,452,605	1,166,250
650** Other Services	75,772,471	5,404,711	35,473,906	34,816,818	70,290,724	5,481,747
Various COVID-19 Related	8,572,598	1,306,558	4,956,210	2,478,105	7,434,315	1,138,283
TBD HCBS Compliance	-	-	-	1,089,285	1,089,285	(1,089,285)
Subtotal Regular POS	<u>285,728,988</u>	<u>20,873,712</u>	<u>156,776,072</u>	<u>111,638,138</u>	<u>268,414,210</u>	<u>17,314,778</u>
Revenue						
20090 ICF SPA Income	(2,529,234)	(197,929)	(1,686,894)	(842,340)	(2,529,234)	-
TOTAL PURCHASE OF SERVICE	<u>283,199,754</u>	<u>20,675,783</u>	<u>155,089,178</u>	<u>110,795,798</u>	<u>265,884,976</u>	<u>17,314,778</u>
Community Placement & Program Development						
32010 Start Up	-	-	-	1,300,020	1,300,020	(1,300,020)
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	1,135,000	32,116	64,232	1,070,768	1,135,000	-
TOTAL CPP/CDRP/START	<u>1,235,000</u>	<u>32,116</u>	<u>64,232</u>	<u>2,470,788</u>	<u>2,535,020</u>	<u>(1,300,020)</u>
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	24,438,992	1,694,335	14,761,953	9,677,039	24,438,992	-
2503- Benefits	6,991,433	510,735	4,368,984	2,622,449	6,991,433	-
Subtotal Salaries & Benefits	<u>31,430,425</u>	<u>2,205,071</u>	<u>19,130,937</u>	<u>12,299,488</u>	<u>31,430,425</u>	<u>-</u>
Operating Expenses						
30020 Equipment Maint	389,981	20,454	172,377	217,604	389,981	-
30030 Facility Rental	5,242,522	404,334	3,539,927	1,702,595	5,242,522	-
30035 Facility Rent Subleases	121,253	5,848	113,405	7,848	121,253	-
30040 Facility Maint	232,698	33,365	128,018	104,680	232,698	-
30050 Communication	493,351	39,300	332,778	160,573	493,351	-
30060 General Office Exp	137,038	8,955	122,968	14,070	137,038	-
30070 Printing	122,960	7,551	103,421	19,539	122,960	-
30080 Insurance	276,553	12,449	233,410	43,143	276,553	-
30090 Utilities	11,849	841	9,499	2,350	11,849	-
30110 Data Processing Maint	86,081	4,050	35,381	50,700	86,081	-
30123 Interest/Bank Expense	15,786	112	5,779	10,007	15,786	-
30140 Legal Fees	68,958	706	34,157	34,801	68,958	-
30150 Board of Dir. Exp	9,384	-	8,027	1,357	9,384	-
30160 Accounting Fees	61,992	-	46,000	15,992	61,992	-
30170 Equipment Purchases	329,986	48,457	107,050	222,936	329,986	-
30180 Contr/Consult Services	50,945	21,675	47,988	2,958	50,945	-
30184 Clinical Services	147,014	9,051	42,407	104,607	147,014	-
30185 Employee Conferences	9,304	649	8,578	726	9,304	-
30220 Travel in State	11,496	-	60	11,436	11,496	-
30223 Staff Mileage	27,000	221	3,297	23,703	27,000	-
30230 ARCA Dues	93,411	-	-	93,411	93,411	-
30240 General Expenses	938,961	(3,147)	134,986	803,975	938,961	-
30241 Diversity Funding	-	-	-	-	-	-
30247 General Exp C19 SOE	500,000	10,978	138,526	361,474	500,000	-
Subtotal Operating Expenses	<u>9,378,523</u>	<u>625,848</u>	<u>5,368,037</u>	<u>4,010,486</u>	<u>9,378,523</u>	<u>-</u>
Other Revenue						
20040 Interest Income	(104,494)	(2,330)	(23,539)	(80,955)	(104,494)	-
20050 Other Income	(6,439)	(420)	(3,328)	(3,111)	(6,439)	-
20055 Other Income-Subleases	(109,562)	(9,962)	(98,805)	(10,757)	(109,562)	-
20100 ICF SPA Admin Fee	(58,987)	(4,816)	(32,573)	(26,414)	(58,987)	-
Subtotal Other Revenue	<u>(279,482)</u>	<u>(17,528)</u>	<u>(158,245)</u>	<u>(121,237)</u>	<u>(279,482)</u>	<u>-</u>
TOTAL OPERATIONS	<u>40,529,466</u>	<u>2,813,391</u>	<u>24,340,729</u>	<u>16,188,737</u>	<u>40,529,466</u>	<u>-</u>
TOTAL	\$ 324,964,220	\$ 23,521,290	\$ 179,494,140	\$ 129,455,322	\$ 308,949,462	\$ 16,014,758
% of Budget	100.00%	7.24%	55.24%	39.84%	95.07%	4.93%

**Harbor Developmental Disabilities Foundation
Harbor Help Fund**

**Statement of Activities
Fiscal Year 2021-22**

	FY 2019-20 TOTAL	FY 2020-21 TOTAL	FY 2021-22	
			Qtr Ending Mar 31, 2022	FY 2021-22 YTD TOTAL
Income				
Donations				
Employee Donations	\$ 11,588	\$ 11,091	\$ 2,999	\$ 9,971
Employee Donations - masks	4,330	480	-	-
Gift cards - in kind	4,225	-	-	7,000
General Donations	12,080	11,660	7,717	27,068
Staff Appreciation Day	5,000	-	-	-
Holiday Donations	26,570	61,423	1,845	25,338
Needy Families Campaign	27,390	12,993	-	150
Total Donations	<u>91,183</u>	<u>97,646</u>	<u>12,561</u>	<u>69,527</u>
Interest	<u>4,048</u>	<u>351</u>	<u>(445)</u>	<u>(551)</u>
Total Income	<u>95,231</u>	<u>97,997</u>	<u>12,116</u>	<u>68,976</u>
Expenses				
Holiday Giving Campaign	39,997	487	-	68,600
Needy Families - Gift cards	17,525	83,071	12,675	39,325
Mask purchase	1,500	-	-	-
Other expense	-	-	-	250
Grants to Clients	1,000	-	250	600
Total Expenses	<u>60,022</u>	<u>83,558</u>	<u>12,925</u>	<u>108,775</u>
Net Increase/(Decrease)	<u>\$ 35,210</u>	<u>\$ 14,439</u>	<u>\$ (809)</u>	<u>\$ (39,799)</u>
Beginning Balance	\$ 185,565	\$ 220,774	\$ 196,223	\$ 235,214
Income	95,231	97,997	12,116	68,976
Expenses	60,022	83,558	12,925	108,775
Ending Balance	<u>\$ 220,774</u>	<u>\$ 235,214</u>	<u>\$ 195,415</u>	<u>\$ 195,415</u>
Ending Balance Detail				
Cash	\$ 94,285	\$ 102,847	\$ 85,182	\$ 85,182
CD	100,939	100,342	99,232	99,232
Gift card inventory	25,200	31,675	10,500	10,500 ^A
Receivables	350	350	500	500
Total Balance	<u>\$ 220,774</u>	<u>\$ 235,214</u>	<u>\$ 195,415</u>	<u>\$ 195,415</u>

^A Needy Families Campaign includes gift cards purchased but not yet distributed.



EXECUTIVE REPORT



Patrick Ruppe, HRC Executive Director

May 17, 2022



BUDGET UPDATES

- May Revise *Highlights*
 - DDS Highlights- May 2022
 - Regional Centers and State Operated Facilities Estimate



Comparison of Enacted Budget to May Revision

FY 2021-22

FUND SOURCE:

	Enacted Budget	May Revision	Difference
A. General Fund			
1. General Fund Match	\$3,289,901	\$2,985,812	(\$304,089)
2. General Fund Other	\$2,942,004	\$2,908,135	(\$33,869)
3. General Fund Total (Item 1 and 2)	\$6,231,905	\$5,893,947	(\$337,958)
B. Reimbursements			
1. Home and Community-Based Services Waiver	\$2,805,082	\$2,913,190	\$108,108
2. Home and Community-Based Services Waiver Administration	\$21,514	\$19,821	(\$1,693)
3. Medicaid Administration	\$18,168	\$19,048	\$880
4. Targeted Case Management	\$271,487	\$284,024	\$12,537
5. Title XX Block Grant	\$213,421	\$213,421	\$0
<i>a. Social Services</i>	\$136,264	\$136,264	\$0
<i>b. Temporary Assistance for Needy Families</i>	\$77,157	\$77,157	\$0
6. Intermediate Care Facility-Developmentally Disabled State Plan Amendment	\$62,207	\$61,713	(\$494)
7. Intermediate Care Facility-Developmentally Disabled Quality Assurance Fees	\$10,503	\$9,717	(\$786)
8. 1915(i) State Plan Amendment	\$497,281	\$518,530	\$21,249
9. Early Periodic Screening Diagnosis and Treatment	\$31,946	\$23,761	(\$8,185)
10. Behavioral Health Treatment Fee-for-Service	\$13,492	\$13,501	\$9
11. Self-Determination Program Waiver	\$19,233	\$13,278	(\$5,955)
12. Reimbursements Total (Item 1 thru 11)	\$3,964,334	\$4,090,004	\$125,670
C. Program Development Fund/Parental Fees	\$204	\$204	\$0
D. Developmental Disabilities Services Account	\$150	\$150	\$0
E. Mental Health Service Fund	\$740	\$740	\$0
F. HCBS ARPA Funding			
1. HCBS ARPA	\$138,850	\$149,478	\$10,628
2. HCBS ARPA Reimbursements	\$88,614	\$87,618	(\$996)
3. HCBS ARPA Funding Total (Item 1 and 2)	\$227,464	\$237,096	\$9,632
G. Federal Funds			
1. Early Start Part C/Other Agency Costs	\$77,625	\$86,601	\$8,976
2. Foster Grandparent Program	\$1,140	\$1,140	\$0
3. Federal Funds Total (Item 1 and 2)	\$78,765	\$87,741	\$8,976
H. GRAND TOTAL	\$10,503,562	\$10,309,882	(\$193,680)

Comparison of FY 2021-22 to FY 2022-23

FUND SOURCE:

	FY 2021-22	FY 2022-23	Difference
A. General Fund			
1. General Fund Match	\$2,985,812	\$3,742,221	\$756,409
2. General Fund Other	\$2,908,135	\$3,515,036	\$606,901
3. General Fund Total (Item 1 and 2)	\$5,893,947	\$7,257,257	\$1,363,310
B. Reimbursements			
1. Home and Community-Based Services Waiver	\$2,913,190	\$2,992,251	\$79,061
2. Home and Community-Based Services Waiver Administration	\$19,821	\$21,574	\$1,753
3. Medicaid Administration	\$19,048	\$19,048	\$0
4. Targeted Case Management	\$284,024	\$313,240	\$29,216
5. Title XX Block Grant	\$213,421	\$213,421	\$0
<i>a. Social Services</i>	\$136,264	\$136,264	\$0
<i>b. Temporary Assistance for Needy Families</i>	\$77,157	\$77,157	\$0
6. Intermediate Care Facility-Developmentally Disabled State Plan Amendment	\$61,713	\$56,606	(\$5,107)
7. Intermediate Care Facility-Developmentally Disabled Quality Assurance Fees	\$9,717	\$9,717	\$0
8. 1915(i) State Plan Amendment	\$518,530	\$537,175	\$18,645
9. Early Periodic Screening Diagnosis and Treatment	\$23,761	\$26,164	\$2,403
10. Behavioral Health Treatment Fee-for-Service	\$13,501	\$13,501	\$0
11. Self-Determination Program Waiver	\$13,278	\$37,075	\$23,797
12. Reimbursements Total (Item 1 thru 11)	\$4,090,004	\$4,239,772	\$149,768
C. Program Development Fund/Parental Fees	\$204	\$434	\$230
D. Developmental Disabilities Services Account	\$150	\$150	\$0
E. Mental Health Service Fund	\$740	\$740	\$0
F. HCBS ARPA Funding			
1. HCBS ARPA	\$149,478	\$384,572	\$235,094
2. HCBS ARPA Reimbursements	\$87,618	\$250,777	\$163,159
3. HCBS ARPA Funding Total (Item 1 and 2)	\$237,096	\$635,349	\$398,253
G. Federal Funds			
1. Early Start Part C/Other Agency Costs	\$86,601	\$52,851	(\$33,750)
2. Foster Grandparent Program	\$1,140	\$1,140	\$0
3. Federal Funds Total (Item 1 and 2)	\$87,741	\$53,991	(\$33,750)
H. GRAND TOTAL	\$10,309,882	\$12,187,693	\$1,877,811

Population

FY 2021-22

<i>Actual Population as of January 2022</i>	Governor's Budget	FY 2021-22	Difference	Percent Change
Active Status (Age 3 & Older)	332,465	323,144	(9,321)	(2.80%)
Early Start (Birth through 35 Months)	53,966	48,244	(5,722)	(10.60%)
Total Community Population	386,431	371,388	(15,043)	(3.89%)

FY 2022-23

<i>Estimated Population as of January 2023</i>	Governor's Budget	FY 2022-23	Difference	Percent Change
Active Status (Age 3 & Older)	349,619	342,570	(7,049)	(2.02%)
Early Start (Birth through 35 Months)	58,015	57,915	(100)	(0.17%)
Total Community Population	407,634	400,485	(7,149)	(1.75%)

FY 2021-22 vs. FY 2022-23

<i>Actual Population as of January 2022</i> <i>Estimated Population as of January 2023</i>	FY 2021-22	FY 2022-23	Difference	Percent Change
Active Status (Age 3 & Older)	323,144	342,570	19,426	6.01%
Early Start (Birth through 35 Months)	48,244	57,915	9,671	20.05%
Total Community Population	371,388	400,485	29,097	7.83%

Comparison of FY 2021-22 to FY 2022-23

BUDGET ITEM:

A. Operations

Caseload Growth/Utilization

	FY 2021-22	FY 2022-23	Difference
1. Staffing Expenditures	\$833,073	\$864,489	\$31,416
2. Federal Compliance	\$48,349	\$49,271	\$922
3. Projects	\$32,171	\$34,396	\$2,225
4. Intermediate Care Facility-Developmentally Disabled Quality Assurance Fees Operations	\$1,647	\$1,647	\$0
5. Total Operations Caseload Growth (Items 1 thru 4)	\$915,240	\$949,803	\$34,563

Policy


6. Specialized Caseload Ratio	\$4,200	\$4,400	\$200
7. Specialized Home Monitoring	\$8,315	\$12,284	\$3,969
8. Trauma Informed Services for Foster Youth	\$1,600	\$1,600	\$0
9. START Training	\$10,215	\$0	(\$10,215)
10. Regional Center Emergency Coordinators	\$2,017	\$2,500	\$483
11. Community Navigators	\$5,300	\$5,300	\$0
12. Tribal Engagement for Early Start Services	\$500	\$500	\$0
13. Enhanced Service Coordination	\$12,800	\$14,172	\$1,372
14. Direct Service Professional Workforce Training and Development	\$4,300	\$4,300	\$0
15. Implicit Bias Training	\$7,029	\$7,029	\$0
16. Emergency Preparedness	\$4,300	\$1,050	(\$3,250)
17. Resources to Support Individuals Who Are Deaf	\$2,379	\$4,505	\$2,126
18. Employment Grant	\$14,706	\$0	(\$14,706)
19. Performance Incentives	\$3,676	\$87,500	\$83,824
20. Language Access and Cultural Competency	\$16,667	\$16,667	\$0
21. Health and Safety Waiver Assistance	\$4,412	\$4,412	\$0
22. Enrolling Vendors as Medicaid Providers	\$0	\$550	\$550
23. Reduced Caseload Ratio for Children through Age Five	\$0	\$51,084	\$51,084
24. Early Start – Part C to B Transitions	\$0	\$13,167	\$13,167
25. Service Access and Equity Grant Program	\$0	\$11,000	\$11,000
26. Promoting Workforce Stability	\$0	\$185,300	\$185,300
27. Enhanced Community Integration for Children and Adolescents	\$12,500	\$0	(\$12,500)
28. Forensic Diversion	\$534	\$534	\$0
29. Self-Determination Ongoing Implementation	\$7,800	\$7,800	\$0
30. Lanterman Act Provisional Eligibility Ages 3 and 4	\$7,600	\$8,145	\$545
31. Service Provider Rate Reform	\$12,647	\$12,647	\$0
32. Early Start Eligibility	\$0	\$2,530	\$2,530
33. Total Policy (Item 6 thru 32)	\$143,497	\$458,976	\$315,479
34. Total Operations (Item 5 and 33)	\$1,058,737	\$1,408,779	\$350,042

Comparison of FY 2021-22 to FY 2022-23

BUDGET ITEM:

	FY 2021-22	FY 2022-23	Difference
B. Purchase of Services			
Caseload Growth/Utilization			
1. Community Care Facilities	\$2,573,316	\$2,755,164	\$181,848
2. Medical Facilities	\$37,529	\$52,329	\$14,800
3. Day Programs	\$1,377,573	\$1,429,208	\$51,635
4. Habilitation Services	\$131,124	\$128,886	(\$2,238)
a. Work Activity Program	\$19,267	\$15,692	(\$3,575)
b. Supported Employment Program – Group Placement	\$74,498	\$70,704	(\$3,794)
c. Supported Employment Program – Individual Placement	\$37,359	\$42,490	\$5,131
5. Transportation	\$373,382	\$472,885	\$99,503
6. Support Services	\$2,255,873	\$2,480,167	\$224,294
7. In-Home Respite	\$1,100,875	\$1,304,544	\$203,669
8. Out-of-Home Respite	\$68,580	\$64,848	(\$3,732)
9. Health Care	\$208,407	\$251,274	\$42,867
10. Miscellaneous Services	\$680,098	\$765,888	\$85,790
11. Intermediate Care Facility-Developmentally Disabled Quality Assurance Fees Purchase of Services	\$8,893	\$8,893	\$0
12. Total POS Caseload Growth (Item 1 thru 11)	\$8,815,650	\$9,714,086	\$898,436
Policy			
13. Ongoing Purchase of Service Items	\$46,000	\$46,000	\$0
14. Electronic Visit Verification Penalty	\$10,220	\$0	(\$10,220)
15. Health Facility Rate Increase	\$1,103	\$1,421	\$318
16. SB 3, Minimum Wage Increase, Effective January 1, 2022	\$101,228	\$228,357	\$127,129
17. Youth Returning from Out-of-State Foster Care	\$1,800	\$1,800	\$0
18. Bilingual Differentials for Direct Service Professionals	\$3,600	\$7,200	\$3,600
19. Social Recreation and Camping Services	\$26,532	\$51,868	\$25,336
20. SB 3, Minimum Wage Increase, Effective January 1, 2023	\$0	\$4,064	\$4,064
21. SB 3, Effective January 1, 2023, Consumer Price Index Adj	\$0	\$59,433	\$59,433
22. Coordinated Family Support Services	\$41,667	\$0	(\$41,667)
23. Work Activity Programs: New Service Model	\$0	\$8,233	\$8,233
24. Financial Management Services for SDP Participants	\$0	\$7,200	\$7,200
25. Half-Day Billing Elimination	\$0	\$2,845	\$2,845
26. Forensic Diversion	\$3,200	\$3,200	\$0
27. START Training	\$6,392	\$17,865	\$11,473
28. Direct Service Professional Workforce Training and Development	\$0	\$11,900	\$11,900
29. Resources to Support Individuals Who Are Deaf	\$0	\$14,300	\$14,300
30. Self-Determination Ongoing Implementation	\$2,500	\$2,500	\$0
31. Lanterman Act Provisional Eligibility Ages 3 and 4	\$16,200	\$17,415	\$1,215
32. Service Provider Rate Reform	\$127,083	\$554,167	\$427,084
33. Early Start Eligibility	\$0	\$3,962	\$3,962
34. Total Policy (Item 13 thru 33)	\$387,525	\$1,043,730	\$656,205
35. Total Purchase of Services (Item 12 and 34)	\$9,203,175	\$10,757,816	\$1,554,641
C. Early Start Part C/Other Agency Costs	\$45,967	\$19,095	(\$26,872)
D. Early Start Family Resource Services	\$2,003	\$2,003	\$0
E. GRAND TOTAL	\$10,309,882	\$12,187,693	\$1,877,811

CASELOAD RATIO

- **DDS REQUIREMENT** (W&I Code 4640.6(g)(1)
 - *HRC is required to hold at least one public meeting to receive stakeholder input to help inform the way the RC allocates new positions funded through the allocation.*
- **PUBLIC MEETING ANNOUNCEMENT**
 - **May 18, 2022 from 5:30 to 7:00 pm via zoom webinar.** 

DEPARTMENT OF DEVELOPMENTAL SERVICES

1215 O Street, MS 8-30
 Sacramento, CA 95814
 TTY: 711
 (833) 421-0061



March 21, 2022

Patrick Ruppe, Executive Director
 Harbor Regional Center
 21231 Hawthorne Boulevard
 Torrance, CA 90503

Dear Patrick Ruppe:

Thank you for your service coordinator caseload ratio survey submitted to the Department of Developmental Services (Department) on February 10, 2022. The data provided indicates that, as of February 1, 2022, Harbor Regional Center (HRC) did not meet all the required caseload ratios mandated by Welfare & Institutions (W&I) Code §4640.6(c) and Article IX, Section 2 of the Fiscal Year 2021-2022 Regional Center Contract. Specifically, HRC did not meet the required caseload ratios for the highlighted categories noted in the table below:

Regional Center	On Waiver	Under 3 Years	Movers Over 24 Months	Movers Between 12 and 24 Months	Movers Within Last 12 Months	Over 3 Years, Non-Waiver, Non-Mover	Complex Needs	Low or No POS
W&I Code Required Ratios	1:62	1:62	1:62	1:45	1:45	1:66	1:25	1:40
HRC Number of Individuals Served	5,284	1,917	92	0	0	8,607	92	0
HRC Ratios	1:76	1:60	1:78	N/A	N/A	1:76	1:17	N/A
CA Average	1:79	1:65	1:60	1:52	1:32	1:82	1:23	1:38

This letter is to notify you that, as specified by W&I Code §4640.6(f), HRC is required to submit a plan of correction when caseload ratios are not met for two consecutive reporting periods. The plan of correction must be developed with input from the State Council on Developmental Disabilities, local organizations representing the individuals you serve, their family members, regional center employees, including recognized labor organizations, service providers, and other interested parties. Please include in your plan of correction how you incorporated feedback from all required stakeholders.

“Building Partnerships, Supporting Choices”

Patrick Ruppe, Executive Director
March 21, 2022
Page two

Additionally, the Governor's Budget includes funds in fiscal year 2022/2023 for regional centers with the stated purpose of reducing caseload ratios. In accordance with W&I Code §4640.6(g)(1), HRC is required to hold at least one public meeting to receive stakeholder input to help inform the way the regional center allocates new positions funded through the allocation. The public meeting fulfills HRC's requirement under W&I Code §4640.6(f) to gather input regarding its plan of correction, if the plan of correction is discussed during the meeting.

We encourage you to review your process for determining service coordinator caseload assignments to assist in meeting the required caseload ratios and in developing your plan of correction. The Department is available to provide technical assistance with the development of your plan of correction.

Please email your plan of correction within 60 days from the date of this letter to:

Email: OCO@dds.ca.gov

If you have questions regarding this letter, please contact Danielle Hurley, Research Data Specialist, Research, Evaluation, and Audit Branch, at (916) 654-3228, or by email, at danielle.hurley@dds.ca.gov.

Sincerely,

Original signed by:

ERNIE CRUZ
Deputy Director
Community Services Division

cc: Christopher Patay, Harbor Regional Center
Amy Westling, Association of Regional Center Agencies
Brian Winfield, Department of Developmental Services
Aaron Christian, Department of Developmental Services
Jacqueline Gaytan, Department of Developmental Services
Vicky Lovell, Department of Developmental Services
Charles Liao, Department of Developmental Services
Danielle Hurley, Department of Developmental Services
Jamie Van Dusen, Department of Developmental Services

Harbor Regional Center

CASELOAD RATIO PUBLIC MEETING REUNIÓN PÚBLICA SOBRE LA PROPORCIÓN DE CASOS



May 18, 2022 at 5:30 p.m.
via ZOOM webinar

18/MAY/2022 a las 5:30 p.m.
en webinario por Zoom

Harbor Regional Center is one of twenty one regional centers in California. All Regional Centers are required by the Lanterman Act to meet specific caseload ratio targets. At this presentation, you will learn how Harbor Regional Center's ratios compare to other Regional Centers' ratios. Participants will have an opportunity to provide input that will be utilized to help HRC develop a plan of action to improve our ratios.

El Harbor Regional Center es uno de los veintiún centros regionales de California. La Ley Lanterman (Lanterman Act) exige a todos los Centros Regionales que cumplan unos objetivos específicos en cuanto a proporción de casos. En esta presentación aprenderá cómo se comparan las proporciones del Harbor Regional Center con las de otros centros regionales. Los participantes tendrán la oportunidad de hacer aportaciones que se utilizarán para ayudar al HRC a desarrollar un plan de acción para mejorar nuestras proporciones.

If you are unable to make the presentation, please send your ideas on how to reduce caseload ratios to | Si usted no puede asistir a la presentación, envíe sus ideas sobre cómo reducir las proporciones de casos al email:
ratioinput@harborrc.org

For more information, please contact | Para más información, póngase en contacto con:
ratioinput@harborrc.org



HARBOR
REGIONAL
CENTER

[Register Here](#)
[Regístrese aquí](#)

Interpretation will be available in Spanish. To request interpretation in another language, please specify during registration.

Habrà interpretación en español.

HOME & COMMUNITY-BASED SERVICES (HCBS) & COMMUNITY PLACEMENT PLAN (CPP)

- **HCBS Awards**
 - **POS Contract - Work Activity Program (not to exceed \$412,640)**
- **CPP/CRDP Funding Awards**
 - **POS Contract - Crisis Intervention Program (not to exceed \$300,000)**



Harbor Regional Center Approved Concepts

PROVIDER	SERVICE CODE	VENDOR NUMBER	21/22 APPROVED FUNDING	COMMENT
Able ARTS Work	055	PH0921	\$200,000	May fund up to the approved amount for staff ¹ to conduct employment training and to identify/remove barriers that prevent participants from engaging with the community and/or gaining employment.
Canyon Verde	505	H17341	\$70,000	May fund up to the approved amount for vehicles ² to increase opportunities for participants in need of accessible transportation.
Citadel Homes, Inc.	915	HH1679	\$70,000	May fund up to the approved amount for vehicles ² to increase opportunities for participants in need of accessible transportation.
Fagan Home Care	096	HH2279	\$37,530	May fund up to the approved amount for modifications related to accessibility to support residents with mobility challenges.
G&C Norwalk Home	915	HH1102	\$70,000	May fund up to the approved amount for vehicles ² to increase opportunities for participants in need of accessible transportation.
Hillside Enterprises	954	HH0754 HH0757	\$412,640	May fund up to the approved amount for staff ¹ , vehicles ² , training ³ , and outdoor equipment to support participants in transitioning from sheltered work to vocational training in the community.

Harbor Regional Center Approved Concepts

PROVIDER	SERVICE CODE	VENDOR NUMBER	21/22 APPROVED FUNDING	COMMENT
Hillside Enterprises	505	H00936	\$25,000	May fund up to the approved amount for training ³ that helps to implement sustainable person-centered practices at the program.
Horrigan Cole Enterprises / Unlimited Quest	510	PH1741 PH1113 PH1430 PH0603 PH1609 PH1562 PH2230 PH2092 PH0375 PH1563	\$44,000	May fund up to the approved amount for training ³ that helps to implement sustainable person-centered practices and increase job development at the program. Funds may also be used for laptops/tablets for activities directly related to job-searching and employment development.
Lee Adult Home I and Lee Adult Home II	915	HH1713 HH1716	\$25,000	May fund up to the approved amount for training ³ that helps to implement sustainable person-centered practices and/or increase understanding of the Final Rule at the program.
Life Steps Foundation SoCal Adult Services	055	PH1393	\$70,115	May fund up to the approved amount for vehicles ² to increase opportunities for participants in need of accessible transportation. Funds may also be used to purchase self-advocacy curriculum for program participants.
Pioneer Homes of Ca., Inc (Pioneer and Cameron Homes)	915 113	PH1490 HH1373	\$65,000	May fund up to the approved amount for vehicles ² to increase opportunities for participants in need of accessible transportation.
Total			\$1,089,285	

FY 2021-22 Approved Funds for Start-Up

1. PROJECT ID (2021-22)	2. REGIONAL CENTER	3. START UP FUNDING TYPE	4. DEVELOPMENT TYPE	12. SPECIALITY AGE GROUP (CHILDREN <18, ADULT 18-59, ELDERLY >59)	15. PROJECTED SERVICE DATE	FINAL APPROVED ACQUISITION FUNDS	FINAL APPROVED REHABILITATION FUNDS	FINAL APPROVED PROVIDER START UP FUNDS	FINAL APPROVED TOTAL
HRC-2122-1	HRC	NON CPP	Crisis Support Services					\$ 300,000	\$ 300,000
HRC-2122-2	HRC	NON CPP	Crisis Support Services					\$ 835,020	\$ 835,020
HRC-2122-4	HRC	CPP	Residential (EBSH-4bed)	Adult	3/31/2024	\$ 300,000	\$ 400,000		\$ 700,000
HRC-2122-8	HRC	CRDP	Residential (EBSH-4bed)	Children	3/31/2024	\$ 300,000	\$ 400,000		\$ 700,000

Grand Total

\$ 2,535,020

Harbor Regional Center Approved Concepts

¹Concepts that include ongoing staffing needs should pursue other resources to continue funding staffing costs that extend beyond the approved funding amount. Contracts that include staff or consultants should include how the benefits of additional positions, staff or consultants, will be sustained ongoing. Contracts that include staff or consultants hired for developing employment opportunities, community integration, and/or person-centered practices must include measurable goals for progress and address how that progress will be sustained ongoing, with or without the continuation of funding for staff or consultants.

²Instead of large passenger vehicles, providers must consider purchasing smaller vehicles to allow for more individualized community access. Contract milestones must demonstrate measurable increased community involvement and goals for how that will be sustained.

³Funds awarded for training purposes are intended to support sustainability of the training benefits over time. As appropriate, additional funds may have been added to this concept to support this intention. Regional centers should work with the provider on a plan for sustaining the benefits of the training, considering anticipated changes such as staff attrition. Progress reports must show how the delivery of services has changed since receiving training, what policies and procedures have been updated to account for sustaining stronger person-centered practices, and how that change is measured.

CONTRACTS REQUIRING BOARD APPROVAL

Harbor Regional Center
Meeting of the Board of Trustees
May 17, 2022

PURCHASE OF SERVICE

Work Activity Program

Hillside Enterprises (HH0754, HH075)
4519 Stearns Street
Long Beach, CA 90815

Description of Services:

HCBS funds may fund up to the approval amount for staff, vehicles, training and outdoor equipment to support participants in transitioning from sheltered work to vocational training in the community including:

1. Person Centered Certification training for 2-3 leadership staff;
2. Two wheelchair Accessible Vans for community integration
3. Three Direct Service Provider Staff
4. One Program Coordinator

Total HCBS funding not to exceed \$412, 640.00

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 approved by the Board of Trustees on the _____ day of _____, 2022.

Signed by: _____ Date: _____

CONTRACTS REQUIRING BOARD APPROVAL

Harbor Regional Center
Meeting of the Board of Trustees
May 17, 2022

PURCHASE OF SERVICE

Crisis Intervention Program

YAI California Services
2215 Fifth Street
Berkeley, CA 94710

Description of Services:

Start-Up funding to implement the START model, which provides lifespan (ages 6+) crisis support services for individuals who have co-occurring Intellectual and Developmental (IDD) and mental health support needs. The local START Team will provide prevention and intervention services through crisis planning and response, education, consultation and coaching. The goal of the START program is to improve diagnosis and treatment, support effective services, promote health and wellness, decrease the need for emergency services and build capacity through relationships across service systems in order to help people remain their homes and community while enhancing the ability of the community to best support them.

Total CRDP funding not to exceed \$300,000.00

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 approved by the Board of Trustees on the _____ day of _____, 2022.

Signed by: _____ Date: _____



RESOLUTION

- Borrowing Resolution: Line of Credit
with Pacific Premier Bank



**HARBOR REGIONAL CENTER
BOARD OF TRUSTEES
BORROWING RESOLUTION
May 17, 2022**

RESOLVED that Harbor Regional Center renew its line of credit with Pacific Premier Bank. The current loan modification agreement was dated May 21, 2021. The revolving credit commitment will be changed from \$43,000,000.00 to \$45,000,000.00 available beginning July 1, 2022 to manage cash flow requirements as needed. The termination date will be extended from June 30, 2022 to June 30, 2023.

CERTIFICATION

I, the undersigned, _____ of Harbor Regional Center do certify that the foregoing is a true, exact and correct copy of a resolution adopted at the lawfully held meeting of the Board of Trustees on the _____ day of _____, 2022.

Signed by: _____ Date: _____

HARBOR REGIONAL CENTER SERVICE POLICY



- The Board approved HRC's new **Socialization, Leisure and Recreational policy** at our January meeting and it was submitted to DDS for approval.
- DDS reviewed the policy and identified areas where clarification and revisions were needed as per their letter dated April 4, 2022.
- Clarification and revisions were made requiring board approval.

DEPARTMENT OF DEVELOPMENTAL SERVICES

1215 O Street, MS 8-30
Sacramento, CA 95814
TTY: 711
(833) 421-0061



April 4, 2022

Patrick Ruppe, Executive Director
Harbor Regional Center
21231 Hawthorne Boulevard
Torrance, CA 90503

Dear Mr. Ruppe:

Thank you for submitting your regional center's Purchase of Service (POS) policy, which was approved by the Harbor Regional Center (HRC) Board of Directors on January 18, 2022. Pursuant to Welfare and Institutions (W&I) Code §4434(d), the Department of Developmental Services (Department) has reviewed HRC's POS policy for compliance with existing laws, regulations, and applicable court decisions.

Our review identified the following areas of the Socialization, Leisure and Recreational Services policy where additional clarification or revisions are needed:

- HRC refers to socialization, leisure and recreational services as a community-based day program. Per W&I Code §4648.5, services are broader and not limited to community-based day programs. HRC must align the policy with statute to reflect broader conditions for receiving the service.
- The POS policy indicates that HRC may fund for the service if the individual is at least three years of age. Please clarify the rationale that supports the age requirement.
- The POS policy does not address other restored services such as camping services and associated travel expenses, educational services for children ages three to 17, and nonmedical therapies.

Please submit your revised POS policy, noting the applicable changes, within 30 days of the date of this letter to:

oco@dds.ca.gov

“Building Partnerships, Supporting Choices”

Patrick Ruppe, Executive Director
April 4, 2022
Page two

For any future changes in POS policies, please note that W&I Code §4434(d) requires the Department to “. . . *review new or amended purchase of service policies prior to implementation by the regional center to ensure compliance with statute and regulation.*” Additionally, when posting policies to HRC’s website, please date each individual policy with the Department’s approval date.

Thank you for your cooperation. If you have any questions regarding this letter, please contact Jamie Van Dusen, Primary Regional Center Liaison, Office of Community Operations, at (916) 639-4711, or by email, at jamie.vandusen@dds.ca.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernie Cruz", with a long horizontal flourish extending to the right.

ERNIE CRUZ
Deputy Director
Community Services Division

cc: Chris Patay, Harbor Developmental Disabilities Foundation, Inc.
Brian Winfield, Department of Developmental Services
Aaron Christian, Department of Developmental Services
Jacqueline Gaytan, Department of Developmental Services
Jamie Van Dusen, Department of Developmental Services
Hilda Jimenez, Department of Developmental Services



Harbor Regional Center Service Policy

SOCIALIZATION, LEISURE/~~RECREATIONAL SERVICES, CAMPING-AND-RECREATIONAL~~ SERVICES, EDUCATIONAL SERVICES AND NON-MEDICAL THERAPIES

DEFINITION:

Socialization/~~Leisure/and-Recreational/Camping/Educational~~ services and Non-Medical Therapy Services, refers to a ~~community-based day~~ program or activity, which ~~promotes~~provides community integration and self-advocacy training as they relate to recreation and leisure pursuits. Socialization/Leisure/Recreational services/Camping/Educational services and Non-Medical Therapy services ~~ies~~ may include, but are not limited to: swimming, gymnastics, sports clubs, dance lessons, tutoring services, martial arts, creative arts, music therapy, art therapy, equestrian therapy, day and overnight camp, or community integration activities.

Educational Services refer to those services typically provided by school districts for school-aged individuals. Services provided in preschool settings, typically provide tailored programs for individuals at least 3 years of age who are not yet eligible for a public school program.

PHILOSOPHY:

Harbor Regional Center recognizes that socialization, leisure, ~~or recreational~~ recreational, camping, educational and non-medical therapy opportunities through typical social recreational community programs may not otherwise be available to individuals with a disability. For children, the need for social recreational experiences are seen as a typical parental responsibility and only after typical community socialization, leisure, ~~or recreational~~ camping, educational programs or non-medical therapy programs are determined to not meet the ~~minor client's~~ individual's needs, would regional center funding be considered. Services funded through the regional center should not replace or interfere with the time that families spend together in social activities. Funding for educational services should not be used as childcare.

POLICY:

Harbor Regional Center may provide funding for socialization, leisure, ~~or recreational~~ camping, educational services, and non-medical therapy opportunities for an individual only if the following criteria are met:

1. The individual is ~~a client of~~ served by the regional center; and
2. When the ~~client~~ individual is under the age of (3) the child must be eligible under the Lanterman act at least three (3) years of age; and



3. When Socialization, leisure, ~~or~~ recreational, camping, educational and non-medical therapy opportunities are otherwise not available to the ~~client~~ **individual** through typical social recreational community programs; and
4. When the client**individual/family** ~~Family/client~~ has first made reasonable efforts to identify and use typical community socialization, leisure or recreational programs, but said programs cannot meet the ~~client's~~ **individual's** needs; and
5. The identified socialization, leisure or recreational, camping, educational and no medial therapy opportunity is in an environment where typically developing individuals are also present; and
6. When frequency/duration/cost of service is reasonable in comparison to typically developing individuals.
7. If for camping services, the camping services and related travel expenses are delivered within the boundaries of the State of California.
- 6.8. If for educational services, there is clear documentation presented by the family that a publicly funded developmental/ educational program for a child is unavailable.

When the above criteria are met, the purchase of socialization, leisure and recreational services may be authorized in accordance with the following:

1. When the Individual Person-centered Plan (IPP) team identifies a need to achieve an improvement in the ~~client's~~ **individual's** social, recreational and leisure life in a setting in their local community.
2. When the IPP team authorizes services to provide additional support for~~augment~~ socialization, leisure and recreational activities already available through traditional/generic means, such as family, community and other day activities, services are intermittent/periodic and not continuous.
3. When services are not intended to meet a ~~client's~~ **individual's** need for childcare due to working parents.
4. When the service has been identified as part of the family support plan to meet a respite need.
5. When multiple social recreational opportunities are identified by the IPP team, the programs that best meet the above criteria should be chosen and services authorized at a rate of no more than one program per quarter during the IPP year.
6. When the IPP team determines that socialization, leisure and recreational services are needed at a higher frequency and or rate than described above, an exception may be granted through the IPP (Individual Program Plan) planning process as outlined in Welfare and Institution Codes 4646.4646.5.

Approved by the HDDF Board of Trustees, January 18, 2022.

Revised/updated per recommendations made by DDS letter, dated April 4, 2022

BOARD APPROVAL REQUIRED



- Board Member *draft* Conflict Resolution Plan

NOTIFICATION OF CONFLICT OF INTEREST AND CONFLICT RESOLUTION PLAN

HARBOR REGIONAL CENTER BOARD MEMBER
GORDON CARDONA

I. Law Governing Conflicts of Interest

The prohibition against regional center governing board member conflicts of interest has its origin in section 4626 of the Welfare & Institutions Code, subsection (d), which provides: “The department shall ensure that no regional center employee or board member has a conflict of interest with an entity that receives regional center funding. . . .”

That general prohibition is explained in more detail in Title 17, section 54520, of the California Code of Regulations, entitled “Positions Creating Conflicts of Interests for Regional Center Governing Board Members and Executive Directors,” which provides, in pertinent part, as follows:

(a) A conflict of interest exists when a **regional center governing board member** . . . is any of the following for a business entity, entity, or provider as defined in section 54505 of these regulations . . . :

- (1) a governing board member;
- (2) a board committee member;
- (3) a director;
- (4) an officer;
- (5) an owner;
- (6) a partner;
- (7) a shareholder;
- (8) a trustee;
- (9) an agent;
- (10) **an employee;**
- (11) a contractor;
- (12) a consultant;
- (13) a person who holds any position of management; or
- (14) a person who has decision or policymaking authority.

(Emphasis added.)

Title 17, section 54505, of the California Code of Regulations defines “Business Entity, Entity or Provider” to mean “any individual, business venture, or state or local government entity from whom or from which the regional center purchases, obtains or secures goods or services to conduct its operations. . . .”

Furthermore, Title 17, section 54533, subdivision (a), of the California Code of Regulations states:

(a) When a present or potential conflict of interest is identified for a regional center board member, . . . the present or potential conflict shall be either eliminated or

mitigated and managed through a Conflict Resolution Plan, or the individual shall resign his or his position with the regional center or regional center governing board.

II. Conflict of Gordon Cardona

Gordon Cardona, an individual who has a developmental disability and receives regional center services from Harbor Regional Center (hereinafter “HRC” or “the Regional Center”), was appointed as a member of the HRC Board of Trustees on March 15, 2022. HRC’s Executive Director, Patrick Ruppe, confirms that Mr. Cardona was a good selection for the Board of Trustees, and is expected to be a valued member of the Board of Trustees. Attached as Exhibit A is Mr. Cardona’s completed Conflict of Interest Reporting Statement.

Mr. Cardona is presently employed by David’s Place LLC (“David’s Place”), (Vendor #PH2208), a therapeutic community integration training program (Service Code #055), vendored by HRC. Mr. Cardona’s job title at David’s Place is “Independent Living Skills Activities Coordinator Assistant”.

The fact that Mr. Cardona is employed by David’s Place, a vendor of HRC, creates a direct conflict of interest for Mr. Cardona. This document constitutes a disclosure of this conflict, a Conflict Resolution Plan to eliminate any adverse consequences from this relationship, and a request for approval of the Conflict Resolution Plan by the State Council on Developmental Disabilities (“SCDD”) and the Department of Developmental Services (“DDS”).

III. Facts

The Plan proposed herein is designed to eliminate any adverse consequences from the conflict. To better understand how the Plan will eliminate any adverse consequences, this Plan will first provide the facts regarding Mr. Cardona’s duties and responsibilities as a Board member and Mr. Cardona’s work with David’s Place.

A. Mr. Cardona’s Duties as Board Member

As a Board Member, Mr. Cardona will regularly meet with other HRC Board members to create policy for the operation of the regional center. Policy is developed through recommendations from Board Committees and the Executive Director. Direct operation of HRC is delegated to the Executive Director, who is hired by the Board. HRC staff recommendations for policy initiation or modification either go to the Executive Director, who, in turn, refers them to the Board and/or an appropriate Board Committee, as necessary, or go directly to the Board and/or appropriate Board Committee, as necessary.

Mr. Cardona’s primary duties as a Board member are as follows:

1. Attendance at meetings of the Board of Trustees and the meetings of any Committee on which he may serve in the future. Board meetings are typically held at least quarterly, and are presently being held remotely via Zoom. Board and Committee meetings were held at the main HRC office, located at 21231 Hawthorne Blvd, Torrance, CA 90503, prior to the

start of the pandemic in March 2020. The Board is in the process of examining hybrid options for Board and Committee meetings.

2. Because regional center operations are funded by DDS, pursuant to HRC's contract with DDS, each member of the Board of Trustees is required to identify any potential conflict of interest as set forth in Welfare and Institutions Code sections 4626 and 4627 and their implementing regulations.

3. A part of a Board member's responsibility requires him or her to be an informed and active participant on the Board, voting on issues and approving regional center contracts of over \$250,000. HRC does not have a direct contract with David's Place for its community integration training program services; rather services are purchased by way of individual Purchase of Service (POS) authorizations.

Under the suggested Plan of Action, Mr. Cardona will remain in his Board position, but will be regulated so that he has no role or involvement with any matter that would impact David's Place or any service provider which provides the same services as David's Place.

B. Mr. Cardona's Duties at David's Place

Mr. Cardona's job duties at David's Place include, but are not limited to the following:

1. Develop groups and activities based on participants' needs and abilities;
2. Organize community outings;
3. Co-facilitate therapeutic group activities; and
4. Assist leadership team in administrative, operational and marketing tasks.

Mr. Cardona receives payment for fulfilling these duties at David's Place.

IV. Conflict Resolution Plan

HRC and its Executive Director, Patrick Ruppe, have concluded that Mr. Cardona will provide substantial value to the Board of HRC. After consideration of the totality of the circumstances and a careful review of the facts, the Executive Director believes it is in the best interests of HRC to create and implement a Conflict Resolution Plan to eliminate any adverse consequences from this relationship and to seek approval of this Plan by SCDD and DDS.

The first step in the Conflict Resolution Plan is to allow Mr. Cardona to remain in his position on the Board of Trustees, but to prohibit him from taking action that might impact David's Place or other service providers offering the same services as David's Place, which services include, but are not limited to, a therapeutic community integration training program. This will eliminate any instance in which Mr. Cardona would have to vote, or take action for or against David's Place, and would eliminate any possible action by Mr. Cardona to make recommendations concerning David's Place or to affect any of its competitors.

The second part of the Plan is to insulate Mr. Cardona from any action regarding David's Place or any of its competitors. He would recuse himself from participation in any

decision or vote regarding the drafting, planning, or discussion of rules, policies, or restrictions that would impact David's Place or its competitors. Any duties that potentially relate to David's Place or its competitors, or generic policies applicable to such vendor/s, represent a small portion of the valuable duties Mr. Cardona performs on behalf of HRC, and these duties can be easily be delegated to other HRC Board members.

HRC and Mr. Cardona's suggested Conflict Resolution Plan for this conflict of interest is as follows:

1. Mr. Cardona will take no action as a Board member (or as a member of any Committee on which he may serve in the future) on any matter that would impact David's Place or any competitor service provider, and, specifically, he will recuse himself from any vote or decision on any matter that would impact David's Place or any competitor service provider, unless the action, vote or decision would apply to all HRC service providers equally.

2. Mr. Cardona will not participate in the vote to approve any report, plan, opinion, recommendation or action regarding David's Place or any competitor service provider or any actions creating policy or approaches that would impact David's Place or any competitor service provider, unless the actions would apply to all HRC service providers equally.

3. Mr. Cardona will not participate in referrals or placement for David's Place or any competitor service provider. For any client served by David's Place or any competitor service provider, he will not participate in any review or discussion of any client's service issues brought to the attention of the Board; rather, such tasks will be addressed by other Board Members or HRC employees.

4. Mr. Cardona will not participate in any decisions about Purchase of Service (POS) authorizations for David's Place or any competitor service providers.

5. Mr. Cardona will not participate in the preparation, consideration, or any follow-up related to Special Incident Reports from or about David's Place or any competitor service providers.

6. Mr. Cardona will not create or review any corrective action plan for David's Place or any competitor service providers.

7. Mr. Cardona will not participate in any action or resolution of any complaint pertaining to David's Place or any competitor service providers.

8. Mr. Cardona will take no part in discussions regarding negotiations, vendor appeals, hearings or mediations involving David's Place or any competitor service providers.

9. Mr. Cardona will not access vendor files, either in electronic or hard copy form, which the regional center maintains about David's Place or any competitor service provider.

10. Mr. Cardona shall not participate in in any discussions, recommendations or decisions regarding the development/approval of purchase of service (POS) policies or any other policies that may apply to David's Place or any competitor service providers, unless the

discussions, recommendations or decisions would apply to all HRC service providers equally. Instead, these tasks will be the responsibility of the other Board Members.

11. Mr. Cardona will not be involved in the approval by HRC of any course of action involving David's Place or any competitor service provider.

12. Mr. Cardona will refrain from promoting David's Place to other Board members or HRC staff.

13. Mr. Cardona will not discuss HRC Board issues or share HRC Board discussions with management or staff at David's Place.

14. The HRC Board of Trustees has been informed about this Plan of Action, and has been informed of the need to ensure that Mr. Cardona has no involvement in any action involving or affecting David's Place or any competitor service provider.

15. HRC has received approval from its Board of Trustees regarding this waiver.

16. These restrictions only apply to David's Place and policies impacting David's Place and any competitor service providers. The bulk of Mr. Cardona's Board duties will remain unchanged, unless the Board work would impact David's Place or any competitor service provider, unless the work would apply to all HRC service providers equally. This amounts to a reassignment of a small portion of Mr. Cardona's duties and will not reduce the value and productivity that Mr. Cardona is expected to provide to the HRC Board.

17. Finally, HRC will also ensure that David's Place is informed of this Plan to ensure that there is no expectation that Mr. Cardona, in his role as Board member, can take part in action that impact David's Place or any competitor service provider, unless the action would apply to all HRC service providers equally.

Furthermore, as part of Mr. Cardona's on-boarding, Mr. Cardona will be trained on all aspects of Board governance and on his role as a Board member.

HRC's Executive Director, Patrick Ruppe, and HRC's Board President, Chris Patay, will be responsible for ensuring this Plan and its safeguards are applied and monitored.

V. Request Approval of Conflict Resolution Plan

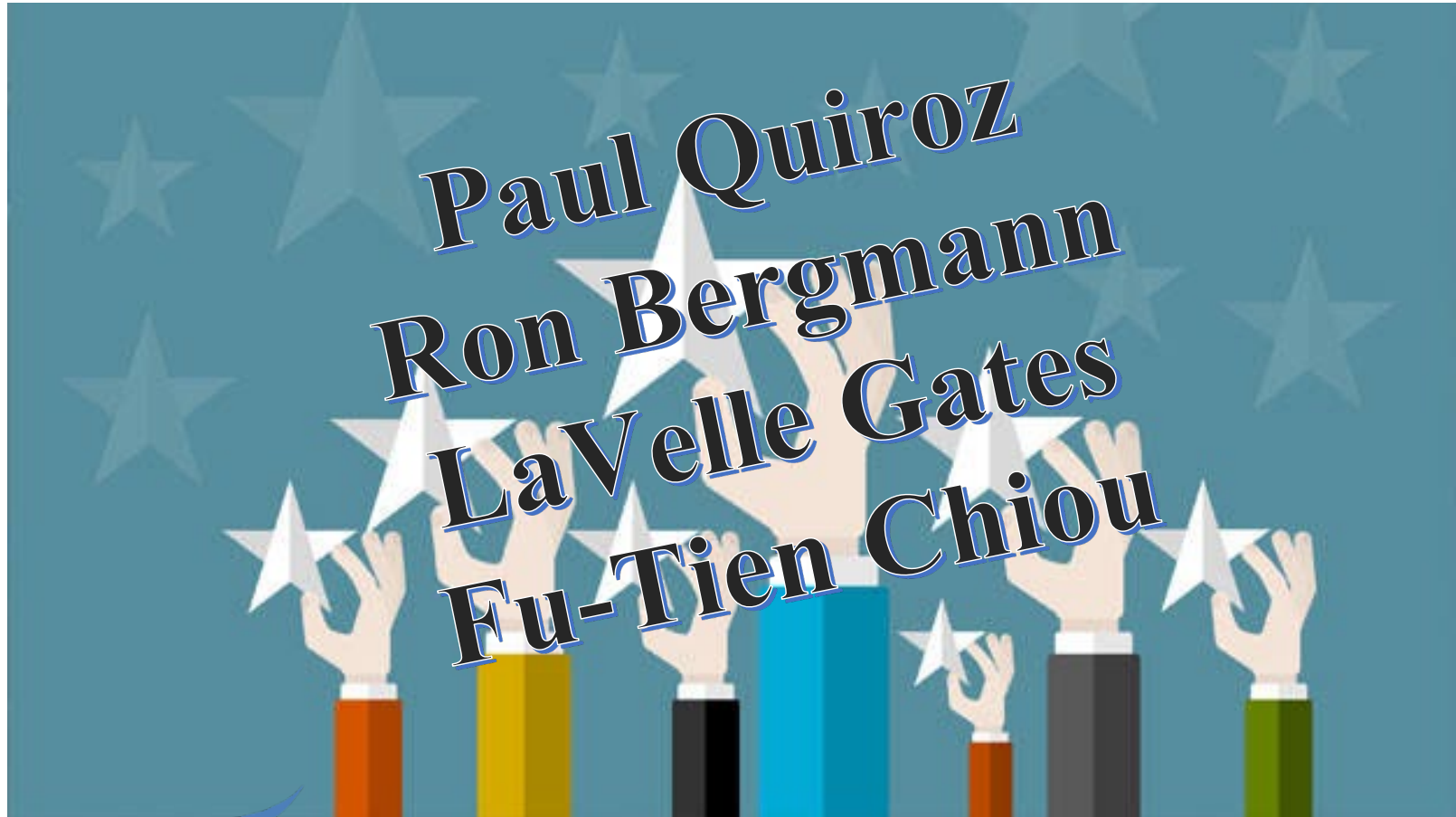
For the reasons provided above, and in accordance with the Conflict Resolution Plan set forth above, HRC hereby requests that SCDD and DDS approve the Conflict Resolution Plan in this matter.

Respectfully submitted,

Gordon Cardona, Board Member

Date

RECOGNITION





PRESENTATION

On

**Conflict of Interest, Whistleblower and
Zero Tolerance Policies**

By

Patrick Ruppe, Executive Director





CONFLICT OF INTEREST WHISTLEBLOWER ZERO TOLERANCE

MAY 17, 2022

CONFLICT OF INTEREST POLICY

- Why do we have a Conflict of Interest Policy [\(COI Policy\)](#)
 - ✓ WIC 4626
- What is a Conflict of Interest
- Avoiding a Conflict of Interest
 - ✓ Statute is written to negate potential conflicts

CONFLICT OF INTEREST (continued)

- A conflict may exist when:
 - ✓ Receiving a good or service or use of a facility
 - ✓ Providing a Service or good to the Agency.
 - ✓ Decisions to engage in a transaction or activity that may otherwise benefit or harm a director's personal interests.
 - ✓ “Self-dealing transactions” as defined in state law.

CONFLICT OF INTEREST (continued)

Self-Dealing Transactions:

- “Corporation and one or more Trustee has a financial Interest in a transaction.” (Cal. Corp. Code section 5233(a).)
- Generally only allowed *if*:
 - ✓ Benefits the corporation;
 - ✓ Fair and reasonable to the corporation at the time it entered into the transaction;
 - ✓ Majority of the uninterested directors of the board with knowledge of the material facts authorized or approved the transaction in good faith; and
 - ✓ The agency could not have obtained a more advantageous arrangement with reasonable effort under the circumstances.

CONFLICT OF INTEREST (continued)

- Duty to Disclose
 - ✓ How: DS6016 [\(COI Form\)](#)
 - ✓ When: Appointment/Election/Hire
Annually by 8/1.
 - ✓ False information
- Who Reviews Conflict of Interest Statements
 - ✓ Employees
 - ✓ Executive Director/Trustees
- Monitoring Conflicts
 - ✓ Conflict of Interest Resolution Plan

WHISTLEBLOWER POLICY

- Why do we have a Whistleblower Policy [\(WB Policy\)](#)
- What is a Whistleblower Complaint
 - ✓ Improper Regional Center Activity
 - ✓ Improper Provider/Contactor Activity
- Confidentiality

WHISTLEBLOWER POLICY (CONTINUED)

➤ Reporting Violations

- ✓ Open Door Policy
- ✓ Trustees
- ✓ Compliance Officer

➤ Investigation

ZERO TOLERANCE POLICY

- Client Abuse or Neglect ([Abuse and Neglect Policy](#))
 - ✓ DDS Contract
 - ✓ Vendor Service Agreement
 - ✓ Mandated Reporters

ZERO TOLERANCE- COMPLAINTS

➤ Client Complaint Process

- ✓ 4731
- ✓ Rights
- ✓ How to file a Complaint
- ✓ Complaint investigation
- ✓ No Retaliation

Questions?



Thank You!

COMMITTEE REPORTS

• ARCA	Joe Czarske
• Audit	NO REPORT
• Board Development* <i>action required</i>	Joe Czarske
• Board Planning	Thao Mailloux
• Client Advisory	NO REPORT
• Client Services	Fu-Tien Chiou
• Retirement	Fu-Tien Chiou
• Community Relations	Thao Mailloux
• Self-Determination	Antoinette Perez
• Service Provider Advisory	Paul Quiroz





Harbor Regional Center

Board Development Committee Meeting

May 11, 2022

In Attendance: Joe Czarske (Chair), Ron Bergmann, Fu-Tien Chiou, Paul Quiroz, LaVelle Gates, Ann Lee, Patrick Ruppe (Executive Director) and Jennifer Lauro (Executive Assistant)

Absent: Chris Patay

Meeting Minutes:

The Board Development Committee held a meeting on May 11, 2022 at 3:00 pm via Zoom to interview a candidate to be seated on the Board.

- Mr. Ruppe reviewed the Board Composition and Term status with the Board.
- In response to HRC's 2021/2022 Board Composition needs, the Board Development Committee conducted an interview of Laurie Zaleski, who is a community member of the South Bay.
- The Board Development Committee will bring Ms. Zaleski's candidacy to the May meeting. If elected, Ms. Zaleski's term of service will be through June 30, 2024.

Next Meeting: Scheduled for June 8, 2022.



OFFICIAL ELECTION BALLOT

**May 17, 2022
Board of Trustees**

The Board Development Committee is pleased to recommend the following candidates to serve on the Board.

If elected, the term of service for the following Board members will be July 1, 2022 to June 30, 2024

NAME	YES	NO	ABSTAIN
Laurie Zaleski			

Harbor Regional Center (HRC) Board Planning Committee March 31, 2022

Committee Members Present: Kim Vuong, Chair, Client and Board Member; Ann Lee, Board Member; Jackie Solorio, Parent and Board Member; April Stover, Service Provider, AbilityFirst, Long Beach; Laurie Zaleski, Parent; Dee Prescott; Service Provider, Easter Seals Southern California; Patricia Jordan, Client and Board Member; Thao Mailloux, HRC Director of Information and Development, Patrick Ruppe, HRC Executive Director.

For this meeting, members of the Board Planning and Community Relations Committees met jointly.

Others Present: Jesus Jimenez, HRC Executive Assistant

Review of Committee Purpose

Committee members participated in Introductions and an Opening Round. The Board Planning Committee is a standing committee of Harbor Regional Centers' Board of Trustees. The members of this committee reviewed the purpose of meeting. Committee members will contribute to the development of the mission, vision, core values, and identify key result areas for Harbor Regional Center. It was determined that members will meet at least semi-annually to discuss these topics. In addition, committee members will develop, implement, and review the Annual Performance Plan. A majority of members voted to meet during evening hours. Ongoing meetings will be scheduled for committee members, in consultation of the Committee Chairperson.

Mission/Vision Statement

In continuing the review of HRC's Mission and Vision statements, Thao Mailloux reviewed what the members discussed during the prior meeting. In addition, Ms. Mailloux shared definitions of mission and vision statements to help the group distinguish the difference between the two statements. The committee members reviewed HRC's *current* Mission statement, as well as HRC's *current* Vision Statement. The members were led in a guided discussion to envision how HRC serves and represent its' community. The members of the committee were asked to list some words that came to mind. At the conclusion of the discussion, Ms. Mailloux projected an image of a seabird consisting of the words the committee members shared.

An ongoing review and dialogue will continue in the upcoming months with committee members and the members of the Board of Trustees regarding the development of HRC's updated Mission and Vision Statements.

Joint Meeting

Committee members joined the Community Relations committee on a presentation about the upcoming Grassroots Day. Thao Mailloux shared that the annual event, coordinated by ARCA, would be taking place virtually this year on April 5th, 2022 and a majority of the regional centers across the state would be participating in this event. HRC is scheduled to participate in 9 legislative meetings, sharing a

few meetings with neighboring Los Angeles County regional centers.

Major Advocacy Talking Points was shared with the group:

1. Modernizing existing Core Staffing Formula
2. Repealing of fees on families
3. Legislation Support: SB882 (Eggman) proposes the creation of an advisory council to look at ways to improve interactions between law enforcement and people with developmental disabilities
4. Legislation Support: AB2378 (Irwin) tax incentives for employers to hire a person with developmental disabilities
5. Provider Rate Reform acceleration



Client Services Committee |

Meeting date | time March 22, 2022 / 6 PM | Meeting location ZOOM

ATTENDEES

Oanh “Kim” Vuong
(Individual)

Deaka McClain (Individual)

Patricia Jordan (Individual)

April Rehrig (Parent)

Robin Hayes (HRC Staff)

Lavelle Gates (Parent)

Lucy Paz (Interpreter)

Fu-Tien Chiou (Parent)

Monica Diaz (HRC Staff)

Judy Taimi (HRC Staff)

Juan Carlos Aguila (HRC Staff)

Michael Allen (Presenter)

AGENDA TOPICS

Time allotted | 6 PM to 7 PM | Agenda topic HRC Clinical Services | Presenter Juan Carlos Aguila and Robin Hayes

- Presenting on Psych services: Consulting with Service Coordinators and supporting with meeting families to support SC- linking families to services.
- Consultation with SC and family allows for a more intimate setting where families may feel more open to share and ask questions and in turn this is more effective
- Adult mental health committee /Health Committee: professionals coming together to provide recommendations and suggestions to family, client and service providers.
- Developed trainings on self-care for staff and families
- Re-evaluation assessment (therapy /specialist in assessment) both type of psychologists on board at HRC.
- Robin: Forensic specialist: job is primarily to consult with SC’s when a client is forensically involved or at risk at becoming forensically involved.
- Individual who is detained or arrested; where are they in the process; supports through the process
- Individuals are properly housed when they arrive at the jail; Robin makes sure that jails are aware that individuals are developmentally disabled so they are not housed with general population.
- Information/court hearing must be gathered by SC ; Robin attends hearings for support
- Forensic Liaisons support SC’s
- Robin supports SC’s to be prepared before hearings.

- We do not want clients to take a plea that they do not understand; are they competent to stand trial.
- Diversion plan: SC will complete and we will provide the courts with updates on how the client is doing with services that are placed. Court will grant a diversion if client is willing to work with RC and willing to follow a plan of support (to avoid client from going to jail).
- Forensic committee: clients need housing after jail; the committee will review each case and search for placement.
- BCBA consultants: provides behavioral classes and consultations.
- We support all clients as long as they are HRC clients.
- Passport to learning will be supporting individuals that are ages 15 and over that are forensically involved
- Goal is to link individuals to supports and services outside of HRC
- Consultants do support families who have DCFS involvement
- Attend multi agency quarterly board meetings with other LA county RC's, public defenders, probation department. Support throughout the judicial process.
- Crisis response provider: CBEM (Creating Behavioral + Educational Momentum) supporting with behavioral and psychological crisis in the home setting.
- Can clients self-register their disability? Can we collaborate with DMV?

Time allotted | 7 PM to 8 PM | Agenda topic LA County Probation| Facilitator Michael Allen

- Worked for 39 years
- Working with Community based organizations
- Instructor at Cerritos College
- Working on how so we support individuals prior to them being arrested.
- Also having services set up for them as soon as they are released from Juvenile hall
- Services providers are set to support as soon as they are in custody (meet and support)
- When support is provided to individuals, they find that other members in the family are requiring support moving forward as they are also transitioning.
- (562) 480-5642 Michael Allen contact

Next Meeting: April 26, 2022 at 6 PM via ZOOM



Client Services Committee |

Meeting date | time April 26, 2022 / 6 PM | Meeting location ZOOM

ATTENDEES

Oanh “Kim” Vuong
(Individual)

Deaka McClain (Individual)

Patricia Jordan (Individual)

April Rehrig (Parent)

Guadalupe Nolasco (Parent)

Patricia Canton (Interpreter)

Fu-Tien Chiou (Parent)

Judy Taimi (HRC Staff)

AGENDA TOPICS

Time allotted | 6 PM to 7:30 PM | Agenda topic *Assessing Needs & Coordinating Services* |
Presenter *Judy Taimi*

- Assessment of needs for individuals served through HRC is to assist with improving the person’s current level of functioning, promote achievement of their life goals and desired outcomes, and promote and support inclusion in the community.
- What are needs compared to wants
 - NEEDS: what we must have to stay healthy and safe; food, shelter, clothing, personal care items, reliable transportation; and services that promote community membership
 - WANTS: things that would be good to have; not essential to survive
- Ways we use to gather information to assess needs
 - Individual/Family Service Plan (IFSP) or the Individual Person-centered Plan (IPP)
 - Observations
 - Record Review
 - Ms. Nolasco asked if the staff reviewing the records have expertise to understand the information provided such as the Individual Education Plan (IEP)
 - HRC contracts with various disciplines including the special education attorney in which support is provided to the service coordinator and/or parent/conservator to help them during advocacy at IEP meetings. Service coordinators are trained in providing support and advocacy at IEP meetings.

- Ms. Nolasco expressed that families need an attorney funded through the regional center to represent them at IEP meetings or during due process. Based on her experience, she does not believe that the staff reviewing the records have expertise in such areas like the IEP.
 - Ms. Vuong provided a generic resource, Disability Rights of California that would be able to support families at IEP meetings
 - Informal Source of information with individual/parent/conservator consent
- Exploration of Services
 - What natural resources does the person have in their life?
 - Family, friends, neighbors, church, etc.
 - Is there a generic resource that could pay for this service?
 - Public Education, Private Insurance, Medi-Cal, Department of Mental Health (DMH), Supplemental Security Income (SSI), In Home Support Services (IHSS)
 - Ms. Nolasco asked if the regional center provide any legal representation at IHSS or SSI appeal
 - The regional center does not provide legal representation; however, the service coordinator is able to support the family through the appeal process in connecting the individual/family to the resource needed to pursue such appeals. HRC has a parent mentor program that provides assistance to families needing to appeal IHSS or SSI decisions.
 - Does this fall within HRC's general standards service policy?
 - Does the service have a measurable purpose as established in the IFSP/IPP?
 - Goals developed and agreed upon by the individual/parent/conservator
- HRC is the payer of last resort according to WIC4659(A)(1)
- HRC's General Standards Policy
 - Be accountable, accessible, and culturally appropriate
 - Identify each individual's strengths and needs
 - Promote client and family empowerment
 - Involve individuals with developmental disabilities and their families in all aspects of development, implementation, monitoring, and evaluation of other services.
- Services directly provided by HRC staff or consultants
 - Assessment and consultation
 - Early Childhood Development Classes (Infants and Toddlers)
 - Educational Support (School-Aged Children)
 - Family Support
 - Informational Presentations
 - Assistive Technology Center
- Based on the need of each individual will determine the service that will be funded through the regional center if it is not already met by a generic service. Discussed different services that are available through the regional center system and provided a list of services.
- Service Coordinator Responsibilities: Gather and request information, determine the need and identify the appropriate service or support, consult with a specialist or service provider if needed, write the purchase of service, develop or amend the IFSP/IPP to describe the needs, outcomes, and

agreed upon services and supports, work within the timelines (15 calendar days to provide the decision)

- Ms. Nolasco expressed that the special education attorney has an approximately a wait list of 3 months, family needs faster turnaround with these consultations when needed and service coordinators are invited to the IEP meetings and they are not showing up to meetings.
- Individual/Parent/Conservator have a legal right to appeal through due process/fair hearing process
 - Ms. Nolasco expressed the importance of discussing HRC funding for legal representation at IEP meetings as this is a high need in the families that she supports.
 - The committee agreed to have further discussion on this topic in one of future meetings. We will gather information to ensure a meaningful outcome is accomplished.
 - Ms. Rehrig has offered her support in presenting information on IEP advocacy supports for our committee.

Time allotted | 7:30 PM to 8 PM | Agenda topic *General Discussion* | Presenter *Judy Taimi*

- In-Person Meetings: The committee discussed the possibility of resuming in-person meetings. The Long Beach office and Torrance office are options we can use to rotate out monthly meetings. Unfortunately, we will not have the ability to utilize zoom for the meetings when we resume in person. We will continue to discuss this topic to agree on how to move forward with in-person meetings.

Next Meeting: May 24, 2022 at 6 PM via ZOOM

Harbor Regional Center (HRC) Community Relations Committee March 31, 2022

Committee Members Present: Ann Lee, Chair, Board Member; Kim Vuong, Client and Board Member; Jackie Solorio, Parent and Board Member; April Stover, Service Provider, AbilityFirst, Long Beach; Laurie Zaleski, Parent; Dee Prescott; Service Provider, Easter Seals Southern California; Patricia Jordan, Client and Board Member; Thao Mailloux, HRC Director of Information and Development, Patrick Ruppe, HRC Executive Director.

For this meeting, members of the Board Planning and Community Relations Committees met jointly.

Others Present: Jesus Jimenez, HRC Executive Assistant

Review of Committee Purpose

Committee members participated in Introductions and an Opening Round. The Community Relations Committee is a standing committee of Harbor Regional Centers' Board of Trustees. The members of this committee reviewed the purpose of meeting. Committee members will promote, develop, and maintain relationships with clients, families, service providers, and community organizations as well as, educate clients, families, service providers, and community organizations about HRC and HRC services. It was determined that members will meet bi-monthly. A majority of members voted to meet during evening hours. Ongoing meetings will be scheduled for committee members, in consultation of the Committee Chairperson.

Annual Grassroots Day

Committee members joined the Community Relations committee on a presentation about the upcoming Grassroots Day. Thao Mailloux shared that the annual event, coordinated by ARCA, would be taking place virtually this year on April 5th, 2022 and a majority of the regional centers across the state would be participating in this event. HRC is scheduled to participate in 9 legislative meetings, sharing a few meetings with neighboring Los Angeles County regional centers.

Major Advocacy Talking Points was shared with the group:

1. Modernizing existing Core Staffing Formula
2. Repealing of fees on families
3. Legislation Support: SB882 (Eggman) proposes the creation of an advisory council to look at ways to improve interactions between law enforcement and people with developmental disabilities
4. Legislation Support: AB2378 (Irwin) tax incentives for employers to hire a person with developmental disabilities
5. Provider Rate Reform acceleration

Joint Meeting

Committee members joined the Board Planning Committee on a discussion about envisioning HRC's Missing and Vision statements. Thao Mailloux reviewed what the members discussed during the prior meeting. In addition, Ms. Mailloux shared definitions of mission and vision statements to help the group distinguish the difference between the two statements. The committee members reviewed HRC's *current* Mission statement, as well as HRC's *current* Vision Statement. The members were led

in a guided discussion to envision how HRC serves and represent its' community. The members of the committee were asked to list some words that came to mind. At the conclusion of the discussion, Ms. Mailloux projected an image of a seabird consisting of the words the committee members shared (attachment enclosed).

An ongoing review and dialogue will continue in the upcoming months with committee members and the members of the Board of Trustees.



Inspire

mentorship

hope

happy

progressive

central
visionary
equity

encouraging

encouraging

inclusion

progressive

Inspire

hope

mentorship

progressive

thought leader

information

independence

visionary

equity

Inspire

thought leader

mentorship

learners

learners

choices

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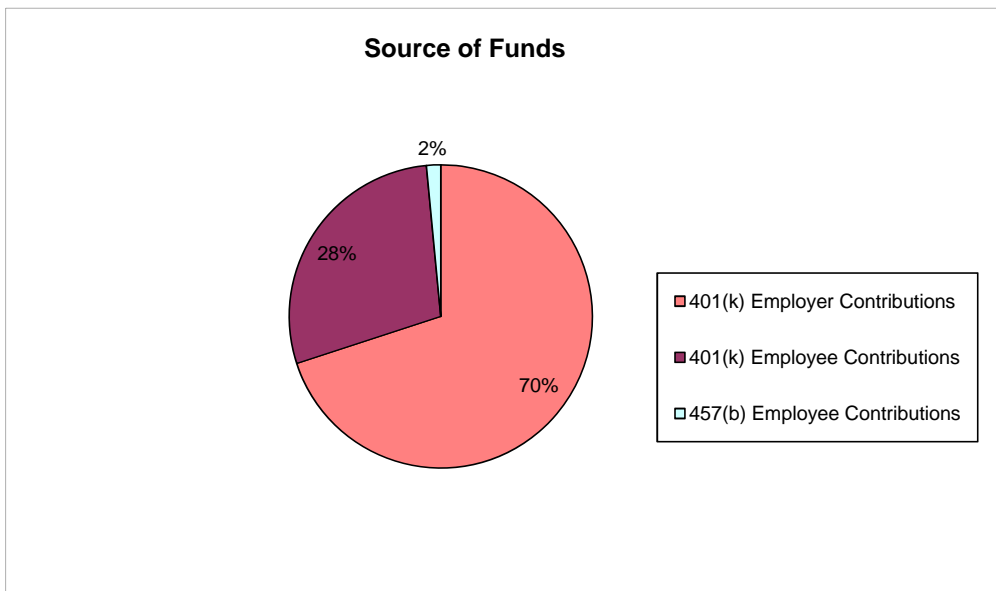
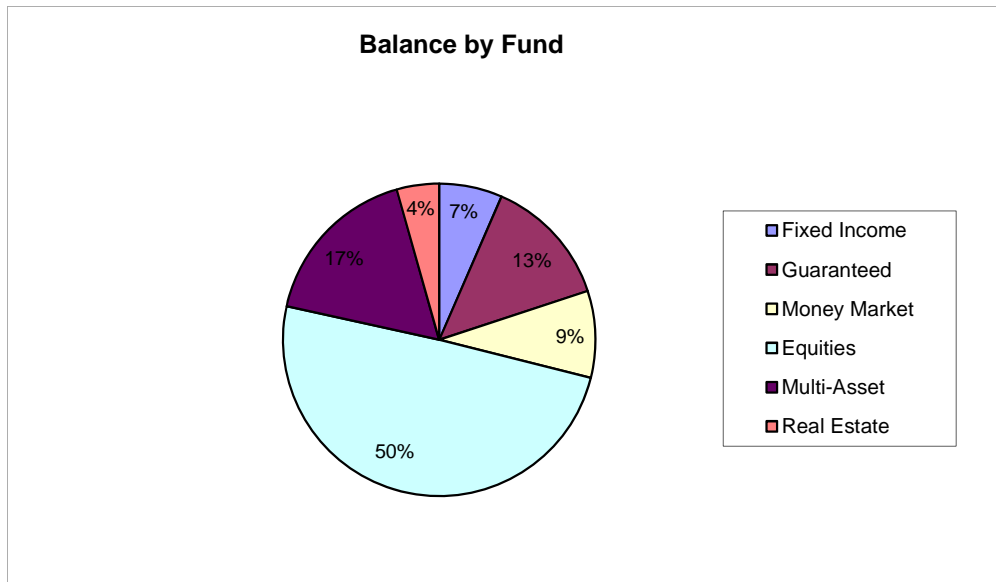
inclusion

**Harbor Regional Center
Retirement Plan Balances as of 3-31-2022**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$2,829,635	\$1,096,082	\$24,982	\$3,950,698
Guaranteed	\$4,680,777	\$2,768,669	\$659,203	\$8,108,649
Money Market	\$4,380,819	\$1,032,753	\$9,532	\$5,423,105
Equities	\$21,033,004	\$8,864,892	\$55,875	\$29,953,771
Multi-Asset	\$7,638,034	\$2,584,215	\$156,271	\$10,378,520
Real Estate	<u>\$1,753,457</u>	<u>\$890,288</u>	<u>\$8,407</u>	<u>\$2,652,153</u>
Total	\$42,315,726	\$17,236,899	\$914,271	\$60,466,895

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

** Employee Contributions include **\$1,457,896** in Rollover funds.



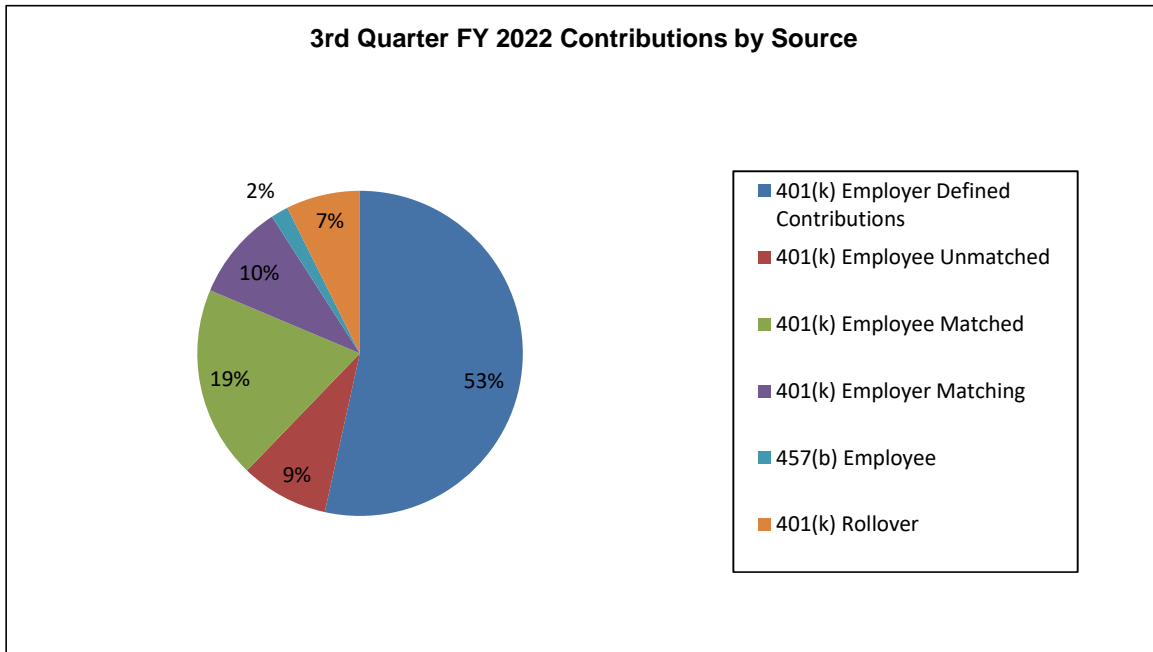
**Harbor Regional Center
Retirement Plan Balances as of 3-31-2022**

	<u>401(k)</u>	<u>457(b)</u>	
Fund Balance 12/31/21	\$61,293,815	\$903,783	
Activity 1/1/22 - 3/31/22			
Distributions	(\$244,428)	\$0	
Contributions	<u>\$1,108,420</u>	<u>\$19,852</u>	
Net	\$62,157,807	\$923,635	
Fund Balance 3/31/22	\$59,552,625	\$914,271	
Gain/(Loss)	(\$2,605,182)	(\$9,364)	
% Gain/(Loss) for the Period	-4.25%	-1.04%	
<u>Participants</u>			
Active Employees in Retirement Plan	355	3	59%
Terminated Employees in Retirement Plan	240	5	41%
Active Employees Total Balance	\$38,819,226	\$252,128	65%
Terminated Employees Total Balance	\$20,733,398	\$662,143	35%

<u>Loan Information</u>	<u>3/31/22</u>
Employees with Loans	
Active Employees with Loans	24
Terminated Employees with Loans	<u>6</u>
Total	30
Average Balance Amount	\$5,187
Loan Value Total	\$155,624

**Harbor Regional Center
Retirement Plan Balances as of 3-31-2022**

	<u>401(k)</u>	<u>457(b)</u>
<u>Contributions</u>		
Employer		
Defined (10%)	\$603,564	\$0
Matching (50% of Employee Matched)	\$107,799	\$0
Employee		
Matched (up to 6%)	\$215,598	\$0
Rollover	\$83,101	\$0
Unmatched	<u>\$98,356</u>	<u>\$19,852</u>
Total	\$1,108,420	\$19,852
Employees Contributing	239	
Average deferral percentage	6.81%	



HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 2, 2022

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:00PM on Wednesday, March 2, 2022 via Zoom. Quorum was established at start of meeting.

Committee Member Present

Rosalinda Garcia, Parent
Deaka McClain, Client
David Oster, Client
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Linda Chan-Rapp, Parent
Miriam Kang, Parent
Juliana Martinez, Parent
Sunghee Park, Parent
Patricia Jordan, Client

HRC Staff Present

Judy Taimi - Director of Adult Services
Josephina Cunningham – Client Services Manager
Donna Magana - Client Services Manager
Ashley Brown – Client Services Manager
Katy Granados- Client Services Manager
Jessica Guzman-Client Services Manager
Bjoern Peterson – Client Services Manager
Jessica Sanchez- Participant Choice Specialist
Johnny Granados- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist
Patrick Ruppe - Executive Director
Antoinette Perez – Director of Children's Services
LaWanna Blair- Director of Early Childhood Services
Angela Woods- Provider Relations

SCDD Staff Present

Albert Feliciano

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

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 2, 2022

Visitors

Lucy Paz (Interpreter)	Jamie Van Dusen (DDS)	Paul Quiroz	Whitney Williams
Reiko Sakuma Umeda	Shelia Jones	Vianey Gomes	Irma Castellanos
Santiago Villalobos	Tim Jin (DVU)	Yolanda Gomez	Adriana Garcia
Ivon Martinez			

Welcome

Introductions of committee members and guests – Via Chat on Zoom

Approval of Minutes:

Quorum was established at start of meeting. February 2, 2022 minutes posted and available for viewing on HRC website. There were minor grammar errors corrected on notes, with spelling of name and Deaka noted under public comments it indicated CDC instead of CAC. In relation to the content of the minutes, no concerns identified. Meeting minutes approved as corrected- David Oster motioned first and Deaka second. The rest of the committee voted to approve the minutes via Zoom chat. Minutes successfully approved.

Harbor Regional Center Monthly Updates:

Johnny Granados presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared on the screen.

- Soft Roll Out Participants (no changes from previous month)
 - Total Participants Selected: **129**
 - Remained in SDP: **88**
 - Withdrew: **34**
 - Moved out of State: **3**
 - Inactivated/Not DD: **3**
 - Transferred Out (to another RC): **1**
 - Completed PCPs 56; 29 within the soft rollout and 27 from 7/2021 to 2/2022
 - Certified Budgets 80; 34 within the soft rollout and 46 from 7/2021 to 2/2022
 - Spending Plans 57; 29 within the soft rollout and 28 from 7/2021 to 2/2022
 - SDP Live 58; 31 within the soft rollout and 27 from 7/2021 to 2/2022
 - Total Participants fully orientated 363 (69 are in the follow up stages, 64 have chosen to withdraw and 200 in the unknown stage)
- Questions/Comments:
 - Linda inquired the budget number that is being represented in the chart. Katy and Antoinette clarified the data represents per participant not the amount of budgets (i.e. first year vs second year).
 - Katy shared that once we get to the budget phase, as reported up and down the state, some barriers are due to FMS and with providers completing the documentation required. This explains why we have more budgets than we do spending plans and/or live.
 - Miriam suggested to update chart to show the small growth from last meeting to this meeting (line graph suggested by Johnanthony Alaimo). HRC Staff confirmed the presentation of numbers can display tracking of growth.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 2, 2022

- Deaka expressed concerned about number of individuals that have dropped out. Johnny clarified that based on ID notes, every family has their own reason why they have chosen to not move forward with SDP. Miriam clarified that the number of individuals that have dropped out since the start, not just since it opened for everyone. Some families are expressing that SDP is too much to move forward. Families are happy with Traditional services, respect individual's decision to pick which system they care to be a part of.
- Deaka requested clarification on traditional to SDP and the waiting period between. There is no waiting period at this time to go to SDP or to go back to traditional. The only waiting period is if you go live in SDP and want to go back to traditional, there is a 12-month waiting period.
- There are no updates with fair hearings at this time
- The presentation continued to report there are no updates with fair hiring at this time.
- Participant Choice Specialist Position
 - Bryan Sanchez was introduced as the 3rd Participant Choice Specialist for HRC
- Paul Quiroz reported updates for Skills4care
 - There were 3 new referrals since last reporting period, 2 in the children's department and 1 in adults. 1 referral submitted was for IF support and the other 2 for FMS. Out of the 3, 2 Spanish and 1 English.
 - Deaka inquired about those wanting an IF, does Skills4Care provide resources or find someone. Paul clarified that resources are provide and do follow up to make sure that their questions are asked.
 - Linda inquired about list of questions that have been asked thus far. Paul will put together a FAQ /list of questions that have been asked. This would be of benefit when determining the need for on going funding of the program.
- RFPF update
 - Rosalinda shared there were a few proposals and in process of getting them reviewed and interviews scheduled. Next meeting hopefully additional updates on what the status is.
 - Linda motioned for the committee to extend application date for RFP to 3/31/22. Deaka second the motion. Angela Woods had no opposition to the extension. It was agreed upon to allow time for the state council to share at the roundtable and give two weeks after that.
- Linda Chan Rapp
 - Linda shared a PowerPoint on the success story for her daughter with SDP.

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

Johnanthony shared that OCRA now has a New Director; Shannon Cogan is now the new full time director for OCRA. There are no additional updates at this time. Johnanthony shared his contact information in the chat box if anyone has any questions/concerns.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 2, 2022

SCDD- Albert Feliciano

- Albert shared again about the trainings taking place every Monday at 10 AM there are statewide trainings offered by LA Office being provided to anyone interested. Albert will be providing flyer information. These trainings are conducted in English and Spanish.
- State Council hosts periodic meetings for IF. Albert shared that anyone who is an IF, monthly meetings are held. The requirements are for the IF to have an active caseload, not just for their own relative. Anyone interested is to email Albert to be added to the list. The IF meetings are held every second Tuesday of the month at 10:30 AM.
- Linda inquired about an RFP announcement to be shared as a roundtable announcement. Albert confirmed if it is sent to him, he would announce it in that setting.

Statewide Updates:

Rosalinda provided statewide updates.

- There was some confusion with an email. The local advisory committees ask if they were willing to share their budget to fund more meetings for the State Council and several regional centers chose not to allocate the money towards that. State Council requested DDS to fund for additional meetings, which they agreed to fund quarterly meetings. DDS has requested that they include mentorship and update distribution lists. It will be required to have 3 reports prepared and written annually and focus groups in meetings as requested by DDS in these meetings. In addition, the program to train SDAC and local Volunteer Advisory Committee members about their roles and responsibilities and leadership skills as requested. The next steps are for contracts to be signed, it to be posted and interview and offer positions.
- Spending priorities for SDP begin in July 2021, available to all consumers and to support expansion of the program, the estimate includes funding for enhanced transition support, services for individuals and their families, implementation of statewide orientation and participant choice specialist at Regional Centers. At HRC, all 3 positions have been filled.
- 2021 Trailer bill language that was discussed and DDS is to address the choice of independent facilitators, choice of FMS, long term sustainability of the SDP and the IPP teams responsibility during the individual budget development and review of individual budgets that are or above specializing thresholds. There is definition of spending plan requirements, medical, eligible participants obligations and the spending plan and not the individual budget should be assigned to uniform budget categories. Additional information posted on the SDCC website.
- In regard to statewide orientation, there will be 5 modules in 7 languages (Spanish, Chinese, Vietnamese, Korean, Farsi, Armenian and Arabic). All material will be translated to threshold languages including video success stories, interactive exercises and supplemental materials.
- Major SDP trends and resources, regional centers has internal contact lists and SDP process checklist, on going tracking and surveying technology access and assistance, working on capacity and quality building through the FMS.

Public Comments:

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 2, 2022

- Juliana Martinez suggested that we start the meeting with explaining what is SDP and purpose of the meeting at the start
- Linda and Albert brought it up that there is room for Public Comment
- Miriam King asked about a new vendor who is being signed up. They went through the process for another client without someone showing up with the HCBS form. Wondering if they will have to go thru the whole process again for the new client. Katy stated they would have to complete HCBS for every individual for every client.
- Shelia Jones- Thank you for everything! Lovely story Linda. HRC is having great success, numbers are not where we want to be but successful. Linda and Rosalinda second what Shelia shares. Linda appreciates Harbor Staff.
- Yolanda Gomez asked if HRC has a list of vendors. It was shared that families could get their own vendors.
- Tim from Disability Voices United. He asked what is HRC doing for outreach. What is HRC doing for outreach seems like we favor traditional.
 - Katy shared we are doing social media, different avenues and conducting monthly orientations in different languages. We have hired our Participant Choice Specialist to focus on outreach.
- Linda shared that in our last meeting, IF said that they took a long time to get payment out. Is there anything that SDAC be able to get payment. It was advised that the IF should get the Director or CSM of department if there are issues.
- Miriam King will be sharing at the next meeting.
- Ivon Martinez asked about funding for an IF and if parent is losing out of money since they cannot be paid.
 - Clarification was given that under the age of 18 you cannot be the IF. If the client is an adult, they can obtain reimbursement.

Next meeting: April 6, 2022 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 7:35 PM.

Minutes submitted by Josephina Cunningham

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 6, 2022

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05PM on Wednesday, April 6, 2022 via Zoom. Quorum was established at start of meeting.

Committee Member Present

Rosalinda Garcia, Parent
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Linda Chan-Rapp, Parent
Miriam Kang, Parent
Sunghee Park, Parent
Patricia Jordan, Client

HRC Staff Present

Katy Granados- Client Services Manager
Jessica Sanchez- Participant Choice Specialist
Johnny Granados- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist
Patrick Ruppe - Executive Director
Antoinette Perez – Director of Children's Services
LaWanna Blair- Director of Early Childhood Services
Angela Woods- Provider Relations
Jessica Leos- Client Services Manager

SCDD Staff Present

Albert Feliciano

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

Visitors

Fernando Núñez (Interpreter)	Jamie Van Dusen (DDS)	Martha Grajeda	Whitney Williams
Reiko Sakuma Umeda	Shelia Jones	Maria Zavala	Katie Ramirez
Vic Martinez	Kin Vuong	Tess Clemons	Naomi Hagel

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 6, 2022

Welcome

Introductions of committee members and guests – Via Chat on Zoom

Approval of Minutes:

Quorum was established at start of meeting. March 2, 2022 minutes posted and available for viewing on HRC website. Patrick's last name was spelled incorrectly. Correction was made. Miriam Kang stated at the bottom of the minutes her last name was incorrect; correction was made. Linda motioned to approve minutes as amended. Rosalinda asked for a second; Miriam second. Minutes successfully approved.

Harbor Regional Center Monthly Updates:

Bryan Sanchez presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared on the screen.

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **87**
 - Withdrew: **35**
 - Moved out of State: **3**
 - Inactivated/Not DD: **3**
 - Transferred Out (to another RC): **1**
- Completed PCPs 58; 27 within the soft rollout and 31 from 7/2021 to 3/2022
- Certified Budgets 101; 37 within the soft rollout and 64 from 7/2021 to 3/2022
- Spending Plans 63; 29 within the soft rollout and 34 from 7/2021 to 3/2022
- SDP Live 60; 29 within the soft rollout and 31 from 7/2021 to 3/2022
- SDP by Ethnicity: 19 Latino participants, 17 White/Caucasian participants, 8 African-American/Black participants, 3 Filipino participants, 1 Korean participant, 9 other/ Bi-Racial participants, 4 Other Asian, and 2 Chinese participants.
- SDP by Language: 51 English speaking participants, 1 Korean speaking participant, and 11 Spanish speaking participants.
 - Total Participants fully orientated 390 (73 are in the follow up stages, 63 have chosen to withdraw and 223 in the unknown stage)
- Questions/Comments:
 - Miriam commented and expressed gratitude for graphs.
 - Linda inquired what the total number of live participants are at this time. Bryan answered that there were 31 live clients from the open enrollment and 29 from the soft roll out which equals 60. Linda inquired that of the 60 clients that are live how many are second year or third year participants. Antoinette responded by asking Katy if HRC has seen any third year participants. Katy stated there might be a third year in adults. Katy expressed that HRC would be able to look into it and share it next time. Antoinette confirmed that there are mostly first and second year participants at this time.
 - Rosalinda commented that she is happy to see things are going in the right direction
 - Miriam asked if this was the first month that we have seen that White/ Caucasian is no longer the higher number of participants in SDP. She commented that Latino is higher than White/ Caucasian at this time. Antoinette commented that she made a good

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 6, 2022

observation and stated that in the past the White/ Caucasian number of participants have been higher. Miriam stated that HRC is moving in the right direction to match our demographic. Patrick stated that HRC serves about 42% Latino and 19% White/ Caucasian. Patrick clarified that this reflects the clients we serve now.

- The presentation continued to report there are no updates with fair hiring at this time.
- Implementation Funds:
 - Antoinette presented that for the 2019-2022 year HRC was awarded a total of \$59,107.00 and the funds were supposed to have been spent by March 2022. Skills 4 Care billed for a total of \$17,631.63 Therefore \$41,475.38 of the money that was not spent.
 - Rosalinda stated that her assumption was that Skills4Care was going to have a larger amount of clients come through and the funds were going to be expensed at that point and that is not quite what turned out. Rosalinda asked if there was any discussion why it turned out that way. Antoinette stated that the pandemic had a direct impact on families' willingness to access supports. It was anticipated that a larger pool of individuals would benefit from coaching services. Rosalinda stated she believed we made a considerate effort to ensure families knew the service was available to them.
 - Linda asked when people go through SDP orientation are they given information of how to access Skills4Care. Antoinette answered that Skills4Care is discussed in the orientation, but HRC will now be making an adjustment because the contract for Skills4Care has ended. Antoinette also explained that Skills4Care was marketed on social media as well and HRC will continue to increase strategies in marketing these programs when a decision is made for the next allocation of funds.
 - Rosalinda inquired if it was felt that the same need is still there. Antoinette confirmed that the need is still there. Rosalinda suggested more creative ideas in order to have a better result.
 - Linda stated that the coaching RFP that is going to be decided in the next week addresses a lot of the goals in the Skills4Care program.
 - Patrick stated that he believes we need to monitor the utilization/running balance from the funds allotted once provider is selected and report it back to this committee. In order to see if we are going to spend all of the funds, we can go back to the drawing board and see what else can be done to make sure all funds can be spent.
 - Linda stated that Paul from Skills4Care was going to write a report about the issues that were brought up that motivated people to seek coaching support and she has not seen one yet. Antoinette informed Linda that HRC has the data and HRC can present.
 - Rosalinda and Linda both mention that data from Skills4Care could provide insight on how to use next round of funds.
- RFP update
 - Antoinette stated that the RFP's that they have received are more comprehensive than was seen in Skills4Care
 - Antoinette stated that the total allocated funds for the 2021 year is \$80,784.00. The RFP that this committee helped with was posted and had five responses: Phoenix, First Choice, ASLA ,Ally and Mountain Top.
 - HRC has reviewed the responses and will be following up soon to get the committees input soon. Antoinette discussed the 2021/2022 funds (same amount was allocated \$80,784.00) and stated that we are recommending we use the responses from current

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 6, 2022

RFP and make a decision on the 2021/2022 funds to get a head. There is a dead line to spend funds March 2023 and March 2024.

- Linda inquired whether it was possible as an advisory committee to recommend that some of the funds for the third year address issue previously expressed.
- Rosalinda stated that the committee should give suggestion to determine what direction to go and requested to hear from HRC if there has been any new needs that have been discussed in the orientations that have not been captured. Antoinette stated that consistently there is a Spanish-speaking language need. Families are going through orientations multiple times to get information. Whoever is chosen for RFP must have high capacity to serve Spanish-speaking clients.
- Katy discussed barriers in accessing FMS, IF's and PCP's. She also discussed families' struggle to understand all of the responsibility in SDP.
- Patrick discussed that under the DDS directive there is a definition that states that orientation support and cost of speakers. HRC can re-look at materials.
- Linda stated it would be beneficial for committee members to have the criteria on areas of focus that need to be addressed to help guide discussion. Rosalinda discussed a possible survey of the committee to have suggestions put in to have guidance of what meeting should look like.
- Linda inquired about the number of Korean speaking families at HRC families and stated that Korean-speaking participants who are live is low in SDP. Patrick was able to say that there are 93 clients who's primary language is Korean. HRC will work with IT to attempt to find out the actual break down.
- SungHee agreed to check in with the Korean community to discuss barriers they may be facing. Angela discussed that in the RFP Korean speaking was requested. SungHee explained that a barrier for the Korean community is understanding the concept of SDP.
- HRC agreed to compile data about FAQ about coaching requests from Skills4Care and provide prior to May meeting.
- Shelia discussed barriers for the African American families from accessing SDP. It should be made clear to families that they are the employer. There is disparity in the budget that must include technology. Shelia will be providing her time to support families to be more successful in SDP and explained what some of the questions she asks families prior to PCP meetings.

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

Johnanthony shared that the update is not SDP related but is important regarding Medi-Cal. It is expected that public health emergency is going to expire. During Covid under public health, emergency Medi-Cal terminations were halted. Medi-cal will start doing redeterminations. Families may start getting notices. Advice to contact county to make sure contact information is up to date.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 6, 2022

- Albert shared a website that is for any family looking for IF or service providers. The website will give families a blurb about IF. IF and service providers can access website as well.
- LA office continues to host statewide trainings. Next training is on 4/11 in English and is about strategies for coping with change. On 04/18, 10:00 AM, same topic in Spanish.
- Albert discussed that SCDD LA will be having a conversation with Spanish speaking families, self-advocates and providers (Spanish only) to discuss Senate Bill 639 on Friday 03/08/2022 at 10 AM. Other state offices will be having conversations in other languages
- Miriam Kang
 - Miriam shared the success story for her son in SDP.

Statewide Updates:

Rosalinda provided statewide updates.

- There was an update 3/15 from SDD that spending plan FAQ's have been updated and located on the website. They now include conservator, durable power of attorney and specifically who reviews and approves the spending plan at Regional Center.
- FMS contact list for SDP has been updated on website.
- Updates on HCBS final rule requiring individuals who receive services and be provided full access to the benefits of the community living and services be offered in settings that are integrated in the community. Assessment tool is posted.

Public Comments:

- Linda stated she had noticed that the number of FMS agencies are decreasing. Antoinette provided information that it is happening all over the state and DDS is aware and have gotten input for FMS agencies.
- Whitney asked are there any updates regarding 04/01 DDS rate study and how it impacts SDP participant budgets. Patrick answered that as it relates to SDP budgets, there was nothing in the service codes that were looked at regarding SDP.
- Linda commented that she is concerned that day programs are changing more to participants in SDP than traditional.
- Miriam commented that she had heard that other vendors of regional centers are charging more to SDP participants.

Next meeting: May 4, 2022 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 7:35 PM.

Minutes submitted by Jessica Sanchez

**Harbor Regional Center
Service Provider Advisory Committee
April 5, 2022 10:00 am
Virtual via Zoom Meeting**

Committee Participants

Member Name	Organization
Paul Quiroz, Chairperson	Cambrian Homecare
Alex Saldana	Oxford Healthcare
Angie Rodriguez	Social Vocational Services
Dee Prescott	Easter Seals
Patricia Flores	Life Steps Foundation
Alex Saldana	Oxford Healthcare
Patty Solorzano	Oxford Healthcare
April Stover	Ability First
Christine Grant	Dungarvin CA.
Anthony MacConnell	Dungarvin CA.
Tammi Castillo	CA. Mentor
Donna Gimm	CA. Mentor
Jerri Miles	CA. Mentor
Brian Lockhart	CA. Mentor
Ryan Rieger	CA. Mentor
Verretta Boatner	CA. Mentor
Scott Elliott	ICAN California
Lindsey Stone	ICAN California
Ben Espitia	Goodwill Industries
Nancy Langdon	Canyon Verde
Amy Miller	InJoy Life Resources
Shea Matherly	ARC Long Beach
Maria Ortiz	Pathpoint
Glenda Lang	Options for Birth & Family
Melvin Randolph	Westview Services
Elaine Winkler	CBEM
Dan Merrell	Maxim Healthcare Services
Misha Stevenson	24HR Homecare

HRC Staff Participating

Staff Name	Title
Heather Diaz	Director of Community Services
Patrick Ruppe	Executive Director
Judy Wada	Chief Financial Officer
Leticia Mendoza	Community Services Department Assistant
Mercedes Lowery	Community Services Manager
Steve Gocłowski	Clinical Services Manager
Elizabeth Garcia-Moya	Community Services Manager
Tovah Lennon	Deaf Hearing Specialist
Brenda Bane	Provider Relations Specialist
Erika Landeros	Provider Relations Specialist
Mary Hernandez	Director of Case Management Support Services
Karine Paulan	Manager of Rights and Quality Assurance
Ute Czermel	Controller
Tes Castillo	Assistant Controller
Jessica Sanchez	Participant Choice Specialist
Bryan Sanchez	Participant Choice Specialist
Johnny Granados	Participant Choice Specialist
Katy Granados	Children Services Manager

Call to Order

Paul Quiroz, Chair called the meeting to order at 10:03 a.m. Total of 59 participants.

HRC Updates:

- Heather Diaz, Community Services Director provided information on changes to SPAC, a summary of the roles of the SPAC memberships and Chair Individual. She continued to encourage the group to participate to appoint representatives for subgroups in the various service categories that remained vacant.
- Elizabeth Garcia Moya, Manager of Vendorization and Resource Development introduced new HRC staff Tovah Lennon, Deaf and Hearing Specialist. Tovah will be working to develop resources for Deaf clients.

Provider Re-Engagement

Patrick Ruppe, Executive Director encouraged service providers to share feedback they have received recently from clients and families regarding re-opening of programs and plans or any barriers they are facing. Angie Rodriguez from SVS shared that all of their programs have re-opened and in operation and continue to follow CDC guidelines. They continue to face challenges with hiring and maintaining staff. SVS has also faced some challenge with the mitigations plans submitted to Community Care Licensing. April Stover from Ability First also shared similar challenges for their programs.

Special Incident Reporting

Mary Hernandez, Director of Case Management and Support Services reminded service providers the importance in submitting SIR reports to HRC in a timely manner with complete client information. Service providers are to use the new SIR form when completing reports. The SIR form is available on HRC's website. HRC receives monthly reports from DDS regarding SIR's and HRC continues to be at only 63% in reporting in comparison to other regional centers.

Budget Updates

Judy Wada, CFO provided update for the FY 2021-2022 Purchase of Service Expenditures Projection (PEP). State-wide & HRC comparison, HRC surplus is \$16,061,008. Projections do not include the current rate study implementation rate increase since we do not know yet what impact will have. Governor's Budget for Community Services increase for FY2022-2023 variance of 15%.

FY 2022-2023 Governor's Budget Highlights Update:

- Rate model Implementation
- Social Recreation and Camp
- DSP Training & Development
- DSP Bilingual Differential
- START Services
- Lanterman Act Provisional Eligibility
- Performance Incentives
- RC Service Coordinators & Caseloads
- Information Technology Modernization

Governor's Budget Highlights for FY 2022-2023

New Policy Items

- Caseload ratios for children through age 5
- Communication Assessments for Deaf Clients
- Subminimum Wage Phase-out Pilot
- Federal Compliance
- Enrolling Vendors as Medicaid Providers

Next Steps

- Senate & Assembly Committees meet and develop bills
- Governor submits May Revise
- Committees, Conference Committee, Legislature votes
- Governor signs Budget

Rate Study Implementation

Heather Diaz shared rate study background of DDS & HMA-Burns conducted a comprehensive vendor rate study (ABX 2-1) in 2016. The rate models established in 2019 proposed standardized rates within each regional center. In February 2022, DDS and HMA-Burns updated the rate models/benchmark rates to include the \$15 p/hr California minimum wage assumption, an inflation estimate, updated benefits cis, and IRS mileage rate.

For the April 1, 2022 rate adjustment, there are no changes in service code, program designs, or billing units (hours, days, etc); and no rates will be reduced.

The Fiscal Year 2021-2022 DDS Budget included the implementation of the Rate Study (AB 136). The timeline for the AB 136 Rate Adjustment Implementation is as follows:

April 1, 2022

- 25% of difference between March 31,2022 rate and applicable rate model/“benchmark rate”

July 1, 2023

- 50% of difference between March 31,2022 rate and applicable rate model/“benchmark rate”

July 1, 2025

- Full implementation of rate models with two payment components
 - Base rate equaling 90% of the rate model/“benchmark rate”
 - Quality incentive program component of up to 10% of the rate model/“benchmark rate”

*Alternative Services Nonresidential Monthly Rates are not subject to the rate adjustment.

Rate Study Implementation Process

Data Sharing & Review

- DDS/HMA-Burns compiled Rates Files using POS data as of June 30, 2021
- Over 154,000 individual vendor rates state-wide
- Service codes separated into four (4) batches
- RCs checked for missing rates, discrepancies, courtesy/shared vendors, and “bundled/unbundled” amounts
- RCs provided service detail: Reviewed program designs and service agreements; reached out to service providers
- If 3/31/2022 Rate Unit different Rate Model/“Benchmark” Unit, provided tail to convert units

Rate Study Implementation Status

- Batch 1 and 2 service codes providers HRC has received the DDS final rates. HRC will be sending out rate letters, vendor excel sheets out to applicable service providers.
- Batch 3 service codes- HRC still is waiting to receive final rates from DDS
- Batch 4 service codes- RC’s are reviewing DDS initial rates
- Rates vary across Regional Centers because the rate models include differences in regional geographic areas.

Service providers are encouraged to email their questions to ratesquestions@harborrc.org. DDS is currently developing instructions for when service providers disagree with rates.

Community Services Department staff was recognized for all their time and hard work in reviewing over 7,000 provider rates.

COVID -19 Update

Mercedes Lowery and Judy Wada reminded service providers that HRC continues to provide PPE. They can email their request to hrcpperequest@harborrc.org.

HRC continues to host free COVID-19 PCR Testing at Torrance office, Wednesdays 9:30 AM-11:30 AM. Appointments are required at <https://ihd-patient.preciseq.com/harbor-regional-center>

Home and Community Based Services – Grant Updates

Mercedes Lowery, Manager of Service Provider Relations Team provided an update report for those service providers that received HCBS grants. A total of 11 providers were approved for residential homes and day programs services. Grants are for providing home accessibility modifications, vans, staff trainings, technology devices for activities directly related to employment development and for some to come to be in compliance with HCBS guidelines.

Electronic Visit Verification Update

Erika Landeros, SLS Specialist provided information and update regarding EVV for service providers. EVV is part of the 21st Century Cures Act enacted in 2016. Primary goal is to ensure people are getting the services needed while receiving Medicaid. This system verifies electronically the visits clients received.

The Self Determination Program at HRC

Participant Choice Specialist Representatives Jessica Sanchez, Bryan Sanchez and Johnny Granados provided an overview of the SDP program.

Soft Roll Out of program.

- July 2018-June 2021
- 99 participants initially selected in October 2018
- HRC started offering orientations in May 2019
- DDS 2nd draw –November 2019
- March 2022-87 participants
- Began July 2021
- 379 families are fully oriented
- 65 not moving forward
- 74 moving forward
- 240 unsure

Financial Management Services

- Paying for services, including paying employees
- Assist with hiring employees
- Verifying provider qualifications
- Helping providers get criminal background checks, if needed
- Helping the participant comply with employment laws and tax requirements.

SDP Information

- Orientations are held on a monthly basis with alternating schedules
- SDAC meetings are held the first Wednesday of every month.

- Participant Choice Specialist (PCS)

Additional Information is available on the following websites

- [DDS Website- Self-Determination Program - CA Department of Developmental Services](#)
- [HRC- Self-Determination - Harbor Regional Center \(harborrc.org\)](#)
- [HRC SDAC- SDP Advisory Committee - Harbor Regional Center \(harborrc.org\)](#)

Adjournment

Next committee meeting is scheduled for June 7, 2022

Meeting adjourned at 11:46 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.**
- ❖ We will call upon each person who has asked to address the Board through the **CHAT feature.**
- ❖ We request that you please limit your comments to 5 minutes.

THANK YOU!

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>



INFORMACIÓN DE CONTACTO

❖ Para contactar la Oficina Ejecutiva:

Patrick Ruppe, Executive Director	(310) 543-0632
Jennifer Lauro, Executive Assistant	(310) 543-0632
Jesus Jimenez, Bilingual Executive Office Assistant	(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:**
<https://www.harborrc.org/post/contact-our-staff>



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



CLOSED SESSION



- Labor Negotiations



ADJOURNMENT



Next Business Meeting of the Board

July 19, 2022