



**MINUTES OF THE JULY 19, 2022 MEETING OF THE BOARD OF TRUSTEES
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><u>BOARD PRESENT:</u> Mr. Gordon Cardona, Board Member Mr. Fu-Tien Chiou, Board Advisor Dr. James Flores, <i>Treasurer</i> Dr. Marco Garcia, Board Member Mr. David Gauthier, <i>Secretary</i> 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. Angie Rodriguez, Board Member Ms. Jackie Solorio, Board Member Ms. Laurie Zaleski, Board Member</p>	<p><u>BOARD ABSENT:</u> Mr. Ron Bergmann, Board Advisor Mr. Joe Czarske, Board Member Mr. LaVelle Gates, Board Advisor Ms. Kim Vuong, Board Member</p>
<p><u>STAFF PRESENT:</u> Mr. Patrick Ruppe, Executive Director Mr. Steve Goclowski, Manager of Psychological Services Ms. Judy Wada, Chief Financial Officer Ms. Thao Mailloux, Director of Information & Development Ms. LaWanna Blair, Director of Early Childhood Services Ms. Antoinette Perez, Director of Children’s Services Ms. Judy Samana Taimi, Director of Adult Services Ms. Mary Hernandez, Director of Case Management Support Services Mr. 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>GUESTS:</u> Mr. Albert Feliciano, SCDD Ms. Jaime Van Dusen, DDS Ms. LeeAnn Christian, Consultant Ms. Jessica Marron, HRC Staff Ms. Carla Redmon, HRC Staff</p>
<p><u>STAFF ABSENT:</u> Ms. Heather Diaz, Director of Community Services</p>	

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 formerly introduced our two newest board members Laurie Zaleski and Angie Rodriguez and welcomed them to our Board.

Mr. Patay also announced that Board members Ron Bergmann, Fu-Tien Chiou and LaVelle Gates have all agreed to continue to assist the board as non-voting advisors and thanked them for their continued service and support of our Board and Community.

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

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

Mr. Patay informed that our annual Board Retreat and Recognition Dinner will be held on Saturday, October 15, 2022 at HRC in Conference Rooms A1/2 from 9:00 am to 2:00 pm and will focus on Harbor's Strategic Planning, Mission and Vision. A Recognition Dinner will be held following the retreat with details to follow.

Mr. Patay reminded the Board Members that our Board does not meet in August and the next regular business meeting of the Board will be on September 20, 2022.

Mr. Patay announced that elections requiring Board approval for the election of 1) the Slate of Officers for FY 2022-23 and 2) for the Board Committee Roster and Chairs nominated for FY 2022-23 will be brought up for a vote at this time.

- 1) **Board President Chris Patay asked each Board member verbally to vote for the Slate of Officers for FY 2022-23 provided in their board packet and all Board members unanimously voted on the Slate of Officers as follows:**

Chris Patay	President
Ann Lee, Ph.D.	Vice-President
David Gauthier	Secretary
Dr. James Flores	Treasurer

- 2) **Board President Chris Patay asked each Board member verbally to vote for the updated Board Committee Roster and Chairs and all Board members unanimously voted for the new members of each Board Committee and Chairs as presented.**

Mr. Patay also announced that there will be a closed session tonight after the public comment portion of the meeting to discuss 1) Lease Negotiations; and 2) Litigation update.

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

PRESENTATION OF MINUTES

Mr. Gauthier presented the draft minutes of the July 19, 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 JULY 19, 2022 BOARD MEETING were received and filed.

PRESENTATION OF FINANCIALS

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

- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated March 2022
- Harbor Regional Center Functional Expense Summary, dated March 2022
- Harbor Regional Center POS Contract Summary, dated March 2022
- Harbor Regional Center Line Item Report, dated March 2022
- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated April 2022
- Harbor Regional Center Functional Expense Summary, dated April 2022
- Harbor Regional Center POS Contract Summary, dated April 2022
- Harbor Regional Center Line Item Report, dated April 2022
- Harbor Regional Center POS Expenditure Projection Report (PEP) based on Expenditures from FY 2021-22 July 2021 through April 2022

EXECUTIVE REPORT

1. BUDGET UPDATES:

Mr. Ruppe summarized the key highlights of the State Budget, specifically on funding for Work Force, Early Start, Employment, Day Services, Performance Measures, Financial Management Systems (FMS) and a new service category called Coordinated Family Supports.

2. DDS AUDIT:

Mr. Ruppe informed the Board that DDS just recently completed an audit of HRC for fiscal years 2017-18 and 2018-19 on the following areas: purchase of services, regional center operations, targeted case management, service coordinator caseloads, early intervention programs, family cost participation program (FCPP), annual family program fee (AFPF) and on our procurement processes. Mr. Ruppe summarized the findings and informed that the final audit is posted on our website <https://www.harborrc.org/audits-and-reports> as required by statute.

3. MISSION/VISION PLANNING:

Mr. Ruppe reminded the Board that ongoing planning of Harbor Regional Center's Mission and Vision continue as HRC's Mission and Vision statements are key ideas that help us set the course for our agency. Mr. Ruppe informed that our Mission and Vision statements were last reviewed and updated in 2010 and 2011, however since that time our community has seen significant growth and changes, resulting in the time to review our Mission and Vision statements to ensure they are still reflective of our values. Mr. Ruppe requested that all Board members participate in discussion in some form to provide input to our Board Planning Committee who has begun work reviewing these statements with a goal of sharing any revised Mission and Vision statements at our September meeting.

4. CONTRACT FOR APPROVAL – OPERATIONS – CRISIS INTERVENTION PROGRAM: YOUNG ADULT INSTITUTE (YAI):

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Mr. Ruppe reminded the Board that last year they approved the funding for the University of New Hampshire to bring their S.T.A.R.T. Program to Harbor Regional Center. The Young Adult Institute (YAI) has been selected as the provider to implement the S.T.A.R.T. Program to develop one (1) crisis prevention and intervention program utilizing the S.R.A.R.T. model. The S.T.A.R.T. model is a community-based tertiary care crisis intervention system for the individuals with IDD and behavioral health needs. Total funding is not to exceed \$300,000.00. A vote is required for the approval of this contract.

Dr. Flores moved to approve the Operations Crisis Intervention Program with YAI for a total of not to exceed \$300,000.00 and Dr. Lee seconded the motion, which was unanimously approved by the Board, with no opposition. Ms. Rodriguez abstained.

5. CONTRACT FOR APPROVAL – PURCHASE OF SERVICE – HOUSING DEVELOPMENT: BRILLIANT CORNERS PH2551-Individual Adults (HRC-2122-4) and PH2552-Individuals Under 18 Years of Age (HRC-2122-8):

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Mr. Ruppe informed that Brilliant Corners was selected to develop Enhanced Behavioral Support Homes or (EBSH) in our area. EBSH's provide 24-hour non-medical care in a homelike setting to individuals with challenging behaviors who require additional supports, staffing and supervision. The homes offer person-centered planning, positive behavior supports, trauma-informed care and other services and supports which are beyond what is typically available in other community-based homes. DDS has provided funds to develop an adult home and a children's home, thereby HRC has received \$300,000 in acquisition funds and \$400,000 in renovation funds for each home. Mr. Ruppe stated that developing these homes will allow HRC to expand our continuum of services to meet the needs of our community and will also allow HRC greater capacity to support individuals near to their families. Therefore, a vote is required by the Board for the approval of two EBSH's.

Dr. Flores moved to approve the two (2) Purchase of Service contracts for Housing Developments with Brilliant Corners and Dr. Lee seconded the motion, which was unanimously approved by the Board, with no opposition. Ms. Rodriguez abstained.

6. CONTRACT FOR APPROVAL – PURCHASE OF SERVICE – PROFESSIONAL SERVICES: THE COLUMBUS ORGANIZATION:

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Mr. Ruppe referred the Board to the purchase of service contract for approval of professional services by The Columbus Organization that will allow Columbus to continue to offer competitive pay rates for the professionals we utilize through them. Mr. Ruppe informed that this contract modifies the contract the Board approved last year and noted that despite the pay scale increase, the net annual amount does decrease \$300,000 as one position was eliminated and another position was moved from this contract to individual POS authorizations. A vote is required by the Board for the approval of this contract.

Dr. Flores moved to approve the Purchase of Service contract for Professional Services by The Columbus Organization with a projected annual amount of \$1,451,968 and Dr. Lee seconded the motion, which was unanimously approved by the Board, with no opposition. Ms. Rodriguez abstained.

7. INSURANCE SCHEDULE:

Mr. Ruppe referred the Board to Harbor Regional Center's Insurance Schedule for Fiscal Year 2022-23 that was provided in their Board packet and noted that increases were attributed to several causes-reclassification of staff as they return to the office and conduct meetings in person, to increase in cyber-attacks across the world and to several pending litigation issues.

8. BOARD MEMBER RECOGNITION – KIM VUONG:

Mr. Ruppe recognized Board member Kim Vuong, a valued member of our Board of Trustees for the past six years and how she continues to look for opportunities to help educate the community on how individuals with Intellectual and Developmental Disabilities are valued and contributing members of their communities. Kim is exemplary at finding ways to break down barriers that persons with

Intellectual and Developmental Disabilities face when trying to access the community. Kim is continually recognized by her community and just earlier this year received recognition from Senator Lena A. Gonzalez, a Representative of District 33, who recognized Kim for her excellent advocacy for individuals with disabilities and also for herself! Congratulations Kim!

9. S.T.A.R.T. presentation:

Mr. Ruppe called the Board's attention to Mr. Steve Goclowski, Manager of Psychological Services who made a presentation to the Board on the S.T.A.R.T. (Crisis Support Services provided by Young Adult Institute (YAI) and the University of New Hampshire) Program.

COMMITTEE REPORTS

A. ARCA

In Mr. Czarske's absence, Mr. Ruppe summarized the main topics of the June annual in person ARCA meeting and noted that the conversation focused primarily on DDS's workload in managing the implementation of over 50 new initiatives in this year's budget. Mr. Ruppe also reported that ARCA voted on its new officers for the coming year and how a special thank you was provided to all those who served as an officer this past year, including Mr. Czarske. The next meeting is scheduled for August 18-19 in Irvine.

B. AUDIT

Mr. Patay advised that the Audit Committee has not met since our last Board meeting and there is no report.

C. BOARD DEVELOPMENT

In Mr. Czarske's absence, Mr. Patay indicated that the Board Development Committee brought up their report prior to the start of the meeting to vote on the Slate of Officers for fiscal year 2022-23 and to vote on the updated Board Committee Roster and Chairs. The next meeting is scheduled for August 10, 2022.

D. BOARD PLANNING & COMMUNITY RELATIONS (JOINT)

Mr. Patay advised that the Board Planning Committee has not met since our last Board meeting and there is no report.

E. CLIENT ADVISORY

Mr. Gauthier informed that the Client Advisory Committee met on May 14, 2022 and were provided updates on DDS Initiatives, changes to the Special Incident Reporting (SIR) Requirements in Title 17 and on the HCBS Final Rule. The Committee was also updated on the self-determination program and how Committee members can assist on providing ideas for an HRC Self Advocacy Conference. The next meeting is scheduled for August 13, 2022.

F. CLIENT SERVICES

New Chairperson Ms. Jordan reported that the Committee met on June 28 2022 and discussed the purpose of the meeting as well as future topics of discussion, with a focus on Mental Health Services, Crisis Intervention, Diversity, Equity and Inclusion. The next meeting is scheduled for August 23, 2022.

G. RETIREMENT

Mr. Patay advised that the Retirement Committee has not met since our last meeting and there is no report.

H. SELF-DETERMINATION ADVISORY

Ms. Perez advised the Board that the Self-Determination Advisory Committee continues to meet monthly via zoom and provided an update on the June meeting. Ms. Perez informed that the minutes of the July meeting will be reported at the September Board meeting and that there is no meeting in August.

I. SERVICE PROVIDER ADVISORY

New Chairperson Angie Rodriguez reported that the Committee met on June 7, 2022 and summarized the highlights of the meeting, which focused mainly on staffing – hiring and retention, the HCBS Final Rule plans for validation and remediation, rate study implementation services and rate study adjustments. Additionally, the Committee reviewed correspondence from DDS regarding payment for non-residential service during COVID. The meeting is scheduled for August 2, 2022.

PUBLIC COMMENT

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


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

CLOSED SESSION

Mr. Patay advised that the Board will go into a closed session, which occurred from 7:50 pm to 8:20 pm.

ADJOURNMENT 8:21 p.m.

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



Submitted by: _____

David Gauthier, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation