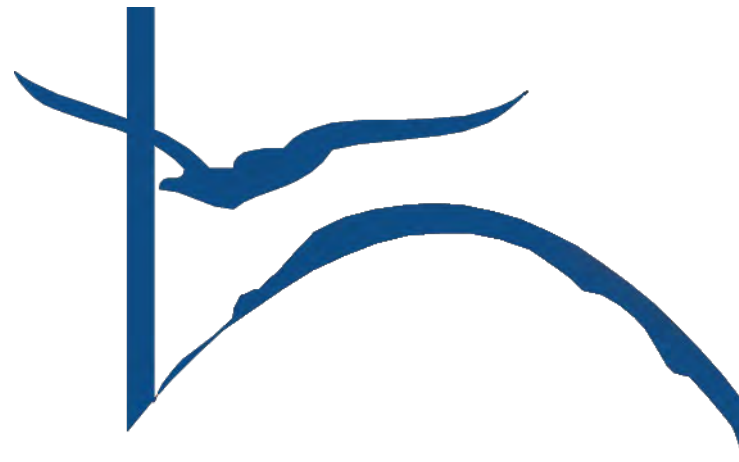




WELCOME



Harbor Developmental Disabilities Foundation

November 21, 2023



NOVEMBER MEETING OF THE BOARD OF TRUSTEES

TUESDAY, November 21, 2023 @ 6:00 p.m.
Via ZOOM Webinar

https://us06web.zoom.us/webinar/register/WN_a9aqZqGUQ5-BBTSZVjJtrw

A G E N D A

1. **CALL TO ORDER & INTRODUCTIONS.....JOSEPH CZARSKE, President**
2. **MINUTES OF THE SEPTEMBER 19, 2023 MEETING.....DAVID GAUTHIER, Secretary**
3. **TREASURER'S REPORT.....DR. JAMES FLORES, Treasurer**
4. **EXECUTIVE REPORT*.....PATRICK RUPPE, Executive Director**
 - Presentation: Educational Advocacy, by Antoinette Perez, Director of Children & Adolescent Services
 - Contract for Board Approval: Purchase of Service | Housing Development | Brilliant Corners 2122-4
 - Board Approval for 2024 HDDF Board Meeting Schedule
 - Board Approval for 2024 HDDF Board Presentation & Training Plan
5. **COMMITTEE REPORTS:**
 - a) **ARCA.....JOSEPH CZARSKE, HRC REPRESENTATIVE**
 - b) **AUDIT.....FU-TIEN CHIOU, CHAIRPERSON**
 - c) **BOARD DEVELOPMENTJOSEPH CZARSKE, CHAIRPERSON**
 - d) **BOARD PLANNING.....LAURIE ZALESKI, CHAIRPERSON**
 - e) **CLIENT ADVISORY.....DAVID GAUTHIER, CHAIRPERSON**
 - f) **CLIENT SERVICES.....PATRICIA JORDAN, CHAIRPERSON**
 - g) **COMMUNITY RELATIONS.....ANN LEE, Ph.D, CHAIRPERSON**
 - h) **RETIREMENT.....DR. JAMES FLORES, CHAIRPERSON**
 - i) **SELF-DETERMINATION.....ANTOINETTE PEREZ, LIAISON**
 - j) **SERVICE PROVIDER ADVISORY.....ANGELA RODRIGUEZ, CHAIRPERSON**
6. **PUBLIC COMMENT/INPUT**
7. **CLOSED SESSION.....JOSEPH CZARSKE, President**
 - Real Estate Negotiations
8. **ADJOURNMENT – 8:00 p.m.**



MINUTES

September 19, 2023



David Gauthier, HDDDF Secretary



**MINUTES OF THE SEPTEMBER 19, 2023 MEETING OF THE BOARD OF TRUSTEES
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

BOARD PRESENT:

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

BOARD ABSENT:

Mr. Eber Bayona, Board Member

STAFF PRESENT:

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

STAFF ABSENT:

Ms. LaWanna Blair, Director of Early Childhood Services

INTERPRETERS:

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

GUESTS:

Ms. Jamie Van Dusen, DDS
Ms. Christine Bagley, DDS
Mr. Albert Feliciano, SCDD
Mr. Paul Quiroz, Service Provider
Ms. Tiffany De La Torre, Service Provider
Mr. Russ Vakharia, HRC Parent
Ms. Adriana Ortiz, HRC Parent
Mr. Joshua Mc Neice, HRC Service Coordinator
Mr. Mike Ikegami, HRC Director of IT
Ms. Alba Monterroza, HRC Service Coordinator
Ms. Jessica Alcala, HRC Service Coordinator
Mr. Sheldon Trang, HRC Service Coordinator
Ms. Mayra Palapa, HRC Service Coordinator
Ms. Karina Martinez, HRC Service Coordinator
Ms. Maria Jimenes, HRC Service Coordinator
Ms. Danica Mitchell, HRC Service Coordinator
Ms. Stephanie Alarcon, HRC Service Coordinator
Ms. Sydney Woo, HRC Service Coordinator
Ms. Sarah Aguilar, HRC Service Coordinator
Mr. Francisco Gonzalez, HRC Service Coordinator
Ms. Amy Herrera, HRC Service Coordinator
Ms. Ana Hernandez, HRC Service Coordinator
Ms. Numa Juarez, HRC Service Coordinator

CALL TO ORDER

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

PRESIDENT'S REPORT

Mr. Czarske welcomed guests and staff establishing a quorum.

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

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

Mr. Czarske reminded the Board Members that our annual Board Retreat and Recognition Dinner will be on Saturday, October 7, 2023 at the Torrance Office.

Mr. Czarske informed that our next regular business meeting of the Board will be on November 21, 2023.

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

PRESENTATION OF MINUTES

Mr. Gauthier presented the draft minutes of the July 18, 2023 meeting of our Board which were included in the board packet and posted for the general public on the HRC website. **The MINUTES OF THE JULY 18, 2023 BOARD MEETING were received and filed.**

PRESENTATION OF FINANCIALS

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

- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated June 2023
- Harbor Regional Center Functional Expense Summary, dated June 2023
- Harbor Regional Center POS Contract Summary, dated June 2023
- Harbor Regional Center Line Item Report, dated June 2023
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2022-23

EXECUTIVE REPORT

1. BOARD APPROVAL – NEW BOARD MEMBER CONFLICT OF INTEREST RESOLUTION PLAN:

Mr. Ruppe informed the Board that during the onboarding process for our newest Trustee Mr. Ramon Gonzalez, it was determined that there is a conflict of interest present as Mr. Gonzalez is employed by one of our providers, CLU Transitions, doing business as Brainstorm. Mr. Ruppe advised that he has worked with Mr. Gonzalez, Board President Joe Czarske and our attorneys to develop a plan of resolution that addresses this conflict of interest. Mr. Ruppe stated that the resolution plan will allow Mr. Gonzalez to remain on the Board and prohibit him from acting on any item that may affect his employer or any of their competitors. Mr. Ruppe indicated that he and our Board President together will be responsible for ensuring this resolution plan and its safeguards are applied and monitored, therefore Board approval is required to approve Mr. Gonzalez's conflict of interest resolution plan.

Ms. Solorio moved to approve new Board member Ramon Gonzalez’s Conflict of Interest Resolution Plan and Mr. Gauthier seconded the motion, which was unanimously approved by the Board with no opposition or abstention.

2. BUDGET UPDATES:

Mr. Ruppe summarized the key highlights of the State Budget, specifically on the E-1 Cash Advance and Preliminary Allocation and on the Projected Expenditure Report or (PEP).

3. STRATEGIC PLAN REPORTING TEMPLATE:

Mr. Ruppe called the Board’s attention to strategic plan reporting templates created to show HRC’s progress on our strategic plan. Mr. Ruppe informed that the first template is an ‘Executive Summary’ template that will provide a high-level visual of the status of the goals and objectives for that reporting period and the second template is a more detailed color coded report that spells out the activities to be accomplished during that reporting period and the progress made on those goals and objectives. Mr. Ruppe stated that he will a report to the Board at the November meeting.

4. REGIONAL CENTER PERFORMANCE MEASURES:

Mr. Ruppe informed the Board that over the past year, the Department of Developmental Services has worked with the Regional Center Performance Measures (RCPM) Workgroup to develop performance incentives and measures to promote improvements in individual outcomes and regional center performance. The workgroup consists of representatives from all aspects of the developmental disabilities services system and has identified six focus areas: Early Start, Person-Centered Services Planning, Employment, Equity and Cultural Humility, Individual and Family Experience and Satisfaction, Service Coordination and Regional Center Operations. Mr. Ruppe summarized certain focus areas which has one or more performance measure tied to specific desired outcomes with corresponding performance targets and incentives. Mr. Ruppe also provided the Board with a brief overview of our progress on each measure.

5. LEGISLATION TO WATCH:

Mr. Ruppe referred the Board to the Assembly Bill 1147 Disability Equity and Accountability Act of 2023 and on the Senate Bill 138 provided in their board packets and summarized the key issues of each.

6. HOLIDAY HELP FUND:

Mr. Ruppe announced that HRC is beginning our campaign to provide assistance to families in need during the holidays. Mr. Ruppe asked the Board to consider a gift from the Harbor Help Fund in the amount of \$50,000 with which we will purchase gift cards for distribution to our families that would most benefit from hard times befalling them. Mr. Ruppe thanked the Board in advance for their continued support of our holiday giving campaign.

Mr. Bergmann moved to approve a donation of \$50,000 from the Harbor Help Fund for the purchase of gift cards for HRC’s holiday giving campaign and Mr. Gates seconded the motion, which was unanimously approved by the Board, with opposition or abstentions.

COMMITTEE REPORTS

A. ARCA

Mr. Czarske, Chair of the Committee summarized the key highlights of the August meetings.

B. CLIENT SERVICES

Ms. Taimi, Director of Adult Services reported on the July 25, 2023 meeting which focused on Independent Living Services (ILS) and Supported Living Services (SLS). The next meeting is scheduled for September 26, 2023.

C. COMMUNITY RELATIONS

Dr. Lee, Chair of the Committee informed that the Committee met on August 24, 2023 and reported that the Committee is continuing to focus on strengthening partnerships with elected officials while continuing to promote partnerships with HRC and the community. The next meeting is scheduled for October 26, 2023.

D. RETIREMENT

Dr. Flores, Chair of the Committee reported on the retirement plan balances report as of June 30, 2023.

E. SELF-DETERMINATION ADVISORY

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

F. SERVICE PROVIDER ADVISORY

Ms. Rodriguez, Chair of the Committee reported that the Committee met on August 1, 2023 and summarized the highlights of the meeting. The next meeting is scheduled for October 3, 2023.

PUBLIC COMMENT

Mr. Czarske advised that public input was next on the agenda. Mr. Czarske 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. Czarske indicated that we had zero attendee requests to address the Board through the Raise Your Hand feature this evening.

ADJOURNMENT 7:03 p.m.

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

Submitted by: _____

David Gauthier, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation



FINANCIALS



Dr. James Flores, HDDDF Treasurer

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2023-24**

Jul-23

	FY 2023-24 E-1	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 44,137,914	\$ 3,870,859	\$ 3,870,859	\$ 44,137,914	\$ -
Operating Expenses	10,801,570	1,153,086	1,153,086	10,801,570	-
less other income	(118,754)	(15,428)	(15,428)	(118,754)	-
Total Operations	<u>54,820,730</u>	<u>5,008,517</u>	<u>5,008,517</u>	<u>54,820,730</u>	<u>-</u>
Purchase of Service					
Regular*	353,263,831	18,320,044	18,320,044	353,263,831	-
Compliance with HCBS Regulations	-	-	-	-	-
less other income	(1,600,000)	(130,022)	(130,022)	(1,600,000)	-
Subtotal Regular	<u>351,663,831</u>	<u>18,190,022</u>	<u>18,190,022</u>	<u>351,663,831</u>	<u>-</u>
CPP/CDRP/START	100,000	-	-	100,000	-
Total Purchase of Service	<u>351,763,831</u>	<u>18,190,022</u>	<u>18,190,022</u>	<u>351,763,831</u>	<u>-</u>
TOTAL	\$ 406,584,561	\$ 23,198,539	\$ 23,198,539	\$ 406,584,561	\$ -
% of Budget	100.00%	5.71%	5.71%	100.00%	

* This is a very preliminary budget. The Preliminary Allocation for FY 2023-24 was received from DDS on June 15, 2023, followed by the 1st Amendment on October 2, 2023.

Currently all funding received is projected to be spent through the end of the year. This projection will be revised with the first Purchase of Service Expenditure Projection (PEP) reporting due to DDS on December 10, 2023.

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

	FY 2023-24 E-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 139,870,652	\$ 9,396,495	\$ 9,396,495	\$ 130,474,157	\$ 139,870,652	\$ -
Day programs	88,912,585	4,961,384	4,961,384	83,951,201	88,912,585	-
Other purchased services	124,480,594	3,962,165	3,962,165	120,518,429	124,480,594	-
HCBS Compliance	-	-	-	-	-	-
TOTAL PURCHASE OF SERVICE	353,263,831	18,320,044	18,320,044	334,943,787	353,263,831	-
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 100,000	\$ -	\$ -	100,000	\$ 100,000	\$ -
Salaries and Related Expenses:						
Salaries	33,999,346	2,767,513	2,767,513	31,231,833	33,999,346	-
Employee health and retirement benefits	9,650,921	1,072,868	1,063,379	8,587,542	9,650,921	-
Payroll taxes	487,647	30,478	39,968	447,679	487,647	-
Total Salaries and related expenses	44,137,914	3,870,859	3,870,859	40,267,055	44,137,914	-
Operating expenses:						
Facility Rent	5,357,259	848,932	848,932	4,508,327	5,357,259	-
Equipment and facility maintenance	1,241,905	50,780	50,780	1,191,125	1,241,905	-
Equipment purchases	564,100	25,037	25,037	539,063	564,100	-
General	1,558,709	31,919	31,919	1,526,790	1,558,709	-
Communication	813,159	45,013	45,013	768,146	813,159	-
Contract and consultant fee	197,113	-	-	197,113	197,113	-
General office expenses	387,948	22,528	22,528	365,420	387,948	-
Staff travel	55,031	348	348	54,683	55,031	-
Legal fees	61,334	-	-	61,334	61,334	-
Printing	130,244	790	790	129,454	130,244	-
Insurance	353,000	123,739	123,739	229,261	353,000	-
Accounting fees	57,400	4,000	4,000	53,400	57,400	-
Board expenses	24,368	-	-	24,368	24,368	-
Total Operating expenses	10,801,570	1,153,086	1,153,086	9,648,485	10,801,570	-
TOTAL OPERATIONS	54,939,484	5,023,945	5,023,945	49,915,539	54,939,484	-
TOTAL EXPENSES	\$ 408,303,315	\$ 23,343,989	\$ 23,343,989	\$ 384,959,326	\$ 408,303,315	\$ -
Revenues:						
ICF SPA Income	\$ (1,600,000)	\$ (130,022)	\$ (130,022)	\$ (1,469,978)	\$ (1,600,000)	\$ -
Other income	(118,754)	(15,428)	(15,428)	(103,326)	(118,754)	-
TOTAL REVENUES	\$ (1,718,754)	\$ (145,450)	\$ (145,450)	\$ (1,573,304)	\$ (1,718,754)	\$ -
TOTAL	\$ 406,584,561	\$ 23,198,539	\$ 23,198,539	\$ 383,386,022	\$ 406,584,561	\$ -

Month End Caseload

17,855

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2023-24**

Aug-23

	FY 2023-24 E-1	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 44,137,914	\$ 2,830,647	\$ 6,701,506	\$ 44,137,914	\$ -
Operating Expenses	10,801,570	755,799	1,908,884	10,801,570	-
less other income	(118,754)	(9,315)	(24,743)	(118,754)	-
Total Operations	<u>54,820,730</u>	<u>3,577,131</u>	<u>8,585,648</u>	<u>54,820,730</u>	<u>-</u>
Purchase of Service					
Regular*	353,263,831	21,239,257	39,559,302	353,263,831	-
Compliance with HCBS Regulations	-	-	-	-	-
less other income	(1,600,000)	(149,070)	(279,092)	(1,600,000)	-
Subtotal Regular	<u>351,663,831</u>	<u>21,090,187</u>	<u>39,280,209</u>	<u>351,663,831</u>	<u>-</u>
CPP/CDRP/START	100,000	-	-	100,000	-
Total Purchase of Service	<u>351,763,831</u>	<u>21,090,187</u>	<u>39,280,209</u>	<u>351,763,831</u>	<u>-</u>
TOTAL	\$ 406,584,561	\$ 24,667,318	\$ 47,865,857	\$ 406,584,561	\$ -
% of Budget	100.00%	6.07%	11.77%	100.00%	

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Currently all funding received is projected to be spent through the end of the year. This projection will be revised with the first Purchase of Service Expenditure Projection (PEP) reporting due to DDS on December 10, 2023.

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

	FY 2023-24 E-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 139,870,652	\$ 10,245,317	\$ 19,641,812	\$ 120,228,840	\$ 139,870,652	\$ -
Day programs	88,912,585	6,075,340	11,036,723	77,875,862	88,912,585	-
Other purchased services	124,480,594	4,918,601	8,880,766	115,599,828	124,480,594	-
HCBS Compliance	-	-	-	-	-	-
TOTAL PURCHASE OF SERVICE	353,263,831	21,239,257	39,559,302	313,704,529	353,263,831	-
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 100,000	\$ -	\$ -	100,000	\$ 100,000	\$ -
Salaries and Related Expenses:						
Salaries	33,999,346	2,177,373	4,944,886	29,054,460	33,999,346	-
Employee health and retirement benefits	9,650,921	622,796	1,685,136	7,965,785	9,650,921	-
Payroll taxes	487,647	30,478	71,485	416,162	487,647	-
Total Salaries and related expenses	44,137,914	2,830,647	6,701,506	37,436,408	44,137,914	-
Operating expenses:						
Facility Rent	5,357,259	429,581	1,278,513	4,078,746	5,357,259	-
Equipment and facility maintenance	1,241,905	52,888	103,668	1,138,237	1,241,905	-
Equipment purchases	564,100	78,124	103,161	460,939	564,100	-
General	1,558,709	15,680	47,600	1,511,109	1,558,709	-
Communication	813,159	59,952	104,965	708,194	813,159	-
Contract and consultant fee	197,113	-	-	197,113	197,113	-
General office expenses	387,948	13,695	36,223	351,725	387,948	-
Staff travel	55,031	1,759	2,107	52,924	55,031	-
Legal fees	61,334	-	-	61,334	61,334	-
Printing	130,244	3,718	4,508	125,736	130,244	-
Insurance	353,000	92,113	215,852	137,148	353,000	-
Accounting fees	57,400	6,800	10,800	46,600	57,400	-
Board expenses	24,368	1,489	1,489	22,879	24,368	-
Total Operating expenses	10,801,570	755,799	1,908,884	8,892,686	10,801,570	-
TOTAL OPERATIONS	54,939,484	3,586,446	8,610,391	46,329,093	54,939,484	-
TOTAL EXPENSES	\$ 408,303,315	\$ 24,825,703	\$ 48,169,692	\$ 360,133,623	\$ 408,303,315	\$ -
Revenues:						
ICF SPA Income	\$ (1,600,000)	\$ (149,070)	\$ (279,092)	\$ (1,320,908)	\$ (1,600,000)	\$ -
Other income	(118,754)	(9,315)	(24,743)	(94,011)	(118,754)	-
TOTAL REVENUES	\$ (1,718,754)	\$ (158,385)	\$ (303,835)	\$ (1,414,919)	\$ (1,718,754)	\$ -
TOTAL	\$ 406,584,561	\$ 24,667,318	\$ 47,865,857	\$ 358,718,704	\$ 406,584,561	\$ -

Month End Caseload

17,904

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2023-24**

Sep-23

	FY 2023-24 E-1	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 44,137,914	\$ 2,978,424	\$ 9,679,930	\$ 44,137,914	\$ -
Operating Expenses	10,801,570	574,720	2,483,605	10,801,570	-
less other income	(118,754)	(9,003)	(33,745)	(118,754)	-
Total Operations	<u>54,820,730</u>	<u>3,544,142</u>	<u>12,129,790</u>	<u>54,820,730</u>	-
Purchase of Service					
Regular*	353,263,831	28,019,122	67,578,423	353,263,831	-
Compliance with HCBS Regulations	-	-	-	-	-
less other income	(1,600,000)	(127,818)	(406,910)	(1,600,000)	-
Subtotal Regular	<u>351,663,831</u>	<u>27,891,304</u>	<u>67,171,513</u>	<u>351,663,831</u>	-
CPP/CDRP/START	100,000	-	-	100,000	-
Total Purchase of Service	<u>351,763,831</u>	<u>27,891,304</u>	<u>67,171,513</u>	<u>351,763,831</u>	-
TOTAL	\$ 406,584,561	\$ 31,435,445	\$ 79,301,303	\$ 406,584,561	\$ -
% of Budget	100.00%	7.73%	19.50%	100.00%	

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

	FY 2023-24 E-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 139,870,652	\$ 10,351,055	\$ 29,992,868	\$ 109,877,784	\$ 139,870,652	\$ -
Day programs	88,912,585	6,589,712	17,626,435	71,286,150	88,912,585	-
Other purchased services	124,480,594	11,078,355	19,959,121	104,521,473	124,480,594	-
HCBS Compliance	-	-	-	-	-	-
TOTAL PURCHASE OF SERVICE	353,263,831	28,019,122	67,578,423	285,685,408	353,263,831	-
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 100,000	\$ -	\$ -	100,000	\$ 100,000	\$ -
Salaries and Related Expenses:						
Salaries	33,999,346	2,316,121	7,261,007	26,738,339	33,999,346	-
Employee health and retirement benefits	9,650,921	631,825	2,314,007	7,336,914	9,650,921	-
Payroll taxes	487,647	30,478	104,916	382,731	487,647	-
Total Salaries and related expenses	44,137,914	2,978,424	9,679,930	34,457,984	44,137,914	-
Operating expenses:						
Facility Rent	5,357,259	419,351	1,697,864	3,659,395	5,357,259	-
Equipment and facility maintenance	1,241,905	40,641	144,309	1,097,596	1,241,905	-
Equipment purchases	564,100	7,469	110,630	453,470	564,100	-
General	1,558,709	24,353	71,953	1,486,756	1,558,709	-
Communication	813,159	26,031	130,996	682,163	813,159	-
Contract and consultant fee	197,113	-	-	197,113	197,113	-
General office expenses	387,948	24,562	60,786	327,162	387,948	-
Staff travel	55,031	3,736	5,843	49,188	55,031	-
Legal fees	61,334	1,383	1,383	59,952	61,334	-
Printing	130,244	9,733	14,241	116,003	130,244	-
Insurance	353,000	16,983	232,834	120,166	353,000	-
Accounting fees	57,400	-	10,800	46,600	57,400	-
Board expenses	24,368	478	1,966	22,402	24,368	-
Total Operating expenses	10,801,570	574,720	2,483,605	8,317,965	10,801,570	-
TOTAL OPERATIONS	54,939,484	3,553,145	12,163,535	42,775,949	54,939,484	-
TOTAL EXPENSES	\$ 408,303,315	\$ 31,572,266	\$ 79,741,959	\$ 328,561,356	\$ 408,303,315	\$ -
Revenues:						
ICF SPA Income	\$ (1,600,000)	\$ (127,818)	\$ (406,910)	\$ (1,193,090)	\$ (1,600,000)	\$ -
Other income	(118,754)	(9,003)	(33,745)	(85,009)	(118,754)	-
TOTAL REVENUES	\$ (1,718,754)	\$ (136,821)	\$ (440,656)	\$ (1,278,098)	\$ (1,718,754)	\$ -
TOTAL	\$ 406,584,561	\$ 31,435,445	\$ 79,301,303	\$ 327,283,258	\$ 406,584,561	\$ -

Month End Caseload

18,042

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

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2023-24	E-1	Reg POS	\$ 351,663,831	\$ 67,171,513	\$ 284,492,318	\$ 284,492,318	\$ -
		CPP/CDRP/START	100,000	-	100,000	100,000	-
		HCBS Compliance	-	-	-	-	-
		TOTAL	\$ 351,763,831	\$ 67,171,513	\$ 284,592,318	\$ 284,592,318	\$ -
2022-23	D-3	Reg POS	\$ 367,557,895	\$ 292,556,558	\$ 75,001,337	\$ 9,797,415	\$ 65,203,922
		CPP/CDRP/START	2,100,000	130,000	1,970,000	1,970,000	-
		HCBS Compliance	622,672	64,700.00	557,972	557,972	-
		TOTAL	\$ 370,280,567	\$ 292,751,258	\$ 77,529,309	\$ 12,325,387	\$ 65,203,922
2021-22	C-4	Reg POS	\$ 287,633,810	\$ 259,158,768	\$ 28,475,042	\$ 4,573,440	\$ 23,901,602
		CPP/CDRP/START	2,635,000	1,413,050	1,221,950	1,666,422	(444,472) *
		HCBS Compliance	1,373,394	781,080	592,314	592,314	-
		TOTAL	\$ 291,642,204	\$ 261,352,899	\$ 30,289,305	\$ 6,832,175	\$ 23,457,130

* FY 2021-22 CPP Startup funds are pending for two Brilliant Corners projects. Brilliant Corners was originally approved to develop a children's home. The project has changed to an adult home with an increased cost of \$155,385. The second Brilliant Corners project to build an Enhanced Behavior Support Home (EBSH) received approval to increase cost by \$289,087. HRC is currently awaiting this additional allocation of \$444,472 by DDS.

Additionally, HRC and Frank D. Lanterman Regional Center (FDLRC) are working on a joint project to develop an EBSH. Brilliant Corners has been awarded \$800,000 in CPP Startup funds that DDS allocated to FDLRC. HRC initiated the contract and FDLRC will reimburse HRC.

**HARBOR REGIONAL CENTER
LINE ITEM REPORT
Sep-23**

	FY 2023-24 E-1	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	139,870,652	\$ 10,351,055	\$ 29,992,868	\$ 109,877,784	\$ 139,870,652	\$ -
430** Day Programs	88,912,585	6,589,712	17,626,435	71,286,150	88,912,585	-
6505* Transportation	10,204,655	788,243	1,893,417	8,311,238	10,204,655	-
650** Other Services	114,275,939	10,290,112	18,065,703	96,210,236	114,275,939	-
TBD HCBS Compliance	-	-	-	-	-	-
Subtotal Regular POS	353,263,831	28,019,121.80	67,578,423	285,685,408	353,263,831	-
Revenue						
20090 ICF SPA Income	(1,600,000)	(127,818)	(406,910)	(1,193,090)	(1,600,000)	-
TOTAL PURCHASE OF SERVICE	351,663,831	27,891,304	67,171,513	284,492,318	351,663,831	-
Community Placement & Program Development						
32010 Start Up	-	-	-	-	-	-
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	-	-	-	-	-	-
TOTAL CPP/CDRP/START	100,000	-	-	100,000	100,000	-
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	33,999,346	2,316,121	7,261,007	26,738,339	33,999,346	-
2503- Benefits	10,138,568	662,303	2,418,923	7,719,645	10,138,568	-
Subtotal Salaries & Benefits	44,137,914	2,978,424	9,679,930	34,457,984	44,137,914	-
Operating Expenses						
30020 Equipment Maint	447,759	21,968	63,261	384,498	447,759	-
30030 Facility Rental	5,357,259	419,351	1,697,864	3,659,395	5,357,259	-
30040 Facility Maint	794,146	18,673	81,048	713,098	794,146	-
30050 Communication	813,159	26,031	130,996	682,163	813,159	-
30060 General Office Exp	167,741	24,562	51,038	116,703	167,741	-
30070 Printing	130,244	9,733	14,241	116,003	130,244	-
30080 Insurance	353,000	16,983	232,834	120,166	353,000	-
30090 Utilities	19,906	-	4,739	15,167	19,906	-
30110 Data Processing Maint	197,801	-	4,735	193,066	197,801	-
30123 Interest/Bank Expense	2,500	-	274	2,226	2,500	-
30140 Legal Fees	61,334	1,383	1,383	59,952	61,334	-
30150 Board of Dir. Exp	24,368	478	1,966	22,402	24,368	-
30160 Accounting Fees	57,400	-	10,800	46,600	57,400	-
30170 Equipment Purchases	564,100	7,469	110,630	453,470	564,100	-
30180 Contr/Consult Services	197,113	-	-	197,113	197,113	-
30184 Clinical Services	112,752	-	-	112,752	112,752	-
30185 Employee Conf. & Tuition Rein	29,586	904	3,546	26,040	29,586	-
30220 Travel in State	25,031	3,736	4,298	20,733	25,031	-
30223 Staff Mileage	30,000	-	1,545	28,455	30,000	-
30230 ARCA Dues	104,595	-	-	104,595	104,595	-
30240 General Expenses	1,311,776	23,449	68,407	1,243,369	1,311,776	-
Subtotal Operating Expenses	10,801,570	574,720	2,483,605	8,317,965	10,801,570	-
Other Revenue						
20040 Interest Income	(28,238)	(2,442)	(9,097)	(19,141)	(28,238)	-
20050 Other Income	(3,804)	(15)	(31)	(3,773)	(3,804)	-
20055 Other Income-Subleases	(55,134)	(4,606)	(18,288)	(36,846)	(55,134)	-
20100 ICF SPA Admin Fee	(31,578)	(1,940)	(6,329)	(25,249)	(31,578)	-
Subtotal Other Revenue	(118,754)	(9,003)	(33,745)	(85,009)	(118,754)	-
TOTAL OPERATIONS	54,820,730	3,544,142	12,129,790	42,690,940	54,820,730	-
TOTAL	\$ 406,584,561	\$ 31,435,445	\$ 79,301,303	\$ 327,283,258	\$ 406,584,561	\$ -
% of Budget	100.00%	7.73%	19.50%	80.50%	100.00%	0.00%

Harbor Developmental Disabilities Foundation
Harbor Help Fund

Statement of Activities
Fiscal Year 2023-24

	FY 2021-22 TOTAL	FY 2022-23 TOTAL	FY 2023-24	
			Qtr Ending Sept 30, 2023	FY 2023-24 YTD TOTAL
Income				
Donations				
Employee Donations	\$ 13,042	\$ 12,035	\$ 2,424	\$ 2,424
In Kind Donations	7,000	9,616	-	-
General Donations	33,131	29,991	443	443
Holiday Donations	25,338	8,725	-	-
Needy Families Campaign	150	-	-	-
Total Donations	<u>78,661</u>	<u>60,367</u>	<u>2,867</u>	<u>2,867</u>
Interest	<u>(1,685)</u>	<u>1,247</u>	<u>314</u>	<u>314</u>
Total Income	<u>76,976</u>	<u>61,614</u>	<u>3,180</u>	<u>3,180</u>
Expenses				
Holiday Giving Campaign	68,600	79,420	-	-
Needy Families - Gift cards	37,675	2,100	-	-
Gift Cards - In Kind			39	39
Other expense	250	-	-	-
Grants to Clients	<u>600</u>	<u>1,200</u>	<u>1,500</u>	<u>1,500</u>
Total Expenses	<u>107,125</u>	<u>82,720</u>	<u>1,539</u>	<u>1,539</u>
Net Increase/(Decrease)	<u>\$ (30,149)</u>	<u>\$ (21,106)</u>	<u>\$ 1,641</u>	<u>\$ 1,641</u>
Beginning Balance	\$ 235,214	\$ 205,065	\$ 183,959	\$ 183,959
Income	76,976	61,614	3,180	3,180
Expenses	<u>107,125</u>	<u>82,720</u>	<u>1,539</u>	<u>1,539</u>
Ending Balance	<u>\$ 205,065</u>	<u>\$ 183,959</u>	<u>\$ 185,600</u>	<u>\$ 185,600</u>
Ending Balance Detail				
Cash	\$ 94,344	\$ 85,679	\$ 85,506	\$ 85,506
CD	98,070	98,280	98,593	98,593
Gift card inventory	12,150	-	1,000	1,000 ^A
Receivables	<u>500</u>	<u>-</u>	<u>500</u>	<u>500</u>
Total Balance	<u>\$ 205,064</u>	<u>\$ 183,959</u>	<u>\$ 185,600</u>	<u>\$ 185,600</u>

^A Gift cards purchased but not yet distributed.



EXECUTIVE REPORT



Patrick Ruppe, HRC Executive Director

November 21, 2023



PRESENTATION

On

Educational Advocacy

By

**Antoinette Perez, Director of Children
& Adolescent Services**



EDUCATIONAL ADVOCACY THROUGH HARBOR REGIONAL CENTER

ANTOINETTE PEREZ AND JOSEPHINA CUNNINGHAM



SERVICE COORDINATION TRAINING AND PREPARATION

CASE MANAGEMENT SERIES TRAINING ON SPECIAL EDUCATION

- TWO PART TRAINING FOR ALL STAFF
- COVERS TRANSITION INTO SCHOOL DISTRICT SERVICES AT AGE THREE TO EXIT OF SCHOOL DISTRICT SERVICES
- THE INDIVIDUALIZED EDUCATION PROGRAM (IEP) DOCUMENT
- ASSESSMENTS AND RELATED SERVICES
- NON ADVERSARIAL ADVOCACY
- OBSERVATION OF SEASONED SERVICE COORDINATOR

STRATEGIC PARTNERSHIPS

SCHOOL DISTRICT LIAISON RESPONSIBILITIES

- 13 SCHOOL DISTRICTS IN OUR AREA
- QUARTERLY MEETINGS/COLLABORATIONS
- DISTRICT COMMUNITY ADVISORY COMMITTEE (CAC) MEETINGS



PREPARATION, ASSESSMENT, AND REVIEW

IEP Individualized Education Program

THIS FORM WILL BE MAINTAINED TO SHOW THE REGULATORY CHECKING AND CROSS-CHECKING FACTORS.

CHILD'S INFORMATION

NAME: _____ CLASS NUMBER: _____
SEX: _____ GRADE: _____
CITY: _____ STATE: _____ DISTRICT: _____
SCHOOL: _____
DISTRICT OFFICE: _____ COUNTY OF RESIDENCE: _____
DISTRICT OFFICE: _____

Will the child be 1 year old on the start date of this IEP? YES NO
If the child is 1 year old on the start date of this IEP, is the child a new arrival? YES NO
If any, provide the name of the caregiver parent: _____

PARENTS / GUARDIAN INFORMATION

NAME: _____
CITY: _____ STATE: _____ ZIP: _____
HOME PHONE: _____ WORK PHONE: _____
CELL PHONE: _____
EMAIL: _____
CITY: _____ STATE: _____ ZIP: _____
HOME PHONE: _____ WORK PHONE: _____
CELL PHONE: _____ EMAIL: _____

OTHER INFORMATION:

AMENDMENTS (Complete only if amending the IEP)

DESCRIPTION (DATE WHEN CORRECTING COMMENTS MUST APPEAR)	DATE OF AMENDMENT	PARTICIPANT & ROLE

REVIEW OF INDIVIDUALIZED EDUCATION PROGRAM (IEP) DOCUMENTS

PRE-IEP PREPARATION MEETINGS

CONSULTATIONS WITH EXPERTS OF RELATED SERVICES

- OCCUPATIONAL/ PHYSICAL THERAPIST
- SPEECH AND LANGUAGE PATHOLOGIST
- BOARD CERTIFIED BEHAVIOR ANALYST

CONSULTATION WITH EXPERTS OF SPECIAL EDUCATION

- BEN KIM- SPECIAL EDUCATION ATTORNEY
- TIA MARIE HARRISON- IDEA SPECIALIST

PREPARATION, ASSESSMENT, AND REVIEW CONTINUED

PARTICIPATION IN IEP MEETINGS

- CAREGIVER REQUEST
- ADVANCED NOTICED TO SCHOOL DISTRICT

OBSERVATIONS OF THE INDIVIDUAL SERVED IN THE SCHOOL SETTING

- CAREGIVER PERMISSION

COLLATERALS WITH TEACHERS AND OTHER SCHOOL PERSONNEL

- WITH CONSENT

PUBLIC EDUCATION



HARBOR REGIONAL CENTER (HRC) PUBLICATIONS

RESOURCE FAIRS

CROSS TRAINING OF HRC AND DISTRICT PERSONAL

ACCESS TO VALUABLE RESOURCES IN HRC RESOURCE
CENTER

REFERRALS

COMMUNITY BASED SPECIAL EDUCATION SERVICES

- OFFICE OF CLIENT RIGHTS AND ADVOCACY
- SCHOOL DISTRICT TRAININGS
- LEARNING RIGHTS
- TIGER TRAINING



The background is a light blue gradient with several realistic water droplets of various sizes scattered across it. The droplets have highlights and shadows, giving them a three-dimensional appearance. In the center, the text 'Learning Rights' is written in a bold, black, serif font on a set of horizontal lines. The words are stacked vertically. A red, hand-drawn oval encircles the text. Below the main title, the words 'Law Center' are written in a smaller, bold, black, sans-serif font.

**Learning
Rights**
Law Center

Marisol Chianello



WHO WE ARE





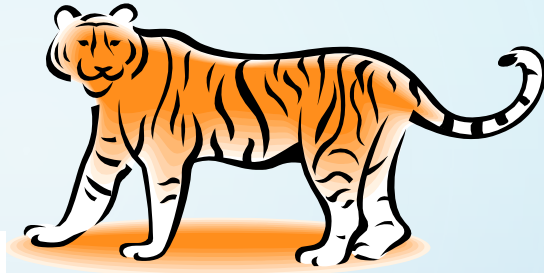
HOW LRLC IS MAKING A DIFFERENCE

- WE REPRESENT LOW INCOME FAMILIES IN DUE PROCESS PROCEEDINGS, PROVIDE ADVOCACY TRAINING AND PROVIDE LEGAL ADVICE AND CONSULTATION REGARDING EDUCATIONAL ACCESS ISSUES
- WE WORK EXCLUSIVELY ON EDUCATION LAW ISSUES, INCLUDING SPECIAL EDUCATION



OUR 3 CORE PROGRAMS

TIGER



Litigation and Advocacy

EDUCATION RIGHTS CLINIC

FREE LEGAL CONSULTATION AND PLAN OF ACTION



WHAT IS A LEGAL CLINIC?

A LEGAL CLINIC IS PHONE MEETING WITH ONE OF OUR REPRESENTATIVES TO DISCUSS PARENT'S CONCERNS.

WE WILL PROVIDE ADVICE AND REFERRALS.

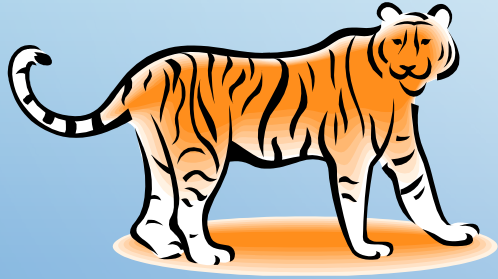
THE LEGAL ADVICE IS SUPERVISED BY A LRLC ATTORNEY.

THE CONSULTATION IS FREE IF ELIGIBLE FOR OUR SERVICES.

HOW TO START THE CONSULTATION PROCESS

- TO IMMEDIATELY START THE CONSULT PROCESS, PLEASE COMPLETE OUR INTAKE FORM AT WWW.LEARNINGRIGHTS.ORG UNDER “GET HELP”
- YOU MAY ALSO REQUEST OUR INTAKE FORM BE EMAILED TO YOU CONTACTING US AT:
 - CONSULT@LEARNINGRIGHTS.ORG
 - (213) 623-4794

WHAT IS THE TIGER PROGRAM?



WHAT **TIGER** OFFERS TO PARENTS/STUDENTS?

- MONTHLY "KNOW YOUR RIGHTS" WEBINARS TAUGHT BY PROFESSIONALS IN THE FIELD OF EDUCATION
- 3 COURSES
 - BEGINNER- "KNOW YOUR RIGHTS" (ENGLISH, SPANISH, CANTONESE, KOREAN)
 - SELF-ADVOCACY AND TRANSITION IN PARTNERSHIP WITH SCDD
 - TIGER PLUS
- TIGER IS INTENDED FOR PARENTS TO ADVOCATE FOR THEIR OWN CHILDREN
- PARENTS COME TOGETHER FOR A COMMON PURPOSE – CHILDREN WITH DISABILITIES MUST BE TREATED EQUAL TO CHILDREN WITHOUT DISABILITIES .

SAMPLE OF WHAT PARENTS MIGHT LEARN

- **SEPTEMBER:** PROCEDURAL SAFEGUARDS UNDER THE IDEA
- **OCTOBER:** LETTER WRITING
- **NOVEMBER:** ELIGIBILITY
- **DECEMBER:** ASSESSMENTS
- **JANUARY;** IN-PERSON: RECORDS ORGANIZING
- **FEBRUARY:** GOALS AND RELATED SERVICES
- **MARCH:** ACCOMMODATIONS AND MODIFICATIONS
- **APRIL:** PLACEMENT AND LEAST RESTRICTIVE ENVIRONMENT
- **MAY:** PREPARING FOR THE IEP MEETING AND SIGNING THE IEP
- **JUNE:** FINAL PROJECTS AND GRADUATION

TIGER PROGRAM REQUIREMENTS

- COMPLETE APPLICATION TO BE ADMITTED TO TIGER, AND IF SELECTED ...
- ATTEND THE MONTHLY WEBINARS
- RESPECT OTHER PARTICIPANTS AND DO NOT GIVE LEGAL ADVICE TO OTHERS, THE PROGRAM IS INTENDED FOR THE ENROLLED PARENT TO BE AN ADVOCATE OF THEIR OWN CHILD
- COMPLETE FINAL PROJECT

TIGER “PERKS”

- CLASSES WITH MARIANA, NEUROPSYCHOLOGIST!
- TIGER TOOLKIT
- MONTHLY NEWSLETTER
- QUARTERLY HAPPY HOUR WEBINARS
- CELEBRATION FOR COMPLETING THE PROGRAM
- MONTHLY OFFICE HOURS FOR EXTRA SUPPORT
- EASY REFERRAL TO ERC
- ACCESSIBLE VIA EMAIL OR FACEBOOK PAGE
- DODGER TICKETS! PHOTO SHOOTS!

HOW TO APPLY

REFER OR ENCOURAGE FAMILIES TO CONTACT US,
IF THEY WOULD LIKE TO ENROLL:

TIGER@LEARNINGRIGHTS.ORG

OPEN ENROLLMENT STARTS IN **AUGUST** AND SELECTED FAMILIES
WILL BE NOTIFIED IN **SEPTEMBER**



BUDGET UPDATE

- **E-1 Allocation**



Harbor Regional Center
Contract Budget Summary

	FY 2021-22 C-4	Variance Amount	FY 2022-23 D-3	Variance Amount	FY 2023-24 E-1
Operations					
Regular	\$40,354,228	\$6,504,692	\$46,858,920	\$7,373,431	\$54,232,351
Community Placement Plan (CPP) Operations	\$338,746	\$49,309	\$388,055	\$98,659	\$486,714
Family Resource Center	\$101,665	\$0	\$101,665	\$0	\$101,665
One-time Policy Funds*	\$2,338,605	\$2,474,485	\$4,813,090	(\$4,813,090)	\$0
Total Operations	\$43,133,244	\$9,028,486	\$52,161,730	\$2,659,000	\$54,820,730
POS					
Regular	\$286,553,445	\$80,176,491	\$366,729,936	(\$16,015,136)	\$350,714,800
Part C (Early Start)	\$884,517		\$827,959	\$121,072	\$949,031
CPP	\$1,500,000		\$2,100,000	(\$2,000,000)	\$100,000
One-time Policy Funds**	\$1,569,242	(\$946,570)	\$622,672	(\$622,672)	\$0
Total POS	\$290,507,204	\$79,229,921	\$370,280,567	(\$18,516,736)	\$351,763,831
TOTAL	\$333,640,448	\$88,258,407	\$422,442,297	(\$15,857,736)	\$406,584,561

* Operations One-time Policy Items include ARPA, START, Social Rec Grants

** POS One-time Policy Items include ARPA, HCBS Grants

Operations Detail

Base Funding

Core Staffing PS	\$27,594,000	\$81,000	\$27,675,000	\$980,000	\$28,655,000
Facility Rent, Utilities & Maintenance	\$4,790,257	\$260,990	\$5,051,247	\$152,542	\$5,203,789

Policy Items--Service Coordination

Performance Incentives Reduced Caseloads			\$2,835,192	\$353,787	\$3,188,979
Reduced Caseload Ratio through Age 5			\$2,133,968	\$3,715,762	\$5,849,730

Staffing

July 1st Active Employees	334		368		422
October 2023 Active Employees					437
June 30th Actives/2024 Budgeted Positions	366		415		491
Year-to-year Increase/Additional Positions	32		47		69
New Case Management Teams			5		4
New Case Management Teams Cumulative					9



CONTRACT **FOR BOARD*
RATIFICATION

- **Purchase of Service | Housing Development |
Brilliant Corners 2122-4**





**HARBOR REGIONAL CENTER
STRATEGIC PLAN
EXECUTIVE SUMMARY
&
PROGRESS REPORT**



HARBOR REGIONAL CENTER STRATEGIC PLAN PROGRESS REPORT

Period of Report: July 1 to August 31, 2023

Date of Report: October 13, 2023

EXECUTIVE SUMMARY

The Harbor Regional Center (HRC) Board of Trustees approved a Strategic Plan that identifies the focus areas, goals and objectives HRC is pursuing over the next three fiscal years. The Strategic Plan was approved on March 21, 2023 and execution of the Plan began July 1, 2023. Progress toward achieving the strategic goals and objectives is to be reported to, and evaluated by, the Board of Trustees on a quarterly basis. This represents the first progress report to the Board of Trustees.

To date, implementation of the Strategic Plan is on track and proceeding as expected. Much of the work done in July and August 2023 involved researching best practices in key areas such as person-centered thinking and planning, customer service, and community engagement. Additionally, previous satisfaction surveys and potential questions for future HRC surveys were reviewed. This early work on the Strategic Plan aligns with HRC's guiding value to innovate - *We learn from our past, we stay current, we advance our future* - and is foundational to the Plan's success.

For purposes of this summary, progress is reported using the color coding defined in the key below. Details for each of the focus areas, goals and objectives are found in the pages following this Executive Summary.

KEY

Green - On Track (proceeding as expected or completed within one month of targeted date)

On Track

Yellow - In Progress (work started within two or three months of targeted date)

In Progress

Red - Slow Progress (3+ months beyond targeted date or intentionally delayed)

Slow Progress

OVERALL PERFORMANCE

	On Track	In Progress	Slow Progress	TOTAL
Goals/Objectives this Period	13	0	0	13

PROGRESS AT A GLANCE

Strategic Focus Area One: Improve Individual and Family Experience and Satisfaction

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

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

Year 1: Develop and implement a three-year plan with timelines.

On Track

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

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

On Track

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

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

Year 1: Develop and implement a three-year plan with timelines.

On Track

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

Year 1: Identify measures that provide input on HRC's person-centered practices, especially person-centered service planning, and gather baseline data from NCI surveys and set target areas for improvement; develop and conduct new HRC surveys and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.

On Track

Strategic Focus Area Two: Enhance Service Coordination

Goal 1: Maintain customer-focused culture.

Objective 1: HRC staff will enhance and/or acquire new customer service skills through a formal customer service training program with a standard set of competencies through June 30, 2026.	
Year 1: Identify standard set of competencies and develop training program; start staff training and including as part of new staff onboarding.	On Track
Objective 2: Increase the percentage of individuals and families reporting satisfaction with HRC's customer service by June 30, 2026.	
Year 1: Identify measures that provide input on HRC's customer service, gather baseline data from NCI surveys and set target areas for improvement; develop and conduct new HRC surveys and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.	On Track
Goal 2: HRC will enhance its organizational knowledge and adopt new best practices as needed.	
Objective 1: Ensure ongoing learning opportunities for HRC staff to increase their knowledge, skills and abilities and enhance their job performance through June 30, 2026.	
Year 1: Conduct a structured survey with staff about possible training topics for personal and professional growth; develop a plan for prioritizing the creation and implementation of new training opportunities.	On Track
Objective 2: Build a Community of Practice (CoP) for supporting individuals with developmental disabilities and their families, and incorporate new learning into the organization as appropriate through June 30, 2026.	
Year 1: Determine the mission and goals of the CoP; build the core team and clearly delineate their main roles, identify members internal and external to HRC; create structure for engaging in regular communication and building the community; have a kick-off meeting by June 30, 2024.	On Track

Strategic Focus Area Three: Resource Development

Goal 1: Provide individuals and families with an array of innovative service delivery options that meet their cultural, linguistic and geographic needs.	
Objective 1: Utilize existing individual and family surveys and needs assessments and, as needed, conduct additional needs assessments to identify potential gaps in service delivery options that meet cultural, linguistic and geographic needs by December 31, 2023.	On Track

Objective 2: Develop an infrastructure for collecting and analyzing information about HRC's service providers and identifying potential gaps in cultural, linguistic and geographic needs by June 30, 2024.	On track
Objective 3: Develop targeted resources that increase service delivery options to meet cultural, linguistic and geographic needs through June 30, 2026.	
Year 1: Develop a total of ten (10) new residential, day, employment and/or ancillary support services to increase capacity.	On Track
Objective 4: Increase the percentage of individuals and families reporting satisfaction with the cultural diversity of HRC's service providers by June 30, 2026.	
Year 1: Identify measures that provide input on the cultural diversity of HRC's service providers, gather baseline data from NCI surveys and target areas for improvement; develop and conduct new HRC surveys and/or implement new surveys put forward by ARCA and/or DDS in this area and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.	On Track

Strategic Focus Area Four: Community Engagement

Goal 1: Facilitate individual and family collaboration and partnership with HRC.	
Goal 2: Build trust with individuals, families, providers and the surrounding community.	
Goal 3: Develop and maintain meaningful partnerships and connections.	
Goal 4: Increase awareness of HRC's unique value.	
Goal 5: Advocate for flexible and sustainable personalized services and supports.	
Objective 1: Develop, implement and evaluate a comprehensive community engagement plan through June 30, 2026.	
Year 1: Develop and implement a three-year plan with timelines and begin implementing the plan.	On Track

HARBOR REGIONAL CENTER STRATEGIC PLAN PROGRESS REPORT

Period of Report: July 1 to August 31, 2023

Date of Report: October 13, 2023

STRATEGIC FOCUS AREA ONE: IMPROVE INDIVIDUAL AND FAMILY EXPERIENCE AND SATISFACTION

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

Objective	Year 1 Activities	Timeline	Progress	Status*
Objective 1: Deliver high quality, responsive and accessible information to individuals and families through June 30, 2026.	1.1 Develop and implement a three-year plan with timelines.	1.1 Create template for plan by 8/1/23 1.2 Template approved by Executive Director by 9/1/23	1.1 Template created 1.2 Template approved by Executive Director	On Track
Objective 2: Increase the percentage of individuals and families reporting satisfaction with HRC's delivery of information, including its accessibility and responsiveness, by June 30, 2026.	2.1 Identify measures that provide input on HRC's information sharing and communication, gather baseline data from NCI surveys and target areas for improvement; develop and conduct new HRC surveys and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.	2.1 Review NCI questions and baseline data by 7/1/23 2.2 Review other HRC surveys for baseline data by 7/15/23 2.3 Review available information from DDS Regional Center Performance Measures (RCPM) work group by 8/30/23	2.1 Relevant NCI questions gathered and reviewed. Baseline data under review. 2.2 Previously used HRC survey questions reviewed. No recent baseline data available. 2.3 DDS RCPM information reviewed. Survey questions are under development.	On Track

Goal 2: Optimize individuals and families active engagement in the planning process to provide the best individualized services and supports.				
Objective	Year 1 Activities	Timeline	Progress	Status
Objective 1: Build infrastructure for HRC to become a more person-centered organization by June 30, 2026/	1.1 Develop and implement a three-year plan with timelines.	1.1 Create template for plan by 8/1/23 1.2 Template approved by Executive Director by 9/1/23	1.1 Template created 1.2 Template approved by Executive Director	On Track
Objective 2: Increase the percentage of individuals and families whose feedback indicates that HRC's Case Management staff were skilled in developing their person-centered service plan, and agree their plans are person-centered and meet their needs by June 30, 2026.	2.1 Identify measures that provide input on HRC's information sharing and communication, gather baseline data from NCI surveys and target areas for improvement; develop and conduct new HRC surveys and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.	2.1 Review NCI questions and baseline data by 7/1/23 2.2 Review other HRC surveys for baseline data by 7/15/23 2.3 Review available information from DDS Regional Center Performance Measures (RCPM) work group by 8/30/23	2.1 Relevant NCI questions gathered and reviewed. Baseline data under review. 2.2 Previously used HRC survey questions reviewed. No recent baseline data available. 2.3 DDS RCPM information reviewed. Survey questions are under development.	On Track

***Key**

Green - On Track (proceeding as expected or completed within one month of targeted date)

Yellow - In Progress (work has started within two or three months of targeted date)

Red - Slow Progress (3+ months beyond targeted date or intentionally delayed)

On Track

In Progress

Slow Progress

FOCUS AREA ONE: SUMMARY AND NEXT STEPS

Develop Three-Year Plans

- * Example templates were researched for both three-year plans (i.e., responsive and accessible information and infrastructure for a person-centered organization). Templates were then drafted to ensure consistency across documents while allowing for the unique content of each plan to be developed. The plan templates were approved by the Executive Director.
- * Over the next several months, the details of each plan will be developed collaboratively within the organization. Stakeholder input will also be sought prior to the plans being finalized and approved by the Executive Director.
- * The Executive Director will update the Executive Committee and Board of Trustees to ensure opportunities for input as needed and appropriate.

Identify Measures for Individual and Family Satisfaction

- * National Core Indicators (NCI) and previous HRC surveys were reviewed for two purposes: (1) to determine if any NCI survey results or previous HRC survey results were relevant to the goals and objectives in this focus area; and (2) to identify questions that may be used or revised for surveys HRC will develop for future use in this focus area.
- * The following surveys were reviewed during this process: (1) Current NCI surveys and results for families and individuals receiving services; (2) A previous HRC Diversity Survey; (3) A previous HRC individual/family satisfaction questionnaire designed by Kinetic Flow Corp; (4) A Department of Developmental Services (DDS) Language Access and Cultural Competency (LACC) family pre/post survey; (5) Three recent surveys under development related to HRC staff information sharing and community focus group/listening session surveys.
- * Results from current NCI surveys and recent HRC surveys were reviewed. Questions from older surveys were reviewed, but no results were available for review. Results were not directly related to this focus area so will not be helpful for gathering baseline data; however, several questions are under consideration for revision and inclusion in future HRC surveys that will measure individual and family satisfaction in this focus area.
- * DDS continues to work with stakeholders on developing survey questions to measure individual and family satisfaction for Regional Center Performance Measures (RCPM) related to this focus area. HRC staff are closely monitoring the work DDS is doing and will integrate questions as needed into future HRC surveys.
- * The Strategic Plan includes the development of four individual and family satisfaction surveys for this and two other focus areas. With that in mind, HRC's leadership team is collaborating to identify the best questions for each survey and coordinating efforts by following the same timelines for the development, implementation process, analysis and evaluation of results for each survey. Over the next few months, the goal is to gather as many potential questions as possible for the surveys and to begin brainstorming the frequency and method of delivery of each survey.
- * In addition to the surveys included for development in the Strategic Plan, other surveys are being developed as a result of best practice and/or Regional Center Performance Measures that focus on individual and family satisfaction in areas other than this focus area. To that end, a survey is under development that focuses on the experience and satisfaction of individuals and families going through the HRC intake process.

HARBOR REGIONAL CENTER STRATEGIC PLAN PROGRESS REPORT

Period of Report: July 1 to August 31, 2023

Date of Report: October 13, 2023

STRATEGIC FOCUS AREA TWO: ENHANCE SERVICE COORDINATION

Goal 1: Maintain customer-focused culture.

Objective	Year 1 Activities	Timeline	Progress	Status*
Objective 1: HRC staff will enhance and/or acquire new customer service skills through a formal customer service training program with a standard set of competencies through June 30, 2026.	1.1 Identify standard set of competencies and develop training program; start training staff and including as part of new staff onboarding.	1.1 Research competencies and best practices in customer service training by 7/31/23. 1.2 Review findings with Executive Director by 8/15/23.	1.1 Researched several firms who specialize in customer service training, including identification of customer service competencies. 1.2 Reviewed finding with Executive Director and engaged Moran Consulting, Inc. to assist with customer service training.	On Track
Objective 2: Increase the percentage of individuals and families reporting satisfaction with HRC's customer service by June 30, 2026.	2.1 Identify measures that provide input on HRC's information sharing and communication, gather baseline data from NCI surveys and target areas for improvement; develop and conduct new HRC surveys and begin evaluating results, identify the baseline and setting targets for improvement for the new surveys.	2.1 Review NCI questions and baseline data by 7/1/23 2.2 Review other HRC surveys for baseline data by 7/15/23 2.3 Review available information from DDS Regional Center Performance Measures (RCPM) work group by 8/30/23	2.1 Relevant NCI questions gathered and reviewed. Baseline data under review. 2.2 Previously used HRC survey questions reviewed. No recent baseline data available. 2.3 DDS RCPM information reviewed. Survey questions are under development.	On Track

Goal 2: HRC will enhance its organizational knowledge and adopt new best practices as needed.				
Objective	Year 1 Activities	Timeline	Progress	Status*
Objective 1: Ensure ongoing learning opportunities for HRC staff to increase their knowledge, skills and abilities and enhance their job performance through June 30, 2026.	1.1 Conduct a structured survey with staff about possible training topics for personal and professional growth; develop a plan for prioritizing the creation and implementation of new training opportunities, develop small work/discussion groups around special topics of interest for ongoing learning as desired by individual departments.	1.1 Research existing surveys for personal and professional development within organizations by 8/31/23	1.1. Research is underway to identify existing surveys for personal and professional development that could be revised and distributed to HRC staff.	On Track
Objective 2: Build a Community of Practice (CoP) for supporting individuals with developmental disabilities and their families, and incorporate new learning into the organization as appropriate through June 30, 2026.	2.1 Determine the mission and goals of the CoP; build the core team and clearly delineate their main roles, identify members internal and external to HRC; create structure for engaging in regular communication and building the community; have a kick-off meeting by the end of Year 1.	2.1 Research process for building a CoP by 8/31/23	2.1. Information was gathered regarding the ideal process for building a CoP (e.g., Etienne Wenger CoP theory).	On Track

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On Track

In Progress

Slow Progress

FOCUS AREA TWO: SUMMARY AND NEXT STEPS

Customer-Focused Culture

- * After beginning to research customer service competencies and trainings, it became clear that HRC would benefit most from engaging a consulting firm with expertise in this area rather than "reinventing the wheel" to develop its own customer service training program. Moran Consulting, Inc. was engaged in August 2023 after reviewing their thorough proposal and meeting with them to discuss HRC's goals and objectives in this area.
- * Over the next several months, HRC staff will work with Moran Consulting, Inc. to identify customer service standards relevant to this focus area of service coordination as well as those that expand beyond service coordination to all HRC staff. Although the Strategic Plan identifies customer service in the service coordination area, customer service across the organization, both internally and externally, is a high priority for HRC's Board and executive leadership.
- * NCI and previous HRC surveys were reviewed for two purposes: (1) to determine if any NCI survey results or previous HRC survey results were relevant to the goals and objectives in this focus area; and (2) to identify questions that may be used or revised for surveys HRC will develop for future use in this focus area.
- * The following surveys were reviewed during this process: (1) Current NCI surveys and results for families and individuals receiving services; (2) A previous HRC Diversity Survey; (3) A previous HRC individual/family satisfaction questionnaire designed by Kinetic Flow Corp; (4) A Department of Developmental Services (DDS) Language Access and Cultural Competency (LACC) family pre/post survey; (5) Three recent surveys under development related to HRC staff information sharing and community focus group/listening session surveys.
- * Results from current NCI surveys and recent HRC surveys were reviewed. Questions from older surveys were reviewed, but no results were available for review. A few questions and results were related to customer service and are under consideration for revision and inclusion in future HRC surveys to measure individual and family satisfaction in this focus area.
- * DDS continues to work with stakeholders on developing survey questions to measure individual and family satisfaction for Regional Center Performance Measures (RCPM). HRC staff are closely monitoring the work DDS is doing and will integrate questions as needed into future HRC surveys.
- * The Strategic Plan includes the development of four individual and family satisfaction surveys for this and two other focus areas. With that in mind, HRC's leadership team is collaborating to identify the best questions for each survey and coordinating efforts by following the same timelines for the development, implementation process, analysis and evaluation of results for each survey. Over the next few months, the goal is to gather as many potential questions as possible for the surveys and to begin brainstorming the frequency and method of delivery of each survey. Specific to a customer service survey, Moran Consulting, Inc. is expected to offer assistance with questions for a future survey.

Organizational Knowledge

- * Research is underway to assist in the development of a survey that will be distributed to all HRC staff in an effort to identify and prioritize various personal and professional development training topics.
- * Over the next few months, a staff survey will be drafted and reviewed by the Executive Director and leadership team with the goal of finalizing the list of survey questions to be used. The survey's purpose will also be worded clearly to ensure that staff understand the development of a personal and professional development training program is different from HRC's tuition reimbursement program.
- * While a personal and professional development training program is being developed, HRC staff continue to receive new and ongoing training in a variety of areas with the goal of increasing their knowledge, skills and abilities and enhancing their job performance. In addition to the many trainings offered, a new project is underway to develop one-page Fact Sheets that will enhance service coordinators' understanding of HRC's policies and practices.
- * As a first step in building a CoP, literature was gathered on CoP theory and sample materials that explain the "how-to" steps of building a CoP were researched. Over the next few months, those materials will be used to draft a mission and goals for the CoP and to identify a core team. Much thought, time and collaboration are needed to properly build and implement a successful CoP. The Executive Director will update the Executive-Finance Committee and Board of Trustees to ensure opportunities for input as needed.

HARBOR REGIONAL CENTER STRATEGIC PLAN PROGRESS REPORT

Period of Report: July 1 to August 31, 2023

Date of Report: October 13, 2023

STRATEGIC FOCUS AREA THREE: INCREASE RESOURCE DEVELOPMENT

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

Objective	Year 1 Activities	Timeline	Progress	Status*
Objective 1: Utilize existing individual and family surveys and needs assessments and, as needed, conduct additional needs assessments to identify potential gaps in service delivery options that meet cultural, linguistic, and geographic needs by December 31, 2023.	Not Applicable	1.1 Review existing surveys and needs assessments to identify gaps in service options by 8/1/23	1.1 Surveys and needs assessments conducted by HRC in previous years were reviewed.	On Track
Objective 2: Develop an infrastructure for collecting and analyzing information about HRC's service providers and identifying potential gaps in cultural, linguistic, and geographic needs by June 30, 2024.	Not Applicable	2.1 Review information from ARCA and DDS about measures for incentive payments to be sure they are included in an expanded service provider database by 8/31/23	2.1 DDS Regional Center Performance Measures (RCPM) information was reviewed to identify the measures for incentive payments. They are currently on the list for the service provider database expansion.	On Track

Objective 3: Develop targeted resources that increase service delivery options to meet cultural, linguistic, and geographic needs through June 30, 2026.	3.1 Develop a total of ten new residential, day, employment, and/or ancillary support services to increase capacity.	3.1 Identify the 10 services that will be developed this fiscal year, if not done already by 8/1/23 3.2 Review with Executive Director and other HRC staff by 8/15/23	3.1. Several areas have been targeted for resource development to meet the objective of developing ten new service options in Year 1. 3.2. The service areas were reviewed with the Executive Director and other relevant HRC staff.	On Track
Objective 4: Increase the percentage of individuals and families reporting satisfaction with the cultural diversity of HRC's service providers by June 30, 2026.	4.1 Identify measures that provide input on cultural diversity of HRC's service providers, gather baseline data from NCI surveys and set targets for improvement; develop and conduct new HRC surveys and/or implement new surveys put forward by ARCA and/or DDS in this area and begin evaluating results, identifying the baseline and setting targets for improvement for the new surveys.	4.1 Review NCI questions and baseline data by 7/1/23 4.2 Review other HRC surveys for baseline data by 7/15/23 4.3 Review available information from DDS Regional Center Performance Measures (RCPM) work group by 8/30/23	4.1 Relevant NCI questions gathered and reviewed. Baseline data under review. 4.2 Previously used HRC survey questions reviewed. No recent baseline data available. 4.3 DDS RCPM information reviewed. Survey questions are under development.	On Track

***Key**

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On Track

In Progress

Slow Progress

FOCUS AREA THREE: SUMMARY AND NEXT STEPS

Needs Assessment

- * A review of needs assessments and surveys included last year's HRC Needs Assessment Survey and the most recent NCI survey results from families and individuals served by HRC. Additionally, HRC staff reviewed current service requests and trends in various service areas to further inform the process of identifying potential gaps in service delivery options.
- * Over the next few months, a new HRC needs assessment survey will be finalized and distributed to individuals and families served by HRC, service providers, community partners, as well as HRC staff with the goal of identifying potential gaps in service delivery options that meet the cultural, linguistic and geographic needs of our community.

Develop Infrastructure

- * HRC staff are closely monitoring the work DDS is doing related to Regional Center Performance Measures (RCPM) specifically related to the choice of services available to individuals and families and the cultural, linguistic and geographic capabilities of service providers.
- * Another way to enhance HRC's ability to identify potential gaps in service is to expand our service provider database to include information about service providers, especially regarding their capacity to serve individuals and families from various cultures, geographic areas, and languages spoken. Additionally, easily accessed information about providers' capacities and vacancies enhances HRC's ability to do targeted
- * Over the next several months, HRC staff will collaborate on a plan for a service provider database expansion, including timelines, with guidance from the Executive Director regarding top priorities.

Develop Resources

- * HRC has targeted several areas for resource development that will increase capacity based on a known need for additional service options. They include: residential care facilities, day programs, Financial Management Services (FMS) agencies, behavioral services, respite services and psychological services (specifically psychological testing for eligibility determination).
- * During this reporting period, HRC vended five service providers to increase service delivery options to meet the cultural, linguistic and geographic needs of those we serve. They include two residential care facilities, one day program, one respite provider and one behavioral services agency.
- * Of note in this area is that HRC's resource development efforts are focused on two things: (1) on increasing service options and capacity based on identified existing gaps and (2) maintaining existing service options and capacity. At any given time, service providers are retiring or closing their businesses for various reasons. For purposes of the Strategic Plan, this report only includes progress on resource development that has increased HRC's service options. However, other resources are being developed regularly to backfill for service options that have been lost.

Identify Measures for Individual and Family Satisfaction

- * NCI and previous HRC surveys were reviewed for two purposes: (1) to determine if any NCI survey results or previous HRC survey results were relevant to the goals and objectives in this focus area; and (2) to identify questions that may be used or revised for surveys HRC will develop for future use in this focus area.
- * The following surveys were reviewed during this process: (1) Current NCI surveys and results for families and individuals receiving services; (2) A previous HRC Diversity Survey; (3) A previous HRC individual/family satisfaction questionnaire designed by Kinetic Flow Corp; (4) A Department of Developmental Services (DDS) Language Access and Cultural Competency (LACC) family pre/post survey; (5) Three recent surveys under development related to HRC staff information sharing and community focus group/listening session surveys.
- * Results from current NCI surveys and recent HRC surveys were reviewed. Questions from older surveys were reviewed, but no results were available for review. Several survey questions and some results were related to this focus area of resource development and have been helpful in gathering baseline data. Additionally, several questions are under consideration for revision and inclusion in future HRC surveys that will measure individual and family satisfaction in this focus area.
- * DDS continues to work with stakeholders on developing survey questions to measure individual and family satisfaction for Regional Center Performance Measures (RCPM) related to this focus area. HRC staff are closely monitoring the work DDS is doing and will integrate questions as needed into future HRC surveys.
- * The Strategic Plan includes the development of four individual and family satisfaction surveys for this and two other focus areas. With that in mind, HRC's leadership team is collaborating to identify the best questions for each survey and coordinating efforts by following the same timelines for the development, implementation process, analysis and evaluation of results for each survey. Over the next few months, the goal is to gather as many potential questions as possible for the surveys and to begin brainstorming the frequency and method of delivery of each survey.

**HARBOR REGIONAL CENTER
STRATEGIC PLAN PROGRESS REPORT**

Period of Report: July 1 to August 31, 2023

Date of Report: October 13, 2023

STRATEGIC FOCUS AREA FOUR: STRENGTHEN COMMUNITY ENGAGEMENT

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

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

Goal 3: Develop and maintain meaningful partnerships and connections.

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

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

Objective	Year 1 Activities	Timeline	Progress	Status*
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Objective 1: Develop, implement and evaluate a comprehensive community engagement plan through June 30, 2026	1.1 Develop a comprehensive community engagement plan that includes, at minimum: (a) the definition and identification of mission-driven models for effective engagement; (b) desired characteristics of strategic, mutually beneficial partnerships; (c) how HRC’s vision, mission and guiding values are embedded in all activities related to HRC’s community engagement; (d) strategies and timelines for facilitating collaboration and partnership with the individuals and families served by HRC; (e) strategies and timelines for increasing the number and impact of opportunities that engage existing community partners; (f) strategies and timelines for increasing the number of new partnerships and impact of those partnerships; (g) strategies and timelines for increasing the community's awareness about HRC and building trust; (h) strategies and timelines for legislative advocacy; and (i) criteria for evaluating the success of the multi-component plan. Begin implementing the plan.	1.1 Create template for plan by 8/1/23	1.1 Template created and approved by Executive Director	On Track
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*Key	
Green - On Track (proceeding as expected or completed within one month of targeted date)	On Track
Yellow - In Progress (work has started within two or three months of targeted date)	In Progress
Red - Slow Progress (3+ months beyond targeted date or intentionally delayed)	Slow Progress

FOCUS AREA FOUR: SUMMARY AND NEXT STEPS

Develop Three-Year Plan

* Example community engagement plan templates were researched. A template was then drafted to not only address community engagement, but to ensure consistency across the other three-year plans required in the Strategic Plan (i.e., responsive and accessible information and infrastructure for a person-centered organization). The template also allows for the unique content of the community engagement plan to be developed. The plan template was approved by the Executive Director.

* Over the next several months, the details of the community engagement plan will be developed collaboratively within the organization. Input from the HRC Board's Community Relations Committee. Stakeholder input will also be sought prior to the plans being finalized and approved by the Executive Director.

* The Executive Director will also update the Executive Committee and Board of Trustees to ensure opportunities for input as needed and appropriate.

* It is important to note that while the community engagement plan is being developed, HRC continues to engage our community in many ways, both new and familiar. Within this reporting period, community engagement activities included, but were not limited to: a Cafecito community forum for our Spanish speaking community; an agencywide offering of Your Family Our Focus; sponsored blood drives in collaboration with the American Red Cross; collaborated with the City of Torrance libraries to offer a variety of HRC publications in multiple languages; hosted a meeting with District 69 Assemblymember Josh Lowenthal's office in Long Beach; and HRC received a Certificate of Recognition from Councilmember Tim McOsker who represents the Fifteenth Council District, which includes the communities of Harbor City, Harbor Gateway, San Pedro, Watts and Wilmington.



REGIONAL CENTER PERFORMANCE MEASURES





Regional Center Performance Measures
Recognition and Payment Amounts by Measure and Regional Center
Phase I: Fiscal Year 2022-2023



	EARLY START <u>(Child Find and Identification)</u>		EMPLOYMENT <u>(Participation in CIE)</u>	EQUITY & CULTURAL COMPETENCY <u>(Linguistic Diversity)</u>		PERSON-CENTERED SERVICES PLANNING <u>(SC Facilitation Skills)</u>
	Child Find Plan	Percent Served (Birth to 3)	Competitive Integrated Employment Placements	Bilingual Staff Survey	CMF Update	PCP Trainer(s)
ACRC	★	◇	Pending	★	★	★★★
CVRC	★	★		★★★		
ELARC	★	★		★★★		
FDLRC	★	★		★★★		
FNRC	★	★		★★★		
GGRC		◇		★★		
HRC	★	★		★★★		
IRC	◇	◇				
KRC	★	★		★		
NBRC	★	★		★★		
NLACRC	★	★		★★★		
RCEB	★	◇		★		
RCOC	★	★		◇		
RCRC	★	★		★★★		
SARC	★	◇				
SCLARC	★	★		★★★		
SDRC	★	★		★★★		
SG/PRC	★	★		★★★		
TCRC	★	★		★★★		
VMRC	★	★		★★★		
WRC	★	★	★★★			
	Child Find Plan submitted with required information	Percentage of infants identified as eligible (Indicators 5 & 6 of Early Start Local Performance Report)	Achieved number of 30-day CIE placements that meets or exceeds the RC's higher performance target: \$75,000 Exceeds performance target by 10% or more: \$50,000	Completion of bilingual staff survey If both measures met: Low-size RC: \$60,000 Mid-size RC: \$90,000 High-size RC: \$120,000	Update of Client Master File for 100% of individuals served	<ul style="list-style-type: none"> One certified Person-Centered Plan Facilitation Trainer for every 10,000 people on RC average monthly caseload: \$70,000 One additional trainer: \$15,000 (\$85,000 total) Two or more additional trainers: \$30,000 (\$100,000 total)

- ★ Successfully met measure (some focus areas have additional incentives above the standard)
- ◇ Partially met measure
- ◇ Participated but did not meet measure
- (blank) Did not participate



**DIRECT SERVICE
PROFESSIONAL (DSP)
TRAINING STIPEND PROGRAM
OCTOBER 2023**



Direct Service Professional (DSP) Training Stipend Program

Per DDS Guidance September 12, 2023:

- DSPs can receive up to two (2) \$625 (before taxes) stipends when they complete approved training courses through June 30, 2024.
- Providers are eligible to receive \$150 for employer related costs.

Purpose:

- Enhance the quality of services received by individuals
- Improve DSP retention
- Increase interest among DSPs in skills development and continuous learning

Definition of a DSP (DOL):

- A Direct Support Professional works directly with people who have intellectual or developmental disabilities. DSPs aim to assist people in realizing their full potential.
- Historically, DSPs primarily served as caregivers for the people they supported. However, the needs of those served changed, and the roles of DSPs changed as well. The role of a DSP goes beyond caregiving and focuses more broadly on supporting people with disabilities to participate fully in their communities, live in integrated settings, and seek competitive integrated employment.

DSP Stipend Eligibility:

DSPs, including some frontline supervisors and clinical staff, must meet the following eligibility requirements:

- ✓ Works as a paid DSP an average of 10 hours or more per week
- ✓ Perform direct support tasks for individuals served by the RC
- ✓ Spend at least 50% of work hours doing direct support tasks
- ✓ Employed by an RC vendor or by an SDP participant

The following are NOT eligible even if a portion of their work involves providing direct support:

- Staff paid through a funding source other than the RC, such as Medi-Cal, health insurance or a school district
- Those who only provide intermittent service such as home modification and/or meal delivery services
- Staff hired through a temporary personnel agency
- Contract or 1099 workers
- Volunteers
- Administrative or supervisory staff, unless they spend 50% or more of their time doing direct support work



English ▾

Log In

Search...



Create an account

Please complete all registration fields before submitting. Using the drop down menu, select the Regional Center you are employed by or vendored to provide services with and you will automatically become a member of that Regional Center's Provider Learning Center as well. If you are employed by more than one provider, select the one that is your primary employer. If you already have an account with your regional center, select the login button below and use your existing email and password to complete your registration for ARCA-DDS Domain.

Please Note: In order to register, you will need your employer's vendor number and the name of the regional center that vendored your employer. You can get this information from your employer. If you are supporting a Self-Determination Program (SDP) participant as a non-vendored provider, you will use the Financial Management Service's (FMS) vendor number to register. If after entering the information and selecting the validate button this vendor info is not correct or there are typos in your form, select the back button or refresh the page to start over. Remember, enter the vendor number without any spaces or extra characters. Then select the "Validate" button and confirm the name that appears is your employer. If the name is not your employer, you should stop the registration process and ask your employer to confirm their vendor number. You will not be able to change the vendor number after it has been validated. You can select the Help button in the right lower corner for technical assistance with registration.

The DSP will register to create an ARCA Learn account at:

<https://provider.arcalearn.org>

To register, the DSP must complete all fields, including:

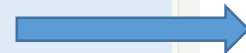
***RC Vendored With (only for Service Providers)**

- select the Regional Center associated with their employer's Vendor Number

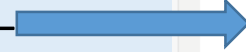
***Primary Provider's RC Vendor Number**

- input the Vendor Number provided by their employer (starts with a letter and has 6 characters)

Harbor Regional Center



Vendor #: _____



Registration | ARCA Service Provider Learning Center

Account Details:

* First Name

* Last Name

* Email

* Confirm Email

* Password

* Confirm Password

* RC Vendored With (only for Service Providers)

* Primary Provider's RC Vendor Number

Tech Support ONLY: Help

DDS Approved Courses

1. Code of Ethics (must be taken first)
 2. Informed Decision-Making
 3. Person Centered Supports: DSPs and the HCBS Final Rule
- ❖ DSPs can take all three (3) courses but will only receive the stipend for two (2)
 - ❖ These courses can be credited toward the continuing education units requirements through Community Care Licensing

HRC DSP Training Stipend Program

To Get Started:

- ❖ Providers must contact HRC and complete a DSP Training Stipend Agreement.
- ❖ Providers must identify a primary contact.
- ❖ Providers must confirm employment and eligibility of staff who have completed courses.

Email: HRCWorkforce@harborrc.org

Thank you!



HARBOR REGIONAL CENTER
2024
HDDE BOARD MEETING
SCHEDULE





MEETINGS OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION

2024

January 16, 2024	Regular Business Meeting - ZOOM
March 19, 2024	Regular Business Meeting; Re-Election of Trustees - ZOOM
May 21, 2024	Annual Business Meeting; Election of Trustees – IN PERSON
July 16, 2024	Regular Business Meeting – IN PERSON
August	No Meeting
September 17, 2024	Regular Business Meeting – IN PERSON
November 19, 2024	Regular Business Meeting – IN PERSON
December	No Meeting

Regular Business meetings of the Board are held on the third Tuesday of the months of January, March, May, July, September and November beginning at 6:00 pm and are open to the public. **In-Person meetings will resume for the months of May, July, September and November at the Torrance office in Conference Rooms A1 & 2; zoom will not be available for in-person meetings.** The Executive Office posts the complete board packet on our website here: <https://www.harborrc.org/board-trustees> ONE WEEK PRIOR to each meeting.



**HARBOR REGIONAL CENTER
2024
HDDE BOARD
PRESENTATION & TRAINING
PLAN**





Harbor Regional Center

2024 Board Presentation & Training Plan



Date: January 16, 2024 Board Meeting Presentation

Topic: National Core Indicators (NCI)

Presenter: Thao Mailloux, Director of Information & Development

Date: February 20, 2024 Board Training

Topic: ARCA Overview

Presenter(s): Amy Westling, ARCA Executive Director

Date: March 19, 2024 Board Meeting Presentation

Topic: Early Start: Growth, Ratios, Outcomes

Presenter: LaWanna Blair, Director of Early Childhood Services

Date: April 16, 2024 Board Training

Topic: DDS Overview

Presenter: Nancy Bargmann, DDS Executive Director

Date: May 21, 2024 Board Meeting Presentation

Topic: How to Read Financial Documents: A Brief Overview

Presenter: Judy Wada, Chief Financial Officer



*individual topic subject to change



Harbor Regional Center

2024 Board Presentation & Training Plan



Date: June 18, 2024 Board Training
Topic: **Service Options for Unhoused Individuals**
Presenter(s): Judy Taimi, Director of Adult Services

Date: July 16, 2024 Board Meeting Presentation
Topic: **Board Governance, Conflict of Interest/Whistleblower Policies**
Presenter: Mary Hernandez, Director of Case Management Support Services and Patrick Ruppe, Executive Director

Date: September 17, 2024 Board Meeting Presentation
Topic: **Transitioning to Adult Services: What you need to know**
Presenter: Antoinette Perez, Director of Children and Adolescent Services

Date: October 2024 Annual Board Retreat
Topic: **TBD**
Presenter: TBD

Date: November 19, 2024 Board Meeting Presentation
Topic: **Service Provider Oversight**
Presenter: Elizabeth Garcia-Moya, Interim Director of Department of Community Services



No Meeting in August & December

*individual topic subject to change



30-DAY PUBLIC NOTICE
NATIONAL CORE INDICATORS
(NCI) PRESENTATION
JANUARY 16, 2024





NATIONAL CORE INDICATORS (NCI)

CHILD FAMILY, ADULT FAMILY &
FAMILY GUARDIAN SURVEY RESULTS
(FY 21-22)

PUBLIC PRESENTATION
January 16, 2024
6pm via Zoom

Presentation will occur during the
Board of Trustees' Meeting

<https://www.harborrc.org/national-core-indicators-nci-survey>



HARBOR REGIONAL CENTER



BLOOD DRIVE

- ❖ **DECEMBER 14TH @ TORRANCE**
- ❖ **DECEMBER 18TH @ LONG BEACH**



**American
Red Cross**

GIVE SOMETHING THAT
Means Something

GIVE BLOOD

RED CROSS BLOOD DRIVE
Harbor Regional Center

Please visit RedCrossBlood.org and enter the Sponsor Code below to schedule an appointment.

Thursday, December 14, 2023

**HRC Torrance Office
Conference Room A1 & A2
21231 S. Hawthorne Blvd
Torrance, CA 90503
9:00 am to 3:00 pm**



Scan to schedule
an appointment.

Sponsor Code: **HRCTorrance**

Monday, December 18, 2023

**HRC Long Beach Office
Conference Room LB 1
1155 E. San Antonio Blvd.
Long Beach, CA 90807
9:00 am to 3:00 pm**



Scan to schedule
an appointment.

Sponsor Code: **HRCLongBeach**

Schedule your blood donation appointment today!

Streamline your donation experience and save up to 15 minutes by visiting RedCrossBlood.org/RapidPass to complete your pre-donation reading and health history questions on the day of your appointment.

For more information call about the Red Cross, call 1-800-RED-CROSS (1-800-733-2767). For more information about the blood drive, call Vincente Miles at 310-792-4786 or email Vincente.Miles@HarborRC.org.



HARBOR REGIONAL CENTER HOLIDAY EVENTS



COME AND JOIN US FOR A
FUN AND SPECTACULAR

TRUNK OR TREAT PARTY

October 25, 2023 10am-12pm OR 1:30-3:30pm

21231 Hawthorne Blvd.

Torrance CA 90503

Call to RSVP with Nancy

@ 310- 543-0640

**Costumes welcomed



HRC's Annual Trunk Or Treat



Trick or Treat!





Big Thanks to our Early Childhood Dept!

HARBOR REGIONAL CENTER
PRESENTS
AN "EARLY START" EVENT FOR FAMILIES
AGES BIRTH-3 YRS



Winter Wonderland



1155 E. SAN ANTONIO DR.
LONG BEACH, CA 90807

SATURDAY
DECEMBER 16, 2023

SESSION 1: 10AM-12PM

OR

SESSION 2: 1PM-3PM

TONS OF WINTER ACTIVITIES TO ENJOY

MEET SANTA AND MRS. CLAUS
-GAMES - HOLIDAY MUSIC -
FOOD & MANY MORE

PLEASE RSVP WITH YOUR SESSION
PREFERENCE WITH
JESSICA PONCE @ 310-617-0493



EL CENTRO REGIONAL DEL "HARBOR"
PRESENTA
EL EVENTO DE "EARLY START"
PARA EDADES 0- 3 AÑOS



La maravilla del invierno



1155 E. SAN ANTONIO DR.
LONG BEACH, CA 90807

SÁBADO
16 DE DICIEMBRE DEL 2023

SECCIÓN 1: 10AM-12PM

O

SECCIÓN 2: 1PM-3PM

MUCHAS ACTIVIDADES DE INVIERNO PARA DISFRUTAR

CONOZCA A SANTA Y LA SRA. CLAUS
- HABRA JUEGOS PARA LA FAMILIA - MÚSICA
FESTIVA - COMIDA Y MUCHO MÁS

POR FAVOR DE CONFIRMAR SU REGISTRACIÓN CON
JESSICA PONCE @ 310-617-0493





2023 Holiday Giving

Are you or someone you know interested in spreading joy during the holidays?

Consider donating to
Harbor's Hearts for the Holidays!

Donate Now!

<https://www.harborrc.org/support-harbor-help-fund>



Questions or Interested?
Contact Us Today!

(310) 543-7904
resource.center@harborrc.org



COMMITTEE REPORTS

• ARCA	Joe Czarske
• Audit	Fu-Tien Chiou
• Board Development	Joe Czarske
• Board Planning	Laurie Zaleski
• Client Advisory	David Gauthier
• Client Services	Patricia Jordan
• Community Relations	Ann Lee, Ph.D.
• Retirement	Dr. James Flores
• Self-Determination	Antoinette Perez
• Service Provider Advisory	Angie Rodriguez





Harbor Regional Center

BOARD DEVELOPMENT COMMITTEE MEETING MINUTES

September 13, 2023

IN ATTENDANCE:	
Joe Czarske	Chair & HDDF Board President
David Gauthier	HDDF Board Secretary
Ann Lee, Ph.D.	HDDF Board Member
Patrick Ruppe	HRC Executive Director
Jennifer Lauro	HRC Executive Assistant

ABSENT:	
Dr. Jim Flores	HDDF Board Treasurer
Chris Patay	HDDF Past Board President

Meeting Minutes:

The Board Development Committee held a meeting on September 13, 2023 at 3:00 pm via Zoom and reviewed the following:

1. Board Composition update
 - Mr. Ruppe reviewed with the Board the FY 2023-24 board tracking spreadsheet of terms and discussed various members terms
2. Board Terms
3. Board Recruitment (continued)
4. 2024 Training Topics/Schedule
5. Other

Next Meeting: The next meeting will be on October 11, 2023.



Harbor Regional Center
BOARD DEVELOPMENT COMMITTEE MEETING MINUTES
October 11, 2023

IN ATTENDANCE (no absences):	
Joe Czarske	Chair & HDDF Board President
LaVelle Gates	HDDF Board Vice President
David Gauthier	HDDF Board Secretary
Dr. Jim Flores	HDDF Board Treasurer
Ann Lee, Ph.D.	HDDF Board Member
Chris Patay	HDDF Past Board President
Patrick Ruppe	HRC Executive Director
Jennifer Lauro	HRC Executive Assistant

Meeting Minutes:

The Board Development Committee held a meeting on October 11, 2023 at 3:00 pm via Zoom and reviewed the following:

1. Board Composition update
 - Mr. Ruppe reviewed with the Board the FY 2023-24 board tracking spreadsheet of terms and discussed various members terms. Mr. Ruppe also reviewed a letter from DDS informing HRC is in compliance with board compliance.
2. Board Terms
 - Mr. Ruppe reviewed the current Board terms with the committee to show we are on track with terms.
3. Board Recruitment
 - Mr. Ruppe informed that there is not a need to do recruitment for the FY 2023-24 term.
4. 2024 Training Topics/Schedule
 - Mr. Ruppe and the Committee discussed various training topics they are interested in. Mr. Ruppe informed that he will present the 2024 HRC Board Presentation and Training Calendar/Schedule at the November Board meeting.
5. Other
 - The Board Development Committee reviewed a submitted Board Application for consideration and determined that because there is no need for new Board members at this time, the application will be kept on file. Applicant will go through the interview process in February 2024 if a need is identified.
 - The Board Development Committee reviewed HRC's current Board Application and determined a need to update/revise as well as HRC's response process/procedure.

Next Meeting: The next meeting will be on November 8, 2023.

Harbor Regional Center (HRC)
Board Planning Committee Meeting
Meeting Minutes for September 13, 2023

Committee Members Present: Laurie Zaleski, Chair, Parent and Board Member; Patricia Jordan, Individual Served, Parent and Board Member; Jackie Solorio, Parent and Board Member, and Thao Mailloux, HRC Director of Information and Development.

Others Present: Ann Lee, Board Member, and Dr. James Flores, Board Member

The Harbor Regional Center Brand

In continuing the work of reaffirming Harbor Regional Center's Mission, Vision, and Values statements, all other members of the Board were invited to participate in this virtual meeting. The participants of the meeting engaged in a thorough discussion about Harbor Regional Center's Brand Identity.

The group participated in several activities to facilitate conversation about Harbor Regional Center's Brand Identity.

The input received from this discussion will help shape Harbor Regional Center's brand refresh, set to occur in 2024.

The date for the next Board Planning Committee will be scheduled in 2024.



Client Services Committee |

Meeting date | time September 26, 2023 / 6 PM

| Meeting location ZOOM

ATTENDEES

Guadalupe Nolasco (Parent)	Karla Salinas Reyes (Service Provider)
Gordon Cardona (Board Member)	Lucy Paz (Interpreter)
Patricia Jordan (Board Member, Committee Chair)	Judy Taimi (Director, HRC)
FuTien Chiou (Parent)	

AGENDA TOPICS

Time allotted | 6 PM to 7 PM | Agenda topic *Tailored Day Services*

- Tailored Day Services are designed to maximize an individual's choices and needs, with customization of day services through individualized services.
- An individual may choose a Tailored Day Service to go with, or in place of, another Regional Center service such as:
 - Day Activity Program,
 - Look-alike Day Program
 - Supported Employment Program
 - Work Activity Program
- TDS are intended to offer supports with:
 - Competitive Integrated Employment
 - Volunteer Opportunities
 - Post-secondary Education, or
 - Increasing Community Integration
- TDS cannot be on the same day as another program
- Total monthly hours cannot be more than the number of authorized days x4
- The Individualized Service Design is a standardized template created by DDS
 - TDS require an Individualized Service Design (ISP)
 - Decided through the IPP process,
 - Using person-centered planning processes
 - Approved by the RC

Time allotted | 7 PM to 7:10 PM | Agenda topic *In-Person Meeting for 2024/Agenda Topics*

- The committee is in agreement to resuming in-person meetings starting January, 2024 and we will alternate between the Torrance and the Long Beach office. Our first meeting in 2024 will be in Torrance.
- Agenda topics recommended by the team are:
 - Legal Support for Forensically Involved Individuals
 - Mental Health and Intellectual Disabilities

Next Meeting: November 28, 2023 at 6 PM via ZOOM

Harbor Regional Center (HRC)
Community Relations Committee Meeting
Meeting Minutes for October 26, 2023

Committee Members Present: Ann Lee, Chair, Board Member; Dee Prescott, Service Provider, Easter Seals Southern California; April Stover, Service Provider, AbilityFirst; and Thao Mailloux, HRC Director of Information and Development.

Members Absent: Ron Bergmann, Parent, Board Member; April Rehrig, Community Partner; Laurie Zaleski, Parent, Board Member; Eber Bayona, Parent, Board Member.

HRC in the Community

Since the last committee meeting, HRC has continued to build on existing partnerships, while finding success in connecting with a few new entities.

In September:

- HRC hosted a Graduation Ceremony for children and families in Early Start.
- Outreach Events Attended:
 - Family Outreach and Community Intervention Services (FOCIS) End of Summer Bash (Norwalk)
 - Strength Based Community Change (SBCC) I Heart Wilmington event (Wilmington)
 - Understanding Needed Integration (UNI) Seminar & Resource Fair at the Aquarium of the Pacific (Long Beach)
 - ICAN Open House (Long Beach)
- Presentation provided to SPA 8 Care Coordination Collaborative Meeting

In October:

- Outreach Events Attended:
 - Thinkers4 Autism Fall Festival (Norwalk)
 - 5th Annual Disability Pride Parade and Festival (East Los Angeles), where we met with DDS Director, Nancy Bargmann and Harbor Regional Center was provided with a Commendation Certificate by Councilmember Hilda Solis.
 - ICAN's Halloween Event.
- HRC Hosted the Following:
 - Virtual Meeting with LA County's Department of Aging/LA Found Program
 - Meet and greet with Integrated Community Collaborative (ICC) team
 - Listening Session for Spanish-Speaking Community
 - Hiring Event where Torrance Today filmed and aired a segment on 10/18/23.
 - Trunk Or Treat Event for children and families in Early Childhood
- Presentation provided to LA Public Defender's Law Offices
- Presentation scheduled for United Cambodian Community (UCC)

HRC Strategic Plan

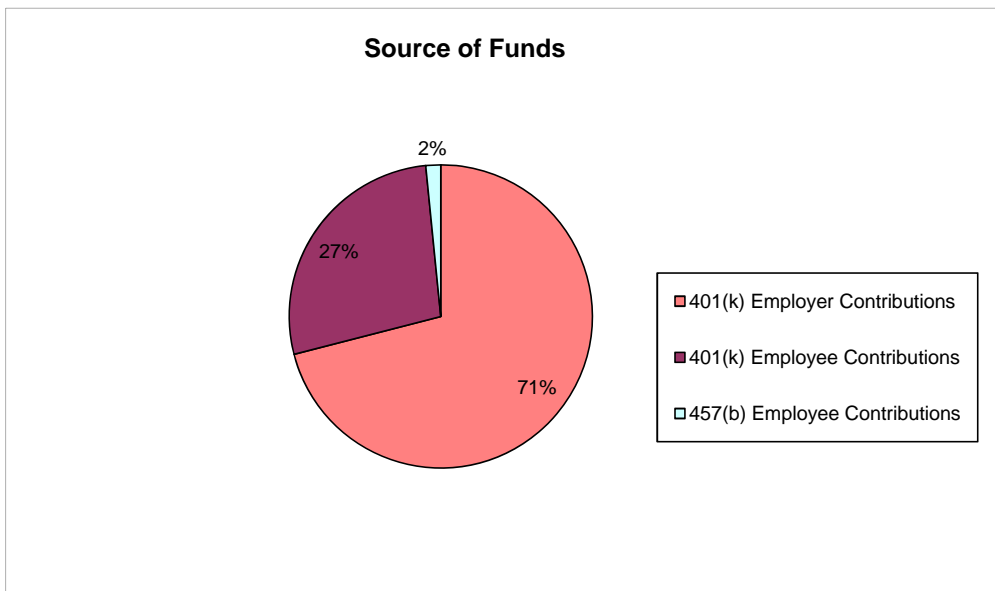
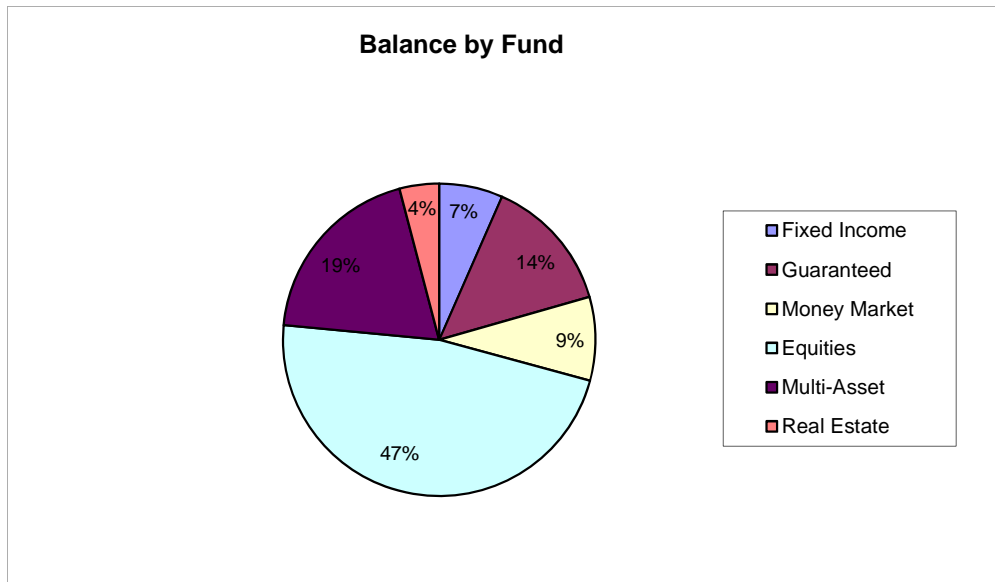
Harbor Regional Center's Mission, Vision, and Guiding Values statements, as well as the development of Harbor's Strategic Plan was reviewed. The Strategic Plan Focus Area of Strengthening Community Engagement and the five goals were discussed. A majority of the group shared their commitment in having a role within Harbor's community engagement plan. Some challenges and concerns were discussed.

The next Community Relations Meeting is scheduled to occur virtually on
January 25, 2024, at 1:00 p.m.

**Harbor Regional Center
Retirement Plan Balances as of 9-30-2023**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$2,884,261	\$1,109,825	\$116,075	\$4,110,161
Guaranteed	\$5,179,868	\$2,892,584	\$682,962	\$8,755,414
Money Market	\$4,328,398	\$1,066,038	\$9,981	\$5,404,417
Equities	\$21,115,732	\$8,299,779	\$145,739	\$29,561,250
Multi-Asset	\$9,155,307	\$2,943,858	\$27,695	\$12,126,860
Real Estate	<u>\$1,714,212</u>	<u>\$842,916</u>	<u>\$10,476</u>	<u>\$2,567,604</u>
Total	\$44,377,778	\$17,155,000	\$992,927	\$62,525,706

* Plan Balances include active and terminated employees still in the Retirement Plan.
 ** Employee Contributions include **\$1,893,962** in Rollover funds.

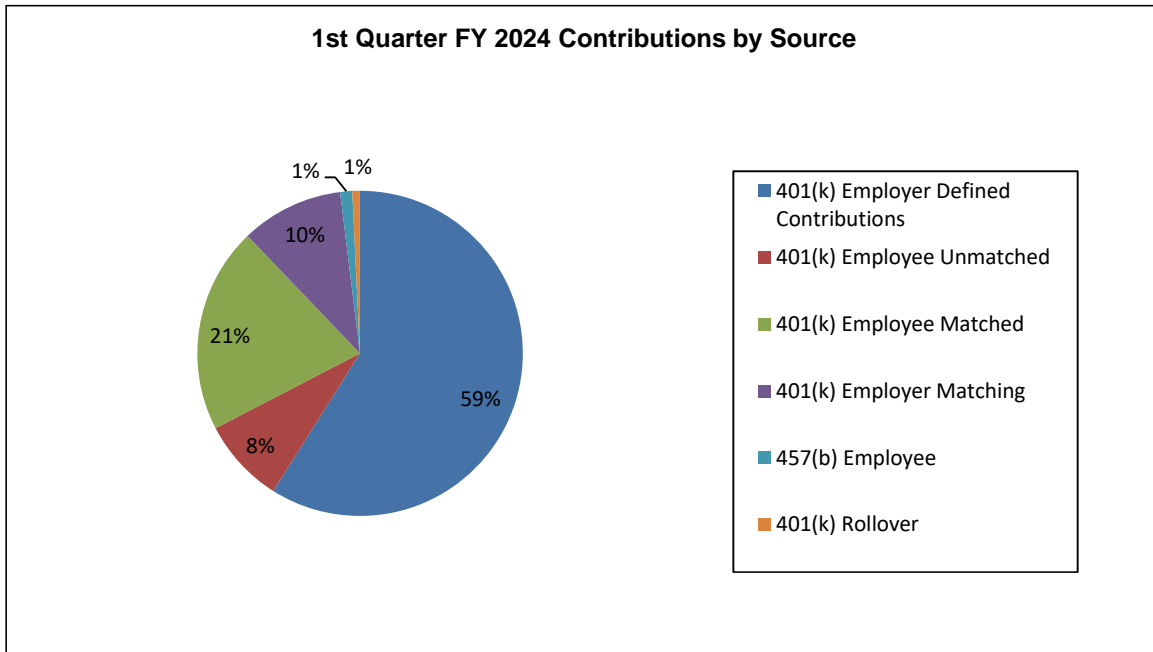


**Harbor Regional Center
Retirement Plan Balances as of 9-30-2023**

	<u>401(k)</u>	<u>457(b)</u>	
Fund Balance 6/30/23	\$62,926,540	\$981,310	
Activity 7/1/23 - 9/30/23			
Distributions	(\$944,497)	(\$57)	
Contributions	<u>\$1,122,336</u>	<u>\$13,530</u>	
Net	\$63,104,378	\$994,783	
Fund Balance 9/30/23	\$61,532,778	\$992,927	
Gain/(Loss)	(\$1,571,600)	(\$1,856)	
% Gain/(Loss) for the Period	-2.50%	-0.19%	
 <u>Participants</u>			
Active Employees in Retirement Plan	434	4	63%
Terminated Employees in Retirement Plan	256	5	37%
Active Employees Total Balance	\$39,340,578	\$320,069	63%
Terminated Employees Total Balance	\$22,192,200	\$672,859	37%
 <u>Loan Information</u>			
	<u>9/30/23</u>		
Employees with Loans			
Active Employees with Loans	43		
Terminated Employees with Loans	<u>3</u>		
Total	46		
Average Balance Amount	\$10,503		
Loan Value Total	\$483,117		

**Harbor Regional Center
Retirement Plan Balances as of 9-30-2023**

	<u>401(k)</u>	<u>457(b)</u>
<u>Contributions</u>		
Employer		
Defined (10%)	\$669,645	\$0
Matching (50% of Employee Matched)	\$116,137	\$0
Employee		
Matched (up to 6%)	\$232,274	\$0
Rollover	\$8,506	\$0
Unmatched	<u>\$95,774</u>	<u>\$13,530</u>
Total	\$1,122,336	\$13,530
Employees Contributing	298	
Average deferral percentage	6.25%	



HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
September 6, 2023

Opening:

The HRC Self Determination Advisory Committee (SDAC) meeting was called to order at 6:05 PM on Wednesday, September 6, 2023, via Zoom. Quorum was established.

Committee Member Present

Rosalinda Garcia – Self-Determination Advisory Committee Chair
Kyungshil Choi – Parent
Jamie Temple – OCRA
Maria Elena Walsh – Harbor Family Resource Center
Tim’an Ford – HRC Peer Advocate
Sunghee Park – Parent
Miriam Kang – Parent

HRC Staff Present

Antoinette Perez – Director of Children and Adolescent Services
LaWanna Blair – Director of Early Childhood Services
Jessica Sanchez – Client Service Manager
Bryan Sanchez – Client Service Manager
Aurelio Lopez – Participant Choice Specialist
Johnny Granados – Client Service Manager
Bernice Chavez-Perdomo – Participant Choice Specialist
Minerva Prado – Participant Choice Specialist
Thao Mailloux – Director of Information and Development

Visitors

Jamie Van Dusen, Department of Developmental Services
Lucy Paz, Spanish Interpreter
Naomi Hagel, Phoenix Facilitation
Santiago Villalobos, Phoenix Facilitation
Reiko Umeda, Independent Facilitator
Selvin Arevalo, GT Independence
Albert Feliciano, State Council on Developmental Disabilities
Kristianna Moralls, Disability Voices United
Kim Sinclair, Autism Society of Los Angeles
Beatriz
Bridgette Morton
Brittney Bennet
Chloe Carrier
Giselle Muñoz
Gilberto Padilla
Kim Sinclair
Marleni Pineda
Olivia Gonzalez

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
September 6, 2023

Rosy Seriati
Tiffany C

Abbreviations

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

Welcome:

Introductions of committee members and guests via the chat.

Approval of Minutes:

August 2, 2023 minutes were posted for review. Minutes were approved.

Harbor Regional Center Monthly Updates:

- HRC reported on the 3 submitted RFP's and scoring method and participants: PCS members, 2 HRC CSM's and 2 committee board members.
- Miriam Kang and Deaka McClain will be the committee members to score RFP's submitted.
- Rubric submission due date is 9/20/23.
- Deadline of 2 weeks agreed on for RFP's scoring to be submitted.
- HRC will provide scoring rubric to committee members to assist in scoring.

Naomi Hagel presented updates on Phoenix Facilitation LLC, presented data on individuals served through the coaching program by ethnicity, language, gender, and age. She talked about their outreach attempts and barriers they have encountered.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
September 6, 2023

Statewide Updates:

- Extension of services now available in multiple languages.
- Information shared, FAQ's: Updated on DDS website.
- UCLA has released full survey findings for Self-Determination Program:
<https://scdd.ca.gov/ssdac/>

OCRA Update:

- Jamie Temple shared there were no updates at this time.

SCDD Update:

- Statewide training available every Monday at 10am.
- For more information and to view a calendar of available SCDD SDP orientation dates please visit: <https://scdd.ca.gov/sdp-orientation/>
- To enter your idea for SCDD "There Should be a Law" contest:
https://scdd.sjc1.qualtrics.com/jfe/form/SV_8c9wD1u72jkHEF0

Public Comments:

- Participant from other RC requested support in becoming an independent facilitator.
- Participant shared hiring a lead for further support around the house through SDP.
- DVU conference this year will be held on November 3, 2023.
- Autism Society of Los Angeles offers free ASLA Multicultural Advanced IF Training: <https://tinyurl.com/ASLAIF2023Interest>
- Participant asked what is the difference between coaching program and IF.
- Representative asked for further explanation of SCDD contest for proposal of law and if it was exclusive to SDP.
- Participants advocated for individuals to register with GT Independence.
- Participant shared frustration with transitioning to SDP 2nd year, employee burden and spending plan timelines.
- Participant expressed concerns with timeline of vendors being paid on time.
- Participant expressed confusion on what is allowable and not allowable in SDP budget and spending plan.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
September 6, 2023

Next meeting: October 4, 2023 via Zoom 6PM – 8PM

Adjournment, Conclusion

Meeting was adjourned at 7:23 PM.

Minutes submitted by Bernice Perdomo-Chavez.

DRAFT

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

Opening:

The HRC Self Determination Advisory Committee (SDAC) meeting was called to order at 6:10 PM on Wednesday, October 4th, 2023, via Zoom. Quorum was established.

Committee Member Present

Rosalinda Garcia – Self-Determination Advisory Committee Chair
Deaka McClain – Individual, Self-Determination Advisory Committee Co-Chair
Kyungshil Choi – Parent
Maria Elena Walsh – Harbor Family Resource Center
Tim’an Ford – HRC Peer Advocate
David Oster- Individual
Miriam Kang- Parent

HRC Staff Present

Patrick Ruppe –Executive Director HRC

Patrick Ruppe– Executive Director
Antoinette Perez – Director of Children and Adolescent Services
Aurelio Lopez – Participant Choice Specialist
Johnny Granados – Client Service Manager
Bernice Perdomo-Chavez – Participant Choice Specialist
Minerva Prado – Participant Choice Specialist
Thao Mailloux – Director of Information and Development
Jessica Sanchez- Client Service Manager

Visitors

Fernando Nuñez, Spanish Interpreter
Naomi Hagel, Phoenix Facilitation
Kim Sinclair, Autism Society of Los Angeles
Helen Reese, Phoenix Facilitation
Albert Feliciano, State Council on Developmental Disabilities (SCDD)
Santiago Villalobos, Phoenix Facilitation
Jamie Van Dusen, Department of Developmental Services
Reiko Umeda, Independent Facilitator
Jacinda Pich, Parent
Ivette Kruk, Parent
Gail Carrier, Parent
Chloe Carrier, Individual
Carola Maranon, Independent Facilitator (Phoenix Facilitation)
Wendy Clutterbuck, Parent
Sheila Jordan Jones, Independent Facilitator
Katherine Manriquez, Parent
Lourdes Gomez, Independent Facilitator
Tamra Pauly, Independent Facilitator/Person Centered Projects

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

Brenda Gertman, Parent
Linda Gilmore
Monserrat Palacios-Department of Developmental Services (DDS)
Sonni Charness, Guidelight Group
Yolanda Gomez, Parent
Ana Davaa, Parent/ Independent Facilitator

Abbreviations

HRC: Harbor Regional Center
IF: Independent Facilitator
PCP: Person-Centered Plan
SCDD: State Council on Developmental Disabilities
SDP: Self-Determination Program
DVU: Disability Voices United
FMS: Financial Management Service
DDS: Department of Developmental Services
RFP: Request for Proposal
SDAC: Self-Determination Local Advisory Committee
OCRA: Office of Clients' Rights Advocacy
ASLA: Autism Society of Los Angeles

Welcome:

Introductions of committee members and guests via the chat.

Financial Management Service (FMS) presentation:

- Presentation on the responsibilities of the Financial Management Services, Employer Burden, Models, and Languages.
- Mains'1 offers services in English and Spanish.
- Attendee added that Mains'1 would no longer be offering Co-Employer in 2024.
- Ritz is in the process of being vendored with HRC as an FMS.

Harbor Regional Center Monthly Updates:

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **80**
 - Withdrew: **38**
 - Moved out of State: **4**
 - Inactivated/Not DD: **5**
 - Transferred Out (to another RC): **3**
- Completed PCPs 141; 25 within the soft rollout and 116 from 7/2021 to 9/2023
- Certified Budgets 220; 35 within the soft rollout and 185 from 7/2021 to 9/2023

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

- Spending Plans 177; 30 within the soft rollout and 147 from 7/2021 to 9/2023
- SDP Live 177; 30 within the soft rollout and 147 from 7/2021 to 9/2023

SDP by Ethnicity:

White/Caucasian	68
Latino	42
African America/Black	13
Biracial	6
Multicultural	8
Other	10
Asian Indian	7
Other Asian	5
Chinese	3
Filipino	4
Korean	3
Guamanian	1
Vietnamese	3
Japanese	4

SDP by Language

English	146
Spanish	28
Korean	2
Japanese	1

- Total Participants fully orientated 817 (101 are in the follow up stages, 276 are in the unknown stage, 263 have decided to withdraw)

Phoenix Facilitation Updates:

- Biggest focus is reaching under-served communities.
- Phoenix continues to have staff and consultants that speak English, Spanish, Mandarin and Korean.
- Majority of participants identify as Caucasian. They still find it difficult to connect with the Black community.
- Open to any referrals or resources that will allow them to get closer to the community.
- Less referrals this month than last month (where last month was the busiest).
- New service coordinators are seeking Phoenix’s services for their families.
- There are new referrals coming directly from the community.
- Independent facilitator outreach- ensure that cases go smoothly and ensure they understand the “Harbor Way”.
- Interviewing new IF’s and ensuring that they are educated in becoming successful Independent Facilitators.

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

Comments:

- Disagreement with HRC only granting 3 months of EDGE services instead of 12 months. Evaluations are completed because we cannot look too far ahead to determine the need at this time. This is why certain services are assessed at 3 months and others are assessed at 12 months.
- Unsure of why HRC should request so much personal information when assessing for services. Per the Lanterman Act, HRC requires information in order to determine and assess individual needs.

Request for Proposal Updates:

- Total amount of \$99,916.78; funds need to be expended by June of 2025.
- Review of PowerPoint with RFP information (data) and opening up the room for discussion on how to proceed with the funds.
- Review of scoring completed by all groups: 2 HRC Managers, 3 members of the Participant Choice Specialist Team, and 3 committee members.
- A breakdown of the scoring was provided to the committee members.
- A motion to vote was made by Miriam Kang.
- Options on how the funds would be split were discussed with the committee members.
- Each agency would complete their proposal breakdown.
- One vote for option number one (all funds go to Phoenix Facilitation /ASLA).
- Four votes for option number two (funds will be split between Phoenix/ASLA and Guidelight).
- Committee discussed dividing funds between Phoenix/ASLA and Guidelight.
- HRC will be reaching out to the selected groups about the next steps.
- Each program design is different; a conversation over the breakdown of the funds can be brought up for discussion.
- Chair explained that it seems that during the initial RFP submissions, there was an understanding that the funds would be broken down the middle (half of the funds for Phoenix Facilitation /ASLA and the other half for Guidelight).

Sonni Charness for Guidelight:

- They do not have capacity at this time to provide service in any other than English. They have successfully trained other IFs. Have worked with other community organizations that have worked with the Latino community.
- Provision of training is in English; however, there are many ways that they would be able to accommodate those that are bilingual.
- They are able to provide translation of trainings in other languages.

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Naomi Hagel for Phoenix:

- Expressed her proposal and clarified that 2022 RFP did not include Independent Facilitation discussion and 2023 RFP did have a request for Independent Facilitation training.

Kim Sinclair (ASLA):

- Experience in training multicultural facilitators in their core language (English, Spanish and Korean).
- The need to provide American Sign Language (ASL) supports was brought forward for discussion. Kim clarified the need to allocate funding for those in need of ASL supports, highlighting it is one of their outreaches.
- If the budget were cut by 50%, Phoenix and ASLA would have to go back to their original breakdown of service and move funds around, affecting the scope of people being served.

Discussion:

- Confusion on how to split the funds that would be awarded through the RFP.
- Pending final vote during the next SDAC meeting.
- Executive Director will work with interim community service manager to determine the percentage of the funds that will be allocated to each of the entities.
- PCS team will also work closely with the community service department to determine the breakdown.

Recruitment:

- There are some people of interest to fill the open positions in the committee.

Statewide updates:

- Discussion of changing the structure of these (statewide) meetings since at this time they are taking a very long time and not much seems to be accomplished.
- Conduct was discussed and ensuring that all advisory committees have a clearer understanding of their roles.
- Working on a reporting tool so that we can have more information when collecting data.

SCDD Updates:

- Continues to provide statewide training every Monday at 10:00, open to the public:
<https://conta.cc/3KWzCVc>
- For more information and to view a calendar of available SCDD SDP Orientations dates please visit: <https://scdd.ca.gov/sdp-orientation/>

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

Approval of minutes:

September 6, 2023 minutes were posted for review. Minutes were approved.

Public Comments:

- Switch from FMS agency has resulted in a positive outcome.
- The 10-year anniversary of SDP is approaching.

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

Adjournment, Conclusion

Meeting was adjourned at 7:56pm

Minutes submitted by Minerva Prado

DRAFT

Harbor Regional Center
Service Provider Advisory Committee (SPAC)
 October 3, 2023 10:00 a.m.
 HRC Torrance Office A1/A2

Committee Participants

Member Name	Organization
Angie Rodriguez	SVS
Angie Gallon	SVS
Violet Ruiz	SVS
Lesly Rovelo	SVS
Serafin Avila	SVS
Leo Vasquez	SVS
Paul Quiroz	Cambrian Homecare
Darlene Williams	Ambitions CA
Renee Suazo	CA. Mentor
Diane Sanka	Easter Seals
Angelica Real	Easter Seals
Angela Qual	Easter Seals
Lindsey Stone	ICAN CA
Sharon Oh	Share Speech & Language
Anton Motus	ARC Long Beach
Armand Garcia	Life Steps FD
Vince Ivory	ARC South bay
Olivia Gonzalez	Aveanna Healthcare
Tiffany de la Torre	24 HR Home Care
Baldo Paseta	Ideal Transit Transportatino
Ali Tabatabai	New Leaf Solutions
Michael Walleo	Person Centered Options
Lorraine Weaver	CBEM
Sylvia Owens	CLU
Crystal Hayes	CIP Long Beach
Joahna Torres	David's Place
Karen Chavez	South bay Family Home
Corey Sylve	South bay Vocational
Tonantzin Martinez	Glen Park Long Beach
Michael Martinez	Glen Park Long Beach

HRC Staff Participating

Staff Name	Title
Patrick Ruppe	Executive Director
Judy Wada	Chief Financial Officer
Elizabeth Garcia-Moya	Community Services Interim Director and Manager of Resource Development & Vendorization
Mercedes Lowery	Community Services Manager
Steve Goclowski	Clinical Services Manager

Daniel Hoyos	Manager of Contracts
Leticia Mendoza	Department Assistant Community Services
Mary Hernandez	Director of Case Management Support Services
Tes Castillo	Accounting Supervisor
Ute Czemmell	Controller
Cathy Mejia	Fiscal Monitor
LaWanna Blair	Director of Early Childhood
Judy Taimi	Director of Adult Services
Maria Elena Walsh	Manager of Family Resource Center
Brenda Bane	Provider Relations Specialist
Erika Landeros	Provider Relations Specialist

Call to Order

Angie Rodriguez called meeting at 10:02 a.m.

Sub-Committee Updates

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

- **Sharon Oh – Early Start Chair** –provided an update on items discussed at their last meeting held 08/03//2023. The following topics discussed were:
 - Judy Wada attended and provided an update on the budget
 - Trailer Bill language discussion regarding Early Intervention eligibility.
 - Catalina Island resources remains a large need.
 - Most of the EI providers have completed the DDS reimbursement training under the American Rescue Plan Act Funds. As of now, 90% of the budget have been utilized.
 - The next meeting scheduled for 11/2/2023.

- **Diane Sanka- Day Programs Chair** -- provided an update on topics discussed at their last meeting held on 9/14/23
 - Day service providers continue to offer remote services based on client’s need.
 - Transportation continues to be a barrier for individuals to return on-site day program services.
 - Day service providers will be hosting fun Halloween events for clients
 - Next meeting has not been scheduled yet.

- **Lindsey Stone- Supported Employment Chair**-provided an update on topics discussed at the last meeting held on 09/19/2023
 - Paid Internship Program (PIP) Incentives available
 - Tailored Day Services (TDS) category available under SEP- Job coaching option for clients needing additional support
 - Service providers were reminded that The Employment Quality Incentives continue to be available specifically Customized Employment through Association of Community Rehabilitation Educators (ACRE). Additional information available at [Quality Incentive Program - Employment Capacity](#)

- Next SEP provider meeting scheduled for 10/19/23
- **Darlene Williams, Residential Chair-** provided an update on topics discussed at the last meeting held on 07/26/2023.
 - Judy Wada attended and provided an update on the budget.
 - Continue to encourage residential providers to attend the sub group meetings to support each other with various topic
 - Liability insurance requirements and premium costs
 - Next residential meeting scheduled for November 15, 2023.

Budget Update & DSP Training Stipend Program

Judy Wada shared a presentation overview on the budget and DDS DSP training stipend program.

- Fiscal year 2023- 2024 Budget
 - Preliminary allocation received from DDS on 6/15/23.
 - First amendment still is pending
 - Rate study implementation scheduled for July 11, 2024.
- HRC Audits
 - Independent Audit FY 2022-2023
 - Fieldwork started September 25th
- DDS Bi-annual Audit FY 2021-2022 & 2022-2023
 - Date October 16th thru December 7th
 - New Leaf transferred direct payee clients. A total of 220 for September. New Leaf are here today participating in meeting, encouraged providers to ask questions.
- Direct Service Professional Training (DSP) Stipend
 - DDS New DSP Stipend Program
 - Handout copies provided to the attendees.
 - DSPs can receive up to two \$625.00 stipends when they complete approved training courses through now and June 30, 2024.
 - Providers are eligible to receive \$150.00 for employer related costs.
 - Purpose:
 - Enhance the quality of services received by individuals
 - Improve DSP retention
 - Increase interest among DSPs in skills development and continuous learning
 - Including front line supervisors and clinical staff must meet the following requirements:
 - Works as paid DSP an average of 10hours or more per week
 - Perform direct support tasks for individuals served by the regional center
 - Spend at least 50% of work hours doing direct support tasks
 - Employed by an regional center vendor or by an SDP participant
 - There are some exclusions. HRC to send out additional information on the criteria and process requirements. HRC will also host an online training session for service providers.
 - For questions, please email HRCWorkforce@harborrc.org

Special Incident Reporting (SIRs)

Mary Hernandez, Director of Case Management Support Services provided an update on the following:

- Statewide August graph presentation reflected HRC service providers improvement in reporting timelines.
- Service providers were encouraged to continue to submit SIRs are reported in a timely manner before 5:00 pm including weekends.

Competitive Integrated Employment (CIE) and Paid Internship Program (PIP)

Brenda Bane, Provider Relations Specialist, shared a presentation on CIE & PIP programs

- CIE Graph data presentation comparison by last 7 fiscal years, FY 22/23 clients participated were lower than previous. The pandemic affected the enrollment numbers.
- PIP graph presentation comparison last 2 fiscal years, FY 21/22 & FY 22/23 numbers showed not much difference.
- PIP for FY 22/23, 62 reported by employment agencies and 20% hired into CIE by the same employer.
- CIE for FY 22/23, 149 placements into CIE, 138 individuals achieved their 30-day milestone
- Total of 130 were unduplicated employees. Data is captured through POS expenditures

Electronic Verification Visits –EVV

Erika Landeros, Provider Relations Specialist gave an update for SLS, ILS, FHA services and provided hand out copies for the group

- EVV is an electronic record of a service being delivered. New requirement in federal law for some services received at the home setting, such as respite, homemaker services, community living supports, nursing, home health aid, speech, OT and PT.
- EVV app is now available and can be used on a cell phone, ipad or landline phone.
- Encryption training available for staff

Resource Center, Maria Elena Walsh

- The HRC Family Resource Center continues to be opened for service provider and families.
- Presented new materials available such as Deaf Plus Community.
- Encouraged service providers to stop by and check out training materials.
- Saturday Speaker Series: Topic Medication Concerns for individuals and families, scheduled for October 21st.
- Hearts for the Holidays at HRC. Become a sponsor for the holiday season Thanksgiving & Winter Holidays. HRC will put care packages for families in need. Please contact Maria Elena Walsh for donations.

Emergency Preparedness

Vincente Miles, Emergency Operations Manager shared a presentation on the following:

- October month is Emergency Planning Initiatives
 - Fire prevention week
 - National Cyber Security Month
 - Great California Shake Out –Oct.19th at 10:19 a.m.
- COVID-19 & Flu Vaccinations
- PPE available for service providers

- HRC's cares –Partnership with the Red Cross
 - HRC Torrance office blood drive event on 12/11/23, time 9:00 a.m. – 3:00 p.m.
 - HRC Long Beach office blood drive on 12/18/2023, time 9:00 a.m. – 3:00 p.m.
- Service providers are encourage to have an out of state emergency contact
- HRC uses the Everbridge emergency contact system for staff notifications

Service Provider Announcements

- Easter Seals is having a 5K run on October 21st. Encourage the group to come out and support them.
- ICAN will host a Halloween festival at their Torrance location for clients and families on October 21st from 10:00 am – 4:30 pm. Available booths for service providers interested to participate.
- Leslie from SVS announced their upcoming open house in November for the Inclusion Employment program located in North Torrance. More details to follow.
- Angie Rodriguez encourage the committee to send agenda topics to her for future SPAC meetings.

Next Meeting scheduled for 12/5/2023 at HRC Torrance Office

Meeting Adjourn 11:50 a.m.



PUBLIC COMMENT

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

THANK YOU!

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 an appeal, go to:

<https://www.harborrc.org/appeals-and-complaints>



INFORMACIÓN DE CONTACTO

❖ Para contactar a la Oficina Ejecutiva:

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

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

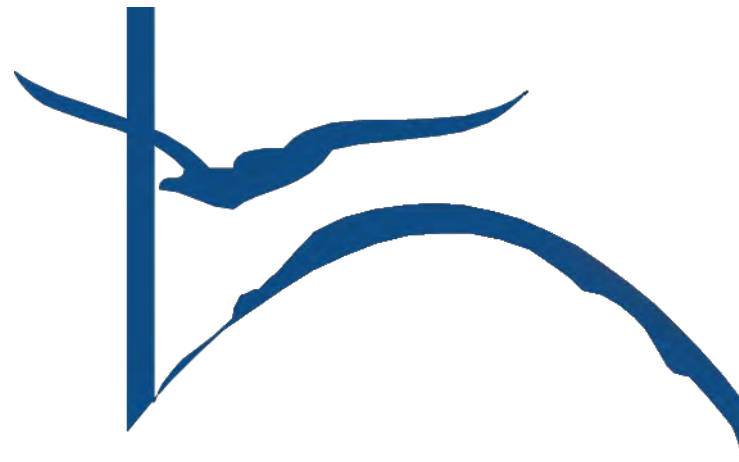
❖ Para localizar a su Coordinador de servicios visite: <https://www.harborrc.org/post/contact-our-staff>

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





CLOSED SESSION



- Real Estate Negotiations



ADJOURNMENT



Next Business Meeting of the Board

January 16, 2024