

Board Development Committee
3/5/19

Committee Members Present: Mariano Sanz, Chair, Joe Czarske, Bob Irlen, Pat Del Monico

Committee members discussed the interviews they had completed so far for candidates to fill the vacancies that will occur on the Board at the end of the calendar year. The Committee will be prepared to make final recommendations for these seats at the May meeting.

Committee members also discussed the development of a slate of officers for FY 2019/20. The slate will be finalized and provided to Board members prior to the May meeting at which time voting will take place.

**Harbor Regional Center
Board Planning Committee
March, 2019**

Ron Bergman, Chair

Members: Patricia Jordan, LaVelle Gates, Steve Goclowski, Barry Finley, Nancy Spiegel

Disparity Project Funding

We reviewed the activities of the past year to meet the needs of underserved clients and families, including HRC projects and those by community-based organizations working in partnership with HRC.

Preparation is underway for two upcoming public meetings, where this information will be shared with our community along with expenditure and demographic information, and provide information on HRC's efforts.

We will be joined by speakers from 211 LA County (HRC Parents as Partners program), Pediatric Therapy Network, Carolyn Kordich Family Resource Center, Learning Rights Law Center, and Korean American Special Education Center, to share information on their programs that are supporting our clients and families.

HRC 2018-2019 Proposals Approved by DDS

We have been approved to continue two projects funded by DDS Disparity grants.

- Bilingual Spanish-Speaking Community Outreach Specialist: for continued outreach, training and support, including coordination with family support groups, providing informational presentations, coordinating training, and building ongoing communication with our Spanish-speaking community.
- Expanding Availability of Informational Materials: for continued development, update, translation, and publication of informational materials in print, video, and electronic media in multiple languages.

Three community based partner organizations were approved for continuation funding in the HRC area.

- Pediatric Therapy Network: Early Identification and Referral through Developmental Screenings
- Carolyn Kordich Family Resource Center: Knowledge is Power/El Conocimiento es Poder - training and support for Spanish speaking families in the Harbor City area.
- Learning Rights Law Center: Training, Information, and Advocacy Project.

The following new (or new to HRC area) projects by community-based organizations have been approved for funding in the HRC service area:

- Korean American Special Education Center (KASEC): Developmental & Health Screening and Educational Seminar - To increase the number of Korean families in the Harbor and Lanterman RC areas to have their child screened and learn more about services
- Autism Society of Los Angeles: Cross Cultural Independent Facilitator Trainings and Ongoing Support for the Self-Determination Program. "To ensure that all individuals selected for the phase-in of the SDP are able to be successful in this new program, this project will provide free trainings for 300 primarily consumers and family members in LA County who speak languages other than English."
- Special Needs Network: SNN's Military Parent Advocacy Mentor and Navigator Program (MPAMN)- Proposed project will train "military families connected to the Los Angeles Air Force Base, with identified special needs conditions about SNN's parent advocacy and civic engagement model."

Website Redesign

HRC has begun working with the firm Digital Deployment on redesign of our website. We are currently in the discovery phase. Committee members participated in providing input. Digital Deployment is using this input, along with that of members of other focus group of clients, parents, service providers, board and staff, regarding how our HRC community uses the current website, difficulties that they experience, and what they would like to see on the redesigned website.

Harbor Regional Center

Client Advisory Committee

February 9th, 2019

Meeting Minutes

Members Present: Deaka Mc Clain-CAC Co-Chairperson; Debbie Howard; Michelle Roach; Tom Basch; Kelly Sutton; David Oster; Mead Duley; Wesly Dale; Cresha Davis; Desiree Boyin; Matt Cox

HRC Staff Present: Elizabeth Garcia-Moya; Kris Zerhusen

Life Steps Staff Present: Janelle Tenorio

Call to Order & Minutes Approved

David called the meeting to order at 1:00 p.m.

The minutes were unanimously approved by all committee members.

DDS CAC Update

Deaka shared that since the last CAC meeting; she has not attended a CAC meeting in Sacramento. The next meeting is scheduled for 02/20/2019 via teleconference.

Deaka conducted the DDS training: Planning & Decision Making –Finding a Mentor. The CAC members were provided with a copy of the assignment and they worked collaboratively to complete it. The assignments provided them with guidance on how to identify a Mentor and the role of a Mentor in their lives. Some of the members shared their personal experience with their mentors and how it has helped them in their lives.

During this meeting, the CAC members discussed available trainings on the DDS website. Deaka provided the members with the options of doing the next module in Planning & Decision Making (includes creating a Mission Statement) or the DDS Emergency Management training. It was agreed by all members that for the next CAC meeting in May, - they would like to do the Emergency Management trainings. Deaka informed the members that she will be requesting the training materials from DDS.

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Self-Determination Update

Deaka reported that DDS set the dates for the “train-the-trainer” sessions for regional center staff and Self-Determination local volunteer advisory committee members. Training will be conducted at five regional centers. Our local sessions will be held at San Gabriel/Pomona Regional Center on Monday, February 25th and South Central Los Angeles Regional Center on Friday, March 8th. The purpose of these sessions is to provide a foundation to assist with conducting the Self-Determination Orientation sessions for the clients/families that have been selected for the Self-Determination program.

The members were informed that HRC will be hosting the next Self-Determination Program informational meeting on Wednesday, February 20th at our Torrance office in room A4 from 6:00p.m.-8:00 p.m.

Client Services Committee Update

Deaka reported that Mary Hernandez, Director of Adult Services is now the liaison to the Client Services Committee. It was reported that she will be working with the Client Services Committee on reviewing the policy for licensed living options. The service review is scheduled for Tuesday, February 26th at our Torrance office from 6:00 p.m.-8:00 p.m. in room A4. Deaka shared that the Client Services Committee along with Mary had reviewed and update the respite policy. Kris also shared the role of the Client Services Committee and their purpose.

Community Outreach

Kerry Ryerson, Public Information Specialist, presented the opportunity for the CAC to participate in the upcoming Social, Recreation, and Fitness Resources Event that HRC will be hosting on March 9th. The CAC was provided with information and details of the event. She also thanked the CAC members that volunteered the previous year. Kerry shared the list of different social, recreational, and fitness opportunities offered in the different cities that HRC serves. She informed the CAC that she is working on updating the list to ensure that the website addresses are current and also adding new resources. By March, the new updated list will be available on the HRC website. The list will also be available in Spanish. After discussing the event, the CAC agreed that it would be a great opportunity for them to participate. The members that were interested in volunteering signed up. Kerry will be following up with the members via phone and/or email with the details of the events.

Elizabeth inquired with the CAC members if they would be interested in hosting an informational table/booth at the upcoming Transition Fair that HRC will be hosting on April 24th. The members agreed that it would be a good outreach opportunity. Deaka, Debbie, and Kelly committed to participate and run the booth/table for the day.

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Deaka discussed with the CAC members the importance of being aware of the different bills that are introduced into legislature that affect individuals with disabilities. She shared about the UBER bill which focuses on UBER having vehicles that are wheelchair accessible. The members had a brief discussion regarding the Fair Housing Act and ADA and the impact it has on people with disabilities. It was discussed that in the future it may a good idea to have a presentation on the American with Disabilities Act.

CAC member shared that as of 06/01/2019, SSI recipients may be eligible for CAL Fresh. Kris provided the members with information regarding the program and reminded the members that there are eligibility criteria and the amount that an individual receives would vary depending on their income.

Adjournment

Deaka adjourned the meeting at 2:45p.m.

Next CAC Meeting

The next Client Advisory Meeting will be held on Saturday, May 18th from 1:00 p.m.-3:00 p.m. at HRC Long Beach office.

Client Services Committee

Meeting Date: January 22, 2019

Location: Torrance

In attendance: Patricia Jordan, Fu Tien Chiou, LaVelle Gates, David Gauthier, Guadalupe Nolasco

HRC staff: Mary Hernandez

Meeting began at 6 p.m. with introductions from all in attendance. Mary explained that this year HRC would be conducting a service review on licensed living options. Mary handed a draft of the services reviews which will consist of a total of 4 meetings. The first three meetings will consist of a review that includes HRC's current policy, data regarding licensed homes, roles of service providers and service coordinators and publications currently offered by HRC. The fourth meeting will be dedicated to gathering attendees input and recommendations. The goal of the service review is to revise, if needed, our existing policy and make any changes to current practices at HRC. Dates for the service reviews are: February 26th (Torrance site) March 26th (Torrance site) May 21st (Long Beach site) and the final meeting on June 25th (Torrance site)

The committee also discussed the need to increase attendance and member ship within the committee. The group agreed to reach out to people they know who might be interested and Mary will personally call some families to see if they are interested in joining the committee. We also discussed future topics after the service reviews are completed. We tentatively agreed that the following issues were of interest to the committee:

- Forensics
- Advocacy
- Role of the Client Rights Advocate
- Conservatorship Issues
- End of life issues
- ABLE act
- Services for transition age youth

Meeting adjourned at 7: 30 p.m.

Next meeting to be held February 26, 2019 Torrance site

**Client Services Committee
'Licensed Living Options Service Review Summary'**

Meeting Date: February 26, 2019

Location: Torrance

Committee Member Attendance: Patricia Jordan, Fu-Tien Chiou, LaVelle Gates, David Gauthier, Guadalupe Nolasco

HRC Staff: Mary Hernandez

ATTENDANCE:

Eight (8) parents of HRC clients were in attendance at the licensed living options service review session held on February 26, 2019. In addition there were six (6) service providers who currently provide support to HRC clients residing in licensed group homes as well as two (2) individuals who are interested in opening licensed group homes in our service area. There were seven (7) members from the Client Services Advisory Committee in attendance as well as 4 HRC staff.

PRESENTATION SUMMARY:

Mary Hernandez, HRC Director of Adult Services facilitated the review session. She reviewed HRC's policy on Licensed Living Options and highlighted key points from our policy specifically the idea of identifying the least restrictive home that will offer the level and support constant with the individual's current needs and abilities. Ms. Hernandez then informed the participants that she included policies from four (4) surrounding Regional Centers. She briefly touched on the similarities between the different polices and pointed out the some differences.

Ms. Hernandez then shared with the participants a booklet which has been developed and published by HRC which discusses living options available to our clients (It's all about Options, Living alternatives for Adults with Developmental Disabilities) This booklet is also available in other languages. She advised that this booklet is also under consideration for revision and any suggestions for changes would be welcome. Ms. Hernandez also shared and discussed The HRC Performance Plan (available also in Spanish) Ms. Hernandez shared HRC's philosophy on children living in licensed group homes and how HRC makes every effort to avoid this type of living arrangement by providing any necessary supports to the family in their home. She directed the participants to review HRC goals that pertain to children living with their families and our goal to assist adults to move into smaller integrated homes. There was a discussion on the various ways that HRC has accomplished these two goals and the data that support HRC is indeed meeting these goals.

Ms. Hernandez introduced Mercedes Lowery, Manager of Community Services. Ms. Lowery discussed why living options supported by HRC are required to be licensed by Community Care Licensing (CCL). She also discussed the various types of licensed homes that include Family Home Agency (FHA), Skilled Nursing Facilities (SNF), Intermediate Care Facilities (ICF) and Community Care Facilities (CCF). She then went on to discuss the various levels that designate the type of client that would best be suited to reside in each level. Ms. Lowery also discussed another level of CCF's that are known as Negotiated Rate Homes (NR) and also described the type of client that would best be suited to reside in this type of home. There was a discussion on who pays for a client to reside in a CCF or ICF. A handout was given to the participant's to review which documents the rates paid by the regional center and the client.

Ms. Hernandez then spoke at length about the expectations for the providers who operate CCF's. Ms. Hernandez shared that HRC has set high standards/expectations for our service providers and stressed the fact that we strive to have knowledgeable and skilled staff that provide the direct care to our clients. She referred to a handout "Expectations for Licensed Homes Serving People with Developmental Disabilities" She stressed that when a client moves into a licensed home this home becomes the client's home and direct care staff needs to understand this. HRC encourages family to remain an integral part of the client's life even though they know reside in a CCF. There was a discussion about the family's role if their son/daughter moves into a CCF. Ms. Hernandez discussed HRC expectations of service providers in regards to providing benefits and training to the people who provide direct support. She also spoke about what families should look for when looking at possible licensed living options and referred to a HRC document "Visiting a group home, Questions to ask and Things to look for" Again Ms. Hernandez advised the participant's that these documents are also under review and any suggestions would be welcome.

Handouts:

The following documents were handed out to those in attendance:

- Service Review Meeting Outline
- HRC booklet "It's all about Options"
- HRC Performance Plan 2019
- HRC pamphlet "What services are available for HRC Adults?"
- DDS Community Care Facilities Rates
- HRC : Types of Licensed Homes available to HRC clients
- HRC : Expectations for Licensed Homes Serving People with Developmental Disabilities
- Harbor Regional Center Policy on Licensed Living Options
- Licensed Living Options Policies for four other Los Angeles County regional centers

Questions/Comments:

- Several parents asked for clarification on how the CCF's are paid and the client/ family financial obligation
- One parent expressed gratitude for HRC setting such high standards for the CCF's and questioned if other Regional Centers have the same expectations
- One parent wanted to have clarification regarding the difference in supports provided for those living in Supported Living versus living in a CCF
- There was discussion around the rates for the different level of homes and the fact that the same rates apply for all CCF's throughout California. It was observed that this did not appear to be equitable as housing and living costs vary widely within counties
- One parent wanted to know if there was an assessment tool that HRC utilizes to determine what level of care their son/daughter would require
- One parent encouraged HRC to continue to develop homes in which only 2-3 clients reside

Ms. Hernandez advised that the second Licensed Living Option review session is scheduled to take place on the evening of March 26th from 6- 8 p.m. in HRC Conference Room A1. During this meeting, we will share data on the number of individuals that we support and other pertinent information regarding individuals who live in these settings.

Harbor Regional Center Community Relations Committee February 19, 2019

Monica Sifuentes, MD, Chairperson, Pediatrician/Board Member; David Gauthier, Client/Board Member; Dee Prescott, Service Provider Easter Seals Southern California; David Bourassa, Community Volunteer; Nancy Spiegel, HRC Director of Information and Development

Budget Advocacy Update:

We have continued having meetings with legislators in our area to discuss developmental services issues. Thus far this year we have met with Assembly Members Muratsuchi, Calderon, and Garcia, staff for Senator Allen, and Assembly Speaker Rendon. Committee member Terri Nishimura also just hosted Assm. Muratsuchi's new district staff member for a tour of PTN.

- Assembly Speaker Rendon met with statewide organizations, including ARCA. He asked that a constituent from his district be present. In a very productive meeting with the Speaker, along with Assembly Members Frazier and Holden Service Provider Angie Rodriguez of SVS represented the HRC area and Rendon's home district. We asked that a legislator be designated to be the champion for developmental services budget issues. A budget letter for an 8% increase for service providers authored by Frazier and Holden came out the next day. In meetings with our legislators we will continue to ask them to support this measure.
- Our next scheduled meeting is with Mike Gipson. Confirmed to be in attendance thus far are committee member Dee Prescott, Parent/Board Member LaVelle Gates, and Nancy Spiegel.

45th Anniversary Event

Planning is in progress for this event to celebrate 45 years of service. It will take place May 7 2019, at 11:00 am at the Hotel Maya. As in the past, the costs for this event will be covered by sponsorships from our partner agencies in the community and attendee ticket purchase. Dee let us know about a floral company operated by a client. Members made other suggestions such as livestreaming the festivities on Facebook, and having a 'selfie' wall for attendees to take photos.

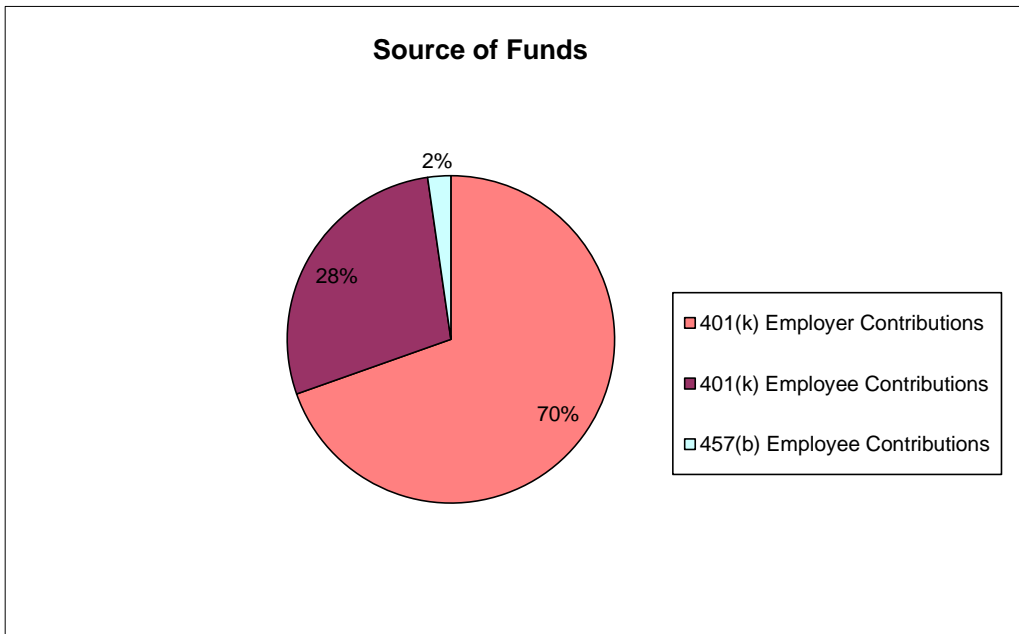
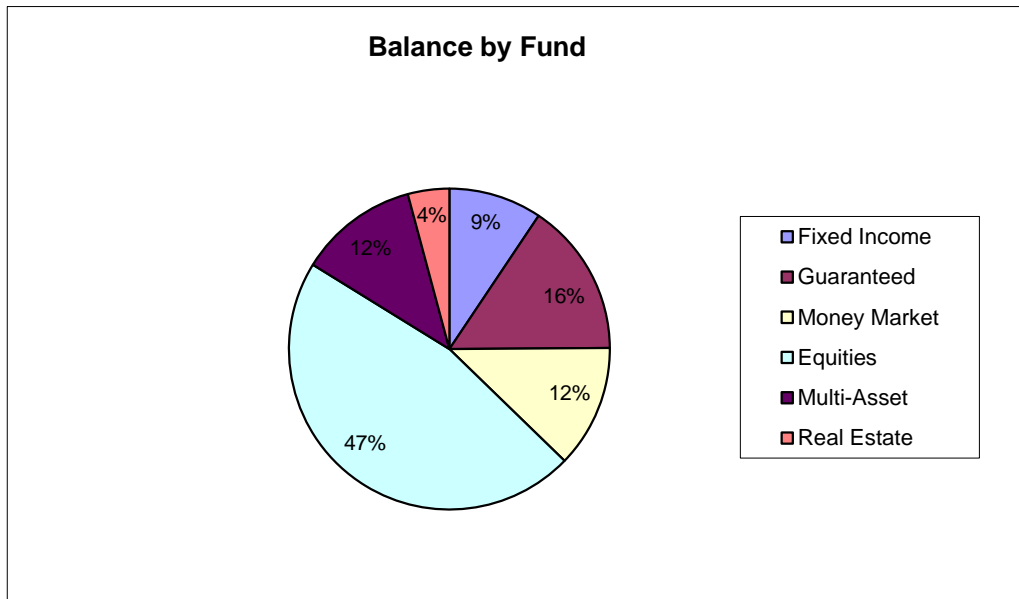
We are planning to honor members of our community that have made a special contribution to our community. The committee discussed possible nominees including clients, parents, service providers, business partners, and staff.

**Harbor Regional Center
Retirement Plan Balances as of 12-31-2018**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$3,112,284	\$1,124,738	\$85,053	\$4,322,075
Guaranteed	\$4,026,284	\$2,524,950	\$580,993	\$7,132,227
Money Market	\$4,428,301	\$1,187,161	\$76,255	\$5,691,716
Equities	\$15,148,698	\$5,968,040	\$302,605	\$21,419,344
Multi-Asset	\$4,110,398	\$1,419,154	\$0	\$5,529,552
Real Estate	\$1,193,743	\$724,745	\$3,144	\$1,921,632
Total	\$32,019,708	\$12,948,788	\$1,048,050	\$46,016,545

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

** Employee Contributions include \$1,328,369 in Rollover funds.



**Harbor Regional Center
Retirement Plan Balances as of 12-31-2018**

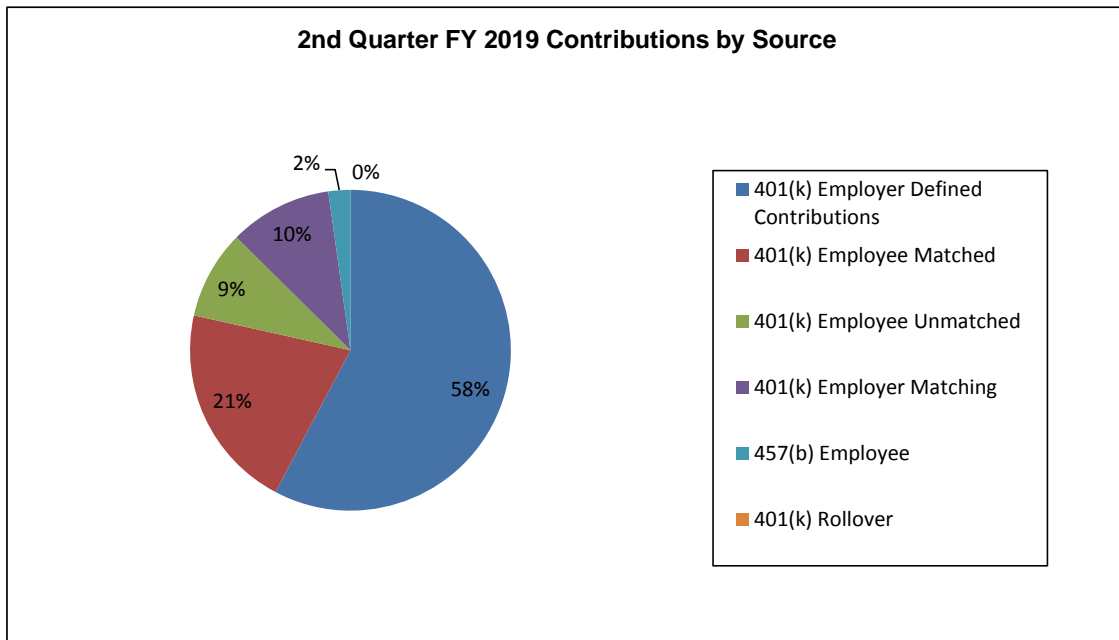
	<u>401(k)</u>	<u>457(b)</u>
Fund Balance 9/30/18	\$49,520,467	\$1,089,454
Activity 10/1/18 - 12/31/18		
Distributions	(\$1,011,166)	\$0
Contributions	<u>\$722,628</u>	<u>\$16,345</u>
Net	\$49,231,930	\$1,105,800
Fund Balance 12/31/18	\$44,968,495	\$1,048,050
Gain/(Loss)	(\$4,263,434)	(\$57,750)
% Gain/(Loss) for the Period	-8.61%	-5.30%

Participants

Active Employees in Retirement Plan	313	6	54%
Terminated Employees in Retirement Plan	271	3	46%
Active Employees Total Balance	\$31,460,149	\$783,920	70%
Terminated Employees Total Balance	\$13,508,347	\$264,130	30%

Contributions

Employer		
Defined (10%)	\$426,697	\$0
Matching (50% of Employee Matched)	\$76,594	\$0
Employee		
Matched (up to 6%)	\$153,303	\$0
Rollover	\$0	\$0
Unmatched	<u>\$66,034</u>	<u>\$16,345</u>
	\$722,628	\$16,345



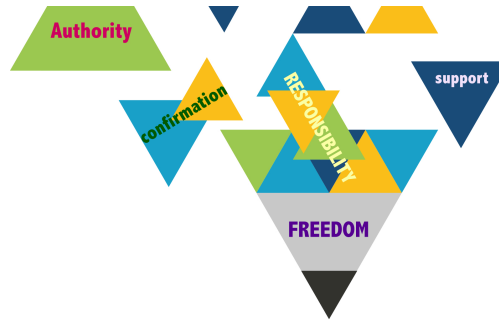
**Harbor Regional Center
Retirement Plan Balances as of 12-31-2018**

<u>Loan Information</u>	<u>as of 9/30/2018</u>	<u>as of 12/31/2018</u>	<u>Increase/ (Decrease)</u>
Employees with Loans			
Active Employees with Loans	31	33	2
Terminated Employees with Loans	<u>6</u>	<u>7</u>	<u>1</u>
Total	37	40	3
 Average Balance Amount	 \$8,026.00	 \$8,350.80	 \$325
 Loan Value			
Employee Contributions	\$296,962	\$334,032	\$37,070
Employer Contributions	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Loan Value Total	\$296,962	\$334,032	\$37,070

HARBOR REGIONAL CENTER

Self-Determination Advisory Committee Meeting Minutes

January 9, 2019



Called to order at 6:07 PM in conference room A-4 at Harbor Regional Center in the City of Torrance. Quorum was met.

Committee Members Present :

Linda Chan-Rapp, Parent
Rosalinda Garcia, Parent
David Gauthier, Client
Miriam Kang, Parent
Mariano Sanz, Parent
Deaka McClain, Client
Sandy Farah, Disability Rights California

HRC Staff Present:

Mary Hernandez, Director of Adult Services
Liz Cohen-Zeboulon, Client Services
Manager
Judy Samara Taimi, Client Services Manager
Diana Sandoval, Service Coordinator

Visitors

Sanaa Abuyoures, Parent
Dahlia Abuyoures, Client

Michaela David, Parent
Charlene Hild, Parent
Roya Lisboa, Parent

1. Welcome: Introductions of committee members and guests.

2. Minutes: The October 10, 2018 Minutes were approved.

3. Harbor Regional Center Monthly Update – Mary Hernandez

- Of the 99 participants selected on October 1, 2018 for the **Self-Determination Program (SDP)**, 4 have withdrawn so they will be back-filled by the **Department of Developmental Services (DDS)** with other applicants with similar profiles. Once “Train the Trainers” has taken place so that the SDP orientations can begin, those selected by DDS who wish to remain in SDP will be reassigned to SDP service coordinators. Currently at HRC there are 10 SDP service coordinators, of whom five are fluent in Spanish, one speaks Japanese, and one speaks Chinese.

Names of the HRC clients randomly selected 10/1/18 were received by Harbor Regional Center 10/16/18. Of these 99 participants, 12 SDP participants have a Zero Budget, so their budget will need to be calculated based on comparable services from someone in their age range and diagnosis, etc. At that time Train the Trainer meetings were expected to take place starting in November, but those trainings have not yet been announced.

- “Train the Trainers” will equip SDP orientation presenters statewide to lead the mandated SDP Orientations and ensure consistency. All regional centers will participate in the trainings. However at this time Department of Developmental Services has yet to schedule dates for this training (which is required before actual roll-out can occur) has yet been announced, so the actual start date of SDP is unknown.
- In 2021 SDP will be open to all, so **Harbor Regional Center (HRC)** will need to decide how cases will then be served, i.e., whether or not there will be specially designated SDP service coordinators.
- SDP-selected families are welcome to attend the monthly local HRC Self-Determination Advisory Committee meetings. If participants change their minds and decide to withdraw from the program that is fine, but they will need to stay out of SDP for 12 months before they can sign up again.
- After Train the Trainers, HRC is planning Orientation Meetings that SDP participants/families can sign up to attend, 15 families at a time. The Orientation group size will be kept small so that individual questions regarding **individualized person-centered plans (IPP)** and budget can be addressed.
- A note about Two-Client Families – Although it may be extra work to have one child selected to participate in the SDP roll-out while the other is on traditional services, DDS would like to insure the make up of each cohort of SDP clients at each regional center so that it will mirror the demographics of its catchment population. Therefore, siblings of participants in the SDP roll-out will not get preferential selection.

Also, the community based settings assessment form has been simplified; it need only be signed off by someone in the planning meeting. Clarification is needed as to who does the evaluation, however.

4. Financial Management Services and Independent Facilitator descriptions:

- Some specifics outlining the roles of **Financial Management Services (FMS)** and Independent Facilitators were distributed by DDS in December 2018. Maximum rates for FMS depends on the type of relationship to FMS (bill-payer, co-employer, or sole employer) and number of services per month. <<https://www.dds.ca.gov/SDP/docs/FMSRates.pdf>>
- The independent facilitator information is similar to what has been discussed before in previous committee meetings, such as the fact that a facilitator may not also be a service provider under the IPP. Also, a parent may not receive compensation for acting as independent facilitator for his or her own child. A parent may serve in this capacity for free for an adult son or daughter, or a service coordinator might also fill this role for free. However there are added guidelines, e.g., a parent may not act as independent facilitator for a minor child. Note: there is no required certification for someone to act as an independent facilitator.
- Specifications regarding how a service coordinator would fulfill the more time intensive aspects of independent facilitating such as resourcing and negotiation still needs more clarification. SDP will have some start up costs, but in general it needs to be a cost-neutral

program. How can service coordinators add on Independent Facilitator duties without a change to their caseload? (HRC-designated SDP service coordinators will have a reduced caseload during the program's roll out period.)

- The budget for FMS and independent facilitators comes out of the SDP participant's budget. FMS is a required purchase of service, but participants may or may not decide to hire an independent facilitator.

4. Public Comment and additional discussion

- One parent shared that she had not been notified about the self-determination informational meetings, so although she is familiar with the self-determination program and would like her child to participate, she was not signed up for the October 1, 2018 random selection by DDS. Mary Hernandez arranged to sign her child up so when selection for the vacated slots come up her child will be eligible for back-fill second-round selection for SDP.

- Another parent wanted to understand options available to her daughter. They had received notification that her daughter had been selected to participate in SDP but then had not heard anything since last fall. She wanted to know what they were supposed to do.

Linda Chan Rapp suggested that in the interim before SDP Train the Trainers and subsequent mandatory SDP Orientations got underway, participants could start the person-centered planning (PCP) process so that would facilitate their IPP and budget development/approval process. Mariano Sanz cautioned us against going forward before training specs are available; whereas Rosalinda Garcia noted that the PCP process has been well documented for years -- but questioned whether it was really part of self-determination.

Mary Hernandez said she would talk to Christofer Arroyo about setting up a PCP training for HRC SDP clients/families (or maybe open it up to SDP participants from other regional centers). She also said she would work through service coordinators to reach out to SDP participants to let them know the status of SDP and that we are waiting on DDS to get the trainers trained so that the Orientation meetings could get underway.

- A parent brought up the issue of wanting to utilize a service provider vendored through one regional center, but not her child's regional center. Rosalinda G. explained that courtesy vendorization can be pursued when a service is not yet vendored at your regional center. The benefit of this approach is that you can access and start services now so it will be in your IPP when SDP starts.

- Deaka McClain asked about having an assistant all the time added in her IPP because of her active involvement in the community. She was encouraged to put it in her most recent IPP, so when she transitions to SDP this support will already be on record.

Note: that an SDP participant can hire anyone qualified for a specific service as long as the service provider passes a background check.

- Miriam K. raised the question about changing minimum wage. In SDP you can negotiate your own rates, and you can make them more competitive so you can retain workers that you really like. On that note, Rosalinda G. shared that the wages for vendored therapy services have

been the same for 14 years (early start services get such low rates that her company has fundraisers, mentorships, trainings, etc.).

Mariano Sanz mentioned that although HRC returned excess funds to the state in 2018, rates are set by DDS and that the 1% of the budget that was under spent reflect the difference between the allocated projection versus actual expenditures. DDS pays the bills and the monies can't be reallocated.

- Miriam K. suggested that, together with SDP parents, we prepare for the Statewide SDAC by seriously reflecting on issues, questions and concerns regarding the SDP rollout, and compiling our thoughts into a letter for all to sign at our Feb SDAC.

A brief discussion yielded these topics to include: billing process; infrastructure needing DDS technical assistance; [What exactly have you done in the last 6 months?]

- Possible action steps:

1. Call SDP clients or Send email to SDP families to let them know that no changes in placement will happen till SDP goes live.
2. Should we start a support group for SDP clients/families?
3. Communicate with other Regional Centers and SDAC Committees and share info and resources.
4. At our Feb SDAC draft a letter to DDS, encouraging input from local SDAC clients and families.
5. Possibly host a PCP training or info nights for SDP families
6. In March put report from Statewide SDAC meeting on the agenda.

5. Announcements:

- The **State Council on Developmental Disabilities (SCDD)** is hosting an Independent Facilitator training for free at Cal State Northridge on Friday January 11, 2019 in English, and on Saturday January 12, 2019 in Spanish from 8am-4pm. Linda C-R will go 1/11 and Rosalinda Garcia will attend the Spanish presentation 1/12 and will report back (how much has changed since the last independent facilitator trainings in 2016. This presentation will be presented in other venues as well in coming months by SCDD; also Westside Regional Center also hosted a training for independent facilitators Fall 2018.

- Miriam K. announced that the Statewide Self-Determination Advisory Committee (SDAC) comprised of all 21 local advisory committee chairs will convene in San Diego from 10-4 Thurs 2/21/2019 at 1355 North Harbor Drive (Wyndham Hotel). All 21 SDAC chairs will meet and talk, and it is open to the public. Since Miriam cannot attend, Linda offered to go in her place.

Next meeting: Feb 13 in HRC Torrance at 6pm.

Meeting was adjourned at 7:38 pm. Minutes submitted by Linda Chan Rapp.

Abbreviations

DDS	Department of Developmental Services	SCDD	State Council on Developmental Disabilities
FMS	Financial Management Services	SDAC	Self-Determination Advisory Committee
HRC	Harbor Regional Center	SDP	Self-Determination Program
IPP	Individualized Person-centered Plans		
PCP	Person-Centered Planning		

Harbor Regional Center

Self-Determination Advisory Committee

February 13, 2019 Minutes



1. 6:11pm *Meeting called to order*

Roll Call: Quorum established

Committee members – Linda Chan Rapp, parent; David Gaulton, client; Deaka McClain, client; Mariano Sanz, parent; Sandy Farah, Disability Rights California

Regional Center – Mary Hernandez, Director of Adult Services; Liz Zeboulon-Cohen, Client Services Manager

State Council on Developmental Disabilities staff – absent

Guest: Blanca Lara, parent

2. *Minutes from January 9, 2019* were corrected as follows: Service coordinators for Self Determination Program participants will **not** have a reduced caseload. They will serve 10+ clients in the Self Determination Program along with their other clients. The 1/9/2019 minutes were approved as corrected.

3. *Harbor Regional Center (HRC) Update* – Mary Hernandez

a. **Service coordinators:** There are eleven service coordinators who will be working with Self-Determination Program (SDP) participants; one speaks Mandarin Chinese, seven speak Spanish, and three speak English only. Of the quota of 99 clients selected for SDP services, 59 are children, with 12 under the age of 8.

b. **Attrition, Transfers and Communication:** It looks like seven of the clients who were picked for SDP want to withdraw from the program. At this point the Department of Developmental Services (DDS) is not communicating how backfill for vacated spaces for SDP will be handled. Also communication from participants moving into the Harbor Regional Center catchment area and from their former regional centers is lacking infrastructure. Unless someone voluntarily tells HRC

that he or she has been selected for SDP, or unless another regional center tells Mary that there is a client on SDP transferring to HRC, she has no way of knowing. When Association of Regional Center Agencies meets next month this problem will be addressed, and hopefully an SDP check box will be added to the inter-RC-transmittal form (regional center transfer document).

c. On-going SDP service coordinator training: Since the original SDP service coordinators were picked, some have had to drop out for various reasons. Some new staff have been designated for SDP clients – with the understanding that they need to be committed to staying on the job with SDP clients for some time. Weekly luncheons with 11 SDP SCs are starting in March as part of their ongoing training.

d. Train the Trainers meetings scheduled:

San Gabriel Pomona Feb 25

South Central March 8

Concerns: How many participants will be allowed at these meetings? One source said only 60 participants would be allowed which seems too small a number to adequately educate those that need this training? Attending from Harbor Regional Center will be the 11 SDP service coordinators + Liz Zebulon-Cohen +Judy Taimi + Mary Hernandez. From the HRC SDAC committee only Rosalinda Garcia is registered to attend at this point. Linda Chan Rapp had to cancel out and Deaka McClain cannot go 3/8 but would like to go to the San Gabriel Pomona one if she can ride with someone.

e. Orientation meetings: they need to start at least 60 days after the last Train the Trainers session, which means that Orientation should start by May 8 given 3/8 is the last scheduled Train the Trainer. Mary predicted, however that additional training dates would be added which would push back the required start date. For scheduling the required Orientation meetings, HRC is considering a few options:

- to assign orientation dates?
- offering 6 training dates for clients/families to sign up for but to limit sign ups to 18 families or training?

Also, should the orientations be organized by home language or by age group?

Linda Chan Rapp suggested training by language might be important so that more in depth discussion and questions would result.

Mariano Sanz clarified: By the 2nd week in May, six Orientations will be scheduled (unless further “train the trainer” training dates are added to push back the required start date).

f. Budget building and issues: Regional Center infrastructure in the accounting process is still needed and will be working with the budget categories specified.

Liz Zeboulon-Cohen added that the categories would be decided by clients depending on their person centered plan.

Accounting at HRC will have to figure out how budget categories and accounting will be handled; for example the budget needs to figure in withholding, social security money, and so on for hired staff. Mariano Sanz noted that Regional Center & DDS need to work out how money will be released, so it's not something that our committee needs to deal with.

Mary noted that SDP means that 99 IPPs will need to be redone. She shared that HRC's goal would be to get all 99 completed by June-July 2019, with an Aug 1 SDP roll out..

David asked: Has DDS released a sample of the training? The answer is not yet, but with the training coming up 2/25, things will become clearer soon.

g. Person-centered Plan (PCP): External PCPs can be held separate from Individualized Person-Centered Plans (IPP); such PCPs can be quite elaborate involving a team over several hours with an atmosphere of celebrating the individual. So the question was raised regarding how this kind of PCP compares with a service coordinator-led Individualized Person-Centered Plan. Certainly there would be differences in the participants, length, style and expense but if SDP clients prefer having their service coordinator conduct their person-centered plan they will be equipped to do so. Mary Hernandez noted that "a good IPP is a person-centered plan."

Deaka added that in anticipation of SDP starting she has been adding in the services she would anticipate in SDP her Individualized Person-Centered Plan.

h. Part time status in day programs: Adult clients can cut back their enrollment in their day program to pursue other goals, but there is no leverage to encourage the day programs to accept SDP part-timers since such flexibility would make holes in the day program rolls. Day programs supporting SDP will need to have an internal system to bill SDP clients going only a couple days per week, which could be problematic.

Mariano Sanz expressed regret that no representative from State Council on Developmental Disabilities has been present at our last few meetings since he would have liked to hear the SCDD's perspective on these issues. Linda Chan Rapp shared that, at the January SCDD Independent Facilitator Training, she learned that Sofia Cervantes is the SCDD staff assigned to our local Self-Determination Advisory Committee. Linda offered to follow up by sending Sofia our meeting schedule.

4. *No report from State Council on Developmental Disabilities* – staff absent

5. *Statewide SDAC convening* – 2/21/19 the local SDAC chairs will meet in San Diego.

Linda Chan Rapp plans to attend in Miriam Kang's place. Mary Hernandez also will be there, plus perhaps Sandy Farah, and Liz Zeboulon-Cohen. A list of questions and concerns for her to take to the Statewide meeting was generated.

6. *Person-Centered training* – Because our SDP families would like to be active in preparing before orientation meetings begin, Linda Chan Rapp agreed to make arrangements for PCP training through Chris Arroyo in English and Spanish in March or April.

7. *Independent facilitator training* – Linda Chan Rapp reported on the January 19, 2019 at Cal State by the State Council on Developmental Disabilities Northridge:
a. overview of handouts/agenda (Mary Hernandez will make copies of these)
b. New independent facilitator training dates pending as this will be repeated in multiple locations)

8. *Public comment and discussion* – Blanca Lara expressed disappointment at the lack of communication from Regional Center after the notification letters were sent out. She expected that “starts in 2019” meant in January but instead there was silence. In the meantime she is doing her best to pay out of pocket for services and enrichment to help her child, but time is passing and she had heard nothing. She attended the Westside Regional Center meetings and there is talk about business projects but her child is young...

Mariano Sanz expressed concern that she had not been contacted by her service coordinator since this issue had been discussed in January, and the SDAC requested that every service coordinator contact their SDP clients to let them know what was going on in terms of timeline and what was happening before Orientation could start. Mary Hernandez apologized and will follow up with the service coordinator for Ms. Lara's child and other service coordinators as well; possibly the notification fell through the cracks due to staff changes or leave/vacation?

9. *Next meeting*: 3/13/2019 from 6-8pm in the Long Beach HRC Office, 1155 E. San Antonio Drive, Long Beach California, 90807.

7:58 *Adjournment*

Abbreviations

DDS Department of Developmental Services
HRC Harbor Regional Center
IPP Individualized Person-Centered Plan
PCP Person-Centered Plan
SDP Self-Determination Program

Harbor Regional Center
Service Provider Advisory Committee
February 5, 2019, 10:00 am

Members Present:

Member Name	Organization
Paul Quiroz, Chairperson	Cambrian Homecare
April Stover	Ability First
Jodi Scott (Contallen)	Ambitions CA
D. Williams	Ambitions CA
Brianna Luque	Arts & Servies for the Disabled
Juan Sanchez	Birth and Family Services
Jazmin Zimmerman	Dungarvin
Dee Prescott	Easter Seals
Louise Elliott	ICAN
Mary Grace Lagasca	InJOY Life Resources
Patricia Flores	Life Steps Foundation
Alex Saldana	Oxford Services
Rosalinda Garcia	Pediatric Therapy Network
Steve Goclowski	Mentor Network

HRC Staff Present:

Staff Name	Title
Patricia Del Monico	Executive Director
Erica Reimer Snell	Community Services Director
Leticia Mendoza	Administrative Assistant, Community Services
Kaye Quintero	Controller
Tes Castillo	Accounting Supervisor
Ashley Ayala	Fiscal Review Specialist
Judy Wada	CFO
Nancy Spiegel	Direct or Info & Development

Call to Order

Paul Quiroz called the meeting to order at 10:08 a.m.

Presentation on HRC Resource Center

Maria Elena Walsh, Assistant Manager of the Family Resource Center gave a presentation on the HRC training and events calendar, Saturday Speaker Series, and direct care staff and client based training curriculums available for check out. Members were encouraged to visit the resource center.

DDS Updates

Self Determination Program – Mary Hernandez provided an update. The 99 clients chosen for the program were notified in October. DDS has released the dates for the train-the-trainer sessions for any that are going to participate in the program. The closest trainings for Harbor’s clients are San Gab/Pomona RC on 5/25/19 and South Central LA RC on 3/8/19. The program must be implemented 60 days after the last training is conducted. HRC has assigned 10 Service Coordinators to this program for the enrolled 99 clients. HRC is currently working on the budget builder in preparation for the program rollout. HRC will continue to hold the program orientation meetings every other month for interested clients and families.

Rate Study – Judy Wada reported that the study conducted by Burns & Associates is in progress and should be released soon in order to meet the 3/1/19 legislative deadline. The DDS website has initial survey information and they plan to hold public meeting once the survey is complete.

Bridge Funding – Erica Reimer Snell reported that the 11/5/18 task force meeting determined how to distribute the funds. Overall a 2.07% temporary rate increase will be distributed to community based day programs (service codes: 505, 510, 515, 520, 525, 805, 862) and ARM rate homes in high cost counties. The task force must now submit the plan for CMS approval. By May 2019 approval should be granted and funds distributed to providers. The fund increase will only occur through June 2020 after that time the rate will go back down and it is not determined if funds will be retroactive. The DDS website has additional links.

HCBS - Erica Reimer Snell reported that there has not been final approval from DDS on the self-assessment at this time. DDS is proposing one time funds to complete estimated that 1,100 on-site assessments. These assessments will need to be completed before 2022. Also, any providers should be notified by 3/15/19 if their compliance grants were approved.

Minimum Wage - Erica Reimer Snell reported that the state minimum wage increase worksheet is available on the HRC website.

Electronic Visit Verification – Paul reported that Phase I of the IHSS EVV is not enforcing that IHSS workers use the Geo-tracking component. Phase II will focus on Personal Care Service and Home Health Care Services. The March meeting will include sample portals for these fields. Estimated deployment is in 2020, but California will ask for an extension. Paul will provide an update at our next meeting.

Budget Update

Prior Year – Judy reported on the PEP summary (included in the handout packet) that 16 RCs are showing a deficient and that HRC has a small deficit, but is in good shape. Additionally, that DDS has not allocated funds yet.

Current Year – Judy reported on the Governor’s Budget (included in the handout packet), highlighting that there is a 7% change in case load growth, 13.3% decrease in the developmental centers since they are closing, and DDS headquarters received a 20% increase. The year’s budget plans includes: specialized home monitoring, service coordinator case load of 1:25 for intensive service coordination, developmental center closures, uniform holiday schedule, and minimum wage increases. The 20% increase for DDS headquarters is for restructuring and reorganizing into two areas (Administration and Programming) with 54 new positions, opening a So Cal office in 2020 at the Fairview site to focus on audits, one time funding for the HCBS visits, replacing their federal billing system.

HRC Updates

HRC 45th Anniversary – Nancy Spiegel reported that the Save the Date for the event is included in the handout packet and that more information was to come.

HRC Service Reviews – Erica reported that the next service under review is Licensed Living Options that will be conducted by Mary Hernandez. The first meeting in 2/26/19 from 6-8pm at the Torrance office, followed by March in Long Beach, and June in Torrance. The HRC website has a link with more information.

Legislative Advocacy – Nancy reported that HRC has met with several local elected officials and that Angie Rodriguez is meeting with Senate Speaker Rendon to ask him to designate someone to be a champion of the developmental services field. Also, the advocacy group will be sending a team to Sacramento on 4/3/19. Advocacy handouts were included in the packet.

Diversity Initiatives – Nancy reported that the demographic and expenditures report data is posted on the HRC website and the community meeting for this report will be held on 3/20/19 in Torrance from 3-5pm and 3/28/19 in Long Beach from 6-8pm. The meeting will cover the report data and strategies in place to address any disparities.

HRC Website – Nancy reported that HRC is working on their website and that providers might receive a survey about their experience with the HRC website.

Training Topics

Erica reported that the committee would like to get a consensus about what type of training they would like to cover. HRC will comprise a list of potential topics and send it to the group via email for their topic and speaker recommendations. Easter Seals has suggested that their presenter, Stacy D. facilitate her Cyber Safety training.

Service Provider Updates

Next committee meeting is scheduled for 4/2/19.

Meeting adjourned at 11:32 a.m.