



# WELCOME



Harbor Developmental Disabilities Foundation

September 19, 2023



SEPTEMBER MEETING OF THE BOARD OF TRUSTEES

TUESDAY, September 19, 2023 @ 6:00 p.m.  
Via ZOOM Webinar

[https://us06web.zoom.us/webinar/register/WN\\_7P7zF6gCRUKfHG7R6PWtCg](https://us06web.zoom.us/webinar/register/WN_7P7zF6gCRUKfHG7R6PWtCg)

**A G E N D A**

1. CALL TO ORDER & INTRODUCTIONS.....JOSEPH CZARSKE, President
2. MINUTES OF THE JULY 18, 2023 MEETING.....DAVID GAUTHIER, Secretary
3. TREASURER'S REPORT.....DR. JAMES FLORES, Treasurer
4. EXECUTIVE REPORT\*.....PATRICK RUPPE, Executive Director
  - Board Approval for New Board Member Ramon Gonzalez’s Conflict of Interest Resolution Plan
5. COMMITTEE REPORTS:
  - a) ARCA.....JOSEPH CZARSKE, HRC REPRESENTATIVE
  - b) AUDIT.....FU-TIEN CHIOU, CHAIRPERSON
  - c) BOARD DEVELOPMENT .....JOSEPH 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
8. ADJOURNMENT – 8:00 p.m.



# MINUTES

July 18, 2023



David Gauthier, HDDF Secretary



**MINUTES OF THE JULY 18, 2023 MEETING OF THE BOARD OF TRUSTEES  
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

**BOARD PRESENT:**

Mr. Eber Bayona, Board Member  
Mr. Ron Bergmann, Board Member  
Mr. Fu-Tien Chiou, Board Member  
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. Laurie Zaleski, Board Member

**BOARD ABSENT:**

Mr. Gordon Cardona, Board Member  
Mr. Joe Czarske, *President*  
Ms. Jackie Solorio, 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. LaWanna Blair, Director of Early Childhood Services  
Ms. Antoinette Perez, Director of Children's Services  
Ms. Judy Samana Taimi, Director of Adult Services  
Ms. Mary Hernandez, Director of Case Management Support Services  
Mr. Richard Malin, Manager of IT  
Ms. Jennifer Lauro, Executive Assistant  
Mr. Jesus Jimenez, Department Assistant Executive Office

**INTERPRETERS:**

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

**GUESTS:**

Ms. Jamie Van Dusen, DDS  
Mr. Albert Feliciano, SCDD  
Ms. Sarah Thaopaset, Service Provider  
Ms. Angeline Guerra, HRC Service Coordinator  
Ms. Brittney Kincey, HRC Service Coordinator  
Ms. Brenda Alvizo, HRC Service Coordinator  
Ms. Claudia Villa, HRC Service Coordinator  
Ms. Chona Bueza, HRC Service Coordinator  
Ms. Daisy Rivas, HRC Service Coordinator  
Ms. Darby De Leon, HRC Service Coordinator  
Ms. Eileen Ortega, HRC Service Coordinator  
Ms. Erika Vargas, HRC Service Coordinator  
Mr. Erwin Rosales, HRC Service Coordinator  
Ms. Jennifer Rodriguez, HRC Service Coordinator  
Ms. Jenny Vargas, HRC Service Coordinator  
Ms. Kathya Langerica, HRC Service Coordinator  
Ms. Llisela Mateo, HRC Service Coordinator  
Ms. Michelle Taylor, HRC Service Coordinator  
Ms. Michelt Rosales, HRC Service Coordinator  
Mr. Mike Ikegami, HRC Director of IT  
Ms. Mi Ok Park, HRC Service Coordinator  
Ms. Nubia Guerrero, HRC Service Coordinator  
Ms. Rosana Preciado, HRC Service Coordinator  
Mr. Ramon Gama-Rivas, HRC Service Coordinator  
Ms. Sonia Seve, HRC Service Coordinator  
Ms. Taylor Cano, HRC Service Coordinator  
Ms. Te Moye, HRC Service Coordinator  
Ms. Toya Hersey, HRC Service Coordinator  
Ms. Vanessa Saucedo, HRC Service Coordinator  
Mr. Daniel Hoyos, HRC CSM  
Ms. Thalia Carreras, HRC CSM

## **CALL TO ORDER**

In Mr. Czarske's absence, Vice-President LaVelle Gates presided over the Board meeting and called the Board to order at 6:00 p.m.

## **PRESIDENT'S REPORT**

Mr. Gates welcomed our newest Board members Mr. Eber Bayona and Mr. Ramon Gonzalez and returning members, including himself, Mr. Ron Bergmann and Mr. Fu-Tien Chiou. Mr. Gates then welcomed guests and staff establishing a quorum.

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

Mr. Gates 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. Gates reminded the Board Members that we do not meet in August and the next regular business meeting of the Board will be on September 19, 2023.

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

## **PRESENTATION OF MINUTES**

Mr. Gauthier presented the draft minutes of the May 16, 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 MAY 16, 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 April 2023
- Harbor Regional Center Functional Expense Summary, dated April 2023
- Harbor Regional Center POS Contract Summary, dated April 2023
- Harbor Regional Center Line Item Report, dated April 2023
- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated May 2023
- Harbor Regional Center Functional Expense Summary, dated May 2023
- Harbor Regional Center POS Contract Summary, dated May 2023
- Harbor Regional Center Line Item Report, dated May 2023

## **EXECUTIVE REPORT**

### **1. FY 2023-24 BOARD COMMITTEES & CHAIRS**

Mr. Ruppe called the Board's attention to the proposed fiscal year 2023-24 Board Committees Roster and Chairs and called for a vote to approve the updated roster.

**Ms. Jordan moved to approve the FY 2023-24 Board Committee and Chairs roster and Mr. Chiou 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, on Historical Allocations and on Expenditure and Caseload Historical data.

**3. TRAILER BILL (TBL) HIGHLIGHTS AB 121**

Mr. Ruppe reviewed with the Board the Trailer Bill Highlights of AB 121, which primarily focuses on the following initiatives:

- Early Start: expanded provisional eligibility to 0-2 year old and made Lanterman eligibility determination to at least 90 days before an individual's 3<sup>rd</sup> birthday; and
- Social Recreational, camp and non-medical services: Centers are forbidden from making people first use up IHSS, exchange respite (or other service) hours or have copays and DDS can now issue directives for these services, including providing them as participant-directed services; and
- Generic Resources: Regional centers can authorize services when a generic resource may not be available within 60 days; and
- Increased Directive Authority: Has been given to DDS; and
- IPPs and IFSPs: Can be remote through June 30, 2024 should the family choose; and
- Family Cost Participation (FCPP) and the Annual Family Program Fee (AFPF) Programs: have been suspended through June 30, 2024; and
- Coordinated Family Support Services: funding has been increased for these services.

**4. CONTRACT FOR BOARD APPROVAL – OPERATIONS FOR PROFESSIONAL SERVICES WITH D'ESCOTO WEST:**

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Mr. Ruppe indicated that HRC has engaged with D'Escoto West to provide professional services for the remodel of leased facilities located on the first floor of 21307 Hawthorne Boulevard, Torrance, CA 90503. This is a tenant improvement of 4,627 square feet, consisting of the following:

- Full renovation of office space to accommodate twenty-two (22) HRC staff; and
- Remodel of two (2) conference rooms that can seat up to eighteen (18) individuals each, including installation of exterior doors; and
- Renovation of space to create employee lounge, accessible to all staff and available for multi-purpose use with seating for twenty-eight (28) individuals; and
- Construction services, including demolition, drywall, flooring, ceilings, electrical, millwork, HVAC, etc.

The contract period is August 2023 with an initial estimated amount of \$604,278.00 (including soft costs and contingency).

**Ms. Jordan moved to approve the Operations Contract with D'Escoto West for Professional Services in the projected amount of \$604, 278.00 and Dr. Flores seconded the motion, which was unanimously approved by the Board with no opposition.**

**5. CONTRACT FOR BOARD APPROVAL – OPERATIONS FOR FURNITURE PURCHASE & INSTALLATION WITH WESTERN OFFICE:**

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Mr. Ruppe indicated that HRC has engaged with Western Offices to purchase furniture and fixtures for renovated facilities located on the first floor of 21307 Hawthorne Boulevard, Torrance, CA 90503.

- The 4,627 square foot project consists of office space, two (2) conference rooms and an employee lounge. The project also includes outdoor furniture for an existing 1,528 square foot patio. Staff currently utilize the patio for lunch and breaks, as well as for meetings with families and service providers that can be held outdoors.
- The purchase includes furniture for two (2) private offices, furniture and panels for approximately twenty (2) cubicles and or hybrid/"drop in" work stations; furniture accessories conference rooms that will be utilized for both external and internal meetings and seating (tables and chairs) for the HRC employee lounge and the adjacent patio.

The estimated delivery is October 2023 with a contract amount not to exceed \$429,088.00 (freight, labor taxes and contingency).

**Mr. Chiou moved to approve the Operations Contract with Western Office for the purchase and installation of furniture at 21307 Hawthorne Boulevard, Torrance, CA 90503 in the amount not to exceed \$429,088.00 and Ms. Jordan seconded the motion, which was unanimously approved by the Board with no opposition.**

**6. VARIOUS CONTRACTS FOR BOARD RATIFICATION:**

Mr. Ruppe informed that the Harbor Developmental Disabilities Executive Finance Committee met on June 20, 2023 to review and approve the following purchase of service contracts all of which are CPP/CRDP Start-Up funding contracts for: financial management services with HR Alliance; and for housing developments with Brilliant Corners; and lastly with enhanced behavior support homes with Mountain Top Health Care Consultant LLC.

Mr. Ruppe advised the Board that the contracts were approved by the Executive Finance Committee at the June 20, 2023 Board Training because the contracts were required to be completed prior to the end of the 2022-23 fiscal year and the next board meeting was not until this evening. Mr. Ruppe then presented the five contracts to the full Board for review and requested that they be ratified.

**Ms. Rodriguez moved to ratify the above CPP/CRDP Start-Up funding purchase of service contracts approved by the Executive Finance Committee on June 20, 2023 and Ms. Lee seconded the motion, which was unanimously approved by the Board with no opposition.**

**7. INSURANCE SCHEDULE:**

Mr. Ruppe referred the Board to Harbor Regional Center's Insurance Schedule for Fiscal Year 2023-24 that was provided in their Board packet and noted that our premiums are over 533,000 for the coming year, which is an increase of about 10% over last year, while most of coverages increased, except the worker's comp, which showed a slight decrease of a 6.5%. The Directors and Officers Liability (Primary) amounts continue at the same level as last year.

**8. CASELOAD RATIO**

Mr. Ruppe referred the Board to the Department of Developmental Services letter provided in their Board packet that informs how HRC fulfilled the requirement to hire new service coordinator positions for which funding was appropriated in the Budget Act of 2022 (AB178) have been filled as of March 1, 2023; but that HRC did not meet all the required ratios mandated by Welfare & Institutions Code section 4640.6(c) and Article IX, Section 2 of the Fiscal Year 2022-2023 Regional Center Contract. Mr. Ruppe advised that to remedy this, HRC will be submitting a required plan of correction, along with having a public meeting to review our ratios compared to the statewide averages. The public meeting is scheduled for Tuesday, August 15, 2023 at 6:00 pm via zoom webinar and can be found on our website here: <https://www.harborrc.org/2023-harbor-regional-center-caseload-ratio>.

**9. LEGAL AND FORENSIC ISSUES presentation:**

Mr. Ruppe introduced Ms. Judy Taimi, Director of Adult Services who made a presentation to the Board on an overview of legal and forensic issues.

## **COMMITTEE REPORTS**

### **A. CLIENT ADVISORY**

Mr. Gauthier informed that the Committee met on May 13, 2023 and had a presentation with review and discussion on social recreational opportunities in HRC's catchment area.

### **B. CLIENT SERVICES**

Ms. Taimi, Director of Adult Services reported on the May 23, 2023 meeting which focused on transition from early start services to school and on transition from school to adult services.

### **C. COMMUNITY RELATIONS**

Dr. Lee informed that the Committee met on June 22, 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 August 24, 2023.

### **D. SELF-DETERMINATION ADVISORY**

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

### **E. SERVICE PROVIDER ADVISORY**

Ms. Rodriguez reported that the Committee met on June 6, 2023 and summarized the highlights of the meeting. The next meeting is scheduled for August 1, 2023.

## **PUBLIC COMMENT**

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

## **ADJOURNMENT 7:30 p.m.**

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

Submitted by: \_\_\_\_\_

David Gauthier, Secretary  
Board of Trustees  
Harbor Developmental Disabilities Foundation





# FINANCIALS



Dr. James Flores, HDDDF Treasurer

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

	<b>FY 2022-23 D-2</b>	<b>Month Exp</b>	<b>Y-T-D Expenses</b>	<b>Proj. Annual Expenses*</b>	<b>Proj. Funds Available</b>
<b>Operations</b>					
Salaries & Benefits**	\$ 37,215,788	\$ 3,454,938	\$ 33,626,498	\$ 36,334,554	\$ 881,234
Operating Expenses**	15,504,921	2,111,671	9,866,872	15,897,795	(392,874)
less other income	(134,434)	(1,792)	(134,434)	(134,434)	-
Total Operations	<u>52,586,276</u>	<u>5,564,817</u>	<u>43,358,937</u>	<u>52,097,916</u>	<u>488,360</u>
<b>Purchase of Service</b>					
Regular*	369,701,910	31,873,565	288,021,031	298,236,666	71,465,244
Compliance with HCBS Regulations	622,672	-	-	622,672	-
less other income	(2,144,015)	(138,439)	(1,886,120)	(1,882,693)	(261,322)
Subtotal Regular	<u>368,180,567</u>	<u>31,735,126</u>	<u>286,134,911</u>	<u>296,976,645</u>	<u>71,203,922</u>
CPP/CDRP/START	<u>2,100,000</u>	<u>-</u>	<u>-</u>	<u>2,100,000</u>	<u>-</u>
Total Purchase of Service	<u>370,280,567</u>	<u>31,735,126</u>	<u>286,134,911</u>	<u>299,076,645</u>	<u>71,203,922</u>
<b>TOTAL</b>	<b>\$ 422,866,843</b>	<b>\$ 37,299,943</b>	<b>\$ 329,493,847</b>	<b>\$ 351,174,561</b>	<b>\$ 71,692,282</b>
<b>% of Budget</b>	<b>100.00%</b>	<b>8.82%</b>	<b>77.92%</b>	<b>83.05%</b>	

\* The Projected Annual Expenses for Regular POS is based on actual expenditures through December and estimated costs of new programs, growth, and pending service provider rate changes. POS includes an offset for other income for ICF SPA expenditures. ICF SPA expenditures are not funded through the contract with DDS but billed separately. The Projected Expenses decreased by \$2.3 million compared to the prior month financial report.

\*\* On May 19, 2023, DDS sent the letter of intent for the D-2 contract amendment. The D-2 allocates \$259,209 in CPP/CRDP Operations funds, \$25,000 for the HQ UFS CERMS project, and \$640,365 for Tuition Reimbursement. The D-2 also allocates \$363,293 for Social Recreation Grants and \$3,685,224 to coordinate Social Recreation Alliance contract management for two (2) state-wide contracts. Additionally, \$2 million of CPP/CRDP Start-Up were included in the D-2 contract amendment.

Language Access and Cultural Competency funding is still pending.

The 2023 May Revision Budget for DDS includes a decrease of \$20.6 million to the regional centers in the current fiscal year. The reduction reflects hiring trends to fill positions related to the initiative to reduce caseload ratios for children under 5 years old. HRC's share of the pending decrease is \$881,234.

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

	<b>FY 2022-23 D-2</b>	<b>Net Expended Month</b>	<b>Y-T-D</b>	<b>Projected Expenses</b>	<b>Proj. Annual Expenses</b>	<b>Proj. Funds Available</b>
<b>Purchase of Service:</b>						
Residential care facilities	\$ 146,741,644	\$ 10,478,679	\$ 116,278,530	\$ 1,096,854	\$ 117,375,384	\$ 29,366,260
Day programs	105,107,126	7,018,094	72,681,310	4,741,706	77,423,016	27,684,110
Other purchased services	117,853,140	14,376,792	99,061,191	4,377,075	103,438,266	14,414,874
HCBS Compliance	622,672	-	-	622,672	622,672	-
<b>TOTAL PURCHASE OF SERVICE</b>	<b>370,324,582</b>	<b>31,873,565</b>	<b>288,021,031</b>	<b>10,838,307</b>	<b>298,859,338</b>	<b>71,465,244</b>
<b>Community Placement &amp; Program Development:</b>						
<b>TOTAL CPP/CDRP/START</b>	<b>\$ 2,100,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>2,100,000</b>	<b>\$ 2,100,000</b>	<b>\$ -</b>
<b>Salaries and Related Expenses:</b>						
Salaries	28,430,895	2,856,739	26,158,281	1,647,380	27,805,661	625,234
Employee health and retirement benefits	8,373,375	567,721	7,092,749	1,024,626	8,117,375	256,000
Payroll taxes	411,518	30,478	375,469	36,049	411,518	-
<b>Total Salaries and related expenses</b>	<b>37,215,788</b>	<b>3,454,938</b>	<b>33,626,498</b>	<b>2,708,056</b>	<b>36,334,554</b>	<b>881,234</b>
<b>Operating expenses:</b>						
Facility Rent	5,292,492	37,476	5,139,686	152,806	5,292,492	-
Equipment and facility maintenance	795,333	74,400	566,797	228,536	795,333	-
Equipment purchases	791,716	49,693	220,427	571,289	791,716	-
General	2,068,300	189,822	595,660	1,865,515	2,461,174	(392,874)
Communication	879,225	40,959	625,652	253,573	879,225	-
Contract and consultant fee	4,198,922	5,417	1,891,919	2,307,003	4,198,922	-
General office expenses	488,377	20,968	292,698	195,679	488,377	-
Staff travel	135,850	9,083	29,723	106,127	135,850	-
Legal fees	142,221	9,596	36,590	105,631	142,221	-
Printing	338,133	1,254	100,188	237,945	338,133	-
Insurance	293,275	-	287,988	5,287	293,275	-
Accounting fees	60,800	-	60,800	-	60,800	-
Board expenses	20,277	1,834	18,745	1,532	20,277	-
<b>Total Operating expenses</b>	<b>15,504,921</b>	<b>440,501</b>	<b>9,866,872</b>	<b>6,030,923</b>	<b>15,897,795</b>	<b>(392,874)</b>
<b>TOTAL OPERATIONS</b>	<b>52,720,709</b>	<b>3,895,439</b>	<b>43,493,371</b>	<b>8,738,979</b>	<b>52,232,349</b>	<b>488,360</b>
<b>TOTAL EXPENSES</b>	<b>\$ 425,145,291</b>	<b>\$ 35,769,004</b>	<b>\$ 331,514,401</b>	<b>\$ 21,677,286</b>	<b>\$ 353,191,687</b>	<b>\$ 71,953,604</b>
<b>Revenues:</b>						
ICF SPA Income	\$ (2,144,015)	\$ (138,439)	\$ (1,886,120)	\$ 3,427	\$ (1,882,693)	\$ (261,322)
Other income	(134,434)	(1,792)	(134,434)	-	(134,434)	-
<b>TOTAL REVENUES</b>	<b>\$ (2,278,449)</b>	<b>\$ (140,231)</b>	<b>\$ (2,020,554)</b>	<b>\$ 3,427</b>	<b>\$ (2,017,127)</b>	<b>\$ (261,322)</b>
<b>TOTAL</b>	<b>\$ 422,866,843</b>	<b>\$ 35,628,773</b>	<b>\$ 329,493,847</b>	<b>\$ 21,680,713</b>	<b>\$ 351,174,561</b>	<b>\$ 71,692,282</b>

**Client Caseload**  
**Month End Caseload**

**17,777**

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

<b>Fiscal Year</b>	<b>Contract</b>	<b>Fund</b>	<b>POS Budget</b>	<b>POS Claimed</b>	<b>Current Balance/ (Deficit)</b>	<b>Projected Expenses</b>	<b>Projected Balance/ (Deficit)</b>
<b>2022-23</b>	<b>D-2</b>	Reg POS	\$ 367,557,895	\$ 278,480,598	\$ 89,077,297	\$ 17,873,375	\$ 71,203,922
		CPP/CDRP/START	2,100,000	-	2,100,000	2,100,000	-
		HCBS Compliance	622,672	-	622,672	622,672	-
		<b>TOTAL</b>	<u>\$ 370,280,567</u>	<u>\$ 278,480,598</u>	<u>\$ 91,799,969</u>	<u>\$ 20,596,047</u>	<u>\$ 71,203,922</u>
<b>2021-22</b>	<b>C-4</b>	Reg POS	\$ 287,633,810	\$ 258,837,483	\$ 28,796,327	\$ 4,894,725	\$ 23,901,602
		CPP/CDRP/START	2,635,000	1,015,856	1,619,144	2,574,529	(955,385) *
		HCBS Compliance	1,373,394	732,376	641,018	641,018	-
		<b>TOTAL</b>	<u>\$ 291,642,204</u>	<u>\$ 260,585,715</u>	<u>\$ 31,056,489</u>	<u>\$ 8,110,272</u>	<u>\$ 22,946,217</u>
<b>2020-21</b>	<b>B-6</b>	Reg POS	\$ 251,586,411	\$ 244,419,570	\$ 7,166,841	50,000	\$ 7,116,841
		CPP/CDRP	778,725	747,205	31,520	31,520	-
		HCBS Compliance	514,630	489,137	25,493	25,493	-
		<b>TOTAL</b>	<u>\$ 252,879,766</u>	<u>\$ 245,655,912</u>	<u>\$ 7,223,854</u>	<u>\$ 107,013</u>	<u>\$ 7,116,841</u>

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

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

	FY 2022-23 D-2	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
<b>PURCHASE OF SERVICE</b>						
<b>Regular</b>						
320** Out-of-Home	146,741,644	\$ 10,478,679	\$ 116,278,530	\$ 1,096,854	\$ 117,375,384	\$ 29,366,260
430** Day Programs	105,107,126	7,018,094	72,681,310	4,741,706	77,423,016	27,684,110
6505* Transportation	11,752,105	831,454	8,142,896	125,007	8,267,903	3,484,202
650** Other Services	106,101,035	13,545,338	90,918,295	4,252,068	95,170,363	10,930,672
TBD HCBS Compliance	622,672	-	-	622,672	622,672	-
Subtotal Regular POS	370,324,582	31,873,565	288,021,031	10,838,307	298,859,338	71,465,244
<b>Revenue</b>						
20090 ICF SPA Income	(2,144,015)	(138,439)	(1,886,120)	3,427	(1,882,693)	(261,322)
<b>TOTAL PURCHASE OF SERVICE</b>	<b>368,180,567</b>	<b>31,735,126</b>	<b>286,134,911</b>	<b>10,841,734</b>	<b>296,976,645</b>	<b>71,203,922</b>
<b>Community Placement &amp; Program Development</b>						
32010 Start Up	2,000,000	-	-	2,000,000	2,000,000	-
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	-	-	-	-	-	-
<b>TOTAL CPP/CDRP/START</b>	<b>2,100,000</b>	<b>-</b>	<b>-</b>	<b>2,100,000</b>	<b>2,100,000</b>	<b>-</b>
<b>OPERATIONS</b>						
<b>Salaries &amp; Benefits</b>						
2501- Salaries and Wages	28,430,895	2,856,739	26,158,281	1,647,380	27,805,661	625,234
2503- Benefits	8,784,893	598,199	7,468,218	1,060,675	8,528,893	256,000
Subtotal Salaries & Benefits	37,215,788	3,454,938	33,626,498	2,708,056	36,334,554	881,234
<b>Operating Expenses</b>						
30020 Equipment Maint	364,912	67,488	340,530	24,382	364,912	-
30030 Facility Rental	5,190,567	37,476	5,139,686	50,881	5,190,567	-
30035 Facility Rent Subleases	101,925	-	-	101,925	101,925	-
30040 Facility Maint	430,421	6,911	226,267	204,154	430,421	-
30050 Communication	879,225	40,959	625,652	253,573	879,225	-
30060 General Office Exp	179,252	25,419	142,901	36,351	179,252	-
30070 Printing	338,133	1,254	100,188	237,945	338,133	-
30080 Insurance	293,275	-	287,988	5,287	293,275	-
30090 Utilities	16,924	1,316	15,312	1,612	16,924	-
30110 Data Processing Maint	283,539	-	132,562	150,977	283,539	-
30123 Interest/Bank Expense	8,662	(5,767)	1,923	6,739	8,662	-
30140 Legal Fees	142,221	9,596	36,590	105,631	142,221	-
30150 Board of Dir. Exp	20,277	1,834	18,745	1,532	20,277	-
30160 Accounting Fees	60,800	-	60,800	-	60,800	-
30170 Equipment Purchases	791,716	49,693	220,427	571,289	791,716	-
30180 Contr/Consult Services	150,405	5,417	119,109	31,296	150,405	-
30180 Social Rec Grants - HRC	363,293	7,348	108,988	254,305	363,293	-
30180 Social Rec Grants - Alliance	3,685,224	1,663,822	1,663,822	2,021,402	3,685,224	-
30184 Clinical Services	93,952	8,757	70,028	23,924	93,952	-
30185 Employee Conf. & Tuition Reir	690,233	9,334	22,361	667,872	690,233	-
30220 Travel in State	35,850	3,573	13,859	21,991	35,850	-
30223 Staff Mileage	100,000	5,509	15,865	84,135	100,000	-
30230 ARCA Dues	100,573	-	80,458	20,115	100,573	-
30240 General Expenses	790,668	171,732	422,813	367,856	790,668	-
30241 Disparities, Language Access	392,874	-	-	785,748	785,748	(392,874)
Subtotal Operating Expenses	15,504,921	2,111,671	9,866,872	6,030,923	15,897,795	(392,874)
<b>Other Revenue</b>						
20040 Interest Income	(28,238)	-	(28,238)	-	(28,238)	-
20050 Other Income	(3,804)	-	(3,804)	-	(3,804)	-
20055 Other Income-Subleases	(70,813)	-	(70,813)	-	(70,813)	-
20100 ICF SPA Admin Fee	(31,578)	(1,792)	(31,578)	-	(31,578)	-
Subtotal Other Revenue	(134,434)	(1,792)	(134,434)	-	(134,434)	-
<b>TOTAL OPERATIONS</b>	<b>52,586,276</b>	<b>5,564,817</b>	<b>43,358,937</b>	<b>8,738,979</b>	<b>52,097,916</b>	<b>488,360</b>
<b>TOTAL</b>	<b>\$ 422,866,843</b>	<b>\$ 37,299,943</b>	<b>\$ 329,493,847</b>	<b>\$ 21,680,713</b>	<b>\$ 351,174,561</b>	<b>\$ 71,692,282</b>
% of Budget	100.00%	8.82%	77.92%	5.13%	83.05%	16.95%

**Harbor Developmental Disabilities Foundation  
Harbor Help Fund**

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

	FY 2020-21 TOTAL	FY 2021-22 TOTAL	FY 2022-23	
			Qtr ending June 30, 2023	FY 2022-23 YTD TOTAL
<b>Income</b>				
Donations				
Employee Donations	\$ 11,091	\$ 13,042	\$ 3,439	\$ 12,035
Employee Donations - masks	480	-	-	-
In Kind Donations	-	7,000	-	9,616
General Donations	11,660	33,131	10,517	29,991
Holiday Donations	61,423	25,338	-	8,725
Needy Families Campaign	12,993	150	-	-
Total Donations	<u>97,646</u>	<u>78,661</u>	<u>13,956</u>	<u>60,367</u>
Interest	351	(1,685)	(150)	1,247
<b>Total Income</b>	<u>97,997</u>	<u>76,976</u>	<u>13,806</u>	<u>61,614</u>
<b>Expenses</b>				
Holiday Giving Campaign	487	68,600	-	79,420
Needy Families - Gift cards	83,071	37,675	-	2,100
Other expense	-	250	-	-
Grants to Clients	-	600	-	700
<b>Total Expenses</b>	<u>83,558</u>	<u>107,125</u>	<u>-</u>	<u>82,220</u>
<b>Net Increase/(Decrease)</b>	<u><b>\$ 14,439</b></u>	<u><b>\$ (30,149)</b></u>	<u><b>\$ 13,806</b></u>	<u><b>\$ (20,605)</b></u>
<b>Beginning Balance</b>	\$ 220,774	\$ 235,214	\$ 170,653	\$ 205,064
Income	97,997	76,976	13,806	61,614
Expenses	83,558	107,125	-	82,220
<b>Ending Balance</b>	<u><b>\$ 235,214</b></u>	<u><b>\$ 205,064</b></u>	<u><b>\$ 184,459</b></u>	<u><b>\$ 184,459</b></u>
<b>Ending Balance Detail</b>				
Cash	\$ 102,847	\$ 94,344	\$ 85,679	\$ 85,679
CD	100,342	98,070	98,280	98,280
Gift card inventory	31,675	12,150	-	- <sup>A</sup>
Receivables	350	500	500	500
<b>Total Balance</b>	<u><b>\$ 235,214</b></u>	<u><b>\$ 205,064</b></u>	<u><b>\$ 184,459</b></u>	<u><b>\$ 184,459</b></u>

<sup>A</sup> Gift cards purchased but not yet distributed.



# EXECUTIVE REPORT



Patrick Ruppe, HRC Executive Director

September 19, 2023



# **BOARD APPROVAL REQUIRED**

- **Board Member *draft* Conflict of Interest Resolution Plan**





**NOTIFICATION OF CONFLICT OF INTEREST AND  
CONFLICT RESOLUTION PLAN**

HARBOR REGIONAL CENTER BOARD MEMBER  
RAMON GONZALEZ

**I. Law Governing Conflicts of Interest**

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

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

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

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

(Emphasis added.)

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

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

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

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

Welfare & Institutions Code section 4626, subdivision (c) provides:

(c) A person with a developmental disability who receives employment services through a regional center provider shall not be precluded from serving on the governing board of a regional center based solely upon receipt of these employment services.

## **II. Conflict of Ramon Gonzalez**

Ramon Gonzalez, an individual who has a developmental disability and receives regional center services from Harbor Regional Center (hereinafter “HRC” or “the Regional Center”), was appointed as a member of the HRC Board of Trustees on May 16 2023. HRC’s Executive Director, Patrick Ruppe, confirms that Mr. Gonzalez was a good selection for the Board of Trustees, and is expected to be a valued member of the Board of Trustees. Attached as Exhibit A is Mr. Gonzalez’s completed Conflict of Interest Reporting Statement.

Mr. Gonzalez presently participates in an employment program provided by CLU Transitions, DBA Brainstorm (Vendor # PH2493), an employment based community integration training program (Service Code #055), vendored by HRC. As part of this employment program, Mr. Gonzalez participates in computer animation projects where he earns wages up to 2 hours per day.

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

Welfare & Institutions Code section 4626, subdivision (c), quoted above, provides that Mr. Gonzalez cannot be prohibited from serving on the Board of Trustees, notwithstanding this conflict.

## **III. Facts**

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

### **A. Mr. Gonzalez’s Duties as Board Member**

As a Board Member, Mr. Gonzalez will regularly meet with other HRC Board members to create policy for the operation of the regional center. Policy is developed through

recommendations from Board Committees and the Executive Director. Direct operation of HRC is delegated to the Executive Director, who is hired by the Board. HRC staff recommendations for policy initiation or modification either go to the Executive Director, who, in turn, refers them to the Board and/or an appropriate Board Committee, as necessary, or go directly to the Board and/or appropriate Board Committee, as necessary.

Mr. Gonzalez's primary duties as a Board member are as follows:

1. Attendance at meetings of the Board of Trustees and the meetings of any Committee on which he may serve in the future. Board meetings are typically held at least quarterly, and are presently being held remotely via Zoom. Board and Committee meetings were held at the main HRC office, located at 21231 Hawthorne Blvd, Torrance, CA 90503, prior to the start of the pandemic in March 2020. The Board is in the process of examining hybrid options for Board and Committee meetings.

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

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

Under the suggested Plan of Action, Mr. Gonzalez will remain in his Board position, but will be regulated so that he has no role or involvement with any matter that would impact CLU Transitions, DBA Brainstorm or any service provider which provides the same services as CLU Transitions, DBA Brainstorm.

**B. Mr. Gonzalez's Duties at CLU Transitions, DBA Brainstorm**

Mr. Gonzalez's job duties at CLU Transitions, DBA Brainstorm include, but are not limited to the following:

1. Develop and Code computer animation program files that will be utilized in electronic books, online applications, television programs, and movie projects.

Mr. Gonzalez receives payment for fulfilling these duties at CLU Transitions, DBA Brainstorm.

**IV. Conflict Resolution Plan**

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

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

The second part of the Plan is to insulate Mr. Gonzalez from any action regarding CLU Transitions, DBA Brainstorm or any of its competitors. He would recuse himself from participation in any decision or vote regarding the drafting, planning, or discussion of rules, policies, or restrictions that would impact CLU Transitions, DBA Brainstorm or its competitors. Any duties that potentially relate to CLU Transitions, DBA Brainstorm or its competitors, or generic policies applicable to such vendor/s, represent a small portion of the valuable duties Mr. Gonzalez performs on behalf of HRC, and these duties can be easily be delegated to other HRC Board members.

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

1. Mr. Gonzalez will take no action as a Board member (or as a member of any Committee on which he may serve in the future) on any matter that would impact CLU Transitions, DBA Brainstorm or any competitor service provider, and, specifically, he will recuse himself from any vote or decision on any matter that would impact CLU Transitions, DBA Brainstorm or any competitor service provider, unless the action, vote or decision would apply to all HRC service providers equally.
2. Mr. Gonzalez will not participate in the vote to approve any report, plan, opinion, recommendation or action regarding CLU Transitions, DBA Brainstorm or any competitor service provider or any actions creating policy or approaches that would impact CLU Transitions, DBA Brainstorm or any competitor service provider, unless the actions would apply to all HRC service providers equally.
3. Mr. Gonzalez will not participate in referrals or placement for CLU Transitions, DBA Brainstorm or any competitor service provider. For any client served by CLU Transitions, DBA Brainstorm or any competitor service provider, he will not participate in any review or discussion of any client's service issues brought to the attention of the Board; rather, such tasks will be addressed by other Board Members or HRC employees.
4. Mr. Gonzalez will not participate in any decisions about Purchase of Service (POS) authorizations for CLU Transitions, DBA Brainstorm or any competitor service providers.
5. Mr. Gonzalez will not participate in the preparation, consideration, or any follow-up related to Special Incident Reports from or about CLU Transitions, DBA Brainstorm or any competitor service providers.

6. Mr. Gonzalez will not create or review any corrective action plan for CLU Transitions, DBA Brainstorm or any competitor service providers.

7. Mr. Gonzalez will not participate in any action or resolution of any complaint pertaining to CLU Transitions, DBA Brainstorm or any competitor service providers.

8. Mr. Gonzalez will take no part in discussions regarding negotiations, vendor appeals, hearings or mediations involving CLU Transitions, DBA Brainstorm or any competitor service providers.

9. Mr. Gonzalez will not access vendor files, either in electronic or hard copy form, which the regional center maintains about CLU Transitions, DBA Brainstorm or any competitor service provider.

10. Mr. Gonzalez shall not participate in in any discussions, recommendations or decisions regarding the development/approval of purchase of service (POS) policies or any other policies that may apply to CLU Transitions, DBA Brainstorm or any competitor service providers, unless the discussions, recommendations or decisions would apply to all HRC service providers equally. Instead, these tasks will be the responsibility of the other Board Members.

11. Mr. Gonzalez will not be involved in the approval by HRC of any course of action involving CLU Transitions, DBA Brainstorm or any competitor service provider.

12. Mr. Gonzalez will refrain from promoting CLU Transitions, DBA Brainstorm to other Board members or HRC staff.

13. Mr. Gonzalez will not discuss HRC Board issues or share HRC Board discussions with management or staff at CLU Transitions, DBA Brainstorm.

14. The HRC Board of Trustees has been informed about this Plan of Action, and has been informed of the need to ensure that Mr. Gonzalez has no involvement in any action involving or affecting CLU Transitions, DBA Brainstorm or any competitor service provider.

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

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

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



# Exhibit A



# **BUDGET UPDATES**

- **E-1 Status**
- **PEP**





**CENTER POS EXPENDITURE PROJECTION REPORTS (PEP)**

Based on Expenditures July 2022 - June 2023

Fiscal Year

% of Year Elapsed:

Regional Center	TOTAL ESTIMATED EXPENDITURES	Non-CPP D-2 Contract (Less HCBS)	PROJECTED SURPLUS/ (DEFICIT)	% Surplus/ -Deficit	Actual	Late Bills	Actual Expend YTD	Est ICF-SPA Receipts Est	Est ICF-SPA Receipts YTD Amount
Alta	629,936,741	725,349,005	122,919,171	16.95%	\$ 581,782,894	\$ 14,439,002	\$580,059,654	(\$1,723,240)	(\$1,723,240)
Central Valley	448,042,970	526,250,837	78,207,867	14.86%	\$ 436,330,151	\$ 6,544,952	\$430,740,247	(\$5,589,904)	(\$5,589,904)
East Bay	651,881,069	730,182,395	78,301,326	10.72%	\$ 645,541,739	\$ 3,522,288	\$636,664,739	(\$8,877,000)	(\$8,877,000)
East LA	342,350,975	364,556,500	22,205,525	6.09%	\$ 298,695,210	\$ 33,521,990	\$298,695,210	\$0	\$0
Far Northern	225,152,652	263,226,777	38,074,125	14.46%	\$ 219,781,784	\$ 5,654,058	\$217,381,784	(\$2,400,000)	(\$2,400,000)
Golden Gate	457,398,940	508,936,202	51,537,262	10.13%	\$ 319,804,781	\$ 11,208,065	\$423,590,150	(\$6,671,451)	(\$6,671,451)
<b>Harbor</b>	<b>297,052,067</b>	<b>367,557,895</b>	<b>70,505,828</b>	<b>19.18%</b>	<b>\$ 280,362,621</b>	<b>\$ 14,436,000</b>	<b>\$278,218,606</b>	<b>(\$2,144,015)</b>	<b>(\$2,144,015)</b>
Inland	770,477,075	858,683,692	88,206,617	10.27%	\$ 718,919,878	\$ 16,051,316	\$707,003,308	(\$11,916,570)	(\$11,916,570)
Kern	235,669,616	267,841,685	32,172,069	12.01%	\$ 234,516,256	\$ 1,153,000	\$231,444,343	(\$3,071,913)	(\$3,071,913)
Lanterman	274,630,898	392,457,592	117,826,694	30.02%	\$ 268,399,310	\$ 6,766,682	\$267,864,216	(\$535,094)	(\$535,094)
North Bay	368,472,247	499,358,787	130,886,540	26.21%	\$ 368,529,915	\$ 1,650,850	\$366,821,397	(\$1,708,518)	(\$1,708,518)
North LA	741,628,686	848,952,308	107,323,622	12.64%	\$ 621,701,733	\$ 31,322,480	\$611,400,797	(\$10,300,936)	(\$10,300,936)
Orange	555,561,824	646,074,258	90,512,434	14.01%	\$ 517,772,185	\$ 28,253,912	\$510,078,770	(\$7,693,415)	(\$7,693,415)
Redwood Coast	144,064,749	187,461,364	43,396,615	23.15%	\$ 142,644,218	\$ 1,569,086	\$142,495,663	(\$148,555)	(\$148,555)
San Andreas	625,019,566	715,630,165	90,610,599	12.66%	\$ 576,455,015	\$ 12,393,783	\$574,731,774	(\$1,723,240)	(\$1,723,240)
San Diego	576,381,141	675,774,345	99,393,204	14.71%	\$ 577,684,141	\$ 8,697,000	\$567,684,141	(\$10,000,000)	(\$10,000,000)
San Gabriel	341,512,469	414,816,586	73,304,117	17.67%	\$ 319,804,781	\$ 11,208,065	\$315,904,781	(\$3,900,000)	(\$3,900,000)
South Central	462,550,429	546,795,199	84,244,770	15.41%	\$ 446,431,223	\$ 16,989,465	\$445,560,964	(\$870,259)	(\$870,259)
Tri Counties	383,787,038	477,197,874	93,410,836	19.57%	\$ 366,717,783	\$ 22,587,640	\$358,717,783	(\$8,000,000)	(\$8,000,000)
Valley Mountain	287,422,389	338,281,115	50,858,726	15.03%	\$ 279,898,621	\$ 9,823,768	\$277,598,621	(\$2,300,000)	(\$2,300,000)
Westside	363,917,020	410,714,821	46,797,801	11.39%	\$ 345,286,620	\$ 8,430,400	\$343,486,620	(\$1,800,000)	(\$1,800,000)
<b>Totals</b>	<b>9,182,910,561</b>	<b>\$10,766,099,402</b>	<b>1,610,695,747</b>	<b>14.96%</b>	<b>\$8,567,060,861</b>	<b>\$266,223,803</b>	<b>\$8,586,143,570</b>	<b>(\$91,374,110)</b>	<b>(\$91,374,110)</b>
<b>Totals</b>	<b>\$9,205,152,059</b>	<b>\$10,766,099,402</b>	<b>\$1,560,947,343</b>	<b>14.50%</b>	<b>\$7,959,447,029</b>	<b>\$279,950,239</b>	<b>\$7,877,309,841</b>	<b>(\$89,604,205)</b>	<b>(\$82,137,188)</b>
<b>Change from Prior Month</b>	<b>\$22,241,498</b>	<b>\$0.000</b>	<b>(\$49,748,405)</b>	<b>-0.46%</b>	<b>(\$607,613,832)</b>	<b>\$13,726,437</b>	<b>(\$708,833,729)</b>	<b>\$1,769,905</b>	<b>\$9,236,922</b>



# **STRATEGIC PLAN REPORTING TEMPLATE**



### Strategic Plan Performance Summary

Period of Report: July 1 to August 31, 2023

Date of Report: October 1, 2023

#### OVERALL PERFORMANCE

	On Target	Off Target	Deferred/Not Started	Critical	TOTAL
Goals/Objectives this Period	#	#	#	#	#

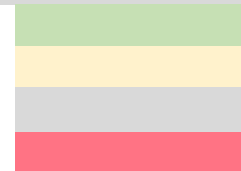
#### EXECUTIVE SUMMARY

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

<b>Goal 1:</b> Increase availability of information and communications to be more responsive and accessible to individuals and families.	
<b>Objective 1:</b> 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.	On target
<b>Objective 2:</b> 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.	On target

#### Key

- Within one month of targeted date = "On Target" - Green
- Within two to three months of targeted date = "Off Target" - Yellow
- Grey = Defered/Not Started
- Greater than three months beyond targeted date = "Critical" - Red



**Strategic Plan Goals and Objectives - Progress Report**

**Period of Report: July 1 to August 31, 2023**

**Date of Report: October 1, 2023**

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

<b>Goal 1:</b> Increase availability of information and communications to be more responsive and accessible to individuals and families.				
<b>Objective</b>	<b>Year 1 Activities</b>	<b>Timeline</b>	<b>Progress</b>	<b>Status</b>
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 target
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. No questions available to review yet.	On target

**Key**

- Within one month of targeted date = "On Target" - Green
- Within two to three months of targeted date = "Off Target" - Yellow
- Grey = Defered/Not Started
- Greater than three months beyond targeted date = "Critical" - Red



**Summary Narrative:**

**Recommendations for Next Reporting Period:**



# **REGIONAL CENTER PERFORMANCE MEASURES**



# Regional Center Performance Measures

Focus Area	Measure (Linked to RCPM Measure)	Incentive Amounts	Desired Outcome	Phase 1 Measures	Directive Date	Target Date	Status
Early Start	Timely Access to Services	TBD Pay for Performance	Children and families have timely access to services to minimize delays	Rate of IFSPs completed within 45 days from receipt of referral	12/13/22	3/16/23	<b>Complete</b>
	Child Find and Identification	TBD Pay for Performance	Children who are eligible for ES are identified and enrolled in a timely manner	RC to submit a child find plan and to work with DDS to establish a reporting structure	12/13/22	4/1/23	<b>Complete</b>

# Regional Center Performance Measures

<b>Focus Area</b>	<b>Measure (Linked to RCPM Measure)</b>	<b>Incentive Amounts</b>	<b>Desired Outcome</b>	<b>Phase 1 Measures</b>	<b>Directive Date</b>	<b>Target Date</b>	<b>Status</b>
Person Centered Services Planning	SC Facilitation Skills	\$70,000 plus \$15,000 for each additional up to a max of \$30,000	RC SCs demonstrate PC planning skills	One Certified trainer per 10k Clients	12/28/22	6/1/2023	<b>Complete</b>

# Regional Center Performance Measures

Focus Area	Measure (Linked to RCPM Measure)	Incentive Amounts	Desired Outcome	Phase 1 Measures	Directive Date	Target Date	Status
Equity & Cultural Humility	Linguistic Diversity	Up to \$90,000	Communicate with Clients in their preferred Spoken Language	1: Number of Bilingual SCs (including Intake and First line Supervisors)	2/10/2023	2/10/2023	<b>Complete</b>
				2: Language Distribution across persons receiving RC services	2/10/23	2/10/2023	<b>Complete</b>



# Regional Center Performance Measures

Focus Area	Measure (Linked to RCPM Measure)	Incentive Amounts	Desired Outcome	Phase 1 Measures	Directive Date	Target Date	Status
Equity and Cultural Humility	SC Competency in Cultural and Ethnic Diversity	Data Collection	July 1, 2022 to June 30, 2023: regional centers submit and receive approval for competency-based training on cultural, ethnic, and linguistic diversity	July 1, 2022 to June 30, 2023: regional centers submit and receive approval for competency-based training on cultural, ethnic, and linguistic diversity	3/13/2023	6/30/23	<b>Complete</b>

# Regional Center Performance Measures

Focus Area	Measure (Linked to RCPM Measure)	Incentive Amounts	Desired Outcome	Phase 1 Measures	Directive Date	Target Date	Status
Employment	Participation in Competitive Integrated Employment	One time \$75,000, may earn an additional \$50,000 by exceeding base performance by 10%	Increasing CIE placements	<p>1: Achieve the number of 30-day CIE placements that are equal to or exceed the unique regional center target based on the statewide goal of a 20 percent increase in CIE placements; OR</p> <p>2: Achieve a 5 percent increase in the regional center's 30-day CIE placements compared to FY 2021-22.</p>	6/30/23	3/16/23	<b>Complete</b>



# **LEGISLATION TO WATCH**

- **AB 1147 (update)**
- **AB 138**





# **HOLIDAY HELP FUND**





# 2023 Holiday Giving

Are you interested in helping  
increase the reach of the Harbor  
Help Fund?

Your donations have the potential  
to greatly impact the the families  
and individuals we serve.


*Donate Now!*

[https://www.harborrc.org/  
support-harbor-help-fund](https://www.harborrc.org/support-harbor-help-fund)



Harbor Regional Center is a private, non-profit 501(c)(3) organization.  
Donations may be tax deductible.

Questions?  
resource.center@harborrc.org



# COMMITTEE REPORTS

• ARCA	Joe Czarske
• Audit	Joe Czarske
• 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





## Client Services Committee |

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Meeting date | time July 25, 2023 | 6 PM

| Meeting location ZOOM

### ATTENDEES

Guadalupe Nolasco (Parent)	Lucy Paz (Interpreter)
Ramon Gonzalez (Board Member)	Erika Landeros (Provider Relations (HRC))
Patricia Jordan (Board Member, Committee Chair)	Mercedes Lowery (Manager, HRC)
Fu-Tien Chiou (Parent)	Judy Taimi (Director, HRC)

### AGENDA TOPICS

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Time allotted | 6 PM to 7 PM | Agenda topic *Independent Living Services (ILS) and Supported Living Services (SLS)*

- Independent Living Services (ILS) are provided for those who resides in the family home. This program is provided in the community and is site based on Saturdays. Individuals have the opportunity to work on increasing their daily living skills such as cooking, cleaning, shopping in their community, menu planning and meal preparation, money management, mobility training, personal health and hygiene, self-advocacy, and more. The Saturday class offers a variety of support and groups that are catered to the individual depending on their current skills. The assessment will provide the program an idea of where the individual's current skills are and what goals they will be working towards when participating in this program. The ILS programs are offered in the Long Beach and Torrance areas from 9 AM to 12 PM.
- Supported Living Services (SLS) are provided to our individuals who are residing in the community independently. The individual must have income to be able to live independently. There is an assessment that takes places for determining the level of support needed and identifying goals that the individual will be working towards with the support of the SLS program.
  - SLS will provide training to teach individuals the skills they need to live independently including:
    - Training and assistance with daily living skills (money management, shopping, cooking, nutrition, and housekeeping)
    - Personal assistance with self-care
    - Accessing generic resources
    - Advocacy, parent training, and linking with other community agencies

- Assistance with selecting and moving into a home
- Facilitating the development of unpaid natural supports in the community
- Individuals are always encouraged and supported to make their own informed choices
- SLS agencies work with individuals anywhere from once a week to several times a week but are available 24/7 for emergency supports
- Expectations for SLS Providers
  - Set up training and support schedules to suit the needs and preferences of the person being supported
  - Pursue SLS goals established during the IPP
  - Keep in contact with the HRC Service Coordinator
  - Be knowledgeable about generic services like IHSS, HUD, SSI, Mental Health, etc.
  - Follow regulations established by the Department of Developmental Services (DDS)

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**Time allotted** | 7 PM to 7:15 PM | **Agenda topic** *In-Person Meeting for 2024*

- 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.

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Next Meeting: September 26, 2023 at 6 PM via ZOOM



## Harbor Regional Center (HRC) Community Relations Committee August 24, 2023

**Committee Members Present:** Ann Lee, Chair, Board Member; Dee Prescott, Co-Chair, Service Provider, Easter Seals Southern California; Laurie Zaleski, Parent, Board Member; Eber Bayona, Parent, Board Member; Thao Mailloux, HRC Director of Information and Development.

Members Absent: Ron Bergmann, Parent, Board Member; April Rehrig, Community Partner; April Stover, Service Provider, AbilityFirst.

### **HRC in the Community**

HRC has continued participating in various outreach events to build on the connections made within our communities. Thao shared that in the past two months, HRC has made efforts in outreach by engaging with the individuals during their transition age, local law enforcement, LGBTQIA+ community, and participating in back-to-school events. Attending these events has been great opportunities to share resources and connect with the communities.

In July, HRC was invited to participate in events for youth in the transition age. HRC staff attended the UNI Transition Age Youth Workshop (Carson) and the DCFS Transition Age Youth Resource Fair (Lomita) to connect with individuals and their circles of support, and provide information about available programs. To improve engagement on social media, HRC has deployed “Reels” on Instagram and Facebook to showcase highlights from the events. Viewers get a glimpse of what occurs during these events and get a human perspective of Harbor and our staff. At the end of July, HRC participated in the Disability Pride Celebration (Long Beach). This was a fun event that celebrated the intersections of disabilities and LGBTQIA+.

In August, HRC also participated in the National Night Out event in Redondo Beach, which is an event to promote community trust and transparency in local law enforcement. The National Night Out event is held annually in the regional cities in HRC's catchment area as a community-building campaign. Through this partnership, we are looking forward to sharing the important considerations and needs of our community when interfacing with different law enforcement entities. HRC staff were present at the Greenbelt Park Backpack Giveaway (Wilmington) and expected to participate at the Community Health and Resource Fair (Lawndale), South Bay Rotary Back to School Shopping Event at Kohl's (Torrance), and the Bellflower Middle/High School Back to School Community Fair (Bellflower) scheduled at the end of August. The Harbor Family Resource Center hosted its annual backpack giveaway in partnership with 24HRHome Care, Aveanna, and Cambrian on August 18 and 21. HRC was able to provide backpacks filled with school supplies to 155 individuals.

### **New/Renewed Partnerships**

Since the last committee meeting, new partnerships were formed with different agencies located in the community. HRC hosted Blood Drives at both of our locations in partnership with the American Red Cross in July. With a connection provided by committee chair, Ann Lee, HRC established another partnership with the Department of Mental Health Promoters program, and are now providing mental health education and awareness trainings in Khmer for our Cambodian community. HRC is now providing these opportunities in Spanish, Khmer, and Korean for the remainder of the year. Our hope is to lessen the stigma surrounding mental health for individuals receiving services. HRC was also able to collaborate with TASK Los Angeles to offer a Special Education Workshop Series. Language interpretation will continue to be available for all those

who have a need/preference. Following the last meeting, Thao was able to foster a connection with the City of Torrance Community Services Division and all of the six library sites throughout Torrance now offer brochures, booklets, and information (in multiple languages) about Harbor Regional Center. We are currently developing potential programs, like story time or “Ask A ...” series to help facilitate connections between caregivers and professionals at Harbor Regional Center. We are also able to share input on how to increase accessibility of library services to individuals and families served by Harbor, especially those who have unique needs.

### **Legislative Advocacy Continues**

HRC hosted a meeting on July 27, 2023, with Assemblymember Josh Lowenthal (AD69) staff at the Harbor Regional Center - Long Beach satellite office. Legislative staff received a tour of the site, met with Harbor’s employees, engaged in a rich discussion about Harbor and the regional center service delivery system. After the meeting, a visit was made to the AbilityFirst site in Long Beach. The legislative staff were thrilled to see how these programs benefit the lives of individuals we serve.

The connection made previously with the Office of the Los Angeles Mayor lead to our participation at a community event. Councilmember Tim McOsker of the 15th District presented Harbor Regional Center with a Certificate of Recognition at the Greenbelt Park Backpack Giveaway event in Wilmington. This was significant as it highlights the importance and impact of ensuring that resources and services are made to underserved communities.

### **Additional Partnership and Engagement Opportunities**

Committee members were pleased to know that HRC's presence in the community continues to grow. An open discussion took place as committee members suggested how best to further community outreach to the community. Committee members would like to expand on the following areas:

- Establish potential partnerships with local community colleges
- Develop presence in other local newsletters (i.e. Special Olympics, Long Beach Housing, etc.)
- With the recent tropical storm, there was a discussion of collaboration with HRC's Emergency Services Manager to provide training for the individuals served and the surrounding community on how to best prepare in a state of emergency.
- Extend digital access to the individuals served by offering resources and information in more languages with the Easter Seals Technology lending library.

Committee members agreed to continue to research opportunities where HRC can connect with the community and how to effectively form partnerships with different agencies. Further discussion will take place at the next committee meeting.

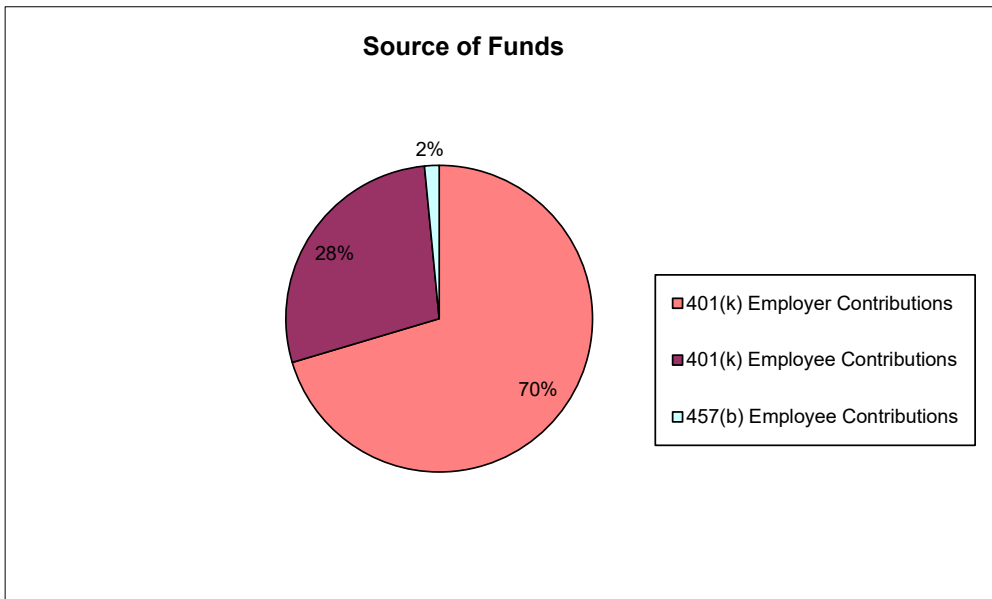
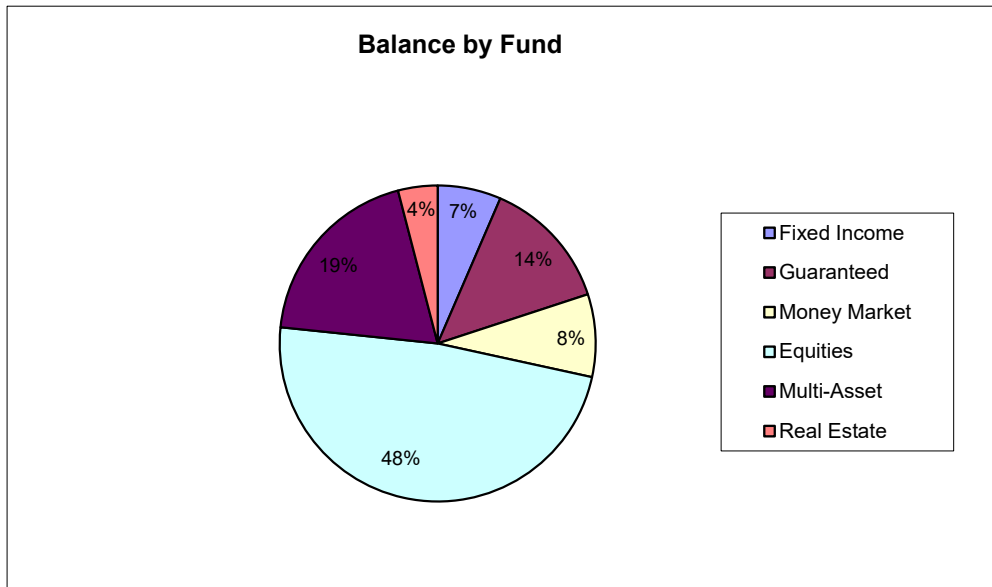
The next Community Relations Meeting is scheduled virtually **on October 26, 2023, at 1:00 p.m.** Following the October meeting, the committee will not meet for the remainder of the year and resume in January 2024.

**Harbor Regional Center  
Retirement Plan Balances as of 6-30-2023**

	<b>401(k) Employer Contributions</b>	<b>401(k) Employee Contributions</b>	<b>457(b) Employee Contributions</b>	<b>Total Balance</b>
Fixed Income	\$2,907,403	\$1,125,950	\$114,383	\$4,147,736
Guaranteed	\$5,126,217	\$2,808,547	\$674,747	\$8,609,511
Money Market	\$4,319,394	\$1,076,762	\$9,857	\$5,406,013
Equities	\$21,665,778	\$9,005,076	\$144,931	\$30,815,784
Multi-Asset	\$9,271,295	\$3,046,968	\$27,143	\$12,345,406
Real Estate	<u>\$1,697,016</u>	<u>\$876,136</u>	<u>\$10,249</u>	<u>\$2,583,401</u>
<b>Total</b>	<b>\$44,987,102</b>	<b>\$17,939,438</b>	<b>\$981,310</b>	<b>\$63,907,850</b>

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

\*\* Employee Contributions include **\$1,970,980** in Rollover funds.

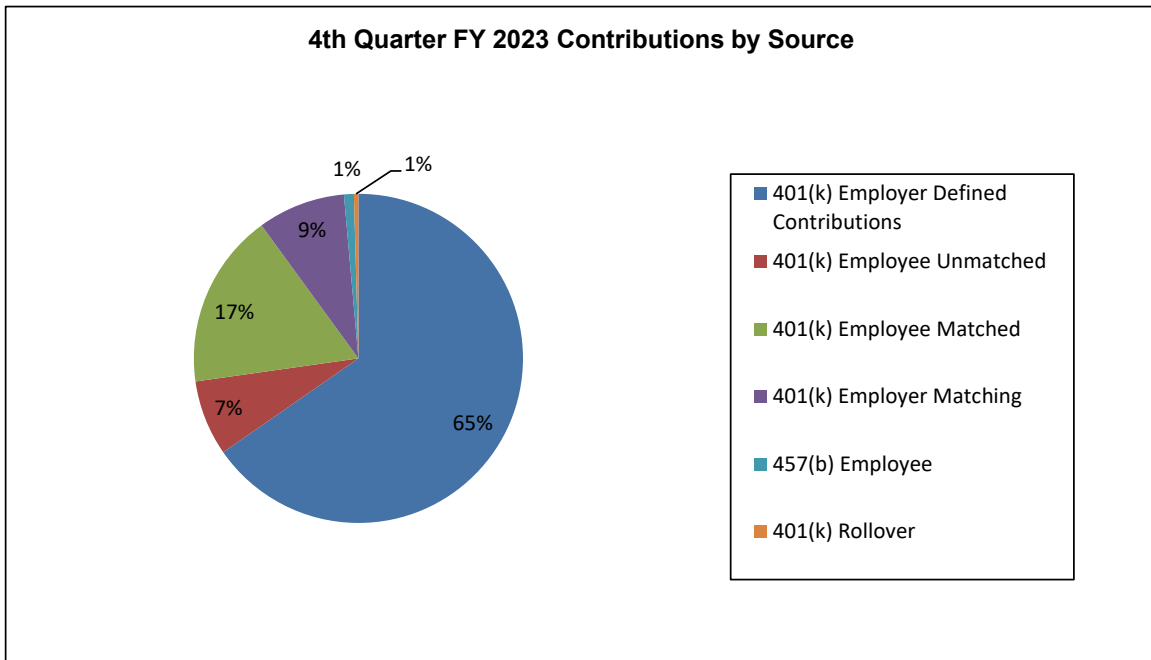


**Harbor Regional Center  
Retirement Plan Balances as of 6-30-2023**

	<u>401(k)</u>	<u>457(b)</u>	
<b>Fund Balance 3/31/23</b>	<b>\$59,796,369</b>	<b>\$950,235</b>	
Activity 4/1/23 - 6/30/23			
Distributions	(\$722,665)	\$0	
Contributions	<u>\$1,511,659</u>	<u>\$14,785</u>	
Net	\$60,585,364	\$965,020	
<b>Fund Balance 6/30/23</b>	<b>\$62,926,540</b>	<b>\$981,310</b>	
Gain/(Loss)	\$2,341,176	\$16,289	
% Gain/(Loss) for the Period	3.92%	1.71%	
 <b><u>Participants</u></b>			
Active Employees in Retirement Plan	413	4	62%
Terminated Employees in Retirement Plan	256	5	38%
Active Employees Total Balance	\$40,197,731	\$313,686	63%
Terminated Employees Total Balance	\$22,728,809	\$667,624	37%
 <b><u>Loan Information</u></b>			
	<b><u>6/30/23</u></b>		
Employees with Loans			
Active Employees with Loans	27		
Terminated Employees with Loans	<u>5</u>		
Total	32		
Average Balance Amount	\$2,027		
Loan Value Total	\$64,866		

**Harbor Regional Center  
Retirement Plan Balances as of 6-30-2023**

	<u>401(k)</u>	<u>457(b)</u>
<b><u>Contributions</u></b>		
Employer		
Defined (10%)	\$997,420	\$0
Matching (50% of Employee Matched)	\$131,457	\$0
Employee		
Matched (up to 6%)	\$262,913	\$0
Rollover	\$6,707	\$0
Unmatched	<u>\$113,163</u>	<u>\$14,785</u>
Total	\$1,511,659	\$14,785
Employees Contributing	280	
Average deferral percentage	6.36%	



HARBOR REGIONAL CENTER  
**Self Determination Advisory Committee**  
Meeting Minutes  
July 5, 2023

**Opening:**

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:13PM on Wednesday April 5, 2023 via Zoom. Quorum was established.

**Committee Member Present**

Rosalinda Garcia, Chair  
Deaka McClain, Vice-Chair  
SungHee Park, Parent/Independent Facilitator  
Maria Elena Walsh, HRC  
David Oster, Client  
Miriam Kang, Parent  
Tima 'an Ford, HRC Peer advocate

**HRC Staff Present**

Patrick Ruppe - Executive Director  
Antoinette Perez - Director of Children's Services  
Jessica Sanchez- Client Service Manager  
Aurelio Lopez- Participant Choice Specialist  
Minerva Prado-Participant Choice Specialist  
Bernice Perdomo-Chavez-Participant Choice Specialist  
Bryan Sanchez- Client Service Manager  
Johnny Granados - Client Service Manager  
Tim'an Ford - Peer Advocate  
Thao Mailoux - Director of Information and Development  
Katy Granados- Client Service Manager

**SCDD Staff Present**

Albert Feliciano

**Visitors**

Naomi Hagel, Phoenix Facilitation  
Santiago Villalobos, Phoenix Facilitation  
Jamie Van Dusen, Department of Developmental Services  
Reiko Umeda, Independent Facilitator  
Kristianna Morallas, Disability Voices Unites  
Matoria F, Guest  
Katherine Manriquez, Parent  
Kristianna Moralls, Guest  
Saiqa Rahman, Parent  
Selvin Arevalo, GT Independence  
Lily Chen, Parent  
Martha Ramos, Guest  
Kathleen Lawson, Guest

HARBOR REGIONAL CENTER  
**Self Determination Advisory Committee**  
Meeting Minutes  
July 5, 2023

Lucy Paz, Interpreter  
Yeshika Leyva, Parent  
Maria Filpovich  
Sonni Charness, Guidelight

**Abbreviations**

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

**Welcome:**

Introductions of committee members and guests via the chat.

**Approval of Minutes:**

- Minutes for June 2023 were reviewed and approved.

**Harbor Regional Center Monthly Updates:**

Bernice presented recent DDS directive: extending initial PCP and pre-enrollment transition supports. Both Options A and B were discussed and reviewed. Bernice also reviewed updates on information for SDP soft rollout and Open Enrollment.

- Soft Roll Out Participants
  - Total Participants Selected: **129**
    - Remained in SDP: **79**
    - Withdrew: **38**
    - Moved out of State: **4**
    - Inactivated/Not DD: **4**
    - Transferred Out (to another RC): **3**
- Completed PCPs 115; 26 within the soft rollout and 90 from 7/2021 to 6/2023
- Certified Budgets 185; 34 within the soft rollout and 151 from 7/2021 to 6/2023
- Spending Plans 142; 28 within the soft rollout and 114 from 7/2021 to 6/2023
- SDP Live 138; 29 within the soft rollout and 110 from 7/2021 to 6/2023

HARBOR REGIONAL CENTER  
**Self Determination Advisory Committee**  
 Meeting Minutes  
 July 5, 2023

SDP by Ethnicity:

Latino	37
White/Caucasian	55
African America/Black	13
Filipino	4
Korean	1
Guamanian	1
Multi-Cultural	8
Other	6
Other Asian	4
Chinese	3
Asian Indian	6
Biracial	6
Vietnamese	3
Japanese	3

SDP by Language

English	123
Spanish	26
Korean	1
Japanese	1

- Total Participants fully orientated 687 (109 are in the follow up stages, 228 are in the unknown stage, 219 have decided to withdraw)
- HRC Budget Range: \$3,000 - \$430,000
- Shared Phoenix Facilitation LLC support for SDP

Phoenix Facilitation LLC Updates

- Reviewed progress made and services that Phoenix has been offering most recently.
- Discussed Disparity in service delivery/accessibility to the community served by HRC.
- Progress in receiving referrals from more non-white communities. Overall, referrals are increasing.
- Phoenix Will be present during the Upcoming HRC Cafecito.
- Naomi discussed 099 vendorization, and offering quality vendorization.

Guide light-Consideration of Alternative use of portion on funds

- 2022/2023 funds were brought up for discussion.
- Would the Committee be interested in allocating funds to Phoenix? Alternatively, does the committee want to allocate a portion of the funds to Guidelight? Guidelight's proposal is centered on training IF's (an area of need).
- Sonni Charness had the opportunity to explain the services offered by Guidelight, there team, and purpose. Explained there aim at targeting multicultural groups, and supporting their needs.



HARBOR REGIONAL CENTER  
**Self Determination Advisory Committee**  
Meeting Minutes  
July 5, 2023

- Questions/Comments:
  - Question regarding what HRC is doing to inform families of SDP existence. In specific there lesser representation for Hispanic/Latino families.
  - Question regarding the slow uptake with Korean families in SDP.
  - Question regarding AAC Users and the need to have an IF that has knowledge on how to navigate families that are AAC users throughout the SDP process.
  - Question regarding an estimate on how long it takes to complete a PCP report.
  
- Questions/Comments geared to Guidlelight:
  - Question was asked if scholarships would be available for committee members to take their training classes.
  - If a committee member receives this training, how would this benefit HRC? What would occur if someone were to receive the training and it does not benefit HRC?
  - If these scholarships are funded for, what criteria will be utilized for the scholarships?
  - Will these training be completed in cohort groups? In addition, will the curriculum be in Spanish and other languages besides English? Will training be open to individuals with disabilities?
  
- Fair Hearings:
  - No updates with fair hearing at this time

**Statewide Updates:**

- Further Statewide information can be found on the website's Q&A
- FMS updates that are statewide
- In person meetings and whether this will change in the future
- Roles and responsibilities within the committee.

**Partner Updates:**

**Office of Clients and Rights Advocacy**

- No updates at this time

**SCDD- Albert Feliciano**

- SDP training every Mondays at 10am: <https://scdd.ca.gov/sdp-orientation/>
- Statewide orientations offered in three languages: English, Spanish, Vietnamese
- Understanding evaluation, scheduled for July 10<sup>th</sup>
- SCDD- Offers SDP orientation during evenings and Saturdays.

**Public Comments:**

**Next meeting:** August 2<sup>nd</sup>, 2023 via Zoom 6PM – 8PM (Special Meeting)

HARBOR REGIONAL CENTER  
**Self Determination Advisory Committee**  
Meeting Minutes  
July 5, 2023

**Adjournment, Conclusion**

Meeting was adjourned at 8:10 PM.  
Minutes submitted by Minerva Prado

DRAFT

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
August 2, 2023

**Opening:**

The HRC Self Determination Advisory Committee (SDAC) meeting was called to order at 6:08 PM on Wednesday, August 2, 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  
Jamie Temple – OCRA  
Maria Elena Walsh – Harbor Family Resource Center  
Tim'an Ford – HRC Peer Advocate

**HRC Staff Present**

**Patrick Ruppe – Executive Director HRC**

Patrick Ruppe – Executive Director  
Antoinette Perez – Director of Children and Adolescent Services  
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**

Lucy Paz, Spanish Interpreter  
Naomi Hagel, Phoenix Facilitation  
Helen Reese, Phoenix Facilitation  
Santiago Villalobos, Phoenix Facilitation  
Jamie Van Dusen, Department of Developmental Services  
Reiko Umeda, Independent Facilitator  
Gilberto Padilla  
Gail Carrier  
Gantuya Davaa  
George  
Giselle Munoz  
Dora Gamez  
Ivon Muniz Diaz  
Yeshika Cruz  
Sheila Jordan Jones, Independent Facilitator  
Shantel Garcia  
Rossy Seriaty

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
August 2, 2023

Peng Jiang  
Minerva Y Flores  
Mary Ann Holandez Cheney  
Maria Zavala  
Lourdes Gomez  
Lori Walker  
Adrian Jimenez  
Selvin Arevalo, GT Independence  
Debra Jorgensen, Guidelight Group

**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:**

July 5, 2023 minutes were posted for review. Minutes were approved.

**Harbor Regional Center Update:**

- Implementation Funds
  - Committee Chair summarized the use of implementation funds going back to year one (2019- 2020), when \$59,107 were awarded to Skills4Care, and no Request for Proposal (RFP) was posted.
  - Year two (2020-2021) funds for \$80,784 were awarded to Phoenix Facilitation, after RFP was posted.
  - Year three (2021-2022), no RFP was posted, allocation of \$80,784 awarded to Phoenix. Have until June 2024 to spend all funds.
  - Year four (2022-2023) funds allocated is \$99,916.78. Committee has been discussing these funds since end of 2022. Have until June 2025 to spend all funds.

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
August 2, 2023

- Summary of current advisory options were provided:
  - Continue to work with Phoenix and expand their current focus to include independent facilitator (IF) training for candidates who serve monolingual communities.
  - Use a portion to fund for full or partial scholarships to Guidelight Group's *Essential Independent Facilitator Training Program* to train IFs from underserved and underrepresented communities.
  - Inquire with the previous two final candidates from the original RFP (2020-2021) about the capacity to provide IF training in other languages.
  - Revise and repost RPF for purpose of IF training in other languages.
- Clarification on today's vote coming only from committee members was provided to all participants.
- The committee moved to vote on opening up the RPF process to all agencies that show interest.
- All committee members present voted in favor, while one abstained.
- Harbor accepted committee's advisement to post RFP for 30 days, effective August 4, 2023 through September 5, 2023.
- Process for RFP was reviewed and participants were asked to contact Vendorization and Resource Development Team or PCS Team for technical assistance with the application process.
- After submission deadline, a meeting will be coordinated with members of committee to rate applications and make recommendations on who should be awarded the funds.
- Results will be shared at the October 4, 2023 SDAC meeting.
- HRC and LVAC worked closely with community to ensure everyone gets an equal and fair opportunity to the implementation funds that will better serve the community.
- Participants were asked to contact Antoinette or PCS Team with SDP concerns.

**Public Comments:**

- Participant from the Mongolian community shared that many do not speak English and need assistance in their native language.
- Participant asked why language is omitted referencing Phoenix and was informed that language is reported on at each meeting.
- Participant shared their struggles with the miscommunication and feeling overwhelmed with all of the SDP information.
- Participant shared their concerns regarding SDP.

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
August 2, 2023

**Next meeting:** September 6, 2023 via Zoom 6PM – 8PM

**Adjournment, Conclusion**

Meeting was adjourned at 6:58 PM.  
Minutes submitted by Aurelio Lopez.

DRAFT

**Harbor Regional Center**  
**Service Provider Advisory Committee (SPAC)**  
 August 1, 2023 10:00 a.m.  
 HRC Torrance Office A1/A2

**Committee Participants**

<b>Member Name</b>	<b>Organization</b>
Angie Rodriguez	SVS
Angie Gallon	SVS
Leticia Woods	Ambitions CA
Dee Prescott	Easter Seals
Lindsey Stone	ICAN CA
Scott Elliott	ICAN CA
Sharon Oh	Share Speech & Language
Alex Saldana	Oxford Services
Anton Motus	ARC Long Beach
Vince Ivory	ARC South bay
Olivia Gonzalez	Aveanna Healthcare
Maggie Wolff	Pathpoint
Emily Cecil	Pathpoint
Linda Whitford	Green Rose Homecare
Kimberlee Elliott	Momentum
Katie Kang	Momentum
Verretta Boatner	Sevita Health
Donna Gimm	REM/ CA. Mentor
Tiffany de la Torre	24 HR Home Care
Lisa Seibel	Person Centered Options
Adrian Santoyo	Maxim Healthcare
Nichole Donayre	Learning Tree Therapy
Melissa Ly	Learning Tree Therapy
Lorraine Weaver	CBEM
Elizabeth Ho	CBEM
Cesar Lopez	Brilliant Corners
Graciela Flores	Brilliant Corners
Allan Bravo	HR Alliance FMS
Dolores Cespedes	Mountain Top EBSH
Amanda Bradshaw	Mountain Top EBSH

**HRC Staff Participating**

<b>Staff Name</b>	<b>Title</b>
Patrick Ruppe	Executive Director
Heather Diaz	Community Services Director
Mercedes Lowery	Community Services Manager
Steve Gocłowski	Clinical Services Manager
Elizabeth Garcia-Moya	Manager of Resource Development
Daniel Hoyos	Manager of Contracts

Brian Carrillo	HCBS Specialist
Tovah Lennon	DHH Resource Specialist
Judy Wada	Chief Financial Officer
Tes Castillo	Accounting Supervisor
Ashley Ayala	Fiscal Monitor
LaWanna Blair	Director of Early Childhood
Judy Taimi	Director of Adult Services
Karine Paulan	Manager of Rights & Quality Assurance
Maria Elena Walsh	Manager of Family Resource Center

### **Call to Order**

Angie Rodriguez called meeting at 10:05 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 05/04/2023 the next meeting is scheduled for 08/10/2023. At the next meeting, LaWanna will be providing the group with updates that affect EI services. Continue to encourage the EI providers to sign up to complete the DDS reimbursement training under the American Rescue Plan Act Funds.
- **Diane Sanka- Day Programs Chair** — provided an update on topics they discussed at the last meeting held on 07/27/23
  - Reminded day service providers to attend SPAC
  - Upcoming conferences with California Association for Adult Day Services & California Disabilities Services Association
  - List of free community resources was shared with the group
  - Discussion about remotes services which most of day service provider that attended expressed that are continuing to offer remote services.
  - Transportation continues to be a barrier for individuals to return on-site day program services.
  - Discussion about possible partnership between Access and HRC.
- **Lindsey Stone- Supported Employment Chair**-provided an update on topics discussed at the last meeting held on 07/20/2023
  - SEP providers & HRC held their quarterly meeting in July.
  - HRC Employment Specialist, Brenda Bane provided an update.
  - South Bay Workforce Board presented on their One Stop program.
  - SEP providers would like a training about benefits, as this area is where clients and families have many questions in regards to employment and the impact it has on Social Security benefits.
  - Discussion about the Employment Quality Incentives available specifically Customized Employment through Association of Community Rehabilitation Educators (ACRE). Additional information available at [Quality Incentive Program - Employment Capacity](#)
  - Next meeting scheduled for September 7, 2023.



- **Mercedes Lowery –Presented on behalf of Robert T. –SLS / ILS Chair** - provided update on meeting held with SLS providers in June.
  - New Leaf Supportive Services agency, money management participated in the meeting to present overview of their services.
  - Judy Wada explained why New Leaf is taking over the rep payee role. She provided an update on transition from HRC to New Leaf.
  - Next SLS provider meeting to be scheduled in August. Date to be determined.
- **Leticia Woods presented on behalf of Darlene Williams, Residential Chair-** The last residential meeting held on 07/26/2023.
  - Discussion on MW audit visits.
  - Transportation is starting to improve and more clients are being transported to day program.
  - Hydration & Heat reminder to make sure that clients have enough water and the home is maintained cool during hot days.
  - Reminder for residential providers to participate in the Workforce Survey.
  - HCBS trainings for residential providers.
  - Next residential meeting scheduled for August 16 2023.
- **Paul Quiroz–Support Services, Chair** – was not in attendance, no updates available to provide.
- **Baldo Paseto- Transportation Chair-** was not in attendance.
  - Heather reported that HRC met with transportation providers on July 13<sup>th</sup> and HRC is working on the Health & Safety process with three of the transportation providers.

### **Patrick Ruppe, HRC Executive Director**

- Development of the Strategic Plan
  - Patrick, Board Members, Service Providers worked on updating HRC’s mission, vision, & values which are now posted on HRC website
  - Strategic Plan has four focus areas:
    - Improve Satisfaction
    - Enhanced Service Coordination
    - Increase Resource Development
    - Strength Community Engagement
  - Trailer Bill-Passed
    - Discussion about the changes to provisional eligibility
    - FMS for social rec services. Regional Center are waiting for further guidance from DDS.
    - Extension for IPPs continue remotely/virtually until 06/2024.
    - FCPP & AFPF suspended until 06/30/2024.
    - Coordinated Family Support (CFS)-new service to help reduce disparity.

### **Budget and Rates**

Judy Wada shared a presentation overview on the budget and regional center growth.

- Statewide caseload grew by 10%
- HRC’s caseload grew by 6%
- 1 out of 89 Californian’s are served by a regional center
- Regional Center Statewide Budget for Fiscal Year 2023-2024 is \$13.6 billion.

## **Heather Diaz, Department of Community Service Director**

- Introduced Manager of Contracts, Daniel Hoyos as he recently joined HRC.
- Introduced Social Rec Grants
  - UNI
  - Ability First
  - Self-Determined Futures
  - ACEing Autism
  - Our Village
  - Boys & Girls Club of Long Beach
  
- Welcome and Introductions to the RFP Awardees
- Enriched Life-Family Home Agency (FHA)
- Mountain Top-EBSH provider
- Easter Seals-Day Program
- HR Alliance-Financial Management Services (FMS)
- Inspira-Behavior Respite Services
- Brilliant Corners-Housing Development Organization (HDO) for the acquisition of a family home for the development of an ARFPSHN

## **HCBS Update**

Brian Carrillo provided update on the next steps for HCBS:

- Service Provider ongoing trainings
- ALO-Remediation Clinics
- IntellectAbility-Person-Centered Thinking
- Brian will be working with residential service providers to update their program design

## **Deaf and Hard of Hearing**

DHH Resource Specialist Tovah Lennon provided the following updates:

- Breakdown of the number of individuals that have been identified through the CDER with a degree of hearing loss.
- Input on the visits to the day program & residential home
- The purchase of equipment for HRC to be Deaf friendly.
- Identifying resources needed.

## **Resource Center, Maria Elena Walsh**

- The Resource Center is now open and operating as usual.
- Presented materials that are available at the Resource Center that can be checked out by service providers.
- Saturday Speaker Series: HCBS training for individuals and families scheduled for August 26<sup>th</sup>.

## **Reimbursement for Early Start Provider Training**

Steve Goclowski presented on the current Reimbursement for Early Start Service Provider Training administered through CA DDS under the American Rescue Plan Act (ARPA) Funds. HRC received

several service providers reimbursement requests, however HRC still has about \$60,000 available funds left. Program concludes on 09/30/2023 or when the funds are exhausted.

Staff time reimbursement for attending training:

- Actual cost of staff time spent up to maximum of \$50/hour, whichever is lower
- Reimbursement for cost of training (though many are free)
- Training must be at least one hour in duration
- Approved trainings can be found at:
  - <https://earlystartneighborhood.org/professional-development/list-of-trainings/>
- Providers wanting to provide trainings not on the list may submit a training request to:
  - <https://app.smartsheet.com/b/form/8fc56f102e744e6d9df048270e3d9e22>

Providers are encouraged to apply by contacting [Steve.Goclowski@harborrc.org](mailto:Steve.Goclowski@harborrc.org).

- HRC Website link to info:

<https://www.harborrc.org/pod/2023-early-start-training-reimbursement-program>

### **Manager of Rights & Quality Assurance, Karine Paulan**

- Special Incident Reporting (SIRs)
  - Service providers were reminded to ensure that SIRs are reported in a timely manner and that they utilize the correct SIR form available on HRC's website.
  - HRC service providers have recently improved on reporting timelines, however continuous improvement is needed.
  - Service providers asked HRC about having a training on SIR trends.

### **Announcements**

- ICAN will have pop-up shop August 26<sup>th</sup> from 10:00 a.m.- 2:00 p.m. at their Torrance location & August 27<sup>th</sup> from 1:00 p.m.-4:00 p.m. at their Long Beach location. They will also be hosting an Open House for their Long Beach location on September 20<sup>th</sup>.
- Maxim Health has established a Customer Relations position, which is to assist individuals/families with the enrollment process. They also shared about the ECHO program which is for military families and they would be eligible for 16 hours of respite services.

**Next Meeting scheduled for 10/3/2023 at HRC Torrance Office**

**Meeting Adjourn 11:55 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](mailto: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](mailto: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>





# ADJOURNMENT



Next Business Meeting of the Board

November 21, 2023