



MINUTES OF THE JANUARY 16, 2018 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.

BOARD PRESENT:

Mr. Ron Bergmann, Board Member
Mr. Fu-Tien Chiou, *Treasurer*
Mr. Joe Czarske, *Vice President*
Dr. James Flores, *Secretary*
Mr. David Gauthier, Board Member
Ms. Patricia Jordan, Board Member
Mr. Christopher Patay, Board Member
Ms. Paul Quiroz, Board Member
Dr. Bobbie Rendon-Christensen, Board Member
Mr. Mariano Sanz, *President*
Dr. Monica Sifuentes, Board Member

BOARD ABSENT:

Mr. La Velle Gates, Board Member
Mr. Jeffrey Herrera, Board Member
Mr. Bob Irlen, Board Advisor
Ms. Kim Vuong, Board Member

STAFF PRESENT:

Ms. Patricia Del Monico, Executive Director
Ms. Judy Wada, Chief Financial Officer
Ms. Nancy Spiegel, Director of Information & Development
Ms. Claudia Villegas-Avalos, Director of Community Services
Ms. Antoinette Perez, Director of Children's Services
Ms. Jennifer Lauro, Executive Assistant
Ms. Arelis Matos, Executive Office Team Assistant
Ms. Kaye Quintero, Controller

GUESTS:

Mr. Tom Huey, Windes, Inc.
Mr. Christofer Arroyo, SCDD
Ms. Maxine Murillo, DDS
Ms. Tracy Wilson
Ms. Kim Sinclair, HRC Parent
Ms. Cesilia Ortiz, HRC Parent
Mr. David Oster, HRC Client
Ms. Paula Martinez, HRC Parent
Mr. Russ Vakharia, HRC Parent
Ms. Tiffany Vakharia, HRC Parent
Ms. Mayra Garcia, HRC Parent
Ms. Maria Zavala, HRC Parent
Ms. Amelia Castellanos, HRC Parent
Ms. Maria Lewis, HRC Parent
Ms. Tracy Barrow, HRC Parent
Ms. Kathy Platnick, HRC Parent
Ms. Ronda Kopito, HRC Parent
Ms. Lisa Chertock, HRC Client

CALL TO ORDER

Mr Sanz called the Board meeting to order at 6:35 p.m.

PRESIDENT'S REPORT

Mr. Sanz led in the Pledge of Allegiance to the Flag and welcomed Board members, guests and staff.

Mr. Sanz asked the Board members, staff and guests to introduce themselves.

Mr. Sanz requested that the Board select his or her choice for a date for our June Retreat by completing the ballot and submitting it to the Executive Assistant before leaving.

Mr. Sanz advised all present that there will be an opportunity for the Board to receive comments from the public immediately following the end of the Board's regular business meeting. Anyone present who wishes to address the Board during the public comment time should complete the Public Comment Request form and submit it to the Executive Assistant.

Mr. Sanz noted to the Board members that the Board will go into Executive Session to discuss a personnel matter immediately following the public comment agenda item.

Mr. Sanz introduced Mr. Tom Huey, who is one of our independent auditors from Windes, Inc. who is in attendance to present their audit report. In Mr. Gates absence, Ms. Wada will provide a report from the Audit Committee early on the agenda in order to accommodate our independent auditors' schedules.

AUDIT REPORT

Ms. Wada advised that the Audit Committee had met with the independent auditors to review the draft report and then introduced Mr. Huey to the Board. Mr. Huey of Windes, Inc. presented to the Board the results of their audit of the Harbor Developmental Disabilities Foundation, Inc. for the fiscal year ended June 30, 2017. The Board took the following action:

Dr. Rendon-Christensen moved to approve the Auditor's Report for Harbor Developmental Disabilities Foundation, Inc. and Mr. Patay seconded the motion, which was unanimously approved by the Board.

The MINUTES OF THE NOVEMBER 21, 2017 BOARD MEETING were presented by Dr. Flores. There were no questions and they were received and filed.

TREASURER'S REPORT

Mr. Chiou reviewed the following financial statements, which were received and filed: Harbor Regional Center Monthly Financial Report Fiscal Year 2017-18, dated October 17; Harbor Regional Center Functional Expenditures, dated October 17; Harbor Regional Center Line Item Report, dated October 17; Harbor Regional Center POS Contract Summary, dated October 17; Harbor Regional Center Monthly Financial Report Fiscal Year 2017-18, dated November 17; Harbor Regional Center Functional Expenditures, dated November 17; Harbor Regional Center Line Item Report, dated November 17 and the Harbor Regional Center POS Contract Summary, dated November 17.

EXECUTIVE REPORT

1. HOLIDAY WRAP-UP:

Ms. Del Monico thanked the Board and all contributors to the Harbor Help Fund and Adopt-A-Family. Their support allowed the purchase of \$35,000 worth of Target and Ralph's gift certificates that were given to our neediest families during the holidays. Ms. Del Monico shared information about our 7 year-old HRC client, Sofia Garcia, who was selected to help the Governor and First Lady light the tree at the Annual Capitol Christmas Tree Lighting Ceremony on December 7. Ms. Nancy Spiegel presented a slide show of photos of the event with Sofia and her mom, along with our Board President Mariano Sanz and his daughter Cristina Sanz who also attended this very special event.

2. FY 17/18 BUDGET UPDATE:

Ms. Del Monico referred the Board to the first “POS Expenditure Projection” or PEP for 2017/18 that was completed in December and shows the first look at a statewide projection for the current fiscal year.

3. LEGISLATIVE ANALYST REPORT 2018-19: CALIFORNIA’S FISCAL OUTLOOK:

Ms. Del Monico provided the Board with a lengthy summary of the Legislative Analyst’s “Fiscal Outlook” report. The report is an assessment of California’s economic condition and is drafted to provide the Legislature with a planning document for budgeting purposes.

4. LEGISLATIVE ANALYST’S REPORT: EVALUATING CALIFORNIA’S SYSTEM FOR SERVING INFANTS AND TODDLERS WITH SPECIAL NEEDS:

Ms. Del Monico called the Board’s attention to another report published by the Legislative Analyst Office (LAO) concerning California’s system for serving infants and toddlers with special needs. Discussion followed.

5. GOVERNOR’S BUDGET PROPOSAL FOR FY 2018-19:

Ms. Del Monico referred the Board to the Governor’s Budget Highlights handout and advised that the proposed dollar increases are almost exclusively for caseload growth. Discussion followed.

6. CONTRACTS FOR APPROVAL:

Ms. Del Monico reminded the Board the Lanterman Act requires that any regional center contract which exceeds \$250,000.00 must be approved by the regional center Board and requested approval for a clinical contract retroactive to July 1, 2017 until June 2018. Ms. Del Monico referred the Board and visitors to the contract for approval as follows:

The Columbus Organization

Contract Period: July 1, 2017 to June 30, 2018; one-year extension

Total Amount: \$1,747, 960.00

Description of Services: Professional services

Mr. Chiou moved to approved the Purchase of Service Contract for a clinical contract, one-year extension in the amount of \$1,747,960.00 for Professional services and Mr. Czarske seconded the motion, which was unanimously approved by the Board.

7. PURCHASE OF SERVICE EXPENDITURE DATA:

Ms. Del Monico advised that the Lanterman Act requires the California Department of Developmental Services (DDS) and all Regional Centers compile and distribute

information regarding the purchase of regional center services by age, diagnosis, ethnicity, language and living arrangement. Harbor Regional Center posted the data as required and will present this data on March 22, 2018 from 3:00 to 5:00 pm at our Torrance Office and on March 28, 2018 from 6:00 to 8:00 pm at our Long Beach Office. Ms. Del Monico also advised the Board and visitors that our staff will attend meetings of numerous parent groups as well as our Client Advisory and Service Provider Advisory Committees to present the data and to solicit input from all who attend. Ms. Del Monico encourages Board members and visitors to attend these public meetings.

8. DISPARITY PROPOSALS – PROGRESS REPORT:

Ms. Del Monico had hoped to have details for the meeting but advised the Board DDS had not yet made their determination on which regional center and community-based organization proposals they would select to be funded for this initiative

9. REVIEW OF POLICIES AND PRACTICES – PROGRESS REPORT:

Ms. Del Monico reported that in August HRC began a comprehensive review of HRC policies and practices related to key services and supports and that we have begun to identify areas appropriate for modification. Ms. Del Monico again thanked the twelve Board Members who have devoted extra time to participating on our review panels and acknowledged and thanked the steady group of parents, service providers and staff who have contributed to this effort. Ms. Del Monico advised that recommendations for changes to service policies based upon recommendations received should be available prior to the end of the fiscal year. A fourth service review is tentatively planned to begin in April and we expect the topic will be Respite Services. We will continue to provide the Board and others who are interested with details and progress reports on these reviews.

COMMITTEE REPORTS

A. BOARD DEVELOPMENT

Mr. Sanz advised that the committee did not meet.

B. BOARD PLANNING

Ms. Spiegel advised the committee met on November 17, 2017 and reported on the status of the various diversity initiative proposals HRC submitted to DDS for funding to address service disparities. Ms. Spiegel also reported on the status of the committee's review of various proposals that have been submitted by Community Based Organizations for programs which would be provided within HRC's service area, LA County and Statewide.

C. CLIENT ADVISORY

Mr. Gauthier reported that the committee met on November 18, 2017 and discussion revolved around possible community outreach activities and topics for 2018, including volunteering at various upcoming events such as the Transition Fairs at HRC and visiting more adult day programs in the HRC area. Mr. Gauthier also advised that a topic of discussion considered for the next meeting in February is sexual harassment against people with developmental disabilities.

D. CLIENT SERVICES

Ms. Jordan reminded the Board that the committee did not meet in December. Ms. Jordan provided a recap on the committee's September and November meetings, whose main focus was on completion of a review of HRC transition services (from school to adult). The committee will meet next on January 24, 2018.

E. COMMUNITY RELATIONS

Dr. Sifuentes announced that the committee would meet in February. Ms. Spiegel provided some preliminary updates on the outcome of the holiday giving program. More information will be provided following the upcoming committee meeting.

F. SELF-DETERMINATION ADVISORY

Mr. Sanz summarized the latest update on the self-determination program application.

G. SERVICE PROVIDER ADVISORY

Mr. Quiroz reported that the committee met on December 5, 2017 and discussed recent holiday events and information regarding minimum wage and rate study.

H. RETIREMENT

Dr. Flores referred the Board to the Harbor Regional Center Retirement Plan Balances as of December 31, 2017 and to the Retirement Plan Performance balances.

I. ARCA

Mr. Czarske summarized the matters discussed at the January ARCA meetings.

J. HOPE (Home Ownership for Personal Empowerment)

In Mr. Irlen's absence, Ms. Del Monico reported that HOPE received another grant from the City of Long Beach.

PUBLIC INPUT/ANNOUNCEMENTS

Mr. Sanz advised that public input was next on the agenda. He advised that the Board welcomes visitors and provides an opportunity for public comment at the end of each Board meeting. Up to 20 minutes are scheduled for the Board to receive comments from those in the audience and each person wishing to address the Board is requested to restrict their comments to 2 minutes in order to accommodate everyone.

Mr. Sanz indicated that four (4) public comment forms had been received and he called upon those wishing to provide input.

Mr. Sanz stated that our Board is very interested in all comments made by those present and listens carefully to them, but the Board is not prepared to provide a response at the time of the meeting. Mr. Sanz advised that presenters seeking information or some other response should leave their contact information and one of our staff will respond within the next few days.

EXECUTIVE SESSION

Mr. Sanz adjourned the public meeting and went into executive session at 8:00 pm to discuss a personnel matter.

A handwritten signature in cursive script that reads "James H. Flores, Jr.".

Submitted by: _____

Dr. James Flores, Secretary
Harbor Developmental Disabilities
Foundation, Inc. Board of Trustees