



**MINUTES OF THE JANURAR 17, 2023 MEETING OF THE BOARD OF TRUSTEES  
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><b><u>BOARD PRESENT:</u></b> Mr. Ron Bergmann, Board Advisor Mr. Gordon Cardona, Board Member Mr. Fu-Tien Chiou, Board Advisor Mr. Joe Czarske, Board Member Dr. James Flores, <i>Treasurer</i> Mr. LaVelle Gates, Board Advisor Mr. David Gauthier, <i>Secretary</i> Mr. Jeffrey Herrera, Board Member Ms. Patricia Jordan, Board Member Ms. Ann Lee, Ph.D, <i>Vice-President</i> Mr. Christopher Patay, <i>President</i> Ms. Angie Rodriguez, Board Member Ms. Jackie Solorio, Board Member Ms. Kim Vuong, Board Member</p> <p><b><u>BOARD ABSENT:</u></b> Dr. Marco Garcia, Board Member Ms. Laurie Zaleski, Board Member</p> <p><b><u>STAFF PRESENT:</u></b> Mr. Patrick Ruppe, Executive Director Ms. Judy Wada, Chief Financial Officer Ms. Thao Mailloux, Director of Information &amp; Development Ms. Heather Diaz, Director of Community Services Ms. Antoinette Perez, Director of Children’s Services Ms. Judy Samana Taimi, Director of Adult Services Ms. Mary Hernandez, Director of Case Management Support Services Mr. Richard Malin, Manager of IT Ms. Jennifer Lauro, Executive Assistant Mr. Jesus Jimenez, Department Assistant Executive Office</p>	<p><b><u>STAFF ABSENT:</u></b> Ms. LaWanna Blair, Director of Early Childhood Services</p> <p><b><u>INTERPRETERS:</u></b> Mr. Fernando Nunez, LRA Spanish Interpreter Ms. Jan Seeley, LRA ASL Interpreter</p> <p><b><u>GUESTS:</u></b> Ms. Kristel Maikranz, AGT Auditor Ms. Jamie Van Dusen, DDS Ms. Tiffany De La Torre, Service Provider-24 hr Ms. Adriana Garcia, HRC Parent Ms. Amelia Castellanos, HRC Parent Ms. Martha De La Torre, HRC Parent Ms. Adriana Garcia, HRC Parent Mr. Mike Ikegami, HRC Director of IT Ms. Jasmin Maravilla, HRC Service Coordinator Ms. Stephanie Dominguez, HRC Service Coordinator Ms. Maria Salazar, HRC Service Coordinator Ms. Hellen Gomez Vargas, HRC Service Coordinator Ms. Edgar Marroquin, HRC Service Coordinator</p>
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**CALL TO ORDER**

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

**PRESIDENT’S REPORT**

Mr. Patay welcomed Board members, guest and staff; Mr. Patay took roll call of Board Members and HRC Staff and a quorum was established.

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

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

Mr. Patay reminded the Board Members that our next meeting is a training on February 21, 2023 and not a regular business meeting. The next regular business meeting of the Board will be on March 21, 2023.

Mr. Patay announced that tonight we have our independent auditors from AGT here, Ms. Kristel Maikranz to present their audit report prior to our regular business meeting. At this time we will move the Audit Committee Report forward on our agenda for the convenience of our independent auditor.

### **AUDIT REPORT**

Mr. Czarske, Chair of the Audit Committee advised that the Audit Committee had met with the independent auditors to review the draft report and then introduced Ms. Kristel Maikranz to the Board. Ms. Maikranz of AGT presented to the Board the results of their audit of the Harbor Developmental Disabilities Foundation for the fiscal year ended June 30, 2022. The Board took the following action:

**Dr. Flores moved to approve the Auditor's Report for Harbor Developmental Disabilities Foundation and Ms. Jordan seconded the motion, which was unanimously approved by the Board.**

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

### **PRESENTATION OF MINUTES**

Mr. Gauthier presented the draft minutes of the November 15, 2022 meeting of our Board which were included in the board packet provided to all Board members and posted for the general public on the HRC website.

**The MINUTES OF THE NOVEMBER 15, 2022 BOARD MEETING were received and filed.**

### **PRESENTATION OF FINANCIALS**

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

- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated October 2022
- Harbor Regional Center Functional Expense Summary, dated October 2022
- Harbor Regional Center POS Contract Summary, dated October 2022
- Harbor Regional Center Line Item Report, dated October 2022
- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated November 2022
- Harbor Regional Center Functional Expense Summary, dated November 2022
- Harbor Regional Center POS Contract Summary, dated November 2022
- Harbor Regional Center Line Item Report, dated November 2022

### **EXECUTIVE REPORT**

#### **1. BUDGET UPDATE:**

Mr. Ruppe summarized the highlights of the Legislative Analyst's Office (LAO) Report for FY 2023-24, specifically how the state faces a \$24 billion dollar deficit this coming year. Mr. Ruppe also summarized the key budget highlights of the Governor's budget. Both reports were made available in the Board packet for review in further detail.

#### **2. BOARD COMPOSITION:**

Mr. Ruppe informed that Board requirements are designed to ensure that a Board is reflective of the community served by the regional center and such requirements include geographic, ethnic and disability representation. In addition, Boards are required to have members with legal, management or

Board governance, financial, developmental disability program experience. Mr. Ruppe informed that for fiscal year 2022-23, HRC was in compliance with the requirements outlined in WIC 4622.

**3. STRATEGIC PLANNING:**

Mr. Ruppe advised that since our annual Board retreat in October, the Board participated in developing the following focus areas: 1) Improve Individual and Family Experience and Satisfaction; 2) Enhance Service Coordination; 3) Increase Resource Development; and 4) Strengthen Community Engagement. Mr. Ruppe informed that collaboration and regular meetings with Consultant Dr. LeeAnn Christian have continued to further define the goals and objectives that moves each focus area forward and called the Board's attention to the schedule. Mr. Ruppe indicated that he and his team plan to finalize the draft plan for review and discussion at our February Board training meeting.

**4. HRC SERVICE POLICY – SUPPORTED LIVING (UPDATED TO REFERENCE 'GENERAL STANDARDS' POLICY):**

Mr. Ruppe reminded the Board that recently we had revised our 'General Standards' service policy to address how exceptions to a policy are made and in reviewing other policies it has been noted that the General Standards policy is not referenced. Mr. Ruppe stated that he will work with his team to review all of our policies to update as needed, beginning with an update of our current supported living policy, which now has been updated to reference our General Standards policy. Mr. Ruppe asked that the Board take action to approve the updated policy.

**Ms. Vuong moved to approve the updated Harbor Regional Center Supported Living Service Policy and Dr. Flores seconded the motion, which was unanimously approved by the Board.**

**5. CONTRACT FOR BOARD (RATIFICATION) – PURCHASE OF SERVICE SPECIALIZED RESIDENTIAL FACILITY START UP FUNDING:**

Mr. Ruppe called the Board's attention to the Purchase of Service Contract requiring Board review and ratification. The contract was in the amount of \$300,000.00 in CPP/CRDP start-up funds for a new home awarded to Person Centered Options, LLC who purchased and renovated the home of which four individuals currently reside. Mr. Ruppe shared that this contract should have been reviewed in 2020, but due to the COVID pandemic, approval was overlooked and therefore to show transparency, it is being brought to the full board at this time for review and ratification.

**Ms. Vuong moved to ratify the Purchase of Service Contract for Person Centered Options, LLC for CPP/CRDP start-up funds for a new home in the amount of \$300,000.00 and Mr. Gauthier seconded the motion, which was unanimously approved by the Board with no opposition. Ms. Rodriguez abstained.**

**6. PURCHASE OF SERVICE EXPENDITURE DATA:**

Mr. Ruppe reported that the Lanterman Act requires the California Department of Developmental Services (DDS) and all Regional Centers to 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 on our website for public view and it is now being analyzed and summarized so that we will have current data to report to our community. The dates for the Purchase of Service Expenditure public meetings are as follows:

- March 28, 2023 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: [https://us06web.zoom.us/webinar/register/WN\\_C6wmw8VsRq-afrd5VKAgnq](https://us06web.zoom.us/webinar/register/WN_C6wmw8VsRq-afrd5VKAgnq)
- March 30, 2023 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: [https://us06web.zoom.us/webinar/register/WN\\_t8KngxMLTi6UmF4DRt1PCA](https://us06web.zoom.us/webinar/register/WN_t8KngxMLTi6UmF4DRt1PCA)

7. **HOLIDAY GIVING WRAP UP:**

Mr. Ruppe referred the Board to Ms. Thao Mailloux, Director of Information and Development who provided a holiday wrap up highlighting the many donations received for our families during the holiday season; specifically thanking the Board and all contributors to the Harbor Help Fund. Their support allowed the purchase of \$69,000 in gift cards for our clients and families most in need this year. Ms. Mailloux shared how our Hearts for the Holidays campaign raised \$9,000. Ms. Mailloux also shared photos of our annual ‘Merry Beary’ event and of our Family Resource Center gifting event.

8. **NATIONAL CORE INDICATORS presentation:**

Mr. Ruppe introduced Ms. Thao Mailloux, Director of Information and Development who made a presentation to the Board on the National Core Indicators (NCI) Adult In-Person Survey 2020-2021. The presentation given in English, with simultaneous Spanish language and American Sign Language interpretation. The presentation and data shown on screen was in English and Spanish. Meeting attendees were asked to comment or ask questions through the chat feature and were provided with time to ask questions or comment at the conclusion of the presentation. There were no questions or comments from the public. Several members of the Board commented on the presentation and posed questions about the data, or provided suggestions on future strategies.”

**COMMITTEE REPORTS**

A. **BOARD DEVELOPMENT**

Mr. Ruppe reported that the Committee met on December 14, 2022 and reviewed the 2023 Board Development Committee meeting schedule, Trustee terms, board recruitment needs, potential candidate status, the 2022-23 Officer terms and needs for fiscal year 2023-24. The Committee also had a brief meeting on January 11, 2023 of which those minutes and the minutes for the upcoming February 8, 2023 meeting will be reported on at the March meeting.

B. **CLIENT ADVISORY**

Ms. Taimi, Director of Adult Services, made the report for Chair David Gauthier and reported that the Committee met on November 12, 2022 and discussed the calendar for the upcoming year. The Committee also welcomed Ms. Dee Prescott from Easter Seals, who provided a presentation on their agency’s virtual community.

C. **CLIENT SERVICES**

Ms. Taimi, Director of Adult Services, made the report for Chair Patricia Jordan and reported that the Committee met on November 22, 2022 and mainly discussed two of HRC’s newest policies - Socialization, Leisure/Recreational Services, Camping Services, Educational Services and Non-Medical Therapies Policy and the Personal Assistance/CARE Services Policy. The next meeting is scheduled for January 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 November and December meetings.

E. **SERVICE PROVIDER ADVISORY**

Chairperson Angie Rodriguez reported that the Committee met on December 6, 2022 and summarized the highlights of the meeting that included information on recent job fairs, on transportation returning to traditional services, on the sunset of alternative services, on remote and tailored day services. The Committee also received updates on the current rate process, on the quality incentive program (QIP)

and on HCBS. Lastly, the committee was informed about ‘hospitalization and discharge planning When the Person from Your Home Has Been Hospitalized’ and on Mobile Dental Clinics.

**PUBLIC COMMENT**

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

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

**CLOSED SESSION**

Mr. Patay advised that there will be no executive session tonight.

**ADJOURNMENT 7:38 p.m.**

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

Submitted by: 

David Gauthier, Secretary  
Board of Trustees  
Harbor Developmental Disabilities Foundation