

Client Services Committee
September 27, 2016

Antionette Perez
Heather Shepherd
Patricia Florez
Deaka Mclain
Fu-tien Chiou
Patricia Jordan
Christine Ingles
LaVeal Gates
David Gauthier
Melanie Brossus

Teresa Warner and Kim Lavelanent - present on an Overview of Behavioral Services

- * ABA and its usefulness with behavior services
- * Types of HRC behavior services
- * Classes
- * Social Skills
- * evidenced based - defined
- * All kinds of intervention styles and models - does not matter as long as it is consistent, collect the data and use it
- * Importance of parent participation
- * Question: Is it to late to start ABA for a 22 year old coming out of group home into SLS?
Answer: No, it is not to late.
- * Question: What to do about Scripting? Look at cause of scripting and then set up a program to best address
- * Question: How is HRC approaching from an ABA perspective in understanding a client's different environments and the influence it has? Where does HRC get the info? Does HRC observe in each environment? Answer: parent report, other people report (people important to person/knows the person) observations, formal assessments etc..
- * HRC Team - 3 behaviorists, one is bilingual
- * Question: How do you consider if a behavior is a result of abuse? Answer: Mandated reporters, assessment looks carefully at functionality of the behavior which is inclusive of looking at the possibility of psychological / trauma response
- * Reviewed classes and importance of classes
- * Question on how many people attend and location? Answer Torrance and LB: Classes average 20 people.
- * Question: How many times can a person/family attend the class? Answer: There are times in which a family takes class more than once but important to look carefully and assess what is happening for the family. Work with case management to determine next steps, which may be a providing a service?

This was an informational meeting that resulted in the committee members having a greater understanding of ABA and services offered at HRC.

HARBOR REGIONAL CENTER
Community Relations Committee
October 17, 2016

Legislative Advocacy

We have scheduled a tour for Assemblymember Patrick O'Donnell (*70th District: Long Beach, Signal Hill, San Pedro, Catalina*) on Wednesday November 3rd, 4:30 – 5:30pm.

He will visit one of the adult day programs operated by California MENTOR in Long Beach, followed by a short meeting with a small group of service providers, clients, parents, and HRC staff from his District.

Harbor Help Fund, In-Kind Support, and Holiday Giving Campaign

So Bay Rotary:

38 volunteers from HRC supported the Ride with the Tide event. Funds from this Rotary event and the Beer and Wine Festival are still pending distribution to selected charities including the Harbor Help Fund. They will also sponsor 3 families for holiday giving.

Carson-Gardena-Dominguez Rotary Club: Operation Gobble will again provide Thanksgiving Dinners for needy clients in their area. We provided 47 referrals from their geographic area and hope to hear that they can support most or all of them.

Montessori Thanksgiving Baskets – They will continue their tradition of providing holiday food baskets for HRC needy families from their area with preschool age clients. Their 19 classrooms will each support an HRC early childhood family.

Gardena Elks Club 2nd Annual Merry Berry Christmas Party

This event will take place this year on December 11th, 11:00 -2:00, at the Gardena Elks Clubhouse. We will refer 100 HRC early childhood clients and their siblings ages 3-5 for this holiday giving opportunity. Volunteers are welcome to help support this event.

Bryant family Holiday Party

This HRC family and past Adopt a Family sponsor hosted a back to school event for families of children with autism this summer, and now plan to host a holiday party for 15 adopted families on Wednesday December 21 5:30 pm. Volunteers are needed to support this event.

Outreach and Community Relations

North service area - ZOE Christian Fellowship:

HOPE and HRC gave presentation to this congregation. The congregation has taken an interest in supporting our programs through one of their members. They are currently making plans to provide holiday support to some of our families. We also hope to work in collaboration with this church group for community outreach in the Southeast portion of our service area.

Disneyland Resort Community Involvement Program – over 3500 client/families referred.

**Harbor Regional Center
Service Provider Advisory Committee
Minutes: October 4, 2016**

Members Present: Terri Nishimura, Pediatric Therapy Network, Chair; Kristine Engels, Life Steps Foundation; Rhiannon Acree, Cambrian Homecare; Alex Saldana, Oxford Home Care; Harry Van Loon, ARC-Long Beach; Kristy Glass, Arts and Services; Dee Prescott, Easter Seal Southern California; Mary Grace Lagasca, InJOY Life Resources; Rob Haupt, Autism Spectrum Therapies; Ben Espita, Charles McGee Goodwill, SOLAC; Steve Goclowski, California Mentor

HRC Staff Present: Patricia Del Monico, HRC Executive Director; Judy Wada, HRC Chief Financial Officer; Barbara del Monico; Heather Sheppard, Early Childhood Services Department Director; Colleen Mock, HRC Community Services Director

HRC Resource and Technology Center Presentation:

Ms. Barbara del Monico, HRC Resource Center shared new information available in the resource center about Fragile X Syndrome and how a family deals with the disabilities as well as videos about autism, epilepsy, and caregiving and back safety while transferring clients. Most of these videos are thirty minutes or less.

Presentation on Easter Seals

Ms. Dee Prescott conducted a presentation on the services provided by Easter Seals Southern California. These services include adult day programs, teen after-school care, licensed homes, supported living, supported employment and autism services.

CMS-HCBS

Ms. Mock announced that Harbor Regional Center will be conducted CMS Compliance presentations to HRC service providers on August 29 and August 30. DDS has extended the time period until 10/31/16 for submission of CMS proposals to the regional centers to be forwarded to DDS.

Harbor Regional Center has received fifteen CMS proposals to date and anticipates receiving at least an additional five proposals.

**Harbor Regional Center
Service Provider Advisory Committee
October 4, 2016 Meeting Minutes
Page 2**

Self-Determination Update

Harbor Regional Center's Self-Determination Advisory Meeting has continued to meet monthly on the second Wednesday evening in Torrance but will take a break over the summer and meet again starting in October, 2016.

DDS has been preparing the training materials that have not yet been made available for distribution.

Harbor Regional Center Update

Ms. Judy Wada reported that statewide the regional centers are showing a \$41 million surplus.

Ms. Mock announced that the HRC Long Beach office will be closed until January, 2017.

Legislative Informational Activities

Ms. Rhiannon Acree reports that she has been in communication with Assembly Member Patrick O'Donnell's office to invite him to a day program site tour and meet and greet with families and service providers. A day program in Signal Hill has been identified as a potential site for this event.

Service Provider Training

Ms, Mock distributed the most current DDS Safety Net on a Healthy Home and flu information. She also discussed service provider participate in the upcoming 10/20/16 Great California Shakeout. There are two upcoming trainings on 10/12/16 and 10/20/16 for service provider emergency preparedness training.

Service providers have requested trainings on active shooter and social media marketing.

**The HRC Service Provider Advisory Meeting Schedule for 2016 is:
December 6, 2016**



Harbor Regional Center Retirement Plan Summary

HRC is committed to supporting your retirement savings.

HRC's Defined Contribution

HRC makes a non-elective contribution of 10% of your gross wages whether you contribute or not. All HRC employees receive this defined contribution, regardless of work schedule. The Retirement Plan is 100% vested.

The Internal Revenue Service has ruled that Harbor Developmental Disabilities Foundation, Inc. (dba Harbor Regional Center) is a wholly-owned instrumentality of the state. As such, HRC and its employees do not participate in Social Security. The defined contribution is in excess of the amount normally deposited into Social Security.

Employee Contributions

Employee contributions are not required and entirely voluntary. Employee contributions are also referred to as elective deferrals or salary reduction contributions because the amount is taken pre-tax.

Employees may contribute up to the maximum amount allowed by law. For calendar year 2016, the contribution limit is \$18,000, plus \$6,000 if the employee is age 50 or older (often referred to as "catch-up contributions").

You can change the amount of your contribution at any time. Simply notify the Office of Human Resources.

HRC Matching Program

Effective November 7, 2016, if you contribute to your retirement savings, HRC will match 50% of your contribution up to the first 6% of salary, or a maximum HRC contribution of 3%.

For example, if you elect to contribute 4%, HRC will contribute 2% for the matching program in addition to its 10% non-elective contribution.

You	HRC Match	HRC Non-Elective	HRC Total	GRAND TOTAL (You + HRC)
0%	0%	10%	10%	10%
1%	0.5%	10%	10.5%	11.5%
2%	1%	10%	11%	13%
3%	1.5%	10%	11.5%	14.5%
4%	2%	10%	12%	16%
5%	2.5%	10%	12.5%	17.5%
6%	3%	10%	13%	19%
7%	3%	10%	13%	20%
8%	3%	10%	13%	21%

How is the Retirement Plan Administered and How is Your Money Invested?

TIAA is the administrator of the HRC Retirement Plan. Funds contributed to the Retirement Plan are held under contracts with TIAA. The website is www.tiaa.org.

As plan participants, employees manage how their funds (both employee and employer contributions) are invested. You decide how you want to allocate funds in your account or future contributions to one or more of the investment options offered by TIAA. The types of options include:

- Guaranteed
- Fixed Income
- Money Market
- Multi-Asset, including Life Cycle Funds
- Equities
- Real Estate

You can manage and change investments on the TIAA website. Additionally, a TIAA representative is regularly at HRC and is available for one-on-one consultations with employees. Please look for email notifications from the Office of Human Resources.

Loans from the Retirement Plan

Loans are permitted with regard to Employee Contributions only. Only active employees can take out loans. Plan participants shall have no more than one outstanding loan at a time. Refer to the Summary Plan Description (Smart Pages, For Staff tab, under Benefits) and the TIAA website for further details.

Additional Information

Retirement Benefits Distribution—Subject to legal limits, your benefits will be available to you following your termination from employment or your retirement at or after normal retirement date. Please see the Summary Plan Description for further details.

Rollovers—Generally, if your previous employer maintained a “qualified employee plan” you are eligible to receive a distribution from that plan and you may rollover the amount to this Plan. For more information, please contact TIAA.

Resources

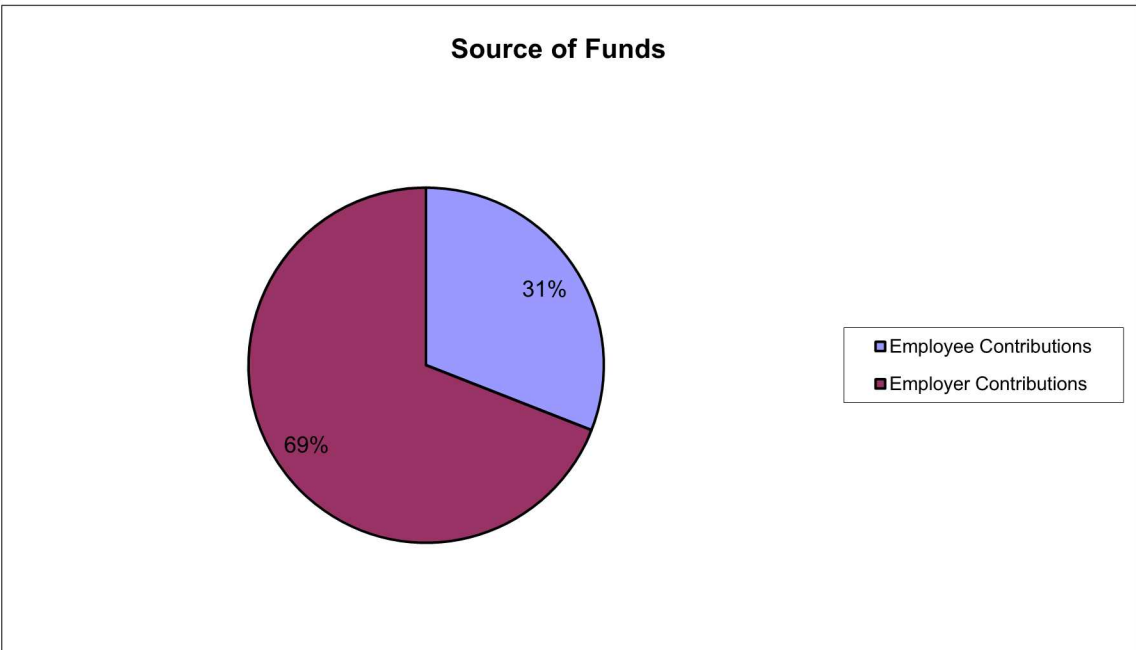
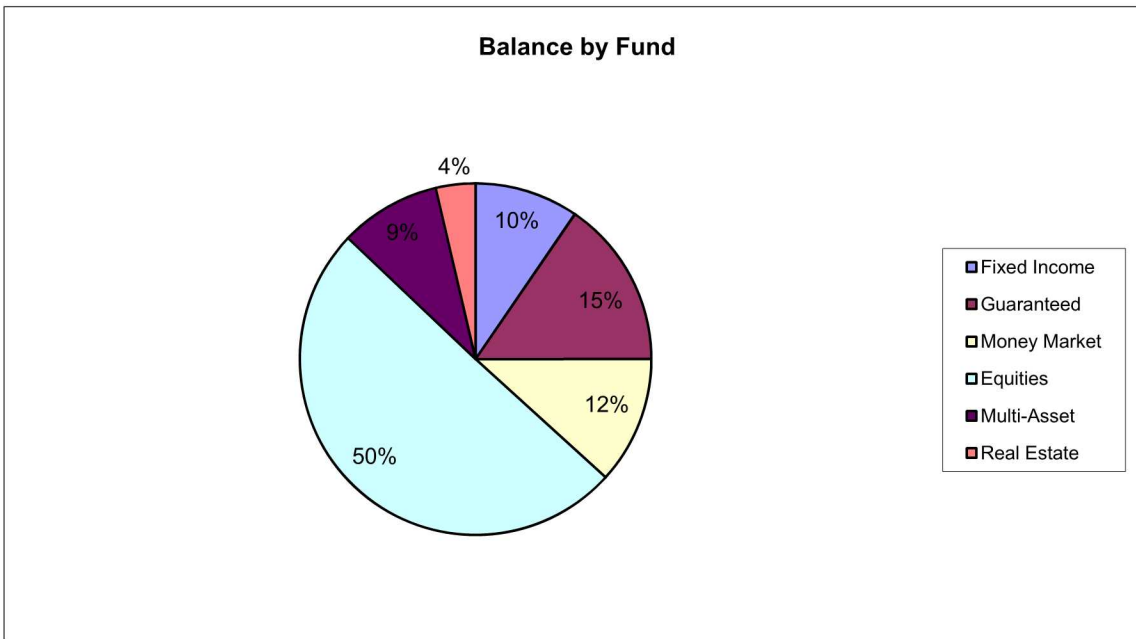
- Summary Plan Description (HRC Smart Pages, For Staff tab, under Benefits)
- www.tiaa.org

10/26/2016

**Harbor Regional Center
Retirement Plan Balances as of 9-30-2016**

	Employee Contributions	Employer Contributions	Total Balance
Fixed Income	\$1,099,289	\$2,780,546	\$3,879,835
Guaranteed	\$2,654,711	\$3,608,027	\$6,262,737
Money Market	\$1,049,909	\$3,725,245	\$4,775,154
Equities	\$6,272,819	\$14,161,727	\$20,434,546
Multi-Asset	\$863,171	\$2,906,536	\$3,769,707
Real Estate	<u>\$626,136</u>	<u>\$850,123</u>	<u>\$1,476,259</u>
Total	\$12,566,035	\$28,032,204	\$40,598,239

* Plan Balances include active and terminated employees still in the Retirement Plan.
 Plan Balances include 401(k) and 457(b) Plans.
 ** Employee Contributions include \$1,705,808 in Rollover funds.



**Harbor Regional Center
Retirement Plan Performance**

Fund Balance 6/30/16	\$38,893,095
Activity 7/1/16 - 9/30/16	
Distributions	(\$187,575)
Contributions	<u>\$613,059</u>
Net	\$39,318,579
Fund Balance 9/30/16	\$40,598,239
Gain/(Loss)	\$1,279,660
% Gain/(Loss) for the Period	3.29%

Active Employees in Retirement Plan	296	56%
Terminated Employees in Retirement Plan	236	44%
Active Employees Total Balance	\$28,292,665	70%
Terminated Employees Total Balance	\$12,305,574	30%

Loan Information	as of 6/30/2016	as of 9/30/2016	Increase/ (Decrease)
Employees with Loans			
Active Employees with Loans	31	31	0
Terminated Employees with Loans	<u>10</u>	<u>8</u>	<u>(2)</u>
Total	41	39	(2)
Average Balance Amount	\$7,187	\$7,109	(\$78)
Loan Value			
Employee Contributions	\$292,120	\$275,077	(\$17,043)
Employer Contributions	<u>\$2,534</u>	<u>\$2,157</u>	<u>(\$377)</u>
Total	\$294,654	\$277,234	(\$17,420)