



**MINUTES OF THE JANUARY 19, 2021 MEETING OF THE BOARD OF TRUSTEES OF THE  
HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.**

<p><b><u>BOARD PRESENT:</u></b> Mr. Ron Bergmann, <i>Treasurer</i> Mr. Fu-Tien Chiou, <i>Secretary</i> Mr. Joe Czarske, <i>President</i> Dr. James Flores, Board Member Mr. La Velle Gates, Board Member Mr. David Gauthier, Board Member Ms. Ann Lee, Ph.D, Board Member Mr. Christopher Patay, <i>Vice-President</i> Ms. Paul Quiroz, Board Member Dr. Monica Sifuentes, Board Member Ms. Kim Vuong, Board Member</p> <p><b><u>BOARD ABSENT:</u></b> Mr. Jeffrey Herrera, Board Member Dr. Bobbie Rendon-Christensen, Board Member Ms. Latisha Taylor, Board Member</p> <p><b><u>STAFF PRESENT:</u></b> Mr. Patrick Ruppe, Executive Director Ms. Judy Wada, Chief Financial Officer Ms. Nancy Spiegel, Director of Information &amp; Development Mr. Vincente Miles, Director of Community Services Ms. LaWanna Blair, Director of Early Childhood Services Ms. Antoinette Perez, Director of Children’s Services Ms. Mary Hernandez, Director of Case Management Support Services Mr. Mike Ikegami, Director of IT Mr. Richard Malin, Manager of IT Ms. Jennifer Lauro, Executive Assistant Mr. Jesus Jimenez, Executive Team Assistant</p>	<p><b><u>GUESTS:</u></b> Ms. Kristel Maikranz, AGT Auditor Ms. Eva Alva Ms. Marbella Carrillo Ms. Amelia Castellanos Ms. Irma Castellanos Ms. Martha De La Torre Ms. Minerva Flores Ms. Vianey Gomes Ms. Blanca Hernandez Ms. Guadalupe Izquierdo Ms. Bertha Jimenez Ms. Hilda Jimenez Ms. Elia Lopez Ms. Guadalupe Magdaleno Ms. Diana Martinez Ms. Megan Mitchell, DDS Mr. Roberto Monroy Ms. Guadalupe Nolasco Ms. Xochilt Pelayo Ms. Celia Pena Ms. Kathy Platnick Ms. Maria Zavala Ms. Angela Robles Ms. Lilia Ocampo Ms. Magali Ochoa Ms. Maria Ortuno Ms. Jessica Torres Ms. Martha Gascon Ms. Lidia Vara Ms. Silvia Diaz</p>
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**CALL TO ORDER**

Mr. Czarske called the Board to order at 6:30 p.m.

**PRESIDENT’S REPORT**

Mr. Czarske welcomed Board members, guest and staff.

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

Mr. Czarske encouraged any 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 Chat.

Mr. Czarske reminded Board members that our next Board meeting on February 16, 2021 will be a training meeting via zoom.

Mr. Czarske announced that Kristel Maikranz, our independent auditor from AGT is in attendance and will 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 auditors.

### **ADUIT REPORT**

Mr. LaVelle Gates, 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, Inc. for the fiscal year ended June 30, 2020. The Board took the following action:

**Mr. Bergmann moved to approve the Auditor’s Report for Harbor Developmental Disabilities Foundation, Inc. and Mr. Quiroz seconded the motion, which was unanimously approved by the Board.**

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

### **PRESENTATION OF MINUTES**

Mr. Chiou presented the minutes of the November 17, 2020 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 17, 2020 BOARD MEETING were received and filed.**

### **PRESENTATION OF FINANCIALS**

**Mr. Bergmann reviewed the following financial statements, which were received and filed:**

Harbor Regional Center Monthly Financial Report Fiscal Year 2020-21, dated October 20; Harbor Regional Center Functional Expenditures, dated October 2020; Harbor Regional Center Line Item Report, dated October 20; Harbor Regional Center POS Contract Summary, October 20; Harbor Regional Center Monthly Financial Report Fiscal Year 2020-21, dated November 2020; Harbor Regional Center Functional Expenditures, dated November 20; Harbor Regional Center Line Item Report, dated November 20, Harbor Regional Center POS Contract Summary, dated November 20 and the Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2020-21.

### **EXECUTIVE REPORT**

#### **1. WELCOME/HOLIDAY WRAP UP:**

Mr. Ruppe thanked the Board and all contributors to the Harbor Help Fund. Their support allowed the purchase of \$100,000 in gift cards for our needy clients and families this year. To continue our efforts to help support our clients and families still feeling the financial effects of the COVID pandemic, we are asking the Board to approve another donation of \$20,000 from the Harbor Help Fund that will allow us to provide further assistance to our clients and their families.

**Ms. Vuong moved to approve the donation of \$20,000 from the Harbor Help Fund to provide assistance to our clients and families and Dr. Flores seconded the motion which was unanimously approved by the Board.**

#### **2. DDS COVID DATA:**

Mr. Ruppe referred the Board to the various tables and charts of data compiled and provided to DDS by the 21 regional centers concerning various COVID-19 data as they relate to the developmental service system.

#### **3. COVID VACCINE:**

Mr. Ruppe called the Board's attention to the LA County of Public Health's multi-phased distribution plan of the COVID vaccine and reviewed with the Board in detail the multi-tiered phased plan and how it pertains to our clients. Discussion followed.

**4. GOVERNOR'S BUDGET PROPOSAL for FY 2021-22:**

Mr. Ruppe referred the Board to the Governor's Budget Highlights and reviewed the main highlights in detail with the Board, specifically on Purchase of Service (POS) caseload and policy. Discussion followed.

**5. 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. Due to the rapidly evolving nature of the Corona Virus Pandemic, the date for the Purchase of Service Expenditure public meeting is to be determined.

**6. SELF-DETERMINATION PROGRAM UPDATE:**

Mr. Ruppe provided a brief update on the Self-Determination Program informing the Board that HRC has 91 clients eligible for the program at this time and of those 91, 14 are actively receiving services through SDP.

**7. PERFORMANCE CONTRACT:**

Mr. Ruppe thanked Ms. Nancy Spiegel, Director of Information and Development who presented our 2021 Performance Contract at our November Board meeting. Mr. Ruppe advised the Board that DDS provided approval of our 2021 Performance Contract on January 5, 2021.

**8. HRC's NEW WEBSITE:**

Mr. Ruppe announced that Ms. Nancy Spiegel will show a preview of HRC's a new website and thanked Ms. Spiegel for all of the work she has put into the development of our new website. Ms. Spiegel took the Board through a few of our new website's main pages and provided a fun preview of how our website will look and function.

**COMMITTEE REPORTS**

**A. ARCA**

Mr. Czarske reported that we have been kept advised of all of the various activities taking place in Sacramento by the ARCA staff, specifically the ARCA Academy, which has resumed and has been scheduled for the second Saturday of every month, via zoom platform. Mr. Czarske encouraged other Board members who are interested to attend.

**B. BOARD DEVELOPMENT**

Mr. Ron Bergmann reported that the Board Development Committee met on December 16, 2020 where he was named new Chairperson and several new members were welcomed to the Committee. The Committee briefly discussed the role of the Committee and relevant HDDF By-Laws and reviewed the 2020 Board Composition data and the relevant sections of the Lanterman Act that pertain to Board Composition (WIC 4622).

**C. BOARD PLANNING**

Mr. Czarske reported that there has been no meeting of the Board Planning Committee.

**D. CLIENT ADVISORY**

Mr. Czarske reported that there has been no meeting of the Client Advisory Committee.

**E. CLIENT SERVICES**

Mr. Czarske reported that there has been no meeting of the Client Services Committee.

**F. COMMUNITY RELATIONS**

Mr. Czarske reported that there has been no meeting of the Community Relations Committee.

**G. RETIREMENT**

Mr. Czarske reported that there has been no meeting of the Retirement Committee.

**H. SELF-DETERMINATION ADVISORY**

Ms. Perez advised the Board that the Self-Determination Advisory continues to meet monthly via Zoom and provided an update on the November meeting.

**I. SERVICE PROVIDER ADVISORY**

Mr. Czarske reported that there has been no meeting of the Service Provider Advisory Committee.

**PUBLIC COMMENT**

Mr. Czarske advised that public input was next on the agenda. Mr. Czarske 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 two minutes in order to accommodate everyone.

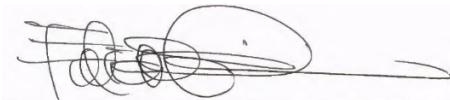
Mr. Czarske indicated that one attendee requested to address the Board through the Zoom Chat and invited the attendee to address the Board.

**EXECUTIVE SESSION**

Mr. Czarske advised that there will be executive session tonight.

**ADJOURNMENT**

Mr. Czarske thanked all those who participated in our Board meeting tonight. The next meeting of our Board will be on March 16, 2021 via Zoom Webinar. A link to the Webinar will be posted on our website one week prior to the meeting.



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

Fu-Tien Chiou, Secretary  
Board of Trustees  
Harbor Developmental Disabilities Foundation