

**MINUTES OF THE MARCH 19, 2024 MEETING OF THE BOARD OF TRUSTEES  
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><b><u>BOARD PRESENT:</u></b>          Mr. Eber Bayona, Board Member          Mr. Gordon Cardona, Board Member          Mr. Fu-Tien Chiou, Board Member          Mr. Joe Czarske, <i>President</i>          Dr. James Flores, <i>Treasurer</i>          Mr. LaVelle Gates, <i>Vice-President</i>          Mr. Ramon Gonzalez, Board Member          Ms. Patricia Jordan, Board Member          Ms. Ann Lee, Ph.D, Board Member          Ms. Laurie Zaleski, Board Member</p> <p><b><u>BOARD ABSENT:</u></b>          Mr. Ron Bergmann, Board Member          Mr. David Gauthier, <i>Secretary</i>          Ms. Angela Rodriguez, Board Member          Ms. Jacquelyn Solorio, Board Member          Mr. Chris Patay, Board Advisor</p> <p><b><u>STAFF PRESENT:</u></b>          Mr. Patrick Ruppe, Executive Director          Ms. Judy Wada, Chief Financial Officer          Ms. Elizabeth Garcia-Moya, Director of Community Services          Ms. Mary Hernandez, Director of Case Management Support Services          Ms. Judy Samana Taimi, Director of Adult Services          Ms. LaWanna Blair, Director of Early Childhood 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. Thao Mailloux, Director of Information &amp; Development          Ms. Antoinette Perez, Director of Children’s 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. Monserrat Palacios, DDS          Mr. Albert Feliciano, SCDD          Ms. Nishanthi Kurukulas, DRC          Ms. Tiffany De La Torre, Service Provider          Ms. Akarsha Gulukota, Service Provider          Ms. Sarah Thaopaset, Service Provider          Ms. Arianne Rawson, HRC Parent          Ms. Alejandra Medina, HRC Staff          Ms. Alonna Grigsby, HRC Staff          Ms. Angeles Rivera, HRC Staff          Ms. Asha Carrier, HRC Staff          Ms. Ashley Brown, HRC Staff          Ms. Cameryn Miller, HRC Staff          Ms. Cammy Rosset, HRC Staff          Ms. Elizabeth Lopez, HRC Staff          Ms. Eveline Gonzalez, HRC Staff          Ms. Priscilla Angel, HRC Staff          Ms. Rossell Robles, HRC Staff          Ms. Saily Espadas, HRC Staff          Ms. Shannen Cruz, HRC Staff          Ms. Veronica Santiago, HRC Staff          Ms. Virginia Padilla, HRC Staff</p>
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**CALL TO ORDER**

Mr. Czarske called the Board to order at 6:03 p.m.

**PRESIDENT’S REPORT**

Mr. Czarske welcomed Board members, guests and staff; Mr. Czarske took roll call of Board Members and a quorum was established.

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

Mr. Czarske 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. Czarske announced that our next Board meeting in April will be an in-person training at our Torrance location and not a regular business meeting. The next regular business meeting of the Board will be on May 21, 2024 and in person at the Torrance location in conference rooms A1&2.

Mr. Czarske reminded the Board that at our November regular business meeting, in-person meetings will resume beginning in May, July, September and November at our Torrance location. Zoom will not be available.

Mr. Czarske announced that at this time we will move the Board Development Committee Report forward on our agenda for a vote on re-elections of members.

### **BOARD DEVELOPMENT COMMITTEE REPORT | RE-ELECTIONS**

Mr. Czarske called the Board's attention to the Re-Election Ballot provided in the Board packet and indicated that prior to moving on to the regular agenda we will have a re-election of Board members whose terms end June 30<sup>th</sup>. Mr. Czarske asked the Board members to use the raise your hand feature to denote a vote of the following members: Gordon Cardona (2 years), Dr. James Flores (2 years) and Ms. Laurie Zaleski (2 years).

**Mr. Czarske called upon each Board member to vote and each member voted to re-elect the above members for the additional terms indicated. All members were in favor.**

### **PRESENTATION OF MINUTES**

In Mr. Gauthier's absence, Mr. Ruppe presented the draft minutes of the January 16, 2024 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 JANUARY 16, 2024 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 2023-24, dated Nov 2023
- Harbor Regional Center Functional Expense Summary, dated Nov 2023
- Harbor Regional Center POS Contract Summary, dated Nov 2023
- Harbor Regional Center Line Item Report, dated Nov 2023
- Harbor Regional Center Monthly Financial Report Fiscal Year 2023-24, dated Dec 2023
- Harbor Regional Center Functional Expense Summary, dated Dec 2023
- Harbor Regional Center POS Contract Summary, dated Dec 2023
- Harbor Regional Center Line Item Report, dated Dec 2023
- Harbor Regional Center Monthly Financial Report Fiscal Year 2023-24, dated Jan 2024
- Harbor Regional Center Functional Expense Summary, dated Jan 2024
- Harbor Regional Center POS Contract Summary, dated Jan 2024
- Harbor Regional Center Line Item Report, dated Jan 2024
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2023-24

### **EXECUTIVE REPORT**

#### **1. STRATEGIC PLAN PROGRESS REPORT:**

Mr. Ruppe provided the Board with an Executive Summary of Harbor Regional Center Strategic Plan Progress Report for September 1, 2023 to December 31, 2023 and announced that HRC is on track to fully accomplish all thirteen (13) goals and objectives identified as targets for this year. Mr. Ruppe thanked his team and advised the Board that he will continue to update them and our community on progress.

#### **2. CONTRACT FOR BOARD APPROVAL – PURCHASE OF SERVICE | TRANSPORTATION BROKER | RIDE HEALTH, INC.:**

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 engaged with Ride Health, Inc. a Transportation Broker who will be vendored with HRC to develop routing and time schedules for the transport of individuals to and from their day program; conduct monitoring and quality assurance activities; perform safety reviews; and assist HRC in implementing contracted transportation services. The vendor will specifically provide Coordinated Portal Access, Passenger Portal Access,

Managed Ride Scheduling, Ride Reports, Fleet Dispatch Management, Third-Party Transportation Network Management and Ride Support for Harbor Regional Center participants. The Transportation Broker will work with HRC's four (4) currently vendored contract transportation providers. The contract period is for April 1, 2024 through March 31, 2027 with a projected annual amount of approximately \$1,740,000 to \$3,600,000.

**Dr. Flores moved to approve the Purchase of Service Contract with Ride Health, Inc. as a Transportation Broker vendor who will have a projected annual amount of approximately \$1,740,000 to \$3,600,000 and Mr. Gates seconded the motion, which was unanimously approved by the Board with one abstention and no opposition.**

**3. HRC SERVICE POLICY (UPDATED)S - OCIALIZATION, LEISURE/RECREATIONAL SERVICES, CAMPING SERVICES, EDUCATIONAL SERVICES & NON-MEDICAL THERAPIES SERVICES:**

Mr. Ruppe called the Board's attention to the updated Harbor Regional Center Service Policy on Socialization, Leisure/Recreational Services, Camping Services, Educational Services and Non-Medical Therapies Services that was provided in their Board packet and reviewed the updates with the Board. After review, Mr. Ruppe informed that a vote is required to approve the updated service policy.

**Mr. Gates moved to approve the updated Harbor Regional Center Socialization, Leisure/Recreational Services, Camping Services, Educational Services and Non-Medical Therapies Service Policy and Dr. Flores seconded the motion, which was unanimously approved by the Board.**

**4. CASELOAD RATIOS:**

Mr. Ruppe called the Board's attention to the Caseload Ratios for Fiscal Year 2021-2024 provided in their Board packet and submitted to DDS on March 10, 2024. Mr. Ruppe reviewed the caseload ratio numbers with the Board and reported that overall our ratios are trending downward.

**5. ANNUAL PURCHASE OF SERVICE MEETING:**

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 25, 2024 beginning at 6:00 pm via zoom webinar. This meeting will be conducted in Spanish, with English and American Sign Language Interpretation. Register in advance for this webinar: [Meeting Registration - Zoom](#)
- March 27, 2024 beginning at 6:00 pm via zoom webinar. This meeting will be conducted in English, with Spanish and American Sign Language Interpretation. Register in advance for this webinar: [Meeting Registration - Zoom](#)

Interpretation in other languages are available and registrants are encouraged to inform Harbor Regional Center of their language preference/need.

**6. HARBOR REGIONAL CENTER CULTURAL EVENTS:**

Mr. Ruppe announced that Harbor Regional Center will be hosting a Cambodian New Year Resource Fair on April 5, 2024 from 4:00 pm to 7:00 pm at our Long Beach office location and encouraged all Board Members, Staff and Guests to participate if available.

**7. INTAKE OVERVIEW presentation:**

Ms. LaWanna Blair, Director of Early Childhood Services made a presentation to the Board on Early Start and Lanterman Intake eligibility updates.

## **COMMITTEE REPORTS**

### **A. ARCA**

Mr. Czarske, ARCA Representative for Harbor summarized the key highlights of the January meetings.

### **B. CLIENT ADVISORY**

In Mr. Gauthier's absence, Ms. Tiami reported that the Committee met on February 14, 2024 where the Committee was shown a presentation by Vincente Miles, Manager on Emergency Services, specifically on the proposed safety and evacuation plans in development.

### **C. CLIENT SERVICES**

In Ms. Jordan's absence, Ms. Taimi reported that the Committee met on January 23, 2024 where the Committee reviewed and discussed services available to our individuals when attending post-secondary education.

### **D. RETIREMENT**

Dr. Flores, Chair of the Retirement Committee reported on the Retirement Plan for the quarter ending December 31, 2023.

### **E. SELF-DETERMINATION ADVISORY**

In Ms. Perez's absence, Ms. Taimi advised the Board that the Self-Determination Advisory Committee continues to meet monthly via zoom and provided an update on the December, January and February meetings.

### **F. SERVICE PROVIDER ADVISORY**

In Ms. Rodriguez's absence, Ms. Garcia-Moya reported that the Committee met on February 6, 2024 and summarized the highlights of the meeting.

## **PUBLIC COMMENT**

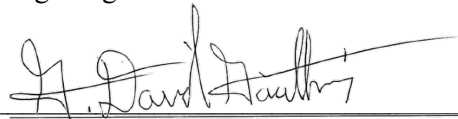
Mr. Czarske advised that public input was next on the agenda. Mr. Czarske stated that he will call upon each person who has asked to address the Board and requested that he or she limit their comments to five minutes in order to accommodate everyone.

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

## **ADJOURNMENT 7:54 p.m.**

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

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



David Gauthier, Secretary

Board of Trustees

Harbor Developmental Disabilities Foundation