



**MINUTES OF THE JANUARY 18, 2022 MEETING OF THE BOARD OF TRUSTEES OF THE  
HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><b><u>BOARD PRESENT:</u></b> Mr. Ron Bergmann, <i>Secretary</i> Mr. Fu-Tien Chiou, <i>Treasurer</i> Mr. Joe Czarske, Board Member Dr. James Flores, Board Member Dr. Marco Garcia, Board Member Mr. La Velle Gates, Board Member Ms. Patricia Jordan, Board Member Ms. Ann Lee, Ph.D, <i>Vice-President</i> Mr. Christopher Patay, <i>President</i> Ms. Paul Quiroz, Board Member Ms. Jackie Solorio, Board Member Ms. Kim Vuong, Board Member</p> <p><b><u>BOARD ABSENT:</u></b> Mr. David Gauthier, Board Member Mr. Jeffrey Herrera, Board Member</p> <p><b><u>STAFF PRESENT:</u></b> Mr. Patrick Ruppe, Executive Director Ms. Nancy Spiegel, Director of Information &amp; Development Ms. Thao Mailloux, Interim Director of Information &amp; Development Ms. Judy Wada, Chief Financial Officer Ms. Ute Czemmle, Controller Ms. Heather Diaz, Director of Community Services Ms. LaWanna Blair, Director of Early Childhood Services Ms. Judy Samana Taimi, Director of Adult 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, Department Assistant Executive Office</p> <p><b><u>STAFF ABSENT:</u></b> Ms. Antoinette Perez, Director of Children’s Services</p>	<p><b><u>GUESTS:</u></b> Ms. Irma Castellanos, HRC Parent Ms. Amelia Castellanos, HRC Parent Ms. Martha De La Torre, HRC Parent Ms. Medalia Villa, HRC Parent Ms. Raquel Guzman, HRC Parent Mr. Albert Feliciano, HRC Parent Ms. Paula Martinez, HRC Parent Ms. Raquel Brizuela, HRC Parent Mr. Scott Elliott, HRC Parent Ms. Silvia Lopez, HRC Parent Ms. Angela Robles, HRC Parent Ms. Juliana Martinez, HRC Parent Ms. Leonor Silva, HRC Parent Ms. Marisella Castellanos, HRC Parent Ms. Martha Gascon, HRC Parent Ms. Vianey Gomes, HRC Parent Ms. Ivon Munoz, HRC Parent Ms. Eva Alva, HRC Parent Ms. Adriana Garcia, HRC Parent Ms. Guadalupe Nolasco, HRC Parent Ms. Cande Juarez, HRC Parent Ms. Elena Contreras, HRC Parent Ms. Lindsey Stone, HRC Parent Ms. Kathy Platnick, HRC Parent Ms. Sue Gavin, HRC Parent Ms. Linda Lindholm, Service Provider Ms. Jenny Villanueva, SCDD Ms. Nubyaan Scott, DRC Ms. Jamie Van Dusen, DDS Ms. Stacey Schafer, HRC Staff Ms. Thalia Carreras, HRC Staff Ms. Jessica Leos, HRC Staff Mr. Johnny Granados, HRC Staff Mr. Takashi Ito, HRC Staff Ms. Lizbeth Moreno, HRC Staff Ms. Carla Redmon, HRC Staff Ms. Kristel Maikranz, AGT Auditor</p>
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**CALL TO ORDER**

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

**PRESIDENT’S REPORT**

Mr. Patay wished all a Happy New Year and 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 chat feature.

Mr. Patay reminded the Board Members that our next meeting is a training on February 15, 2022 and not a regular business meeting. The next regular business meeting of the Board will be on March 15, 2022.

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. 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 for the fiscal year ended June 30, 2021. The Board took the following action:

**Mr. Bergmann moved to approve the Auditor's Report for Harbor Developmental Disabilities Foundation and Dr. Lee 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. Bergmann presented the draft minutes of the November 16, 2021 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 16, 2021 BOARD MEETING were received and filed.**

### **PRESENTATION OF FINANCIALS**

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

- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated October 2021
- Harbor Regional Center Functional Expenditures, dated October 2021
- Harbor Regional Center POS Contract Summary, dated October 2021
- Harbor Regional Center Line Item Report, dated October 2021

### **EXECUTIVE REPORT**

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

Mr. Ruppe 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 \$85,000 in gift cards for our needy clients and families this year. Additionally, \$25,000 was raised for the Harbor Help Fund. We were also successful in adopting 62 families through our 'Adopt-a-Family' holiday campaign, while the Rotary Club and the Bryant family donated 25 Chrome Books. Mr. Ruppe called the Board's attention to HRC's new holiday card that was distributed with a gift card and PPE to our families. The new holiday card was designed by HRC Staff and has the word 'PEACE' written on it in six different languages: Spanish, Cambodian, Korean, Tagalog, Japanese, Farsi, Mandarin Chinese and English.

#### **2. COVID 19 TRENDS:**

Mr. Ruppe updated the Board on the latest COVID 19 trends and vaccination statistics, specifically how Harbor Regional Center is currently in full compliance with local, state and federal COVID vaccination directives.

**3. BUDGET UPDATES:**

Mr. Ruppe called the Board's attention to the C-2 Allocation that came in before the new year showing additional operation funds were added (a total operations increase of a little over \$2 million dollars) to address CPP and specific policy items, such as Self-Determination implementation, Specialized caseload ratio (1:25), health and safety waiver assistance for Non-English speaking clients, the START Crisis program, performance incentives and a forensic specialist. Mr. Ruppe then summarized the Governor's proposed budget for fiscal year 2022-23 Operations and Purchase of Service funding.

**4. HARBOR REGIONAL CENTER SERVICE POLICY – NEW SOCIALIZATION, LEISURE & RECREATIONAL SERVICES:**

Mr. Ruppe referred the Board to the new Socialization, Leisure and Recreational draft policy that addresses funding that was reinstated in this year's budget through the Amendment of Welfare & Institutions Code section 4685.5. The new policy identifies funding parameters as well as notes that the Individual Person-Center Plan (IPP) team may make individualized exceptions as warranted. Mr. Ruppe requested that the Board take action to approve the new policy.

**Mr. Gates moved to approve the new Socialization, Leisure & Recreational Services draft policy and Dr. Flores seconded the motion, which was unanimously approved by the Board.**

**5. HARBOR REGIONAL CENTER SERVICE POLICY – UPDATED RESPITE CARE**

Mr. Ruppe referred the Board to the revised Respite Care draft policy and advised that the policy had to be updated to allow funding for out of home respite options, such as camp and other activities identified in the Individual Person-Center Plan (IPP). New language was also added to note that families may utilize their own respite workers through Participant Directed Services and the Self-Determination Program. Mr. Ruppe requested that the Board take action to approve the revised policy.

**Mr. Chiou moved to approve the revised Respite Care draft policy and Ms. Jordan seconded the motion, which was unanimously approved by the Board.**

**6. CONTRACT FOR APPROVAL – IT CORE SWITCHES REPLACEMENT (\$316,000):**

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Network Magic will replace network switches located in the server room and network closets. The network switch replacement is required since the equipment is end of life, which means the support of the devices will no longer be available as of June 2022. The replacement of the network switches will allow for reliable connectivity and scalability for applications and web based solutions.

Description of Services: Replacement of network switches located in the server room and network closets.

Contract Period:

Start February 2022 Initial Estimate Amount:	\$281,000.00
Equipment (Server Room/Closets) Implementation Services:	\$ 35,000.00
Total:	\$316,000.00

**Mr. Czarske moved to approve the Operations Contract for Equipment Purchase and Professional Services with Network Magic for the total of \$316,000.00 and Ms. Solorio seconded the motion, which was unanimously approved by the Board, with no opposition. Mr. Quiroz abstained.**

**7. CONTRACT FOR APPROVAL – IT VIRTUAL DESKTOP INFRASTRUCTURE PROJECT (\$963,800):**

Mr. Ruppe advised that the Lanterman Act requires any regional center contract which exceeds \$250,000 be approved by the regional center board. Pivot Technology Services Corp. (dba Computacenter) will provide a Citrix solution for virtual desktop infrastructure and support services. This is a deployment of a premise-based solution in our Torrance data center to support a new Citrix environment. The benefits of this virtual desktop infrastructure would include the following: central management structure (allows administration to patch update and change all virtualized desktops at a single time); increased security (applications live on the host server and not on the client devices); enhanced flexibility (create virtual desktops for test/development purposes); and accessibility (enables users to work from any location and any compatible devices).

Description of Services: Provide a Citrix solution for virtual desktop infrastructure and support services.

Contract Period: start February 2022 Initial Estimate Amount:

Software/Licensing	\$527,000.00
Hardware	\$274,000.00
Deployment/Training	\$ 62,000.00
Support Services	\$100,800.00
Total:	\$963,800.00

**Mr. Bergmann moved to approve the Operations Contract for Professional Services with Pivot Technology Services Corp. (dba Computacenter) for the total of \$963,800.00 and Dr. Garcia seconded the motion, which was unanimously approved by the Board, with no opposition. Mr. Quiroz abstained.**

**8. HARBOR REGIONAL CENTER 2022 BOARD PRESENTATION & TRAINING PLAN:**

Mr. Ruppe referred the Board to Harbor Regional Center’s Presentations and Trainings for the calendar year 2022 and posted on our website: <https://www.harborrc.org/post/board-trustees/training>.

**9. 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 23, 2022 from 10:00 am to 12:00 pm via zoom webinar. Register in advance for this webinar: [https://us06web.zoom.us/webinar/register/WN\\_AoMk1BatRqGHNsCmPvxHeQ](https://us06web.zoom.us/webinar/register/WN_AoMk1BatRqGHNsCmPvxHeQ)
- March 30, 2022 from 6:00 pm to 8:00 pm via zoom webinar. Register in advance for this webinar: [https://us06web.zoom.us/webinar/register/WN\\_ui7saWLVsv-du8tzK6pAka](https://us06web.zoom.us/webinar/register/WN_ui7saWLVsv-du8tzK6pAka)

**10. NATIONAL CORE INDICATORS presentation:**

Mr. Ruppe introduced Ms. Thao Mailloux, Director of Information and Development who made a presentation of the National Core Indicators (NCI) Adult Family Survey for 2019-20 and of the Family Guardian Survey for 2019-20. The presentation was available 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.

**COMMITTEE REPORTS**

**A. BOARD DEVELOPMENT**

Mr. Ruppe, instead of Mr. Czarske, who is Chair of the Board Development Committee, informed that the Committee met in November and December and were provided an update on the Board Composition, discussed and reviewed the 2022 Presentations and Trainings Plan and set the meeting schedule for 2022.

**B. BOARD PLANNING**

Ms. Mailloux informed that the Board Planning Committee met on December 8, 2021 to review and discuss Harbor Regional Center's Mission and Vision statement.

**C. CLIENT ADVISORY**

In Mr. Gauthier's absence, Ms. Taimi informed that the Client Advisory Committee met on November 13, 2021 and were shown presentations on personal care and assistance and assessments, on safety to assist clients on how to prevent becoming victims of domestic violence and a training course presentation by DDS on how to think and plan.

**D. COMMUNITY RELATIONS**

Ms. Mailloux advised that the Community Relations Committee met on December 8, 2021 to discuss plans for building relationships with local Law Enforcement Agencies.

**E. 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 October and November meetings.

**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 two minutes in order to accommodate everyone.

Mr. Patay indicated that we had one (1) attendee request to address the Board through the Zoom Chat this evening.

**CLOSED SESSION**

Mr. Patay advised that the Board will not go into a closed session.

**ADJOURNMENT**

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

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

Ron Bergmann, Secretary  
Board of Trustees  
Harbor Developmental Disabilities Foundation

