



**MINUTES OF THE JULY 18, 2017 MEETING OF THE BOARD OF
TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES
FOUNDATION, INC.**

BOARD PRESENT:

Mr. Ron Bergmann, Board Member
Mr. Fu-Tien Chiou, Treasurer
Mr. Joe Czarske, Vice President
Dr. James Flores, Secretary
Mr. La Velle Gates, Board Member
Mr. David Gauthier, Board Advisor
Mr. Bob Irlen, Board Advisor
Ms. Patricia Jordan, Board Member
Ms. Paul Quiroz, Board Member
Dr. Bobbie Rendon-Christensen, Vice-President
Ms. Kim Vuong, Board Member

BOARD ABSENT:

Mr. Jeffrey Herrera, Board Member
Mr. Mariano Sanz, Board Member
Dr. Monica Sifuentes, Board Member

STAFF PRESENT:

Ms. Patricia Del Monico, Executive Director
Ms. Judy Wada, Chief Financial Officer
Ms. Nancy Spiegel, Director of Information & Development
Ms. Colleen Mock, Director of Community Services
Ms. Mary Hernandez, Director of Adult Services
Ms. LaWanna Blair, Director of Early Childhood Services
Ms. Antoinette Perez, Director of Children's Services
Ms. Cheryl Perez, Executive Assistant
Ms. Jennifer Lauro, Executive Assistant
Ms. Arelis Matos, Executive Assistant Team Assistant

GUESTS:

Mr. Fernando Nunez, LRA Interpreter
Mr. Mead Duley, HRC Client
Mr. Doug Erber, HRC Parent
Ms. Rubi Saldana
Mr. David Oster, HRC Client

GUESTS:

Ms. Dilma Luna
Ms. Ana Maria
Ms. Gilberta Castellanos
Ms. Angela Robles
Ms. Ameila Castellano
Ms. Gail Carrier, HRC Parent
Ms. Annette Lombardi
Ms. Ronda Kopito, HRC Parent
Ms. Paula Martinez, HRC Parent
Mr. Boris Mita
Ms. Irma Ramirez
Ms. Maria Osorio
Ms. Mayra Garcia, HRC Parent
Mr. Fernando Gomez
Ms. Kim Sinclair, HRC Parent
Mr. Christopher Arroyo, SCDD
Ms. Mari Anne Kehler, HRC Parent
Ms. Roxy Zaza
Ms. Selene Mercado, HRC Parent
Mr. Shige Yoshiea, HRC Parent
Ms. Cheri Weeks, HRC Manager
Ms. Kathy Platnick, HRC Parent
Ms. Tracy Barrow, HRC Parent
Ms. Sindee Smolowiz, HRC Parent
Ms. Guadalupe Nolasco, HRC Parent
Ms. Cristina Eglitis, HRC Parent
Mr. Brandon Eglitis, HRC Client
Mr. David Mezquita
Ms. Myra Mezquita
Ms. Denise Thornquest, DDS
Ms. Maria Teresa G.
Mr. Andy Kopito, HRC Parent
Ms. Fabiola Medina, HRC Parent
Ms. Tina Nathan, HRC Parent
Ms. Kelly Rain Gross, HRC Parent
Mr. Daerick Gross, HRC Parent
Mr. Mario Prado, HRC Parent
Mr. Juan Nunez Diaz, HRC Parent
Ms. Deborah Hurwicz, HRC Parent

CALL TO ORDER

In Mr. San's absence, Mr. Joe Czarske called the Board Meeting to order at 6:40 p.m.

PRESIDENT'S REPORT

Mr. Joe Czarske led in the Pledge of Allegiance to the Flag.

In Mr. San's absence, Mr. Czarske welcomed new Board members Christopher Patay and Paul Quiroz. Paul is the new representative from the Service Provider Advisory Committee and is taking over from Terri Nishimura.

Mr. Czarske asked the Board members, staff and guests to introduce themselves.

Mr. Czarske announced that there will be an opportunity for the Board to receive comments from the public prior to the start of the regular business meeting. Mr. Czarske requested that visitors present who wish to address the Board during the public comment time complete the Public Comment Request form and submit it to the Executive Assistant.

Mr. Czarske informed that our Board President, Mariano Sanz, is unable to be with us because he is out of the country on family business. He has sent us a memo which he has asked us to make available to everyone present this evening and the memo has been distributed to both Board members and visitors tonight.

Mr. Czarske advised that our Executive Committee has also taken this opportunity to address some of the questions which have been posed by visitors to our recent meetings. We have distributed a memo to Board members and visitors and we have included some attachments, all of which we hope will be helpful and responsive.

Mr. Czarske asked that the record reflect the Executive Committee of the Board met on July 11, 2017 to prepare the agenda for tonight's meeting.

Mr. Czarske announced that we will have an Executive Session to discuss a personnel matter immediately following our regular business meeting tonight.

Mr. Czarske reminded everyone that there will be no meeting of the Board in the month of August.

PUBLIC INPUT/ANNOUNCEMENTS

Mr. Czarske advised that public input was next on the agenda. He advised that the Board welcomes visitors and provides an opportunity for public comment at the beginning of each Board meeting. Up to 20 minutes are scheduled for the Board to receive comments from those in the audience and each person wishing to address the Board is requested to restrict their comments to 1 minute in order to accommodate everyone.

Mr. Czarske indicated that twenty-five (25) public comment forms had been received and he called upon those wishing to provide input. Most of those who did so read directly from written documents which they drafted and submitted to the Board. Per request of those presenting, one of these documents will be attached to these minutes.

Mr. Czarske stated that our Board is very interested in all comments made by those present and listens carefully to them, but the Board is not prepared to provide a response at the time of the meeting. Mr. Czarske advised that presenters seeking information or some other response should leave their contact information and one of our staff will respond within the next few days.

APPROVAL OF THE MINUTES OF THE MAY 16, 2017 BOARD MEETING Mr. Gates moved to approve the MAY 16, 2017 minutes of the Board meeting and Mr. Chiou seconded the motion, which was approved by the Board.

TREASURER'S REPORT

Mr. Chiou reviewed the following financial statements: Harbor Regional Center Monthly Financial Report Fiscal Year 2016-17, dated April 17; Harbor Regional Center Functional Expenditures, dated April 17; Harbor Regional Center Line Item Report, dated April 17; Harbor Regional Center POS Contract Summary, dated April 17; Harbor Regional Center Monthly Financial Report Fiscal Year 2016-17, dated May 17; Harbor Regional Center Functional Expenditures, dated May 17; Harbor Regional Center Line Item Report, dated May 17 and the Harbor Regional Center POS Contract Summary, dated May 17.

EXECUTIVE REPORT

1. FY 16/17 BUDGET UPDATE

Ms. Del Monico referred the Board to the updated Sufficiency of Allocation Report (SOAR) for 2016/17 that was provided in their board packet. Ms. Del Monico provided the Board with an update concerning changes in the report.

2. FY 17/18 BUDGET

Ms. Del Monico informed the Board about the 2017 Budget Act and provided a link to a summary of the state budget to show where and how much funds are being appropriated.

3. BUDGET TRAILER BILL:

Ms. Del Monico advised the Board that at this time of year, the Administration prepares Budget Trailer Bills which are intended to constitute proposed changes to statute required to implement provisions of the Budget Bill. Ms. Del Monico summarized a few of the key trailer bill provisions related to regional centers and our clients.

4. DDS PLAN FOR CRISIS AND OTHER SAFETY NET SERVICES:

Ms. Del Monico informed the Board that the Department of Developmental Services has created a plan, called the "Safety Net Plan" for the provision of access to crisis services after the closure of a developmental center. This plan also describes the way in which the state will maintain its role in providing residential services for those whom private sector residential service providers cannot or will not serve. Ms. Del Monico briefly summarized the main points of the plan.

5. DDS FACTBOOK:

Ms. Del Monico advised the Board that the Department of Developmental Services released its most recent "Fact Book", which provides client characteristic and demographic information derived from data stored in DDS automated systems. Ms. Del Monico reported on a couple of interesting facts found in the most recent fact book as it pertains to funding for services.

6. REVIEW OF POLICIES AND PRACTICES:

Ms. Del Monico reported that HRC will engage in a comprehensive review of HRC policies and practices related to key services and supports and will identify any areas appropriate for modification. Board members have agreed to participate and a schedule of reviews and meetings has been prepared and posted on our website and provided in our Resource Center and on our weekly e-bulletin. Ms. Del Monico referred the Board and visitors to our Service Review Notice, which has been emailed to thousands of our clients, parents and service providers. Ms. Del Monico provided the Board and visitors with the dates, times and location of these service reviews and encouraged visitors to attend.

7. FY 17/18 BUDGET

Ms. Del Monico announced that the Association of Regional Center Agencies meetings will take place at Harbor Regional Center on August 17 and 18 and encouraged Board members who are interested in attending the Friday meeting on the 18th to attend in Conference Rooms A1 and A2 from 8:00 am to 1:00 pm.

COMMITTEE REPORTS

A. AUDIT

Mr. Gates reported that Windes will begin the fiscal year 2016-17 Independent Audit next week and a report will be provided at the September meeting.

B. BOARD DEVELOPMENT

In Mr. San's absence, Ms. Del Monico informed that the committee did not meet.

C. BOARD PLANNING

Mr. Bergmann advised that there is no report for tonight's meeting.

D. CLIENT ADVISORY

Mr. Gauthier advised that the committee met on May 13, 2017 and members were given a presentation from Christopher Arroyo of the State Council on Developmental Disabilities on the self-determination program. The next meeting is scheduled for August 12, 2017 at HRC Torrance office.

E. CLIENT SERVICES

Ms. Perez provided an update on the committee's series review on Transition for the April and May meetings. Additionally, at the May meeting, members received information on the Project Search program, the C2C program and on LAUSD Transition Planning.

F. COMMUNITY RELATIONS

In Dr. Sifuentes's absence, Ms. Spiegel said that the committee met just prior to tonight's board meeting and she will provide a full report at the September meeting.

G. SELF-DETERMINATION ADVISORY

In Mr. Sanz's absence, Ms. Hernandez reported that the Committee met on June 14, 2017 and discussed the pre-enrollment process and the fact that there is still uncertainty and delay in the SDP application process with the federal government. Ms. Hernandez advised that there will be no meetings in July and August and will resume on September 13, 2017.

H. SERVICE PROVIDER ADVISORY

Mr. Quiroz reported that the committee met on June 6, 2017 and the committee was updated on CMS, minimum wage and service provider trainings. The next meeting will be on August 1, 2017.

I. RETIREMENT

Dr. Flores advised that the Retirement Committee will have no meetings in the summer months and will resume meetings in the fall.

J. ARCA

Mr. Czarske summarized the matters discussed at the July ARCA meetings that took place recently in Sacramento.

K. HOPE (Home Ownership for Personal Empowerment)

Mr. Irlen announced that HOPE has scheduled its next Golf fundraiser to be on November 13, 2017 at the Virginia County Club in Long Beach and asked all to mark their calendars.

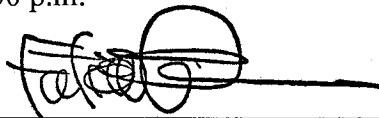
EXECUTIVE SESSION

There was a motion made by the Board from Dr. Bobbie Rendon Christensen and seconded by Dr. James Flores for the Board to go into Executive Session to discuss a Personnel issue. The Board went into Executive Session at 8:06 p.m. to discuss a Personnel issue and no action was taken.

ADJOURNMENT

Mr. Czarske adjourned the meeting at 8:30 p.m.

Submitted by: _____



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



HARBOR REGIONAL CENTER INFORMATION ABOUT OUR BOARD of TRUSTEES

The regional center concept is unique in the field of human services. We combine the most compassionate and professional elements of the social services with the best features of business practice. The result is a remarkable partnership between people with developmental disabilities, interested citizens and government.

Our center is a private, non-profit, community-based corporation that operates under contract with state government. We provide services and supports for people with developmental disabilities and their families who live in the greater South Bay and greater Long Beach geographic regions of Los Angeles County, and we are governed by a community-based board of trustees which includes individuals with developmental disabilities, family members and local leaders.

Our Board Members:

Our policies and major financial decisions are made by a volunteer Board of Trustees whose members include individuals with developmental disabilities, family members, and leaders in our community. The members of our governing board are required to be composed of individuals with demonstrated interest in, or knowledge of, developmental disabilities and our board membership is also required to include:

- Persons with legal, management, public relations, and developmental disability program skills;
- Representatives of the various categories of disability served by our center;
- Representatives reflecting the geographic and ethnic characteristics of the area served by our center;
- A minimum of 50 percent of the members of the governing board must be persons with developmental disabilities or their parents or legal guardians;
- No less than 25 percent of the members of the governing board must be persons with developmental disabilities;
- One member of our board must be a representative of our service provider community.

All members of our Board are required to either live or work in the geographic area served by our center. Members of our governing board are not permitted to serve more than seven years within each eight-year period.

Our Board Meetings:

All interested persons are welcome to attend Harbor Regional Center board meetings which are held bi-monthly on the third Tuesday evening of January, March, May, July, September and November beginning at 6:30 pm. Most of our meetings take place at our Torrance location but occasionally they are scheduled to take place at our Long Beach site. Those interested in attending are encouraged to check for specifics on our website: www.harborrc.org or to call our Executive Office at 310-543-0632.

How to Apply for Board Membership:

If you are interested in serving on the Board of Trustees for Harbor Regional Center we encourage you to contact our Executive Office at 310-543-0632 to let us know of your interest. We will provide you with an application and after you have completed and returned it to us we will keep in on file for review and consideration as vacancies occur.

Each year our Board Development Committee determines how many vacancies we expect to occur in the coming fiscal year and, before the end of each calendar year, the Committee members review all applications on hand to select candidates for interview. When we expect to have vacancies, the Board Development Committee schedules and conducts interviews in the months of January, February and March and advises Board members by April of those candidates whom they will recommend. Candidates are voted on at our annual meeting in May and, those elected are seated on the Board at the beginning of the fiscal year in July.

Other Opportunities to Get Involved:

There are many additional ways to get involved with Harbor Regional Center as well. We encourage you to consider any and all of these and to contact us if you have questions:

- We have at least three committees of our Board that are open to participation from interested HRC clients, family members and service providers. These include:
 - Our Client Advisory Committee which consists of HRC adult clients who discuss matters of common interest and also plan activities (recent activities include mini conferences for clients, a speaker series and a campaign to encourage clients to register to vote)
 - Our Client Services Committee consists of clients, family members and service providers who explore various issues of interest related to client services
 - Our Community Relations Committee which plans various events (such as a legislative reception) and helps us with our holiday giving campaign
- HRC facilitates quite a number of parent support groups. Some are designed for family members who have children with a specific diagnosis, others are designed for family members who speak a specific language, and others are open to any family member who has a child or relative with a developmental disability. All of these groups provide both support and education as well as opportunities to take on leadership roles in the service delivery system
- HRC offers training for parents who are interested in learning how to support other parents on a one to one basis. We then connect these “mentor parents” who are ready to listen and provide support with other parents who may be facing challenges and concerns
- HRC also facilitates a large number of sibling support groups which provide opportunities for siblings of our clients to become more involved with our organization while learning about developmental disabilities and meeting other siblings
- Many organizations with which we work very closely have opportunities for participation from clients and family members. For example, our closely related affordable housing organization, HOPE, and many of our service provider partner organizations are always looking for volunteers

Thank you for your interest in Harbor Regional Center.



Memorandum

TO: HRC Board and Executive Team

FROM: Mariano Sanz

RE: Please Excuse My Absence

DATE: July 10, 2017

I very much regret that I am unable to be present for the first Board meeting of my tenure as President. Many of you are aware that my father passed away a few months ago and it has been necessary for me to return to Spain, this time to look after some family business. If it hadn't been for these pressing and personal matters, I would surely be with you in July. I want to thank Joe Czarske, our Vice President, for stepping in as Chair in my absence.

I do want to take this opportunity to express my commitment to Harbor Regional Center and the important work that we do. Recently some parents in attendance at our May Board meeting requested that I respond to several of their questions. Even though I am unable to join you in person, I want to be sure to respond to these questions, if only in writing. And I am asking that this memo be distributed to all in attendance at the July meeting in addition to being attached to the minutes of the meeting.

First, the parents asked what caused me to accept the position as President of the Harbor Regional Center Board. In response I should point out that it is my understanding the HRC Board Development Committee is charged with preparing a slate of officers each year for presentation to and subsequent election by the full Board. I have been advised that both the Board Development Committee and the Executive Committee considered two major issues that HRC is likely to face in the coming year: the probability of another budget deficit and the hoped-for implementation, at last, of the self-determination program. It is my understanding that both the Board Development Committee and the Executive Committee were hoping to nominate as President a seasoned Board member who could provide historical perspective especially with regard to these important matters. I was honored that they invited me to be placed in nomination and I do believe that my long tenure with HRC has prepared me to be of useful service.

Another question posed to me was whether I had "changed my way of thinking" with regard to families who do not speak English. This question was puzzling to me and I am not certain what to make of it. I am a proud Spanish speaker who has been a teacher and a counselor to Spanish speaking students and their families in California. As a teacher I have taught students to read and write in Spanish, I have held family and individual counseling sessions in Spanish and I have helped non-English speaking families understand their children's IEP. I hope this information is helpful to those who have posed this question.

I have also been asked "what should we expect from you as President?" I think this is a good question and I have given it a lot of thought. I believe that in the next 12 months I would like to see our Board 1) ensure that services and supports for clients are not affected by a projected deficit in our budget, 2) see that self-determination becomes a reality for as many families as possible, and 3) conduct an effective and inclusive review of HRC service practices and policies.

The last question asked of me was “will you now support us and provide us support?” This question is another one that has puzzled me and I do not understand its objective. I can say only that I have dedicated my professional life, 32 years so far, to help and support others in need. Since the birth of my daughter Cristina, 27 years ago, I have been involved with many different groups to support all people with developmental disabilities. I plan to continue to dedicate myself to this mission and I hope this response will assure everyone of my commitment to all families who are served by our center.

Once again in closing, to all Board members, executive staff and visitors to our July meeting I regret that I cannot be with you in person at the July Board meeting and I look forward to seeing you all in September.

Memorandum

TO: HRC Board Meeting Visitors

FROM: HRC Executive Committee

DATE: July 10, 2017

We would like to respond to some of the comments and questions that have been raised at our recent Board meetings as follows:

- We have listened to your comments and have determined that our review of HRC policies and practices will be the most effective way to identify any changes that might be indicated. We have scheduled to begin our reviews in the month of August and we hope that you will participate in each of the reviews of particular interest to you. We are taking this occasion to attach a copy of the Service Review Notice which we have posted on our website, have emailed to subscribers to our e-bulletin and have placed in our Resource Centers in both Torrance and Long Beach. We have also advised our staff about these reviews and they are encouraging clients and service providers to participate. We are looking forward to your participation with us as well.
- There have been some questions about how HRC communicates general matters to our clients and their families (such as our responses to questions or concerns that have been raised at our Board meetings). We typically communicate using our website at www.harborrc.org or through our weekly e-bulletin. We can reach nearly all of our clients, families and service providers in this way. If you have not signed up to receive our e-bulletin you can make a request to become a subscriber by sending an email to enetworksubscriber@harborrc.org.
- We have noted that there is interest among our visitors in applying for HRC Board membership. We want you to know that we have observed the same process for many years for the recruitment, screening, interviewing and selecting of candidates to be presented to the full Board for election. This process has been and continues to be posted on our website and is attached to this memo. We do welcome all applications and we do appreciate your interest in participating with HRC.