



**Harbor Regional Center**  
**BOARD DEVELOPMENT COMMITTEE MEETING MINUTES**  
**January 10, 2024**

<b>IN ATTENDANCE:</b>	<b>ABSENT:</b>
Joe Czarske, Chair & HDDF Board President	Chris Patay, HDDF Past Board President
LaVelle Gates, HDDF Board Vice President	Fu-Tien Chiou, HDDF Board Member
David Gauthier, HDDF Board Secretary	
Dr. Jim Flores, HDDF Board Treasurer	
Ann Lee, Ph.D., HDDF Board Member	
Patrick Ruppe, HRC Executive Director	
Jennifer Lauro, HRC Executive Assistant	

**Meeting Minutes:**

The Board Development Committee held a meeting on January 10, 2024 at 3:00 pm via Zoom and reviewed the following:

1. Change/update to 2024 Committee Meeting Schedule
  - Mr. Ruppe reviewed the current 2024 meeting schedule and proposed updates that the committee agreed to.
2. Board Term Review
  - Mr. Ruppe reviewed the current Board terms with the committee to show two Board Members will term out in 2024 and one in 2025, thus the committee will need to recruit.
3. Board Composition Review
  - Mr. Ruppe reviewed with the Board the FY 2023-24 board tracking spreadsheet of terms and discussed various members terms. Mr. Ruppe also reviewed a letter from DDS informing HRC is in compliance with board compliance.
4. Board Recruitment
  - Mr. Ruppe informed that there is a need to do recruitment for the FY 2023-24 term and set the next meeting to conduct interviews of prospective candidates.

**Next Meeting:** The next meeting will be on February 14, 2024.



**Harbor Regional Center**  
**BOARD DEVELOPMENT COMMITTEE MEETING MINUTES**  
**February 14, 2024**

<b>IN ATTENDANCE:</b>	<b>ABSENT:</b>
Joe Czarske, Chair & HDDF Board President	Chris Patay, HDDF Past Board President
LaVelle Gates, HDDF Board Vice President	Fu-Tien Chiou, HDDF Board Member
David Gauthier, HDDF Board Secretary	
Dr. Jim Flores, HDDF Board Treasurer	
Ann Lee, Ph.D., HDDF Board Member	
Patrick Ruppe, HRC Executive Director	
Jennifer Lauro, HRC Executive Assistant	

**Meeting Minutes:**

The Board Development Committee held a meeting on February 14, 2024 at 3:00 pm via Zoom to interview two candidates to be seated on the Board:

- Mr. Ruppe reviewed the Board Composition and Term status with the Board.
- In response to HRC's 2023/2024 Board Composition needs, the Board Development Committee conducted an interview of JH, who is an individual served by Harbor Regional Center and also of CP, who is an attorney and community member of the South Bay.
- The Board Development Committee will present both candidacies to the May meeting. If elected, Mr. Herrera's and Mr. Patay's term of services will be through June 30, 2026.

**Next Meeting:** The next meeting will be on March 13, 2024.



**Harbor Regional Center**  
**BOARD DEVELOPMENT COMMITTEE MEETING MINUTES**  
**March 13, 2024**

<b>IN ATTENDANCE:</b>	
Joe Czarske, Chair & HDDF Board President	Fu-Tien Chiou, HDDF Board Member
LaVelle Gates, HDDF Board Vice President	Chris Patay, HDDF Past Board President
David Gauthier, HDDF Board Secretary	Patrick Ruppe, HRC Executive Director
Dr. Jim Flores, HDDF Board Treasurer	Jennifer Lauro, HRC Executive Assistant
Ann Lee, Ph.D., HDDF Board Member	

**Meeting Minutes:**

The Board Development Committee held a meeting on March 13, 2024 at 3:00 pm via Zoom to review current board trustee terms and identify those board members who are eligible for Re-Election. Per HRC's current bylaws the Re-Election of sitting Board Members must occur at the last regular meeting of the Board in March prior to the annual meeting in May.

The Board Development Committee in response prepared the attached Re-Election Ballot for the FY 2024-2025.

**Next Meeting:** The next meeting will be on April 10, 2024.

# OFFICIAL **RE-ELECTION** BALLOT

**March 19, 2024**

Board of Trustees

The Board Development Committee is pleased to present the following Board members who are up for re-election and eligible for an additional two-year term.

If elected, the term of service for the following Board members will be:

**July 1, 2024 to June 30, 2026**

Name	Yes	No	ABSTAIN
<b>Gordon Cardona</b>			
<b>Dr. James Flores</b>			
<b>Laurie Zaleski</b>			

**Harbor Regional Center**  
**Client Advisory Committee**  
**February 14, 2024 at LB1**

**Minutes**

**Members Present:** Debbie Howard

**HRC Staff Present:** Vincente Miles, Diana Cruz

**Other:** None

**Call to Order & Minutes Approved**

Meeting was called to order and commenced at 5:00 p.m.

**Discussion/Presentation:**

Presentation to the committee was provided by Vincente Miles regarding Emergency Services. Solicitation of participation in the safety and evacuation plans development that will be taking place in September.

- Vincente went over the Emergency Go Kit distribution for individual's that are residing in high risk areas. Orientation for the individuals that qualify are still available as some has been difficult to complete. SLS agencies and service coordinators continue to be available to complete these orientations for the individuals that meet criteria; however, there continues to be some individuals that are still outstanding with completing their orientation. Once the orientation is complete, then the Emergency Go Kit will be delivered.

**Other Discussion:**

- The team discussed recruitment possibility to grow the CAC committee. Debbie recommended for the committee picture to be updated on the website. The committee to contact former members if they would like to rejoin. As part of the reminders for the meeting, send out physical letters to the committee members. Possibility to start the meeting earlier at 3 PM if the committee agrees. Debbie would like for a virtual option to be offered. This option can be discussed at the next meeting.
- Next Meeting is scheduled for May 8, at 5 PM in the Torrance office

**Adjournment**

Meeting adjourned at 6:00 PM.



## Client Services Committee |

---

Meeting date | time January 23, 2024 | 6 PM

| Meeting location *LBI*

### ATTENDEES

Guadalupe Nolasco (Parent)

Gordon Cardona (Individual Served and Board Member)

Ramon Gonzalez (Individual Served and Board Member)

Lucy Paz (Interpreter)

Judy Taimi (HRC)

### AGENDA TOPICS

---

Time allotted | 6 PM to 7:00 PM | Agenda topic *College Support Services*

- The committee reviewed and discussed services available to our individuals when attending post-secondary education.
  - College supports are defined as services, which assist with the application process to a college, enrollment/disenrollment of college classes, time management during college attendance, organization and planning, campus navigation, accessing college resources, such as any Disabled Student Services Program (DSPP) and other publicly-funded, college-related resources, connection to non-academic resources, such as college clubs and safety services, as well as teaching in-class or via zoom and on-campus etiquette. College supports are usually not intended for individuals who have already attained a college certificate or degree.
  - Through the Individual Person-Centered Planning Process (IPP), the service coordinator will engage the individual and his or her circle of support in a conversation concerning individual interests, strengths, goals/outcomes and plans for the future. If the individual expresses a desire to participate or is already enrolled in a post-secondary education experience, the service coordinator will assist the individual and his or her circle of support in identifying and coordinating needed supports and services (publicly, privately and HRC funded) to assist the individual with being successful in a post-secondary education program setting.
  - Based on the individual's specific interests, strengths, talents, goals/outcomes and plans for the future as identified in his or her IPP, the service coordinator will help the individual identify post-secondary education options in their community or in other communities, if the individual desires. This includes community colleges, universities, college community integration programs and other educational training programs. Once the service coordinator has fully informed the individual of the postsecondary education program options, the service coordinator will support the

individual and his or her circle of support with making an informed choice about the specific post-secondary education program they would like to attend.

- Personal Assistance services can be available to provide the individual support to help them meet their post-secondary education goals. The committee expressed this may not be a good option to support our individuals due to their limited knowledge to support students in college.
- There appears to be a long wait list for the existing providers to support these individuals with their college programs.

---

**Time allotted | 7:00 PM to 7:30 PM | Agenda topic Co-pay/Coinsurance/Deductibles**

- We reviewed and discussed HRC's process for individuals to access co-pay/co-insurance/deductibles:
  - Access to insurance funded services, assistive technology and durable medical equipment can enhance a client's overall quality of life and can be essential to their day-to-day care needs. Individuals/caregivers must access their insurance and available generic funding sources for services such as speech therapy, occupational therapy, physical therapy and ABA/behavior services. Individuals/caregivers must access their insurance and available generic funding sources for assistive technology and medically necessary equipment.
  - Individual/Family will need to provide the regional center with their insurance evidence of coverage/evidence of benefits and the insurance authorization for the service. The provider will then go through the vendorization process with HRC.

---

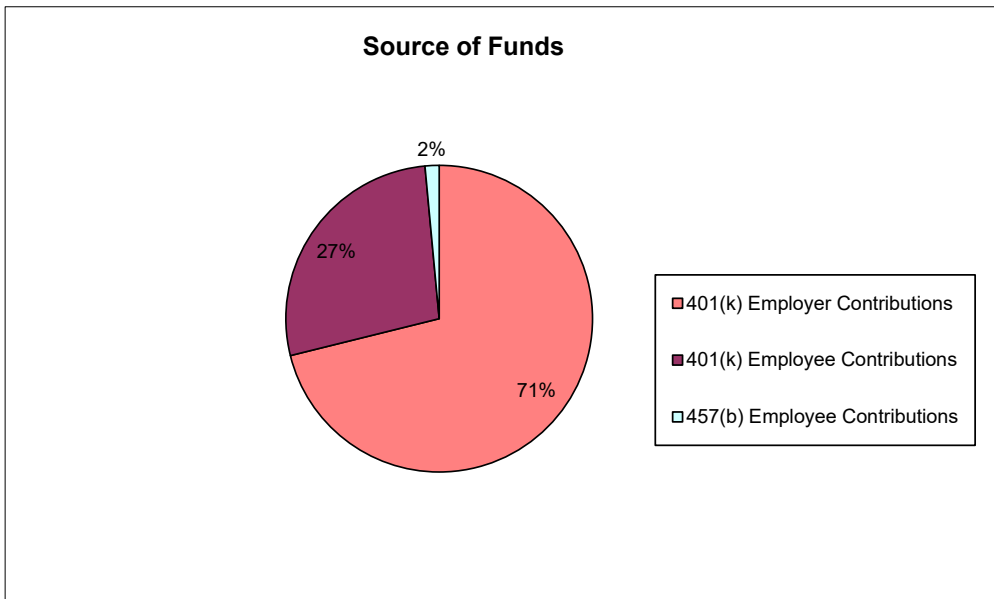
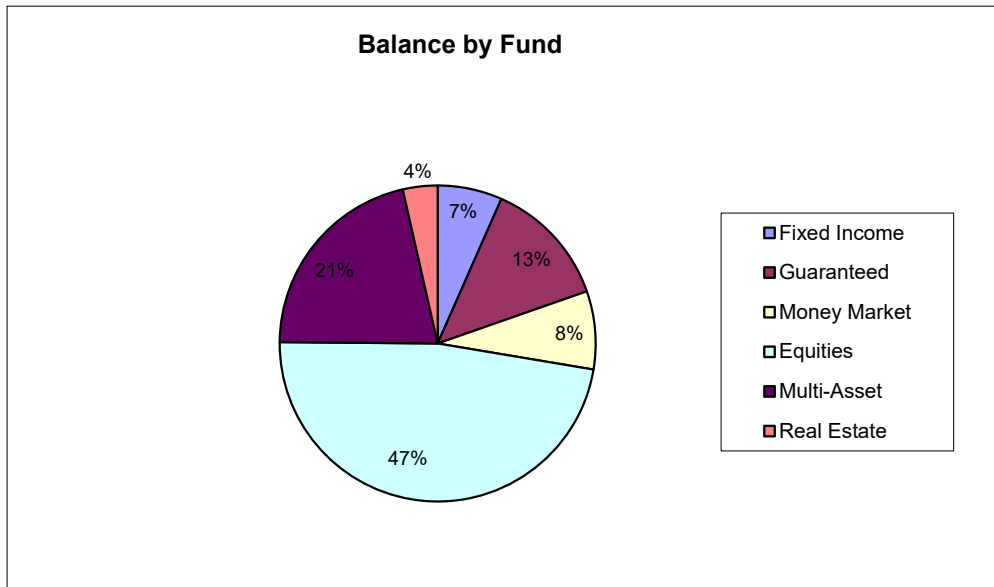
Next Meeting: March 26, 2024 @ 6 PM in the Torrance office

**Harbor Regional Center  
Retirement Plan Balances as of 12-31-2023**

	<b>401(k) Employer Contributions</b>	<b>401(k) Employee Contributions</b>	<b>457(b) Employee Contributions</b>	<b>Total Balance</b>
Fixed Income	\$3,104,269	\$1,196,425	\$206,452	\$4,507,146
Guaranteed	\$5,219,549	\$3,010,697	\$668,683	\$8,898,929
Money Market	\$4,357,457	\$1,083,720	\$10,962	\$5,452,140
Equities	\$23,472,135	\$8,850,793	\$82,451	\$32,405,378
Multi-Asset	\$10,755,868	\$3,751,973	\$31,965	\$14,539,806
Real Estate	<u>\$1,619,994</u>	<u>\$792,792</u>	<u>\$10,435</u>	<u>\$2,423,221</u>
<b>Total</b>	<b>\$48,529,272</b>	<b>\$18,686,400</b>	<b>\$1,010,949</b>	<b>\$68,226,620</b>

\* Plan Balances include active and terminated employees still in the Retirement Plan.

\*\* Employee Contributions include **\$1,999,524** in Rollover funds.



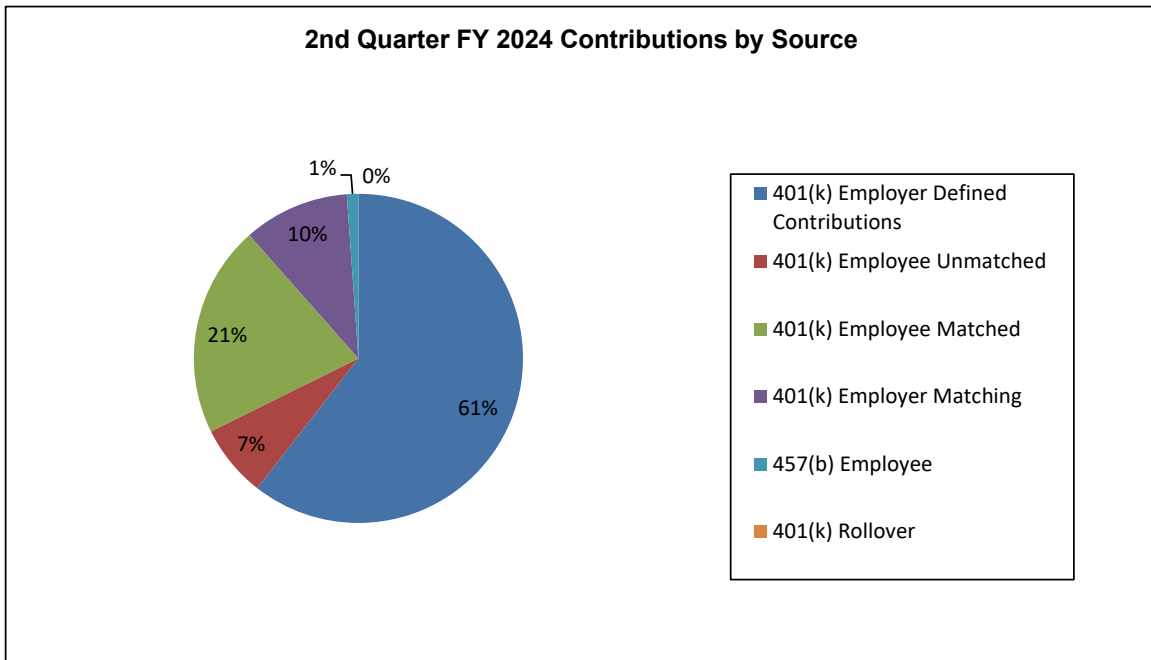


**Harbor Regional Center  
Retirement Plan Balances as of 12-31-2023**

	<u>401(k)</u>	<u>457(b)</u>	
<b>Fund Balance 9/30/23</b>	<b>\$61,532,778</b>	<b>\$992,927</b>	
Activity 10/1/23 - 12/31/23			
Distributions	(\$429,780)	(\$22,541)	
Contributions	<u>\$1,183,890</u>	<u>\$13,530</u>	
Net	\$62,286,888	\$983,917	
<b>Fund Balance 12/31/23</b>	<b>\$67,215,672</b>	<b>\$1,010,949</b>	
Gain/(Loss)	\$4,928,784	\$27,032	
% Gain/(Loss) for the Period	8.01%	2.72%	
 <b><u>Participants</u></b>			
Active Employees in Retirement Plan	449	4	63%
Terminated Employees in Retirement Plan	263	5	37%
Active Employees Total Balance	\$43,484,634	\$351,970	64%
Terminated Employees Total Balance	\$23,731,038	\$658,978	36%
 <b><u>Loan Information</u></b>			
	<u>12/31/23</u>		
Employees with Loans			
Active Employees with Loans	48		
Terminated Employees with Loans	<u>3</u>		
Total	51		
Average Balance Amount	\$10,602		
Loan Value			
Loan Value Total	\$540,698		

**Harbor Regional Center  
Retirement Plan Balances as of 12-31-2023**

	<u>401(k)</u>	<u>457(b)</u>
<b><u>Contributions</u></b>		
Employer		
Defined (10%)	\$724,931	\$0
Matching (50% of Employee Matched)	\$124,485	\$0
Employee		
Matched (up to 6%)	\$248,969	\$0
Rollover	\$0	\$0
Unmatched	<u>\$85,506</u>	<u>\$13,530</u>
Total	\$1,183,890	\$13,530
Employees Contributing	295	
Average deferral percentage	5.97%	



HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
January 3, 2024

**Opening:**

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05 PM on Wednesday, January 3, 2024 via Zoom. Quorum was established.

**Committee Member Present**

Deaka McClain – Individual, Self-Determination Advisory Committee Co-Chair  
Maria Elena Walsh – Harbor Family Resource Center  
Tim'an Ford – HRC Peer Advocate  
David Oster – Individual  
Miriam Kang – Parent  
Wendy Clutterbuck – Parent  
Sunghee Park – Parent  
Jamie Temple – OCRA  
Tami Cardenas – Parent  
Kyungshil Choi – Parent

**HRC Staff Present**

Patrick Ruppe – Executive Director  
Antoinette Perez – Director of Children and Adolescent Services  
Aurelio Lopez – Participant Choice Specialist  
Johnny Granados – Client Service Manager  
Katy Granados – Client Service Manager  
Bernice Perdomo-Chavez – Participant Choice Specialist  
Minerva Prado – Participant Choice Specialist  
Jessica Sanchez – Client Service Manager  
Erika Segovia – Manager of Diversity and Inclusion  
Bryan Sanchez – Client Service Manager  
Thao Mailloux – Director of Information & Development

**Visitors**

Lucy Paz, Spanish Interpreter  
Naomi Hagel, Phoenix Facilitation  
Kim Sinclair, Autism Society of Los Angeles  
Santiago Villalobos, Phoenix Facilitation  
Carola Maranon, Phoenix Facilitation  
Kristianna Morallis, Disability Voices United  
Selvin Arevalo, GT Independence  
Tamra Pauly, Independent Facilitator  
Alberto Feliciano, SCDD  
Brenda Gertman, Parent  
Maria Poblete, Parent  
Sandy Yokota, Parent  
Silvia Calles, Parent

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
January 3, 2024

**Abbreviations**

HRC: Harbor Regional Center  
IF: Independent Facilitator  
PCP: Person-Centered Plan  
SCDD: State Council on Developmental Disabilities  
SDP: Self-Determination Program  
DVU: Disability Voices United  
FMS: Financial Management Service  
DDS: Department of Developmental Services  
RFP: Request for Proposal  
SDAC: Self-Determination Local Advisory Committee  
OCRA: Office of Clients' Rights Advocacy  
ASLA: Autism Society of Los Angeles

**Welcome:**

Introductions of committee members and guests via the chat.

**Approval of Minutes:**

November 1, 2023 minutes were posted for review. Minutes were approved.

**New Committee Members Introduced:**

- Wendy Clutterbuck
- Tami Cardenas

**Harbor Regional Center Monthly Updates:**

Aurelio Lopez presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared via Zoom.

- Soft Roll Out Participants
  - Total Participants Selected: **129**
    - Remained in SDP: **80**
    - Withdrew: **38**
    - Moved out of State: **4**
    - Inactivated/Not DD: **5**
    - Transferred Out (to another RC): **3**
- Completed PCPs 153; 25 within the soft rollout and 128 from 7/2021 to 12/2023
- Certified Budgets 229; 37 within the soft rollout and 192 from 7/2021 to 12/2023
- Spending Plans 192; 32 within the soft rollout and 160 from 7/2021 to 12/2023
- SDP Live 205; 32 within the soft rollout and 173 from 7/2021 to 12/2023

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
January 3, 2024

SDP by Ethnicity:

White/Caucasian	76
Latino	50
African America/Black	14
Biracial	6
Multicultural	10
Other	12
Asian Indian	7
Other Asian	5
Chinese	4
Filipino	5
Korean	4
Guamanian	1
Vietnamese	4
Japanese	7

SDP by Language

English	170
Spanish	31
Korean	2
Japanese	1
ASL	1

- Number of fully oriented participants: 859 (82 are in the follow-up stage, 278 have chosen to withdraw and 294 in the unknown stage).

Directives from November, 2023 DDS Self-Determination Program (SDP) were shared.

- (1) Self-Determination Program (SDP) Directive (11/22/2023): Remote Services.
  - This Directive is meant to provide guidance on the provisions of self-determination when it comes to remote services. Remote services may be requested by the individual served to provide assistance in meeting their individual program plan goals.
- (2) Self-Determination Program (SDP) Directive (11/22/2023): Coordinated Family Support Services in the Self-Determination Program.
  - Effective December 1, 2023, the CFS services pilot became available to participants in SDP. Per the Directive passed on January 27, 2023, CFS is a service option designed for adults served by the regional center who choose to live in their family home.
  - If the individual's IPP team determines a need for CFS services, these services shall be funded outside of the individual's budget.

**Phoenix Facilitation Updates:**

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
January 3, 2024

- Naomi Hagel, Phoenix Facilitation LLC, presented data on individuals served through the coaching program by ethnicity, language, gender, and age for the 2023 year. She talked about their outreach attempts and barriers they have encountered.

**Comments:**

- Participant asked for clarification on “unknown/pending” portion of statistics
- Participant asked about referral process for Phoenix Facilitation.
- Participant asked about the role that Phoenix plays in the SDP and outreach that is done to vulnerable populations.

**Statewide Updates:**

- No updates at this time.

**Partner Updates:**

**Office of Clients and Rights Advocacy (OCRA)**

- No updates at this time.

**SCDD- Albert Feliciano**

- SCDD will continue to provide statewide trainings every Monday of the Month at 10am, open to the public.
- Zoom link will be shared and remain the same
- First training will be English followed by a Spanish version
- Continue providing statewide SDP Orientation, a certificate will be provided to the participant
- IF vendors, SCDD continues to get phone calls from families informing them that there is a shortage of IF's.
- Requested the committee: To ask DDS to extend the deadline for vendorization for service code 099 & that RC's accept courtesy vendorization for independent facilitators state wide.
- State Council on Developmental Disabilities (SCDD) Self-Determination Program (SDP) Statewide Orientation: <https://scdd.ca.gov/sdp-orientation/>
- SCDD LA Office Statewide Trainings Zoom Information:  
Meeting ID# 883-2711-3155 Password: 2024

**Public Comments:**

- Participant shared an adjustment to their spending plan is taking 6 months to complete and will be requesting an emergency meeting.

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
January 3, 2024

- ASLA shared advanced training continuing with multiple languages available and continue to search for independent facilitators to join their team.
- Participant thanked group for providing this SDAC meeting and allowing parents to attend, family attended orientation and was more confused but was able to get clarification after meeting with Phoenix Facilitation.
- ASLA shared excitement about HRC contract with Phoenix Facilitation and their ongoing trainings in multiple languages.
- Participant thanked Phoenix Facilitation for their ongoing support in SDP.
- DVU announced SDP connect, self-direct stipend program and will present with DDS on the stipend program
- Disability Voices United SDP Connect: Zoom 2nd and 4th Wed of every month from 4:30-6:00
- Register here: <https://us02web.zoom.us/meeting/register/tZ0pce-srj0qHdeGcs9F4WBQsRgcKq1-ZwZ7#/registration>
- GT Independence shared that GT Independence still offers all 3 FMS models but shared that switching FMS's is only allowed when you are transitioning to a new year.
- Participant thanked the committee for SDP since her son has now gone live with SDP and is able to be part of the community thanks to the support of HRC and SDP staff.

**Next meeting:** February 7, 2024 via Zoom 6PM – 8PM

**Adjournment, Conclusion**

Meeting was adjourned at 7:15 PM.

Minutes submitted by Bernice Perdomo-Chavez

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
February 7, 2024

**Opening:**

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05 PM on Wednesday, February 7, 2024 via Zoom. Quorum was established.

**Committee Member Present**

Rosalinda Garcia- Self-Determination Advisory Committee Chair  
Deaka McClain – Individual, Self-Determination Advisory Committee Co-Chair  
Tim’an Ford – HRC Peer Advocate  
David Oster – Individual  
Wendy Clutterbuck – Parent  
Jamie Temple – OCRA  
Kyungshil Choi – Parent

**HRC Staff Present**

Antoinette Perez – Director of Children and Adolescent Services  
Aurelio Lopez – Participant Choice Specialist  
Johnny Granados – Client Service Manager  
Bernice Perdomo-Chavez – Participant Choice Specialist  
Minerva Prado – Participant Choice Specialist  
Bryan Sanchez – Client Service Manager

**Visitors**

Gilbert Villalobos, Spanish Interpreter  
Ana Davaa, Parent  
Montserrat Palacios, DDS  
Rafael Carbajal, Remarkable & Centered Supports  
Johnanthony Alaimo, OCRA  
Jordan Feinstock, NLACRC Individual  
Sheila Jordan Jones, Independent Facilitator  
Kim Sinclair, Autism Society of Los Angeles  
Virginia H  
Claire Seo  
Helen Reese, Phoenix Facilitation  
Santiago Villalobos, Phoenix Facilitation  
Martha De La Torre, Parent  
Selvin Arevalo, GT Independence  
Debra Jorgensen, Guidelight  
Gail Carrier, Parent  
Alberto Feliciano, SCDD  
Brenda Gertman, Parent  
Maria Poblete, Parent  
Kristianna Morallis, DVU  
Mario Prado, Parent



HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
February 7, 2024

Ivon Muniz Diaz, Parent  
Silvia Calles, Parent  
Erica Aguilar  
Tomas Mendez, Parent  
Chloe Estelle, Individual  
Lourdes Gomez, Parent  
Sal S  
Adriana Ortiz, Parent

**Abbreviations**

HRC: Harbor Regional Center  
IF: Independent Facilitator  
PCP: Person-Centered Plan  
SCDD: State Council on Developmental Disabilities  
SDP: Self-Determination Program  
DVU: Disability Voices United  
FMS: Financial Management Service  
DDS: Department of Developmental Services  
RFP: Request for Proposal  
SDAC: Self-Determination Local Advisory Committee  
OCRA: Office of Clients' Rights Advocacy  
ASLA: Autism Society of Los Angeles

**Welcome:**

Introductions of committee members and guests via the chat.

**Approval of Minutes:**

January 3, 2024 minutes were posted for review. Minutes were approved.

**Harbor Regional Center Monthly Updates:**

Minerva Prado presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared via Zoom.

- Completed PCPs 158; 25 within the soft rollout and 133 from 7/2021 to 01/2024
- Certified Budgets 236; 37 within the soft rollout and 199 from 7/2021 to 01/2024
- Spending Plans 199; 32 within the soft rollout and 167 from 7/2021 to 01/2024
- SDP Live 208; 32 within the soft rollout and 176 from 7/2021 to 01/2024

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
February 7, 2024

SDP by Ethnicity:

White/Caucasian	79
Latino	52
African America/Black	14
Biracial	2
Multicultural	10
Other	12
Asian Indian	6
Other Asian	6
Chinese	4
Filipino	7
Korean	4
Guamanian	1
Vietnamese	4
Japanese	7

SDP by Language

English	174
Spanish	30
Korean	2
Japanese	1
ASL	1

- Number of fully oriented participants: 890 (83 are in the follow-up stage, 280 have chosen to withdraw and 319 in the unknown stage).

Directives from December 2023 DDS Self-Determination Program (SDP) were shared.

- (1) Self-Determination Program: Financial Management Services Transition Supports (New Service)
  - FMS can provide transition supports and bill for up to 3 months when:
    - An individual is initially enrolling in SDP
    - Transfers between FMS agencies
    - Transfers between Regional Centers
- (2) Self-Determination Program: Updated Initial Person-Centered Plan and Pre-Enrollment Transition Supports Guidance

Initial Person-Centered Plan and Pre-Enrollment transition supports:

- Option A: \$2,500 (service code 024) deadline extended 2/29/2024
  - Proof of vedorization or in the process must be provided
- Option B: Separates the Initial PCP (Purchase reimbursement, code 024) and the Pre-Enrollment Transition Supports (code 099)

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
February 7, 2024

- (3) Self-Determination Program: Billing Requirements for Services.

Provides guidance on new billing requirements for all Self-Determination Program (SDP) providers to ensure timely payment by FMS.

Current HRC FMS Updates

Current HRC Vended Independent Facilitator Updates

Input for Data Presentation:

Comments:

- Participant asked about the number of billings under 099 and about their capacity for clients.
- Participant asked HRC to dive deeper into what barriers people are experiencing with SDP and reasons for withdrawing.
- HRC will issue two SDP surveys to obtain more information on the issues.
- Participant asked for a list of 024 providers that are available.
- HRC will update vendor information on website.

Phoenix Facilitation Updates:

- No updates at this time.

Statewide Updates:

- No updates at this time.

Partner Updates:

Office of Clients and Rights Advocacy (OCRA)

- No updates at this time.

SCDD- Albert Feliciano

- National Core Indicator (NCI) Surveys to evaluate services and supports from RC and service providers will go out in the next couple of weeks.
- For questions regarding the National Core Indicator (NCI) Surveys, please send your email to the following email address: [QAProject@SCDD.ca.gov](mailto:QAProject@SCDD.ca.gov) or [NCIHelp@dds.ca.gov](mailto:NCIHelp@dds.ca.gov)
- State Council on Developmental Disabilities (SCDD) Self-Determination Program (SDP) Statewide Orientation: <https://scdd.ca.gov/sdp-orientation/>
- To attend the SCDD Statewide Trainings held on Mondays at 10 am, use the following Zoom link: Meeting ID#883-2711-3155 Password: 2024

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
February 7, 2024

**Public Comments:**

- Participant asked clarifying questions about the 1% non-payroll fee.
- Representative talked about the 1% non-payroll fee implemented at GT Independence.
- Participant asked for clarification on the courtesy vendorization process.
- Participant stated that researching FMS agencies is time consuming and having the table with employer burden would be helpful.
- Participant asked if Mains'1 has a non-payroll fee.
- Participant asked if 099 IFs are willing to work with 024 IFs under new directive.
- IFs were informed that HRC would need a tentative timeline of when they expect to complete the pre-transition services.
- Remarkable & Centered Supports founder shared the services they provide to individuals at HRC and ELARC.
- NCG Enterprise provides 024 and 099 services to Korean, Mongolian, and Russian speaking communities.
- GT Independence representative shared that they have openings and the documents they require.
- Participant shared how great SDP has been for their child who is gaining skills and meeting their goals in various areas.
- Ourtism provides individualized coaching and support to individuals, adding that two of their clients have taken over a year to go live.
- Participant shared that they sometimes have a difficult time reaching their service coordinator but do not want to move to the Adult SDP team.
- Another participant shared the same sentiment.
- Participant shared issues with funding of EDGE program.

**Next meeting:** March 6, 2024 via Zoom 6PM – 8PM

**Adjournment, Conclusion**

Meeting was adjourned at 7:28 PM.

Minutes submitted by Aurelio Lopez

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

**Opening:**

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:10PM on Wednesday, March 6, 2024 via Zoom. Quorum was not established.

**Committee Member Present**

Deaka McClain – Individual, Self-Determination Advisory Committee Co-Chair  
David Oster – Individual  
Jamie Temple – OCRA  
Miriam Kang- Parent  
Tami Cardenas, Parent

**HRC Staff Present**

Antoinette Perez – Director of Children and Adolescent Services  
Aurelio Lopez – Participant Choice Specialist  
Bernice Perdomo-Chavez – Participant Choice Specialist  
Minerva Prado – Participant Choice Specialist  
Jessica Sanchez – Client Service Manager

**Visitors**

Ana Davaa, Parent/Independent Facilitator  
Rafael Carbajal, Remarkable & Centered Supports  
Sheila Jordan Jones, Independent Facilitator  
Janneth Juarez  
Jazmin Chandler  
Vanessa Besack, Independent Facilitator  
Helen Reese, Phoenix Facilitation  
Santiago Villalobos, Phoenix Facilitation  
Debra Jorgensen, Guidelight  
Gaciola Ramirez  
Albert Feliciano, SCDD  
Kristianna Morallis, DVU  
Rossy Seriati  
Reiko Umeda, Independent Facilitator  
Tamra Pauly, Independent Facilitator  
Chloe Estelle, Individual  
Naomi Hagel, Phoenix Facilitation  
Jacqueline Gaytan  
Stanley Briones, Dromen Inc.  
John Feringa, Dromen Inc.  
Lucy Paz, Interpreter  
Jacqueline Gayton, DDS  
Jeff Ives  
Gaciola Ramirez

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

**Abbreviations**

HRC: Harbor Regional Center  
IF: Independent Facilitator  
PCP: Person-Centered Plan  
SCDD: State Council on Developmental Disabilities  
SDP: Self-Determination Program  
DVU: Disability Voices United  
FMS: Financial Management Service  
DDS: Department of Developmental Services  
RFP: Request for Proposal  
SDAC: Self-Determination Local Advisory Committee  
OCRA: Office of Clients' Rights Advocacy  
ASLA: Autism Society of Los Angeles

**Welcome:**

Introductions of committee members and guests via the chat.

**Approval of Minutes:**

February 7, 2024 minutes have been postponed due to committee not meeting quorum. February and March minutes will be reviewed and approved during April 2024 committee meeting.

**Harbor Regional Center Monthly Updates:**

Bernice Perdomo-Chavez presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared via Zoom.

- Completed PCPs 159; 25 within the soft rollout and 134 from 7/2021 to 02/2024
- Certified Budgets 238; 37 within the soft rollout and 201 from 7/2021 to 02/2024
- Spending Plans 202; 32 within the soft rollout and 170 from 7/2021 to 02/2024
- SDP Live 211; 32 within the soft rollout and 179 from 7/2021 to 02/2024

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

SDP by Ethnicity:

White/Caucasian	79
Latino	54
African America/Black	14
Biracial	2
Multicultural	10
Other	12
Asian Indian	6
Other Asian	7
Chinese	4
Filipino	7
Korean	4
Guamanian	1
Vietnamese	4
Japanese	7

SDP by Language

English	175
Spanish	32
Korean	2
Japanese	1
ASL	1

- Number of fully oriented participants: 913 (83 are in the follow-up stage, 283 have chosen to withdraw and 336 in the unknown stage).

Directives from January 2024 DDS Self-Determination Program (SDP) were shared.

This directive provides new billing requirements that are to go into effect starting April 1, 2024 and going forward.

Questions during presentation:

- Are low numbers due to lack of outreach/representation? It was explained that each Asian community is broken down individually, however if encompassed together they would total the same or a little more than other ethnic groups such as *Latino*. As for outreach, this is being conducted on a normal basis and the goal is to expand the outreach of SDP to all ethnic groups.

**Dromen Inc. FMS Presentation**

- John shared the reason and purpose behind Dromen Inc.
- Dromen Inc. will provide the following models: Bill-Payer and Co-employer Models and they will also offer Employment Services.
- Employer Burden:
  - Bringing power back into the control of the family.
  - Encompasses benefits package for the employee.

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

- Workers compensation rates vary by job classification and duties. Depending on duties and where your employees fall, will determine the employer burden for that family. Which is why it is difficult to have one specific employer burden.
- Discussion of how the employer burden is calculated required by DDS, the regional center, mandates, and law.
- Review of average employer burden based on the Bureau of Labor Statistics.
- Starting Burden rate for Dromen expected at 26%. It cannot be a fixed rate because of factors that cannot be represented by a percentage.
- What is the process in transferring from one FSM to Dromen?
  - Transition process is a big challenge. Recommended that a call take place with Dromen Inc. first to better understand the dynamic of the case.
  - Open to transition at any time.

**Current HRC FMS Updates**

- Presentation on the current active FMS's and their employer burden.
- Update on Aveanna increasing their employer burden to 14.07% effective 04/01/2024.
- The goal is to have this information available to the community within a months' time. This way families are able to access new information pertaining to any changes in the FMS employer burden or any new vendored FMS.
- ACE FMS is in the process of being courtesy vendored through HRC. Once updates are provided, new information will be available to the community.

**Phoenix Facilitation Updates**

- Presented on ethnicity updates. Majority of referrals this month were Asian.
- Referrals are received through the regional center, self-referral, and the community. The majority for the month of February came from the regional center. The majority of January's referrals came from self-referrals.
- Majority of referrals from February were English at 91%; however, they also had Korean-speaking referrals at 9%.
- February had a high number of cancelled intakes.
- Phoenix continues to follow up with families. In many instances, families are not responding. Attributing this to families feeling confident and supported with the coaching services and IF referred to them.
- Continually doing outreach to inform community of their coaching program and services offered by the regional center.



HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

**Statewide Updates:**

- No updates at this time.

**Partner Updates:**

**Office of Clients and Rights Advocacy (OCRA)**

- Provide free legal information, advice and representation to regional center individuals. Office of Clients' Rights Advocacy (OCRA) | Disability Rights California
- [ocra.hrc@disabilityrightsca.org](mailto:ocra.hrc@disabilityrightsca.org)
  - Contact Number: (562)623-9911

**SCDD- Albert Feliciano**

- State council continues to provide weekly statewide training on different topics.
- SCDD continues to provide statewide self-determination orientation trainings. These are supplemental to what HRC is already providing. Provided various times in the month.
- Statewide SCDD Self-Determination Program Orientation:  
<https://scdd.ca.gov/sdp-orientation/>
- SCDD Weekly Statewide Trainings:
  - Meeting ID#: 883-2711-3155
  - Password:2024
  - Direct Link:  
<https://us02web.zoom.us/j/88327113155?pwd=OEhsc09BNkM4V0FSVEJPYjIKQU5YQT09>

**Guidelight**

- Guidelight presented on their upcoming open application process set to be available for 20 scholarships for their essential independent facilitator-training program. They provided the following dates for their upcoming summer and fall cohorts:
  - Summer 2024: July 10 – August 28; Wednesdays, 9:30am-12:30pm
  - Fall 2024: October 2 – November; Wednesdays, 9:30am-12:00pm
  - <https://www.guidelightgroup.org/independent-facilitator-training>
  - [debra@guidelighgroup.org](mailto:debra@guidelighgroup.org)

**Braveheart**

- Vanessa Besack from Braveheart, presented on her Independent Facilitator training program. She shared that this program was available for individuals interested in becoming independent facilitators. Her program will allow trainees the opportunity to work with real clients as they learn.
- [www.bravehopepartner.com](http://www.bravehopepartner.com)

HARBOR REGIONAL CENTER  
Self Determination Advisory Committee  
Meeting Minutes  
March 6<sup>th</sup>, 2024

**Public Comments:**

- Miriam Kang shared her story on her son Nicholas and his most current successes with self-determination.
- David Oster shared that he was in the process of starting year 4 in SDP and also has had the opportunity to take salsa lessons and is looking forward to taking adaptive swim lessons during the summer.

**Next meeting:** April 3, 2024 via Zoom 6PM – 8PM

**Adjournment, Conclusion**

Meeting was adjourned at 7:20 PM.  
Minutes submitted by Minerva Prado

**Harbor Regional Center**  
**Service Provider Advisory Committee (SPAC)**  
 February 6, 2024 10:00 a.m.  
 Zoom platform

**Committee Participants**

<b>Member Name</b>	<b>Organization</b>
Angie Rodriguez	SVS
Angie Gallon	SVS
Paul Quiroz	Cambrian Homecare
Diane Sanka	Easter Seals
Dee Prescott	Easter Seals
Angelica Real	Easter Seals
Angela Quaglia	Easter Seals
Latasha Ballard	Easter Seals
April Stover	Ability First
Shea M	ARC Long Beach
Lindsey Stone	ICAN CA
Sharon Oh	Share Speech & Language
Armand Garcia	Life Steps FD
Tiffany de la Torre	24 HR Home Care
Tiki Thompson	Person Centered Options
April Stover	Ability First
Alex Saldana	Oxford Healthcare
Olivia Gonzalez	Aveanna Healthcare
Tammi Castillo	Sevita Health
Verretta Boatner	Sevita Health
Donna Gimm	CA. Mentor
Renee Suazo	CA. Mentor
Carla Lane	REM CA
Jesse Hansen	Dungarvin
Johanna Torres	David's Place
Baldo Paseta	Ideal Transit
Alicia Chavira	Ideal Transit
Adriana Sanchez	Ideal Transit
Andres Esqueda	Comfort Transportation
Jessica B	Roundtrip Transportation
Tiki Thompson	Person Centered Options
Ben Espitia	Goodwill Industries
Bertha Martin	Mountain Top
Rafael Carbajal	Remarkable Centered Services
Linda W	Green Rose Homecare
Tonantzin Martinez	Glen Park Long Beach
Michael Martinez	Glen Park Long Beach
Marina Pink	Glen Park Long Beach
Adrian Santoyo	Maxim Healthcare
Stephani Anderson	Momentum
Marina Margaryan	Westview Services
Melvin Randolph	Westview Services
Nancy Sanchez	

Angela Bonilla	
Elizabeth Flores	
Reisha	
Laura Alvarado	
50 total participants	

## HRC Staff Participating

Staff Name	Title
Patrick Ruppe	Executive Director
Elizabeth Garcia-Moya	Community Services Director
Daniel Hoyos	Manager of Contracts
Steve Goclowski	Clinical Services Manager
Leticia Mendoza	Department Assistant Community Services
Brian Carrillo	HCBS Specialist
Omar Gomez	Provider Relations Specialist
Judy Wada	CFO
Tes Castillo	Assistant Controller
Mary Hernandez	Director of Case Management Support Services
Brenda Bane	Manager of Rights & Quality Assurance
Thao Mailloux	Director of Information & Development
Maria Elena Walsh	Manager, Harbor Family Resource Center
Ashley Ayala	Fiscal Monitor

### Call to Order

Angie Rodriguez called meeting at 10:03 a.m.

### Sub-Committee Updates

Angie Rodriguez and SPAC Chair Members. The subgroups continue to host individual sub-committee meetings to discuss current issues and concerns.

- **Sharon Oh – Early Start Chair** –provided an update on the following topics discussed at their last meeting:
  - Judy Wada attended and provided information an update on the budget.
  - EI provider eligibility and POS questions.
  - The next meeting tentative scheduled for the month of May.
- **Diane Sanka- Day Programs Chair** — provided an update on topics discussed at their last meeting held on week of January 29<sup>th</sup>:
  - Provider HCBS tool form, resources and program site visits with Brian & Omar.
  - Encourage the group to get involved and write letters to local legislators regarding the delay in releasing the proposed billion dollar funding.
  - Next meeting date to be determined
- **Lindsey Stone- Supported Employment Chair** - provided an update on topics discussed at the last meeting held on 1/18/23

- DSP Stipend training program enrollment and the quick response from DDS. Lindsey encouraged providers participate and take advantage of the funds available.
- Omar Gomez participated at the last Supported Employment provider meeting to introduce himself and meet the SEP providers.
- Next meeting date will be 3/14/24
- **Paul Quiroz – Support Services-** Provided update on the following topics:
  - DSP training enrollment
  - Hiring staff continues to be a challenge
  - Advocacy Grass Roots Day
  - Next meeting to be determined
- **Baldo Paseta - Transportation Services-** Baldo provided and update on the following topics:
  - Ride Health is transportation broker that will work in partnership with existing transportation providers to manage and improve routing for individuals attending day services.
  - Transportation providers expressed concerns on the changes to utilize broker. Follow up meeting with Elizabeth & HRC team scheduled for 2/15/24.
- **Chair vacancy for Residential Services-** HRC currently recruiting since Darlene's passing.
- **Chair vacancy for SLS Services-** HRC currently recruiting

### **Budget Update**

Judy Wada shared a presentation of an overview on the budget Cycle.

- DDS Directive regarding Absence billing allowance
- Budget & Stats update
- Fiscal Year July 1<sup>st</sup> to June 30<sup>th</sup>
- Governor's Budget released on 1/10/24
  - Governor's May Revision released tentative 5/15/24
  - Enacted Budget in June
- Health and Human Services
  - Department of Developmental Services
  - Community Services- Regional Centers
    - Caseload growth & utilization
    - Full year costs & reforecasts
    - Service provider rate reform: Delay final 25% of difference from 7/1/24-7/1/25
  - All Regional Centers state-wide budget for FY 2025 forecast a 12% increase
    - State-wide projected caseload growth of 29,000 increase
    - HRC Expenditures in Operations and POS of \$408 millions
    - Growth projected by June 2024 to 18,922 caseload 491 employees hired
    - HRC hosting hiring event on 2/24/24 at Torrance office

### **Special Incident Reporting (SIR's)**

Brenda Bane shared a presentation regarding monthly HRC SIR reports:

- HRC receives a monthly report of potentially missing SIR's from Inspector General list of Medi-Cal claims billing.
- To help determine if the Medi-Cal claim is missing an SIR, the Service Coordinator will contact the service provider and gather additional details about the incident.
- If an individual is under the care and supervision of a service provider and receives medical attention (ex: ambulance, urgent care, ER, hospitalization, etc.), there needs to be a SIR completed and submitted to HRC on a timely manner.
- Graph reflected provider summary of SIR timeliness for the month of January 2024. Percentage of SIRs submitted within the 48 hours were in the mid 70%. SIR reportable to DDS within two business days percentage was in the 90%
- Effective 2/1/14 HRC changes will require that SIR's are submitted with standardized formats:
  - Subject line- Client first initial, last name, UCI number
  - Email body- This SIR is for (full name), UCI..
- Reminders- Service providers are to continue to send SIR's to E-mail address: [SIRS@harborrc.org](mailto:SIRS@harborrc.org)
- Current SIE form can be found HRC website : <https://www.harborrc.org/post/additional-sir-requirements>
- 48 hours to submit in writing- encouraged not to submit too early or too late
- The Provider Relations staff will be sending out an email to service providers to remind of the SIR changes

### **HCBS Update & DSP Training Stipend Program**

Brian Carrillo shared a presentation HCBS final rule and DSP training stipend program.

- **DDS HCBS reminder-** On 9/28/23 California approved CAP for ongoing HCBS assessments to be completed in person and milestones for that work and includes a deadline of 12/31/24.
  - Regional centers to conduct onsite visits to monitor and ensure that service providers are in full HCBS compliance by meeting the following milestones:
  - **25% of site visits by February 29<sup>th</sup>, 2024,**
  - **50% of by April 30<sup>th</sup>, 2024,**
  - **75% by June 2024, with completion of all HCBS assessments by August 30<sup>th</sup>, 2024**
  - Service providers not in compliance during onsite HCBS reviews will potentially receive a CAP, a directive from DDS granting regional centers the authority to issue CAPs and Sanctions related to non-compliance is forthcoming.
  - By **September 30<sup>th</sup>, 2024** all service providers who received a CAP must have completed and resolved all findings.
  - HCBS Monitoring Tool form shared and available on HRC website
  - Upon site visits providers have 30 days to complete action items.
  - HRC total of 362 onsite visits for completion
  - Brian announced of the various trainings and events coming up this month as it relates to HCBS.
  - Brian reminded the committee that he is available for office hours if providers have additional questions or need assistance.
- **Direct Service Professional Training (DSP) Stipend**
  - Reminded providers that DSP training program still available now and June 30, 2024.

- DSPs can receive up to two \$625.00 stipends when they complete approved training courses.
- Providers are eligible to receive \$150.00 for employer related costs.
- Helpful Tips provided to service providers such as ensuring correct vendor numbers and service codes when enrolling in program and mandatory trainings requirements.
- As of December, HRC total number of DSP's completion of two courses required was 28,553
- For questions, please email [HRCWorkforce@harborrc.org](mailto:HRCWorkforce@harborrc.org)

### **HRC Updates:**

Elizabeth Garcia-Moya provided the committee updates on the latest DDS directives for ICF facilities.

- Intermediate care facility for Developmental Disabled Transition to Managed care and enrollment deadline was by 12/15/2023
  - Effective January 1, 2024, all Medi-Cal Managed Care Plans (MCPs) will become responsible for the full LTC benefit at the following Intermediate Care Facility for Developmentally Disabled (ICF/DD) facility types and Homes: Intermediate Care Facility for the Developmentally Disabled (ICF/DD);
    - Intermediate Care Facility for the Developmentally Disabled–Habilitative (ICF/DD-H); Intermediate Care Facility for the Developmentally Disabled – Nursing (ICF/DD-N);
- Lag Payment assistance:
  - Claims for ICF/DD services are to be paid by MCPs within 30 days of receipt.
  - If the ICF/DD encounters a delay in payment, regional centers may provide a Lag Payment (loan) to the ICF provider.
  - Regional Center shall have no obligation to remit a Lag Payment unless ICF Provider has either:
    - 1. ICF/DD home has submitted claims to an MCP and has not been reimbursed after 30 days, or
    - 2. Due to factors beyond the ICF Provider's control, provider has been unable to submit, or been delayed in the submission of, claims to the MCP for services provided at least 30 days prior to request.
- ICF providers meet the following requirements:
  - Provider must be vendored as a Regional Center ICF Provider and be in good standing and not in breach of contract with the Creditor Regional Center.
  - Provider must not be in collections with any Regional Center and/or DDS for non-payment of any amounts.
  - Provider must have successfully completed its licensing and certification through the Department of Public Health.
- HRC ICF Transition Contact for questions: Clinical Manager- Steve Goclowksi, [steve.goclowski@harborrc.org](mailto:steve.goclowski@harborrc.org)

### **HRC Announcements**

Elizabeth Garcia Moya shared the upcoming Request for Proposal (RFP)

- Two (2) day programs
- One (1), level 4I residential home with a focus on supporting individuals with forensic involvement

- One (1), Infant Development Program (805)
- ARFSHN-service provider
- Annual Purchase of Service meeting in both English & Spanish will be held March 25<sup>th</sup> & 27<sup>th</sup> via zoom

### **Family Resource Center**

Maria Elena Walsh, shared the upcoming Saturday Speaker series meeting presentation on 2/24/24 via zoom. Topic is Options for Adults.

- Encouraged SPAC to visit the resource center for various new and refresher materials on various topics:
- Safety behavior
- Nutrition
- Hygiene
- Metro bus passes available for clients

### **Service Provider Announcements**

Angie Rodriguez reminded the committee about Grass Roots Day event in Sacramento held in April and encourage them to participate and send representatives. Voices need to be heard from clients, families and service providers.

**Next meeting date will be re-scheduled as the current scheduled date coincides with Grass Roots Day.**

**Meeting Adjourn 11:21 a.m.**