



**MINUTES OF THE MAY 17, 2016 MEETING OF THE BOARD OF  
TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES  
FOUNDATION, INC.**

**BOARD PRESENT:**

Mr. Ron Bergmann, Board Member  
Ms. Erika Braxton-White, Board Member  
Mr. Joe Czarske, ARCA Representative  
Ms. Kristine Engels, Board Member  
Mr. Douglas Erber, Secretary  
Dr. James Flores, Treasurer  
Mr. La Velle Gates, Board Member  
Mr. David Gauthier, Board Member  
Mr. Bob Irlen, Board Advisor  
Mr. John Rea, President  
Dr. Bobbie Rendon-Christensen, Board Member

**BOARD ABSENT:**

Ms. Patricia Jordan, Board Member  
Mr. Marvin Malito, Board Member  
Mr. Jaime Martinez, Board Member  
Dr. Monica Sifuentes, Board Member  
Ms. Wendy Sorel, Board Member

**STAFF PRESENT:**

Ms. Patricia Del Monico, Executive Director  
Ms. Judy Wada, Chief Financial Officer  
Ms. Nancy Spiegel, Director, Info. & Dev.  
Ms. Colleen Mock, Director, Community Services  
Ms. Mary Hernandez, Director of Adolescent & Adult Services  
Mr. Dave Bourdeau, Director of Information Technology  
Ms. Jennifer Lauro, Executive Assistant

**GUESTS:**

Mr. Mead Duley, HRC Client  
Ms. Sophie Cortez, Aide to Kristine Engels  
Ms. Melinda Casillas, HRC Service Coordinator  
Ms. Luis Bridgewater, HRC IT  
Ms. Delmy Martinez, HRC Service Coordinator  
Ms. Noelia Ballesteros, HRC Service Coordinator  
Ms. Denise Thornquest, DDS

**CALL TO ORDER**

Mr. Rea called the Board Meeting to order at 6:40 p.m.

**PRESIDENT'S REPORT**

Mr. Rea led in the Pledge of Allegiance to the Flag. Mr. Rea welcomed Board members, guests and staff and invited the Board members and guests to introduce themselves.

Mr. Rea asked that the record reflect the Executive Committee of the Board met on May 3, 2016 to prepare the agenda for tonight's meeting.

Mr. Rea reminded Board members that at the April Board training meeting Board members discussed and supported the extension of our line of credit with City National Bank. The original agreement was dated May 11, 2010. The most recently revised agreement was dated May 11, 2015. The principal amount of the revolving note was \$40,000,000.00 payable in full on June 30, 2016. The termination date will be extended on June 30, 2017. The principal amount of \$40,000,000.00 will be available from July 1, 2016 until October 1, 2016, or the effective date of the State of California budget for the fiscal year 2016-17; and \$26,000,000.00 thereafter, to manage cash flow requirements as needed. A motion is required to approve the extension of the line of credit with City National Bank.

**Mr. Bergmann moved to approve an extension of our line of credit with City National Bank and Mr. Erber seconded the motion which was unanimously approved by the Board.**

Mr. Rea reminded Board members that at the April Board training meeting the Board members discussed and supported an expenditure of up to \$779,077.00 in Operations Funds for the remodel and renovation to suit of HRC's Long Beach site. This expenditure will be with Operations funds and the General Contractor will be D'Escoto West. A motion is required to approve this expenditure.

**Ms. Braxton- White moved to approve the expenditure of up to \$779,077.00 in Operations Funds for the remodel and renovation to suit of HRC's Long Beach site and Mr. Czarske seconded the motion which was unanimously approved by the Board.**

Mr. Rea informed the Board that all have been provided with the following materials to review, complete and return to the recording secretary at the end of tonight's meeting:

- A List of Trustees who are eligible for election to serve an additional term
- An Official Ballot for the Election of Officers for the Fiscal Year 2016/2017
- Conflict of Interest Annual Reporting Statement
- Whistleblower Policy

Mr. Rea announced that additional materials will be provided to the Board in advance of the Saturday, June 11, 2016 annual board retreat taking place during the day at the Torrance location in conference room A4 with dinner following at 6:00 pm at The Boathouse on the Bay in Long Beach.

Mr. Rea reminded the Board that our next board meeting will be on July 19, 2016 at 6:30 p.m.

### **PUBLIC INPUT**

Mr. Mead Duley, an HRC client, shared that he won a variety of medals while participating in a track and field tournament and a basketball tournament.

**APPROVAL OF THE MINUTES OF THE MARCH 15, 2016 BOARD MEETING. Mr. Gauthier moved to approve the MARCH 15, 2016 minutes of the Board meeting, and Mr. Czarske seconded the motion, which was approved by the Board.**

### **TREASURER'S REPORT**

Dr. Flores reviewed the following financial statements: Fiscal Year 2015-16, dated February 16; Harbor Regional Center Functional Expenditures, dated February 16; Harbor Regional Center Line Item Report, dated February 16, Harbor Regional Center POS Contract Summary, dated February 16; Fiscal Year 2015-16, dated March 2016; Harbor Regional Center Functional Expenditures, dated March 16; Harbor Regional Center Line Item Report, dated March 2016; Harbor Regional Center POS Contract Summary, dated March 2016 and Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Income and Expense, January 1 to March 31, 2016.

**Mr. Bergmann moved to approve the Treasurer's Report for Harbor Regional Center and Ms. Braxton-White seconded the motion, which was unanimously approved by the Board.**

## **EXECUTIVE REPORT**

### **1. CURRENT FISCAL YEAR BUDGET STATUS:**

Ms. Del Monico advised that the Sufficiency of Allocation Report indicates there will be no deficiency in the system as a whole for the current year.

### **2. MAY REVISE OF THE GOVERNOR'S BUDGET FOR FY 2016-17:**

Ms. Del Monico referred the Board to a handout of the Department of Developmental Services May Revision Highlights. Discussion followed.

### **3. ABX 2-1 FINAL LETTER FROM DDS:**

Ms. Del Monico called the Board's attention to the attachment provided in their board packets related to ABX 2-1, which directly impacts regional centers and the developmental services system. Ms. Del Monico briefly reviewed comments DDS made relating to implementation and then pointed out the changes to the current statute. Changes will be effective next fiscal year.

### **4. CASELOAD RATIO DATA:**

Ms. Del Monico referred the Board to a handout from the Department of Developmental Services showing HRC has overall caseloads below the statewide average, but above those required by DDS. Another handout is HRC's draft response, which will be posted on our website. Ms. Del Monico advised that this matter continues to be an issue due to the fact that funding for salaries and benefits has been insufficient to allow the centers to simultaneously pay adequate salaries and maintain caseloads at the mandated levels. Ms. Del Monico believes that with both the ABX 2-1 legislation and the 2016-17 budget it will be possible to achieve at least somewhat lowered caseloads and also increase, at least somewhat, salaries and benefits.

### **5. CLIENTS WITH CHALLENGING SERVICE NEEDS DATA:**

Ms. Del Monico informed the Board that DDS provides regional centers with data on a quarterly basis related to "clients with challenging service needs" and identifies those clients as presenting with challenging service needs: 1) if they are in jail, a penal facility or the California Youth Authority; 2) if they are residing in a facility which is ineligible for federal financial participation; or 3) if they are residing out of state. Ms. Del Monico referred the Board to this most recent data provided in their board packet.

### **6. SDC CLOSURES UPDATE:**

Ms. Del Monico informed the Board of the official plan for the closure of Fairview State Developmental Center and indicated that HRC has 16 clients remaining at Fairview with a plan to have as many as 4 more out by the end of this fiscal year.

### **7. BOARD MEMBER DAVID GAUTHIER IN THE PRESS:**

Ms. Del Monico referred the Board to an article that appeared in the press showing Board Member David Gauthier providing support to the Beach Cities Cycling Club. Mr. Gauthier was quoted throughout the article and he mentioned Harbor Regional Center. Ms. Del Monico congratulated and thanked David.

**Dr. Flores moved to approve the Executive Report and Dr. Rendon-Christensen seconded the motion, which was unanimously approved by the Board.**

## **COMMITTEE REPORTS**

### **A. AUDIT**

The Audit minutes were not provided in the board packet, but Ms. Wada advised that the audit committee met on April 19<sup>th</sup> and reviewed the draft IRS Form 990 which was taken to the Executive Committee for approval. The April minutes will be provided in the July board packet.

### **B. BOARD DEVELOPMENT**

Mr. Rea requested that the Board review, complete and return the following documents to the recording secretary at the end of tonight's meeting:

- A List of Trustees who are eligible for election to serve an additional term
- An Official Ballot for the Election of Officers for the Fiscal Year 2016/2017
- Conflict of Interest Annual Reporting Statement
- Whistleblower Policy

### **C. CLIENT ADVISORY**

The Client Advisory minutes were not provided in the board packet, but Mr. Gauthier stated that the committee's May meeting primarily focused on the status of the self-determination program and on Voter Rights training. The May minutes will be provided in the July board packet.

### **D. CLIENT SERVICES**

In Ms. Jordan's absence, Ms. Hernandez informed the board of the topics discussed at the March and April committee meetings which centered on the committee's current meeting structure, goals, recruitment of new committee members and on training for members on housing and supports.

### **E. COMMUNITY RELATIONS**

The Community Relations minutes were not provided in the board packet, but in Dr. Sifuentes absence, Ms. Spiegel provided an update on the outcome of Grass Roots Day in Sacramento. The May minutes will be provided in the July board packet.

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

Ms. Engels reported that the committee met on April 5<sup>th</sup> and mainly discussed the rate survey and how to complete it. The committee's next meeting will be on June 7, 2016.

### **G. BOARD PLANNING**

In Ms. Sorel's absence, Ms. Spiegel referred the Board to HRC's Year End Report for 2015 and Cover Summary for year-end performance provided in the board packet.

**H. RETIREMENT**

Mr. Czarske advised that there is no report at this time and members will be updated at the July meeting.

**I. ARCA**

Mr. Czarske reported that the March ARCA meetings focused on board governance and roles.

**J. HOPE (Home Ownership for Personal Empowerment)**

Mr. Irlen referred the Board to the HOPE flyer which announced the next golf and tennis tournament is scheduled for October 25, 2016 and encouraged all to participate.

**K. INTERAGENCY COORDINATING COUNCIL**

Mr. Erber advised that the Council's next meeting will be on July 21 and 22 and he will update the Board at the September meeting.

**L. SELF-DETERMINATION ADVISORY**

Ms. Del Monico & Ms. Hernandez reported that the committee continues to meet on the 2<sup>nd</sup> Wednesday of every month. The committee is considering meeting bi-monthly or quarterly until more definitive information about approval of the program becomes available from DDS.

**Mr. Gates moved to accept the committee reports and Mr. Erber seconded the motion which was unanimously approved by the Board.**

**ADJOURNMENT**

Mr. Rea adjourned the meeting at 7:50 p.m.



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

Mr. Doug Erber, Secretary  
Harbor Developmental Disabilities  
Foundation, Inc. Board of Trustees