

**Harbor Regional Center**  
**Client Advisory Committee**

**August 10, 2013**

**Meeting**

**Members Present:** Wesley Dale, Chairperson; Debbie Howard, Co-Chair; Rita Teodoro, Secretary/Treasurer; Kelly Sutton; Deaka McClain; Mead Duley; Connie Leuck; Michelle Roach; Karen Tripp; David Day; Janet Tedford; David Oster; Gary Galosic; Tom Bash; and Jamie Gampe: Members

HRC Staff Present: Rick Travis and Elizabeth Stroh

Life Steps staff present: Patty Flores

Guest: Desiree Boykin, Consumer Advocate SCLARC

**Call to Order & Minutes Approved**

Wesley called the meeting to order at 1:09 p.m.

Wesley introduced the minutes of the May 11, 2013 meeting. The minutes were unanimously approved by the committee members.

**Special Recognition**

Deaka McClain announced that she will be on a commission as an ambassador for the disabled for the City of Long Beach on August 23, 2013.

**ARCA Report**

Mr. Wesley Dale announced that his term on the ARCA Board will be expiring. He stated he enjoyed serving on the board and will continue to be part of the CAC. Wesley reported that the State Budget was passed and also discussed different bills that are in process in the state legislation.

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**State Budget Update**

Elizabeth Stroh, updated the Committee on current budget issues. She confirmed that the state budget has been passed and the Regional Centers will not have to worry about covering cost as in past years when the budget was not passed on time.

**Regional Center Update**

Elizabeth Stroh, HRC reported that Harbor Regional Center continues to go through a series of audits from different entities. She stated that there are several audits that occur during the course of the year.

She also reported on HRC building diversity by hiring new counselors who speak a variety languages including: Chinese; Khmer; and Spanish. She also discussed HRC's transportation initiative whereby, increased attention is being given to support clients to use the least restrictive transportation option available to them. Many clients have successfully transitioned off contracted transportation services onto ACCESS Services.

Deaka McClain requested that the CAC contact ACCESS to have a representative come to a future meeting and make it an annual presentation for any updates or new concerns to be discussed.

**CAC Outreach**

This past quarter, Debbie Howard, Kelly Sutton and Rick Travis visited Cole Torrance Therapeutic program. It is a newer program that serves people with medical concerns. The clients who attend may need G-tube feedings and assistance with ADL's or other medical concerns. The clients attend a 4 hour program. They may go on community outings a few times a month. Many of the clients need to have medical monitoring or nursing assistance. Kelly reported that the building was new and well decorated. The clients seem to have a variety of meaningful activities. It was suggested that we send a Thank You note to programs we visit with a picture of the CAC and Kelly's business card.

Next quarter, members will visit Lotus House in Signal Hill. Rick Travis will make arrangement, with Kelly Sutton's assistance, in coordinating the visit.

**Special Presentation by David Oster HRC CAC Member and DDS CAC Member**

David Oster presented the National Core Indicators findings for HRC. David explained what the National Core Indicators are and gave out a pamphlet explaining the program. He explained that the DDS CAC with the Area Boards assistance was involved in reviewing the findings and sharing them with HRC and the HRC CAC. He then explained how he reviewed the findings for HRC with Claudia DeMarco, HRC Associate Executive Director, and Rick Travis. During the review they identified three areas to address in the near future:

- Safety
- Health
- Wellness

David also shared that employment is also an area of interest and concern. He stated that him the HRC Employment Initiative is addressing this concern by getting more HRC clients good paying jobs.

David stated he will present the *Feeling Safe Being Safe* presentation provided by DDS at the upcoming Health and Fitness Fair on October 12, 2013.

He also shared that SB568, the Self Determination Bill, would be voted on in Sacramento on 8/13/13 and requested CAC members support the bill.

**Discussion of CAC Future Events**

Elizabeth Stroh reported that she is chairing the Adolescent and Adult Services Department at HRC Health and Wellness Fair in conjunction with the CAC on October 12, 2013 at the Torrance HRC site. She explained that there will be a variety of breakout sessions and booths addressing issues of Health, Safety and Wellness. She asked if any CAC members would like to assist in being session monitors and assisting with the overall fair. A great majority of the members present express desire to participate and help with the fair.

A variety of ideas were discussed and it was brought up that another planning meeting will take place at the Torrance site on 9/21/13 from 1pm to 3pm. Kelly Sutton will remind all those interested in the details a few weeks before .

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**CAC Photos**

Rick Travis took group and individual photos with CAC members. The group photo is currently on the HRC website CAC page. The individual photos were given to those who participated.

**Adjournment**

Wesley Dale adjourned the meeting at 2:58 p.m.

**CAC Annual Election will be held November 16, 2013 at the next meeting**

**Harbor Regional Center  
Client Services Committee  
July 23, 2103**

Members: Fu Tien Chen, Mei Young, Bertha Moore, Jeff Brower and Jodi Houston

HRC Staff: Nancy Spiegel and Mary Hernandez

The topic of this meeting focused on a presentation given by Nancy Spiegel, Director of Information and Development. Over a year ago the CSC met and reviewed the HRC web site. At that meeting, suggestions and recommendations were given from a user's perspective on how to make the website easier to use. These suggestions were forwarded to Nancy who was at that time in the midst of revamping the HRC website.

During this meeting Nancy unveiled the new HRC website. CSC members were able to see the new layout and updated features that are available for our families and clients to use. Some of these features highlighted include:

- The ability to donate through our website to the Harbor Help Fund
- The website has the ability to translate into a wide variety of languages
- Families can apply for services on line
- Families can view upcoming events
- Families can view HRC's mission statement as well HRC policies
- There are a wide variety of videos available for families to view
- The performance plan is available for review
- Families can access a wide variety of books, videos and information from the Family Resource center
- There is a news and events section that includes a calendar of current month's events

All CSC members agreed that the new version of the website is user friendly and contains a wealth of information available for families and clients.

Next CSC meeting will be held on September 24, 2013.

**Harbor Regional Center  
Community and Financial Development Committee  
Minutes  
September 12, 2013**

**Members Participating: John Rea, Doug Erber, Mercedes Guzman, Nancy Spiegel**

We are pleased to welcome three new members: John Rea, Board member and parent, who has been appointed the new Chairperson, David Gauthier Board member and client, and David Bourassa, community volunteer.

**Upcoming Events**

**Rat Beach Bike Tour Sept 21 in Rainbow Lagoon** <http://www.ratbeachbiketour.com/>

HRC (Help Fund) was selected by South Bay Sunrise Rotary to be their primary charity for this event. We have recruited 15 volunteers to assist on the day of the race, including 7 HRC clients. In addition plans are in the works for a few clients to ride in the race, sponsored by the Rotary.

**South Bay Beer and Wine Festival Oct. 20 at South Coast Botanic Garden** [www.sbbeerwinefest.com](http://www.sbbeerwinefest.com)

HRC (Help Fund) was selected by Lomita-Torrance Airport Rotary as the charity to receive a share of proceeds. The committee and staff is supporting the success of this event by spreading the word and encouraging ticket purchase, securing restaurant participants and auction items, and recruiting volunteers. This committee would like to encourage Board Members to attend if possible. Tickets will be available at the Board Meeting in September and October, or can be purchased online at the above address.

SAVE THE DATE: We are in very early planning stages for events celebrating the 40th anniversary of HRC. We have secured the Long Beach Museum of Art for Tuesday June 3<sup>rd</sup> 11:00am – 2pm for a brunch to celebrate our partnership with individuals and organizations over the past 40 years. A date is to be scheduled in May for a fun family and staff celebration event.

**Grants**

- We have received a generous grant from the Del Harbor Foundation to support Holiday Giving and support for 40<sup>th</sup> anniversary events.
  
- The above Rotary Club chapters gave us a grant of \$4000 last year for adaptive equipment in the Resource and Assistive Technology Center. They have invited us to submit a grant application for this amount again this year, for the same purpose.

**Holiday Giving Campaign**

For the 2013 season we have received \$3500 thus far in grants, with other applications still pending. We are hopeful that the two Rotary events will provide a significant boost as well. We are preparing now for direct mail and email campaign, and Adopt a Family.

**Harbor Regional Center  
Board Planning Committee  
Minutes: July 19, 2013**

Present: Wendy Sorel, Patricia Jordan, Ron Bergman, Mary Grace Lagasca, Kathy Keon, Nancy Spiegel

**Committee Membership**

Recruitment of new members to this committee has been an agenda item for the last few meetings, and we are now very happy to welcome three new members:

Patricia Jordan is a member of the HRC Board, is an HRC client, and also a parent of an adult son who was served in the past by regional center prevention and in special education programs.

Ron Bergman is a parent of adolescent son Tyler, and until he retires in August of this year is the Chief Information Officer at California State University, Dominguez Hills.

Mary Grace Lagasca is a service provider who, as the daughter of service providers, has grown up learning about the developmental services field, and has developed her own adult day programs, InJoy Resources.

**HRC Performance Plan 2013**

We reviewed HRC's midyear progress the DDS Performance Plan for 2013: The performance outcomes on this plan were generated by DDS. HRC develops planned activities annually with input from this committee as well as other community focus groups. We reviewed updated outcome data as of June 2013. HRC continues to maintain or improve desired outcomes, such as supporting clients to live in smaller, more integrated, independent, and family settings in the community. Providing timely intake and assessment for new applicants is another important priority, and review of our information confirmed that we have met the desired outcome to complete intake within 142 days or less for all clients during this period.

**Planning for Cultural Competency**

Nancy had shared the links to HRC's online report on Demographics and Expenditures, and the presentation on this topic given at the Public Meeting that was held in June.

At this meeting the committee reviewed the general goals for the coming year, which focus on Assessment, Outreach, Employee Recruitment, Training, Family Support and Training, Information, and Resource Development.

The ethnic makeup of HRC's client population is substantially similar to that of the population living in the HRC service area, but HRC plans to conduct outreach to selected Asian subgroups and to non-Hispanic whites which are slightly underserved compared to the overall community. The ethnic makeup and language capacity of HRC's staff is substantially similar to that of the HRC client population. It was noted that Spanish is the most prominent non-English primary language spoken by HRC families (at

15.8%) and HRC has sufficient staff capacity in this language. All other non-English primary languages combined constitute less than 4% of HRCs client/family population with each at less than 1%. HRC staff recruitment will focus on increasing staff language capacity in one or more of the more common Asian languages such as Khmer, Korean, and Japanese. Mary Grace commented that the Filipino community is typically fluent in English both in the Philippines and here in the U.S. She has observed some cultural differences in accessing certain types of services by Filipino parents, and suggested that development of a support group for Filipino families would be beneficial. Resources for staff recruitment were suggested including CSUDH, DCFS, and CASA (Child Advocates). Plans for translation of materials were discussed and it was noted that staff do use interpreters to communicate with families when needed.

### **Looking Ahead**

The committee will continue to monitor progress on the plans discussed today. Wendy inquired about upcoming areas or projects in which this committee could be helpful. Nancy announced that HRC is entering its 40<sup>th</sup> anniversary year in 2013-14 and there may be a need for Board Planning involvement in planning of various aspects of anniversary related special events, such as recognition of partners.

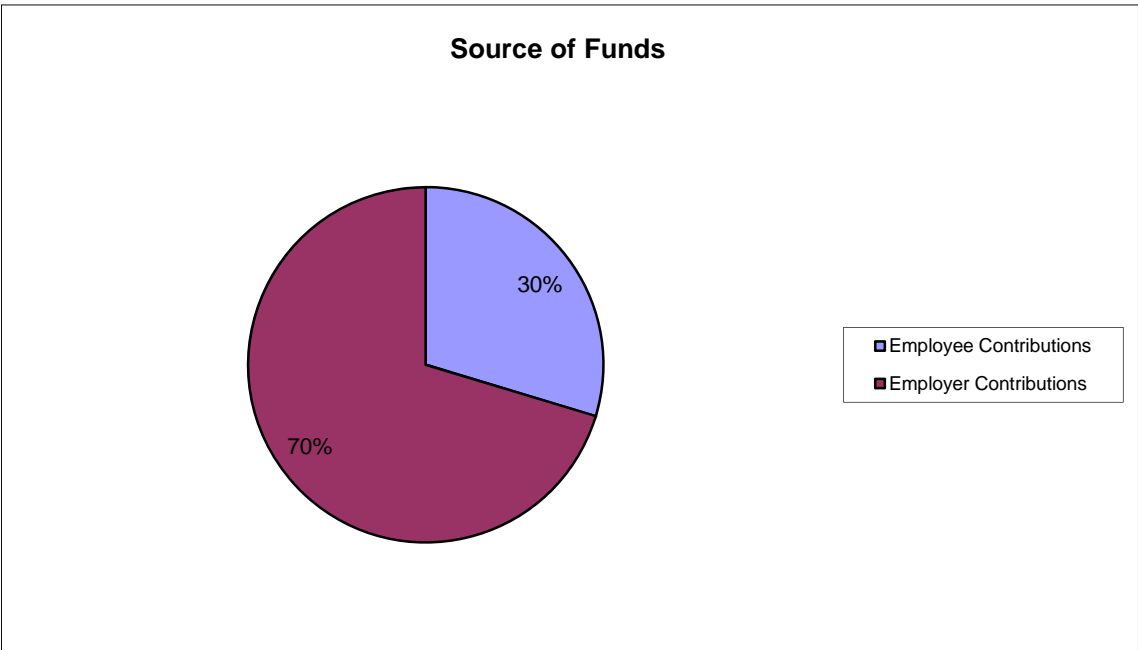
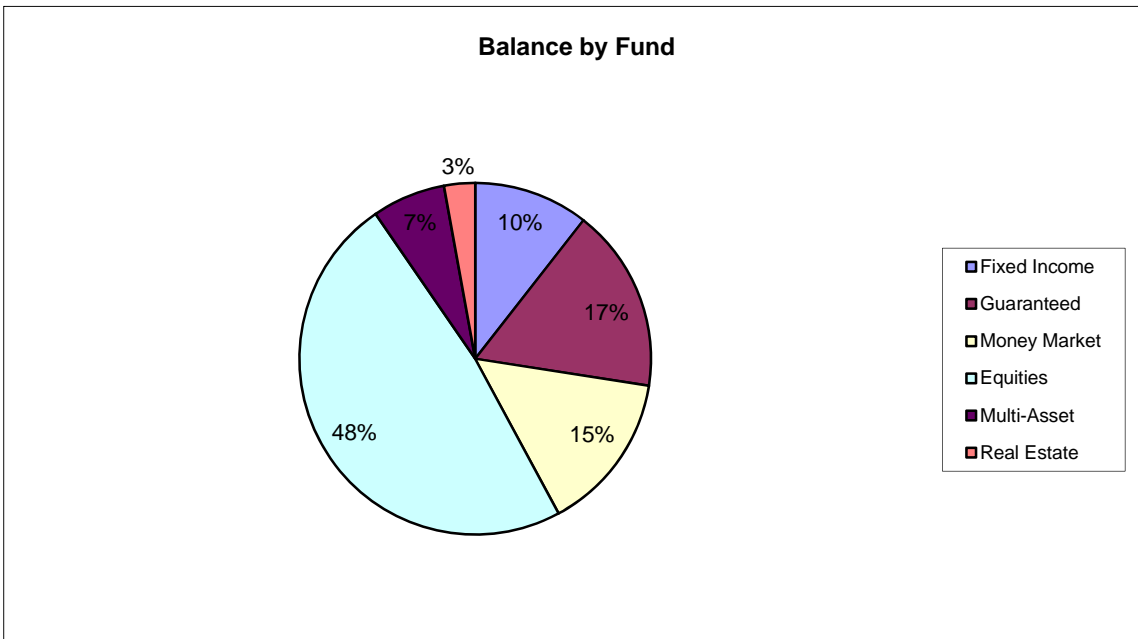
Our next meeting was scheduled for October 18, 2013 from 9:30 – 11:30am  
Room LB 2, HRC Long Beach, 1155 E San Antonio Dr, Long Beach 90807



**Harbor Regional Center  
Retirement Plan Balances as of 6-30-13**

|              | <b>Employee<br/>Contributions</b> | <b>Employer<br/>Contributions</b> | <b>Total<br/>Balance</b> |
|--------------|-----------------------------------|-----------------------------------|--------------------------|
| Fixed Income | \$867,560                         | \$2,425,906                       | \$3,293,466              |
| Guaranteed   | \$2,069,702                       | \$3,196,179                       | \$5,265,881              |
| Money Market | \$1,038,073                       | \$3,532,116                       | \$4,570,188              |
| Equities     | \$4,486,459                       | \$10,561,767                      | \$15,048,226             |
| Multi-Asset  | \$402,739                         | \$1,699,863                       | \$2,102,602              |
| Real Estate  | <u>\$384,732</u>                  | <u>\$505,131</u>                  | <u>\$889,863</u>         |
| <b>Total</b> | <b>\$9,249,265</b>                | <b>\$21,920,963</b>               | <b>\$31,170,227</b>      |

\* Plan Balances include active and terminated employees still in the Retirement Plan.  
 Plan Balances include 401(k) and 457(b) Plans.  
 \*\* Employee Contributions include \$1,093,873 in Rollover funds.



**Harbor Regional Center  
Retirement Plan Performance**

|  |                     |
|--|---------------------|
| <b>Fund Balance 3/31/13</b>                    | <b>\$30,705,863</b> |
| Activity 4/1/13 - 6/30/13                      |                     |
| Distributions                                  | (\$215,117)         |
| Contributions                                  | <u>\$518,269</u>    |
| Net  | \$31,009,015        |
| <b>Fund Balance 6/30/13</b>                    | <b>\$31,170,227</b> |
| Gain/(Loss)                                    | \$161,213           |
| % Gain/(Loss) for the Period                   | 0.53%               |
| <br><b>Active Employees in Retirement Plan</b> | <br>248             |

| <b>Loan Information</b>         | <b>as of<br/>3/31/2013</b> | <b>as of<br/>6/30/2013</b> | <b>Increase/<br/>(Decrease)</b> |
|---------------------------------|----------------------------|----------------------------|---------------------------------|
| Employees with Loans            |                            |                            |                                 |
| Active Employees with Loans     | 52                         | 50                         | (2)                             |
| Terminated Employees with Loans | <u>15</u>                  | <u>16</u>                  | <u>1</u>                        |
| Total                           | 67                         | 66                         | (1)                             |
| <br>Average Balance Amount      | <br>\$4,750                | <br>\$4,811                | <br>\$61                        |
| <br>Loan Value                  |                            |                            |                                 |
| Employee Contributions          | \$243,186                  | 254,601.73                 | \$11,416                        |
| Employer Contributions          | <u>\$75,051</u>            | <u>62,913.79</u>           | <u>(\$12,137)</u>               |
| Total                           | \$318,237                  | \$317,516                  | (\$722)                         |