

Harbor Regional Center
Client Advisory Committee
August 15, 2015 Meeting Minutes

Members Present: David Gauthier, Chair; Deaka McClain, Co-Chair; Constance Leuck; Matthew Cox; Mead Duley; Jaime Martinez; Danielle Shor; Thomas Bosch; Timothy Holmes; Eric Soe; Debbie Howard; and David Oster

HRC Staff Present: Elizabeth Stroh; Nancy Spiegel; and Rick Travis

Life Steps Staff Present: Kristine Engles

Call to Order & Minutes Approved

Deaka McClain called the meeting to order at 1:07 pm. Deaka introduced David Gauthier as the newly appointed Chairperson.

Deaka McClain read the minutes of the May 23, 2015 meeting.

The minutes were unanimously approved by the committee members.

Regional Center Performance Plan

Nancy Spiegel, HRC Director of Information and Development presented the outcomes of the HRC Performance Plan and discussed outcomes with members. The members asked follow up question and an active discussion was held regarding the outcomes. The members discussed the need for health and wellness and talked about helping with the upcoming HRC Health and Wellness Fair slated for Spring 2016.

World Games Recap

Nancy Spiegel was able to report the numbers of *Fans in the Stands* that participated through HRC. She stated it was over 300. The members discussed the sailing event that the committee attended together as *Fans in the Stands*. Jaime Martinez shared that he is an active member of Special Olympics. The committee discussed how important Special Olympics are for HRC clients especially for health and fitness. The committee agreed that they would like to assist in promoting Special Olympics. Some members are active participants and other members would like to become supporters.

HRC Client Advisory Committee Meeting

August 15, 2015

Minutes

Client Services Committee Update:

Deaka McClain reported on the Client Services Committee reporting that the committee is actively recruiting volunteer to be part of a subcommittee to plan the upcoming HRC Health and Wellness Fair in Spring 2015. She explained the volunteers would need to be available for planning meetings and would be active in the planning and set up of the fair and assist on the day of the event. She explained that everyone will be able to volunteer the day of the event.

Deaka asked for volunteers and Thomas Bosh, Matthew Holmes, Danielle Shor and David Oster. Kristine Ingles also volunteer her staff Jannel Reyes to be available as part of the committee.

ACCESS Presentation:

The committee invited Erick Haack from ACCESS to give an update of upcoming changes of service.

Mr. Haack gave an informative power point presentation giving back ground information of ACCESS's organizational chart and mission. He then discussed two new changes that have or will be implemented.

The first change is *Beyond the Curb Services* which started July 1 2015. Mr. Haack explained that traditionally ACCESS has been a curb to curb service and that drivers were not allowed to assist rider past the curb. *Beyond the Curb Services* will allow drivers to assist riders beyond the curb as long as they are within 60 feet and in eyesight of the vehicle. The committee discussed that this would be a great help for many of HRC clients who need just little extra assistance in successfully using ACCESS. Mr. Haack explained this is a service that would need to be applied for through a form that they currently use for reasonable accommodations.

Mr. Haack explained the surveyed riders, drivers and other interested parties and found this would be a valuable service to provide.

The second change is the rate structure. Mr. Haack explained that the Los Angeles ACCESS works with numerous city and municipalities who also have transportation entities. *The FTA requirement states that no fare to exceed twice the fixed route fare.*

Mr. Haack stated that LA ACCESS has set up a system with an average fare due to the multiple partners and differences in fares. He stated it would be logistically difficult to honor each cities fare structure. He then reported the FTA indicated they did not find that structure to be representative of all concerned communities. He gave an example of a city giving free bus service. ACCESS is appealing the FTA decision. However, in case the ruling stands they have proposed a *Dynamic Fare Change*. The fair change information is available on the attached power point presentation. He also informed the group that a community meeting was being held on August 18th and gave out information for those who would like to attend.

**HRC Client Advisory Committee Meeting
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CAC Training Schedule for the 2016;

The committee was provided 8 different training topics including:

- Emergency Preparedness – American Red Cross presentation
- Disability Rights of California
- Self Determination
- Voting Rights
- ADA Laws
- Managing your health with proper diet and nutrition
- Managing you general health
- Effective Self-Advocacy

Due to having two guest speakers the committee agreed to decide on training topics at the November meeting.

Adjournment:

David Gauthier and Deaka McClain adjourned the meeting at 3:00 pm

The next CAC meeting is on November 21, 2015 at the Harbor Regional Center Long Beachsite.



Client Services Committee

July 28, 2015

In attendance:

Patricia Jordon - Chair
Fu Tien Chiou - Parent
Arthur Oster – Parent
David Oster – Client
Deaka Mc Clean – Client
David Gauthier - Client
Mary Ann Propst – Parent
Patricia Flores – Service Provider
Kristine Engels – Service Provider
Mary Hernandez – Staff
Claudia DeMarco – Staff

Discussion on World Games Special Olympics: HRC staff and service providers attended various events, cheering on various athletes from around the world. Many of the events took place in Long Beach area allowing our staff and providers to get involved. HRC had one client who competed in the Olympics.

HRC Proposed Performance Plan for 2016: The committee also had a discussion regarding HRC's performance plan. We discussed public policy outcomes that included:

- Identifying the number of clients living in the SDC's minors living with families (includes own family, foster families and guardian)
- Minors living in licensed homes serving more 6 clients
- Adults living in his settings,
- Adults living in licensed homes serving more than 6 clients

The performance plan compares how HRC is doing in regards to previous years and also compares HRC to the statewide average for all RC's . The performance plan also includes planned activities by HRC to either improve or to maintain our outcomes.

Health and Wellness Fair: There was continued discussion regarding the Health and Wellness Fair that will take place in the spring of 2016. Two HRC staff will take the lead in the coordination with the Client Advisory Committee. The CAC will be meeting on 8-15-15 and HRC staff will attend to get input and form sub – committees for the planning groups.

Next CSC meeting will be held on September 22, 2015 at 6 p.m.

Harbor Regional Center
Community and Financial Development Committee
September 4, 2015

Attended by: Monica Sifuentes, David Gauthier, David Bourassa, Terri Nishimura, Nancy Spiegel.
Guest Pat Del Monico

We welcomed new members and reviewed the role of this committee to:

Develop and maintain relationships and partnerships with clients, families, service providers, and other organizations within our community. This may include planning and oversight for:

- Community Outreach to increase awareness of services that we provide
- Legislative outreach and advocacy
- Oversight and promotion of various HRC initiatives such as Prevention, Fitness.
- Oversight of fund development for the Harbor Help Fund and the Holidays Are For Sharing program

It was noted that the name of this committee has been proposed to change to **Community Relations**, to better describe the above range of activities.

Nancy provided a **Legislative** update on the status of the Extraordinary Session, and bills that have been proposed to provide increased funding for developmental services, including SBX2-1 (Beall) which includes the Lanterman Coalition recommendation for a 10% increase. As of the meeting date the bills had not yet had any activity, so many advocacy events have been held in the past week to keep the focus on this. This committee will work with the Service Provider Advisory Committee to host tours and Meet and Greet events with local legislators. We discussed the announcement the day before that Anthony Rendon (Assembly, North Long Beach, Lakewood, Hawaiian Gardens) has been named the next Assembly Speaker. Members of this committee met with him in Sacramento in April, and we will reach out to him this fall to offer tours of programs in his service area. Terri Nishimura suggested we present a recognition award (eg to LA Daily News Group/Daily Breeze/Press Telegram) and invite a legislator to speak and to present the award.

Nancy shared the theme for the current **Prevention** Campaign for early identification, assessment and treatment of young children, some activities being used to reach out to underserved families with young children. Members really liked the campaign materials which have been adapted from the CDC national campaign Learn The Signs, Act Early (attached to minutes). Terri advised us that the CDC materials have been distributed to Early Head Start agencies. We all acknowledged that reaching out to pediatrician was as a most critical audience, to ensure that they continue to provide early screening, and refer to us for assessment when there are concerns. Monica provided a local contact for the American Academy of Pediatrics to reach out to their membership.

In relation to HRC's **Fitness Initiative**, we reviewed an upcoming opportunity to volunteer for Special Olympics Southern California (SOSC) Fall Games, and plans for future coordination with SOSC. We want to increase awareness within our client/family community of opportunities for fitness as well as recreation and socialization, through the Special Olympics and similar programs. A meeting with SOSC is being scheduled. David Gauthier noted that he is acquainted with Dr Bill Shumard, SOSC President and CEO, and also suggested we invite SOSC to present their programs at the Health Fair being planned for 2016 by Client Services and Client Advisory Committee.

HRC is also currently recruiting volunteers to assist at the RAT Beach Ride which has again selected HRC as a recipient of race proceeds. Proceeds from last year's Ride contributed \$4000 to the total funds raised for the Harbor Help Fund: **Holidays are for Sharing**. Nancy and Pat advised the group that the Board will be asked at the September meeting to approve \$30,000, from funds raised last year, for the 2015 Holidays Are For Sharing program.

We discussed the best time for meetings going forward for members who are present as well as those who were not able to attend today. We may alternate between Friday lunchtime, and Tues or Thursday early evening meetings. Nancy will send out an invitation with possible alternative dates for early December.

Prevention Campaign

2015-16

Early Assessment of Young Children

Committee staff consists of Sri Moedjono, Physician, Kim Chvotkin, Nurse, Kathie Sarles, Early Childhood Specialist, Rick Travis, Health Services Mgr, Kris Zerhusen, HRC Resource Center Assistant Manager, Maria Rivas, Program Manager, Children's Services, Isabel Cueva, Program Manager, Children's Services, Denise Godfrey-Pinn, Psychologist, Bonnie Ivers, Psychological Services, Dominique DeBorba, Carolyn Kordich Family Resource Center Manager. Kerry Ryerson, Public Information Specialist, Nancy Spiegel, Director of Information & Development,

- Provide information to help parents become aware of typical developmental milestones as well as possible indications of developmental delays.
- Provide tools for new parents to identify concerns, and to talk with their doctor. .
- Share information and tools with medical community for conducting screening.

PROGRESS MADE THUS FAR:

- We have consulted with representatives from Harbor UCLA Medical Center (Julie Noble, Pediatrics), Kaiser Permanente Medical Center, and Memorial Medical Centers, and Providence Little Company of Mary Hospitals, Cesar Chavez Health Center, and LA Best Babies network regarding their practices for conducting assessments and making referrals to us as needed. Our physicians will continue to reach out and offer presentations to neonatology departments.
- Our staff liaisons make routine visits to seven Neonatal Intensive Units at to identify babies who should be referred now, and our campaign is providing materials to add to new parent information packets at discharge.
- We are disseminating information and talking with parents at health fairs sponsored by community clinics, hospitals, early childhood and mental health agencies, YMCAs, etc. We make effort to include underserved, low income, and families from other cultures (eg Cambodian Fair).
- At some of these events, early childhood specialists will provide free assessments.
- We have given presentations at college child development, teacher education, and foster parent education programs.
- We are attending early childhood interagency meetings (child development, education, early head start, mental health, and social service professionals) to identify additional opportunities for outreach.
- We will share information through our website, newsletters, social network.
- We will enlist parents to take information back to their pediatricians and peers.

Learn the Signs. Act Early.

The journey of your child's early years includes many developmental milestones for how he or she plays, learns, speaks, acts, and moves.

Look inside to learn what to look for in your child. Talk with your child's doctor about these milestones.

Not reaching these milestones, or reaching them much later than other children, could be a sign of a developmental delay.

YOU KNOW YOUR CHILD BEST.

If you are concerned about your child's development, talk to your child's doctor.

If you or the doctor is still concerned, ask the doctor for a referral to a specialist and call **1-800-CDC-INFO (1-800-232-4636)** to learn how to get connected with your state's early childhood system to get the help your child might need.

DON'T WAIT.

Acting early can make a real difference!



For more information about your child's development and what to do if you have a concern, visit:

www.cdc.gov/ActEarly

OR CALL:

**1-800-CDC-INFO
(1-800-232-4636)**

to request a FREE "Learn the Signs. Act Early." Parent Kit or to get help finding resources in your area.

Developmental milestones adapted from Caring for Your Baby and Young Child: Birth to Age 5 (AAP, 2009) and Bright Futures: Guidelines for Health Supervision of Infants, Children, and Adolescents (AAP, 2008).



Track Your Child's Developmental Milestones



Your child's early development is a journey. Use this map of milestones to know what to look for along the way.

For parents of children from birth to 4 years



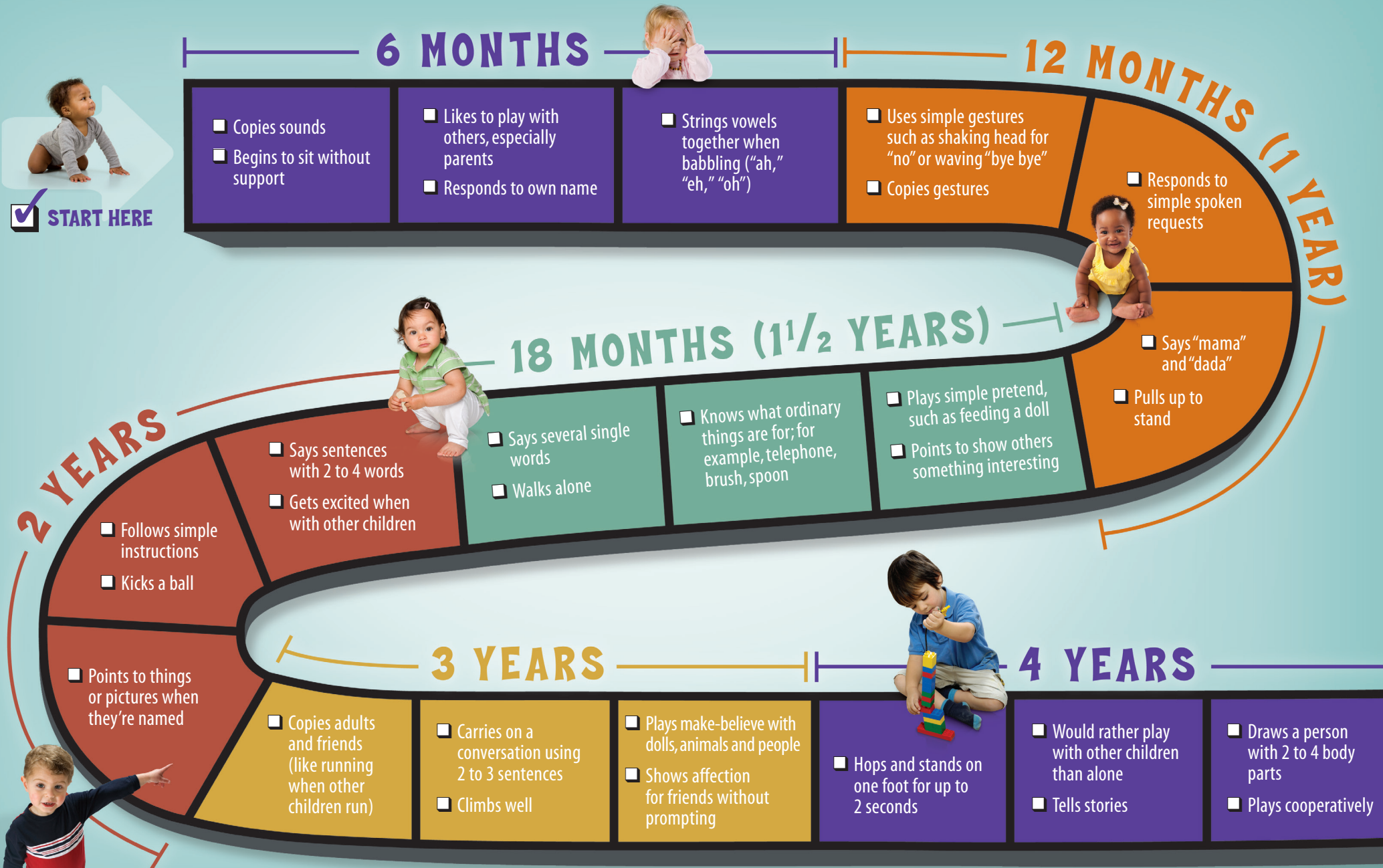
Centers for Disease
Control and Prevention
www.cdc.gov/ActEarly
1-800-CDC-INFO

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310-540-1711

Learn the Signs. Act Early.

Your Child's Early Development is a Journey

Check off the milestones your child has reached and share your child's progress with the doctor at every visit.



These are just a few of many important milestones to look for. For more complete checklists by age visit www.cdc.gov/ActEarly or call 1-800-CDC-INFO (1-800-232-4636).

Aprenda los signos. Reaccione pronto.

El recorrido de su niño durante los primeros años de vida incluye muchos indicadores del desarrollo que su niño debe alcanzar para jugar, aprender, hablar, actuar, y mover.

Lea adentro para que sepa qué debe observar en su niño. Hable con el médico de su niño acerca de los logros.

No alcanzar estos indicadores o alcanzarlos mucho más tarde que otros niños, podría ser una señal de problemas en el desarrollo de su niño.

USTED LO CONOCE MEJOR QUE NADIE.

Si el desarrollo de su niño le preocupa, hable con el pediatra.

Si usted o el pediatra siguen preocupados, pídale al médico que lo envíen a consulta con un especialista y llame al **1-800-CDC-INFO (1-800-232-4636)** para que le indiquen cómo ponerse en contacto con el sistema de intervención infantil temprana de su estado para obtener la ayuda que su hijo pueda necesitar.

NO ESPERE.

¡Actuar temprano puede hacer la diferencia!



Para obtener más información sobre el desarrollo de su niño y saber qué hacer si algo le preocupa, visite:

www.cdc.gov/Pronto

O LLAME AL:

**1-800-CDC-INFO
(1-800-232-4636)**

para solicitar un paquete de información dirigido a los padres sobre la campaña "Aprenda los signos. Reaccione pronto." o para obtener ayuda sobre cómo encontrar recursos disponibles en su área.

Indicadores del desarrollo fue adaptado de Caring for Your Baby and Young Child: Birth to Age 5 (AAP, 2009) y Bright Futures: Guidelines for Health Supervision of Infants, Children, and Adolescents (AAP, 2008).

Siga de Cerca los Indicadores del Desarrollo de Su Niño



El desarrollo de su niño durante los primeros años es un camino por descubrir. ¡Use esta guía de indicadores para informarse acerca de lo que debe buscar en el camino!

Para padres de niños de 0 a 4 años de edad.



Centros para el Control y la
Prevención de Enfermedades

www.cdc.gov/Pronto
1-800-CDC-INFO



310-540-1711



El Desarrollo de Su Niño es un Camino por Descubrir

Vaya marcando los logros que su niño ha alcanzado y notifíquelos al doctor en cada consulta médica.



6 MESES



- Balbucea uniendo vocales ("a...a", "e...e", "o...o")
- Imita sonidos

- Comienza a sentarse sin sostén
- Reacciona cuando se menciona su nombre

- Le gusta jugar con los demás, especialmente con sus padres

- Usa gestos simples tales como mover la cabeza para decir "no" o agitar las manos para decir "adiós"
- Imita gestos

12 MESES (1 AÑO)



- Actúa cuando se le pide que haga algo sencillo

18 MESES (1 AÑO Y MEDIO)



- Sabe para qué sirven las cosas comunes, como teléfono, cepillo, cuchara

- Señala para mostrar algo que le llama la atención
- Puede decir palabras sueltas

- Juega a imitar cosas sencillas, como alimentar a una muñeca
- Camina solo

- Se agarra de algo para pararse
- Dice "mamá" y "papá"

2 AÑOS

- Dice frases de 2 a 4 palabras
- Patea una pelota

- Sigue instrucciones simples
- Se entusiasma cuando está con otros niños

- Señala a objetos o ilustraciones cuando se los nombra

- Juega imaginativamente con las muñecas, los animales y la gente

3 AÑOS

- Imita a compañeros y adultos (como correr cuando los otros niños corren)
- Sube o trepa bien

- Demuestra afecto por sus amigos espontáneamente
- Puede conversar usando 2 o 3 oraciones



- Brinca y se sostiene en un pie hasta por 2 segundos

4 AÑOS

- Dibuja una persona con 2 o 4 partes del cuerpo
- Juega interactuando con otros

- Le gusta más jugar con otros niños que solo
- Relata historias

Concerned about Development? How to Talk with the Doctor



A first step toward getting help for your child when you are concerned about his or her development (how your child plays, learns, speaks, acts, and moves) is to talk with your child's doctor.

Here are some tips for talking with your child's doctor:

1 Prepare for your visit.

- When you make the appointment, tell the doctor's staff you have concerns about your child's development that you want to discuss.
- Write down your questions, concerns, and some examples; take these to the appointment.
- Fill out a milestones checklist for your child's age from www.cdc.gov/Milestones and take it with you to share with the doctor.
- Have other adults who know your child well fill out a milestone checklist, too.
- If you can, take another adult with you to play with your child so you can better focus on what the doctor says.

2 Ask all of your questions during the visit; you know your child best and your concerns are important!

- Tell the doctor you have concerns at the start of the visit and share the milestones checklist and any questions you might have written down.
- If the doctor seems to be in a hurry, ask if you should schedule another visit.
- Ask about your child's most recent developmental screening results. If a screening has not been done, ask for one. For information about developmental screening, go to www.cdc.gov/DevScreening.
- Take notes to help you remember what the doctor says and what to do next.

3 Make sure you understand what the doctor says and what to do next.

- Before you leave, make sure all of your questions have been answered.
- If you do not understand something, ask the doctor to explain it again or in a different way.
- Review your notes and ask the doctor, nurse or office staff for any information you will need to do what the doctor has told you. For example, "What is the phone number for my local early intervention program?"
- When you get home, review your notes and call the doctor's office if you have any questions.
- Take the steps the doctor has told you and remember to follow up with the doctor about how it went.

You Know Your Child Best

Remember, acting early on concerns is the best way to help your child.

If your doctor has told you to "wait and see," but you feel uneasy about that advice:

Talk with another doctor to get a second opinion

— AND —

Find out if your child qualifies for services that might help his or her development.

You do not need a doctor's referral to have your child evaluated for services.

Go to www.cdc.gov/FindEI or call **1-800-CDC-INFO (1-800-232-4636)** and ask how to contact your state's early intervention provider.

If your child is 3 years or older, contact your local elementary school and ask to speak with someone who can help you have your child evaluated — even if your child does not go to that school. If you have problems getting help from the school, ask to speak with the principal.

Don't wait. Acting early can make a big difference!

www.cdc.gov/ActEarly | 1-800-CDC-INFO (1-800-232-4636)

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310-540-1711

Learn the Signs. Act Early.

¿Está preocupado por el desarrollo? Cómo Hablar con el Médico



El primer paso para obtener ayuda para su hijo cuando está preocupado sobre su desarrollo (cómo su hijo juega, aprende, habla, actúa, y se mueve) es hablar con el médico.

Aquí le damos algunos consejos sobre cómo hablar con el médico de su hijo:

1 Prepárese para la consulta.

- Cuando usted haga la cita, dígame al personal de su médico que le preocupa el desarrollo de su hijo y que le gustaría hablar al respecto.
- Escriba sus preguntas, preocupaciones y algunos ejemplos; lleve todo esto a la consulta.
- Complete una lista de indicadores del desarrollo para la edad de su hijo en www.cdc.gov/Indicadores y llévela con usted para mostrársela al médico.
- Haga que otros adultos que conozcan bien a su hijo llenen también una lista de indicadores.
- Si es posible, lleve a otro adulto a la cita médica para que juegue con su hijo y usted pueda enfocarse mejor en lo que le dice el médico.

2 Hágale todas sus preguntas durante la consulta; ¡usted conoce a su hijo mejor que nadie y sus preocupaciones son importantes!

- Dígame al médico que tiene inquietudes al comienzo de la visita y muéstrela la lista de indicadores junto con todas las preguntas que haya escrito.
- Si el médico parece estar apurado, pregúntele si debe programar otra visita.
- Pregúntele sobre los resultados de las pruebas de seguimiento del desarrollo más recientes de su hijo. Si no se le han realizado pruebas, pídalas. Para obtener más información sobre pruebas del desarrollo, visite www.cdc.gov/EvaluacionDelDesarrollo.
- Tome notas para que le ayuden a recordar lo que le dice el médico y las medidas que debe tomar.

3 Asegúrese de entender lo que le dice el médico y las medidas que debe tomar.

- Antes de irse, asegúrese de que le haya respondido todas sus preguntas.
- Si no entiende algo, pídale al médico que se lo explique de nuevo o de una manera diferente.
- Revise sus notas y pregúntele al médico, personal de enfermería o del consultorio sobre cualquier información que vaya a necesitar para poder hacer lo que le dijo el médico. Por ejemplo, “¿Cuál es el número de teléfono del programa local de intervención temprana?”
- Cuando llegue a casa, revise sus notas y llame al consultorio médico si tiene preguntas.
- Tome las medidas que el médico le haya indicado y acuérdesese de comunicarle al médico cómo le fue.

Usted conoce a su hijo mejor que nadie

Recuerde que si está preocupado, tomar medidas de inmediato es la mejor manera de ayudar a su hijo.

Si su médico le ha dicho que “espere y vea”, pero usted no se siente cómodo con ese consejo:

Hable con otro médico para obtener una segunda opinión

Y

También averigüe si su hijo reúne los requisitos para recibir servicios que podrían ayudarlo con su desarrollo.

No necesita la remisión de un médico para que evalúen a su hijo a fin de que reciba servicios.

Llame al **1-800-CDC-INFO (1-800-232-4636)** y pregunte cómo puede comunicarse con su proveedor estatal de servicios de intervención temprana.

Si su hijo es mayor de 3 años, comuníquese con su escuela primaria local y pida hablar con alguien que pueda ayudarlo a que evalúen a su hijo, aunque no vaya a esa escuela. Si tiene problemas para obtener ayuda de la escuela, pida hablar con el director.

No espere. ¡Tomar medidas en las etapas tempranas puede ayudar significativamente!

www.cdc.gov/Pronto | 1-800-CDC-INFO (1-800-232-4636)

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Aprenda los signos. Reaccione pronto.

2015 Fall Games

November 14th & 15th
Orange County, CA

Special Olympics
Southern California



VOLUNTEER JOB DESCRIPTION SUMMARY

There are many volunteer opportunities, some of which require specific skills or age requirements. The minimum age to volunteer is 14.

On-Site Training and Instructions will be provided at each venue for your volunteer shift.

Irvine Lanes: (BOWLING SHIFTS ONLY) **Temporary Location for 2015 Fall Games*

3415 Michelson Dr., Irvine, CA 92612

Volunteers Ages 14+		Volunteers Ages 16+ & 18+	
Awards	Assist with set-up, organizing medals, escorting presenters & staging athletes in order. AGE 14+	Evaluation Team	Conduct surveys with athletes, coaches, volunteers & spectators. AGE 18+
		Meal Services	Assist with meal preparation & lunch distribution to athletes, coaches & volunteers. AGE 16+
		Opening Ceremony-Lead	Lead coordination of athletes, spectators, and speakers during Opening Ceremonies. AGE 18+
		Opening Ceremony-Assistant	Help coordinate athletes, spectators, and speakers during Opening Ceremonies. Volunteers will be standing and/or moving for most of their shift. AGE 18+
		Lane Monitor/ Escorts	Assist with set-up, ensure athletes bowl in correct order. AGE 16+

If you have any additional questions, please contact Volunteer Services at ilee@sosc.org.

www.sosc.org/fallgames



VOLUNTEER JOB DESCRIPTION SUMMARY

There are many volunteer opportunities, some of which require specific skills or age requirements. The minimum age to volunteer is 14.

On-Site Training and Instructions will be provided at each venue for your volunteer shift.

Fountain Valley Recreation Center & Sports Park

16400 Brookhurst Street, Fountain Valley, CA 92708

Volunteers Ages 14+		Volunteers Ages 16+ & 18+	
Dream Big Raffle	Set up the event, assist with prize running and break down event once it is over. AGE 14+	Evaluation Team	Conduct surveys with athletes, coaches, volunteers & spectators. AGE 18+
Soccer: Scorekeeper / Linesman	Assist with set-up. Track team's scores, penalties & game times. Monitor side & goal lines. Soccer Knowledge Preferred. AGE 14+	Information Booth	Assist volunteers, athletes & spectators with event directions & inquires: AGE 18+
Softball: Scorekeeper	Assist with set-up, track team's scores & game times. Assist with foul balls. AGE 14+	Meal Services	Assist with meal preparation & lunch distribution to athletes, coaches & volunteers. AGE 16+
Tennis: Athlete Staging	Assist with staging and escorting athletes to correct courts for competition. AGE 14+	Media Operations Assistant	Assist with media operations, social media, Documentation Team, and Digital Strategy. AGE 18+
Tennis: Ball person	Assist with picking up balls, handing them to the athletes and helping the umpire during competition. AGE 14+	Family Pavilion	Welcome and check-in incoming family members and answer any logistical questions. AGE 18+
Volleyball: Scorekeeper/ Linesman	Assist with set-up, keep team's scores and substitutions, judge balls in/out. Volleyball Knowledge Preferred. AGE 14+	Opening Ceremony-Lead	Lead coordination of athletes, spectators, and speakers during Opening Ceremonies. AGE 18+
		Opening Ceremony-Assistant	Help coordinate athletes, spectators, and speakers during Opening Ceremonies. Volunteers will be standing and/or moving for most of their shift. AGE 18+
		Awards (All sports)	Assist with set-up, organizing medals, escorting presenters & staging athletes in order. AGE 18+

If you have any additional questions, please contact Volunteer Services at nee@sosc.org.

www.sosc.org/fallgames



VOLUNTEER JOB DESCRIPTION SUMMARY

There are many volunteer opportunities, some of which require specific skills or age requirements. The minimum age to volunteer is 14

On-Site Training and Instructions will be provided at each venue for your volunteer shift.

The Rinks-Huntington Beach Inline: (FLOOR HOCKEY SHIFTS ONLY)

****New Location***

5555 W McFadden Ave, Huntington Beach, CA 92649

Volunteers Ages 14+		Volunteers Ages 16+ & 18+	
Awards	Assist with set-up, organizing medals, escorting presenters & staging athletes in order. AGE 14+	Evaluation Team	Conduct surveys with athletes, coaches, volunteers & spectators. AGE 18+
Scorekeeper/ Timer	Assist with court set-up, track team's scores, penalties & game times. Assist with tearing down score table after last game. AGE 14+	Meal Services	Assist with meal preparation & lunch distribution to athletes, coaches & volunteers. AGE 16+
		Opening Ceremony- Lead	Lead coordination of athletes, spectators, and speakers during Opening Ceremonies. AGE 18+
		Opening Ceremony- Assistant	Help coordinate athletes, spectators, and speakers during Opening Ceremonies. Volunteers will be standing and/or moving for most of their shift. AGE 18+

If you have any additional questions, please contact Volunteer Services at nlee@sosc.org.

www.sosc.org/fallgames

**Harbor Regional Center
Service Provider Advisory Committee
Minutes: July 21, 2015**

Members Present: Kristine Engels, Life Steps Foundation; Rhiannon Acree, Cambrian Homecare; Nancy Langdon, Canyon Verde; Terri Nishimura, Pediatric Therapy Network; Angie Rodriguez, Social Vocational Services; Harry Van Loon, ARC-Long Beach; Ashley Klein, Mentor Network; Helen Dolas, Arts and Services; Donna Koenig, Oxford Services; Charles Magee, Goodwill Industries; Mary Cady, Shield Healthcare; Rob Haupt, AST; Cindi Raimondi, ABLE; Dee Prescott, Easter Seal Southern California; April Stover, Ability First

HRC Staff Present: Pat Del Monico, HRC Executive Director; Judy Wada HRC Chief Financial Officer; Nancy Spiegel, Director of Information and Training; Barbara del Monico, HRC Resource and Technology Center Manager; Ashley Ayala, HRC Fiscal Monitor; Colleen Mock, HRC Community Services Director

Staff and Client Training Materials:

Ms. Barbara del Monico highlighted safety training materials available from the HRC Resource and Technology Center. Materials include internet safety, emergency training, including earthquake preparedness and fire safety.

Ms. Colleen Mock announced the service provider Information Security and Electronic Document Management Systems Training on 7/27/15. This information will also be posted on the HRC website following the training.

Ms. Mock also distributed information on the changes in the Direct Support Professional Training that will also be posted on the Harbor Regional Center Website.

Review of Draft HRC Performance Plan

Ms. Nancy Spiegel reviewed the proposed HRC Performance Plan for Fiscal Year 2015-16. There were questions regarding the number of clients who live in large residential settings. There were no recommended revisions to the plan.

Special Olympics World Games:

Ms. Colleen Mock noted that there are over 400 volunteers for “fans in the stands” for the Special Olympic World Games to be held July 25 through August 2, 2015.

**Harbor Regional Center
Service Provider Advisory Committee
July 21, 2015 Meeting
Page 2**

Self-Determination Update

Ms. Mock noted that there was new implementation information that was posted on the self-determination page of the DDS website.

Harbor Regional Center held the first Self-Determination Advisory Committee meeting on June 30, 2015. The meeting time and dates of the Advisory Committee are posted on the HRC website.

CMS-HCBS

The DDS HCBS Advisory Group have reviewed the self-assessment tools that will be released for review. HRC has two service provider representatives on this group.

Rate Changes Due to Employee Sick Leave

Ms. Mock noted that this information is due to DDS and Harbor Regional Center no later than September 1, 2015. There is a link on the HRC website to DDS for those service providers whose rates are established by DDS. There is also the worksheet on the HRC website for the service providers whose rates are negotiated by Harbor Regional Center.

Change in the meeting dates for service provider advisory committee

It was suggested and approved to change the meeting dates from the third Tuesday of the month to the first Tuesday of the month. The meetings will continue to be held at 10 A.M. every other month.

The service providers asked the Chair to obtain the email address of the other regional center chairs of the regional center Service Provider Advisory Committee to discuss common educational issues

The next Service Provider Advisory Meetings in 2015 are scheduled at 10 am the following dates:

September 1, 2015

November 3, 2015

**Harbor Regional Center
Service Provider Advisory Committee
Minutes: September 1, 2015**

Members Present: Kristine Engels, Life Steps Foundation; Rhiannon Acree, Cambrian Homecare; Nancy Langdon, Canyon Verde; Terri Nishimura, Pediatric Therapy Network; Angie Rodriquez, Social Vocational Services; Harry Van Loon, ARC-Long Beach; Sarah Sanders, Mentor Network; Kristy Glass, Arts and Services; Mary Cady, Shield Healthcare; Rob Haupt, AST; Dee Prescott, Easter Seal Southern California; Clare Grey, South Bay Vocational Center; Glenda Lang, Birth and Family Services

HRC Staff Present: Pat Del Monico, HRC Executive Director; Judy Wada, HRC Chief Financial Officer; Barbara del Monico, HRC Resource and Technology Center Manager; Ashley Ayala, HRC Fiscal Monitor; Colleen Mock, HRC Community Services Director

Staff and Client Training Materials:

Ms. Barbara del Monico highlighted client training materials available from the HRC Resource and Technology Center. Materials include: positive behavioral supports for adults; Easy Cookbook and Visual Recipes; Leisure Works: working with clients accessing the community safely and getting along with others.

Ms. Colleen Mock announced the service provider Information Security and Electronic Document Management Systems Training is posted on the HRC website following the training.

Special Olympics World Games:

Ms. Colleen Mock noted that there are over 600 volunteers for “fans in the stands” for the Special Olympic World Games held July 25 through August 2, 2015.

CMS-HCBS

Ms. Mock shared the self-assessment tools for both residential and non-residential settings and also Guidance on settings that have the effect of isolating individuals receiving HCBS from the boarder community. Small trainings will be conducted with service providers starting in the winter/15

Rate Changes Due to Employee Sick Leave

Ms. Mock announced that this information is due to DDS and Harbor Regional Center today and will go retroactively back to July 1, 2015.

**Harbor Regional Center
Service Provider Advisory Committee
September 1, 2015 Meeting
Page 2**

Self-Determination Update

Ms. Mock noted that there was the new application posted on the self-determination page of the DDS website on August 7, 2015. It is anticipated that this application will be forwarded to CMS for review after September 7, 2015.

There is also a self- determination Program Informational Video that is also posted on the DDS website.

The meeting time and dates of the Harbor Regional Center Self- Determination Advisory Committee are posted on the HRC website along with any self-determination implementation updates.

Legislative Informational Activities

The members discussed the rallies that are being held throughout the state this week.

The members also recommended holding two legislative receptions per year, one in Torrance and the other in Long Beach.

Service Provider Training for FY 15-16

The members suggested the following topics for trainings: an open house for the HRC Resource Center to discuss what is available; cultural diversity; assistive technology and augmentative communication; generic resources such as 211, managed care and mental health; use of social media and evidence-based therapies.

There was also discussion regarding internet safety for clients, including cyber bullying and interactions with law enforcement.

The next Service Provider Advisory Meeting in 2015 is scheduled at 10 am on November 3, 2015

**. Harbor Regional Center
Board Planning Committee
Minutes:
August 21, 2015**

Present: Ron Bergman, Patricia Jordan, Sarah Sanders, Nancy Spiegel
Absent due to illness: Wendy Sorel, MaryGrace Lagasca, Kathy Keon

Review of Committee's Charge

On behalf of the Board, the Planning committee provides planning, monitoring, and oversight of HRC programs and initiatives. We reviewed and updated the Mission, Vision and Core Values for HRC. We assist with the development of the Performance Plan and monitor outcomes. We will also periodically look at key initiatives at HRC such as employment, health, housing, and de-institutionalization.

Performance Plan 2016

Nancy reviewed the progress made on desired outcomes in the past year, and discussed the draft Performance Plan for 2016. The committee supported the planned activities for continuing progress on our desired outcomes.

The committee discussed the challenges clients and families experience when accessing services from generic service providers, insurance companies and health plans. They felt that trainings which offered tips for navigating these systems would be useful.

We noted that the Budget Act Trailer Bill Language included a new requirement that regional center Performance Plans include planned activities for "reducing disparities and improving equity in purchase of service expenditures." However, DDS issued their Guidelines for Regional Center Performance Contracts in May, prior to the passing of the Budget Act, and as of late August, has not yet issued any addendum.

We discussed goals that HRC will address in the coming year to increase awareness and understanding of our diverse community and promote culturally sensitive service delivery:

- Continue to be informed and culturally competent, by seeking out high quality training and informational materials for staff and service providers.
- Continue to maintain a staff whose ethnic and language composition reflects that of the population we serve, and encourage our service providers to also maintain an ethnically diverse, multi-lingual workforce.
- Offer educational supports, such as informational presentations and materials for families, to ensure they are informed about available services and supports.
- Seek community input regarding barriers to access and utilization of services, and ways to reduce these barriers.

The committee offered suggestions and possible options for surveying members of our community in a client/parent friendly manner (eg avoiding long surveys, designing responses options to be intuitive, and offering paper or electronic response options).

HARBOR REGIONAL CENTER PERFORMANCE PLAN 2016

PUBLIC POLICY OUTCOMES

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of clients in State Developmental Centers (lower is better)</p> <p>Achieving Desired Outcome? YES</p>	12/06 1.36%	12/06 1.5% 138 clients	<p>Implement the Community Placement Plan.</p> <p>Continue to assist developmental center residents to move into the community.</p>
	12/07 1.2%	12/07 1.38% 125 clients	
	12/08 1.03%	12/08 1.12% 108 clients	
	12/09 0.91%	12/09 0.96% 93 clients	
	12/10 0.83%	12/10 0.78% 77 clients	
	12/11 0.73%	12/11 0.65% 68 clients	
	12/12 0.63%	12/12 0.54% 59 clients	
	12/13 0.51%	12/13 0.5% 56 clients	
	12/14 0.42%	12/14 0.36% 42 clients	
	06/15 0.38%	6/15 0.29% 34 clients	

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

HARBOR REGIONAL CENTER PERFORMANCE PLAN 2016

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of minors living with families (includes own family, foster family, and guardian).</p> <p>(higher is better)</p> <p>Achieving Desired Outcome? YES</p>	12/06 97.65% 12/07 98.06% 12/08 98.38% 12/09 98.48% 12/10 98.6% 12/11 98.71% 12/12 98.92% 12/13 98.98% 12/14 99.10% 6/15 99.11%	12/06 98.71% 12/07 99.21% 12/08 99.36% 12/09 99.37% 12/10 99.56% 12/11 99.60% 12/12 99.63% 12/13 99.78% 12/14 99.80% 6/15 99.78%	<p>Continue to provide support, information, and training to families, to promote child development and family stability.</p>
<p>Percent of minors living in licensed homes serving greater than 6.</p> <p>(lower is better)</p> <p>Achieving Desired Outcome? YES</p>	12/06 0.17% 12/07 0.15% 12/08 0.14% 12/09 0.13% 12/10 0.13% 12/11 0.09% 12/12 0.08% 12/13 0.07% 12/14 0.07% 6/15 0.06%	12/06 0.02% 12/07 0.00% 12/08 0.00% 12/09 0.02% 12/10 0.00% 12/11 0.00% 12/12 0.00% 12/13 0.00% 12/14 0.00% 6/15 0.00%	<p>Continue to avoid use of large licensed settings, and provide support for children to live with families (their own, foster, or guardian).</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

HARBOR REGIONAL CENTER PERFORMANCE PLAN 2016

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of adults living in home settings (independent & supported living, with parent, or with adult family home agency)</p> <p>(higher is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 70.68%</p> <p>12/07 71.38%</p> <p>12/08 72.25%</p> <p>12/09 73.20%</p> <p>12/10 73.99%</p> <p>12/11 74.81%</p> <p>12/12 75.29%</p> <p>12/13 76.49%</p> <p>12/14 77.30%</p> <p>6/15 77.69%</p>	<p>12/06 72.64%</p> <p>12/07 73.13%</p> <p>12/08 73.67%</p> <p>12/09 75.33%</p> <p>12/10 76.51%</p> <p>12/11 77.39%</p> <p>12/12 78.36%</p> <p>12/13 79.05%</p> <p>12/14 80.07%</p> <p>6/15 80.30%</p>	<p>Continue to promote and maintain options for adults to live in home environments with families, or in their own homes, with supports as needed.</p>
<p>Percent of adults living in licensed homes serving greater than 6</p> <p>(lower is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 5.36%</p> <p>12/07 4.94%</p> <p>12/08 4.55%</p> <p>12/09 4.10%</p> <p>12/10 3.80%</p> <p>12/11 3.50%</p> <p>12/12 3.31%</p> <p>12/13 3.12%</p> <p>12/14 2.96%</p> <p>6/15 2.85%</p>	<p>12/06 4.03%</p> <p>12/07 3.58%</p> <p>12/08 3.16%</p> <p>12/09 2.50%</p> <p>12/10 2.37%</p> <p>12/11 2.22%</p> <p>12/12 2.05%</p> <p>12/13 1.84%</p> <p>12/14 1.74%</p> <p>6/15 1.55%</p>	<p>Continue to avoid use of large licensed settings and to support adults moving from larger settings into more integrated/less restrictive living options.</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

HARBOR REGIONAL CENTER PERFORMANCE PLAN 2016

Public Policy Measure	Planned Activities
<p>Harbor Regional Center will increase awareness of cultural diversity, and provide services and supports in a culturally and linguistically competent manner.</p>	<p>Continue to provide community outreach so that the ethnic, language and cultural demographics of our client population reflect that of the general population in our service area.</p> <p>Continue to recruit and maintain a culturally diverse staff whose ethnicity, language and cultural background reflect that of our client population.</p> <p>Provide information and training for staff and service providers to promote culturally-competent service delivery.</p> <p>Increase training and information for clients and families about available services and supports, and expand our library of translated materials.</p> <p>Seek input from our community regarding barriers to to access and utilization of services, and ways to overcome these barriers.</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

HARBOR REGIONAL CENTER PERFORMANCE PLAN 2016

Compliance Measures

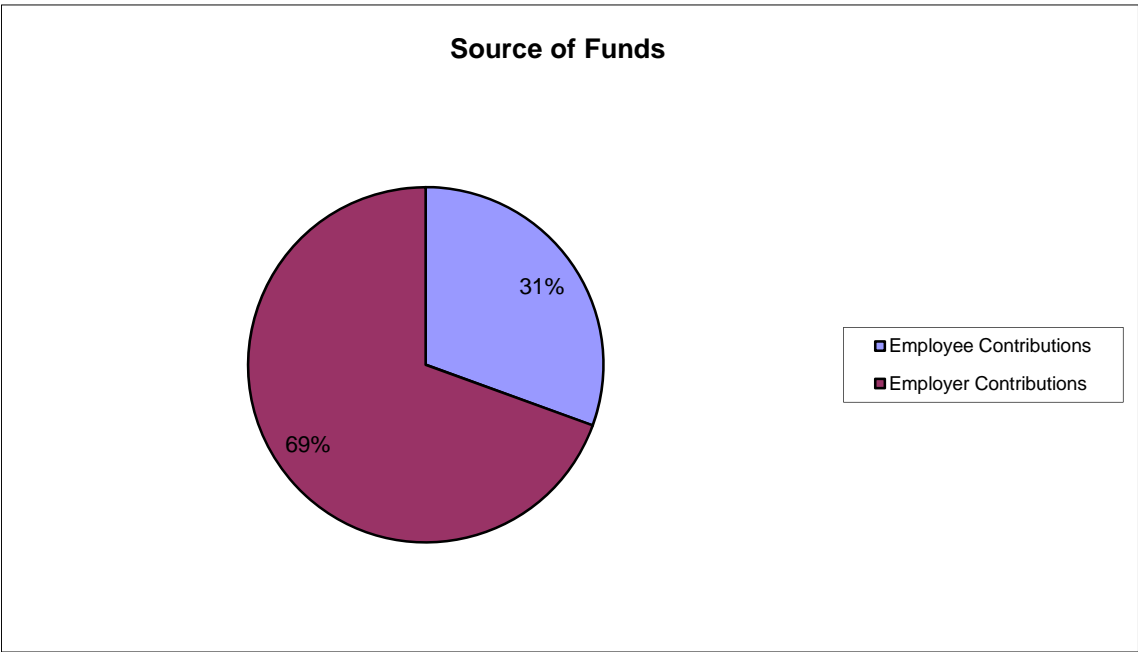
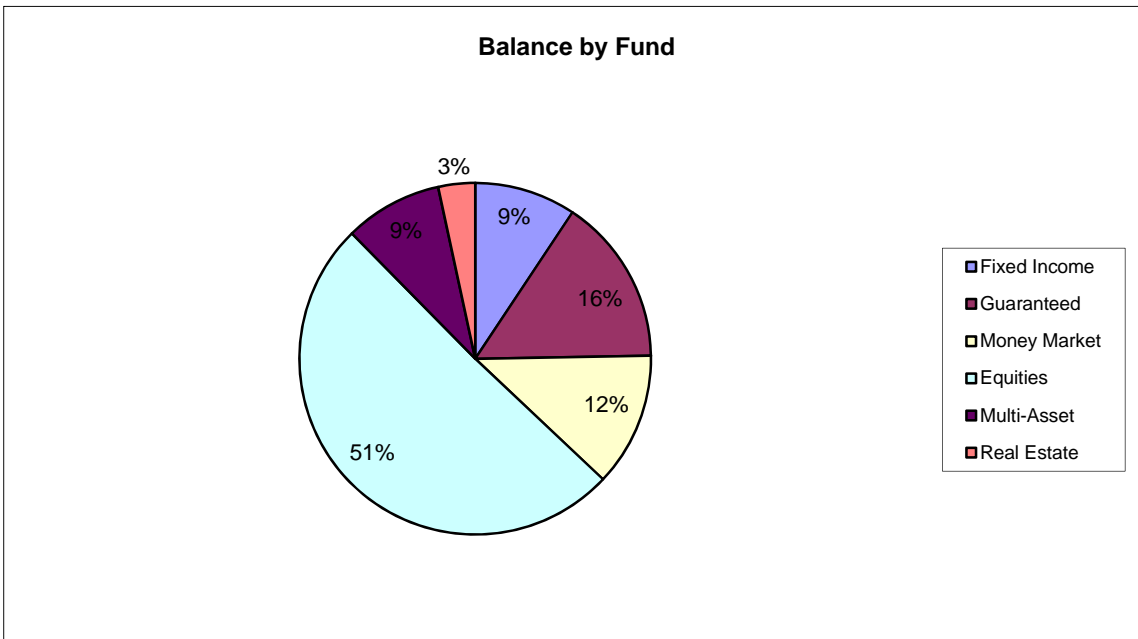
	HRC Baseline	Planned Activities
Unqualified independent audit with no material findings	Yes	Continue generally accepted accounting principles Maintain good business practices Maintain compliance with state contract and Medicaid Waiver requirements
Substantial compliance with DDS fiscal audit	Yes	
Accuracy/percent of POS fiscal projections based on February Sufficiency of Allocation Report (SOAR)	Yes	
Operates within Operations budget	Yes	
Certified to participate in Waiver	Yes	
Compliance with vendor audit requirements	Yes	
Intake/IFSP development, ages 0-2 (Individual/Family Service Plan, Title 17 requirements)	95.94%	Continue to provide timely completion of intake/assessment for infants and toddlers birth - 2 years of age.
Intake/assessment timelines, ages 3 and above - 142 days or less	100%	Continue to provide timely completion of intake/assessment for children & adults 3 years of age and above.
IFSP development, ages 3 and above (Individual/Family Service Plan, Welfare and Institutions Code requirements)	99.75%	Continue to provide timely completion of individual/family service plans for clients receiving services under the Lanterman Act.
Individuals with Current CDER or ESR (Client Development Evaluation Report or Early Start Report).	CDER 97.60%	Continue timely completion of the CDER/ESR.

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

**Harbor Regional Center
Retirement Plan Balances as of 06-30-2015**

	Employee Contributions	Employer Contributions	Total Balance
Fixed Income	\$995,697	\$2,583,337	\$3,579,034
Guaranteed	\$2,486,158	\$3,419,221	\$5,905,380
Money Market	\$1,006,754	\$3,709,052	\$4,715,806
Equities	\$5,894,254	\$13,502,696	\$19,396,949
Multi-Asset	\$770,919	\$2,673,139	\$3,444,058
Real Estate	<u>\$557,780</u>	<u>\$742,330</u>	<u>\$1,300,110</u>
Total	\$11,711,563	\$26,629,775	\$38,341,338

* Plan Balances include active and terminated employees still in the Retirement Plan.
 Plan Balances include 401(k) and 457(b) Plans.
 ** Employee Contributions include \$1,589,414 in Rollover funds.



**Harbor Regional Center
Retirement Plan Performance**

Fund Balance 3/31/15	\$38,081,541
Activity 1/1/15 - 3/31/15	
Distributions	(\$171,827)
Contributions	<u>\$563,024</u>
Net	\$38,472,738
Fund Balance 6/30/15	\$38,341,338
Gain/(Loss)	(\$131,401)
% Gain/(Loss) for the Period	-0.35%
 Active Employees in Retirement Plan	 274

Loan Information	as of 3/31/2015	as of 6/30/2015	Increase/ (Decrease)
Employees with Loans			
Active Employees with Loans	50	47	(3)
Terminated Employees with Loans	<u>10</u>	<u>9</u>	<u>(1)</u>
Total	60	56	(4)
 Average Balance Amount	 \$6,416	 \$5,983	 (\$433)
 Loan Value			
Employee Contributions	\$379,581	\$330,271	(\$49,310)
Employer Contributions	<u>\$5,379</u>	<u>\$4,781</u>	<u>(\$598)</u>
Total	\$384,960	\$335,052	(\$49,908)