



Harbor Regional Center
Board Development Committee Meeting
August 10, 2022

In Attendance: Chris Patay, Ann Lee, Patrick Ruppe (Executive Director) and Jennifer Lauro (Executive Assistant)

Absent: David Gauthier, Jim Flores, Joe Czarske

Meeting Minutes:

1. Welcome new committee members David and Jim!
2. Board Composition – review and discussion of *new DDS requirements*
3. Board Recruitment *ongoing*
 - At the end of fiscal year 2022-23, we will have an additional two members terming out: Kim Vuong and Jeffrey Herrera
4. Board Training *update*
5. Questions/Discussion

Next Meeting: Scheduled for September 14, 2022.

Harbor Regional Center (HRC) Board Planning Committee

Virtual Meetings held on:

July 27, 2022

August 10, 2022

August 24, 2022

August 30, 2022

Committee Members Present: Kim Vuong, Chair, Client and Board Member; Laurie Zaleski, Parent and Board Member; Patricia Jordan, Client and Board Member; Jackie Solorio, Board Member, and Thao Mailloux, HRC Director of Information and Development.

Others Present: Chris Patay, Board Member; Ann Lee, Board Member; Terri Nishimura, Community Member; Ron Bergmann, Community Member and Board Advisor; Fu-Tien Chiou, Board Advisor; David Gauthier, Board Member, Dr. James Flores, Board Member; Gordon Cardona, Board Member; LeeAnn Christian, Consultant; and Patrick Ruppe, HRC Executive Director.

Mission, Vision, and Values

In continuing the work of reviewing HRC's Mission, Vision, and Values statements, HRC contracted with LeeAnn Christian, PhD, BCBA-D to work with HRC's Board Planning Committee and trustees.

Through virtual meetings, the Board of Trustees participated in a review of the trustees' role and responsibilities, in addition to the mission and vision statements of California's Department of Health and Human Services, California's Department of Developmental Services, and surrounding Los Angeles County Regional Centers. To further inform the discussions, members reviewed results of a survey sent to all trustees that collected their thoughts, ideas, and suggestions regarding the current mission, vision, and values statements.

Each meeting involved thoughtful review, discussion, and participation from trustees regarding each component as it relates to every potential audience and function. Participants considered how each word or phrase would impact individuals served, families, circles of support, service providers, HRC employees, and the greater community.

At the August 24 meeting, members were in agreement with the revised mission and vision statements. On August 30th, the group completed the revision to HRC's values and values statements and were in agreement to move the revised statements to HRC's Executive/Finance Committee for further review and input prior to submitting to the full Board for review.

Harbor Regional Center
Client Advisory Committee
August 13, 2022 via ZOOM

Minutes

Members Present: Debbie Howard, Kelly Sutton, Mead Duley, Deaka McClain, Danielle Schorr and David Gauthier.

HRC Staff Present: Kris Zerhusen

Other: Janelle Reyes, Lifesteps Foundation.

Call to Order & Minutes Approved

Meeting was called to order and commenced at 1:05 p.m.

Minutes for 5/14/2022 were reviewed and approved with a motion by Kelly Sutton, seconded by Mead Duley.

Welcome

Danielle Schorr joined the meeting after being absent due to the pandemic. Members expressed their appreciation and gladness that she was present in today's meeting.

CAC Member Updates

Deaka: She attended **DDS Client Advisory Committee** meeting virtually, on May 19, 2022. Deaka is the Vice Chair for this committee. Topics of discussion in the meetings included, Regional Center measures (eligibility and vision statement)and Fair Hearing Process update. Concern was expressed about IHSS specifically why no protection or safety protocols are in place when an individual needs care. Other items discussed were: SDP, Person Centered communication skills, equity and cultural competency.

Deaka provided the same overview of the **HRC Client Services Committee** meetings held virtually on 3/22/2022 and 4/26/2022. The importance of the

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assessment of needs on an individual basis. Deaka mentioned the Public Meeting that took place on 5/18/2022 during which information was shared about HRC infrastructure and Service Coordinator to client caseload ratios. Members were surprised to learn how high the caseloads are for HRC SCs.

Information was shared about what was covered in the HRC Board of Trustees meeting on 7/19/22: Development of EBSH in our service area, START (crisis intervention program) in development and the development of Residential Transportation for clients who participate in Day Programs.

HRC Updates

Kris Zerhusen presented information on the **DDS Budget** for 2022-2023. An overview of **services**, changes and additions (social rec funding, remote services continuing, expansion of paid internship program and Competitive Integrated Employment program). Changes for **Service Providers** (rate increases and pay differential for DSPs who are bilingual). For **Service Coordinators**-funds to provide enhanced case management services and to hire additional SCs in all RCs.

Members talked at length about various social rec opportunities they have been involved in and would be interested in participating in now that funding is available. They were directed to speak with their SC about their interests.

Kris reviewed information about **HRC updates** and news: SDP continues and is open to all interested, SC Expansion positions to reduce current caseloads and the ongoing development and vendorization of agencies/programs providing social rec activities. Also mentioned the development of START and talked about what services would be provided,

The next scheduled CAC meeting is on 11/12/2022 at 1:00 PM. It will be held via zoom unless it is considered prudent and safe to resume meeting in person.

It was discussed that if CAC meetings were to resume to meet in person that there should also be an option to participate virtually for those not comfortable meeting in person.

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Requested presentation for next CAC meeting: Vincente Miles, Emergency Preparedness.

Adjournment

Meeting adjourned at 2:30 PM.

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Client Services Committee |

Meeting date | time August 23, 2022 | 6 PM | Meeting location ZOOM

ATTENDEES

Oanh Kim Vuong (Individual)	Gordon Cardona (Individual)
Deaka McClain (Individual)	Lucy Paz (Interpreter)
April Rehrig (Community Partner)	Fu-Tien Chiou (Parent)
Guadalupe Nolasco (Parent)	Cristina Mercado (HRC Staff)
	Monica Diaz (HRC Staff)
	Judy Taimi (HRC Staff)

AGENDA TOPICS

Time allotted | 6 PM to 7 PM | Agenda topic *Cultural and Linguistic Competency Training*

- Ms. Cristina Mercado, HRC MRQA, provided this presentation to the committee. The main objectives for this training consists of:
 - Defining and understanding Culture
 - Implicit Bias
 - Cultural Competence
 - Linguistic Competence
- It is possible to overcome our implicit biases but we must first acknowledge them. Regardless of our personal culture, we must strive for culturally and linguistically appropriate service delivery. As we move toward cultural competence, it will create opportunities for change which allows us to continue to reflect and create even more opportunities for change and growth. Culturally and linguistically competent work can lead to fewer disparities.
- Is HRC culturally competent?
 - 3 members agreed that HRC is culturally competent and 1 member shared HRC still has more work to do.
- The presentation concluded with the following question to the committee. What are your suggestions for how Harbor can be more culturally and linguistically friendly? Some of the feedback consisted of,
 - Hire diverse competent staff
 - Improve on language translation (verbally and written) when delivering information regarding eligible diagnosis for regional center services

Time allotted | 7 PM to 7:10 PM | **Agenda topic** *General Discussion* | **Presenter** *Judy Taimi*

- We had a new board member joined our committee, Mr. Gordon Cardona.

Next Meeting: October 25, 2022 at 6 PM via ZOOM

Harbor Regional Center (HRC) Community Relations Committee August 10, 2022

Committee Members Present: Ann Lee, Chair, Board Member; Laurie Zaleski, Parent and Board Member; Dee Prescott; Service Provider, Easter Seals Southern California; April Rehrig, Community Member; Thao Mailloux, HRC Director of Information and Development, and Patrick Ruppe, HRC Executive Director.

Welcome and Opening Round

Committee members participated in Introductions and an Opening Round. The Community Relations Committee is a standing committee of Harbor Regional Centers' Board of Trustees.

Back to School Outreach and Impact

Thao Mailloux presented on HRC's efforts to share information about the events and resources that community organizations provided for Back to School. Flyers were frequently shared using HRC's Facebook, Instagram, Twitter, and weekly electronic newsletters in English and Spanish.

HRC hosted a Back to School shopping event for Service Coordinators (SCs) on Monday, August 8, 2022 to benefit HRC clients and their siblings. A local sponsor, HCVT LLC (Long Beach) donated over 200 backpacks and a variety school supplies for HRC clients and families. In addition, service providers, Aveanna and 24HomeCare, donated 100 backpacks each to support HRC's effort. Following COVID safety protocols, HRC SCs picked out backpacks, notebooks, school supplies, and PPE Care Kits (N95 facemasks and hand sanitizer) for clients and siblings.

The South Bay Rotary Club, a long-time supporter of HRC clients, sponsored a Back to School shopping event for 15 HRC clients, who had needs beyond that of school supplies. SCs referred individuals who could benefit from this experience, and on Sunday, August 14, 2022, the participants partnered with a Rotary volunteer, were able to shop for clothes, shoes, and other needs at Kohl's located in Torrance, an hour prior to the store's operating hours.

The Bryant Family also supported seven individuals, who had personal needs beyond that of school supplies. Each individual received clothes and school supplies and one recipient received a laptop that would help with the families' ability to access technology.

In all, HRC's Back to School impact supported close to 450 HRC clients and siblings.

Upcoming Meetings and Areas of Focus

The members of the committee reviewed the purpose and responsibilities of the committee. Committee members will promote, develop, and maintain relationships with clients, families, service providers, and community organizations as well as, educate clients, families, service providers, and community organizations about HRC and HRC services. The members present reviewed meeting dates for the remainder of the fiscal year, and all voted that the committee would be dark in the month of December 2022.

Potential areas of focus and topics of interest that were identified and discussed:

- Social activities and fitness opportunities
- Developing partnerships with school systems to strengthen referrals/connections with HRC once a child has been identified as possibly eligible for HRC services
- Parent Peer Groups and supports
- Increase awareness on expanded/updated eligibility criteria
- Development of Employment/Work opportunities
- Technology partnerships and awareness

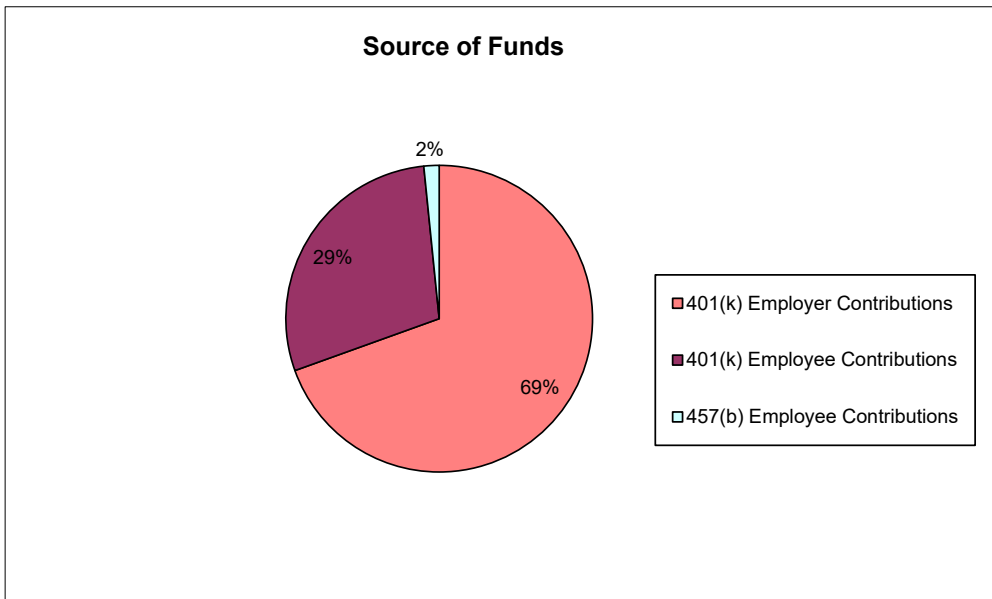
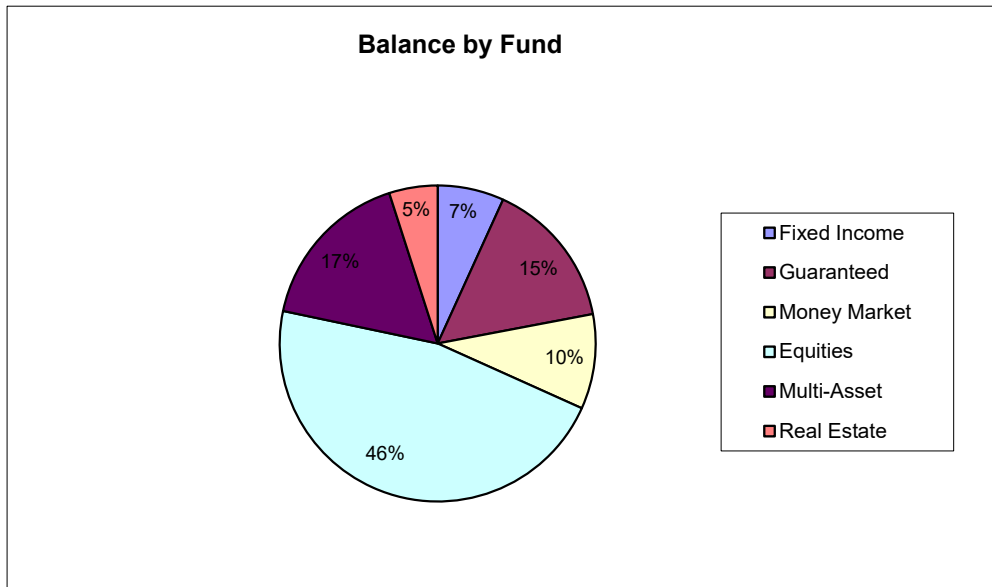
The next Community Relations Meeting is scheduled to occur virtually on October 12, 2022 at 5pm.

**Harbor Regional Center
Retirement Plan Balances as of 6-30-2022**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$2,689,002	\$1,064,190	\$24,871	\$3,778,063
Guaranteed	\$4,924,298	\$2,873,033	\$665,891	\$8,463,222
Money Market	\$4,367,800	\$1,019,747	\$9,541	\$5,397,088
Equities	\$18,088,760	\$7,763,367	\$49,092	\$25,901,219
Multi-Asset	\$6,812,814	\$2,360,937	\$134,249	\$9,308,000
Real Estate	<u>\$1,765,201</u>	<u>\$982,732</u>	<u>\$9,160</u>	<u>\$2,757,094</u>
Total	\$38,647,875	\$16,064,007	\$892,803	\$55,604,686

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

** Employee Contributions include **\$1,734,520** in Rollover funds.

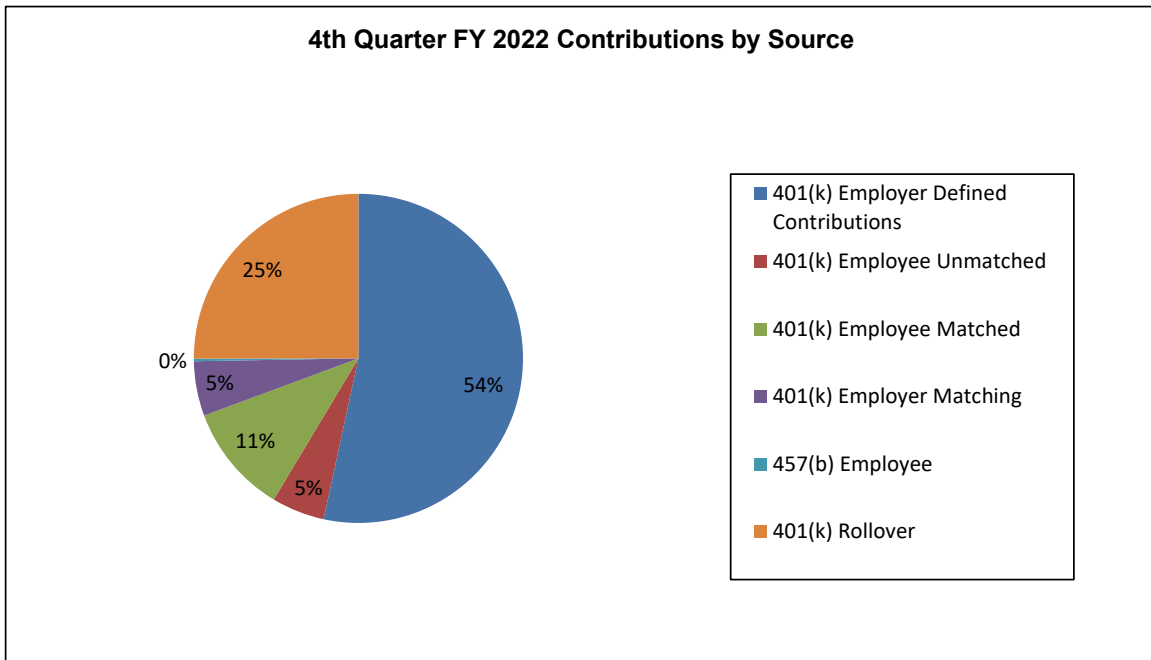


**Harbor Regional Center
Retirement Plan Balances as of 6-30-2022**

	<u>401(k)</u>	<u>457(b)</u>	
Fund Balance 3/31/22	\$59,552,625	\$914,271	
Activity 4/1/22 - 6/30/22			
Distributions	(\$446,745)	\$0	
Contributions	<u>\$1,774,595</u>	<u>\$4,500</u>	
Net	\$60,880,475	\$918,771	
Fund Balance 6/30/22	\$54,711,882	\$892,803	
Gain/(Loss)	(\$6,168,592)	(\$25,967)	
% Gain/(Loss) for the Period	-10.36%	-2.84%	
 <u>Participants</u>			
Active Employees in Retirement Plan	360	3	60%
Terminated Employees in Retirement Plan	241	5	40%
Active Employees Total Balance	\$34,937,019	\$228,882	63%
Terminated Employees Total Balance	\$19,774,863	\$663,922	37%
 <u>Loan Information</u>			
	<u>6/30/22</u>		
Employees with Loans			
Active Employees with Loans	26		
Terminated Employees with Loans	<u>6</u>		
Total	32		
Average Balance Amount	\$4,364		
Loan Value Total	\$139,642		

**Harbor Regional Center
Retirement Plan Balances as of 6-30-2022**

	<u>401(k)</u>	<u>457(b)</u>
<u>Contributions</u>		
Employer		
Defined (10%)	\$949,994	\$0
Matching (50% of Employee Matched)	\$95,601	\$0
Employee		
Matched (up to 6%)	\$191,201	\$0
Rollover	\$445,224	\$0
Unmatched	<u>\$92,575</u>	<u>\$4,500</u>
Total	\$1,774,595	\$4,500
Employees Contributing	248	
Average deferral percentage	6.70%	



HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
July 6, 2022

Opening:

The meeting of HRC Self Determination Advisory Committee was called to order at 6:03PM on Wednesday, July 6, 2022 in person at HRC Long Beach Office. Quorum was established at start of meeting.

Committee Member Present

Deaka McClain- Client
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Linda Chan-Rapp, Parent
Miriam Kang, Parent
Sunghee Park, Parent
Patricia Jordan, Client
David Oster- Client
Juliana Martinez-Parent

HRC Staff Present

Katy Granados- Client Services Manager
Jessica Sanchez- Participant Choice Specialist
Johnny Granados- Participant Choice Specialist
Bryan Sanchez- Participant Choice Specialist
Antoinette Perez – Director of Children’s Services
Judy Taimi - Director of Adult Services

SCDD Staff Present

Albert Feliciano

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

Visitors

Fernando Núñez (Interpreter) Jamie Van Dusen (DDS) Barry Finley Athena Steeples Donna Morvice

Welcome

Introductions of committee members and guests

Approval of Minutes:

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
July 6, 2022

Quorum was established at start of meeting. June 1, 2022 minutes posted and available for viewing on HRC website. David motioned to approve minutes. Deaka asked for a second, Patricia second. No nays on the June 2022 minutes approval completed.

Harbor Regional Center Monthly Updates:

Johnny Granados presented the SDP data in a graph format via an "HRC SDP" Power Point presentation shared on the screen.

- Soft Roll Out Participants
 - Total Participants Selected: **129**
 - Remained in SDP: **87**
 - Withdrew: **35**
 - Moved out of State: **3**
 - Inactivated/Not DD: **3**
 - Transferred Out (to another RC): **1**
- Completed PCPs Q1: 31 and Q2: 42 = 73 in total from Quarter 1 (01/22-03/22) and Quarter 2 (04/22-06/22)
- Certified Budgets Q1: 64 and Q2: 91 = 155 in total from Quarter 1 (01/22-03/22) and Quarter 2 (04/22-06/22)
- Spending Plans Q1: 34 and Q2: 51= 85 in total from Quarter 1 (01/22-03/22) and Quarter 2 (04/22-06/22)
- SDP Live Q1: 31 and Q2: 47 = 78 in total from Quarter 1 (01/22-03/22) and Quarter 2 (04/22-06/22)
- SDP by Ethnicity: 20 Latino participants, 22 White/ Caucasian participants, 8 African American participants, 1 Filipino participants, 1 Korean participant, 5 other/ Bi-Racial participants, 4 Multi-Cultural , 4 Asian Indian, 4 Other, 1 Guamanian, 3 Other Asian ,and 2 Chinese participants.
- SDP by Language: 60 English speaking participants, 1 Korean speaking participant, and 15 Spanish speaking participants.
 - Total Participants fully orientated 442 (75 are in the follow up stages, 133 have chosen to withdraw and 187 in the unknown stage)
- Questions/Comments:
 - Albert asked if there were any indicators on why numbers are low for Korean and Filipino families. Katy discussed that HRC is continuing to work on expanding the outreach to our underserved communities. As they may need additional guidance or may have a more difficult time understanding the information.
 - Deaka asked if the African American community would be part of the community outreach. Antoinette discussed that the Community Outreach specialists function is to reach out to the underserved community. The Participant Choice Specialists responsibility is to reach out to the community and make sure all individuals to have the same access to SDP as in Traditional Services
 - Juliana asked why some families have decided not to move forward. Katy stated that there are various reasons such as a lot of responsibility. Some barriers are the amount of FMS available and that the Pandemic presented its own challenges. Miriam commented

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
July 6, 2022

that misinformation might be a barrier. She continues to have an IF because SDP is a lot of work.

- David asked if there was a wait list to be a part of SDP. There is not but may be a waitlist for certain FMS.
- The committee asked if there is anything they can do for the IF and FMS shortage. HRC discussed that the state is currently working to address the issue. There was also a question if the RFP can address this shortage and Linda answered that in the proposal from Phoenix met all of the marks.
- Juliana expressed that families have many concerns that the FMS's are not being effective. HRC discussed that Regional Centers have been tracking the FMS crisis. There are not enough FMS providers and they require a lot of man power. DDS has gotten feedback and are working on a plan to make them more efficient.
- The presentation continued to report there are no updates with fair hiring at this time.
- SDP Specialized team:
 - Katy discussed that in the children's department at HRC there is now a hybrid team. The Service Coordinators will carry 40 SDP clients and also have traditional clients. This specialized team is being piloted to create consistency and knowledge. All HRC Service Coordinators will still be knowledgeable in SDP.
- RFPF update
 - Contract has not been signed by Phoenix Facilitation.

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

Johnanthony shared that there was no updates at this time and explained what his role is.

SCDD- Albert Feliciano

- LA office continues to host statewide trainings and they are open to anyone.

Statewide Updates:

None at this time.

Public Comments:

- Linda asked about the FMS fees. HRC discussed that they typically came out of the client's budget but will now be paid for by the Regional center.
- Deaka stated that families can not afford to have an IF. Miriam explained that is important to budget correctly.
- Juliana discussed a positive message about SDP and how it her daughter has been successful and is very happy.
- David shared that his first year of being in SDP was difficult but his second year has been better.

Next meeting: September 7, 2022 via Zoom 6PM-8PM

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
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Adjournment, Conclusion

Meeting was adjourned at 7:30 PM.

Minutes submitted by Jessica Sanchez

Harbor Regional Center
Service Provider Advisory Committee (SPAC)
 August 2nd, 2022 10:00 a.m.
 Virtual via Zoom Meeting

Committee Participants

Member Name	Organization
Angie Roddriguez	SVS
Paul Quiroz	Cambrian
Dee Prescott	Easter Seals
Robert Turner	Life Steps Foundation
Lindsey Stone	ICAN
Maria Diaz	
Jesse Hansen	Dungarvin
Melvin Randolph	Westview Services
Anthony MacConnell	Dungarvin
Diane Sanka	Easter Seals
Ben Espitia	
Christine Grant	Dungarvin
Catherine	
Amy Miller	Injoy Life Resources
April S	Long Beach
Patty S	Oxford
Alicia Chavira	
Brian Lockhart	Sevita
Tiffany De La Torre	24hr Homecare
Sharon	
Hai Nguyen	Hi-Hopes Inc
Anabel	Pioneer Homes of CA
Shea	
Elizabeth Ho	

HRC Staff Participating

Staff Name	Title
Heather Diaz	Director of Community Services
Judy Wada	Chief Financial Officer
Patrick Ruppe	Executive Director
Mercedes Lowery	Community Services Manager
Steve Goclowski	Clinical Services Manager
Elizabeth Garcia-Moya	Community Services Manager
Judy Taimi	Director of Adult Services
Thao Mailloux	Director of Information
Ute Czemmell	Controller

Tes Castillo	Assistant Controller
Vincente Miles	Manager Emergency Preparedness Coordination
Mary Hernandez	Director of Case Management Support Services
Brenda Bane	Provider Relations Specialist
Angela Woods	Provider Relations Specialist
Carla Redmon	Provider Relations Specialist

Call to Order

Angie Rodriguez, Chair called the meeting at 10:05 a.m.

Sub-Committee Expectations

Angie took the opportunity to re-introduce the new SPAC Chair Committee Members. Executive Director, Patrick Ruppe welcomed the new SPAC Chair Committee Members and discussed their roles and expectations within their sub-committees. The Sub-Committee Chairs will work in collaboration with a representative from HRC to coordinate meetings within their groups for disseminating information that affects their particular service, and to address/discuss service specific concerns and/or changes that affect all service providers. The groups will determine the frequency of their individual sub-committees meetings. This new structure allows service providers to have the opportunity to bring back to SPAC their questions, concerns, and ideas. It will foster better collaboration and communication between service providers and HRC to help address the challenges that the service provider community is facing and those that may have an impact on the services for the individuals we support.

Budget Update & Statistics, Rate Study Implementation, & Alternative Services

Chief Financial Officer, Judy Wada provided an update on FY 2021-2022 Purchase of Service Expenditure Projection which included a breakdown by service category with out-of-home services (40%) and day programs (29%) being the two highest service categories. Statistical information on HRC’s caseload growth over the last ten fiscal years showed the steady growth and within the last FY 2021-2022, HRC had an increase of 6.6% with 20,190 individuals served. Enacted budget FY 2022-2023 was reviewed which showed the caseload growth amongst all 21 regional center between last year’s fiscal year (371,388) and current fiscal year (400,485).

The Rate Study Implementation schedule was accelerated a full year with now reaching full implementation by July 1, 2024. The first phase of the rate implementation process, which included the 25% of difference between the rate model / benchmark rate effective 04/01/2022 is completed. The next 50% of the difference between the rate model / benchmark rate will be implemented January 1st, 2023. Reminder to service providers of the Rate Adjustment Process to report an error in their rate calculation.

For service providers that serve individuals from multiple regional centers, rates may vary by regional center as certain service code rates will be determined by the vendoring regional center rate model; others will be determined by the purchasing regional center. The DDS Directive with the details was provided to the group.

Alternative Services will be concluding as of 12/31/2022. Alternative vs. Traditional services were reviewed and service providers were encouraged to start planning and evaluating how they will transition to traditional services including their rates. Day program providers would like to work with transportation providers as more day programs are returning to in-person services, transportation has been a challenge.

COVID-19 Updates

HRC continues to offer PCR testing on Mondays at the Long beach office and Wednesdays at the Torrance office. Testing is open to the public including the provider community. Service providers were provided with the registration information. Service providers can contact their Provider Relations Specialist or send email to HRCPPERequest@harborrc.org to request PPE.

Emergency Readiness & Preparedness

Vincente Miles, Manager of Emergency Preparedness Coordination provided an overview of his role. As part of the activities and training that Vincente is preparing, he invited the service provider community to save the date of 10/20/2022 to participate in the Great American Shake Out event. Further details to come.

HCBS Update

Elizabeth Garcia-Moya, Manager of Resource Development provided a quick review on the HCBS: Validation and Remediation process that day services, residential and supported employment providers have to complete. HRC has 167 service providers that are undergoing the validation process and 146 that are in the remediation process. Additional funding to support compliance with the HCBS Final Rule is able to regional center. With the assistance of the SPAC, regional centers are to develop and submit a plan to DDS that includes how the funding will be utilize to help with the development of communities of practice/best practices, training for individuals and families for services that align with HCBS, and creating and implementing innovative provider practices. Ideas were shared and a follow-up meeting will be scheduled for further discussion and gathering of ideas.

Meeting Adjourn 12:00 p.m.