



MINUTES OF THE SEPTEMBER 15, 2015 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.

BOARD PRESENT:

Ms. Erika Braxton-White, Board Member
Mr. Joe Czarske, ARCA Representative
Ms. Kristine Engels, Board Member
Mr. Douglas Erber, Secretary
Dr. James Flores, Treasurer
Mr. La Velle Gates, Board Member
Mr. David Gauthier, Board Member
Mr. Bob Irlen, Board Advisor
Mr. Jaime Martinez, Board Member

BOARD ABSENT:

Mr. Ron Bergmann, Board Member
Ms. Patricia Jordan, Board Member
Mr. Marvin Malito, Board Member
Mr. John Rea, President
Dr. Bobbie Rendon-Christensen, Board Member
Dr. Monica Sifuentes, Board Member
Ms. Wendy Sorel, Board Member

STAFF PRESENT:

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

GUESTS:

Mr. Christopher Arroyo, L.A. Office of State Council
Mr. Mead Duley, HRC Client
Ms. Denise Thornquest, DDS
Ms. Makaanani Washbon, HRC Counselor
Ms. Lidemira Amador, HRC Counselor
Ms. Karine Paulan, HRC Counselor
Mr. Jose Esqueda, HRC Counselor
Ms. Stephanie Pena, HRC Counselor
Ms. Matilde Castellanos, HRC Receptionist
Ms. Daisy Osuna, HRC Team Assistant
Mr. Bjoern Petersen, HRC Program Manager
Ms. Iris Owens, HRC Behaviorist
Ms. Ellaveline Contrano, HRC Counselor
Ms. Devari Tolliver, HRC Counselor
Ms. Norma Calderon, HRC Counselor
Ms. Lissette Rodriguez, HRC Counselor
Ms. Jenni Pineda, HRC Counselor
Ms. Sandi Lemus, HRC Counselor
Ms. Kimberly Mancha, HRC Behaviorist
Ms. Teresa Robbins, HRC Fiscal Specialist

CALL TO ORDER

In Mr. Rea's absence, Mr. Erber called the Board Meeting to order at 6:35 p.m.

PRESIDENT’S REPORT

Mr. Erber led in the Pledge of Allegiance to the Flag.

Mr. Erber welcomed Board members, guests and staff.

Mr. Erber invited the Board members and guests to introduce themselves.

Mr. Erber asked that the record reflect that the Executive Committee of the Board met on September 1, 2015 to prepare the agenda for tonight’s meeting. The Executive Committee also reviewed a list of contracts requiring the approval of the Board which was attached to the Board packet materials. One contract will be for the addition of a transportation service provider and the other will be for construction of additional space in Building C of the Torrance office. The Executive Committee recommends that the following contracts be approved by the Board:

Purchase of Service - Contract Transportation

- 1. Comfort Transit Services, Inc.(NEW PROVIDER)

18119 Prairie Ave.

Torrance, CA 90504

Contract Period: August 24, 2015 to June 30, 2018 with option to extend 1 year

Description of Services: Transportation services

Rate of Payment: Per client per one-way trip, rates varies by zone

Zone A \$11.94

Zone B \$13.01

Zone C \$16.02

Zone D \$18.22

Fuel Surcharge for gas price in excess of \$3.00/gallon, for diesel in excess of \$3.75/gallon

Aides \$10.44 per client per hour

Penalties for long trips, early/late trips, non/inaccurate reporting time

Projected annual amount: approx. \$7,000,000-\$8,000,000 total for all providers (Ideal Transit, Inc. and Round Trip Transportation, Inc., approved May 19, 2015).

Purchase of Service – Operations

- 1. D’Escoto West, Inc.

8687 Melrose Ave.

West Hollywood, CA 90069

Description of Services: Remodel of 3rd Floor South East 21311 Hawthorne Blvd.

Contract Period: Start September, 2015

Amount: Not to exceed \$429,000.00

Mr. Czarske moved to approve the two Contracts listed above and Ms. Engels seconded the motion, which was unanimously approved by the Board:

Mr. Erber reminded the Board that the next board meeting will be a training meeting on October 20, 2015 at which one of HRC's attorneys will discuss Board duties and responsibilities. There will not be a board meeting in November. The next business meeting of the Board will be on December 1, 2015 and will include a presentation of our audited financial statements by our independent auditors.

PUBLIC INPUT

Mr. Mead Duley, an HRC Client, announced his participation in upcoming tournaments and invited board members to attend in encouragement.

APPROVAL OF THE AMENDED MINUTES OF THE MAY 19, 2015 BOARD MEETING. Dr. Flores moved to accept the MAY 19, 2015 amended minutes of the Board meeting, and Mr. Gauthier seconded the motion, which was approved by the Board.

APPROVAL OF THE MINUTES OF THE JULY 7, 2015 BOARD MEETING. Mr. Czarske moved to accept the JULY 7, 2015 minutes of the Board meeting, and Ms. Engels seconded the motion, which was approved by the Board.

TREASURER'S REPORT

Dr. Flores reviewed the following financial statements: The Harbor Regional Center Monthly Financial Report for Fiscal Year 2014-15, dated June 2015; the Harbor Regional Center Functional Expenditures, dated June 2015; the Harbor Regional Center Line Item Report, dated June 2015; the Harbor Regional Center POS Contract Summary, dated June 2015; the Harbor Regional Center Monthly Financial Report for Fiscal Year 2015-16, dated July 2015; the Harbor Regional Center Functional Expenditures, dated July 2015; the Harbor Regional Center Line Item Report, dated July 15; the Harbor Regional Center POS Contract Summary, dated July 2105 and the Harbor Developmental Disabilities Foundation Harbor Help Fund, Statement of Income and Expense April 1 to June 30, 2015.

Mr. Gauthier moved to approve the Treasurer's Report for Harbor Regional Center and Mr. Gates seconded the motion, which was unanimously approved by the Board.

EXECUTIVE REPORT

1. PRIOR YEAR BUDGET STATUS:

Ms. Del Monico advised the Board that the most current Sufficiency of Allocation Report provided in their board packet continues to show a projected statewide deficit of not less than \$144 million for the year ended June 30, 2015, but that additional funds had been approved through the recent budget process to cover expenditures for all regional centers for the last fiscal year.

2. CURRENT FISCAL YEAR CONTRACT AMENDMENT:

Ms. Del Monico informed the board that the first amendment, referred to as the B-1 amendment because we are in the second (B) year of a five-year contract with DDS, has been executed. The B-1 was provided in the board packet and Ms. Del Monico called the board's attention to three specific documents contained in the B-1. Specifically, Ms. Del Monico briefly discussed the **Explanation of Items**, a document that explains how each item is allocated to the centers for both Operations funding as well as Purchase of Services. Discussion followed.

3. SPECIAL LEGISLATIVE SESSION UPDATE:

Ms. Del Monico updated the board on the status of the special legislative session established to hear a variety of proposed bills in an effort, primarily, to resolve funding issues associated with the Medi-Cal program, but also to address funding for regional centers. The Lanterman Coalition and a record breaking number of advocacy groups organized rallies to continue to speak out on behalf of our clients and families during the budget process and subsequent special session. Ms. Del Monico thanked those HRC Staff and board members who attended the rallies and announced that we are going to keep the pressure on elected officials to *keep the promise* made to find additional and much needed funding for our regional centers to maintain services for our clients and families.

4. BUDGET TRAILER BILL:

Ms. Del Monico called the board's attention to a memo from the Department of Developmental Services that was provided in the board packet which explains the budget trailer bill language. Discussion followed.

5. CALIFORNIA STATE AUDIT REPORT:

Ms. Del Monico provided the board with summarized findings from the California State Audit Report, which is a follow up report to their August 2010 report.

6. SDC CLOSURE UPDATE :

Ms. Del Monico advised the board of Governor Brown's proposed closure of the Sonoma Developmental Center (SDC) by 2018 and anticipated closure of the Fairview Developmental Center (FDC) thereafter. Ms. Del Monico referred the board to an article in the board packet on the closure and indicated that she will keep the Board advised as to closure progress.

7. SELF-DETERMINATION ADVISORY COMMITTEE:

Ms. DeMarco reported that the second meeting of the HRC Self-Determination Advisory Committee was held on September 9, 2015. Mr. Gauthier and Ms. DeMarco provided a summary of the committee's continued activities. Ms. Del Monico indicated that anyone seeking the latest information and news on the status of the self-determination application and our committee activities should check HRC's website and or join our e-bulletin.

8. ARC/UCP LAWSUIT UPDATE:

Ms. Del Monico updated the Board on the federal district courts ruling made on the

ARC/UCP lawsuit and summarized the ruling for the board.

9. ACLU LAWSUIT RE INCOMPETENT ACCUSED:

Ms. Del Monico called the board's attention to a lawsuit filed by the American Civil Liberties Union against the state of California alleging that the state has failed to transfer defendants with mental health issues or disabilities who were deemed incompetent to stand trial to state hospitals in a timely manner. This issue was the subject of recent board training and we will continue to follow the lawsuit and keep the Board advised.

10. AUTISM ARTICLE:

Ms. Del Monico summarized an article provided in the board packet on a recent study and research on autism published in the American Journal of Medical Genetics. Discussion followed.

11. HOLIDAY GIVING:

Ms. Del Monico advised the Board that HRC has begun the annual campaign to provide food and gifts to needy families during the holidays. Ms. Del Monico thanked the Board for their continued support and requested a motion for the board to approve a donation of \$30,000.00 from the Harbor Help Fund to purchase food and gift certificates to donate to those HRC clients/families most in need.

Mr. Gauthier moved to approve a donation of \$30,000.00 from the Harbor Help Fund to purchase food and gift certificates to donate to HRC clients/families and Mr. Gates seconded the motion, which was unanimously approved by the Board.

12. PRESENTATION:

Ms. Colleen Mock, Director of Community Services shared valuable information about how HRC conducts case conferences with our clients and families related to health issues.

Mr. Czarske moved to approve the Executive Report and Mr. Gates seconded the motion, which was unanimously approved by the Board.

COMMITTEE REPORTS

A. AUDIT

In Ms. Sorel's absence, Ms. Wada reported that Independent Auditors have been at HRC conducting their audit. A final report will go in front of the board for review at the December board meeting.

B. BOARD DEVELOPMENT

In Mr. Rea's absence, Ms. Del Monico advised that the committee has not met.

C. CLIENT ADVISORY

Mr. Gauthier reported that the committee met on August 15, 2015 and discussed a variety of topics, including the Regional Center Performance Plan, CAC Outreach efforts and a recap of HRC's participation as volunteers in the World Games. CAC is scheduled to meet next on November 21, 2015 at HRC Long Beach Office.

D. CLIENT SERVICES

In Ms. Jordan's absence, Ms. DeMarco reported that the committee met on July 28, 2015 and discussed HRC's proposed Performance Plan for 2016. The committee also continued discussion regarding the planned 2016 health and wellness fair for adult clients. The committee is scheduled to meet next on September 22, 2015.

E. COMMUNITY & FINANCIAL DEVELOPMENT

In Dr. Sifuentes absence, Ms. Spiegel advised that the committee met on September 4, 2015 and proposed a change of name from Community & Financial Development to Community Relations to better describe the roles and responsibilities of the committee. Also discussed was an update on the status of the Extraordinary Session and the committee's participation and support in Sacramento.

F. SERVICE PROVIDER ADVISORY

Ms. Engels reported on the July and September meetings of the committee which focused on the self-determination program status as well as rate changes needed due to new employee sick leave requirements. Discussion also focused on service provider training for the fiscal year 2015-16.

G. BOARD PLANNING

In Ms. Sorel's absence, Ms. Spiegel reported on the committee's activities in preparation of the 2016 performance plan and also provided a comprehensive and informative presentation of HRC's draft proposed 2016 Performance Plan.

Ms. Braxton-White moved to adopt HRC's draft proposed 2016 Performance Plan and Mr. Czarske seconded the motion, which was unanimously approved by the Board.

H. RETIREMENT

Mr. Czarske reviewed the Harbor Regional Center Retirement Plan Balances as of 06-30-2015 and the Harbor Regional Center Retirement Plan Performance Sheet.

I. ARCA

Mr. Czarske summarized the matters discussed at the August ARCA meetings.

J. HOPE (Home Ownership for Personal Empowerment)

Mr. Irlen announced that HOPE's annual Gold Tournament is scheduled for November 2, 2015 in Seal Beach. Information and details will follow.

K. INTERAGENCY COORDINATING COUNCIL

Mr. Erber announced that the Council has appointed him the Communications Chair and he will summarize the matters discussed at the upcoming October meeting at our December board meeting.

Mr. Gauthier moved to accept the committee reports and Ms. Braxton-White seconded the motion which was unanimously approved by the Board.

ADJOURNMENT

Mr. Erber adjourned the meeting at 8:05 p.m.



Submitted by: _____

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