

**Harbor Regional Center
Client Services Committee
HRC Torrance Office – September 24, 2019 6-8PM**

Attendees: Kim Vuong, Guadalupe Nolasco, David Gauthier, Futien Chen, Erika Braxton-White, LaWanna Blair

The committee welcomed ***Kim Vuong*** as the new chair. A brief discussion took place regarding changing the day the committee meets to the 4th Wednesday (6-8pm) instead of the 4th Tuesday (6-8pm). Those in attendance were in agreement to change the day to Wednesday. An email will be sent to the members that were not in attendance.

There was a brief overview/recap of the last service review, Living Options. The group was advised that living options materials are still in the process of being reviewed and updated. There was discussion about the next service review topic and the committee felt it would be nice to review a topic specific to early start. The next Service Review will be on Therapy Services, specifically, speech, occupational and physical therapy. This review is slated to begin in January 2020.

Erika Braxton-White provided an update on the Diversity Initiatives, i.e., Your Family Our Focus, Transition Events, etc. She provided an update on HRCs Community Outreach Specialist specifically the newly created social media links (Face Book, Instagram) for Spanish speaking families and our partnership with community organizations for trainings and support. She also reviewed the 3 year HRC Diversity and Inclusion Progress Report which highlights HRC initiatives since the program launched in 16/17 including: a parent mentor program to assist low POS families, increase in parent training and utilization of family resource centers, increase connection to HRC resources and generic/community resources, collaboration with two new parent support groups and increase in offering of in-language parent training.

The next meeting will be on October 22nd at the Long Beach Office

Self-Determination Advisory Committee Harbor Regional Center Minutes, September 14, 2019



1. Meeting **convened** at 6:12pm.

Present: Linda Chan Rapp, Miriam Kang, Rosalinda Garcia, Deaka McClain, Mariano Sanz
Harbor Regional Center [HRC]: Antoinette Perez, Judy Samana Taimi, Diana Sandoval

Absent:

David Gauthier

Sofia Cervantes [State Council on Developmental Disabilities (SCDD)]
representative from Office of Clients' Rights Advocates

Guests: Yvette Torres (Acumen Fiscal Agent); and parents including Juliana Martinez, Lisa Sanchez, Emilia Castellanos, Vianney Gomes, Guadalupe Nolasco, and Maria Savala.

Minutes from August 14, 2019 were read/approved.

2. **Committee organization update:** Sandy Farah, the Disability Rights Advocate, has tendered her resignation from this local Self-Determination Advisor Committee (SDAC). Therefore this committee currently has six active members of the original nine: four appointees from Harbor Regional Center and two from the State Council on Developmental Disabilities (quorum = 4). Miriam, who has served as co-chair since the inception of this local self-determination advisory committee in 2015 –and then as chair from 2018, proposed that a new chair be appointed in order to rotate leadership. Linda Chan Rapp volunteered to serve as chair and Deaka McClain expressed interest in serving as co-chair. Rosalinda Garcia suggested that we postpone a vote on this item until October when all members of the committee can weigh in on this matter, and her motion to table this discussion until 10/9 was approved.

3. **Harbor Regional Center (HRC) update** – Antoinette Perez

a. Current number of Self-Determination Program (SDP) participants = 83. Of our allotted 99, 15 participants have withdrawn from SDP (14%); 1 (1%) has moved out of state; 2 (2%) have transferred out and 2 (2%) have transferred in.

b. Status of orientations see pie chart (attached):

76 SDP participants have fully completed the orientation process

6 have had only the General Orientation

1 has had only the Financial Management Services part of the Orientation

c. August make up sessions – participants in SDP have the opportunity to make up the part of Orientation that they missed; the trainings have been recorded so the make ups can be individualized too.

d. Harbor is scheduling ongoing information nights so people who still want to sign up for SDP participant pool can do so. On August 28, 7 potential participants/families attended and 6 signed up for the SDP pool. Another Information Night will be scheduled in October.

e. Department for Developmental Services (DDS) has announced its plans to have another drawing of names for SDP participants in October, and that they will probably also draw additional back-up names in case individuals decide to drop out of the program.

f. DDS has clarified that funding for Person-Centered Plans drawn up by providers not vendored by regional center can be paid directly to such providers via code 024, so the participant does not need to first front the

money and then apply for a reimbursement.

[1] Public comment: where can participants find Spanish speaking independent facilitators and person-centered plan providers? Antoinette Perez suggested the upcoming SDP Fair at Mychals Learning Center and Rosalinda Garcia added that there would be an independent facilitator training for Spanish speakers on 10/6 which she is attending.

[2] Deaka also mentioned that she is interested in becoming an independent facilitator, but that she wants to work with a partner to help her with the finance. When she asked how to arrange funding for that through self-determination, it was suggested that she include this support in her PCP and budget.

[3] When Mariano Sanz asked how far in the SDP planning process participants were at Harbor Regional Center, Antoinette Perez responded that seven budgets have been approved and 1 participant had a spending plan and after a FMS is chosen, the budget numbers may still be fine-tuned.

4. Office of Clients' Rights Advocates: No report given

5. Statewide SDAC updates – Linda Chan Rapp

a. Summarized information from the SDP newsletters and information coming from DDS:

[1] Expectations from someone providing Person-Centered Plan services:

[a] The provider needs to demonstrate they have received training or certification in PCP process. Depending on their experience, payment could run somewhere between \$25-75/hour.

[b] Together with participant and support team they need to determine how long/how much time is needed for the planning process, taking the needs of the participant, scheduling needs into consideration, i.e. should they agree on several short, focused meetings /or fewer but longer and intensive meetings?

[c] The end product of the PCP is a written document “with clearly stated outcomes provided to the participant which capture the strengths, hopes and dreams of the participant, along with their vision for their future and the supports needed to have a meaningful life in the community.” (from 8/30/2019 <https://dds.ca.gov/sdp/docs/SDP_Newsletter_08302019.pdf>)

[2] from 8/02/2019 <https://dds.ca.gov/sdp/docs/SDP_Newsletter_08022019.pdf>:

[a] The Department has posted Financial Management Services (FMS) provider contact information for each regional center, which can be found at the following link:

www.dds.ca.gov/SDP/FMSContactList.cfm .

[b] Also SDP participants are able to live in a group home, but the site needs to comply with Home and Community Based Services final rule regarding **Choice** and inclusion in the community.

[c] Once SDP is generally available, a regional center client can express an interest in SDP and the PCP process and can request that RC “begin making arrangements for their transition to SDP provided that he or she is reasonably expected to transition to the community within 90 days.”

3. from 8/16/2019 < https://dds.ca.gov/sdp/docs/SDP_Newsletter_08162019.pdf>

[a] The Budget Calculation and Certification tool is available at < <https://www.dds.ca.gov/SDP/programDirectives.cfm>>

[b] A suggested flow chart for SDP, which is not exactly linear since certain activities can be happening concurrently (e.g., PCP and development) can be found in 12 languages at the bottom of <<https://www.dds.ca.gov/SDP/sdpEnrollment.cfm>>

[c] Meet and mingle idea: San Diego RC SDAC held a gathering of SDP participants featuring discussion tables with opportunities to go to designated tables (such as PCP, developing a spending plan, resources, etc.) to meet with other participants and network and share resources on topics

b. Follow up from August's SDAC "PCP" (see handout): Given the areas we identified as a local SDAC, Linda Chan Rapp proposed we divide into groups to come up with concrete, measureable goals for each of the priority areas for our committee as strongly suggested —although (as clarified by Mariano Sanz and Rosalinda Garcia) not *mandated*—by Liz Harrell at the June 10-11, 2019 Statewide Self Determination Advisory Committee. Mariano Sanz commented that he thought it would be appropriate that, rather than writing goals in small groups, we should be free as a committee to give input to goals for each area. So as a committee, it was suggested that we take the notes from our 8/14 discussion and give some thought as to specific goals for:

1. Effective implementation: focus on input from our SDP participants to identify glitches in the roll out of the program, and suggest issues that need to be addressed.
2. Diverse outreach – we can review the demographics, make recommendations, suggest or give oversight for trainings.
3. Eyes and ears of SDP: welcoming public comment within clear guidelines.

6. Announcements

- a. Disability Voices United & Autism Society of Los Angeles 11/15-16 Take Charge Self-Determination Conference
- b. The next HRC Self-Determination Advisory Committee meeting is scheduled 10/9 at 6pm in Torrance.

7. Public Comment

- a. Re: 'Public is welcome to our local SDAC meetings. If interpretation is desired please sign up ahead of time.' Lisa Sanchez noted she had RSVP'd to attend 8/14 meeting and requested an interpreter, but then she was told that there were no August meetings so she did not come.
- b. Concerns voiced by Guadalupe Nolasco about learning the new systems, and hearing comments from agencies that SDP means "do it yourself because there aren't vendors." She wonders who is doing the training?
- c. Amelia Castellanos shared that she was initially excited but now sees there are obstacles for SDP. She compared it to special ed and moving targets.

The meeting adjourned at 7:48 pm.

Abbreviations

DDS Department of Developmental Services
HRC Harbor Regional Center
FMS Financial Management Services
PCP Person-Centered Plan
RC Regional Center(s)
SCDD State Council on Developmental Disabilities
SDAC Self-Determination Advisory Committee
SDP Self-Determination Program

Minutes submitted by Linda Chan Rapp

Self-Determination Advisory Committee Harbor Regional Center Minutes, October 9, 2019



1. Meeting **convened** at 6:12pm.

Present: Linda Chan Rapp, Deaka McClain, Mariano Sanz

Harbor Regional Center [HRC]: Antoinette Perez, Diana Sandoval

State Council on Developmental Disabilities [SCDD]: Christopher Arroyo, Brianna Reynoso

Absent: Rosalinda Garcia, David Gauthier, Miriam Kang; as well as any staff representative from Disability Rights California

Quorum was not established.

Guests: Vianey Gomes, Yvette Torres, Olivia Gonzalez, parents

2. Committee members and guests introduced themselves.

3. **Minutes** from 9/11, & Election of **new chair** were not voted on because of lack of quorum.

3. **Harbor Regional Center [HRC] update** – Antoinette Perez

- a. Data on **Withdrawals** from the Self-Determination Program [SDP]: Harbor Regional Center has reported a 17% withdrawal rate as of 10/9/2019 (17 out of 99 selectees for SDP). Statewide withdrawal rates by ethnicity do not seem to vary markedly from the target ethnic percentages. However HRC clients chosen for SDP did not reflect the target age-range distribution, exceeding the targeted number of participants in the 0-21 age range (68 rather than 55 clients in this category were selected for SDP). Although the selection of participants in the 22-41 age range was generally on target (29 selected for 28 slots), only 2 out of 16 (13%) targeted participants were chosen for SDP in the 42+ age range. This disparity will be addressed in the next SDP participant selection.
- b. Withdrawal reasons: At HRC, 18 have withdrawn from SDP voluntarily either because they are comfortable with their current delivery of services, or else because they are unable to make time for SDP right now. Of the remaining participants 4 transferred to another regional center catchment area, and 2 have transferred in.
- c. **Orientation** data: Of the remaining 79 participants, 73 have fully completed orientation, 5 have completed one part of orientation and one selectee's family has noted that they do not have time to participate at this time although they are still interested in the program. November 15, 2019 appears to be the cut off date for those selected to participate in SDP to complete the Orientation process. Otherwise they will not be allowed to continue in the SDP program, although they may reapply at a future time.
- d. Comparative data statewide were also supplied for withdrawals, ethnicity, and age of selected consumers for SDP at all 21 regional centers. Note: The data mentioned above come from the Department of Developmental Services [DDS].
- e. Here are the **Financial Management Services** vendored with HRC as of 10/1:
Premiere Healthcare Service, 24 Hour Homecare, Accredited FMS, Acumen Fiscal Agent LLC, and GT Independence
- f. HRC is continuing to offer make-up orientation sessions, and scheduling ongoing information nights for prospective SDP participants.

g. Challenges: DDS system for funding had some glitches such that when one consumer cut off traditional services there was a gap before SDP payments kicked in. Also regional centers have not received all the codes needed for the paperwork.

Mariano noted that these are technical glitches that will certainly be resolved, so although there are frustrations, it is encouraging that SDP is working!

4. Office of Clients' Rights Advocates Update: Priscilla Ankarah has been hired and will start 11/4.

5. Statewide update: Linda Chan Rapp noted that there had been some discussion at the June 10-11 Statewide Self-Determination Advisory Committee (SSDAC) regarding a few points that will probably come up at the upcoming SSDAC meeting in Sacramento October 18, 2019:

a. The SSDAC had voted to set up a committee to provide leadership and coordination to keep momentum and improve communication and follow-through between the 2-3 convenings/year of this body. However, at the executive committee meeting of the State Council on Developmental Disabilities on 6/18/2019, this motion was denied.

b. Another point that was raised at the June 10-11 meeting was that in the next drawing for SDP participants, self-advocates and family members of those serving on the local SDACs should be given selection priority so as to better model how SDP can/should work, and also to keep closer to the issues that arise in implementing SDP.

Antoinette Perez noted that she had heard at another meeting that this request was going to be acted on in the next selection round, which was originally slated for the beginning of October, but now seems to have been pushed back to November.

c. When follow-up discussion was opened for creating measurable goals for our local SDAC based on the priorities we identified in September, no suggestions were made.

d. It was reported that Rosalind Garcia has agreed to represent our HRC SDAC at the upcoming Statewide SDAC meeting on 10/18/2019.

6. State Council Update – Chris Arroyo introduced Brianna Reynoso, who will begin attending our SDAC meetings at HRC. When the Council next meets 10/30/2019 it will consider the vacancies to the local SDACs, and if there are qualified applicants, make appointments. HRC SDAC has two openings for State Council appointees. Note: this committee meets only a few times a year and their actions are limited by the pool of applicants. So if there are people interested in serving their local SDAC, they need to get their applications in within the next week or so (10/16) to be considered.

7. Discussion and Public Comment:

a. Linda Chan Rapp shared an emailed letter from a parent of the first "live" SDP participant.

This mother chronicled her family's journey into self-determination, especially the challenging budgeting process and all the levels of approval needed. Although they are definitely making progress, and service providers are getting paid, there are questions that remain:

- regarding transportation – how to set up an Uber account with FMS
- and liability insurance – where her son wants to volunteer, that organization requires him to be covered by insurance – but what type is needed and how to get it is not clear.

But the dream is coming together!

b. Deaka McClain shared that 24 Hour, her FMS, has already been paying for Uber for her to attend meetings, and it offers three options for doing so: cash or credit card, or a corporate card.

She is interested in helping people as an independent facilitator, partnering with someone to help her with the finance and budgeting part of her services. She would like tips or training in negotiating (wages, etc.) She was told to put her budgeting-support-person in her SDP budget, and advised to argue for a change in circumstance to cover this need in her own Person-Centered Plan [PCP].

- c. One parent asked about translators; do they need to be requested when they RSVP? [Yes]. They can tell their service coordinator, or tell the RSVP coordinator Sandra. Also the question was raised as to whether an applicant for the local SDAC had to be English-speaking. [No]
 - d. SDP Budget is based on expenditures in the last 12 months excepting one-time expenditures (such as a van conversion). SCDD is discussing this point with DDS, but what the final answer will be (and when it will be reached) is hard to tell.
 - e. An initial Person-Centered Plan can be paid to qualified PCP facilitators outside of regional center (purchase of service code 024), but this is not required
 - f. Last month some of the Spanish speaking parents in attendance were concerned about finding someone to help them with their PCPs, etc. in Spanish. This month they reported they were greatly encouraged because that they had attended a training in Spanish that Linda Chan Rapp notified them about as follow up to September's meeting. They were also encouraged that October's meeting would be in Long Beach, so it would be easier for them to attend the Harbor Regional Center SDAC.
 - g. Antoinette Perez offered to disseminate info about future trainings in Spanish or otherwise as they become known, so please let her know of any resources and trainings that we hear about.
8. Announcement: November 15-16, 2019 Taking Charge: Making Self-Determination Work For Us. Statewide conference at Double Tree by Hilton Los Angeles Westside sponsored by Disability Voices United and the Autism Society of Los Angeles. Vendor #PH0898

The meeting was adjourned at 7:35 pm.

Abbreviations

DDS Department of Developmental Services
FMS Financial Management Service
HRC Harbor Regional Center
PCP Person-Centered Plan
SDAC Self-Determination Advisory Committee
SCDD State Council on Developmental Disabilities
SDP Self-Determination Program

Minutes submitted by Linda Chan Rapp

Harbor Regional Center
Service Provider Advisory Committee
October 1, 2019, 10:00 am

Members Present:

Member Name	Organization
Paul Quiroz, Chairperson	Cambrian Homecare
Julia Lowe	Dungarvin
D. Williams	Ambitions
Pam Ryan	Canyon Verde
Ben Espitia	Goodwill
Juan Sanchez	Birth and Family Services
Steve Goclowski	Mentor
Kristine Engels	Life Steps Foundation
Alex Saldana	Oxford Services
Terri Nishimura	Pediatric Therapy Network
Angie Rodriguez	SVS
Brandon Whitfield	Autism Spectrum Therapies
Eric Kosta	24HR Homecare
Keri Castaneda	Ability First
Jordan Quenun	Ability First

HRC Staff Present:

Staff Name	Title
Patricia Del Monico	Executive Director
Erica Reimer Snell	Community Services
Tes Castillo	Accounting Supervisor
Ashley Ayala	Fiscal Review Specialist
Judy Wada	CFO
Vincente Miles	Community Services Director
Ute Czemmell	Controller

Call to Order

Paul Quiroz called the meeting to order at 10:09 a.m.

Presentation on HRC Resource Center

Maria Elena Walsh, Assistant Manager of the Family Resource Center gave a presentation on the materials that were provided to the attendees, membership details, life skills resources, and staff training material available in the resource center. Members were encouraged to visit the resource center.

DDS Updates

Rate Study- Erica Reimer Snell reported that DDS is scheduled to release the rate study input, comments summary and recommendations for any modifications on 10/1/2019. As of this morning, the information had not yet been released. DDS indicated that they received a significant amount of feedback regarding the proposed models for the early start programs.

DDS Task Force - Erica Reimer Snell reported that DDS is re-establishing the members and creating five different task force work groups. The application process is now closed. Pat Del Monico reviewed the specific task force work groups.

Self Determination Program – Erica Reimer Snell reported that four agencies have completed the FMS vendorization process with HRC and two more are in process. HRC continues to hold orientations. The first HRC client has completed the Person Centered Planning, budget and IPP process and will soon get started with services.

HCBS- Erica Reimer Snell reported that there have been no new updates to date. DDS has not yet released the final version of the Provider Self-Assessment. The most recent training flyer from DDS was shared with the group. HRC has participated in the first two online webinar trainings. DDS has yet to schedule the trainings for the Provider Self Assessment Process and Achieving Compliance.

Electronic Visit Verification – Paul Quiroz reviewed the FAQ handout that was provided. The program is still scheduled to start in January 2020. Next update is expected by November 2019.

Budget Update

Judy Wada reported in the prior fiscal year (2018-2019) HRC had a deficit of 1.5 million dollars. DDS should fund for the deficit by next week. Other regional centers have deficits while some have a surplus. For the current fiscal year, the first contract amendment was 11% more in POS than the previous year's budget. The increase accounts for the 6% caseload growth, new supplemental rates, and increased utilization. Also, the rate increases will be layered in that they are applied to the rates effective as of 12/31/19 and do not apply to any one-time/supplemental funding. The bridge funding will expire on 4/30/20. Additionally, the state's minimum wage increase will be effective 1/1/20. This is an incremental amount not a rate. Accounting and DCS will work with

service providers to plan and prepare for the upcoming rate changes.

HRC Updates

Low cost internet - Erica Reimer Snell reviewed the provided handout regarding low cost internet. Most RC clients will qualify for this program. The program staff works with the client to participate in this service.

Coffee and Conversation – Nancy Spiegel reported that HRC hosted this event in September with community members to share services and HRC’s performance plan. The plan outlines the statewide performance outcomes for all regional centers, HRC’s outcome measures, and HRC’s plan to meet/improve the outcomes per measure.

CalFresh – Pat Del Monico reported that HRC has not yet received the DDS contract for this program. DDS is still finalizing the contract with the DPSS. HRC has enlisted the services of Barlow Consulting (Rebecca Barlow) for this initiative. The consultant will train HRC staff, train service providers, and facilitate the application process with clients. All regional centers have received funding for this program.

Legislative Advocacy – Terri Nishimura and Paul Quiroz reported that the LA Lanterman Coalition was hosted at HRC in September. This meeting helped to create a uniform legislative message amongst the regional centers. The group’s call to action items include: bridge funding for all service codes, funding for all regional center support, eliminating the sunset date for the current bridge funding, and restoring camp and recreation services. The group’s strategies to achieve their call to action items include: form steering committees, legislative member outreach, reach out to governor and secretaries, creating strategic partnerships, and collecting data/research.

Service Provider Updates

Each provider shared current events and topics from their individual organizations.

Meeting adjourned at 11:54am

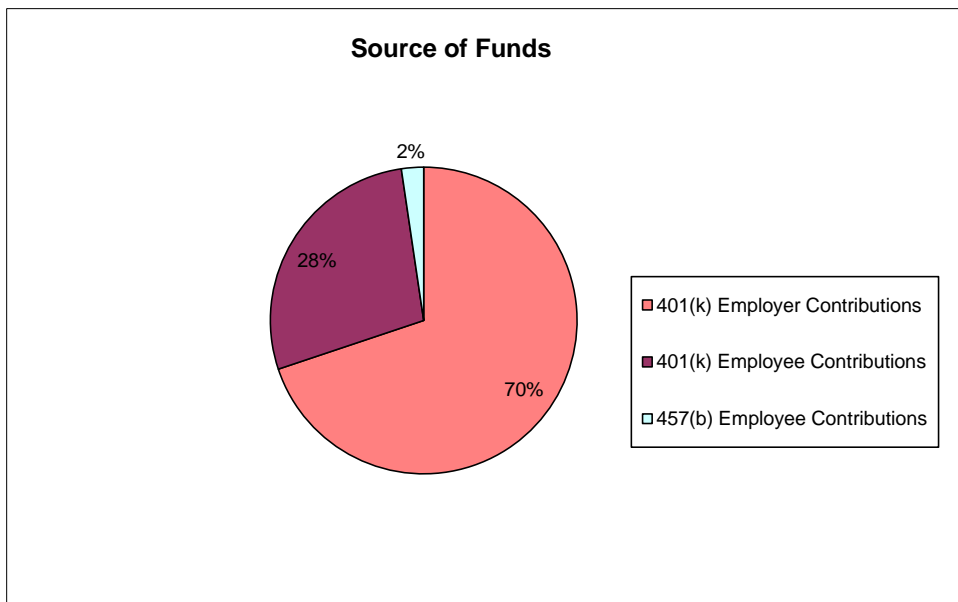
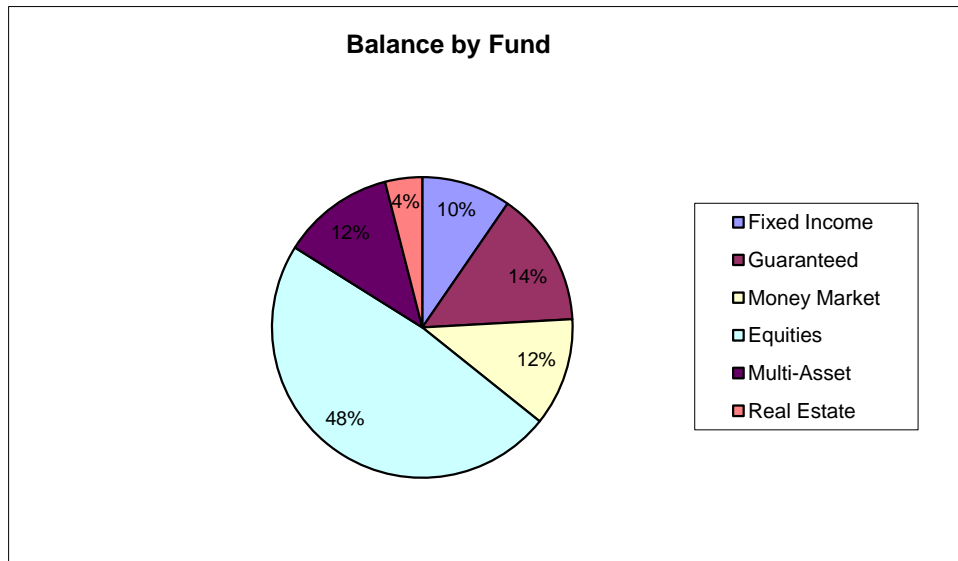
Next committee meeting is scheduled for 12/3/2019

**Harbor Regional Center
Retirement Plan Balances as of 9-30-2019**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$3,507,540	\$1,256,368	\$99,795	\$4,863,704
Guaranteed	\$4,181,145	\$2,563,696	\$611,758	\$7,356,600
Money Market	\$4,563,640	\$1,279,347	\$39,741	\$5,882,728
Equities	\$17,456,414	\$6,575,784	\$372,607	\$24,404,805
Multi-Asset	\$4,421,322	\$1,650,185	\$55,312	\$6,126,818
Real Estate	<u>\$1,257,548</u>	<u>\$760,377</u>	<u>\$4,029</u>	<u>\$2,021,954</u>
Total	\$35,387,610	\$14,085,757	\$1,183,242	\$50,656,609

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

** Employee Contributions include \$1,402,647 in Rollover funds.



**Harbor Regional Center
Retirement Plan Balances as of 9-30-2019**

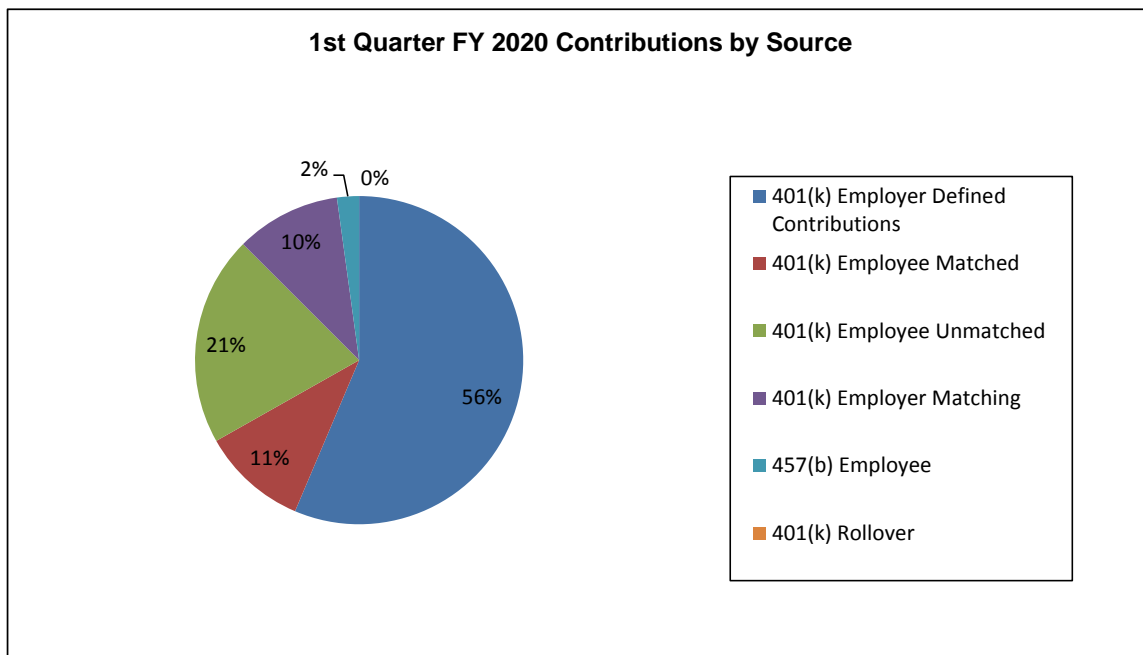
	<u>401(k)</u>	<u>457(b)</u>
Fund Balance 6/30/19	\$50,160,759	\$1,158,514
Activity 7/1/19 - 9/30/19		
Distributions	(\$1,953,115)	\$0
Contributions	<u>\$861,983</u>	<u>\$19,085</u>
Net	\$49,069,627	\$1,177,599
Fund Balance 9/30/19	\$49,473,367	\$1,183,242
Gain/(Loss)	\$403,739	\$5,643
% Gain/(Loss) for the Period	0.80%	0.49%

Participants

Active Employees in Retirement Plan	343	6	56%
Terminated Employees in Retirement Plan	271	3	44%
Active Employees Total Balance	\$35,537,392	\$913,021	72%
Terminated Employees Total Balance	\$13,935,975	\$270,221	28%

Contributions

Employer		
Defined (10%)	\$496,775	\$0
Matching (50% of Employee Matched)	\$91,107	\$0
Employee		
Matched (up to 6%)	\$91,886	\$0
Rollover	\$0	\$0
Unmatched	<u>\$182,215</u>	<u>\$19,085</u>
	\$861,983	\$19,085



**Harbor Regional Center
Retirement Plan Balances as of 9-30-2019**

<u>Loan Information</u>	<u>as of 6/30/2019</u>	<u>as of 9/30/2019</u>	<u>Increase/ (Decrease)</u>
Employees with Loans			
Active Employees with Loans	29	29	0
Terminated Employees with Loans	<u>6</u>	<u>5</u>	<u>(1)</u>
Total	35	34	(1)
 Average Balance Amount	 \$9,194	 \$8,970	 (\$224)
 Loan Value			
Employee Contributions	\$321,797	\$304,970	(\$16,826)
Employer Contributions	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Loan Value Total	\$321,797	\$304,970	(\$16,826)