



**MINUTES OF THE APRIL 15, 2014 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.**

**BOARD PRESENT:**

Mr. George Bird, Board Member  
Mr. Fu-Tien Chiou, Secretary  
Mr. Joe Czarske, ARCA Representative  
Mr. Douglas Erber, Board Member  
Mr. James Flores, Board Member  
Mr. David Gauthier, Board Member  
Ms. Karen Kinnebrew, President  
Mr. Marvin Malito, Board Member  
Mr. Mariano Sanz, Vice President  
Mr. John Rea, Past President  
Ms. Wendy Sorel, Treasurer

**BOARD ABSENT:**

Mr. Wesley Dale, Board Member  
Ms. Kristine Engels, Board Member  
Mr. Bob Irlen, Board Advisor  
Ms. Patricia Jordan, Board Member

**STAFF PRESENT:**

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

**GUESTS:**

Mr. Mead Duley, HRC Client  
Ms. Imani Bradley-Camacho, HRC Counselor  
Ms. May Lim, HRC Counselor  
Ms. Sharon Hui, HRC Counselor  
Mr. Jose Macias, HRC Counselor  
Ms. Jessica Rodriguez, HRC Counselor  
Mr. Yusuke Ninomiya, HRC Counselor  
Ms. Carolina Carcano, Parent  
Mr. Carlos Hernandez, Parent  
Mr. Abdiel Coronel, SEIU

**CALL TO ORDER**

Ms. Kinnebrew called the Board Meeting to order at 6:40 p.m.

**PRESIDENT'S REPORT**

- a. Ms. Kinnebrew welcomed Board members, guests and staff.
- b. Ms. Kinnebrew and Board members congratulated Board Member Mr. Mariano Sanz on becoming a US Citizen.
- c. Ms. Kinnebrew and Board members congratulated Board Member Mr. Doug Erber on his Governor's appointment to the California Interagency Coordinating Council on Early Intervention.
- d. Ms. Kinnebrew asked Mr. Sanz to lead in the Pledge of Allegiance.
- e. Ms. Kinnebrew asked the Board Members and guests to introduce themselves.

- f. Ms. Kinnebrew informed the Board that the Executive Committee met on April 1, 2014 to prepare the agenda for this board meeting.
- g. Ms. Kinnebrew thanked Board Members who participated in the March 26, 2014 Public Meeting on Diversity.
- h. Ms. Kinnebrew thanked Board Members Wendy Sorel and David Gauthier and members of the senior management team from Harbor Regional Center for attending the April 3<sup>rd</sup> and 4<sup>th</sup> Forum of The Way Forward at the Marriott in Manhattan Beach.
- i. Ms. Kinnebrew reminded all Board members to mark their calendars for the HRC anniversary celebration on June 3<sup>rd</sup> which will be held at the Long Beach Museum of Art and noted that this event is an important opportunity for HRC to honor our partners in service. Ms. Kinnebrew asked Board members planning to attend need to notify the Executive Office.
- j. Ms. Kinnebrew announced that the June 2014 Retreat will be held on June 7<sup>th</sup> from 9:00 a.m. to 2:00 p.m. at Harbor Regional Center in Conference Room A4 and the Board Recognition Dinner will be held on the evening of Saturday, June 7<sup>th</sup>. Details to follow.

**APPROVAL OF THE MINUTES OF THE MARCH 18, 2014 BOARD MEETING. Mr. Gauthier moved to accept the MARCH 18, 2014 minutes of the Board meeting, and Ms. Sorel seconded the motion, which was approved by the Board.**

#### **TREASURER'S REPORT**

Ms. Sorel reviewed the following financial statements: The Harbor Regional Center Monthly Financial Report for Fiscal Year 2013-14, dated February 2014; the Harbor Regional Center Functional Expenditures, dated February 2014 and the Harbor Regional Center Line Item Report for February 2014.

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

#### **RESOLUTION**

Ms. Del Monico and Ms. Wada advised the Board that it is time for HRC to put a new line of credit into place and reviewed with the Board the proposed terms of both a revolving line and a bridge loan. A proposed borrowing resolution was discussed as follows:

RESOLVED that Harbor Regional Center extend its line of credit with City National Bank. The original agreement was dated May 11, 2010. The most recently revised agreement was dated April 16, 2013. The principal amount of the revolving note was \$36,000,000, payable in full on June 30, 2014. The termination date will be extended to June 30, 2015. The principal amount of \$36,000,000 will be available from July 1, 2014 until October 1, 2014, or the effective date of the State of California budget for the fiscal year 2014-15; and \$17,000,000, thereafter, to manage cash flow requirements as needed.

**Mr. Chiou moved to approve the Harbor Regional Center Board of Trustees Borrowing Resolution and Mr. Sanz seconded the motion, which was unanimously approved by the Board.**

## **EXECUTIVE REPORT**

**1. MARIANO IS A US CITIZEN:**

Ms. Del Monico added her congratulations to Vice President of the Board, Mariano Sanz on becoming a US Citizen.

**2. DOUG ERBER HAS BEEN APPOINTED BY GOVERNOR BROWN:**

Ms. Del Monico added her congratulations to Board Member Doug Erber on his appointment by Governor Brown to the California Interagency Coordinating Council on Early Intervention and referred the Board to the Governor's press release.

**3. FY 2013-2014 STATEWIDE BUDGET STATUS:**

Ms. Del Monico advised the Board that there has been an additional amendment to the regional center contracts since our last Board meeting and the aggregate insufficiency has been reduced primarily due to the funds provided in the additional allocation. The centers, in the aggregate, are now projecting a deficiency of up to \$150 million. DDS has not allocated all funds available but it is expected that this will be another very tight year.

**4. FY 2014-15 PROPOSED BUDGET:**

Ms. Del Monico indicated that at the March Board meeting, ARCA and the Lanterman Coalition provided draft positions to the Governor's proposed budget for the next fiscal year and these positions have now been finalized and provided in the board packet. Ms. Del Monico also informed the Board that since the March meeting there have been two budget hearings concerning the developmental services proposed budget for next fiscal year and she provided the Board with a copy of the agenda for the Senate Budget and Fiscal Review Subcommittee #3 as an example of the issues and questions asked by the Subcommittee. Ms. Del Monico stated that action on the developmental service matters will likely be taken in late May after the Governor issues the May Revise to his proposed Budget. Ms. Del Monico will update the Board at the May meeting.

**5. BILLS OF INTEREST:**

Ms. Del Monico advised the Board that this is the time of year to monitor the progress of certain bills of interest related to developmental services and indicated that ARCA is tracking quite a number of these. Five of the most significant bills were provided in the Board packet for the board's review.

**6. THE WAY FORWARD:**

Ms. Del Monico thanked those Board Members and Senior Staff for attending The Way Forward Forum where speakers from across the country spoke on how developmental services are financed and delivered in other states. Ms. Del Monico informed the Board that we will continue participation with The Way Forward effort and inform the Board as

to the next steps. The materials that were made available for the Forum were provided in the Board packet and discussion followed.

**7. CASELOAD RATIOS:**

Ms. Del Monico announced that pursuant to the Lanterman Act, regional centers are required to annually report caseload ratios to DDS. ARCA has aggregated the caseload ratio data for all 21 regional centers and these data were included in the board packets. Discussion followed.

**8. PRESENTATION:**

There was no presentation at the April Board meeting.

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

**COMMITTEE REPORTS**

**A. AUDIT**

Ms. Wada stated that there was nothing to report at this meeting and the next audit will start in July.

**B. BOARD DEVELOPMENT**

Mr. Bird reviewed the April, 2014 Board Development Committee Minutes with the Board and announced the proposed slate of officers as follows:

President – Karen Kinnebrew  
Vice President – Mariano Sanz  
Secretary – Fu-Tien Chiou  
Treasurer – Doug Erber

Elections will take place at the May meeting. Mr. Bird informed the Board that Bobbie Rendon-Christensen, Claudia Villanueva and Dr. Monica Sifuentes are also being recommended as Board members. These candidates will be considered for election at the May meeting along with those current Board members whose terms of office have expired but who are eligible for re-election.

Mr. Bird reminded the Board to reserve June 7 for both Retreat and Board Recognition Dinner.

**C. CLIENT ADVISORY**

Ms. Malito advised that the next meeting is scheduled for May 17, 2014 at the Long Beach office from 1:00pm – 3:00pm.

**D. CLIENT SERVICES**

Mr. Chiou informed the Board that the committee reviewed questions on National Core Indicators at the last meeting and will continue discussion on this topic at the next meeting scheduled for Tuesday, April 22<sup>nd</sup> at 6:00pm.

**E. COMMUNITY & FINANCIAL DEVELOPMENT**

Mr. Rea announced the Harbor Regional Center "*Family & Friends Event*" on Saturday, May 10<sup>th</sup> from 11:00am – 3:00pm in the HRC parking lot and invited the Board to attend. Mr. Rea and Ms. Spiegel both informed the Board of the many events planned for this event and asked the Board to review the event flyer.

**F. SERVICE PROVIDER ADVISORY**

In Ms. Engels absence, Ms. Mock reported that the committee met today and discussed the Lanterman Coalition recommendations. Ms. Mock said that the next meeting is in June.

**G. RETIREMENT**

Mr. Czarske advised that there was nothing to report at this time as the committee is waiting on the numbers as of March 31<sup>st</sup>. Ms. Czarske stated the retirement performance numbers will be available to report at the May meeting.

**H. ARCA**

Mr. Czarske stated that he was not able to attend the March ARCA meeting. Ms. Del Monico provided an update of the March ARCA meeting.

**I. HOPE (Home Ownership for Personal Empowerment)**

In Mr. Irlen's absence, Ms. Del Monico announced that HOPE received a grant from the City of Norwalk to buy two homes in the City to be used as affordable housing for our clients. HOPE Board Member Mr. Mead Duley informed that the board is meeting next Thursday.

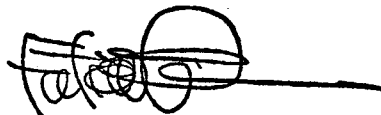
**Mr. Bird moved to accept the committee reports and Mr. Czarske seconded the motion which was unanimously approved by the Board.**

**PUBLIC INPUT**

Mr. Mead, a HOPE Board member and guest shared with the Board that he played in a basketball tournament in Azusa and his team placed 4<sup>th</sup> in the competition.

The meeting adjourned at 8:05 p.m.

Submitted by: \_\_\_\_\_



Mr. Fu-Tien Chiou, Secretary  
Harbor Developmental Disabilities  
Foundation, Inc. Board of Trustees