

Harbor Regional Center
Board Development Committee Meeting

April 14, 2021

Meeting Minutes

In attendance: Ron Bergmann (Chair), Joe Czarske, Chris Patay, Paul Quiroz, Ann Lee, LaVelle Gates, Patrick Ruppe (Executive Director), and Jesus Jimenez (Executive Office Team Assistant)

Minutes:

The Board Development Committee held a meeting on April 14, 2021 at 10:00 am via Zoom.

The Board Development Committee met and interviewed two candidates for board recruitment and developed the slate of officers' ballot for the annual May meeting (attached below).

Next Meeting: Scheduled for May 12, 2021

**HARBOR REGIONAL CENTER
BOARD DEVELOPMENT COMMITTEE
APRIL 14, 2021**

At the Annual Meeting of the Board in May we will elect two new members to the HDDF Board of Trustees. We will also have an election of officers for next fiscal year.

Very often the Board Development Committee will also make recommendations for new Board members to fill the vacancies of those whose terms will expire but who are not eligible for re-election. This year we will have 2 vacancies on the board. The Board Development Committee appreciates the service of all Board members and is recommending that each member eligible for re-election be re-elected at the annual meeting.

The following Board members' terms will expire on June 30, 2021 and all are not eligible for re-election as they have served the maximum term of 7 consecutive years:

Bobbie Rendon **Hispanic parent** of a client with **cerebral palsy** – has served 7 consecutive years and is not eligible for re-election.

Monico Sifuentes **Hispanic**; community pediatrician – has served 7 consecutive years and is not eligible for re-election.

The following individuals are submitted for the Board Development Committee's consideration to fill the two vacancies created by the departure of Ms. Sifuentes and Ms. Rendon. Each candidate will be eligible for a two year term:

Jacqueline Solorio **Hispanic, parent** of a client with **Autism Spectrum Disorder**. Background in Special Education, customer service, business management, and financial analysis. Mrs. Solorio resides in the city of Torrance.

Dr. Marco Garcia **Hispanic, sibling** of a HRC client with **intellectual disability**. Dr. Garcia is board certified in family practice, and works at the Wilmington Community Clinic. Dr. Garcia also has board experience participating on Community Clinic's Board committees.

The Board Development Committee would also like to provide the Board with some preliminary information and notice that nominations for Board officers can be made from the floor at any time prior to the election of Officers in May. The official nominations from the Board Development Committee will be made at least one month prior to the election of officers as required by the By-Laws.



OFFICIAL ELECTION BALLOT

**May 18, 2021
Board of Trustees**

The Board Development Committee is pleased to recommend the following candidates to serve on the Board.

If elected, the term of service for the following Board members will be July 1, 2021 to June 30, 2023

NAME	YES	NO
Jackie Solorio		
Dr. Marco Garcia		



OFFICIAL BALLOT

MAY 18, 2021 - ANNUAL MEETING OF THE BOARD OF TRUSTEES

ELECTION OF OFFICERS
FOR
FISCAL YEAR 2021-22

INSTRUCTIONS: Please cast your vote for (1) one candidate in each of the following categories or, in accordance with bylaws article 4.2 (a) wherein it also states that nominations may be made from the floor please write in your choice in the space provided. The following candidates have been recommended to the Board by the Board Development Committee:

<u>FOR THE OFFICE OF:</u>		YES	NO
PRESIDENT	CHRIS PATAY	_____	_____
VICE-PRESIDENT	ANN LEE	_____	_____
TREASURER	FU-TIEN CHIOU	_____	_____
SECRETARY	RON BERGMANN	_____	_____

FLOOR NOMINEES (IF ANY):

PRESIDENT	_____	_____	_____
VICE-PRESIDENT	_____	_____	_____
TREASURER	_____	_____	_____
SECRETARY	_____	_____	_____

CLIENT SERVICES COMMITTEE

Virtually via Zoom – Tuesday March 23, 2021 6-8PM

Attendees: Kim Vuong, Guadalupe Nolasco, Patricia Jordan, Deaka McClain, April Rehrig, Mia Lomedico, David Gauthier, Denise Godfrey-Pinn, LaVelle Gates, Elena Lopez (LRA – translator), Griselda Torres, and LaWanna Blair

Welcome and introductions were made. Dr. Denise Godfrey-Pinn HRC consulting psychologist led the group in a discussion about client sensitivity. Many committee members shared their concerns and experiences related to how people with disabilities are viewed by the community.

The discussion was around the following areas:

- Those with a disability wanting to be seen as a person first rather than someone with a disability
- Inability to recognized when someone may have a disability when it's not obvious, giving appropriate consideration as necessary
- Allowing the person with the disability to say what they want rather than having everyone else speak for them

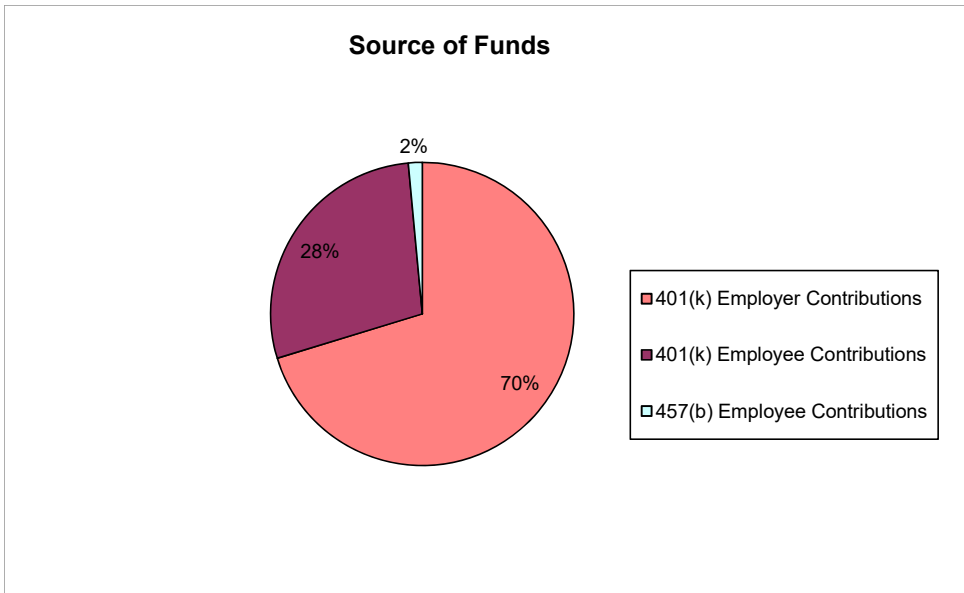
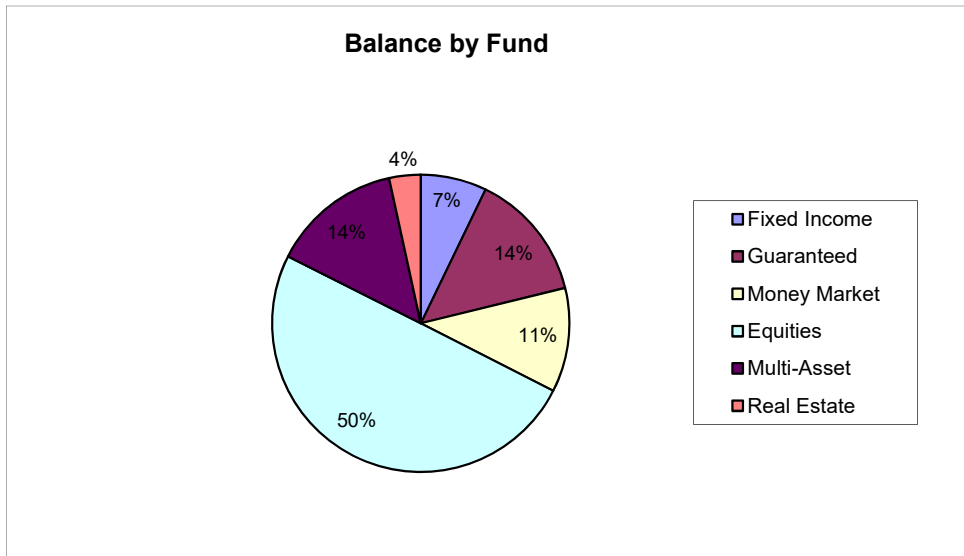
Committee members expressed their concerns for wanting to protect their children and wanting to raise community awareness around this topic. Not enough is done to educate others on how to treat individuals with disabilities. Committee members also shared that it would be helpful if there were support groups for teenagers that shows them how to advocate for themselves. There was a suggestion to create a buddy system to help individuals transitioning out of the school system into adulthood. The committee was advised that HRC is working on enhancing staff trainings and will look into how these suggestions could be a part of the program.

The next meeting is on **Tuesday May 25, 2021** from 6-8pm via zoom.

**Harbor Regional Center
Retirement Plan Balances as of 3-31-2021**

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$3,031,477	\$1,154,146	\$21,410	\$4,207,033
Guaranteed	\$4,690,229	\$2,845,728	\$658,005	\$8,193,963
Money Market	\$5,142,986	\$1,492,961	\$13,090	\$6,649,038
Equities	\$20,798,588	\$8,395,767	\$46,497	\$29,240,852
Multi-Asset	\$6,205,203	\$1,969,856	\$108,546	\$8,283,604
Real Estate	<u>\$1,302,734</u>	<u>\$705,279</u>	<u>\$5,791</u>	<u>\$2,013,805</u>
Total	\$41,171,217	\$16,563,737	\$853,340	\$58,588,294

* Plan Balances include active and terminated employees still in the Retirement Plan.
 ** Employee Contributions include **\$1,319,985** in Rollover funds.



**Harbor Regional Center
Retirement Plan Balances as of 3-31-2021**

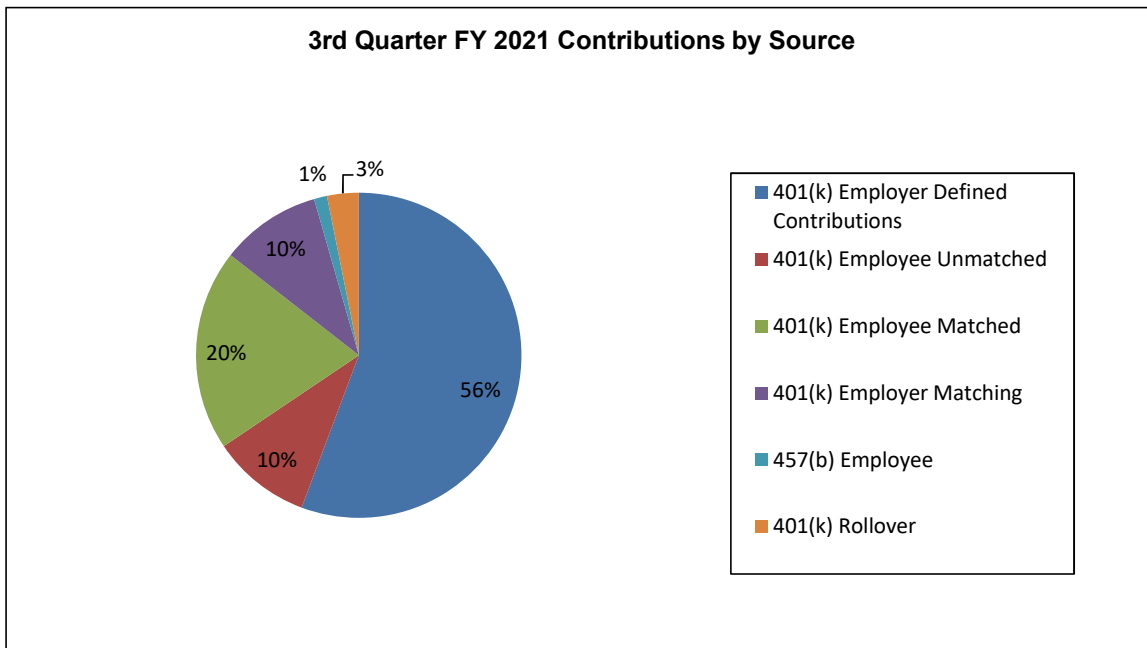
	<u>401(k)</u>	<u>457(b)</u>
Fund Balance 12/31/20	\$55,657,232	\$829,486
Activity 1/1/21 - 3/31/21		
Distributions	(\$912,235)	\$0
Contributions	<u>\$870,124</u>	<u>\$11,625</u>
Net	\$55,615,120	\$841,111
Fund Balance 3/31/21	\$57,734,954	\$853,340
Gain/(Loss)	\$2,119,834	\$12,230
% Gain/(Loss) for the Period	3.81%	1.47%

Participants

Active Employees in Retirement Plan	335	4	61%
Terminated Employees in Retirement Plan	209	5	39%
Active Employees Total Balance	\$37,713,792	\$213,184	65%
Terminated Employees Total Balance	\$20,021,162	\$640,156	35%

Contributions

Employer		
Defined (10%)	\$491,251	\$0
Matching (50% of Employee Matched)	\$88,196	\$0
Employee		
Matched (up to 6%)	\$176,391	\$0
Rollover	\$27,558	\$0
Unmatched	<u>\$86,728</u>	<u>\$11,625</u>
Total	\$870,124	\$11,625



**Harbor Regional Center
Retirement Plan Balances as of 3-31-2021**

<u>Loan Information</u>	<u>as of 12/31/2020</u>	<u>as of 3/31/2021</u>	<u>Increase/ (Decrease)</u>
Employees with Loans			
Active Employees with Loans	29	29	0
Terminated Employees with Loans	<u>4</u>	<u>3</u>	<u>(1)</u>
Total	33	32	(1)
 Average Balance Amount	 \$8,800	 \$8,192	 (\$608)
 Loan Value Total	 \$290,385	 \$262,128	 (\$28,257)

**HARBOR REGIONAL CENTER
BOARD OF TRUSTEES
RESOLUTION
May 18, 2021**

RESOLVED that Harbor Regional Center make a supplemental contribution to the Harbor Regional Center Prototype Profit Sharing Plan with a 401(k) Feature (“the Retirement Plan”) utilizing operations funds in the Fiscal Year 2020-21. The supplemental contribution to the Retirement Plan will be paid to each active employee as of May 14, 2021 in the amount of 1.00% of the regular salary paid during the one year prior to and including that date (twenty-six [26] payperiods).

CERTIFICATION

I, the undersigned, _____ of Harbor Regional Center do certify that the foregoing is a true, exact, and correct copy of a resolution adopted at the lawfully held meeting of the Board of Trustees on the _____ day of _____, _____.

Signature: _____ Date: _____

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 3, 2021

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:07 PM on Wednesday March 3, 2021 via Zoom. Quorum was established.

Committee Member Present

Linda Chan-Rapp, Parent

Deaka McClain, Client

David Oster, Client

Patricia Jordan, Client

Johnanthony Alaimo, Office of Clients Rights Advocacy representative

Committee Member Absent

Julianna Martinez, Parent

Rosalinda Garcia, Parent

Sunghee Park, Parent

Miriam Kang, Parent

HRC Staff Present

Antoinette Perez - Director of Children's Services

Judy Samana Taimi - Client Services Manager

Katy Granados - Client Services Manager

Donna Magana- Client Services Manager

Ashley Brown- Intake Manager

Jessica Guzman- Client Services Manager

Bjoern Petersen- Client Services Manager

SCDD Staff

Brianna Reynoso, Present

Visitors

Paul Quiroz

Lucy Paz (Interpreter)

Clifford Rapp

Ronda Kopito

Ramona Prince

Vianey Gomes

Taleen Khatchadourian

Hema G

Yvette Torres

Hilda Jimenez

Kyungshil Choi

Damaris Ruiz

Jordan Feinstock

Sheila Jordan Jones

Jeanne Wu

Welcome: Introductions of committee members and guests - Via Chat on Zoom

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 3, 2021

Approval of Minutes

Quorum was established; 5 committee members present during the zoom meeting. Deaka McClain motioned for approval of minutes. Minutes from February 3, 2021 meeting were approved. Date correction to the last meeting notes was approved.

Harbor Regional Center Monthly Update - Antoinette Perez, Director Children's Services,

- There are 95 individuals who are part of the SD Program
 - Of the 95: 19 participants are live as of February 1, 2021
 - 29 approved budgets
 - 21 spending plans completed
 - 26 completed PCP plans
 - 2 participants missing SDP orientation
- Spanish Informational Meeting will be held on March 17 at 6pm via Zoom, Link is available on the HRC website.
- HRC Service Coordinators training has been completed as of February 2021 and make up sessions will be completed moving forward and will be embedded throughout their training.
- HRC Service Providers have been trained on SDP in February
- Fair Hearings and Outcomes: No fair hearings or decision letters issued for SDP in the last month.
- HRC Resource Development
 - No new providers have come on board in respect to FMS
- HRC Roll out for 2021 opening:
 - Training of our in house staff and HRC providers
 - February- all training to staff and service providers have been completed however trainings will continue as needed.
 - March- advertisement will be provided to all families through all platforms and special contacts will be made to individuals who have expressed interest with DDS
 - April- Orientations will beginning (1 English and 1 Spanish) more participants through Zoom platform
 - Orientations will be provided through HRC
 - Ongoing- HRC is working towards launching materials in the Learning Management System (LMS) system to allow for participants to access training materials.
 - Refresher training and materials for SDP however initial orientation should still be completed "in-house"

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 3, 2021

- HRC is currently collaborating with Integrative Community Collaborative (ICC- parent group) to decrease disparity amongst Hispanic community and they collaborate on materials related to SDP.
- Transition funds- These funds were allotted by DDS for SDP implementation. HRC and SDAC has agreed to utilize these funds for the purpose of the Mentor program. They will assist individuals who are having a difficult time transitioning into SDP and/or require additional support.
 - Skills 4 Care: Paul Quiroz, (Volunteer) gave update on the program
 - Currently in the process of hiring and interviewing mentors
 - Once identified and trained they will inquire from HRC about potential referrals
 - Skills 4 Care will not be responsible for contacting families who are interested as all referrals will come through HRC
 - DDS has extended the FMS directive for March 2021

Statewide Updates:

- Statewide Committee- Linda Chan Rapp
 - Gathered information regarding on how to support RC's to increase numbers- 15 recommendations- currently in draft
 - Local SDAC to reach out to interested participants to see where they are at in the process and assist in moving them along in SDP
 - RCs to complete orientations who remain in the SDP
 - Public and RC develop timelines for clients who
 - Security issues by "Zoom bombers" - HRC has registration to prevent this
 - SDAC monitor if there are comments regarding about FMS issues that payments are delayed
 - SDAC meet with Executive Director
 - This will be shared once completed for review

Office Clients and Rights Advocacy

- Johnanthony Alaimo- OCRA remains open.
 - 562-623-9911

State Council Update:

- Briana Reynoso-
 - If you are an IF and are interested to be added to the SCDD IF list, you can e-mail Brianna.reynoso@scdd.ca.gov

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 3, 2021

- This list is not vetted and family takes full responsibility in contacting
- CSULA has become a large vaccination site and will be paired with mobile units that are more than 15 miles away from the CSULA site
 - As of March 15, vaccination will be available to all who have a disability
 - If you would like to recommend or volunteer a space you can contact Brianna (e-mail above)
- Self determination advocates meetings- March 8
 - Geared for those who are interested in SDP or moving forward with SDP
 - Training will focus on "Working with Facilitators and Advocacy"

Other SDP items

- Concerns raised regarding conflict of interest of Skills 4 Care since parent company (Cambrian) is an FMS provider
 - RFP was not completed because it was not required
 - After speaking with DDS contacts and others, the collaboration between Skills 4 Care and HRC is appropriate
 - Skills 4 Care has not received monies at this time in their initial efforts
 - Response to conflict letter will be provided once legal counsel is sought
 - Contract will be revised to address any potential for conflict
 - Further concerns regarding any topic should reach out to the presenters and/or HRC for clarification
 - Committee can make a recommendation on the above
- Motion was made to confirm recommendation as a committee by David Oster
 - David - yes
 - Deaka- yes
 - Johnanthony- yes
 - Patricia- yes
 - Linda- yes
 - To affirm the recommendation that Antoinette has already made that Skill 4 Care will not enroll participants in the Cambrian FMS through its coaching program for SDP

Public Comments:

- Jordan recommends that all individuals hire an IF so that they can help them become live in SDP

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
March 3, 2021

- Jordan shared a list that is available through SCDD and is updated frequently
- Ramona commented in the chat- recommending to have a visual of the steps of SDP
 - Question- if the client is interested in SDP do they need an IF prior to June
 - IF is optional and therefore the participant does not need to have an IF prior to June 2021 roll out
- DVU-ALL IN conference next month

Next meeting: April 7, 2021 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 8:14 PM.

Minutes submitted by Katy Granados.

Abbreviations

HRC Harbor Regional Center

PCP Person-centered plan

SCDD State Council on Developmental Disabilities

SDP Self-Determination Program

IF Independent Facilitator

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:04 PM on Wednesday April 7, 2021 via Zoom. Quorum was established.

Committee Member Present

Linda Chan-Rapp, Parent

Deaka McClain, Client

David Oster, Client

Johnanthony Alaimo, Office of Clients Rights Advocacy representative

Rosalinda Garcia, Parent

Sunghee Park, Parent

Miriam Kang, Parent

Committee Member Absent

Julianna Martinez, Parent

Patricia Jordan, Client

HRC Staff Present

Patrick Ruppe - HRC Executive Director

LaWanna Blair - Director of Early Childhood Services

Antoinette Perez - Director of Children's Services

Judy Samana Taimi - Director of Adult Services

Katy Granados - Client Services Manager

Donna Magana- Client Services Manager

Ashley Brown- Intake Manager

Jessica Guzman- Client Services Manager

Bjoern Petersen- Client Services Manager

Liz Cohen-Zeboulon - Client Services Manager

Josephina Cunningham - Client Services Manager

Angela Woods - Community Services

SCDD Staff

Brianna Reynoso, Present

Abbreviation

HRC Harbor Regional Center

PCP Person-Centered Plan

SCDD State Council on Developmental Disabilities

SDP Self-Determination Program

IF Independent Facilitator

ICC Integrative Community
Collaborative

LMS Learning Management System

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

Visitors

Paul Quiroz	Lucy Paz (Interpreter)	Clifford Rapp
Hilda Jimenez	Damaris Ruiz	Mery Munoz
Claudia Wenger	Syma Dar	Sheila Jordan Jones
Kyungshil Choi	Susan Hadeishi	Patricia Rodriguez
Alama Morales	Brittany Robinson	
Jeanne We	Olivia Gomez	
Vianey Gomez	Jinsook Baek	

Welcome: Introductions of committee members and guests - Via Chat on Zoom
Committee requested that HRC Executive Director, Patrick Ruppe introduce himself and give a brief overview of his career. Patrick has been with HRC since November 2019 he joined HRC as Director of Adult Services, moved into the Executive Director position as of October 2020. Patrick has over 20 years of experience in the social service field. 20 years with Orange County Regional Center, started as a Service Coordinator and while at OCRC moved up from SC to management, and eventually into the Associate Executive Director position. Prior to being with the Regional Center system, Patrick started his career with the School District and one of California's largest providers.

Approval of Minutes

Quorum was established; 7 committee members present during the zoom meeting. Minutes posted and available for viewing on HRC website. David Oster made the first motion for approval of minutes, second motion was given by Deaka McClain. Minutes were approved. Linda Chan-Rapp had a couple of comments; requested that full name be put in minutes for ICC - Integrative Community Collaborative. Same request for LMS - Learning Management System. All Abbreviations are listed under the abbreviation list on the last page. Deaka McClain requested that abbreviation list be placed on first page of minutes. Under Statewide Updates; add that there is a recommendation that SDAC meet with Executive Director. On page 4 clarification about motion that was made by the committee, the following was added to the March 3rd minutes; Skill 4 Care will not enroll participants in the Cambrian FMS through its coaching program for SDP. Minutes approved as amended, Deaka made the first motion, second motion David. Minutes approved.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

Harbor Regional Center Monthly Update - Antoinette Perez, Director Children's Services.

- There are 95 individuals who are part of the SD Program
 - Of the 95: 20 participants are live as of February 1, 2021
 - 29 approved budgets
 - 22 spending plans completed
 - 26 completed PCP plans
 - 2 participants missing SDP orientation
- Last Spanish Informational Meeting was held on March 17th at 6pm via Zoom, HRC was available for training, no attendees.
- HRC will present our last informational meeting on April 21st, HRC is moving away from informational meetings since SC will provide the information and if interested client/family will be registered for an orientation.
- Orientation dates will start in May. 1st Orientation is set for May 13th in English 47 have registered. May 15th in Spanish and 4 have registered. Two additional trainings in May. Starting in June, HRC will be providing monthly meeting in both English and Spanish, interpretation services will be offered in other languages upon request. Dates of Orientation are posted on HRC Website.
- HRC Roll out for 2021 opening:
 - Training of our in house staff and HRC providers has been completed.
 - SDP training is being provided for new staff on April 27th, any staff that wish to attend training as a fresher, can. SD training will be offered as part of ongoing training for all HRC employees.
 - All training for service providers have been completed however trainings will continue as needed.
- Fair Hearings and Outcomes: No new fair hearing however HRC did prevail on one fair hearing, the judge decided in HRC favor. Fair Hearing was about unmet needs.
- How are COVID supports being put in the budget? Initially the supports were not being put in budget and were handled outside of the SDP budget. However we are now including the supports in the SDP budget and reassessing every couple of months.
- Resource Development: We are building up resource and carefully review all new resource and sharing with SDP families.

- HRC Roll out of SDP: Mass mailing was sent out to all status two clients on Monday, April 5, 2021. SDP will be open to everyone as of June'21, clients/families

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

to contact SC if they wish to register for the orientation. Letter was not sent out to clients that are currently enrolled in SDP. Priority registration was given to clients that were on the DDS waitlist. Factsheet was updated in English and Spanish, other languages are also available on HRC's website.

- DDS link on directive and extensions has been posted.
- Is the 2,500.00 being continued for new participants of the SDP - Regional Centers have not been given directive, it has not been decided. Directive will have to come from DDS.
- SDP orientation with another Regional Center will be honored by HRC, however the process may look different.

- Transition funds- These funds were allotted by DDS for SDP implementation. HRC and SDAC has agreed to utilize these funds for the purpose of the Mentor program. They will assist individuals who are having a difficult time transitioning into SDP and/or require additional support.
- Skills 4 Care: Paul Quiroz, (Volunteer) gave update on the program:
- Currently in the process of hiring and interviewing mentors - have identified a couple of candidates that should come on next week. Should have names by next meeting.
- Skills 4 Care will not be responsible for contacting families who are interested as all referrals will come through HRC.
- No expenditure of funds from the Skills 4 Care as of this meeting.
- Antoinette is finalizing the referral process for the Skills 4 Care mentor program, the process will also be shared with the SD Advisory Committee.

- DDS has extended the FMS directive for April 2021
- During May meeting Committee will have a meet and greet of Independent Facilitators.

Statewide Updates:

- Statewide Committee- Linda Chan Rapp
 - Statewide Committee will be meeting with DDS next week, the focus will be on helping facilitate the SDP roll out.

Office Clients and Rights Advocacy

- Johnanthony Alaimo- OCRA remains open.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

- 562-623-9911
- If have questions about school services and IHSS due to COVID, please give the office a call. Can also call if have any questions about the Regional Center services.

State Council Update:

- Briana Reynoso-
 - DVU - Disability Voices United and State Council have created a Vaccination Date tip sheet. This is a great tip sheet to hand out to care providers, nurses working at the HRC vaccination clinics and transportation providers. The tip sheet is posted on the State Council website. Also Briana shared the tip sheet with HRC Community Services and with Elizabeth Garcia Moya who oversee transportation.

Presentation - Claudia Wenger of Claudia Cares Consulting:

Claudia Wenger will be presenting: Working with Employees - Self Determination Tips

- Objective of presentation: FMS role in hiring employees, finding staff, interview process, hire process and managing employees.
- FMS - three different options: Bill Payer, Sole Employer and Co-Employer
- Questions for FMS - roll they will play in hiring, how long does it take to process new hires, terminate my employee, what is the process, how often will you pay employees, timesheets and how are timesheets submitted.
- FMS role in Hiring: make sure that they are qualified to deliver services, criminal background check and assist with hiring process.
- FMS collect and process timesheets. Process payroll withholdings - state and federal taxes
- Co-Employer model FMS is primary employer, they maintain the insurance and liability
- Sole - Employer: the SD participant is the direct employer, purchase insurance and liability, abide to all applicable employment laws.
- How to find staff - Indeed, Zip Recruiter, Care.com, Local community colleges, friends,
- How do I write the ad? Include: job title, job description, job requirements and responsibility, hours, pay, benefits also needed credentials
- How much to pay? Check going rate in your area, also in accordance with the spending plan

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
April 7, 2021

- Effective Interviewing: ask questions, briefly describe the job, specific job expectations, be prepared, and avoid talking too much.
- Ask good follow up questions, get to know this person.
- Do's: Be clear on job responsibilities, hours, pay, flexibility, do they have questions
- Request references, background check, paperwork with FMS
- Communicate with new employees: clear hours of work, expectations, and calling out sick, request for vacation, late, and social media.
- Who do they report to?
- How do you deal with problems: speak with FMS, speak with IF, communicate issue and document
- Termination: Speak with FMS, create a plan of action

Public Comments:

- Does anyone know about the Self Determination Program not moving forward? Antoinette is not aware of this. On the contrary, most regional centers are moving forward with SDP.
- Monthly meetings, SD network - it's a group of advocates that get together monthly and speak about SD services also SD network. Both are great meetings.
- **Next meeting:** May 5, 2021 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 8:06 PM.

Minutes submitted by Liz Cohen-Zeboulon.

**Harbor Regional Center
Service Provider Advisory Committee
April 6, 2021 10:00 am
Virtual via Zoom Meeting**

Committee Participants

Member Name	Organization
Paul Quiroz, Chairperson	Cambrian Homecare
Amy Miller	InJOY Life Resources
Catherine Bennage	Integrated Life
Angie Rodriguez	Social Vocational Services
Patricia Flores	Life Steps Foundation
Terri Nishimura	Pediatric Therapy Network
Alex Saldana	Oxford Healthcare
Christine Grant & Anthony MacConnell	Dungarvin CA.
Jeri Miles	Mentor Network
Leticia Woods	Ambitions CA
Donna Gimm	Mentor Network
Scott Elliott & Lindsey Stone	ICAN California
Jordan Quenun	Ability First
Ben Espitia	Goodwill Industries
Nancy Langdon	Canyon Verde
Harry Van Loon	ARC Long Beach
Brian Lockhart	Aacres CA LLC

HRC Staff Participating

Staff Name	Title
Nancy Spiegel	Director of Information and Development
Patrick Ruppe	Executive Director
Judy Wada	Chief Financial Officer
Leticia Mendoza	Community Services Department Assistant
Steve Goclawski	Clinical Services Manager
Mercedes Lowery	Service Provider Relations Manager
Elizabeth Garcia Moya	Provider Relations Specialist
Mary Hernandez	Director of Case Management Support Services
Antoinette Perez	Director of Children Services
Tes Castillo	Assistant Controller
Ute Czimmel	Controller

Call to Order

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

COVID-19 Update

Patrick Ruppe, Executive Director, provided an update on COVID-19 statistics. Statewide numbers have lowered. We noticed this decline with our clients. HRC hosted a vaccination clinic on March 25th at the Torrance office for service providers, clients and families, in partnership with Oxford HealthCare. HRC had about 200 participants at last month clinic. The next HRC clinic will be held on April 8th. Ability First in Long Beach also hosted a mobile clinic last month for client vaccinations. The Daily Breeze printed a story about the HRC clinic for our community.

Budget and Rates

Judy Wada, Chief Financial Officer, provided an update the budget for HRC and statewide. For the current fiscal year budget 2020-21 HRC's budget is summarized as:

- Regular Purchase of Services (POS) projection of \$241,964,863.
- Projected Surplus of \$2,051,570

Alternative Services Rates (ASDM)

Judy provided an update regarding the new alternative services monthly rates from DDS effective April 1, 2021 for Transportation and Supported Employment Group

- Supported Employment Group: Average monthly reimbursement/Average number of clients
- Transportation Services, service codes 875, 880
 - Average monthly maximum
 - Average monthly fuel deducted; only actual fuel expenses reimbursed
- Accounting to create new subcodes to enter into the system
- Create new authorizations/purchase orders by vendorization
- New rate agreements to follow

Per DDS, for New Programs that began in March 2020 or later, or those vendors that did not provide services during the 12 month period ending February 2020, requests are due to DDS by May 13, 2021.

Survey Monkey reports are due the 5th business day of the month.

Judy described that DDS added the Provider Attestation for Absence Payments during COVID-19 State of Emergency to eBilling for providers that received PPP loans and billed for absences. In order to bill for March services, you must accept the attestation. *[DDS has since advised that the attestation will be disregarded.]*

HRC Report Updates

Steve Gocłowski, Clinical Services Manager, provided an update of clinical staff changes and new members at HRC. Also provided report on COVID-19 impact to the regional center system and HRC's vaccination for service providers.

Statewide, the regional center system experienced a decrease in client cases testing negative for COVID-19.

HRC is excited to host upcoming vaccination clinics. Information will be sent via E-bulletins and also available on our website. Vaccines are currently available for HRC clients, service providers, and those ages 65 and older. Recognition to the advocacy from DDS, ARCA and LA County regional centers with State and County Public Health parents, family members are now eligible for vaccination as “healthcare workers” and part of the regional system. HRC plans to host a webinar for clients, providers and families to answer any questions and concerns related to vaccines.

Self Determination Update

Antoinette Perez, Director of Children Services, provided update on the Self Determination Program (SDP) that included the following summary of activities:

- SDP trainings for all HRC staff and providers occurred in February.
- SDP information will be provided to clients at their annual IPP.
- Effective June 7, 2021 SDP program will be available to everyone. HRC will be sending out notifications to clients and families.

Re-Engagement Planning for Day Programs

Mercedes Lowery, Manager of Community Services, and Elizabeth Garcia Moya, Provider Relations Specialist, provided an update regarding Re-Engagement Planning for Day Programs and reminded service providers to submit updated plans for review now that vaccinations are available for staff. HRC clinical team staff will review client medical files if appropriate to return to in-person programs. Committee members were encouraged to continue referring to DDS website for directives for returning to in person programs.

HCBS Update

Mercedes also provided update on Home and Community Based Services (HCBS) virtual assessments coming up soon. Email notifications have been sent out to providers for upcoming HCBS Webinars. The Provider Relations Team staff will participate on the virtual provider assessments as observers. As of now we have about 50 providers that have been selected. The deadline date for the CMS rule has been extended to March 2023 in response to the COVID-19 pandemic. HRC continues to post the latest information on the website.

HRC Disparity Funding & Community Engagement and Website Preview

Nancy Spiegel, Director of Information and Development provided update on demographics and expenditures FY19-20: HRC hosted public meetings in March. Graph presentation reflected comparisons and differences by client age, ethnicity, and living arrangement. We have seen similar patterns throughout the state. Average annual purchase of service expenditures tend to be highest for White and Asian families, and lowest for Hispanic and Black families, in certain age groups. This can be explained to a large degree by the differences in age, with White clients being older as a group than Hispanic clients, and by differences in living arrangements, with significantly more white clients living out of the family home. We know that services for adults and for out-of-home are significantly higher cost, whereas many services for children are funded by generic community agencies. During the pandemic, the greatest percentage of HRC’s COVID 19 support expenditures went to Hispanic community.

Nancy reviewed HRC projects supported by DDS Service Equity and Access grants, including a Bilingual Community Outreach Specialist who coordinates client and family outreach, information, training and support, and a Mentor Program, which thus far has hired 5 parent mentors. Both of these grant funded projects were established to increase service access for the most underserved groups, Spanish-speaking families (age 3 and up) and black families (birth to three years). HRC is currently still recruiting for one more mentor parent to serve African American Families. Mentor candidates may also be other family members.

Grass Roots Day

The Associate of Regional Centers Agencies will host Zoom meetings on April 20, 2021. Nancy will reach out to SPAC for those interested in participating to meet with legislators. Meetings will include parents, clients and providers. Key points include:

- Request for \$55 million increase for service coordination and caseloads
- AB 445 Calderon/ARCA sponsoring to discontinue the requirement for regional centers to collect certain information from parents (SS#, DOB etc.)
- Lessons from The Pandemic- flexible service delivery options and the removal of barriers to meeting to meeting new existing needs
- Uniform Holiday Schedule –abolish permanently
- Provider Rate increase sunsets - should be made permanent
- Better minimum wage rate adjustments

Adjournment

Next committee meeting is scheduled for June 1, 2021

Meeting adjourned at 11:10 a.m.