

**Harbor Regional Center**  
**Client Advisory Committee**  
**August 16, 2014 Meeting Minutes**

**Members Present:** Marvin Malito-Chairperson; Deaka McClain-Co-Chairperson; Wesley Dale; Mead Duley ; Michelle Roach; Danielle Schorr; Debbie Howard; Matt Cox; Karen Tripp; David Oster; Gary Galosic; Thomas Basch; Kelly Sutton

HRC Staff Present: Brent Fryhoff & Elizabeth Stroh

Life Steps staff present: Janelle Reyes-Tenorio

**Call to Order & Minutes Approved**

Deaka McClain called the meeting to order at 1:09 p.m. Deaka introduced the minutes of the May 17<sup>th</sup> meeting.

The minutes were unanimously approved by the committee members.

**Regional Center Update**

Brent Fryhoff reported that Early Childhood was reinstated. The early start eligibility and federally required services funding have been restored to pre-2009 levels. This will take effect starting January 1<sup>st</sup>, 2015. Infants at risk of a developmental disability and toddlers between 2 and 3 years of age with delays of 33% in one developmental area are once again eligible for Early Start's life-changing services.

Harbor Regional Center moved 13 individuals into the community from the Developmental Centers this year. Also, in the last couple years throughout the Lanterman closure we assisted other Regional Centers by providing resources for 20 people from Lanterman Developmental Center. Lanterman Developmental Center will be officially closed by the end of December 2014.

The HRC 40<sup>th</sup> Anniversary Celebration of Partners was held on June 3<sup>rd</sup> at the Long Beach Museum of Art and was a huge success. Harbor Regional Center was able to thank service several providers at this event for their dedication, hard work and service to our clients.

President Obama signed the Workforce Innovation and Opportunity Act in July. This law is designed to improve our nation's workforce development system. It will ensure individuals with disabilities have the skills necessary to be successful in businesses that provide competitive, integrated employment. The updated rules, specific to what's known as subminimum wage, will take effect two years after the law's enactment, requiring that young people with disabilities in

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transition to work have the opportunity to try competitive employment paying at least minimum wage. There are exceptions for those who are deemed ineligible for vocational rehabilitation, and to allow individuals already earning less than the federal minimum to continue in their jobs.

Elizabeth Stroh shared the Harbor Regional Center 2015 Performance Plan as a PowerPoint presentation to all CAC members present at the meeting. CAC Member, Wesley Dale spoke about his past experience working in a sheltered workshop and how he agrees with Harbor Regional Center's 2015 Employment Initiative.

**CAC Outreach**

CAC Members displayed an interest in touring the Social Vocational Services Lakewood Partial Work Day Program. Members would also like to talk to the clients who attend this particular program about the Client Advisory Committee and encourage people to attend upcoming meetings if they would like to make a difference or have their voice heard. Also, the committee talked about possibly sponsoring a conference on client safety next year. Client safety will be a major focus at Harbor Regional Center in 2015.

**Review of CAC By-Laws**

Brent Fryhoff read and reviewed the revised Harbor Regional Center Client Advisory Council By-laws for the third and final time this year. CAC Members gave additional feedback to the membership guidelines, election process, and term of office, attendance, and voting in new members. CAC By-laws have now been finalized with the input from CAC members by Brent Fryhoff and will be distributed at the next meeting.

**Discussion of CAC Future Events**

CAC members would like to have a Thanksgiving Potluck at the November meeting and possibly a guest speaker. CAC members have not determined who will present at the November meeting. CAC Members thought it would be a good idea to see if Harbor Regional Center's Benefits Specialist, Cori Reifman, could come and talk about the recent changes with Medi-Cal and IHSS. CAC Member's first preference of a speaker is Cori Reifman and if she is unable to present in November then the committee will see if she can present at the February meeting next year.

**CAC Elections**

Marvin Malito was unanimously voted in as CAC Chairperson. Marvin currently sits on the HRC Board of Trustees and has been reporting the CAC updates. CAC Members unanimously voted Mead Duley as Sergeant of Arms

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**DDS CAC Update**

David Oster shared a summary of the minutes from the July 29, 2014 DDS CAC meeting. He talked about the National Core Indicators and how the CAC is involved. He also briefly gave an update on Self Determination.

**Adjournment**

Deaka McClain adjourned the meeting at 3:05 p.m.

**Next CAC Meeting**

The next Client Advisory Meeting will be held on Saturday November 15<sup>th</sup>, 2014 at the Harbor Regional Center Long Beach Office from 1:00 p.m. – 3:00 p.m.

**Harbor Regional Center  
Service Provider Advisory Committee  
Minutes: August 19, 2014**

**Members Present:** Kristine Engels, Life Steps Foundation, Chair, Rhiannon Acree, Cambrian Homecare, Mary Grace Lagasca, InJOY Life Resources; Diane Sanka, Easter Seal Southern California; Nancy Langdon, Canyon Verde; Donna Koenig, Oxford Healthcare; Harry Van Loon, ARC-Long Beach; Terri Nishimura, Pediatric Therapy Network; Clare Grey, South Bay Vocational Services; April Stover, Ability First; Gina Nunes, Pathpoint; Rahil Roussos, Autism Spectrum Therapies.

**HRC Staff Present:** Colleen Mock, HRC Community Services Director; Barbara del Monico, HRC Resource Center Manager

**Presentation of Service Provider Training Materials:**

Ms. Barbara del Monico reviewed service provider staff training materials on cultural diversity and disability awareness. She also noted recent training materials on client abuse and neglect.

Ms. del Monico discussed the role of Mr. Jonathan Barco, HRC Assistive Technology Specialist in providing AT and ACC assessments and consultations.

Ms. Colleen Mock distributed the most recent DDS Safety Net client information on safety topics including internet, burn, fire, food, medication, water, summer and winter safety, emergency preparedness and stopping abuse. She reminded the service providers that there are excellent staff and client trainings available on the website.

Ms. Mock also reviewed client friendly publications available on the client section of the DDS website.

**HRC 2015 Proposed Performance Plan Presentation**

Ms. Nancy Spiegel reviewed the proposed plan. Harbor Regional Center will increase the percent of clients who live in state developmental centers. HRC will be working this year to move 20 clients from the state developmental centers into the community.

Harbor Regional Center will continue to increase the number of children who live with families and decrease the number who live in homes for 7 or more children.

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Service Provider Advisory Committee  
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HRC will also focus on increasing the percentage of adults living in home settings as well as increasing the number of adults in supported and competitive employment.

**Self-Determination Program Update**

Ms. Mock provided an update on the Self-Determination Program. DDS must submit the waiver application no later than December 31, 2014. Once the waiver is approved, this program will be available for up to 2,500 participants during the first three years of the program. Ms. Mock distributed an updated frequently asked questions sheet developed by DDS.

**Service Provider Minimum Wage Rate Increase Requests**

Ms. Mock reminded service providers that the completed HRC Minimum Wage 2014 Worksheet Completed worksheets need to be returned by email to her no later than 9/2/14 and for the rates established by DDS, DDS also needs to receive the completed DDS Minimum Wage 1014 Worksheet by 9/2/14.

**HRC Service Provider Input to the DC Task Force**

Ms. Kristine Engels shared letters from the service provider advisory committees from Alta and Golden Gate Regional Centers to Secretary Diane Dooley. Ms. Engels asked if the HRC Service Provider Advisory would like to also write a letter. The committee agreed and a task force will meet on August 25, 2014 to draft a letter to discuss the concern regarding existing service provider rates and increasing costs.

**Goals for the CAC**

The committee would like to focus this next year on getting to know the local state legislators. They would also like to focus on staff/client training on client safety.

**The next Service Provider Advisory Meetings in 2014 are scheduled at 10 am the following dates:**

October 21, 2014  
December 16, 2014

**Harbor Regional Center  
Board Planning Committee  
August, 2014**

Wendy Sorel, Patricia Jordan, Ron Bergman, Mary Grace Lagasca, Kathleen Keon, Nancy Spiegel

**HRC Performance Plan 2015**

The following activities have been underway related to the development of HRC's 2015 Performance Plan, and the public process to review our progress to date on statewide Desired Outcomes and our plans for continued progress in 2015.

- The draft plan has been presented to focus groups, such as the Client Advisory Committee and Service Provider Advisory Committee, for community input.
- The plan has been shared in the HRC E-News, which has thousands of readers, and is posted on the website.

Refer to the summary of discussion points shared during this public process:: Desired Outcomes, Recent Progress, and Continuing Efforts.

We will present this plan to the full Board, for approval, at the September public meeting of the Board of Trustees, on September 16, 2014. **The proposed HRC Performance Plan for 2015 will be included with these minutes in the September Board Packet.** We will submit the approved final plan to DDS for their approval by November 1, 2014.

**OPEN MINDS California Planning & Performance Management Institute**

Wendy Sorel and Nancy Spiegel attended this conference August 20-21, which featured discussions of challenges facing health and human service organizations in California and their future sustainability,

**Future Initiatives at HRC**

HRC will begin planning for several key initiatives for focus over the coming years. These are expected to include the areas of **Prevention, Choice, and Transition**. The HRC Senior Management Team is considering these and other areas for focus and more information will be forthcoming. Objectives and activities in the focus areas are expected to include outreach and community awareness, collaboration with community partners, professional and service provider development, and service coordination. The Board Planning Committee will be looking for opportunities to support these initiatives and involve the community.

**Proposed Performance Plan  
Harbor Regional Center 2015  
Desired Outcomes, Recent Progress, and Continuing Efforts**

HRC will work to maintain or improve its performance for each desired outcome. Measures of Success:

- Maintain or show improved performance over prior year, and/or
- Equal to or better than statewide average.

**Continue to decrease % of clients who live in State Developmental Centers.**

**Outcome: Reduced from 59 clients at the end of 2012, to 47 clients as of July, 2014.**

- Plan: Continue to assist developmental center residents to move into the community.
- Work with partners (So Cal Integrated Project, Regional Centers, HOPE and selected service providers) and utilize Community Placement Plan Funds to develop homes in the greater Southern California area.

**Continue to increase % of children who live with families.**

**Outcome: Increased- More than 99% of HRC children.**

- Plan: Continue to provide family support, information, and training to families, to promote the development of their child and the stability of their family.
- See planned family support, information and training activities below

**Decrease % of minors who live in homes for 7 or more.**

**Outcome: Maintained at best possible- We continue to have no HRC children in homes for 7 or more.**

- Plan: Continue to avoid use of large licensed settings, and provide support for children to live with families (their own, foster, or guardian).
- See planned family support, information and training activities below

**Family Support, Information and Training activities to support Outcomes above::**

- Continue to provide family support services, such as respite, training for parents in behavior management, positive parenting etc.
- Provide orientation and educational groups for parents, including families of infants and toddlers, to learn strategies for promoting their children's development, in areas such as communication, motor and behavioral skills.
- Continue to coordinate support groups for parents, siblings, and other family members.
- Coordinate with health plan provider agencies, and provide information and support for families, to access behavioral health treatment and other medically necessary services.
- For situations in which families are not able to provide care at home, identify small home and foster family options as available. Always seek alternatives to using larger residential settings.

### **Increase % of adults living in home settings.**

**Outcome: Increased- The percentage of HRC adults living in home settings is gradually increasing from 78% last year to just under 80% in July 2014.**

- Plan: Continue to promote and maintain options for adults to live in home environments (with families, or in their own homes), with supports as needed.
- Continue to promote affordable housing options.
- Continue to avoid use of large licensed settings.
- Continue to provide supported living and family home agency options for adults with developmental disabilities.
- Continue coordination of internships, job preparation, supported employment, and post-secondary education options, including student housing, student support services, and supported living services.
- Continue to provide information and support for parents of adults and young adults in transition regarding these service and support options.

**Outcome: Increase number of adults in supported and competitive employment. No statewide data available at this time.**

- Continue coordination with school districts, Project Search, etc. to promote student participation in internship and job training programs.
- Coordinate Employment Orientation sessions to provide information to transition age and adult clients and families regarding employment service and support options.
- Coordinate Job Preparation Classes and Career Exploration for adults seeking employment services and supports.

### **Areas for Improvement**

HRC performance is better than the statewide average in all of these outcome measures, where statewide data is available. We still want to improve our performance in this area:

**Outcome: Decrease % of adults living in licensed homes for 7 or more. (Decreased this year to 1.78%)**

**Plan: Continue to support adults who live in larger settings to move into more integrated/less restrictive living options.**

**Planned activities:**

- Assessment of clients living in nursing facilities and mental health homes
- Explore other more integrated living options with supports as needed.
- Continue to advocate for increased resources for the community



# HARBOR REGIONAL CENTER PERFORMANCE PLAN 2015

## PUBLIC POLICY OUTCOMES

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of clients in State Developmental Centers (lower is better)</p> <p>Achieving Desired Outcome? YES</p>	12/06 1.36%	12/06 1.5% 138 clients	<p>Implement the Community Placement Plan.</p> <p>Continue to assist developmental center residents to move into the community.</p>
	12/07 1.2%	12/07 1.38% 125 clients	
	12/08 1.03%	12/08 1.12% 108 clients	
	12/09 0.91%	12/09 0.96% 93 clients	
	12/10 0.83%	12/10 0.78% 77 clients	
	12/11 0.73%	12/11 0.65% 68 clients	
	12/12 0.63%	12/12 0.54% 59 clients	
	12/13 0.51%	12/13 0.5% 56 clients	
	6/14 0.47%	6/14 0.42% 47 clients	

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

## HARBOR REGIONAL CENTER PERFORMANCE PLAN 2015

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of minors living with families (includes own family, foster family, and guardian).</p> <p>(higher is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 97.65%</p> <p>12/07 98.06%</p> <p>12/08 98.38%</p> <p>12/09 98.48%</p> <p>12/10 98.6%</p> <p>12/11 98.71%</p> <p>12/12 98.92%</p> <p>12/13 98.98%</p> <p>6/14 99.02%</p>	<p>12/06 98.71%</p> <p>12/07 99.21%</p> <p>12/08 99.36%</p> <p>12/09 99.37%</p> <p>12/10 99.56%</p> <p>12/11 99.60%</p> <p>12/12 99.63%</p> <p>12/13 99.78%</p> <p>6/14 99.80%</p>	<p>Continue to provide support, information, and training to families, to promote child development and family stability.</p>
<p>Percent of minors living in licensed homes serving greater than 6.</p> <p>(lower is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 0.17%</p> <p>12/07 0.15%</p> <p>12/08 0.14%</p> <p>12/09 0.13%</p> <p>12/10 0.13%</p> <p>12/11 0.09%</p> <p>12/12 0.08%</p> <p>12/13 0.07%</p> <p>6/14 0.06%</p>	<p>12/06 0.02%</p> <p>12/07 0.00%</p> <p>12/08 0.00%</p> <p>12/09 0.02%</p> <p>12/10 0.00%</p> <p>12/11 0.00%</p> <p>12/12 0.00%</p> <p>12/13 0.00%</p> <p>6/14 0.00%</p>	<p>Continue to avoid use of large licensed settings, and provide support for children to live with families (their own, foster, or guardian).</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

## HARBOR REGIONAL CENTER PERFORMANCE PLAN 2015

Public Policy Measures	Statewide Average	HRC Outcomes	Planned Activities
<p>Percent of adults living in home settings (independent &amp; supported living, with parent, or with adult family home agency)</p> <p>(higher is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 70.68%</p> <p>12/07 71.38%</p> <p>12/08 72.25%</p> <p>12/09 73.20%</p> <p>12/10 73.99%</p> <p>12/11 74.81%</p> <p>12/12 75.29%</p> <p>12/13 76.49%</p> <p>6/14 76.49%</p>	<p>12/06 72.64%</p> <p>12/07 73.13%</p> <p>12/08 73.67%</p> <p>12/09 75.33%</p> <p>12/10 76.51%</p> <p>12/11 77.39%</p> <p>12/12 78.36%</p> <p>12/13 79.05%</p> <p>6/14 79.71%</p>	<p>Continue to promote and maintain options for adults to live in home environments with families, or in their own homes, with supports as needed.</p>
<p>Percent of adults living in licensed homes serving greater than 6</p> <p>(lower is better)</p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 5.36%</p> <p>12/07 4.94%</p> <p>12/08 4.55%</p> <p>12/09 4.10%</p> <p>12/10 3.80%</p> <p>12/11 3.50%</p> <p>12/12 3.31%</p> <p>12/13 3.12%</p> <p>6/14 3.03%</p>	<p>12/06 4.03%</p> <p>12/07 3.58%</p> <p>12/08 3.16%</p> <p>12/09 2.50%</p> <p>12/10 2.37%</p> <p>12/11 2.22%</p> <p>12/12 2.05%</p> <p>12/13 1.84%</p> <p>6/14 1.86%</p>	<p>Continue to avoid use of large licensed settings and to support adults moving from larger settings into more integrated/less restrictive living options.</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

# HARBOR REGIONAL CENTER PERFORMANCE PLAN 2015

## COMPLIANCE MEASURES

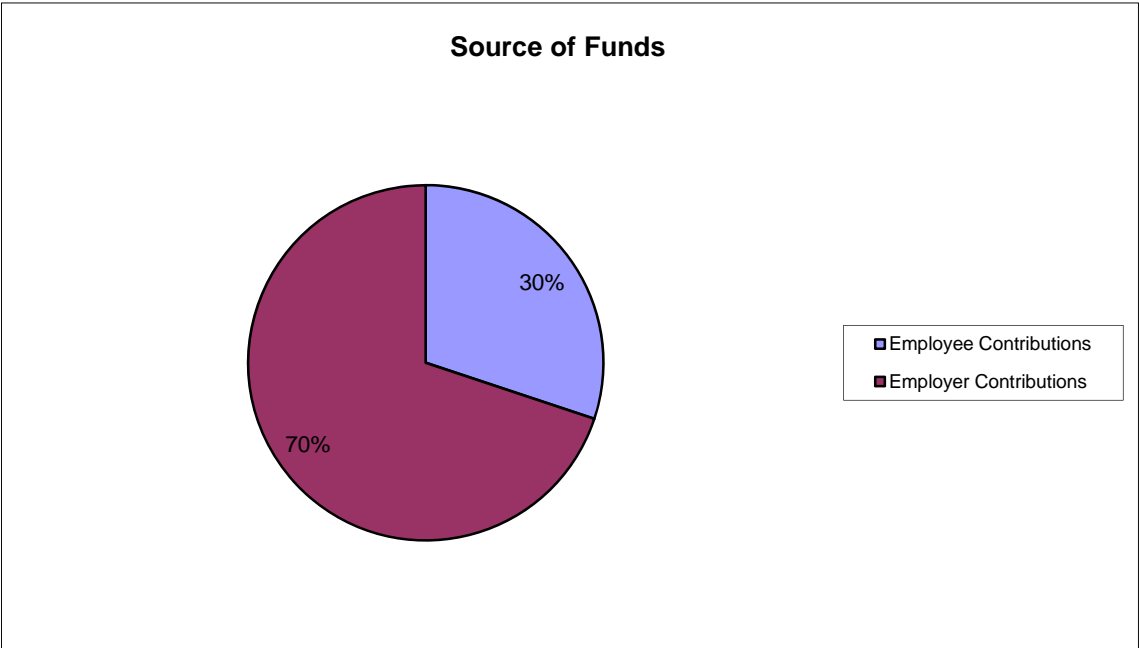
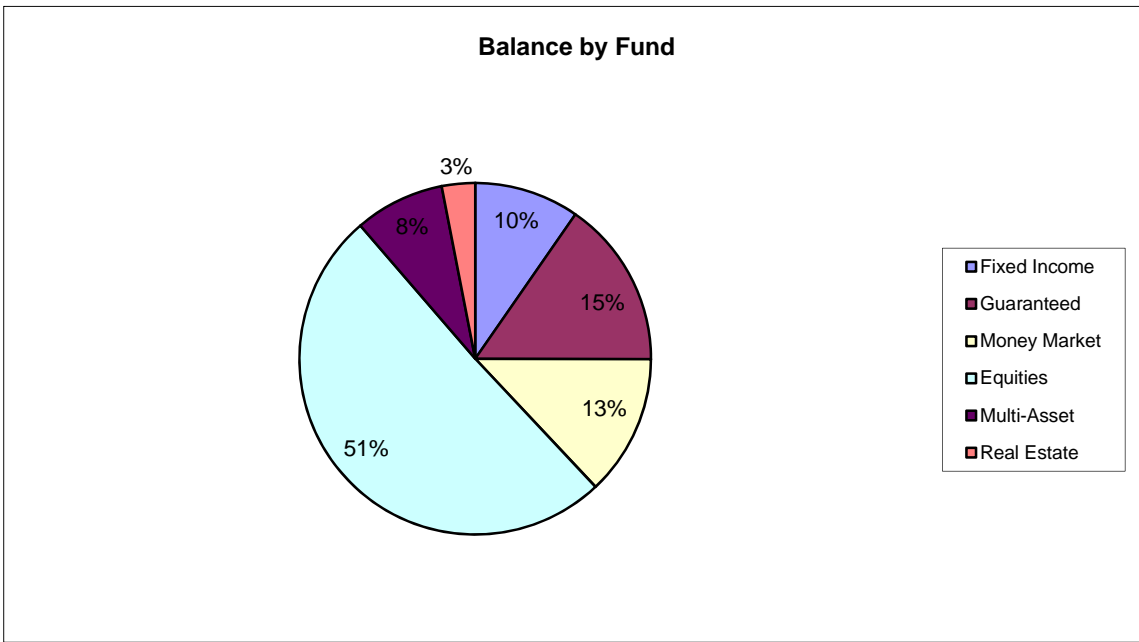
	HRC Outcomes	Planned Activities
<p><b>Intake/assessment timelines, 3 and above - 142 days or less</b></p> <p>Achieving Desired Outcome? YES</p>	<p>12/06 98.33%</p> <p>12/07 100%</p> <p>12/08 100%</p> <p>12/09 100%</p> <p>12/10 100%</p> <p>12/11 100%</p> <p>12/12 100%</p> <p>12/13 100%</p>	<p>Continue to provide timely completion of intake/assessment for children &amp; adults 3 years of age and above.</p>
<p><b>IPP Development</b> (Welfare and Institutions Code requirements)</p> <p>Achieving Desired Outcome? YES</p>	<p>99.75%</p>	<p>Continue to comply with requirements of the Welfare and Institutions Code, for timely completion of individual/family service plans for clients receiving services under the Lanterman Act.</p>
<p><b>Individuals with Current CDER or ESR</b> (Client Development Evaluation Report or Early Start Report)</p>	<p>96.39%</p>	<p>Continue timely completion of the CDER/ESR.</p>

Measures of Success: ●Maintain or show improved performance over prior year, and/or ●Equal to or better than statewide average.

**Harbor Regional Center  
Retirement Plan Balances as of 6-30-14**

	<b>Employee Contributions</b>	<b>Employer Contributions</b>	<b>Total Balance</b>
Fixed Income	\$957,046	\$2,557,565	\$3,514,611
Guaranteed	\$2,293,757	\$3,311,777	\$5,605,534
Money Market	\$1,028,946	\$3,685,683	\$4,714,629
Equities	\$5,549,485	\$12,900,205	\$18,449,690
Multi-Asset	\$639,346	\$2,368,022	\$3,007,368
Real Estate	<u>\$492,094</u>	<u>\$620,401</u>	<u>\$1,112,495</u>
<b>Total</b>	<b>\$10,960,674</b>	<b>\$25,443,653</b>	<b>\$36,404,327</b>

\* Plan Balances include active and terminated employees still in the Retirement Plan.  
 Plan Balances include 401(k) and 457(b) Plans.  
 \*\* Employee Contributions include \$1,488,968 in Rollover funds.



**Harbor Regional Center  
Retirement Plan Performance**

<b>Fund Balance 3/31/14</b>	<b>\$34,922,988</b>
Activity 4/1/14 - 6/30/14	
Distributions	(\$142,701)
Contributions	<u>\$553,507</u>
Net	\$35,333,794
<b>Fund Balance 6/30/14</b>	<b>36,404,327</b>
Gain/(Loss)	1,070,533
% Gain/(Loss) for the Period	3.07%
 <b>Active Employees in Retirement Plan</b>	 251

<b>Loan Information</b>	<b>as of 3/31/2014</b>	<b>as of 6/30/2014</b>	<b>Increase/ (Decrease)</b>
Employees with Loans			
Active Employees with Loans	55	58	3
Terminated Employees with Loans	<u>11</u>	<u>10</u>	<u>(1)</u>
Total	66	68	2
 Average Balance Amount	 \$5,031	 \$4,919	 (\$112)
 Loan Value			
Employee Contributions	\$304,803	\$313,725	\$8,921
Employer Contributions	<u>\$27,219</u>	<u>\$20,787</u>	<u>(\$6,432)</u>
Total	\$332,023	\$334,512	\$2,489