

**Harbor Regional Center
Board Development Committee
Minutes: August 20, 2012**

Members Present: George Bird, Chair; Bob Irlen, John Rea, Mariano Sanz, Pat Del Monico

The Committee met to interview and consider a candidate for the Board. Dr. James Flores, a local pediatrician, was recommended by Board President, John Rea. Dr. Flores' pediatric practice has been in the South Bay area for some years and he has been familiar with the Harbor Regional Center as he has had occasion to make referrals of some of his patients. Dr. Flores is married and has a young child. He hopes to return to Guam to practice medicine one day. The Committee members agreed that Dr. Flores would be an excellent candidate for the HRC Board. They are especially interested in adding a Board member with a clinical background such as Dr. Flores has. The Committee will recommend that Dr. Flores be elected to the Board at the September Board meeting and that he be seated in October.

Attached are Dr. Flores Board member application and resume.

Harbor Regional Center
Client Advisory Committee
July 21, 2012 Meeting

Members Present: Wesley Dale, Co-Chair; Debbie Howard, Secretary; Kelly Sutton; Erik Soe; Mead Duley; Connie Leuck; Karen Tripp; Thomas Basch; Danielle Schorr; Deaka McLain; Rita Teodoro; Collette Madore

HRC Staff Present: Rick Travis; Colleen Mock, Elizabeth Stroh

Life Steps staff present: Jenelle Reyes

Mr. Wesley Dale, Co-Chair, called the meeting to order at 1:10 p.m.

Ms. Debbie Howard introduced the minutes of the January 21, 2012 meeting. Ms. Danielle Schorr moved to approve the minutes and the motion was seconded by Ms. Rita Teodoro. The minutes were unanimously approved by the committee members.

ARCA Report

Mr. Wesley Dale announced he is the Chair of the Client Advisory Committee for the Association of Regional Centers (ARCA). He reported that there will be an additional budget trigger if the increased tax proposal is not passed in November.

State Budget Update

Ms. Elizabeth Stroh discussed the requirement that every adult client who uses contract transportation is required to have a Transportation Access Plan that reviews what supports would need to be in place to allow clients to access generic public transportation.

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Ms. Deborah Howard discussed the process for obtaining Access Services. Ms. Kelly Sutton discussed her sense of accomplishment with learning to use public transportation.

Election of Officers

Wesley Dale was re-elected Chair, Deborah Howard was elected Vice Chair and Rita Teodoro was elected for Secretary/Treasurer.

Safety Awareness

Ms. Kelly Sutton reviewed training on safety awareness in the community.

Discussion of Training Topics

Mr. Rick Travis discussed the possibility of co-hosting a wellness day next year for other clients. He also discussed potential emergency preparedness training by the American Red Cross for clients who would then each receive an emergency kit. The members were in favor of hosting and participating in both training opportunities.

Ms. Deaka McClain also discussed a video she produced that discusses domestic violence.

Mr. Wesley Dale adjourned the meeting at 2:50 p.m.

**Harbor Regional Center
Client Advisory Committee**

August 17, 2012

Meeting

Members Present: Wesley Dale, Chair (excused at meeting in Sacramento); Debbie Howard, Vice Chair; Rita Teodoro; Gary Galosic; Kelly Sutton; Thomas Basch; Danielle Schorr; Deaka McClain; David Oster

Guest: Justine Deborba; John Bolton; Timothy Holmes; Jocelyn Duncan

HRC Staff Present: Rick Travis; Elizabeth Stroh

Life Steps staff present: Jenelle Reyes

Debbie Howard, called the meeting to order at 1:15 p.m.

Ms. Debbie Howard introduced the minutes of the July 21, 2012 meeting. Mr. Thomas Basch moved to approve the minutes and the motion was seconded by Mr. David Oster. The minutes were unanimously approved by the committee members.

ARCA Report

Mr. Wesley Dale was unable to attend the meeting due to being in Sacramento. He will update the Committee at the next meeting.

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State Budget Update

Ms. Elizabeth Stroh updated the Committee on budget issues. Nothing has changed since the July meeting.

Regional Center Update

Rick Travis and Elizabeth Stroh discussed that new counselors have been hired at HRC. There are also additional meeting rooms available for client meetings at both the Torrance and Long Beach sites.

Red Cross Emergency Preparedness Training

Ms. Kelly Sutton reported on the Red Cross Emergency Training that had taken place one hour before this meeting. She reported that there were 34 attendees. People seemed to have a very positive response to the training. All attendees were given an Emergency kit. Other Committee members commented on how they enjoyed the training.

Discussion of Training Topics

Mr. Rick Travis and Ms. Elizabeth Stroh continued the discussion of the possibility of co-hosting a wellness day next year for other clients. The members were in favor of co-hosting in the wellness fair next year. Ms. Elizabeth Stroh said she would gather more information for the next meeting.

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Meeting Schedule for the Upcoming Year

All future meetings will be held on Saturdays. Meetings will alternate from Torrance to the Long Beach HRC sites. This meeting was held on a Friday due to the Emergency Preparedness Training. Dates were discussed and the following was agreed upon:

November 10, 2012 @ Long Beach

February 9, 2013 @ Torrance

May 11, 2013 @ Long Beach

August 10, 2013 @ Torrance

New Member

John Bolton who has been a HRC client since he was four years old asked to become a committee member. A vote was held and he was unanimously accepted as a new member.

The Way Forward

The entire Committee and Guest participated in *The Way Forward Survey* regarding Regional Center Services.

Adjournment

Ms. Debbie Howard adjourned the meeting at 2:50 p.m.

**Harbor Regional Center
Service Provider Advisory Committee
Minutes: August 7, 2012**

Members Present: Kristine Engels, Life Steps Foundation; Rhiannon Acree, Cambrian Homecare; Nancy Langdon, Canyon Verde; Shelly Cohen, Independent Focus; Mary Grace Lagasca, InJOY Life Resources; Sally Alvarez, Tanya San Roman, Pride Industries; Luigi Grimaldi, California Mentor; Glenda Lang, Options for Birth and Families; Dee Prescott, Easter Seals; Barbara Schlosser, Ability First; Veronica Gonzales, Westview Services, Inc.

HRC Staff Present: Judy Wada, Chief Financial Officer; Colleen Mock, HRC Community Services Director; Barbara del Monico, HRC Resource Center Manager

Presentation of HRC Resource Center Service Provider Training Materials

Ms. Barbara del Monico reviewed the following materials for both clients and service provider staff that is available for check out: Get Fit cookbook, the Safety Awareness series, the independent living series and a DVD on Sexuality and Abuse.

Discussion of E-billing and Service Provider Portal:

Ms. Judy Wada reviewed the E-billing process and asked if the service providers had any questions. She also asked about the service provider portal. Many of the service providers who were present noted that it is useful to look up authorizations. The providers who have not signed up yet will be signed up for the portal following the meeting.

She also noted that we will be scheduling training for service providers on internet safety.

Discussion of New Trailer Bill Enactment

Ms, Colleen Mock discussed that 3% of the rate reduction has been restored to the service provider invoices for July/12.

There was a discussion of the requirement to have families access private insurance to access ABA services.

DDS must now approve any client movement into a state developmental center or out-of-state residential settings.

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Harbor Regional Center Update:

Ms. Judy Wada discussed that DDS worked hard to get regional centers their cash to fund service providers.

Ms. Mock announced that Harbor Regional Center will be reorganizing the case management departments because one Department Director position will not be filled.

Announcements

Ms. Mock announced the New Day Conference September 17-19, 2012.

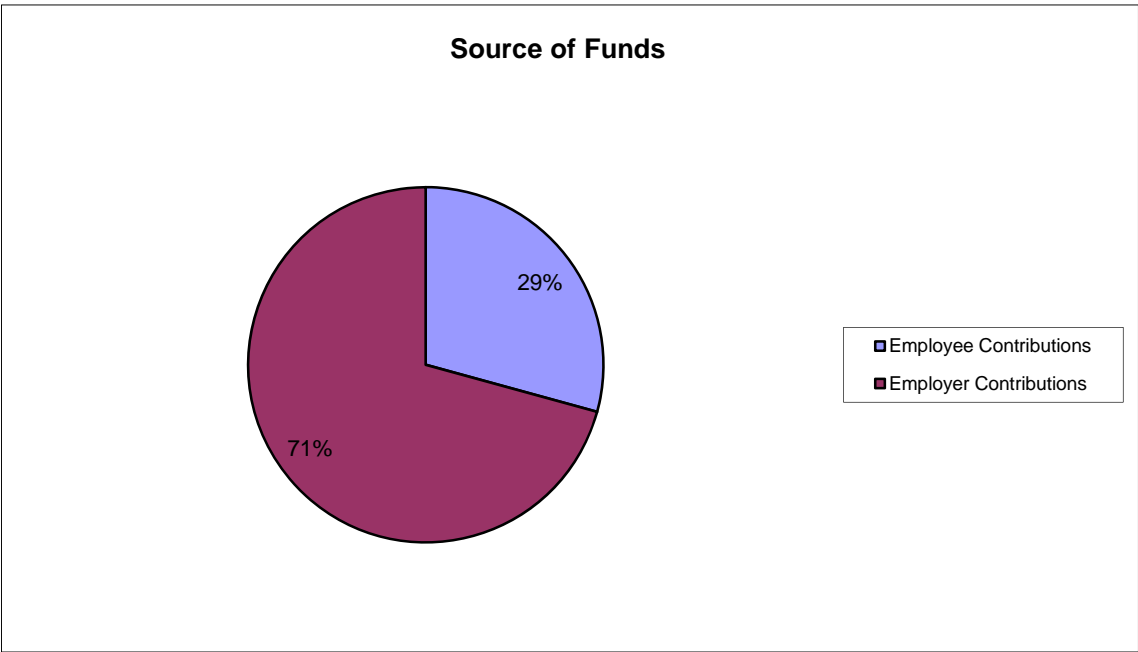
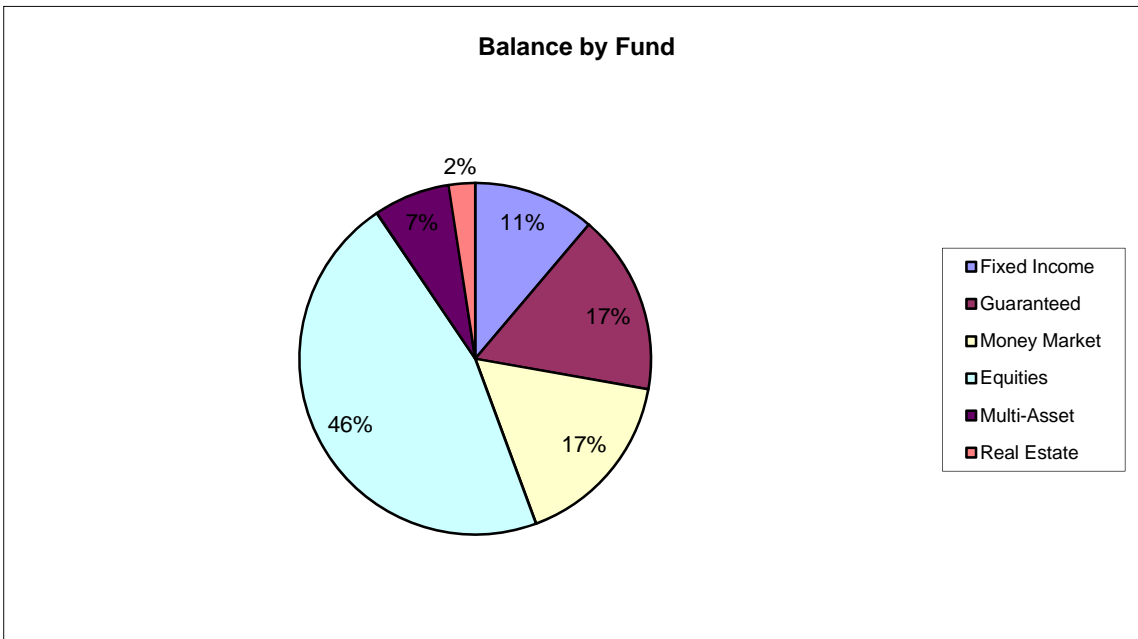
Ms. Mock also announced that HRC will be sponsoring a Red Cross emergency preparedness training for adult client on Friday, August 17, 2012.

The next Service Provider Advisory Committee Meeting: November 20, 2012 at 10:00 a.m.

**Harbor Regional Center
Retirement Plan Balances as of 6-30-12**

	Employee Contributions	Employer Contributions	Total Balance
Fixed Income	\$813,680	\$2,203,822	\$3,017,503
Guaranteed	\$1,623,119	\$2,851,513	\$4,474,632
Money Market	\$1,006,369	\$3,469,122	\$4,475,491
Equities	\$3,776,293	\$8,676,363	\$12,452,656
Multi-Asset	\$381,963	\$1,516,479	\$1,898,442
Real Estate	<u>\$289,891</u>	<u>\$363,784</u>	<u>\$653,676</u>
Total	\$7,891,315	\$19,081,084	\$26,972,399

* Plan Balances include active and terminated employees still in the Retirement Plan.
 Plan Balances include 401(k) and 457(b) Plans.
 ** Employee Contributions include \$933,266 in Rollover funds.



**Harbor Regional Center
Retirement Plan Performance**

Fund Balance 3/31/12 **\$26,830,227**

Activity 3/31/12 - 6/30/12

Distributions	(\$142,282)
Contributions	<u>\$599,653</u>
Net	\$27,287,599

Fund Balance 6/30/12 **\$27,021,329**

Gain/(Loss)	(\$266,270)
% Gain/(Loss) for the Period	-0.99%

Active Employees in Retirement Plan **245**

Loan Information	as of 3/31/2012	as of 6/30/2012	Increase/ (Decrease)
Employees with Loans			
Active Employees with Loans	52	48	(4)
Terminated Employees with Loans	<u>22</u>	<u>18</u>	<u>(4)</u>
Total	74	66	(8)
Average Balance Amount	\$4,728	\$4,510	(\$219)
Loan Value			
Employee Contributions	\$190,290	\$173,871	(\$16,419)
Employer Contributions	<u>\$159,598</u>	<u>\$123,759</u>	<u>(\$35,839)</u>
Total	\$349,889	\$297,630	(\$52,258)

**Harbor Regional Center
Retirement Plan Performance: Fiscal Year 2011-12**

Fund Balance 6/30/11	\$25,546,950
Activity 6/30/11 - 6/30/12	
Distributions	(\$1,082,564)
Contributions	<u>\$1,999,006</u>
Net	\$26,463,392
Fund Balance 6/30/12	\$27,021,329
Gain/(Loss)	\$557,937
% Gain/(Loss) for the Period	2.18%

Loan Information	as of 6/30/11	as of 6/30/2012	Increase/ (Decrease)
Employees with Loans			
Active Employees with Loans	63	48	(15)
Terminated Employees with Loans	<u>19</u>	<u>18</u>	<u>(1)</u>
Total	82	66	(16)
Average Balance Amount	\$5,881	\$4,510	(\$1,371)
Loan Value			
Employee Contributions	\$230,658	\$173,871	(\$56,787)
Employer Contributions	<u>\$251,567</u>	<u>\$123,759</u>	<u>(\$127,808)</u>
Total	\$482,225	\$297,630	(\$184,595)