



MINUTES OF THE SEPTEMBER 18, 2012 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION, INC.

BOARD PRESENT:

Mr. Robert Bethel, Board Member
Mr. Jeff Brower, Board Member
Mr. Fu-Tien Chiou, Board Member
Mr. Joe Czarske, Vice-President
Ms. Kristine Engels, Board Member
Mr. Doug Erber, Board Member
Mr. David Gauthier, Secretary
Mr. Bob Irlen, Board Advisor
Ms. Patricia Jordan, Board Member
Ms. Karen Kinnebrew, Board Member
Mr. John Rea, President
Dr. Roberta Rendon-Christensen, Board Member
Mr. Mariano Sanz, ARCA Representative
Ms. Wendy Sorel, Treasurer

STAFF PRESENT:

Ms. Claudia DeMarco, Associate Director
Ms. Judy Wada, Chief Financial Officer
Mr. Jahn Rokicki, Director, Children's Services
Ms. Cheryl Perez, Executive Assistant
Ms. Jennifer Lauro, Executive Assistant

GUESTS:

Ms. Theresa Mason, HRC Staff
Ms. Bonnie Ivers, Psy.D., HRC Staff
Ms. Cori Reifman, HRC/Mentor Staff

BOARD ABSENT:

Mr. George Bird, Past-President
Mr. Wesley Dale, Board Member

CALL TO ORDER

The Board Meeting was called to order at 8:05 a.m. by Mr. Rea.

PRESIDENT'S REPORT

- a. Mr. Rea welcomed Board members, guest and staff.
- b. Mr. Rea led in the Pledge of Allegiance.
- c. Mr. Rea congratulated Mr. Sanz who was recently appointed by Governor Brown to the Advisory Commission of Special Education that is charged with providing recommendations and advice to the State Board of Education, the Superintendent of Public Instruction, the Legislature and the Governor in new or continuing areas of research, program development and evaluation in California special education.
- d. Mr. Rea asked that the record reflect that the Executive Committee met on September 4, 2012 to prepare the September 18, 2012 Board Agenda.

- e. Mr. Rea announced that the Board had been provided with a Conflict of Interest Form to complete and return to the Executive Office at the end of today's meeting.
- f. Mr. Rea reminded the Board that there will be an Executive Session immediately following the end of the Board meeting to discuss a legal matter.
- g. Mr. Rea reminded the Board that the next Board meeting is scheduled for Tuesday, October 16, 2012.

APPROVAL OF THE MINUTES OF THE JULY 17, 2012 BOARD MEETING. Mr. Chiou moved to accept the JULY 17, 2012 minutes of the Board meeting, and Mr. Sanz seconded the motion, which was approved by the Board.

TREASURER'S REPORT

Ms. Wada reviewed the following financial statements: Harbor Regional Center Monthly Financial Report Fiscal Year 2011-12, June 2012; Harbor Regional Center Functional Expenditures, June 2012; Harbor Regional Center Line Item Report, June 2012; Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Income and Expense, dated April 1 – June 30, 2012; Harbor Regional Center Monthly Financial Report Fiscal Year 2012-13, July 2012; Harbor Regional Center Functional Expenditures, June 2012 and Harbor Regional Center Line Item Report, July 2012.

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

EXECUTIVE REPORT

1. 2011-2012 BUDGET:

Ms. DeMarco reviewed the August SOAR report provided by the ARCA staff, specifically about the status of the seventh amendment C-7 contract and that ARCA forecasts that the regional centers have ended the last fiscal year with expenditures exceeding the C-7 by at least \$30 million. While the DDS has repeatedly assured that the centers will, collectively, end the year in the black, most regional centers have made payments in excess of their C-7 contract amounts using available cash resources to reimburse service providers and will not be reimbursed for these amounts from the state until DDS issues the eighth amendment C-8 to the 2011/12 contracts.

2. 2012-2013 BUDGET:

Ms. DeMarco reported that regional centers have been allocated only their Preliminary Allocation and will not be able to analyze the sufficiency of their allocations until at least the D-1 contract amendment becomes available. More on this matter is expected by the October Board meeting, but the November Board meeting will be the critical meeting because statewide SOAR data should be available by then, as well as November election results related to the Governor's tax initiative.

3. STANDARD CONTRACT LANGUAGE - CHANGES:

Ms. DeMarco reported how DDS and ARCA renegotiate the standard language for the contract between the state and all regional centers annually. Ms. DeMarco briefly reviewed all sections of the contract provisions provided in the Board packet informing that the focus for the changes is on Community Placement Plans, Medicaid Waiver and implementation of various provisions of the Budget Trailer Bill.

4. DISABILITIES POLITICAL ACTION VOICE (DPAV):

Ms. DeMarco reported on the Disabilities Political Action Voice or DPAV, which is a political action committee dedicated to maintaining the Lanterman Act and to reversing the severe budget cuts to California's developmental services system. Ms. DeMarco informed the Board that information on how to donate or become a member of the DPAV was provided in the Board packet.

5. ASSAULTS AT SONOMA STATE DEPARTMENTAL CENTER:

Ms. DeMarco reported on dozens of assaults on patients by someone employed at the Sonoma Developmental Center, and the failure by the center's in-house police force to review such incidents and respond to them in a timely manner. Several articles to read on the assaults were provided in the Board packet. Ms. DeMarco also reported on how one ARCA Board Delegate, Ron Fell, who represents Golden Gate Regional Center, has taken the lead in communicating with DDS regarding this particular Sonoma assault. Board discussion followed.

6. TASKFORCE ON EQUITY AND DIVERSITY FOR AUTISM SERVICES:

Ms. DeMarco reported that the Senate Select Committee on Autism and Related Disorders, chaired by Senator Darrell Steinberg, convened an informational hearing concerning the "gaps and inequities" in regional center services for ASD. The taskforce is to provide specific recommendations to ensure that "all eligible clients and their families receive services and interventions that are provided in an appropriate, timely and effective manner". Also, the taskforce is charged with considering "the underlying causes and contributing factors that have resulted in these inequities". Furthermore, the taskforce is requested to submit its findings and recommendations to the Senate Select Committee on Autism and Related Disorders by October 1, 2012 and HRC hopes to have these to share with the Board at the October Board meeting. Preliminary material produced by the taskforce was provided in the Board packet.

7. CONFLICT OF INTEREST REGULATIONS:

Ms. DeMarco reported that in March 2011, Senate Bill 74 was enacted and signed into law by Governor Brown. This statute required that the Department adopt emergency regulations to establish standard conflict-of-interest reporting requirements for regional center board members, directors and identified employees, effective August 15, 2012. A copy of the pertinent portions of the Welfare & Institutions Code relating to conflict of interest for regional center board members, employees, etc., as well as the final regulations just released was provided in the Board packet.

Ms. DeMarco reported that each regional center governing board member is required to complete and file an annual Conflict of Interest Reporting Statement with his or her regional center governing board. Ms. DeMarco asked each Board member to complete and submit the Conflict of Interest Statement provided to the Executive Office at the next board meeting in October.

8. CHECK SIGNATURE POLICY:

Ms. DeMarco informed the Board that the Check Signature Policy provided in the Board packet is presented to the Board for their review and adoption. Ms. DeMarco stated that this is necessary in order to provide for proper signature authority and adequate oversight. Ms. DeMarco also informed the Board that we have taken this occasion to update the dollar threshold for dual signatures.

Mr. Gauthier moved to approve the Check Signature Policy. Dr. Rendon-Christensen seconded the motion, which was unanimously approved by the Board.

Mr. Bethel moved to approve the Executive Report. Ms. Kinnebrew seconded the motion, which was unanimously approved by the Board.

COMMITTEE REPORTS

a) AUDIT

Ms. Kinnebrew reported that the new auditors “Lautze & Lautze” are currently conducting the independent audit and advised the board that the draft report will be presented at the November Board meeting.

b) BOARD DEVELOPMENT

Mr. Rea reported that the committee met on August 20, 2012 at which time the committee interviewed Dr. Flores. Mr. Rea advised the board that the committee is recommending Dr. Flores to be seated on the board. Mr. Rea gave a brief description of Dr. Flores’ background. A Voice Vote was conducted. Mr. Gauthier moved to seat Dr. Flores on the board. Mr. Bethel seconded the motion, which was unanimously approved by the Board.

c) CLIENT SERVICES

Mr. Chiou reported that Client Services Committee will meet on Tuesday, September 25, 2012.

d) COMMUNITY & FINANCIAL DEV

Dr. Rendon-Christensen announced that a donation of \$3,000.00 was received from Boeing and advised that the committee is currently working on the upcoming Adopt A Family program.

e) SERVICE PROVIDER ADVISORY

Ms. Engels referred the Board to the committee minutes, which were included in their packet prior to the meeting for their review.

f) **RETIREMENT**

Mr. Bethel reviewed the following reports: Harbor Regional Center Retirement Plan Balances as of 6-30-12, the Harbor Regional Center Retirement Plan Performance and the Harbor Regional Center Retirement Plan Performance: Fiscal Year 2011-12.

g) **HOPE (Home Ownership for Personal Empowerment)**

Mr. Irlen reminded the Board of the upcoming HOPE Golf & Tennis Tournament on Monday, November 5, 2012 at the Rolling Hills Country Club and invited all to the event.

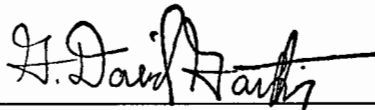
Mr. Sanz moved to accept the committee reports and Dr. Rendon-Christensen seconded the motion which was unanimously approved by the Board.

PUBLIC INPUT

None.

The meeting adjourned at 9:47 a.m.

Submitted by: _____



Mr. G. David Gauthier, Secretary
Harbor Developmental Disabilities
Foundation, Inc. Board of Trustees