

Community Training Series

# Supported Employment & Transportation

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# Agenda:

- 01 Welcome and Introductions
- 02 Training Agreements
- 03 Supported Employment Services
- 04 Q & A
- 05 Transportation Services
- 06 Q & A



# Training Agreements



- We agree to be respectful of each other
- We agree to end the session at the one and a half hour mark
- We agree to ask our questions at the end of each topic covered
- We agree to only ask questions and share comments related to this training
- We agree to respect privacy by not sharing any personal information
- We agree to not ask a question that has already been asked and answered

# Harbor Policy: Supported Employment

## Harbor Regional Center Service Policy Employment First

### DEFINITION:

“Employment” is defined as regular or customized employment in the workforce

- Where employees with disabilities are included on the payroll of a competitive business or industry
- Where the assigned employment tasks offer at least minimum or prevailing wages and benefits
- Where there are ordinary opportunities for integration and interaction with co-workers without disabilities, with customers, and with the general public.

### PHILOSOPHY:

*Harbor Regional Center opposes segregated employment and subminimum wage for people with intellectual and other developmental disabilities; we seek to promote public policy:*

- That restricts the expenditure of public funds to businesses who segregate employees with disabilities from the general workforce;
- That ends the ability of employers to pay employees with disabilities a sub-minimum wage;
- That discontinues programs that emphasize moving young adults from the classroom to a segregated or sub-minimum wage employment environment.

*Harbor Regional Center seeks to promote and facilitate integrated and comparable wage employment alternatives:*

- That strengthen existing and create new government tax incentives for employers to hire employees with disabilities into integrated environments at comparable wages.
- That assist employees with disabilities to find employment in the general workforce in jobs that they choose.

# What does The Law Say?

## Employment First Policy

### WIC Sect. 4869 (a)(1)

**It is the policy of the state that opportunities for integrated, competitive employment shall be given the highest priority for working age individuals with developmental disabilities regardless of the severity of their disabilities.**

**Everyone, no matter their disability, should have a chance to get a job.**

### WIC Sect. 4869 (a)(3)

**Integrated competitive employment is intended to be the first option considered by planning teams for working individuals, but individuals may choose goals other than this.**

**A job in the community with fair pay should be the first option considered, but individuals can choose different goals if they prefer.**

### WIC Sect. 4869 (c)

**Regional centers shall provide anyone over the age of 16 with information on the Employment First Policy, options for integrated competitive employment, and services and supports that are available to transition from school to work with the outcome of obtaining and maintaining integrated competitive employment**

**We must provide everyone 16 and over information about job options in the community, and the help available to move from school to work and keep a job.**

# Supported Employment:

## Overview

**Job  
Development**

**Job  
Coaching**

**Funding  
Partnership**

# Job Development

**Helping the person figure out what kind of job they want and providing support with:**

- Creating a resume
- Filling out job applications
- Getting ready for interviews
- Talking with employers after interviews

# JOHN SMITH

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hello@reallygreatsite.com

## Education

2010-2014  
University Name Here  
BS Business Administration  
(cum laude)

2017-2020  
University Name Here  
MBA

## Experience

2015-2017  
Company Name  
Sales Executive  
Enter your job description here.  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor  
incididunt ut labore et dolore magna aliqua.

2018-present  
Company Name  
Sales Manager  
Enter your job description here.  
Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt  
ut labore et dolore magna aliqua.

## Skills & Competencies

- Skill one
- Skill two
- Skill three
- Skill four
- Skill five
- Competency one
- Competency two
- Competency three
- Competency four
- Competency five

# Ongoing Job Coaching:

**Helping the person succeed at work  
by supporting them to:**

- Understand their job responsibilities
- Adjust to their work environment
- Build relationships with coworkers and supervisors
- Solve problems on the job



# Funding Partnership:

**This support is made possible through  
a partnership between Harbor and the  
Department of Rehabilitation**



# Types of Employment Supports

## Paid Internship Program (PIP)

An internship that leads to part-time or full-time jobs in the community. The program can pay for up to 1,040 hours of work per intern each year.

## Customized Employment / Tailored Day Services

A personalized job development approach that matches a person's interests with an employer's needs.



# Types of Employment Supports

## Projects Search

An 11-month, unpaid internship that helps adults in their last year of school get ready for work.

## College to Career (C2C) Program

A community college experience that leads up to a college certificate or degree. Includes dorm life living, coaching and support for education and independent living, and career help before graduation to find a job in their field.



# **Roles and Responsibilities: Individual / Family**

- Begin transition planning at age 16
- Families should regularly invite the Service Coordinator (SC) to Individualized Education Program (IEP) meetings
- Decide through the IEP process, whether the goal is to earn a diploma or a certificate of completion
- Discuss short-term and long-term employment goals



# **Roles and Responsibilities:**

## **Service Coordinator**

### **Assessment of Needs**

- Provide resources about Supported Employment Program (SEP) supports
- Submit SEP referral to the Employment Specialist
- Monitor progress with the service provider, review reports, and ensure services meet the individual's needs
- Coordinate funding transition from the Department of Rehabilitation (DOR) to Harbor



# Assessment of Needs

The individual, with the planning team, expresses their desire to work

The Service Coordinator (SC) documents the individual's employment goal in the Individual Person-Centered Plan (IPP)

The SC submits the referral packet to the Employment Specialist

The Employment Specialist reviews the packet and provides job options for the individual to choose from

The employment specialist sends the referral packet to a Supported Employment Program (SEP) Provider

The SEP provider schedules an intake meeting to understand the individual, discuss support needs, and assess employment goals

# Additional Supported Employment Resources

- “A Future Including Employment” Training  
- 9/4/2025 from 5:30 PM - 7:30 PM  
(Torrance Office)
- “Finding a Job: Employment Orientation” -  
11/16/2025 from 6:00 PM - 8:00 PM (Via Zoom)
- Harbor Fall Transition Event
- Job Preparation Courses through ICAN or SVS

**ICAN** california abilities network

**Online Job Prep Course**



**June 2025**  
**In Person: Torrance**  
2375 Sepulveda Blvd

Dates:  
-6/5, 6/10, 6/12, 6/17

To learn more, contact an ICAN case manager today!  
[EmploymentServices@ican.org](mailto:EmploymentServices@ican.org)  
[310-374-8295 ext. 125](tel:310-374-8295 ext. 125)

Vendor Code - PH2178

*All potential clients must request a referral from the regional center*

ICAN.ORG

Scan QR Code For More Details!



ICAN's Job Prep Course is a **four-session** course that introduces clients to Supported Employment while working in an integrated environment. We will be hosting this class **in person**, on site at our Torrance location.

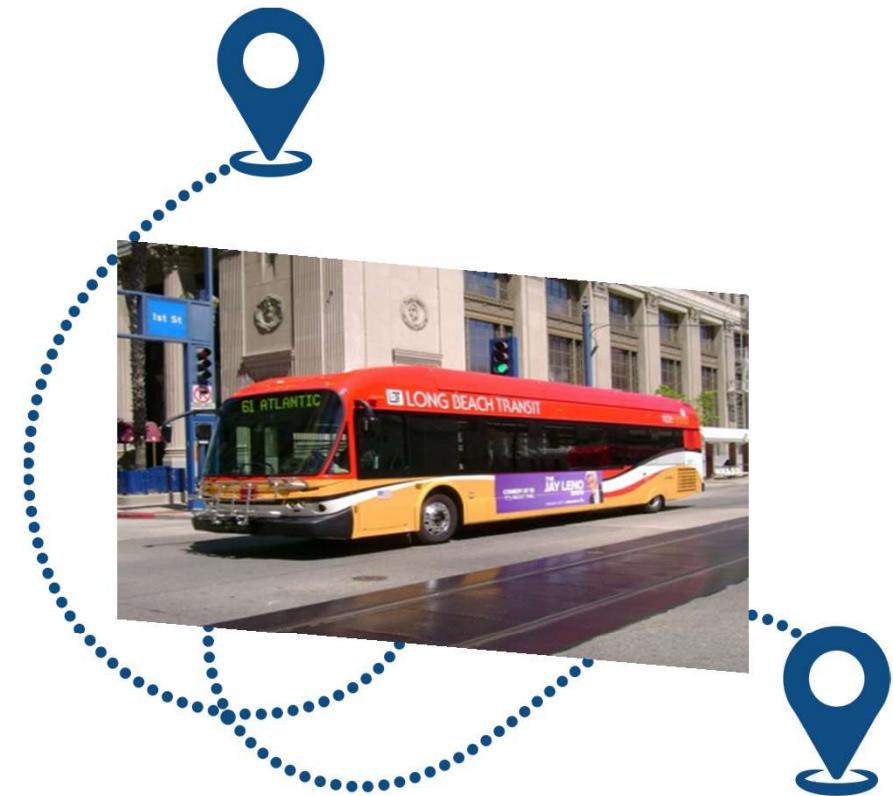
This class meets on select Tuesdays and Thursdays from 1-3 PM. It covers topics such as workplace expectations, applying for jobs, preparing for interviews, how to follow up an interview, onboarding, working independently and with support, interpersonal communication, soft skills, and more. This course is open to new and existing clients in Job Development with ICAN.

# **Supported Employment**

## **Q&A**



# Transportation Options



# What does The Law Say?

## Transportation Services

### WIC Sect. 4648.35 (b)

**A regional center shall fund the least expensive transportation modality that meets the consumer's needs, as set forth in the consumer's IPP or IFSP.**

**We will cover low-cost transportation that meets the individual's needs.**

### WIC Sect. 4648.35 (c)(3)

**A regional center shall fund transportation, when required, from the consumer's residence to the lowest-cost vendor that provides the service that meets the consumer's needs, as set forth in the consumer's IPP or IFSP. For purposes of this subdivision, the cost of a vendor shall be determined by combining the vendor's program costs and the costs to transport a consumer from the consumer's residence to the vendor.**

**We will pay for low-cost transportation from the individual's home to their program, work, or other needed places, based on assessment.**

### WIC Sect. 4648.35 (d)

**A regional center shall fund transportation services for a minor child living in the family residence, only if the family of the child provides sufficient written documentation to the regional center to demonstrate that it is unable to provide transportation for the child.**

**We can consider granting an exception only with written proof a parent/caregiver can't provide transportation.**

# Transportation Services & Supports



-  Destination Training/Mobility Training
-  Bus Pass
-  Access Transportation
-  Participant Directed Transportation
-  Contracted Transportation

# Roles and Responsibilities:

## Individual / Family

Discuss and learn  
about  
transportation  
options

Help  
purchase a  
bus pass

Help complete  
ACCESS  
application

Schedule  
ACCESS  
assessment

Buy the  
ACCESS  
coupons

Consider mileage  
reimbursement  
option



# **Roles and Responsibilities:**

## **Service Coordinator**

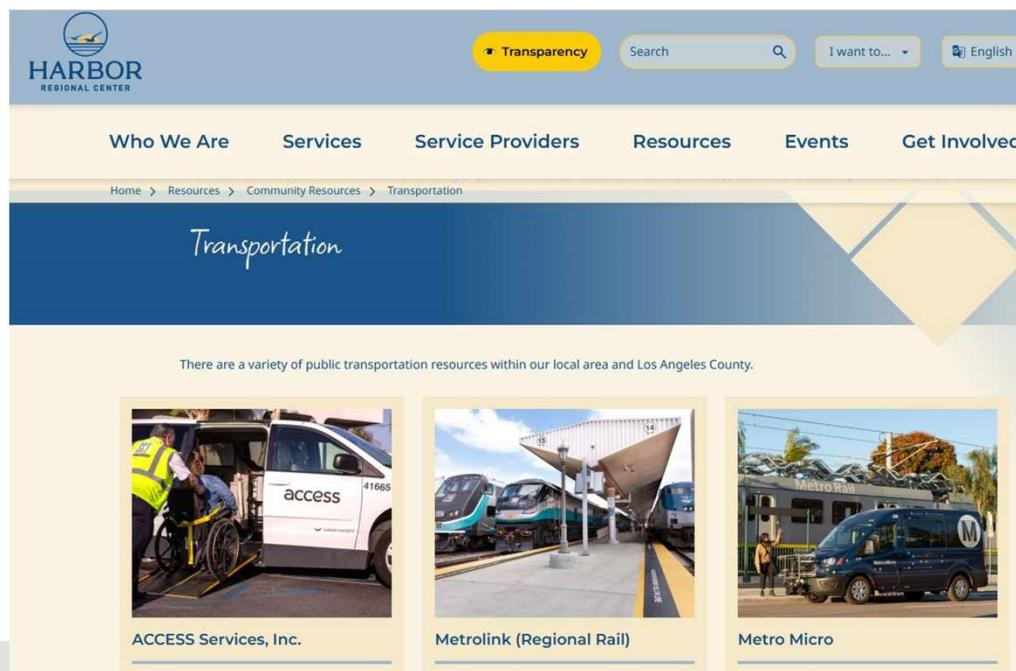
### **Assessment of Needs**

- Start discussions with the planning team
- Submit requests for bus pass funding
- Provide ACCESS application
- Submit funding for mileage
- Submit funding for contract transportation



# Additional Transportation Resources

- Link to transportation resources on Harbor Website:  
<https://www.harborrc.org/resources/community-resources/transportation/>
- There are a variety of public transportation resources within our local area and Los Angeles county
- Access Services:<https://accessla.org>



# Your Rights

## Timelines

- Within 5 business days of receiving your request, Harbor will acknowledge your request
- Within 5 business days of Harbor's acknowledgement, we will provide a response (either a decision or notice that we are continuing to assess)
- Within 5 business days of making a decision, we will provide a Notice of Action (NOA) or Good Faith Letter, if applicable



# Your Rights, Your Options

## What if You Don't Agree with Harbor's Decision

- You have the right to file an appeal
- There are 3 parts to the appeal process. You can request any or all of them. You can change your choice later in the process

1 Informal Meeting

2 Mediation

3 Fair Hearing

**Appeals and Complaints:** CA  
Department of Developmental  
Services

**Office of Clients Rights and  
Advocacy**

# Transportation Q&A



# Survey / Poll

[https://www.surveymonkey.com/r/SuppEmp\\_TranspSvcs](https://www.surveymonkey.com/r/SuppEmp_TranspSvcs)

