



WELCOME



Harbor Developmental
Disabilities Foundation

November 18, 2025



NOVEMBER MEETING OF THE BOARD OF TRUSTEES

**TUESDAY, November 18, 2025 @ 6:00 pm
Torrance Location | 21309 Main Board Room**

A G E N D A

- 1. CALL TO ORDER & INTRODUCTIONS.....LAVELLE GATES, President**
- 2. PUBLIC COMMENT**
- 3. MINUTES OF THE *SEPTEMBER 16, 2025* MEETING.....DR. JAMES FLORES, Secretary**
- 4. TREASURER’S REPORT.....FU-TIEN CHIOU, Treasurer**
- 5. EXECUTIVE REPORT*PATRICK RUPPE, Executive Director**
 - ARCA Academy Report Out
 - Board Approval: Retirement Resolution
 - Board Approval: Purchase of Service Contract | The Columbus Organization
 - Board Approval: Harbor Operations Policy | Check Signature
 - Board Approval: Harbor Service Policy | Zero-Tolerance Client Abuse or Neglect
 - Board Approval: Harbor Service Policy | Social Recreational
 - Board Approval: Harbor Service Policy | American Sign Language
 - Board Approval: 2026 HDDF Board Meeting, Presentation & Training Schedule
 - Presentation: 'Inter Regional Center Transfers' by Antoinette Perez, Director of Children and Adolescents Services
 - Community Engagement Highlights
- 6. COMMITTEE REPORTS:**
 - a) AUDIT.....LAURIE ZALESKI, CHAIRPERSON**
 - b) BOARD DEVELOPMENT.....JOE CZARSKE, CHAIRPERSON**
 - c) BOARD PLANNING.....DAVID GAUTHIER, CHAIRPERSON**
 - d) CLIENT ADVISORY.....PATRICIA JORDAN, CHAIRPERSON**
 - e) CLIENT SERVICES.....DAVID GAUTHIER, CHAIRPERSON**
 - f) COMMUNITY RELATIONS.....ANN LEE, Ph.D., CHAIRPERSON**
 - g) RETIREMENT.....FU-TIEN CHIOU, CHAIRPERSON**
 - h) SELF DETERMINATION ADVISORY.....ANTOINETTE PEREZ, LIAISON**
 - i) SERVICE PROVIDER ADVISORY.....ANGELA RODRIGUEZ, CHAIRPERSON**
- 7. ADJOURNMENT: 8:00 PM**

*indicates action



MINUTES



Dr. Jim Flores,
HDDF Secretary



MINUTES OF THE SEPTEMBER 16, 2025 MEETING OF THE BOARD OF TRUSTEES OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION

BOARD PRESENT:

Mr. Ron Bergmann, Board Member
Mr. Fu-Tien Chiou, *Treasurer*
Mr. Joe Czarske, *Vice-President*
Dr. James Flores, *Secretary*
Mr. LaVelle Gates, *President*
Mr. Ramon Gonzalez, Board Member
Ms. Ann Lee, Ph.D, Board Member
Mr. Chris Patay, Board Advisor
Ms. Angela Rodriguez, Board Member
Ms. Laurie Zaleski, Board Member

BOARD ABSENT:

Mr. Gordon Cardona, Board Member
Mr. Jeffrey Herrera, Board Member
Ms. Patricia Jordan, Board Member

STAFF PRESENT:

Mr. Patrick Ruppe, Executive Director
Ms. Judy Wada, Chief Financial Officer
Ms. Eun Kim, Director of Intake & Clinical Services
Ms. Thao Mailloux, Director of Strategic Communications & Engagement
Ms. Judy Samana Taimi, Director of Adult Services
Ms. LaWanna Blair, Director of Early Childhood Services
Ms. Mary Hernandez, Director of Case Management Support Services
Ms. Jennifer Lauro, Executive Assistant
Mr. Jesus Jimenez, Executive Office Department Assistant

STAFF ABSENT:

Ms. Elizabeth Garcia-Moya, Director of Community Services
Ms. Antoinette Perez, Director of Children's Services

INTERPRETER:

Mr. Fernando Nunez, LRA Spanish Interpreter

GUESTS:

Ms. Monserrat Palacios, DDS
Mr. Paul Quiroz, Service Provider
Ms. Shari Daisy, Behavior Analyst
Ms. Sofia Garcia, HRC Staff

CALL TO ORDER

Mr. Gates called the Board to order at 6:03 p.m.

PRESIDENT'S REPORT

Mr. Gates welcomed Board members, guests and staff, then led in the Pledge of Allegiance.

Mr. Gates took roll call of Board Members and a quorum was established.

Mr. Gates reminded the Board that our next regular business meeting will be on November 18, 2025.

Mr. Gates reminded the Board that our annual Board Retreat and Recognition Dinner will be held on Saturday, October 11, 2025 at the Torrance location in conference

rooms A1 &2. The retreat will begin at 9:00 am and end at 3:00 pm. The retreat topic will be on 'Strategic Plan Refresh: Evaluating Progress and Future Alignment'. The recognition dinner will follow at 6:00 pm with details to follow as the date approaches.

PUBLIC COMMENT

Mr. Gates advised that public input was next on the agenda. Mr. Gates stated that he will call upon each person who submitted a Public Comment Request form to address the Board and requested that he or she limit their comments to two minutes in order to accommodate everyone. Mr. Gates indicated that we had received one (1) Public Comment Request form.

PRESENTATION OF MINUTES

Dr. Flores presented the draft minutes of the July 15, 2025 meeting of our Board which were included in the Board packet and posted for the general public on the Harbor website. **The MINUTES OF THE JULY 15, 2025 BOARD MEETING were received and filed.**

PRESENTATION OF FINANCIALS

Mr. Chiou reviewed the following financial statements, which were received and filed:

- Harbor Regional Center Monthly Financial Report Fiscal Year 2024-25, dated June 2025
- Harbor Regional Center Functional Expense Summary, dated June 2025
- Harbor Regional Center POS Contract Summary, dated June 2025
- Harbor Regional Center Line-Item Report, dated June 2025
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2024-2025

EXECUTIVE REPORT

1. CALIFORNIA STATE BUDGET update:

Mr. Ruppe provided the Board with a detailed summary of the 25/26 State Budget, its impact on the Department and Regional Centers, on Health & Medi-Cal Changes and on IHSS Reductions.

2. STRATEGIC PLAN PROGRESS report:

Mr. Ruppe called the Board's attention to the 4th quarter strategic plan summary and annual progress report. Mr. Ruppe reviewed the current status and informed the board steady progress continues to be made in all four focus areas. Mr. Ruppe summarized how Harbor is making strong progress on its three-year Strategic Plan and indicated that most initiatives are on track with important groundwork being laid for ongoing improvement in service, engagement and resource development.

3. FOR BOARD APPROVAL | HARBOR HELP FUND DONATION | HEARTS FOR THE HOLIDAYS:

Mr. Ruppe announced that Harbor will continue its Holiday tradition with Harbor's Holiday Giving Campaign and with Harbor's Hearts for the Holidays by requesting a \$45,000 donation from the Board. Of the \$45,000, \$35,000 will be donated to the Holiday Giving Campaign for the purchase of gift cards and \$10,000 will be donated to the Hearts for the Holidays Campaign for the purchase of items for

distribution to our families. Mr. Ruppe thanked the Board in advance for their continued support for our Holiday Giving Campaign.

Mr. Gauthier moved to approve a donation of \$45,000 for Harbor's Help Fund Donation, with \$35,000 donated to Harbor's Holiday Giving Campaign and \$10,000 to Harbor's Hearts for the Holiday Campaign, and Mr. Chiou seconded the motion, which was unanimously approved by the Board.

4. HARBOR EVENTS:

Mr. Ruppe referred the Board to Thao Mailloux, Director of Strategic Communications and Engagement, who shared that Harbor will host an event celebrating 'Dia De Los Muertos' on October 17, 2025 at the Norwalk Cultural Arts Center from 4:00 pm to 7:00 pm. Ms. Mailloux encouraged the Board to attend and celebrate with Harbor staff in community engagement.

5. ARCA ACADEMY NOVEMBER 2025:

Mr. Ruppe reminded the Board about the ARCA Academy occurring at the Alta Regional Center on November 14th and 15th and encouraged Board members to attend if possible.

6. PRESENTATION: "NATIONAL CORE INDICATORS (NCI) & OTHER HARBOR REGIONAL CENTER SURVEYS/INDICADORES BASICOS NACIONALES & OTRAS ENCUESTAS DEL CENTRO REGIONAL HARBOR"

Mr. Ruppe called upon Thao Mailloux, Director of Strategic Communications and Engagement, who made a presentation to the Board on National Core Indicators (NCI) and other Harbor Regional Center Surveys. The presentation was given in English with Spanish Language interpretation available. The presentation and data shown on screen was provided in English and Spanish. Meeting attendees were provided with time to ask questions or comment at the conclusion of the presentation. There were no questions or comments from the public. There were some questions about data during the presentation. Several members of the Board commented on the presentation, the data presented and shared input about Harbor's current strategies to collect information from the individuals and families served and Harbor's current progress.

COMMITTEE REPORTS

A. ARCA

Mr. Czarske summarized the key highlights of the August meetings that included an update on ARCA's plan to standardize orientation and onboarding for Board members.

B. BOARD DEVELOPMENT

Mr. Czarske reported that the Board Development Committee met virtually on September 10, 2025 and were provided an update on board composition, board terms and recruiting. The Committee also discussed various board presentation and training topics for the upcoming 2026 calendar year. The next meeting is scheduled for October 8, 2025.

C. BOARD PLANNING

Mr. Ruppe informed that the Board Planning Committee meeting reviewed Harbor's mission, vision and guiding values in preparation for our October Board Retreat and then called upon Chair, David Gauthier to discuss the outcome.

Mr. Gauthier recalled that Harbor's Mission, Vision and Guiding Values was originally adopted by the Board in 2022 as part of preparing for Harbor's new strategic planning process beginning in October 2025. Mr. Gauthier reported that in the committee's review, they considered feedback from individuals and families we serve, from community partners and from Harbor's leadership team. Mr. Gauthier informed that an agreement was reached on revised statements that was also reviewed by the Executive/Finance Committee. Mr. Gauthier then presented the revised Mission, Vision and Guiding Values to the Board and requested a motion to approved them as presented.

Mr. Chiou moved to approve the revised Mision, Vision and Guiding Values and Mr. Czarske seconded the motion, which was unanimously approved by the Board.

D. CLIENT ADVISORY

Ms. Taimi informed that the Committee met on August 13, 2025 and discussed Supported Employment Services and Transportation Services. The next meeting is scheduled for November 12, 2025.

E. CLIENT SERVICES

Ms. Taimi reported that the Committee met on July 22, 2025 and reviewed Harbor's current service policy for the In-Home Nursing Services Policy and Adult Supports Service Policy. The next meeting is scheduled for September 23, 2025.

F. RETIREMENT

Mr. Chiou, Committee Chair, reported on the Retirement Plan Balances as of June 30, 2025.

G. SELF-DETERMINATION ADVISORY

Ms. Taimi advised the Board that the Self-Determination Advisory Committee continues to meet monthly and provided an update on the August 6, 2025 meeting.

H. SERVICE PROVIDER ADVISORY

Ms. Rodriguez, Chair of the Committee, informed that the Committee met on August 5, 2025 and were updated on sub-committee activities, HCBS, the budget, rate reform and the DSP Internship Program. The next meeting is scheduled for October 7, 2025.

ADJOURNMENT 7:36 p.m.

Mr. Gates thanked all those who participated in our Board meeting tonight.

Submitted by: _____

Dr. James Flores, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation



FINANCIALS



Fu-Tien Chiou,
HDDE Treasurer

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2025-26
Jul-25**

	FY 2025-26 B-2*	Month Exp	Y-T-D Expenses	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service						
Regular	\$ 432,611,311	\$ 26,995,887	\$ 26,995,887	\$ 432,278,113	\$ 459,274,000	\$ (26,662,689)
less other revenue	<u>(1,822,000)</u>	<u>(154,623)</u>	<u>(154,623)</u>	<u>(1,667,377)</u>	<u>(1,822,000)</u>	<u>-</u>
Subtotal Regular	430,789,311	26,841,264	26,841,264	430,610,736	457,452,000	(26,662,689)
CPP/CRDP	110,000	-	-	1,035,000	1,035,000	(925,000)
Compliance with HCBS Regulations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Purchase of Service	430,899,311	26,841,264	26,841,264	431,645,736	458,487,000	(27,587,689)
Operations						
Salaries & Benefits	50,455,865	4,720,262	4,720,262	45,735,603	50,455,865	-
Operating Expenses	11,565,981	1,308,001	1,308,001	10,257,980	11,565,981	-
less other revenue	<u>(808,523)</u>	<u>(44,104)</u>	<u>(44,104)</u>	<u>(764,419)</u>	<u>(808,523)</u>	<u>-</u>
Total Operations	61,213,323	5,984,160	5,984,160	55,229,163	61,213,323	-
TOTAL	\$ 492,112,634	\$ 32,825,424	\$ 32,825,424	\$ 486,874,899	\$ 519,700,323	\$ (27,587,689)
% of Budget	100.00%	6.67%	6.67%	98.94%	105.61%	

* The intent letter for the B-2 Contract Amendment was received on September 12, 2025.

**HARBOR REGIONAL CENTER
PURCHASE OF SERVICE
LINE ITEM REPORT
July-25**

	FY 2025-26 B-2*	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
REGULAR						
Out-Of-Home						
Community Care Facility	\$ 134,416,655	\$ 11,232,171	\$ 11,232,171	\$ 131,468,829	\$ 142,701,000	\$ (8,284,345)
ICF/SNF Facility	<u>3,332,222</u>	<u>38,880</u>	<u>38,880</u>	<u>3,499,120</u>	<u>3,538,000</u>	<u>(205,778)</u>
	137,748,877	11,271,051	11,271,051	134,967,949	146,239,000	(8,490,123)
Day Programs						
Day Care	7,852,060	33,428	33,428	8,302,572	8,336,000	(483,940)
Day Training	9,343,807	782,201	782,201	9,137,799	9,920,000	(576,193)
Supported Employment & WAP	6,691,718	422,753	422,753	6,682,247	7,105,000	(413,282)
Day Programs	<u>63,380,580</u>	<u>5,716,117</u>	<u>5,716,117</u>	<u>61,570,883</u>	<u>67,287,000</u>	<u>(3,906,420)</u>
	87,268,165	6,954,500	6,954,500	85,693,500	92,648,000	(5,379,835)
Transportation						
Transportation	7,133,731	568,757	568,757	7,004,243	7,573,000	(439,269)
Transportation Contract	<u>7,485,231</u>	<u>515,226</u>	<u>515,226</u>	<u>7,431,774</u>	<u>7,947,000</u>	<u>(461,769)</u>
	14,618,962	1,083,983	1,083,983	14,436,017	15,520,000	(901,038)
Respite						
Respite In Home	51,632,407	213,137	213,137	54,600,863	54,814,000	(3,181,593)
Respite Out-of-Home	<u>436,449</u>	<u>15,544</u>	<u>15,544</u>	<u>447,456</u>	<u>463,000</u>	<u>(26,551)</u>
	52,068,856	228,681	228,681	55,048,319	55,277,000	(3,208,144)
Other Services						
Non-Medical Services Professional	14,663,444	1,110,571	1,110,571	14,456,429	15,567,000	(903,556)
Non-Medical Services Program*	15,522,965	1,010,344	1,010,344	15,468,656	16,479,000	(956,035)
Home Care	1,592,836	66,472	66,472	1,624,528	1,691,000	(98,164)
Prevention Services	6,626,347	495,003	495,003	6,539,997	7,035,000	(408,653)
Other Authorized Services	42,195,143	3,039,964	3,039,964	41,756,036	44,796,000	(2,600,857)
Personal Assistance	34,729,221	230,874	230,874	36,639,126	36,870,000	(2,140,779)
SLS	18,017,132	1,217,935	1,217,935	17,909,065	19,127,000	(1,109,868)
P&I Expense	190,496	14,986	14,986	187,014	202,000	(11,504)
Hospital Care	140,368	-	-	149,000	149,000	(8,632)
Medical Equipment	153,928	18,147	18,147	144,853	163,000	(9,072)
Medical Care Professional	5,820,412	181,987	181,987	5,997,013	6,179,000	(358,588)
Medical Care Program Services	983,057	-	-	1,044,000	1,044,000	(60,943)
Camps	<u>271,102</u>	<u>71,390</u>	<u>71,390</u>	<u>216,610</u>	<u>288,000</u>	<u>(16,898)</u>
	140,906,451	7,457,673	7,457,673	142,132,327	149,590,000	(8,683,549)
TOTAL REGULAR POS*	432,611,311	26,995,887	26,995,887	432,278,113	459,274,000	(26,662,689)
Community Placement & Program Development						
Start Up**	-	-	-	925,000	925,000	(925,000)
Placement/Assessment	<u>110,000</u>	<u>-</u>	<u>-</u>	<u>110,000</u>	<u>110,000</u>	<u>-</u>
TOTAL CPP/CDRP	110,000	-	-	1,035,000	1,035,000	(925,000)
OTHER REVENUE						
ICF SPA Income	<u>(1,822,000)</u>	<u>(154,623)</u>	<u>(154,623)</u>	<u>(1,667,377)</u>	<u>(1,822,000)</u>	<u>-</u>
TOTAL PURCHASE OF SERVICE \$	430,899,311	\$ 26,841,264	\$ 26,841,264	\$ 431,645,736	\$ 458,487,000	\$ (27,587,689)
% of Budget	100.00%	6.23%	6.23%	100.17%	106.40%	-6.40%

Month End Caseload**20,061**

* The projection for Regular POS is very preliminary. Generally the first Purchase of Service Expenditure Projection (PEP) report is due to DDS on December 10th and is based on October actuals. Last fiscal year the PEP was delayed due to Rate Reform implementation. We waiting for instructions from DDS regarding the current fiscal year PEP.

* On September 30, 2025, Harbor was notified by DDS of our approved CPP/CDRP Start-Up Plan. The funds will be allocated in a future amendment.

**HARBOR REGIONAL CENTER
POS CONTRACT SUMMARY
July-25**

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2025-26	B-2	Reg POS	\$ 430,789,311	\$ 26,841,321	\$ 403,947,990	\$ 432,432,679	\$(28,484,689)
		CPP/CRDP	110,000	-	110,000	1,035,000	(925,000)
		HCBS Compliance	-	-	-	-	-
		TOTAL	<u><u>\$ 430,899,311</u></u>	<u><u>\$ 26,841,321</u></u>	<u><u>\$ 404,057,990</u></u>	<u><u>\$ 433,467,679</u></u>	<u><u>\$(29,409,689)</u></u>
2024-25	A-2	Reg POS	\$ 472,530,316	\$430,427,538	\$ 42,102,778	\$ 15,000,000	\$ 27,102,778
		CPP/CRDP	650,000	43,055	606,945	281,945	325,000 *
		HCBS Compliance	675,401	60,617	614,784	614,784	-
		TOTAL	<u><u>\$ 473,855,717</u></u>	<u><u>\$430,531,211</u></u>	<u><u>\$ 43,324,506</u></u>	<u><u>\$ 15,896,728</u></u>	<u><u>\$ 27,427,778</u></u>
2023-24	E-4	Reg POS	\$ 376,553,743	\$345,636,823	\$ 30,916,920	\$ 925,339	\$ 29,991,581
		CPP/CRDP	1,100,000	139,488	139,488	960,512	-
		HCBS Compliance	633,401	67,963	45,000	565,438	-
		TOTAL	<u><u>\$ 378,287,144</u></u>	<u><u>\$345,844,274</u></u>	<u><u>\$ 345,166,435</u></u>	<u><u>\$ 2,451,289</u></u>	<u><u>\$ 29,991,581</u></u>

* In the FY 2024-25 CRDP, Harbor was unable to contract with a service provider within the required timeframe for two (2) projects--a licensed day program and a family home agency. DDS will deallocate the funds in the A-3 contract amendment.

**HARBOR REGIONAL CENTER
OPERATIONS
LINE ITEM REPORT
July-25**

	FY 2025-26 B-2*	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Salaries & Benefits						
Salaries and Wages	\$ 39,082,159	\$ 3,316,675	\$ 3,316,675	\$ 35,765,484	\$ 39,082,159	\$ -
Benefits	11,373,706	1,403,588	1,403,588	9,970,118	11,373,706	-
Subtotal Salaries & Benefits	50,455,865	4,720,262	4,720,262	45,735,603	50,455,865	-
Operating Expenses						
Equipment Maint	505,341	21,243	21,243	484,099	505,341	-
Facility Rental	6,307,449	1,071,859	1,071,859	5,235,590	6,307,449	-
Facility Maint	312,049	21,805	21,805	290,244	312,049	-
Communication	1,026,482	79,408	79,408	947,074	1,026,482	-
General Office Exp	154,844	15,989	15,989	138,855	154,844	-
Printing	46,744	130	130	46,614	46,744	-
Insurance	403,694	-	-	403,694	403,694	-
Utilities	33,871	3,180	3,180	30,691	33,871	-
Data Processing Maint	153,089	13,760	13,760	139,329	153,089	-
Interest/Bank Expense	2,735	11,186	11,186	(8,451)	2,735	-
Legal Fees	126,639	-	-	126,639	126,639	-
Board of Trustees Exp	7,295	1,208	1,208	6,087	7,295	-
Accounting Fees	67,500	-	-	67,500	67,500	-
Equipment Purchases	422,989	18,425	18,425	404,564	422,989	-
Contr/Consult Services	133,108	-	-	133,108	133,108	-
Clinical Services	150,436	-	-	150,436	150,436	-
Employee Conference	25,415	200	200	25,215	25,415	-
Travel	44,988	2,182	2,182	42,807	44,988	-
Staff Mileage	63,365	44	44	63,321	63,365	-
ARCA Dues	144,584	-	-	144,584	144,584	-
General Expenses	1,322,305	47,383	47,383	1,274,922	1,322,305	-
SDP Participant Supports	99,917	-	-	99,917	99,917	-
UFS/LOIS	-	-	-	-	-	-
FRC	11,142	-	-	11,142	11,142	-
Subtotal Operating Expenses	11,565,981	1,308,001	1,308,001	10,257,980	11,565,981	-
Other Revenue						
Interest Income	(720,403)	(31,331)	(31,331)	(689,072)	(720,403)	-
Other Income	(3,944)	(15)	(15)	(3,929)	(3,944)	-
Other Income-Subleases	(57,416)	(9,529)	(9,529)	(47,887)	(57,416)	-
ICF SPA Admin Fee	(26,760)	(3,229)	(3,229)	(23,531)	(26,760)	-
Subtotal Other Revenue	(808,523)	(44,104)	(44,104)	(764,419)	(808,523)	-
TOTAL OPERATIONS	\$ 61,213,323	\$ 5,984,160	\$ 5,984,160	\$ 55,229,163	\$ 61,213,323	\$ -
% of Budget	100.00%	9.78%	9.78%	90.22%	100.00%	0.00%

Month End Staff

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**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2025-26
Aug-25**

	FY 2025-26 B-2*	Month Exp	Y-T-D Expenses	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service						
Regular	\$ 432,611,311	\$ 40,944,488	\$ 67,940,375	\$ 391,333,625	\$ 459,274,000	\$ (26,662,689)
less other revenue	<u>(1,822,000)</u>	<u>(155,915)</u>	<u>(310,538)</u>	<u>(1,511,462)</u>	<u>(1,822,000)</u>	<u>-</u>
Subtotal Regular	430,789,311	40,788,573	67,629,837	389,822,163	457,452,000	(26,662,689)
CPP/CRDP	110,000	-	-	1,035,000	1,035,000	(925,000)
Compliance with HCBS Regulations	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Purchase of Service	430,899,311	40,788,573	67,629,837	390,857,163	458,487,000	(27,587,689)
Operations						
Salaries & Benefits	50,455,865	3,546,966	8,267,229	42,188,636	50,455,865	-
Operating Expenses	11,565,981	1,101,092	2,409,093	9,156,888	11,565,981	-
less other revenue	<u>(808,523)</u>	<u>(43,238)</u>	<u>(87,342)</u>	<u>(721,181)</u>	<u>(808,523)</u>	<u>-</u>
Total Operations	61,213,323	4,604,820	10,588,980	50,624,343	61,213,323	-
TOTAL	\$ 492,112,634	\$ 45,393,393	\$ 78,218,817	\$ 441,481,506	\$ 519,700,323	\$ (27,587,689)
% of Budget	100.00%	9.22%	15.89%	89.71%	105.61%	

* The intent letter for the B-2 Contract Amendment was received on September 12, 2025.

**HARBOR REGIONAL CENTER
PURCHASE OF SERVICE
LINE ITEM REPORT
August-25**

	FY 2025-26 B-2*	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
REGULAR						
Out-Of-Home						
Community Care Facility	\$ 134,416,655	\$ 12,646,811	\$ 23,878,982	\$ 118,822,018	\$ 142,701,000	\$ (8,284,345)
ICF/SNF Facility	<u>3,332,222</u>	<u>38,880</u>	<u>77,760</u>	<u>3,460,240</u>	<u>3,538,000</u>	<u>(205,778)</u>
	137,748,877	12,685,691	23,956,742	122,282,258	146,239,000	(8,490,123)
Day Programs						
Day Care	7,852,060	64,116	97,544	8,238,456	8,336,000	(483,940)
Day Training	9,343,807	995,647	1,777,849	8,142,151	9,920,000	(576,193)
Supported Employment & WAP	6,691,718	532,636	955,389	6,149,611	7,105,000	(413,282)
Day Programs	<u>63,380,580</u>	<u>5,417,209</u>	<u>11,133,327</u>	<u>56,153,673</u>	<u>67,287,000</u>	<u>(3,906,420)</u>
	87,268,165	7,009,608	13,964,108	78,683,892	92,648,000	(5,379,835)
Transportation						
Transportation	7,133,731	664,116	1,232,873	6,340,127	7,573,000	(439,269)
Transportation Contract	<u>7,485,231</u>	<u>601,560</u>	<u>1,116,786</u>	<u>6,830,214</u>	<u>7,947,000</u>	<u>(461,769)</u>
	14,618,962	1,265,676	2,349,659	13,170,341	15,520,000	(901,038)
Respite						
Respite In Home	51,632,407	5,774,193	5,987,330	48,826,670	54,814,000	(3,181,593)
Respite Out-of-Home	<u>436,449</u>	<u>11,670</u>	<u>27,215</u>	<u>435,785</u>	<u>463,000</u>	<u>(26,551)</u>
	52,068,856	5,785,863	6,014,544	49,262,456	55,277,000	(3,208,144)
Other Services						
Non-Medical Services Professional	14,663,444	1,216,543	2,327,115	13,239,885	15,567,000	(903,556)
Non-Medical Services Program*	15,522,965	1,535,970	2,546,313	13,932,687	16,479,000	(956,035)
Home Care	1,592,836	58,486	124,958	1,566,042	1,691,000	(98,164)
Prevention Services	6,626,347	626,154	1,121,157	5,913,843	7,035,000	(408,653)
Other Authorized Services	42,195,143	4,307,310	7,347,275	37,448,725	44,796,000	(2,600,857)
Personal Assistance	34,729,221	3,544,413	3,775,287	33,094,713	36,870,000	(2,140,779)
SLS	18,017,132	1,755,488	2,973,423	16,153,577	19,127,000	(1,109,868)
P&I Expense	190,496	16,033	31,019	170,981	202,000	(11,504)
Hospital Care	140,368	-	-	149,000	149,000	(8,632)
Medical Equipment	153,928	8,778	26,926	136,074	163,000	(9,072)
Medical Care Professional	5,820,412	984,401	1,166,387	5,012,613	6,179,000	(358,588)
Medical Care Program Services	983,057	-	-	1,044,000	1,044,000	(60,943)
Camps	<u>271,102</u>	<u>144,072</u>	<u>215,462</u>	<u>72,538</u>	<u>288,000</u>	<u>(16,898)</u>
	140,906,451	14,197,649	21,655,322	127,934,678	149,590,000	(8,683,549)
TOTAL REGULAR POS*	432,611,311	40,944,488	67,940,375	391,333,625	459,274,000	(26,662,689)
Community Placement & Program Development						
Start Up**	-	-	-	925,000	925,000	(925,000)
Placement/Assessment	<u>110,000</u>	<u>-</u>	<u>-</u>	<u>110,000</u>	<u>110,000</u>	<u>-</u>
TOTAL CPP/CDRP	110,000	-	-	1,035,000	1,035,000	(925,000)
OTHER REVENUE						
ICF SPA Income	<u>(1,822,000)</u>	<u>(155,915)</u>	<u>(310,538)</u>	<u>(1,511,462)</u>	<u>(1,822,000)</u>	<u>-</u>
TOTAL PURCHASE OF SERVICE	\$ 430,899,311	\$ 40,788,573	\$ 67,629,837	\$ 390,857,163	\$ 458,487,000	\$ (27,587,689)
% of Budget	100.00%	9.47%	15.70%	90.71%	106.40%	-6.40%

Month End Caseload**20,000**

* The projection for Regular POS is very preliminary. Generally the first Purchase of Service Expenditure Projection (PEP) report is due to DDS on December 10th and is based on October actuals. Last fiscal year the PEP was delayed due to Rate Reform implementation. We waiting for instructions from DDS regarding the current fiscal year PEP.

* On September 30, 2025, Harbor was notified by DDS of our approved CPP/CDRP Start-Up Plan. The funds will be allocated in a future amendment.

**HARBOR REGIONAL CENTER
POS CONTRACT SUMMARY
August-25**

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2025-26	B-2	Reg POS	\$ 430,789,311	\$ 67,664,924	\$ 363,124,387	\$ 391,609,076	\$(28,484,689)
		CPP/CRDP	110,000	-	110,000	1,035,000	(925,000)
		HCBS Compliance	-	-	-	-	-
		TOTAL	<u><u>\$ 430,899,311</u></u>	<u><u>\$ 67,664,924</u></u>	<u><u>\$ 363,234,387</u></u>	<u><u>\$ 392,644,076</u></u>	<u><u>\$(29,409,689)</u></u>
2024-25	A-2	Reg POS	\$ 472,530,316	\$432,681,859	\$ 39,848,457	\$ 15,000,000	\$ 24,848,457
		CPP/CRDP	650,000	56,555	593,445	268,445	325,000 *
		HCBS Compliance	675,401	74,117	601,284	601,284	-
		TOTAL	<u><u>\$ 473,855,717</u></u>	<u><u>\$432,812,532</u></u>	<u><u>\$ 41,043,185</u></u>	<u><u>\$ 15,869,728</u></u>	<u><u>\$ 25,173,457</u></u>
2023-24	E-4	Reg POS	\$ 376,553,743	\$345,994,528	\$ 30,559,215	\$ 567,634	\$ 29,991,581
		CPP/CRDP	1,100,000	366,488	139,488	733,512	-
		HCBS Compliance	633,401	294,963	45,000	338,438	-
		TOTAL	<u><u>\$ 378,287,144</u></u>	<u><u>\$346,655,980</u></u>	<u><u>\$ 345,166,435</u></u>	<u><u>\$ 1,639,583</u></u>	<u><u>\$ 29,991,581</u></u>

* In the FY 2024-25 CRDP, Harbor was unable to contract with a service provider within the required timeframe for two (2) projects--a licensed day program and a family home agency. DDS will deallocate the funds in the A-3 contract amendment.

**HARBOR REGIONAL CENTER
OPERATIONS
LINE ITEM REPORT
August-25**

	FY 2025-26 B-2*	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Salaries & Benefits						
Salaries and Wages	\$ 39,082,159	\$ 2,722,790	\$ 6,039,465	\$ 33,042,694	\$ 39,082,159	\$ -
Benefits	11,373,706	824,176	2,227,764	9,145,942	11,373,706	-
Subtotal Salaries & Benefits	50,455,865	3,546,966	8,267,229	42,188,636	50,455,865	-
Operating Expenses						
Equipment Maint	505,341	59,210	80,452	424,889	505,341	-
Facility Rental	6,307,449	535,929	1,607,788	4,699,661	6,307,449	-
Facility Maint	312,049	47,267	69,072	242,977	312,049	-
Communication	1,026,482	50,763	130,171	896,311	1,026,482	-
General Office Exp	154,844	10,738	26,727	128,117	154,844	-
Printing	46,744	548	678	46,066	46,744	-
Insurance	403,694	212,888	212,888	190,806	403,694	-
Utilities	33,871	5,407	8,587	25,284	33,871	-
Data Processing Maint	153,089	6,105	19,865	133,224	153,089	-
Interest/Bank Expense	2,735	367	11,553	(8,818)	2,735	-
Legal Fees	126,639	480	480	126,159	126,639	-
Board of Trustees Exp	7,295	-	1,208	6,087	7,295	-
Accounting Fees	67,500	-	-	67,500	67,500	-
Equipment Purchases	422,989	98,746	117,171	305,818	422,989	-
Contr/Consult Services	133,108	12,747	12,747	120,361	133,108	-
Clinical Services	150,436	22,385	22,385	128,051	150,436	-
Employee Conference	25,415	292	492	24,923	25,415	-
Travel	44,988	964	3,145	41,843	44,988	-
Staff Mileage	63,365	3,012	3,056	60,309	63,365	-
ARCA Dues	144,584	-	-	144,584	144,584	-
General Expenses	1,322,305	33,244	80,627	1,241,678	1,322,305	-
SDP Participant Supports	99,917	-	-	99,917	99,917	-
UFS/LOIS	-	-	-	-	-	-
FRC	11,142	-	-	11,142	11,142	-
Subtotal Operating Expenses	11,565,981	1,101,092	2,409,093	9,156,888	11,565,981	-
Other Revenue						
Interest Income	(720,403)	(35,308)	(66,639)	(653,764)	(720,403)	-
Other Income	(3,944)	-	(15)	(3,929)	(3,944)	-
Other Income-Subleases	(57,416)	(4,765)	(14,294)	(43,123)	(57,416)	-
ICF SPA Admin Fee	(26,760)	(3,165)	(6,394)	(20,366)	(26,760)	-
Subtotal Other Revenue	(808,523)	(43,238)	(87,342)	(721,181)	(808,523)	-
TOTAL OPERATIONS	\$ 61,213,323	\$ 4,604,820	\$ 10,588,980	\$ 50,624,343	\$ 61,213,323	\$ -
% of Budget	100.00%	7.52%	17.30%	82.70%	100.00%	0.00%

Month End Staff

467

Harbor Developmental Disabilities Foundation
Harbor Help Fund

Statement of Activities
Fiscal Year 2025-2026

		FY 2025-2026	
	FY 2024-25	1st Qtr	
	TOTAL	Ending Sept.	FY 2025-26
		30, 2025	YTD TOTAL
<u>Income</u>			
Donations			
Employee Donations	12,365	2,695	2,695
General Donations	25,365	280	280
Holiday Donations	9,910	20,000	20,000
HRC 50th Anniversary Campaign	105,294	-	-
Total Donations	152,933	22,975	22,975
Interest & Other Income	2,744	(56)	(56)
Total Income	155,677	22,919	22,919
<u>Expenses</u>			
Holiday Giving - Gift Cards	26,500	-	-
Holiday Giving - Other	8,002	-	-
Grants to Clients	3,150	5,148	5,148
Other expense	638	-	-
\$50 for 50th Anniversary	3,636	2,650	2,650
Total Expenses	41,926	7,798	7,798
Net Increase/(Decrease)	113,752	15,121	15,121
Beginning Balance	163,657	277,408	
Income	155,677	22,919	
Expenses	41,926	7,798	
Ending Balance	277,408	292,529	
Ending Balance Detail			
Cash	123,146	141,072	
50th Anniversary Fund	101,658	99,008	
CD	50,105	49,950	
Gift card inventory Visa	-	-	
Gift card inventory Other	-	-	
Loans Receivables	2,500	2,500	
Total Balance	277,408	292,529	



EXECUTIVE REPORT



Patrick Ruppe,
Harbor Executive Director
November 18, 2025



ARCA ACADEMY Report Out





For Board Approval:

RETIREMENT RESOLUTION



**HARBOR REGIONAL CENTER
BOARD OF TRUSTEES**

RETIREMENT PLAN RESOLUTION
November 18, 2025

RESOLVED that Harbor Regional Center adopt a Roth feature to its Retirement Plans, which includes a Prototype Profit Sharing Plan with a 401(k) Feature and a 457(b) Deferred Compensation Plan. The plans will be amended in accordance with the SECURE 2.0 Act to allow after-tax contributions, including age-based catch-up contributions for eligible employees.

CERTIFICATION

I, the undersigned, _____ of Harbor Regional Center do certify that the foregoing is a true, exact, and correct copy of the contract(s) presented to and approved by the Board of Trustees on the _____ day of _____, _____.

Signature: _____ Date: _____



For Board Approval:
PURCHASE OF SERVICE
CONTRACT

**THE COLUMBUS
ORGANIZATION**



CONTRACTS REQUIRING BOARD APPROVAL

Harbor Regional Center
Meeting of the Board of Trustees
November 18, 2025

PURCHASE OF SERVICE

The Columbus Organization

350 Sentry Pkwy
Building 620, Suite 120
Blue Bell, PA 19422

Description of Services:	Professional Services
Rate of Payment:	Hourly rate based on position
Pricing includes:	Salaries, taxes, benefits & indirect costs

Previously approved positions include (average bill rate):

- | | |
|-----------------------------------|----------|
| • Nurses-R.N. (4 FTE) | \$105.19 |
| • Psychologists (2 FTE) | \$109.62 |
| • Bi-Lingual Psychologist (1 FTE) | \$115.54 |
| • Forensic Specialist (1 FTE) | \$90.62 |
| • Pharmacist (1 FTE) | \$130.33 |
| • BCBA (1 FTE) | \$104.13 |
| • Speech Therapist (1 FTE) | \$106.93 |

Effective December 1, 2025, the following positions will be added (average bill rate):

- | | |
|----------------|----------|
| • BCBA (2 FTE) | \$104.13 |
|----------------|----------|

Addendum Contract Period:	December 1, 2025 to June 30, 2026
Revised Projected Annual Amount:	Not to exceed \$2,577,744.00

*prior annual billing was approved at \$2,349,860.00

CERTIFICATION

I, the undersigned, of Harbor Regional Center do certify that the foregoing is a true, exact and correct copy of the contract(s) presented to and approved by the Board of Trustees on the 18th day of November.

Signature: _____ Date: 11-18-25



For Board Approval:
HARBOR OPERATIONS
POLICY
CHECK SIGNATURE



Harbor Developmental Disabilities Foundation Check Signature Policy

Purpose: The purpose of this policy is to designate proper signatory authority for the signing of Harbor Developmental Disabilities Foundation. dba Harbor Regional Center (Harbor) checks or other orders for payment. Through this policy appropriate assignment and/or delegation of such authority for Harbor transactions will be granted to specific Harbor positions.

Policy:

1. All Harbor expenses are to be paid by check or other order for payment drawn upon bank accounts authorized by the Board of Trustees.
2. Harbor Regional Center authorizes the individuals who hold the following positions to sign checks drawn from all Harbor bank accounts:
 - a. Executive Director
 - b. Chief Financial Officer
 - c. Board President
 - d. Board Vice President
 - e. Board Secretary
 - f. Board Treasurer

In addition to the above, as specified in the Letter of Agreement between Harbor, its bank, and the State Department of Development Services (DDS), DDS authorized representatives are also approved signers.

3. The preferred method of payment for most transactions is via electronic funds transfer (EFT), including Automated Clearing House ([ACH] or direct deposit payments). Exceptions include refunds to the DDS and other entities and individuals that do not accept direct deposit and one-time and initial payments to new vendors. Wire transfers are utilized only for time-sensitive transfers, such as payroll and retirement expenses, and Community Placement Plan (CPP) Start Up funding.
4. Harbor utilizes positive pay to advise the bank of authorized payments. A list of checks will be transmitted to the bank whenever payments are issued.
5. Checks must be signed by an individual so authorized by the Board and not involved in the preparation of the check.
 - a. Checks that are prepared by computer entry and computer printed may be signed by facsimile signature by the Executive Director or the Chief Financial Officer. The facsimile signature is controlled by the Chief Financial Officer and Controller, who are not involved in the preparation of such computer printed

checks.

- b. Manually prepared checks must be signed manually and the signer must review the supporting data.
6. EFT payments must be prepared by computer entry and approved by someone so authorized by the Board who is not involved in the preparation of the EFT payments.
7. Purchase of Services checks exceeding \$150,000.00 and Operations checks exceeding \$100,000.00 require two signatures, including one board officer.
8. Purchase of Services EFTs exceeding \$150,000.00 and Operations EFTs exceeding \$100,000.00 will be reported to the Executive Committee of the Board annually, following the close of the fiscal year.

Approved by the Board of Trustees, Harbor Regional Center, November 2025

Harbor Developmental Disabilities Foundation, Inc.
Check Signature Policy

Purpose: The purpose of this policy is to designate proper signatory authority for the signing of Harbor Developmental Disabilities Foundation, dba Harbor Regional Center (~~HarborHRC~~) checks or other orders for payment. Through this policy appropriate assignment and/or delegation of such authority for ~~Harbor HRC~~ transactions will be granted to specific ~~HarborHRC~~ positions.

Policy:

1. All ~~HarborHRC~~ expenses are to be paid by check or other order for payment drawn upon bank accounts authorized by the Board of Trustees.
2. ~~Harbor Regional CenterHRC~~ authorizes the individuals who hold the following ~~HRC~~ positions to sign checks drawn from all ~~Harbor HRC~~ bank accounts:

- a. Executive Director
- b. Chief Financial Officer
- ~~a-c.~~ Board President
- ~~b-d.~~ Board Vice President
- ~~e-e.~~ Board Secretary
- f. Board Treasurer
- ~~Executive Director~~
- d. Associate Director
- ~~e-a.~~ Chief Financial Officer

f. In addition to the above, as specified in the Letter of Agreement between Harbor, its bank, and the State Department of Development Services (DDS), DDS authorized representatives are also approved signers.

3. The preferred method of payment for most transactions is via electronic funds transfer (EFT), including Automated Clearing House (ACH) or direct deposit payments. Exceptions include refunds to the DDS and other entities and individuals that do not accept direct deposit and one-time and initial payments to new vendors. Wire transfers are utilized only for time-sensitive transfers, such as payroll and retirement expenses, and Community Placement Plan (CPP) Start Up funding.

- a. ~~All Purchase of Services (POS) payments will be processed as EFTs, with the exception of Community Placement Plan (CPP) Start Up funding and payments to new service providers that are not yet set up for direct deposit. (All POS disbursements, with the exception of CPP Start Up funding, consist of payments for services for individual clients which are reviewed and authorized by at least~~

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~~two levels of HRC management.)~~

~~b.a. Operations vendor EFT relationships will be handled on a case-by-case basis. Factors in the decision to pay via EFT include: length of relationship, frequency of payment(s), and size of the account or payment. Examples of Operations expenses that will be paid via EFT are: employee benefits, insurance premiums, and facility lease payments.~~

~~4. HarborHRC~~ utilizes positive pay to advise the bank of authorized payments. A list of checks

will be transmitted to the bank whenever payments are issued.

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~~5.4.~~ Checks must be signed by an individual so authorized by the Board and not involved in the preparation of the check.

- a. Checks that are prepared by computer entry and computer printed may be signed by facsimile signature by the Executive Director or the Chief Financial Officer. The facsimile signature is controlled by the Chief Financial Officer and Controller, who are not involved in the preparation of such computer printed checks.
- b. Manually prepared checks must be signed manually and the signer must review the supporting data.

~~6.5.~~ EFT payments must be prepared by computer entry and approved by someone so authorized by the Board who is not involved in the preparation of the EFT payments.

~~7.6.~~ Purchase of Services checks exceeding \$~~150~~100,000.00 and Operations checks exceeding \$~~100~~50,000.00 require two signatures, including one board ~~officer. member, with the exception of the monthly payments for employee benefits, including but not limited to health benefits and workers' compensation insurance. Such checks may be signed by someone so authorized by the Board and not involved in the preparation of the check, and do not require two signatures unless the check amount exceeds \$150,000.~~

~~8.7.~~ Purchase of Services EFTs exceeding \$~~150~~100,000.00 and Operations EFTs exceeding \$~~100~~50,000.00 will be reported to the Executive Committee of the Board annually, following the close of the fiscal year.

Approved by the Board of Trustees, Harbor Regional Center, ~~November 2025~~September 2012



For Board Approval:

HARBOR SERVICE
POLICY

**ZERO-TOLERANCE
CLIENT ABUSE OR
NEGLECT**





Harbor Regional Center Service Policy

Client Abuse or Neglect (Zero-Tolerance)

At Harbor Regional Center, the most important thing is the health, safety, dignity, and wellbeing of the people we support. Every individual Harbor Regional Center serves deserves to be safe, respected, and free from harm.

Abuse or neglect can look different in different situations. Below is what we mean when we say “Abuse” or “Neglect”.

- **Physical Abuse:** Harming an individual’s body or putting them at risk of harm. This includes hitting, pushing, using physical force, locking an individual up, keeping food or water from them or using medicine or restraints for punishment instead of medical need.
- **Emotional Abuse (Mental Suffering):** Actions that cause fear, stress, or emotional pain. Examples include yelling, threatening, bullying, isolating an individual or treating them in ways that make them feel scared, depressed, or worthless.
- **Neglect:** Not giving an individual the care they need to be safe and healthy. This can include not helping with hygiene, not providing food, clothing or shelter, not getting medical care, or not protecting individuals from unsafe situations.
- **Financial Abuse:** Taking, misusing or controlling individual’s money or belongings without their permission.
- **Abandonment or Isolation:** Leaving an individual without needed care or keeping them away from others against their will.

Harbor Regional Center’s Commitment

Any abuse or neglect by Harbor Regional Center employees, service providers or care facility staff will not be tolerated. Every report of abuse will be taken seriously, investigated quickly and addressed with appropriate action. If a Harbor Regional Center employee commits abuse, they will face serious consequences, which may include termination of employment.

If abuse is committed by a service provider or facility staff member, Harbor Regional Center will report it to the proper authorities and may remove that provider from serving our clients.



Reporting Abuse

May staff and providers are “mandated reporters” under California law. This means they must report any suspected abuse or neglect immediately. Reports must be made immediately or as soon as possible to the correct government agencies.

Harbor Regional Center will make sure all employees, service providers and facility staff know their legal duty to report abuse and neglect and understand how to recognize and report concerns. Staff will be trained on this policy and the reporting laws when they are hired and at least once a year after that.

Protecting Individuals Served

If Harbor Regional Center learns of abuse or neglect, immediate steps will be taken to keep the individual safe. Harbor Regional Center will also act to protect other individuals from harm, while investigations and reports are completed. This commitment is in addition to the legal responsibilities of mandated reporters.

Approved by the Harbor Regional Center Board of Trustees, September 17, 2013



At Harbor Regional Center, the most important thing is the health, safety, dignity, and wellbeing of the people we support. Every individual and security of its clients and Harbor Regional Center serves deserves to be safe, respected, and free from harm has “zero tolerance” for client abuse or neglect

Abuse or neglect can look different in different situations. Below is what we mean when we say “Abuse” or “Neglect”. -

DEFINITION: abuse includes physical abuse, neglect, financial abuse, abandonment, isolation, abduction, or other treatment which results in physical harm, pain or mental suffering; or deprivation, by a person providing care and supervision, of goods and services which are necessary to avoid physical harm or mental suffering.

- **Physical Abuse:** Harming an individual's body or putting them at risk of harm. This includes hitting, pushing, using physical force, locking an individual up, keeping food or water from them or using medicine or restraints for punishment instead of medical need. means the use or attempt to use force on the person of another, unreasonable physical constraint or prolonged or continual deprivation of food, water, or sexual abuse. It also means the use of isolation, physical or chemical restraint, or psychotropic medication without medical authorization for punishment.
- **Emotional Abuse (Mental Suffering):** Actions that cause fear, stress, or emotional pain. Examples include yelling, threatening, bullying, isolating an individual or treating them in ways that make them feel scared, depressed, or worthless. is defined as fear, agitation, confusion, severe depression or other forms of emotional distress that is brought about by threats, harassment or other forms of intimidating behavior.
- **Neglect:** Not giving an individual the care they need to be safe and healthy. This can include not helping with hygiene, not providing food, clothing or shelter, not getting medical care, or not protecting individuals from unsafe situations.
- **Financial Abuse:** Taking, misusing or controlling individual's money or belongings without their permission.
- **Abandonment or Isolation:** Leaving an individual without needed care or keeping them away from others against their will.
 - is defined as the negligent failure of a person(s) having care or custody of a client to exercise a reasonable degree of care including, but not limited to, a failure to assist in personal hygiene and the provision of food, clothing, and shelter, or failure to provide medical care or protect the client from health and safety hazards.



Harbor Regional Center's Commitment

Any abuse or neglect by Harbor Regional Center employees, service providers or care facility staff will not be tolerated. Every report of abuse will be taken seriously, investigated quickly and addressed with appropriate action. If a Harbor Regional Center employee commits abuse, they will face serious consequences, which may include termination of employment.

If abuse is committed by a service provider or facility staff member, Harbor Regional Center will report it to the proper authorities and may remove that provider from serving our clients

~~**POLICY:** Client abuse committed by Harbor Regional Center employees or employees of service providers or long term care facilities will not be tolerated. All such abuse or allegations of such abuse will be thoroughly investigated. Any Harbor Regional Center employee found to have engaged in abuse against a client will be subject to severe discipline, up to and including discharge. Any abuse found to have been committed by a service provider or long term care facility employee will be referred to the appropriate authorities and the service provider may also be subject to sanctions up to and including removal from the list of those authorized to provide services for regional center clients.~~

~~All Harbor Regional Center employees who are "mandated reporters" pursuant to the California Penal Code and all employees of service providers and long-term health care facilities who are mandated reporters shall strictly comply with the reporting laws at all times. A mandated reporter must (unless exempt under law) report all client abuse to the applicable governmental authorities immediately or as soon as practicable after his or her discovery or reasonable belief that client abuse has occurred.~~



Reporting Abuse

May staff and providers are “mandated reporters” under California law. This means they must report any suspected abuse or neglect immediately. Reports must be made immediately or as soon as possible to the correct government agencies.

Harbor Regional Center will make sure all employees, service providers and facility staff know their legal duty to report abuse and neglect and understand how to recognize and report concerns. Staff will be trained on this policy and the reporting laws when they are hired and at least once a year after that.

Protecting Individuals Served

If Harbor Regional Center learns of abuse or neglect, immediate steps will be taken to keep the individual safe. Harbor Regional Center will also act to protect other individuals from harm, while investigations and reports are completed. This commitment is in addition to the legal responsibilities of mandated reporters.

~~Harbor Regional Center and all Harbor Regional Center service providers and long term health care facilities serving Harbor Regional Center clients shall ensure their employees are fully informed upon hire and annually thereafter regarding Harbor Regional Center’s Policy on Client Abuse and Neglect and the mandatory abuse and neglect reporting laws. Each employee must be knowledgeable of their responsibility to protect clients from abuse and neglect, the signs of abuse and neglect, the process for reporting suspected abuse or neglect, and the consequences of failing to follow the law and enforce this policy.~~

~~If Harbor Regional Center or a Harbor Regional Center service provider or long-term health care facility becomes aware of client abuse, it shall take immediate action, to the extent permitted by law, to ensure the health and safety of the affected client and all other clients receiving services and supports from Harbor Regional Center. This obligation is in addition to those obligations required of mandated reporters to report client abuse under the reporting laws.~~



For Board Approval:

HARBOR SERVICE
POLICY

**SOCIAL
RECREATIONAL**





Harbor Regional Center Service Policy
SOCIAL RECREATIONAL, CAMPING, EDUCATIONAL, AND NON-MEDICAL
THERAPY SERVICES

DEFINITION:

Social Recreational, Camping, Educational, and Non-Medical Therapy Services refer to programs or activities that promote community integration and self-advocacy through recreation and leisure pursuits.

These services may include, but are not limited to, activities such as swimming, gymnastics, sports, clubs, dance lessons, tutoring services, martial arts, creative arts, music therapy, art therapy, equestrian therapy, day and overnight camps, or other community integration activities.

Educational Services refer to those services typically provided by school districts for school-aged individuals aged 17 and under.

PHILOSOPHY:

Harbor Regional Center (Harbor) recognizes that social recreational, camping, and educational/ non-medical therapy activities are important for inclusion, skill development, and quality of life for individuals of all ages.

For children, participating in these activities is primarily a parental responsibility. However, when a child's disability limits access to typical community programs and those programs cannot meet the child's needs, Harbor may help fund appropriate services that support social development and community participation.

POLICY:

Harbor may fund social recreational, camping, educational, and non-medical therapy services when identified through the Individual Family Service Plan (IFSP) or Individual Program Plan (IPP) process, when such services promote inclusion, community participation, and personal growth, and only when the following criteria are met:

1. The individual is served by the regional center; and
2. When the individual is under the age of three (3), the child must be eligible under the Lanterman Act; and
3. The IFSP/IPP team identifies the service as necessary to achieve goals related to social, recreational, or leisure development.
4. The service enhances the individual's participation in age-appropriate, inclusive community activities.



5. When social recreational, camping, educational and non-medical therapy opportunities are otherwise not available to the individual through typical social recreational community programs; and
6. When the individual/family has first made reasonable efforts to identify and use typical community social recreational programs, but said programs cannot meet the individual's needs; and
7. When frequency, duration, and cost of service is reasonable in comparison to typically developing individuals; and
8. When the camping services and related travel expenses are delivered within the boundaries of the State of California; and
9. For educational services there is clear documentation presented by the family that a publicly funded developmental/educational program for a child is unavailable.

Each request will be evaluated individually, based on assessed need, preference, and available generic or community resources. When the above criteria are met, services may be authorized in accordance with the following:

1. Services will not be authorized solely to meet childcare needs or replace services typically provided by public education systems for school-aged children.
2. Harbor shall not exchange respite hours or any other authorized support for social recreation, camping, or non-medical therapy services.
3. When the IFSP/ IPP team determines that socialization, leisure, recreational, camping, educational services and non-medical therapy are needed outside of the criteria described above, an exception may be approved through an exception review with the Executive Director or their designee.

Approved by the HDDF Board of Trustees, March 19, 2024

Approved by the Department of Developmental Services, April 18, 2024



Harbor Regional Center Service Policy

SOCIAL ~~IZATION, LEISURE/~~RECREATIONAL ~~SERVICES~~, CAMPING ~~SERVICES~~,
EDUCATIONAL, ~~SERVICES~~ AND NON-MEDICAL THERAPY ~~SERVICES~~

DEFINITION:

Social ~~ization/Leisure/~~Recreational, ~~/Camping, /Educational,~~ and Non-Medical Therapy Services refers to ~~a programs or activities~~ that, which promotes community integration and self-advocacy ~~through training as they relate to~~ recreation and leisure pursuits.

~~Socialization/Leisure/Recreational/Camping/Educational and Non-Medical Therapy Services~~ These services may include, but are not limited to, activities such as :swimming, gymnastics, sports, clubs, dance lessons, tutoring services, martial arts, creative arts, music therapy, art therapy, equestrian therapy, day and overnight camps, or other community integration activities.

Educational Services refers to those services typically provided by school districts for school-aged individuals aged 17 and under. ~~Service providers in preschool settings, typically provide tailored programs for individuals at least 3 years of age who are not yet eligible for a public school program.~~

PHILOSOPHY:

~~Harbor Regional Center recognizes that socialization, leisure, recreational, camping, educational and non-medical therapy opportunities through typical social recreational community programs may not otherwise be available to individuals with a disability. For children, the need for social recreational experience are seen as a typical parental responsibility and only after typical community socialization, leisure, recreational, camping, educational or non-medical therapy programs are determined to not meet the minor individual's needs, would regional center funding be considered. Services funded through the regional center should not replace or interfere with the time that families spend together in social activities. Funding for educational services should not be used as childcare.~~

Harbor Regional Center (Harbor) recognizes that social recreational, camping, and educational/ non-medical therapy activities are important for inclusion, skill development, and quality of life for individuals of all ages.

For children, participating in these activities is primarily a parental responsibility. However, when a child's disability limits access to typical community programs and those programs cannot meet the child's needs, Harbor may help fund appropriate services that support social development and community participation.

POLICY:



Harbor may fund social recreational, camping, educational, and non-medical therapy services when identified through the Individual Family Service Plan (IFSP) or Individual Program Plan (IPP) process, when such services promote inclusion, community participation, and personal growth, and only when the following criteria are met:

10. The individual is served by the regional center; and
11. When the individual is under the age of three (3), the child must be eligible under the Lanterman Act; and
12. The IFSP/ IPP team identifies the service as necessary to achieve goals related to social, recreational, or leisure development.
13. The service enhances the individual's participation in age-appropriate, inclusive community activities.
- ~~12.14.~~ When ~~socialization, leisure,~~ recreational, camping, educational and non-medical therapy opportunities are otherwise not available to the individual through typical social recreational community programs; and
- ~~13.~~ When the individual/family has first made reasonable efforts to identify and use typical community ~~socialization, leisure or~~ recreational programs, but said programs cannot meet the individual's needs; -and
15. When frequency, duration, and cost of service is reasonable in comparison to typically developing individuals; and
16. When the camping services and related travel expenses are delivered within the boundaries of the State of California; and
17. For educational services there is clear documentation presented by the family that a publicly funded developmental/educational program for a child is unavailable.
- ~~14. When frequency/duration/cost of service is reasonable in comparison to typically developing individuals; and~~
- ~~15. When the camping services and related travel expenses are delivered within the boundaries of the State of California; and~~
- ~~16. For educational services there is clear documentation presented by the family that a publicly funded developmental/educational program for a child is unavailable.~~

Each request will be evaluated individually, based on assessed need, preference, and available generic or community resources. When the above criteria are met, services may be authorized in accordance with the following:

4. Services will not be authorized solely to meet childcare needs or replace services typically provided by public education systems for school-aged children.
5. Harbor shall not exchange respite hours or any other authorized support for social recreation, camping, or non-medical therapy services.
6. When the IFSP/ IPP team determines that socialization, leisure, recreational, camping, educational services and non-medical therapy are needed outside of the criteria at a higher



~~frequency and or rate than described above, an exception may be approved granted through an exception review with the Executive Director or their designee. the Individual Person-Centered Plan (IPP) planning process as outlined in Welfare and Institution Codes 4646.4646.5.~~

7.

~~Harbor Regional Center may provide funding for socialization, leisure, recreational, camping, educational services and non-medical therapy opportunities for an individual only if the following criteria are met:~~

~~When the above criteria are met, the purchase of socialization, leisure and recreational services may be authorized in accordance with the following:~~

- ~~1. When the Individual Person-Centered Plan (IPP) team identifies a need to achieve an improvement in the individual's social, recreational and leisure life in a setting in their local community.~~
- ~~2. When the IPP team authorizes services to provide additional support for socialization, leisure and recreational activities already available through traditional/generic means, such as family, community and other day activities, services are intermittent/periodic and not continuous.~~
- ~~3. When services are not intended to meet an individual's need for childcare due to working parents.~~
- ~~4. When the service has been identified as part of the family support plan to meet a respite need.~~
- ~~5. When multiple social recreational opportunities are identified by the IPP team, the programs that best meet the above criteria should be chosen and services authorized at a rate of no more than one program per quarter during the IPP year.~~
- ~~6.1. When the IPP team determines that socialization, leisure, recreational, camping, educational services and non-medical therapy are needed at a higher frequency and or rate than described above, an exception may be granted through the Individual Person-Centered Plan (IPP) planning process as outlined in Welfare and Institution Codes 4646.4646.5.~~

*Approved by the HDDF Board of Trustees, March 19, 2024 Approved
by the Department of Developmental Services, April 18, 2024*



For Board Approval:

HARBOR SERVICE
POLICY

**AMERICAN SIGN
LANGUAGE (ASL)**





American Sign Language Training and Support Service
PURCHASE OF SERVICE POLICY
Service Code 644

DEFINITION:

Functional communication skills, including expressive and receptive communication using American Sign Language (ASL), are skills that are important for individuals who are deaf, hard of hearing or deafblind. The ability to effectively communicate with others enhances individuals' ability to meet wants and needs, access the community, and develop relationships, among other important life functions.

The ASL Training and Support Service must be provided by qualified staff (defined as achieving a "Superior" level of fluency in the ASL Proficiency examination). The service is designed to enhance individuals' functional communication skills while reducing reliance on home signs through the use of formal ASL.

POLICY:

ASL Training and Support Service is available for children and adults. In addition to training and support for individuals, this service can be used to train direct support professionals and family members while the individual is present, to promote more cultural and linguistic understanding in the natural environment. These services also may work with individuals and providers to incorporate use of and learning through Alternative Augmentative Communication devices, ASL online resources and online ASL content to increase engagement, all when learning ASL.

ASL Training and Support services are not designed to replace any other services, including care and supervision. They should be used to improve communication between service providers or family members and the person receiving services. This service shall not supplant or replace the need for formal interpretation services.

The IPP/IFSP process will determine on an individual basis the level of need for the ASL Training and Support Service.

When the IFSP/ IPP team determines that socialization, leisure, recreational, camping, educational services and non-medical therapy are needed outside of the criteria at a higher frequency and or rate than described above, an exception may be approved.

Approved by the HDDF Board of Trustees, November __, 2025



For Board Approval:
**2026 HDDF BOARD
MEETINGS,
PRESENTATIONS &
TRAININGS SCHEDULE**





2026

MEETING SCHEDULE, TRAININGS & PRESENTATIONS

January 20, 2026	Regular Business Meeting • Independent Audit
February 17, 2026	Board Training • Intake Numbers & Process
March 17, 2026	Regular Business Meeting • Board Governance & Executive Director Relationship • Conflict of Interest
April 21, 2026	Board Training • HCBS Requirements, Provider Training & Compliance
May 19, 2026	Regular Business Meeting • Performance Contract
June 16, 2026	Board Training • Self-Determination Program
July 21, 2026	Regular Business Meeting • Whistleblower & Board Roles • Fiscal Training
August	NO MEETING
September 15, 2026	Regular Business Meeting • Linguistic & Cultural Competency
October TBD	BOARD RETREAT • TBD
November 17, 2026	Regular Business Meeting • National Core Indicators (NCI) & Surveys
December	NO MEETING

Regular business meetings of the Board are held on the 3rd Tuesday of the months of January, March, May, July, September and November beginning at 6:00 pm and are open to the public. **Training meetings** of the Board are held on the 3rd Tuesday of the months of February, April and June beginning at 6:00 pm and are closed to the public. The Executive Office posts the full agenda on our website here: <https://www.harborrc.org/board-trustees> one week prior to each meeting.



INFORMATION
On
**‘Inter Regional
Center Transfers’**
By

Antoinette Perez,
Director of Children &
Adolescent Services





COMMUNITY ENGAGEMENT HIGHLIGHTS





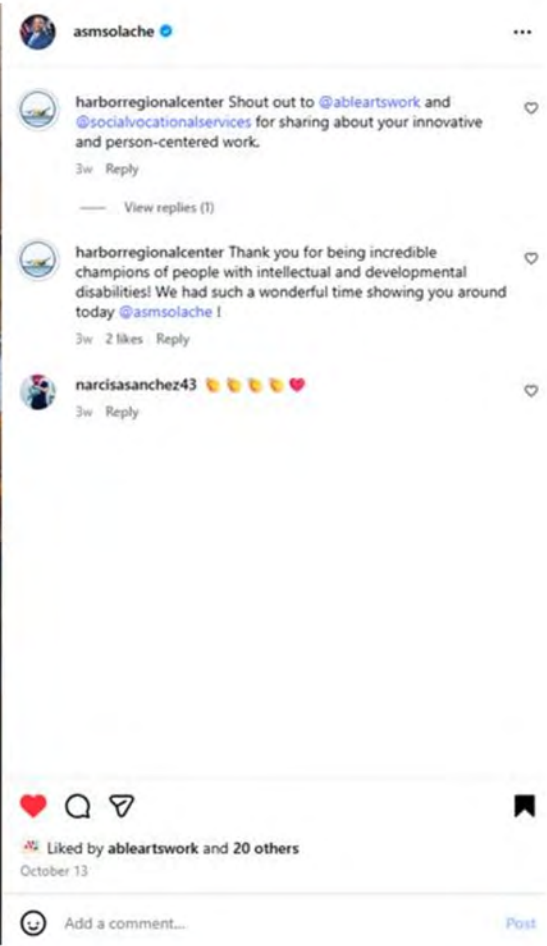
HARBOR
REGIONAL CENTER

Community Engagement



Assemblymember Jose Luis Solache





Harbor Dia de los muertos Cultural Celebration









senatorbobarchuleta

Bob Archuleta

1,192 posts

3,382 followers

730 following

Government Official

CA State Senator | Chair, Senate Military & Veterans Affairs | 82nd Airborne Army Veteran | 🇺🇸 Public Safety Advocate | 🌱 Working Families' Champion

linktr.ee/senatorbobarchuleta



Followed by asmsolache, cagovernor and 8 others

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Message

Contact

+8



Events



Dates



Veterans



Public Notice



Press



LEGAL FAIR DAY
SATURDAY, NOVEMBER 15, 2025
10 A.M. - 1:30 P.M.
11740 TELEGRAPH RD., SANTA FE SPRING, CA 92660
• FAMILY VIOLENCE
• CULTURAL SUPPORT
• PERSONAL INJURY
• IMMIGRATION LAW
• ESTATE RIGHTS
• WILLS AND TRUSTS
FOR INFORMATION, SEE: JUDITH A. ANTONIO, ESQ.
(925) 895-8123 | w@judithantonio.com
www.jaantonio.com
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LAW OFFICE OF JUDITH A. ANTONIO, ESQ.

Today Is Election Day!
Vote Centers & Ballot Drop Boxes are open until 8 PM
Visit **LAVOTE.GOV** to find one near you

LEGAL FAIR DAY
SATURDAY, NOVEMBER 15, 2025
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Reminder
LATINO CAUCUS
TODAY is Election Day in California!
NOVEMBER 4, 2025
POLLING PLACES OPEN 7:00 AM - 8:00 PM
Find Your Local Polling Place at:
<https://www.sos.ca.gov/elections/polling-places>
Your Vote Is Your Voice. Use It!

All Vote Centers Are Open!
Nov. 1-3 • 10 AM-7 PM
Election Day, Nov. 4 • 7 AM-8 PM
Find one near you:
LOCATOR.LAVOTE.GOV

Daylight Saving Time Ends
NOVEMBER
DON'T FORGET
SET YOUR CLOCKS
11 12 1
11 12 1

Early Start Graduation & Family Resource Fair



[Home](#) / [Bridges Newsletter](#) / [Celebrating Milestones: Har...](#)

Celebrating Milestones: Harbor Regional Center's Early Start Graduation & Family Resource Fair

[Bridges Newsletter](#)

October 28, 2025



Early Start Trunk or Treat Celebration





Hearts for the Holidays 2025

Help us spread joy to individuals with
developmental disabilities this holiday season!



Start the season right, donate
toys and other goods to share
the warmth of the holidays!

Contact Us Today!

resource.center@harborrc.org



BOARD COMMITTEES





**Harbor Regional Center
BOARD DEVELOPMENT COMMITTEE MEETING MINUTES
October 8, 2025**

IN ATTENDANCE:
Joe Czarske, Chair & HDDF Board Vice President
LaVelle Gates, HDDF Board President - ABSENT
Fu-Tien Chiou, HDDF Board Treasurer - ABSENT
Ann Lee, Ph.D., HDDF Board Member
Chris Patay, HDDF Past President
Patrick Ruppe, HRC Executive Director
Jennifer Lauro, HRC Executive Assistant

Meeting Minutes:

The Board Development Committee held a meeting on October 8, 2025 at 2:30 pm via Zoom to review the following:

1. 2026 HDDF Board Presentation & Training Schedule
2. 2026 HDDF Board Meeting Schedule

Next Meeting:

- The next meeting will be on November 12, 2025



CLIENT SERVICES COMMITTEE MINUTES

Meeting Date: September 23, 2025 | **Time:** 6 PM | **Meeting location:** Zoom

ATTENDEES:

Fu-Tien Chiou (Member)	Jessica Sanchez (Harbor Staff)
David Gauthier (Member/Chair)	Lucy Paz (Interpreter)
Kim Vuong (Member)	Judy Taimi (Harbor Staff)
Guadalupe Nolasco (Member)	
Gordon Cardona (Member)	

AGENDA TOPICS:

Time allotted 6:00 – 8:00 PM

Agenda Topic: Supported Employment and Transportation Services Training

Quorum: Met

The committee reviewed and approved the minutes from the July 22nd meeting.

The committee participated in the training discussing the current Supported employment and Transportation Services being accessed by individuals that have exited the school district based on their assessed needs through Harbor.

- Supported Employment Services
 - o The committee received a presentation on supported employment services where we learned about the following information:
 - Employment First Policy according the Lanterman Act
 - Different phases of supported employment: job development, job coaching, and funding partnership
 - Types of employment Supports
 - Paid Internship Program (PIP)
 - Customized Employment/Tailored Day services
 - Project Search (Non-paid Internship)
 - College 2 Career (C2C) Program
 - Reviewed the assessment process of this service
 - In partnership with the service coordinator and the planning team- employment services for the individual are being explored based on the individual's goals for employment
- Transportation Services



- o The committee received a presentation on supported employment services where we reviewed the following:
 - Transportation services according to the Lanterman Act
 - Different types of transportation services and supports
 - Destination Training/Mobility Training
 - Bus Pass
 - ACCESS Transportation
 - Participant Directed Transportation
 - Contracted Transportation
 - Reviewed the assessment process of this service
 - In Partnership with the individual and the planning team, the service coordinator assesses for the least restrictive mode of transportation for the individual based on their needs.

Next Meeting: November 25, 2025 via zoom

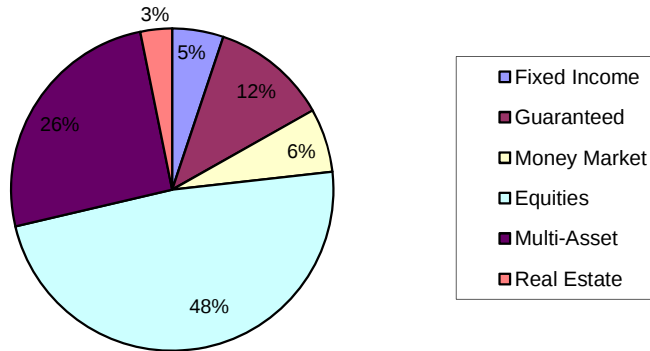
Harbor Regional Center
Retirement Plan Balances as of 9-30-2025

	401(k) Employer Contributions	401(k) Employee Contributions	457(b) Employee Contributions	Total Balance
Fixed Income	\$3,379,545	\$1,244,415	\$66,087	\$4,690,046
Guaranteed	\$6,572,027	\$3,539,096	\$569,337	\$10,680,460
Money Market	\$4,709,598	\$1,104,012	\$10,958	\$5,824,568
Equities	\$31,417,618	\$12,100,967	\$398,761	\$43,917,346
Multi-Asset	\$17,694,200	\$5,506,607	\$53,659	\$23,254,466
Real Estate	<u>\$1,962,500</u>	<u>\$925,588</u>	<u>\$31,973</u>	<u>\$2,920,061</u>
Total	\$65,735,489	\$24,420,685	\$1,130,774	\$91,286,948

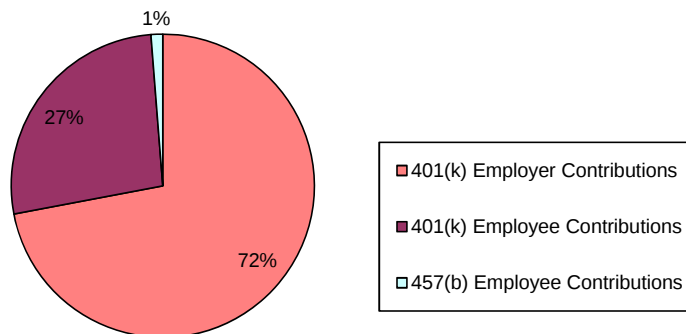
* Plan Balances include active and terminated employees still in the Retirement Plan.

** Employee Contributions include **\$2,458,341** in Rollover funds.

Balance by Fund



Source of Funds



Harbor Regional Center
Retirement Plan Balances as of 9-30-2025

	<u>401(k)</u>	<u>457(b)</u>
Fund Balance 6/30/25	\$84,198,608	\$1,073,457
Activity 7/1/25 - 9/30/25		
Distributions	(\$364,897)	\$0
Contributions	<u>\$1,902,828</u>	<u>\$22,079</u>
Net	\$85,736,540	\$1,095,536
Fund Balance 9/30/25	\$90,156,174	\$1,130,774
Gain/(Loss)	\$4,419,634	\$35,238
% Gain/(Loss) for the Period	5.25%	3.28%

Participants

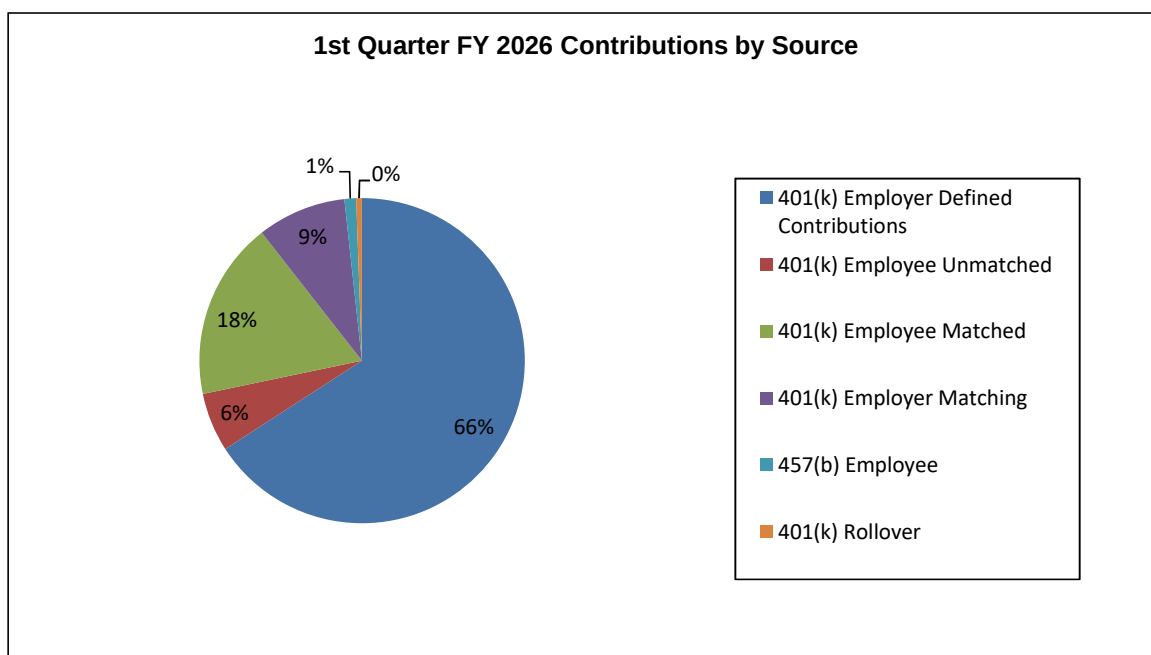
Active Employees in Retirement Plan	472	5	63%
Terminated Employees in Retirement Plan	276	4	37%
Active Employees Total Balance	\$59,668,083	\$580,766	66%
Terminated Employees Total Balance	\$30,488,091	\$550,008	34%

Loan Information

	<u>9/30/25</u>
Employees with Loans	
Active Employees with Loans	49
Terminated Employees with Loans	<u>3</u>
Total	52
Average Balance Amount	\$9,853
Loan Value	
Total Loan Value	\$512,334

Harbor Regional Center
Retirement Plan Balances as of 9-30-2025

	<u>401(k)</u>	<u>457(b)</u>
<u>Contributions</u>		
Employer		
Defined (10%)	\$1,268,181	\$0
Matching (50% of Employee Matched)	\$170,334	\$0
Employee		
Matched (up to 6%)	\$340,667	\$0
Rollover	\$11,167	\$0
Unmatched	<u>\$112,480</u>	<u>\$22,079</u>
Total	\$1,902,828	\$22,079
Employees Contributing	332	
Average deferral percentage	6.00%	



HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

Opening:

Harbor Self Determination Advisory Committee (SDAC) was called to order at 6:07 PM on Wednesday, October 1, 2025 via Zoom.

Quorum was established.

Committee Member Present:

Deaka McClain – Individual, Committee Chair

Tim'an Ford – Individual, Peer Advocate

Wendy Clutterbuck – Parent

Kathy Maye – Parent

Shirlys Gruber – Parent

Mayra Garcia – Parent

David Gauthier – Committee member

Harbor Staff Present:

Antoinette Perez – Director

Ricardo Orozco – PCS

Bernice Perdomo – CSM

Bryan Sanchez – CSM

Jimmy Silvestre – CSM

Becky Garduno – CSM

Johnny Granados – CSM

Kelsey Machado – CSM

Visitors:

Lucy Paz – Interpreter

Natima Nelly – OCRA

Albert Feliciano –SCDD

Sonni Charness – Guide light Group

ASLA

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

Yolanda Gomez

Preselah Seymore – GT Independence

Junko Kubo

Kim Sinclair

Maria G Santos

Maria Zavala

Mariela Avila Garcia

Marleni Pineda

Ivan Ramirez

Jazmin Chandler

Jennette Lotrean

Adriana Ortiz

Allan Bravo

Amelia Castellanos

Brianna Viltz

Carmen Vasquez

Claire Seo

Deborah Smith

Zora Ngai

Veronica Del Cid

Rene Hurst

Rubi Saldana

Lulu

Naomi Hagel – Phoenix

Michelle David

Reiko Umeda

Michael Velasco

Jorge Ramos

Kayley Proenza

Cicile Taliaferro

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

Abbreviations:

Harbor: Harbor Regional Center

IF: Independent Facilitator

PCP: Person-Centered Plan

SCDD: State Council on Developmental Disabilities

SDP: Self-Determination Program

DVU: Disability Voices United

FMS: Financial Management Service

DDS: Department of Developmental Services

RFP: Request for Proposal

SDAC: Self-Determination Local Advisory Committee

OCRA: Office of Clients' Rights Advocacy

ASLA: Autism Society of Los Angeles

Welcome:

Introductions of committee members and guests via the chat. Present committee members opened camera and introduced themselves.

Approval of Minutes:

The September 3, 2025 minutes were reviewed. Motion to approve the minutes made by Wendy Clutterbuck, seconded by Tim'an Ford.

Minutes were approved.

Committee Members Responsibilities and Agreements:

Mission Statement (read aloud by Wendy Clutterbuck)

Committee Responsibilities (read aloud by Kathy Maye):

- attend meetings regularly and commit to being on time
- be mindful of participants' time by helping keep meetings on track
- listen attentively
- maintain an open mind towards others
- support the actions and efforts of the committee

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

Committee Agreements (read aloud by Tim'an Ford):

- We agree to be respectful of each other
- We agree to respect privacy by not sharing any personal information
- We agree to only ask questions and share comments related to the SDP
- During public comments, raise your hand and wait to speak until called
- One comment per person, unless there is time for additional questions or comments
- If your questions were not answered during the meeting, email your Harbor service coordinator or Harbor PCS team

Committee Chair Statewide Updates:

Chair Deaka McClain shared statewide Self-Determination Program updates. Deaka reported continued participation in statewide meetings and encouraged community feedback on barriers faced by participants transitioning into SDP. Committee members discussed efforts to improve communication between regional centers and families to ensure consistent understanding of the program requirements.

Harbor Regional Center Monthly Updates:

- Ricardo Orozco reviewed current FMS at Harbor
 - 16 FMS total with Harbor
 - 15 Sole Employer (317)
 - 14 Co-Employers (316)
 - 17 Bill Payer (315)
- Antoinette Perez presented the RFP funds for the 2024-25 year
 - Total funds: \$97,762 for FY 2024-25.
 - Members provided suggestions for slight modifications to prior year's RFP proposal.
 - The committee voted and recommended that the funds for the 24/25 year be awarded for an IF training program for IF's who can reach underserved populations: language, ethnicity, and deaf/hard of hearing. Harbor will move to

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

forward with updating previous year's RFP proposal for posting to the Harbor website.

- The committee discussed whether to keep the proposed FY 2025-26 allocations consistent with the previous year.
- Consensus was reached to recommend using the revised 24/25 RFP for the 25/26 year.
- Ricardo Orozco presented on the Person Centered Plan
 - PCP is a collaborative document highlighting an individual's vision, strengths, needs, and goals
 - Regional Centers fund up to \$1,000 for a PCP Independent Facilitators may be certified as Person-Centered Planners.
 - Core principles include respect, choice, inclusion, independence, and flexibility.
 - The process involves preparation, exploration, vision-building, action planning, documentation, and review to adapt as needs change.
 - Discussed potential for future Harbor led trainings around development of and funding for PCP's.

Partner Updates:

- OCRA: Provided updates on client rights advocacy and training resources available to families and Independent Facilitators.
- State Council (SCDD): Shared information on regional events and ongoing statewide initiatives to expand Self-Determination access.

Public Comments:

Public comments included requests for more Spanish language resources, clarification on FMS model differences, and continued concerns about budget approval timelines. Families expressed appreciation for Harbor's transparency in posting updated provider lists and training dates but requested additional orientation times for bilingual attendees.

SDP Success Stories:

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 1, 2025

Ricardo Orozco shared two participant stories illustrating how the SDP model has improved individual autonomy, community inclusion, and family engagement. Examples included a youth who achieved academic success through camp experiences and another participant who built daily living skills at home through a customized support plan.

Closing:

- Upcoming Orientations:
 - Thursday, October 9, 2025 (ENGLISH) @ 5 PM – 8 PM
 - Thursday, October 23, 2025, (SPANISH) @ 1 PM – 4 PM
- Next SDAC Meeting: November 5, 2025, 6 PM – 8 PM via Zoom.
- Meeting adjourned at 7:44 PM.

Minutes submitted by Kelsey Machado

Harbor Regional Center
Service Provider Advisory Committee (SPAC)
October 7, 2025 10:00 a.m.

Committee Participants

Member Name	Organization
Angie Rodriguez	SVS
Violet Ruiz	SVS
Serafin Avila	SVS
Lesly Rovelo	SVS
Leo Vasquez	SVS
Paul Quiroz	Cambrian Homecare
Diane Sanka	Easter Seals
Angelica Real	Easter Seals
Latasha Bellard	Easter Seals
Sharon Oh	Share Speech & Language
Lindsey Stone	ICAN Ca
Bertha Martin	Mountain Top
Verretta Boatner	CA. Mentor
Donna Johnson	CA. Mentor
April Stover	Ability First
Ricardo Ruiz	CBEM
Sylvia Owens	CLU
Johanna Torres	David's Place
Audria Pino	First Light Homecare
Olivia Gonzalez	Aveanna Healthcare
Adrian Santoyo	Maxim Healthcare
Gabriela Magana	Maxim Healthcare
Yazmin	Branching Tree
Susan Potter	Independent Focus
Geobanna Jimenez	Aveanna Healthcare
A. Estrada	PALS Inc
Tammi Orosz	Beyond Basics Inc
Valeria Landeros	Self Determined Futures
Glenda Lang	Birth & Family Services
Ellamay Cruz	Easter Seals

HRC Staff Participating

Staff Name	Title
Patrick Ruppe	Executive Director
Judy Wada	Chief Financial Officer
Elizabeth Garcia Moya	Community Services Director
Leticia Mendoza	Department Assistant Community Services
Patricia Piceno	Manager of Community Services
Daniel Hoyos	Manager of Community Services
Brenda Bane	Manager of Case Management Support Services
Brian Carrillo	HCBS Specialist
Thao Mailloux	Director of Strategic Communications & Engagement

Vincente Miles	Manager of Emergency Services
Total participants	40

Call to Order

Angie Rodriguez called meeting at 10:00 a.m. Meeting began by introductions of SPAC committee.

Sub-Committee Updates

Angie Rodriguez and SPAC Chair Members. The subgroups continue to host individual sub-committee meetings to discuss current issues and concerns.

- **Sharon Oh,– Early Start Chair** –Provided an update on the following topics discussed:
 - o Last meeting held 8/9/25
 - o Rate Reform changes
 - o Report timelines reminder
 - o Next meeting 11/06/25
- **Bertha Martin, Residential Services-** Provided an update on the following topics:
 - o Last meeting 9/24/25
 - o Reform and change
 - o Next meeting 11/18/25
- **Diane Sanka- Day Program Chair-** Provided an update on the following topics from their last meeting.
 - o Rate Reform and changes
 - o Concerns with anticipated budget cuts,
 - o SIR reporting timelines
- **Lindsey Stone- Supported Employment Chair** –Provided an update on the following topics:
 - o SEP programs
 - o QIP
 - o Concerns continue with incentives ending
- **Paul Quiroz, Support Services** - Provided an update on the following topics:
 - o EVV
 - o Staff training continues
 - o Next meeting 10/20/25

HCBS Update

Brian Carrillo, Provider Relations Specialist shared a presentation on HCBS updates and upcoming trainings

- **DDS Monitoring Directive**
 - o Effective 1/1/2026 an annual review of all HCBS settings will be required.
 - o Service codes previously included under residential, day services and employment services with expansion of additional service codes.
 - o Evidence of compliance to be collected the same way as previous evaluations.

- o DDS to release a new HCBS directive
- o Harbor will share information regarding the new directive as soon as it's available.
- **Upcoming Harbor Regional Center Advocacy Fair**
 - o Harbor is in the process of coordinating an Advocacy Fair for families, service providers, individuals supported, and all other stakeholders. Provider booths, keynote speakers, and food to celebrate advocacy efforts across our catchment area.
 - o Advocacy Fair to be held later in 2026. Keep an eye out for our announcement email!
- **Upcoming Trainings**
 - o Helen Sanderson Associates Training
 - Supported Decision Making, Dates 10/22/25 – 11/12/25
 - Compassion at Work, Dates 10/7/25 -11/4/25
 - Community Connecting, Dates 9/11/25 – 10/16/25
 - Curious Conversations, Dates 1/13/26 - 3/17/26 and 1/15/26 -3/19/26
 - o Intellectability Trainings:
 - Person Centered Thinking Trainings
 - 11/04/25 – 11/05/25
 - 12/11/25 – 12/12/25
 - 2/11/26 – 2/12/2026

To register, please send an email to Training.Reservations@harborrc.org with the following information:

- Name
- Employer
- Email
- Position

If you have any questions, please feel free to reach out to Brian Carrillo at brian.carrillo@harborrc.org.

- **ALO Trainings**
 - o HCBS and Your Rights & Vision Boarding
 - o Thursday, November 6th from 10 a.m. to 2 p.m. at the Torrance Transit Center. Doors open at 9:30 a.m.
 - o Targeted HCBS Consultations- In collaboration with ALO Consultation, Harbor will provide 2-hour consultation to identified service providers to ensure HCBS compliance.

Emergency Preparedness

Vincente Miles shared a presentation with resources for Emergency Preparedness:

- o The Great California Shakeout 10/16/2025
- o Cyber Security
- o Harbor Flu Vaccination Clinic 10/23/2025
- o Harbor Blood Drive 12/4/2025
- o Emergency Action Plan
- o Emergency Preparedness Planning Assistance available

Vincente encouraged service providers to participate and register to various alerts to stay informed, prepared and develop emergency plans. Angie reminded the committee that CCL Infection Control and Cal Osha has new structure guidelines and encourage them to register to get updates to avoid possible citations.

Special Incident Reports (SIR)

Brenda Bane shared presentation of the new SIR Form and submission requirements:

- o SIR fillable form with mandatory required information fields for submitting SIR's.
- o Ongoing errors: Wrong or missing UCI numbers, incomplete names, incomplete form fields, dates of incidents, name of medication errors and no indication whether CCL or APS involvement.
- o DDS updated regulations for special incident reporting effective 5/1/25
- o Harbor will provide training to service providers in the near future.
- o Timeline reminders -Verbal notification within 24 hours and for After hours: Voicemail is allowed for non-emergency incident notifications

Generative AI and Reporting Requirements and Public Records Act and Privacy

Patrick Ruppe reminded the committee of the bill recently passed called AB1147 Bill Act to be effective January 1, 2026. This Bill will permit the requests for records, any form of written communication including emails/text messages etc to from attorneys, families, advocacy groups and individuals (PRA).

- o Effective 1/1/2026 Regional Centers have 10 days to respond to DDS
- o Regional centers are required to report to DDS if service providers are using AI or ChatGPT which is considered HIPAA breach. Encourage committee to review their current systems in place and monitor.
- o Harbor will be hiring a new position Public Records Specialist.

Budget Update

Judy Wada shared a presentation on the Budget cycle:

- Enacted Budget FY 2025-2026
- Caseload Growth & Utilization
- Full year costs and reforecasts, including:
- Rate Reform
- DSP Bi-/Multi-Lingual Pay Differential
- Public Records Act
- Life Outcomes Improvement System (LOIS)
- FY 2025—\$15.2 billion FY 2026—\$18.2 billion
- Regional Centers Caseload increased by 8% for new fiscal years
- Harbor currently serves 23,869 individuals
- QIP Incentive Programs:
 - o Provider Directory
 - o Employment Access
 - o Employment Capacity
 - o Early Intervention
- Fiscal Reviews 2024-2025
 - o Required 9
 - o Completed 16
- Categories: Early Start, Staffing ratio and P&I Billing
- Service Provider Independent Audits / Reviews

- FY2023 -2024
 - o Required 154
 - o Exempt 12
 - o Submitted 37
 - o Remaining 105
- **Audits**
 - o Independent Audit FY 2024-2025
 - o Windes Inc – In progress
 - o DDS Bi-Annual Audit scheduled for October 20, 2025 -Covers past two fiscal years, July 1, 2023 - June 30, 2025
 - o
- **Protecting PHI & P11**
 - o Recent Phishing Attack
 - o How to protect yourself
 - Be suspicious
 - Verify the sender
 - Be wary of attachments or links
 - Passwords
 - Report

Rate Reform

Elizabeth Garcia-Moya shared presentation on Rate Reform:

- Reminder of Rate Reform Timelines
- Regional centers have until 12/31/25 to implement changes to service codes, subcodes and billing.
- Residential Service Providers if applicable must implement new staffing & counseling requirements
- Supported Employment
 - o Effective 06/30/2026 - job development requires Association of Community Rehabilitation Educators (ACRE) Customized Employment or Basic Employment, Certified Employment Support Professional (CESP) certification for existing staff. New Staff must be certified within 12 months of hire
- Adult Day Programs new service codes 532 & 533 staffing requirements 12/31/2025
 - o 532: BCBA or Behavior Management Consultant
 - o 533: LVN or Psychiatric Technician (PT) & RN
- 06/30/2026- 40-hour training requirement must be met for existing staff and for new hires they must complete the training within 12 months
 - o 532: Behavior-focused trainings
 - o 533: Healthcare trainings
- Applicable changes detail requirements are included in the DDS rate reform directives on DDS website

Elizabeth Encouraged committee to stay informed on Rate Reform changes. Provided DDS resource and website links

Standardized Vendorization

- In accordance with Section 4435.1(e) of the Welfare and Institution Code, the process will be established by June 30, 2025, and implemented by January 1, 2026
- Provider Directory
- Phase 2-digital intake process that allows providers to apply for vendorization online

For more information: [Standardization and Modernization : CA Department of Developmental Services](#)

Quality Incentive Program (QIP)

- Next Provider QIP effective 7/1/2026
 - To qualify for the QIP in Fiscal Year 2026–2027, by **02/26/2026** providers must be in compliance with three key requirements, California Welfare and Institutions Code §4519.10:
 - Electronic Visit Verification (EVV), if applicable
 - Home and Community-Based Services (HCBS) Rules, if applicable
 - **Annual independent fiscal audit requirements**, if applicable
 - DDS is will be issuing guidance regarding additional QIP requirements.
 - Electronic Visit Verification Training hosted by SGPRC on 11/12/2025 for FMS providers and 11/13/2025 for providers using the CalEVV system. Flyer was distributed.
- **Independent Review or Audit Compliance**
 - Independent **Review**- If the amount received from the regional center or regional centers during the entity's fiscal year is more than or equal to five hundred thousand dollars (\$500,000), but less than two million dollars (\$2,000,000)
 - Independent **Audit**- If the amount received from the regional center or regional centers during the entity's fiscal year is equal to or more than two million dollars (\$2,000,000)
 - Independent Review or Audit to be submitted to the regional center within nine (9) months of entity's fiscal year.
 - Service providers may request a two-year exemption, if the regional center does not find issues with the prior year's review or audit.

Direct Service Professional Internship Program

Elizabeth reminded the committee the DSP internship program remains available and encouraged providers to participate.

- Entry-level training internship program for individuals interested in becoming a Direct Service Professional (DSP)
- DSP Intern could be paid for up to 30 hours per week for up to three (3) months
- DSP Interns who become a permanent DSP employee can earn up to two retention stipends:
- \$625 (before taxes) after six (6) & twelve (12) months of continuous employment
- The agency contracted called All's Well Healthcare Services will be managing the following:
 - Recruit & interview potential DSP Interns
 - Facilitate & pay background checks
 - Training
 - Recommendation for placement
 - Employer of record
 - Maintain all reporting requirements for regional centers
 - Additional information available at [DSP Internship Program : CA Department of Developmental Services](#)

- o If interested in participating, register at [Qualtrics Survey | Qualtrics Experience Management](#)

DSP Collaborative Initiative

- The DSP Collaborative is an initiative between regional centers and service providers to promote employment in the developmental services field.
- Free job posting site!
- Expanding to Los Angeles County regional centers
- **DSP Collaborative Job Fair- Save the date 3/5/2026**

Upcoming Request for Proposal (RFP)

- Statewide Expansion of Housemate Matching Services
 - o The goal is to establish local regional Housing Access Services throughout the state that have access to the roommate matching service.
 - o On My Own Roommate Matching Platform
- **Housing Access Services RFP**
 - o Start-up funds
 - o \$50,000
 - o Service code
 - o 089-Housing Access Services
 - o Hourly rate: \$74.01
 - o Regional Center partnerships Harbor, Westside and South Central Los Angeles
 - o Must be able to provide services within the three regional center service areas

Backpack Giveaway

Thao Mailloux shared a presentation and photos of the Harbor Family Resource Center Backpack Giveaway event held 8/12/2025 for individuals and families. This event is also posted on the DDS website. Harbor is appreciative of the generous donors that help make this event a success:

- Aveanna
- Cambrian
- 24 Hour Home Care
- Right Choice
- In-Home Care/Inspira Behavior
- David's Place
- Ideal Transit
- Social Vocational Service
- Amazing volunteers
-

Collaborative Understanding: American Sign Language and Deaf Culture for Inclusive Service.

- ASL Shop Sessions dates October 15th & 22nd via Zoom platform. Flyers distributed. Those interested please contact Tovah Lennon, Harbor's Deaf Resource Specialist AT (310) 543-7901, Tovah.Lennon@harborrc.org

Hearts for the Holidays

- Harbor is accepting donations of toys and other goods to share the warmth of the holidays. If interested in making donations please contact resource.center@harborrc.org

Service Provider Announcements: ICAN will be hosting annual Halloween Festival free event on 10/25/25. Variety of booths and games including some hosted by Individual's small business items. Encouraged providers to participate and sign up for a booth to promote services. Flyers were distributed.

Next meeting will be December 2, 2025

Meeting Adjourn 12:04 p.m.



ADJOURNMENT



Next Business Meeting
of the Board
January 20, 2026