

**MINUTES OF THE SEPTEMBER 19, 2023 MEETING OF THE BOARD OF TRUSTEES  
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><b><u>BOARD PRESENT:</u></b>          Mr. Ron Bergmann, Board Member          Mr. Gordon Cardona, Board Member          Mr. Fu-Tien Chiou, Board Member          Mr. Joe Czarske, <i>President</i>          Dr. James Flores, <i>Treasurer</i>          Mr. LaVelle Gates, <i>Vice-President</i>          Mr. David Gauthier, <i>Secretary</i>          Ms. Patricia Jordan, Board Member          Ms. Ann Lee, Ph.D, Board Member          Mr. Chris Patay, Board Advisor          Ms. Angie Rodriguez, Board Member          Ms. Jackie Solorio, Board Member          Ms. Laurie Zaleski, Board Member</p> <p><b><u>BOARD ABSENT:</u></b>          Mr. Eber Bayona, Board Member</p> <p><b><u>STAFF PRESENT:</u></b>          Mr. Patrick Ruppe, Executive Director          Ms. Judy Wada, Chief Financial Officer          Ms. Thao Mailloux, Director of Information &amp; Development          Ms. Heather Diaz, Director of Community Services          Ms. Antoinette Perez, Director of Children’s Services          Ms. Judy Samana Taimi, Director of Adult Services          Ms. Mary Hernandez, Director of Case Management Support Services          Mr. Richard Malin, Manager of IT          Ms. Jennifer Lauro, Executive Assistant          Mr. Jesus Jimenez, Department Assistant Executive Office</p> <p><b><u>STAFF ABSENT:</u></b>          Ms. LaWanna Blair, Director of Early Childhood Services</p>	<p><b><u>INTERPRETERS:</u></b>          Mr. Fernando Nunez, LRA Spanish Interpreter          Ms. Jan Seeley, LRA ASL Interpreter</p> <p><b><u>GUESTS:</u></b>          Ms. Jamie Van Dusen, DDS          Ms. Christine Bagley, DDS          Mr. Albert Feliciano, SCDD          Mr. Paul Quiroz, Service Provider          Ms. Tiffany De La Torre, Service Provider          Mr. Russ Vakharia, HRC Parent          Ms. Adriana Ortiz, HRC Parent          Mr. Joshua Mc Neice, HRC Service Coordinator          Mr. Mike Ikegami, HRC Director of IT          Ms. Alba Monterroza, HRC Service Coordinator          Ms. Jessica Alcalá, HRC Service Coordinator          Mr. Sheldon Trang, HRC Service Coordinator          Ms. Mayra Palapa, HRC Service Coordinator          Ms. Karina Martinez, HRC Service Coordinator          Ms. Maria Jimenes, HRC Service Coordinator          Ms. Danica Mitchell, HRC Service Coordinator          Ms. Stephanie Alarcon, HRC Service Coordinator          Ms. Sydney Woo, HRC Service Coordinator          Ms. Sarah Aguilar, HRC Service Coordinator          Mr. Francisco Gonzalez, HRC Service Coordinator          Ms. Amy Herrera, HRC Service Coordinator          Ms. Ana Hernandez, HRC Service Coordinator          Ms. Numa Juarez, HRC Service Coordinator</p>
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**CALL TO ORDER**

Mr. Czarske called the Board to order at 6:00 p.m.

**PRESIDENT’S REPORT**

Mr. Czarske welcomed guests and staff establishing a quorum.

Mr. Czarske reviewed with visitors the various zoom instructions and how to use the interpretation feature.

Mr. Czarske encouraged all visitors who wished to address the Board at the end of our meeting during the time we have set aside for public comment to make a request through the zoom raise your hand feature.

Mr. Czarske reminded the Board Members that our annual Board Retreat and Recognition Dinner will be on Saturday, October 7, 2023 at the Torrance Office.

Mr. Czarske informed that our next regular business meeting of the Board will be on November 21, 2023.

Mr. Czarske advised that we will now proceed with our regular agenda.

### **PRESENTATION OF MINUTES**

Mr. Gauthier presented the draft minutes of the July 18, 2023 meeting of our Board which were included in the board packet and posted for the general public on the HRC website. **The MINUTES OF THE JULY 18, 2023 BOARD MEETING were received and filed.**

### **PRESENTATION OF FINANCIALS**

**Dr. Flores reviewed the following financial statements, which were received and filed:**

- Harbor Regional Center Monthly Financial Report Fiscal Year 2022-23, dated June 2023
- Harbor Regional Center Functional Expense Summary, dated June 2023
- Harbor Regional Center POS Contract Summary, dated June 2023
- Harbor Regional Center Line Item Report, dated June 2023
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2022-23

### **EXECUTIVE REPORT**

#### **1. BOARD APPROVAL – NEW BOARD MEMBER CONFLICT OF INTEREST**

##### **RESOLUTION PLAN:**

Mr. Ruppe informed the Board that during the onboarding process for our newest Trustee Mr. Ramon Gonzalez, it was determined that there is a conflict of interest present as Mr. Gonzalez is employed by one our providers, CLU Transitions, doing business as Brainstorm. Mr. Ruppe advised that he has worked with Mr. Gonzalez, Board President Joe Czarske and our attorneys to develop a plan of resolution that address this conflict of interest. Mr. Ruppe stated that the resolution plan will allow Mr. Gonzalez to remain on the Board and prohibit him from acting on any item that may affect his employer or any of their competitors. Mr. Ruppe indicated that he and our Board President together will be responsible for ensuring this resolution plan and its safeguards are applied and monitored, therefore Board approval is required to approve Mr. Gonzalez’s conflict of interest resolution plan.

**Ms. Solorio moved to approve new Board member Ramon Gonzalez’s Conflict of Interest Resolution Plan and Mr. Gauthier seconded the motion, which was unanimously approved by the Board with no opposition or abstention.**

#### **2. BUDGET UPDATES:**

Mr. Ruppe summarized the key highlights of the State Budget, specifically on the E-1 Cash Advance and Preliminary Allocation and on the Projected Expenditure Report or (PEP).

#### **3. STRATEGIC PLAN REPORTING TEMPLATE:**

Mr. Ruppe called the Board’s attention to strategic plan reporting templates created to show HRC’s progress on our strategic plan. Mr. Ruppe informed that the first template is an ‘Executive Summary’ template that will provide a high-level visual of the status of the goals and objectives for that reporting period and the second template is a more detailed color coded report that spells out the activities to be accomplished during that reporting period and the progress made on those goals and objectives. Mr. Ruppe stated that he will provide a report to the Board at the November meeting.

#### **4. REGIONAL CENTER PERFORMANCE MEASURES:**

Mr. Ruppe informed the Board that over the past year, the Department of Developmental Services has worked with the Regional Center Performance Measures (RCPM) Workgroup to develop performance incentives and measures to promote improvements in individual outcomes and regional center performance. The workgroup consists of representatives from all aspects of the developmental disabilities services system and has identified six focus areas: Early Start, Person-Centered Services Planning, Employment, Equity and Cultural Humility, Individual and Family Experience and

Satisfaction, Service Coordination and Regional Center Operations. Mr. Ruppe summarized certain focus areas which has one or more performance measure tied to specific desired outcomes with corresponding performance targets and incentives. Mr. Ruppe also provided the Board with a brief overview of our progress on each measure.

**5. LEGISLATION TO WATCH:**

Mr. Ruppe referred the Board to the Assembly Bill 1147 Disability Equity and Accountability Act of 2023 and on the Senate Bill 138 provided in their board packets and summarized the key issues of each.

**6. HOLIDAY HELP FUND:**

Mr. Ruppe announced that HRC is beginning our campaign to provide assistance to families in need during the holidays. Mr. Ruppe asked the Board to consider a gift from the Harbor Help Fund in the amount of \$50,000 with which we will purchase gift cards for distribution to our families that would most benefit from hard times befalling them. Mr. Ruppe thanked the Board in advance for their continued support of our holiday giving campaign.

**Mr. Bergmann moved to approve a donation of \$50,000 from the Harbor Help Fund for the purchase of gift cards for HRC's holiday giving campaign and Mr. Gates seconded the motion, which was unanimously approved by the Board, with opposition or abstentions.**

**COMMITTEE REPORTS**

**A. ARCA**

Mr. Czarske, Chair of the Committee summarized the key highlights of the August meetings.

**B. CLIENT SERVICES**

Ms. Taimi, Director of Adult Services reported on the July 25, 2023 meeting which focused on Independent Living Services (ILS) and Supported Living Services (SLS). The next meeting is scheduled for September 26, 2023.

**C. COMMUNITY RELATIONS**

Dr. Lee, Chair of the Committee informed that the Committee met on August 24, 2023 and reported that the Committee is continuing to focus on strengthening partnerships with elected officials while continuing to promote partnerships with HRC and the community. The next meeting is scheduled for October 26, 2023.

**D. RETIREMENT**

Dr. Flores, Chair of the Committee reported on the retirement plan balances report as of June 30, 2023.

**E. SELF-DETERMINATION ADVISORY**

Ms. Perez, Director of Children and Adolescent Services and SDP Liaison advised the Board that the Self-Determination Advisory Committee continues to meet monthly via zoom and provided an update on the July and August meetings.

**F. SERVICE PROVIDER ADVISORY**

Ms. Rodriguez, Chair of the Committee reported that the Committee met on August 1, 2023 and summarized the highlights of the meeting. The next meeting is scheduled for October 3, 2023.

**PUBLIC COMMENT**

Mr. Czarske advised that public input was next on the agenda. Mr. Czarske stated that he will call upon each person who has asked to address the Board and requested that he or she limit their comments to five minutes in order to accommodate everyone.

Mr. Czarske indicated that we had zero attendee requests to address the Board through the Raise Your Hand feature this evening.

**ADJOURNMENT 7:03 p.m.**

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

Submitted by:



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David Gauthier, Secretary  
Board of Trustees  
Harbor Developmental Disabilities Foundation