



WELCOME



Harbor Developmental Disabilities Foundation

January 18, 2022 Board Meeting



JANUARY MEETING OF THE BOARD OF TRUSTEES

TUESDAY, January 18, 2022 @ 6:30 p.m.

Via ZOOM Webinar

https://us06web.zoom.us/webinar/register/WN_3_ZkCFSHRXaGO2Z3XaxcdQ

A G E N D A

- 1. **CALL TO ORDER & INTRODUCTIONS.....CHRISTOPHER PATAY, President**
- 2. **AUDIT COMMITTEE REPORT by CHAIR LAVELLE GATES & AUDIT PRESENTATION by AGT, followed by public comments**
- 3. **MINUTES OF THE NOVEMBER 18, 2021 MEETING.....RON BERGMANN, Secretary**
- 4. **TREASURER'S REPORT.....FU-TIEN CHIOU, Treasurer**
- 5. **EXECUTIVE REPORT*.....PATRICK RUPPE, Executive Director**
 - Contracts for Board Approval: IT Core Switches Replacement & IT Virtual Desktop Infrastructure Project
 - New HRC Policy for Board Approval: Socialization, Leisure & Recreational Services, Updated HRC Policy for Board Approval: Respite
 - Presentation: National Core Indicators – Adult Family Survey 2019-20 & Family Guardian Survey 2019-20
- 6. **COMMITTEE REPORTS:**
 - a) **ARCA.....JOE CZARSKA, LIAISON**
 - b) **AUDIT*.....LAVELLE GATES, CHAIRPERSON**
 - c) **BOARD DEVELOPMENTJOE CZARSKA, CHAIRPERSON**
 - d) **BOARD PLANNING.....KIM VUONG, CHAIRPERSON**
 - e) **CLIENT ADVISORYDAVID GAUTHIER, CHAIRPERSON**
 - f) **CLIENT SERVICES.....FU-TIEN CHIOU, CHAIRPERSON**
 - g) **COMMUNITY RELATIONS.....ANN LEE, CHAIRPERSON**
 - h) **RETIREMENT.....FU-TIEN CHIOU, CHAIRPERSON**
 - i) **SELF-DETERMINATION.....ANTOINETTE PEREZ, LIAISON**
 - j) **SERVICE PROVIDER ADVISORY.....PAUL QUIROZ, CHAIRPERSON**
- 7. **PUBLIC INPUT/ANNOUNCEMENTS**
- 8. **CLOSED SESSION.....CHRISTOPHER PATAY, President**
- 9. **ADJOURNMENT – 8:00 p.m.**

*indicates action

MINUTES



Ron Bergmann

November 16, 2021



**MINUTES OF THE NOVEMBER 16, 2021 MEETING OF THE BOARD OF TRUSTEES
OF THE HARBOR DEVELOPMENTAL DISABILITIES FOUNDATION**

<p><u>BOARD PRESENT:</u> Mr. Ron Bergmann, <i>Secretary</i> Mr. Fu-Tien Chiou, <i>Treasurer</i> Mr. Joe Czarske, Board Member Dr. James Flores, Board Member Dr. Marco Garcia, Board Member Mr. La Velle Gates, Board Member Mr. David Gauthier, Board Member Mr. Jeffrey Herrera, Board Member Ms. Patricia Jordan, Board Member Ms. Ann Lee, Ph.D, <i>Vice-President</i> Mr. Christopher Patay, <i>President</i> Ms. Paul Quiroz, Board Member Ms. Kim Vuong, Board Member</p>	<p><u>BOARD ABSENT:</u> Ms. Jackie Solorio, Board Member</p>
<p><u>STAFF PRESENT:</u> Mr. Patrick Ruppe, Executive Director Ms. Nancy Spiegel, Director of Information & Development Ms. Thao Mailloux, Interim Director of Information & Development Ms. Judy Wada, Chief Financial Officer Ms. Heather Diaz, Director of Community Services Ms. LaWanna Blair, Director of Early Childhood Services Ms. Antoinette Perez, Director of Children’s Services Ms. Judy Samana Taimi, Director of Adult Services Mr. Mike Ikegami, Director of IT Mr. Richard Malin, Manager of IT Ms. Jennifer Lauro, Executive Assistant Mr. Jesus Jimenez, Executive Team Assistant</p>	<p><u>STAFF ABSENT:</u> Ms. Mary Hernandez, Director of Case Management Support Services</p>

<p><u>GUESTS:</u> Ms. Eva Alva, HRC Parent Ms. Gloria Garcia, HRC Parent Ms. Martha DeLaTorre, HRC Parent Ms. Leonor Silvia Macias, HRC Parent Ms. Adriana Garcia, HRC Parent Ms. Latoia Lyons, HRC Parent Ms. Amelia Castellanos, HRC Parent Ms. Vianey Gomes, HRC Parent Ms. Juliana Martinez, HRC Parent Ms. Mariela Avilagarcia, HRC Parent Ms. Gilberta Castellanos, HRC Parent Ms. Martha Gascon, HRC Parent Ms. Teresa Hernandez, HRC Parent Mr. Cristofer Arroyo, SCDD Mr. Albert Feliciano, SCDD Ms. Lia Cervantes Lerma, SCDD Ms. Jenny Villanueva, SCDD Ms. Brianna Reynoso, SCDD Ms. Emily Ikuta, DRC Ms. Hilda Jimenez, DDS Ms. Jaime Van Dusen, DDS</p>	<p><u>GUESTS continued:</u> Ms. Denise Anonuevo, HRC Staff Ms. Maria Reyes, HRC Staff Ms. Claudia Flores, HRC Staff Ms. Karina Mauricio, HRC Staff Mr. Edgar Marroquin, HRC Staff Ms. Anh Hu, HRC Staff Mr. Brian Carrillo, HRC Staff Ms. Carolina Monroy, HRC Staff Ms. Sandra Guzman, HRC Staff Mr. Ricardo Orozco, HRC Staff Ms. Vanessa Madrigal, HRC Staff Mr. Bryan Sanchez, HRC Staff Ms. Jennifer Quinonez, HRC Staff Ms. Kristal Vu, HRC Staff Ms. Rosana Preciado, HRC Staff Ms. Daisy Bejarano, HRC Staff Ms. Lisa Hernandez, HRC Staff Ms. Josefina Lizardi, HRC Staff Ms. Jessica Sanchez, HRC Staff Ms. Jessica Eich, HRC Staff Ms. Maria Fitzsimons, HRC Staff Ms. Patricia Piceno, HRC Staff</p>
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CALL TO ORDER

Mr. Patay called the Board to order at 6:30 p.m.

PRESIDENT’S REPORT

Mr. Patay welcomed Board members, guest and staff and took roll call of Board Members and HRC Staff. A quorum was established.

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

Mr. Patay encouraged all visitors who wish to address the Board at the end of our meeting during the time we have set aside for public comment to please make a request through the zoom chat feature.

Mr. Patay reminded the Board Members that we do not meet in December.

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

PRESENTATION OF MINUTES

Mr. Bergmann presented the draft minutes of the September 21, 2021 meeting of our Board which were included in the board packet provided to all Board members and posted for the general public on the HRC website.

The MINUTES OF THE SEPTEMBER 21, 2021 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 2021-22, dated August 2021
- Harbor Regional Center Functional Expenditures, dated August 2021
- Harbor Regional Center Line Item Report, dated August 2021
- Harbor Regional Center POS Contract Summary, August 2021
- Harbor Regional Center Monthly Financial Report Fiscal Year 2021-22, dated September 2021
- Harbor Regional Center Functional Expenditures, dated September 2021
- Harbor Regional Center Line Item Report, dated September 2021
- Harbor Regional Center POS Contract Summary, dated September 2021
- Harbor Developmental Disabilities Foundation Harbor Help Fund Statement of Activities Fiscal Year 2021-22

EXECUTIVE REPORT

1. HRC DEPARTMENT OF INFORMATION & DEVELOPMENT:

Mr. Ruppe announced the appointment of Ms. Thao Mailloux to the position of Director of Information and Development at Harbor Regional Center upon the retirement in January 2022 of HRC's current Director of Information and Development, Ms. Nancy Spiegel. Mr. Ruppe informed the Board of Ms. Mailloux many accomplishments, experiences and background, which includes oversight and implementation of staff and community training protocols, creating and coordinating trainings, and management of annual holiday giving campaigns, which included significant fundraising and logistical management duties. Mr. Ruppe asked the Board to welcome Ms. Mailloux into this important role at Harbor Regional Center.

2. COVID 19 TRENDS:

Mr. Ruppe updated the Board on the latest COVID 19 trends and vaccination statistics, specifically how Harbor Regional Center is currently in full compliance with local, state and federal COVID vaccination directives.

3. STATE UPDATES:

Mr. Ruppe advised the Board of several new policies proposed by DDS, the first being board governance, which will outline the relationship between the Board and the Executive Director and their roles in operating a regional center. HRC is currently in the process of drafting this policy which will require current Board approval and submittal to DDS by April 2022. Mr. Ruppe advised that the second required policy is related to the restoration of funding for social/recreational services and how HRC is currently in the process of drafting this policy which will be presented to the Board for consideration at the January 18, 2022 Board meeting. Mr. Ruppe then summarized the other major initiatives proposed by DDS, which are provisional eligibility, self-determination program, enhanced service coordination for individuals with no or low purchase of service and service restoration (social/recreational), all of which HRC has been allocating funding to hire individuals to fill for these positions.

4. HARBOR HAPPENINGS:

Mr. Ruppe called the Board's attention to HRC's Fall 2021 Edition of Harbor Happenings which highlights many events that have taken place at HRC and in the community this past year. The Fall Edition also highlights the retirement of many long term employees of HRC who represent over 200 years of dedicated service to the Harbor community; this greatly missed group of retirees includes, Patricia Del Monico, Dr. Sri Moedjono, Pat Zalinski, RN, Vel Roman and the soon to be retired Nancy Spiegel. Mr. Ruppe encouraged Board Members and guests to read it and advised it is located on our website here: <https://www.harborrc.org/harbor-happenings>.

5. ANNUAL REPORT 2020:

Mr. Ruppe referred the Board to Harbor Regional Center's Annual Report for 2020, titled "Heroes Work Here!" and encouraged Board Members and guests to review it and advised it is located on our website here: <https://www.harborrc.org/annual-reports>.

6. PERFORMANCE CONTRACT MEETING:

Mr. Ruppe informed that per Welfare and Institutions Code Section 4629, Harbor Regional Center held a public meeting via zoom webinar on September 8, 2021 to present our draft 2022 performance plan. The presentations were available in English and Spanish and posted on our website: www.harborrc.org/pod/planning-2022.

HRC's 2022 PERFORMANCE PLAN CONTRACT:

Ms. Spiegel, Director of Information and Development presented the 2022 Performance Plan to the Board. No comments or questions were made by the Board or by the public and Mr. Patay requested a motion from the Board to accept the 2022 Harbor Regional Center Performance Plan.

Mr. Fu-Tien moved to accept the 2022 Harbor Regional Center Performance Plan and Mr. Czarske seconded the motion, which was unanimously approved by the Board.

7. NATIONAL CORE INDICATORS presentation:

Mr. Ruppe informed that per Welfare and Institutions Code Section 4571, Harbor Regional Center is required to post the latest National Core Indicators (NCI) survey results (The Child Family Survey, dated 2018-19 report) on our website: <https://www.harborrc.org/post/national-core-indicators-study> and also make a presentation to our Board of Trustees. Mr. Ruppe introduced Ms. Nancy Spiegel, Director of Information and Development who will make a presentation of National Core Indicators, Child Family Survey (CFS) for 2018-19. Board members and meeting attendees asked questions related to the data throughout the presentation. Meeting attendees were asked to comment or ask questions through the chat feature during and at the conclusion of the presentation.

COMMITTEE REPORTS

A. ARCA

Mr. Czarske reported that ARCA met in October and discussion focused primarily on the efforts to encourage delegates to attend the ARCA Academy.

B. AUDIT

Mr. Gates advised that the Audit Committee has not met, but the plan is for the auditors, AGT, to present the financial statements at the January 18, 2022 board meeting.

C. BOARD DEVELOPMENT

Mr. Ruppe stated that there is no report and noted an error made on the board committee slide of the board packet; which included an * (asterisk) for “action required”, however there was no report and therefore no action was required. The asterisk will be removed and noted as remedied in this record.

D. BOARD PLANNING

Ms. Spiegel informed there is no report of the Board Planning Committee.

E. CLIENT ADVISORY

Mr. Gauthier informed there is no report of the Client Advisory Committee.

F. CLIENT SERVICES

Mr. Chiou informed that the Client Services Committee met on September 28, 2021 and on October 26, 2021 and summarized the topics of both meetings, which primarily focused on “transition into adulthood” and on “personal care”.

G. COMMUNITY RELATIONS

Ms. Spiegel informed there is no report of the Community Relations Committee.

H. RETIREMENT

Mr. Chiou reported on the Harbor Regional Center Retirement Plan Balances as of September 30, 2021.

I. SELF-DETERMINATION ADVISORY

Ms. Perez advised the Board that the Self-Determination Advisory continues to meet monthly via zoom and provided an update on the September meeting.

J. SERVICE PROVIDER ADVISORY

Mr. Quiroz reported that the Service Provider Advisory Committee met on October 12, 2021 via zoom and were provided information on the following topics: provider rate changes and implementation, Cares Act, Special Incident Report, DS1891 Disclosure Statement Form, Public Health Order for RC's and Providers, Recently Signed Legislation and HCBS. The Committee was also shown a presentation on the Technology Lending Library.

PUBLIC COMMENT

Mr. Patay advised that public input was next on the agenda. Mr. Patay 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 two minutes in order to accommodate everyone.

Mr. Patay indicated that we had three (3) attendees request to address the Board through the Zoom Chat this evening.

CLOSED SESSION

Mr. Patay advised that the Board will now go into a closed session to discuss:

- Labor Contract Negotiations
- Pending Litigation

Mr. Patay called the Board to order for closed session at 8:05 pm. Mr. Patay concluded the closed session at 8:55 pm and asked all the Board members to return to the regular business meeting.

ADJOURNMENT

Mr. Patay and the Board returned to the meeting at 8:57 pm. Mr. Patay thanked all those who participated in our Board meeting tonight and reminded Board members that our next regular business meeting will be on January 18, 2022 via zoom webinar.

Submitted by: _____

Ron Bergmann, Secretary
Board of Trustees
Harbor Developmental Disabilities Foundation

FINANCIALS



Fu-Tien Chiou

- HRC Monthly Financial Report FY 2021-22, Oct-21
 - HRC Functional Expense Summary, Oct-21
 - HRC POS Contract Summary, Oct-21
 - HRC Line Item Report, Oct-21

**HARBOR REGIONAL CENTER
MONTHLY FINANCIAL REPORT
FISCAL YEAR 2021-22
Oct-21**

	FY 2021-22 C-2 Allocation	Month Exp	Y-T-D Expenses	Proj. Annual Expenses*	Proj. Funds Available
Operations					
Salaries & Benefits	\$ 31,430,426	\$ 2,122,396	\$ 9,231,694	\$ 31,430,426	\$ -
Operating Expenses	9,378,522	608,499	2,870,200	9,378,522	-
less other income	<u>(279,482)</u>	<u>(12,591)</u>	<u>(99,278)</u>	<u>(279,482)</u>	-
Total Operations	40,529,466	2,718,304	12,002,615	40,529,466	-
Purchase of Service					
Regular*	285,619,054	20,731,154	72,199,259	271,036,936	14,582,118
Compliance with HCBS Regulations	-	-	-	-	-
less other income	<u>(2,319,300)</u>	<u>(232,394)</u>	<u>(858,873)</u>	<u>(2,319,300)</u>	-
Subtotal Regular	283,299,754	20,498,759	71,340,386	268,717,636	14,582,118
CPP/CDRP**	<u>1,235,000</u>	-	-	<u>1,235,000</u>	-
Total Purchase of Service	284,534,754	20,498,759	71,340,386	269,952,636	14,582,118
TOTAL	\$ 325,064,220	\$ 23,217,063	\$ 83,343,001	\$ 310,482,102	\$ 14,582,118
% of Budget	100.00%	7.14%	25.64%	95.51%	

* The initial POS Expenditure Projection (PEP) for FY 2021-22 was submitted to DDS in December 2021 and was based on October 2021 year-to-date actuals.

The PEP does not include a projection for Regular POS related to the upcoming Rate Adjustments. DDS/HMA-Burns is gathering information to update the rate models developed in the original Vendor Rate Study (ABX 2-1). Under AB 136, rate adjustments will be implemented over a 3 year period. Effective April 1, 2022, rates for applicable services will receive an increase equal to 25% of the difference between the March 31, 2022 rate and the rate model amount. DDS/HMA-Burns will calculate the rate increases for each eligible service provider.

** The letter of intent for the C-2 amendment was received from DDS on December 23, 2021. The allocation includes approximately \$1.7 million in Regular Operations and \$339,000 in Community Placement Program (CPP) Operations.

Funding for the START projects to develop Crisis Support Services was included in the Regular Operations allocation, rather than CPP Start-up.

**HARBOR REGIONAL CENTER
FUNCTIONAL EXPENSE SUMMARY
Oct-21**

	FY 2021-22 C-2 Allocation	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
Purchase of Service:						
Residential care facilities	\$ 113,366,841	\$ 8,177,349	\$ 31,548,903	\$ 76,152,451	\$ 107,701,354	\$ 5,665,487
Day programs	82,938,781	6,420,308	23,338,634	56,752,246	80,090,880	2,847,901
Other purchased services	89,313,432	6,133,498	17,311,722	65,932,980	83,244,702	6,068,730
TOTAL PURCHASE OF SERVICE	285,619,054	20,731,154	72,199,259	198,837,677	271,036,936	14,582,118
Community Placement & Program Development:						
TOTAL CPP/CDRP/START	\$ 1,235,000	\$ -	\$ -	1,235,000	\$ 1,235,000	\$ -
Salaries and Related Expenses:						
Salaries	24,438,993	1,623,110	6,978,291	17,460,702	24,438,993	-
Employee health and retirement benefits	6,729,469	476,116	2,153,529	4,575,940	6,729,469	-
Payroll taxes	261,964	23,170	99,874	162,090	261,964	-
Total Salaries and related expenses	31,430,426	2,122,396	9,231,694	22,198,732	31,430,426	-
Operating expenses:						
Facility Rent	5,363,775	402,806	2,016,618	3,347,157	5,363,775	-
Equipment and facility maintenance	622,679	32,320	142,351	480,328	622,679	-
Equipment purchases	329,986	12,000	22,657	307,329	329,986	-
General	1,750,689	82,506	186,680	1,564,009	1,750,689	-
Communication	493,351	28,965	154,391	338,960	493,351	-
Contract and consultant fee	50,945	4,000	4,000	46,945	50,945	-
General office expenses	220,754	15,662	87,777	132,977	220,754	-
Staff travel	38,496	514	1,311	37,186	38,496	-
Legal fees	68,958	236	3,945	65,013	68,958	-
Printing	92,960	2,726	44,154	48,806	92,960	-
Insurance	276,553	12,449	183,615	92,938	276,553	-
Accounting fees	61,992	14,000	19,500	42,492	61,992	-
Board expenses	7,384	314	3,201	4,183	7,384	-
Total Operating expenses	9,378,522	608,499	2,870,200	6,508,322	9,378,522	-
TOTAL OPERATIONS	40,808,948	2,730,895	12,101,894	28,707,054	40,808,948	-
TOTAL EXPENSES	\$ 326,428,002	\$ 23,462,049	\$ 84,301,153	\$ 227,544,731	\$ 311,845,884	\$ 14,582,118
Revenues:						
ICF SPA Income	\$ (2,319,300)	\$ (232,394)	\$ (858,873)	\$ (1,460,427)	\$ (2,319,300)	\$ -
Other income	(279,482)	(12,591)	(99,278)	(180,204)	(279,482)	-
TOTAL REVENUES	\$ (2,598,782)	\$ (244,986)	\$ (958,151)	\$ (1,640,631)	\$ (2,598,782)	\$ -
TOTAL	\$ 325,064,220	\$ 23,217,063	\$ 83,343,001	\$ 227,139,101	\$ 310,482,102	\$ 14,582,118

Client Caseload

Month End Caseload

16,292

**HARBOR REGIONAL CENTER
POS CONTRACT SUMMARY
Oct-21**

Fiscal Year	Contract	Fund	POS Budget	POS Claimed	Current Balance/ (Deficit)	Projected Expenses	Projected Balance/ (Deficit)
2021-22	C-2	Reg POS	\$ 283,199,754	\$ 71,340,386	\$ 211,859,368	\$ 197,377,250	\$ 14,482,118
		CPP/CDRP/START	1,235,000	-	1,235,000	1,235,000	-
		HCBS Compliance	-	-	-	-	-
		TOTAL	\$ 284,434,754	\$ 71,340,386	\$ 213,094,368	\$ 198,612,250	\$ 14,482,118
2020-21	B-3	Reg POS	\$ 251,586,681	\$ 242,521,753	\$ 9,064,928	\$ 1,541,016	\$ 7,523,912
		CPP/CDRP	760,969	289,996	470,973	470,973	-
		HCBS Compliance	514,360	-	514,360	514,360	-
		TOTAL	\$ 252,862,010	\$ 242,811,749	\$ 10,050,261	\$ 2,526,349	\$ 7,523,912
2019-20	A-7	Reg POS	\$ 223,767,932	\$ 219,670,358	\$ 4,097,574	\$ 304,827	\$ 3,792,747
		CPP	2,452,990	1,643,363	809,627	809,627	-
		HCBS Compliance	-	-	-	-	-
		TOTAL	\$ 226,220,922	\$ 221,313,720	\$ 4,907,202	\$ 1,114,454	\$ 3,792,747

**HARBOR REGIONAL CENTER
LINE ITEM REPORT
Oct-21**

	FY 2021-22 C-2 Allocation	Net Expended Month	Y-T-D	Projected Expenses	Proj. Annual Expenses	Proj. Funds Available
PURCHASE OF SERVICE						
Regular						
320** Out-of-Home	\$ 113,366,841	\$ 8,177,349	\$ 31,548,903	\$ 76,152,451	\$ 107,701,354	\$ 5,665,487
430** Day Programs	82,938,781	6,420,308	23,338,634	56,752,246	80,090,880	2,847,901
6505* Transportation	9,590,412	610,161	2,424,467	5,426,319	7,850,786	1,739,626
650** Other Services	72,782,352	4,956,647	13,595,089	55,337,994	68,933,083	3,849,269
Various COVID-19 Related	6,940,668	566,690	1,292,167	5,168,666	6,460,833	479,835
TBD HCBS Compliance	-	-	-	-	-	-
Subtotal Regular POS	<u>285,619,054</u>	<u>20,731,154</u>	<u>72,199,259</u>	<u>198,837,677</u>	<u>271,036,936</u>	<u>14,582,118</u>
Revenue						
20090 ICF SPA Income	(2,319,300)	(232,394)	(858,873)	(1,460,427)	(2,319,300)	-
TOTAL PURCHASE OF SERVICE	<u>283,299,754</u>	<u>20,498,759</u>	<u>71,340,386</u>	<u>197,377,250</u>	<u>268,717,636</u>	<u>14,582,118</u>
Community Placement & Program Development						
32010 Start Up	-	-	-	-	-	-
6507* Surge Capacity Start Up	-	-	-	-	-	-
65*** Placement/Assessment	100,000	-	-	100,000	100,000	-
TBD START (Non-CPP Ops)	1,135,000	-	-	1,135,000	1,135,000	-
TOTAL CPP/CDRP	<u>1,235,000</u>	<u>-</u>	<u>-</u>	<u>1,235,000</u>	<u>1,235,000</u>	<u>-</u>
OPERATIONS						
Salaries & Benefits						
2501- Salaries and Wages	24,438,993	1,623,110	6,978,291	17,460,702	24,438,993	-
2503- Benefits	6,991,433	499,286	2,253,403	4,738,030	6,991,433	-
Subtotal Salaries & Benefits	<u>31,430,426</u>	<u>2,122,396</u>	<u>9,231,694</u>	<u>22,198,732</u>	<u>31,430,426</u>	<u>-</u>
Operating Expenses						
30020 Equipment Maint	389,981	19,956	92,053	297,928	389,981	-
30030 Facility Rental	5,242,522	380,044	1,934,422	3,308,100	5,242,522	-
30035 Facility Rent Subleases	121,253	22,762	82,196	39,057	121,253	-
30040 Facility Maint	232,698	12,364	50,297	182,401	232,698	-
30050 Communication	493,351	28,965	154,391	338,960	493,351	-
30060 General Office Exp	107,038	13,342	53,664	53,374	107,038	-
30070 Printing	92,960	2,726	44,154	48,806	92,960	-
30080 Insurance	276,553	12,449	183,615	92,938	276,553	-
30090 Utilities	11,849	1,214	6,118	5,731	11,849	-
30110 Data Processing Maint	86,081	-	25,981	60,100	86,081	-
30123 Interest/Bank Expense	15,786	1,107	2,013	13,773	15,786	-
30140 Legal Fees	68,958	236	3,945	65,013	68,958	-
30150 Board of Dir. Exp	7,384	314	3,201	4,183	7,384	-
30160 Accounting Fees	61,992	14,000	19,500	42,492	61,992	-
30170 Equipment Purchases	329,986	12,000	22,657	307,329	329,986	-
30180 Contr/Consult Services	50,945	4,000	4,000	46,945	50,945	-
30184 Clinical Services	147,014	7,973	15,605	131,409	147,014	-
30185 Employee Conferences	9,304	620	5,331	3,973	9,304	-
30220 Travel in State	11,496	18	18	11,478	11,496	-
30223 Staff Mileage	27,000	496	1,292	25,708	27,000	-
30230 ARCA Dues	93,411	-	-	93,411	93,411	-
30240 General Expenses	1,000,960	18,622	82,491	918,469	1,000,960	-
30241 Diversity Funding	-	-	-	-	-	-
30247 General Exp C19 SOE	500,000	55,291	83,253	416,747	500,000	-
Subtotal Operating Expenses	<u>9,378,522</u>	<u>608,499</u>	<u>2,870,200</u>	<u>6,508,322</u>	<u>9,378,522</u>	<u>-</u>
Other Revenue						
20040 Interest Income	(104,494)	(1,742)	(14,328)	(90,166)	(104,494)	-
20050 Other Income	(6,439)	(200)	(2,508)	(3,931)	(6,439)	-
20055 Other Income-Subleases	(109,562)	(7,955)	(67,389)	(42,173)	(109,562)	-
20100 ICF SPA Admin Fee	(58,987)	(2,694)	(15,054)	(43,933)	(58,987)	-
Subtotal Other Revenue	<u>(279,482)</u>	<u>(12,591)</u>	<u>(99,278)</u>	<u>(180,204)</u>	<u>(279,482)</u>	<u>-</u>
TOTAL OPERATIONS	<u>40,529,466</u>	<u>2,718,304</u>	<u>12,002,615</u>	<u>28,526,851</u>	<u>40,529,466</u>	<u>-</u>
TOTAL	\$ 325,064,220	\$ 23,217,063	\$ 83,343,001	\$ 227,139,101	\$ 310,482,102	\$ 14,582,118
% of Budget	100.00%	7.14%	25.64%	69.88%	95.51%	4.49%

EXECUTIVE REPORT



January 18, 2022

Patrick Ruppe, HRC Executive Director

HOLIDAY WRAP UP



- 62 families were adopted through our 'Adopt-a-Family' holiday campaign!
- 25 CHROME BOOKS were donated by the Rotary Club.
- \$25,000 was raised for the Harbor Help Fund!
- \$85,000 in Gift Cards were distributed to families and clients in need this holiday season.





Kapayapaan

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Peace

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Paz

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¡Saludos!

Esperamos que usted y su familia estén sanos y salvos durante estos días festivos. El año anterior nos trajo bastantes desafíos, pero como comunidad continuaremos a perseverar. Estamos inmensamente agradecidos por nuestra comunidad de HRC y por los donantes que con su generosidad, continúan haciendo posible nuestros programas del fin de año. Por favor acepte este regalo como una expresión de gratitud de parte nuestra. Esperamos que le brinde ayuda durante estos tiempos difíciles.

Gracias,
Su familia de HRC

Greetings!

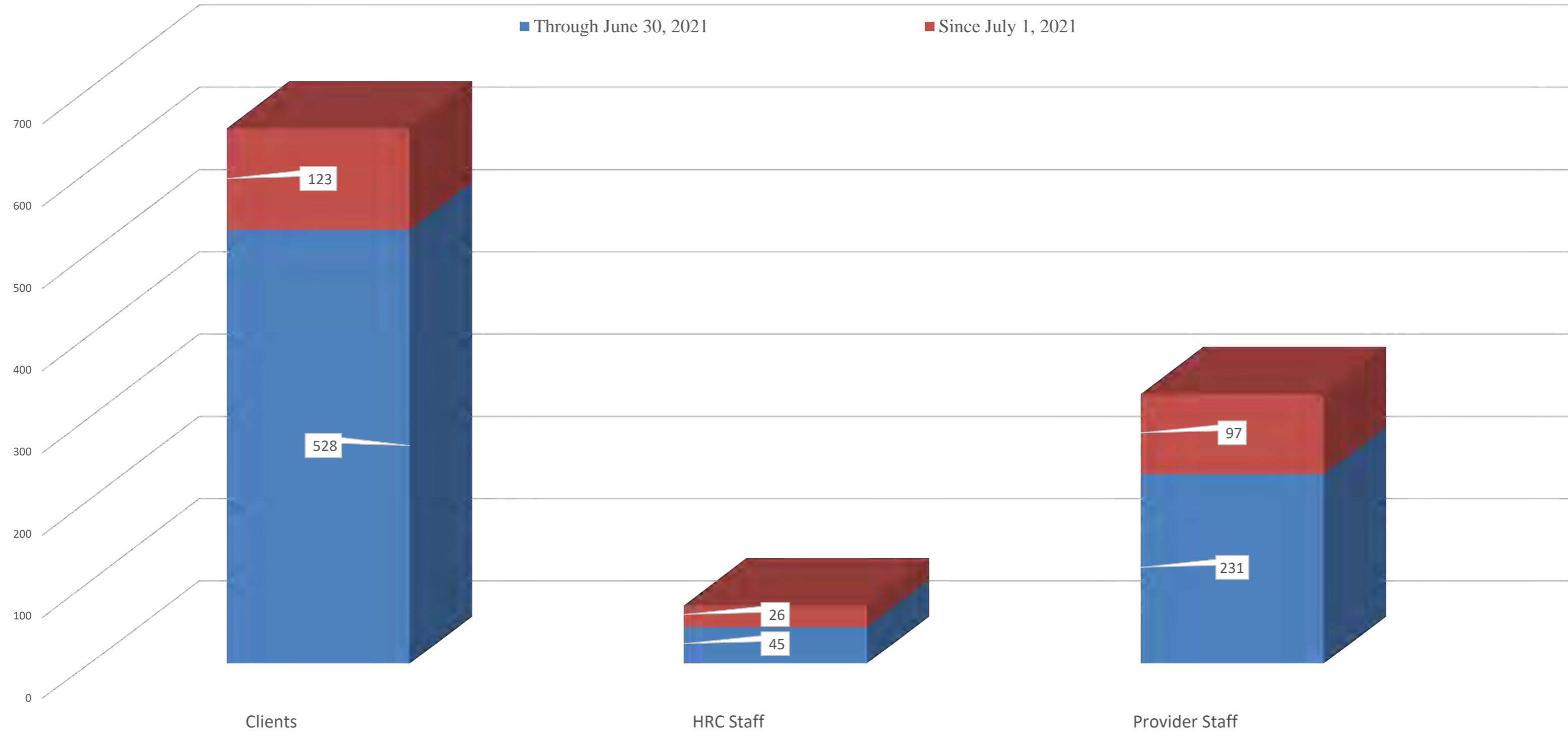
We hope that you and your family are safe and well during this holiday season. While the previous year brought us many challenges, we know that as a community we will continue to persevere. Please know we are immensely grateful for our HRC community and the many donors that continue to make holiday giving for many of our families possible. Please accept this gift as an expression of gratitude and may it provide some assistance during these difficult times.

Thank you,
Your HRC family

COVID 19 TRENDS

Regional Center	COVID-19 Positive Consumers		Hospitalizations of COVID-19 Positive		Deaths of COVID-19 Positive		Total Consumers
	Monthly Cases	Cumulative Total	Monthly Cases	Cumulative Total	Monthly Cases	Cumulative Total	
ACRC	32	1,113	4	12	1	37	26,749
CVRC	70	1,594	12	18	3	72	22,800
ELARC	26	949	1	28	0	41	13,048
FDLRC	15	785	1	31	0	24	11,248
FNRC	32	516	0	11	1	22	8,321
GGRC	2	389	0	25	0	17	9,785
HRC	11	582	1	2	0	28	15,820
IRC	56	2,471	3	102	0	100	40,196
KRC	39	710	0	25	0	33	10,912
NBRC	7	458	0	28	0	9	9,408
NLACRC	30	1,349	1	9	0	61	28,308
RCEB	24	795	5	66	2	18	22,852
RCOC	34	1,260	0	44	0	69	23,155
RCRC	8	175	0	14	0	5	4,141
SARC	17	963	0	7	0	29	17,728
SCLARC	11	1,353	0	13	1	47	18,508
SDRC	64	1,995	1	106	0	46	33,895
SGPRC	12	1,305	1	53	0	61	14,334
TCRC	18	1,038	0	6	0	36	16,125
VMRC	65	1,004	2	59	2	55	16,393
WRC	5	533	0	28	0	18	9,344
Statewide	578	21,337	32	687	10	828	373,070

COVID TRENDS HARBOR REGIONAL CENTER





BUDGET UPDATES

- C-2 Allocation
- 2022-2023 Governor's Proposed Budget
 - https://www.dds.ca.gov/wp-content/uploads/2022/01/RCDC_Estimate_2022_2023.pdf



Fiscal Year 2021-22 C-2 Allocation

Operations Allocation Summary

Department of Developmental Services
Budget Section, RC Allocation Unit

Operations (Ops) Summary (Whole Dollars)

Regional Center	Miscellaneous	Rent	Policy Allocation (see pg. 2)	Non-CPP Sub-Total	CPP & Ongoing (see pg. 3)	Total C-2 Ops Allocation
	1	2	3	4: 1 thru 3	5	6: 4 + 5
Alta California	\$0	\$0	\$611,458	\$611,458	\$1,083,798	\$1,695,256
Central Valley	0	0	1,749,026	1,749,026	1,013,097	2,762,123
East Bay	0	0	593,400	593,400	2,185,672	2,779,072
Eastern L.A.	0	0	1,634,522	1,634,522	1,152,522	2,787,044
Far Northern	0	24,454	499,149	523,603	491,151	1,014,754
L.A. County/Frank Lanterman	0	0	1,628,965	1,628,965	668,882	2,297,847
Golden Gate	0	0	1,568,190	1,568,190	2,535,377	4,103,567
Harbor	0	0	1,664,354	1,664,354	338,746	2,003,100
Inland	0	0	794,674	794,674	1,025,653	1,820,327
Kern	0	0	549,835	549,835	1,123,457	1,673,292
North Bay	0	22,684	1,540,085	1,562,769	1,345,813	2,908,582
North L.A.	0	0	651,190	651,190	997,630	1,648,820
Orange	0	0	579,358	579,358	237,228	816,586
Redwood Coast	360,272	0	1,500,128	1,860,400	608,818	2,469,218
San Andreas	0	0	611,334	611,334	1,157,957	1,769,291
San Diego	200,000	0	855,699	1,055,699	2,049,154	3,104,853
San Gabriel/Pomona	0	0	482,186	482,186	1,708,988	2,191,174
South Central L.A.	0	0	644,375	644,375	856,788	1,501,163
Tri-Counties	0	0	1,645,437	1,645,437	1,363,432	3,008,869
Valley Mountain	0	0	1,608,682	1,608,682	486,684	2,095,366
Coastal/Westside	0	0	405,399	405,399	898,070	1,303,469
Total	\$560,272	\$47,138	\$21,817,446	\$22,424,856	\$23,328,917	\$45,753,773

Fiscal Year 2021-22 C-2 Allocation Operations (Ops) Policy Summary (Whole Dollars)

Operations Allocation
Summary

Department of Developmental Services Budget Section, RC
Allocation Unit

Regional Center	Self-Determination Ongoing Implementation	Specialized Caseload Ratio	Self-Determination Program <small>Regional Center Salary</small>	Tribal Engagement for Early Start Services	Health & Safety Waiver Assistance for Non-English-Speaking Consumers	START	Performance Incentives	Forensic Specialist	Total C-2 Ops Policy
	1	2	3	4	5	6	7	8	9: 1 thru 8
Alta California	\$104,237	\$271,920	\$1,666	\$0	\$61,595	\$0	\$118,640	\$53,400	\$611,458
Central Valley	104,237	230,316	1,667	0	105,766	1,135,000	118,640	53,400	1,749,026
East Bay	104,237	240,725	1,666	0	128,132	0	118,640	0	593,400
Eastern L.A.	104,237	165,693	1,667	0	82,585	1,135,000	118,640	26,700	1,634,522
Far Northern	104,238	137,438	1,667	100,000	10,466	0	118,640	26,700	499,149
L.A. County/Frank Lanterman	104,237	153,003	1,667	0	89,718	1,135,000	118,640	26,700	1,628,965
Golden Gate	104,237	144,590	1,667	0	64,056	1,135,000	118,640	0	1,568,190
Harbor	104,237	188,206	1,667	0	63,204	1,135,000	118,640	53,400	1,664,354
Inland	104,237	354,681	1,666	0	162,050	0	118,640	53,400	794,674
Kern	104,237	152,637	1,667	100,000	45,954	0	118,640	26,700	549,835
North Bay	104,237	143,425	1,667	0	37,116	1,135,000	118,640	0	1,540,085
North L.A.	104,237	274,307	1,666	0	152,340	0	118,640	0	651,190
Orange	104,237	235,113	1,667	0	119,701	0	118,640	0	579,358
Redwood Coast	104,238	107,351	1,667	0	6,532	1,135,000	118,640	26,700	1,500,128
San Andreas	104,237	200,994	1,667	0	132,396	0	118,640	53,400	611,334
San Diego	104,237	310,356	1,666	100,000	167,400	0	118,640	53,400	855,699
San Gabriel/Pomona	104,237	174,262	1,667	0	83,380	0	118,640	0	482,186
South Central L.A.	104,237	202,346	1,667	0	164,085	0	118,640	53,400	644,375
Tri-Counties	104,237	181,666	1,667	0	77,527	1,135,000	118,640	26,700	1,645,437
Valley Mountain	104,237	188,687	1,667	0	60,451	1,135,000	118,640	0	1,608,682
Coastal/Westside	104,238	142,284	1,667	0	38,570	0	118,640	0	405,399
Total	\$2,188,980	\$4,200,000	\$35,002	\$300,000	\$1,853,024	\$10,215,000	\$2,491,440	\$534,000	\$21,817,446

Fiscal Year 2021-22 C-2 Allocation

Operations (Ops) Community Placement Program (CPP) (Whole Dollars)

Regional Center	Regular CPP Funds	Non-CPP		Total C-2 Ops CPP & Related
	CPP Ops Regular CPP/CRDP	DC Closure Ongoing Workload		
	1	2	3: 1 + 2	
Alta California	\$671,372	\$412,426	\$1,083,798	
Central Valley	717,164	295,933	1,013,097	
East Bay	1,414,388	771,284	2,185,672	
Eastern L.A.	788,676	363,846	1,152,522	
Far Northern	340,858	150,293	491,151	
L.A. County/Frank Lanterman	329,620	339,262	668,882	
Golden Gate	1,485,923	1,049,454	2,535,377	
Harbor	222,246	116,500	338,746	
Inland	824,554	201,099	1,025,653	
Kern	945,201	178,256	1,123,457	
North Bay	719,899	625,914	1,345,813	
North L.A.	575,350	422,280	997,630	
Orange	0	237,228	237,228	
Redwood Coast	588,121	20,697	608,818	
San Andreas	346,164	811,793	1,157,957	
San Diego	1,691,578	357,576	2,049,154	
San Gabriel/Pomona	1,056,572	652,416	1,708,988	
South Central L.A.	611,736	245,052	856,788	
Tri-Counties	834,152	529,280	1,363,432	
Valley Mountain	410,324	76,360	486,684	
Coastal/Westside	586,620	311,450	898,070	
Total	\$15,160,518	\$8,168,399	\$23,328,917	



HRC SERVICE POLICIES

*for Board Approval

- *NEW* – Socialization, Leisure & Recreational Services
- *UPDATED* – Respite Care



Harbor Regional Center Service Policy *NEW*
SOCIALIZATION, LEISURE, AND RECREATIONAL SERVICES

DEFINITION:

Socialization, leisure and recreational services refer programs which provide community integration and self-advocacy training as they relate to recreation and leisure pursuits. Socialization, leisure and recreational services may include activities that involve sports, hobbies, music appreciation, arts, leisure, education, service club participation and the development of other leisure time skills.

PHILOSOPHY

Harbor Regional Center recognizes that socialization, leisure, or recreational opportunities through typical social recreational community programs may not otherwise be available to individuals with a disability. For children, the need for social recreational experiences are seen as a typical parental responsibility and only after typical community socialization, leisure, or recreational programs are determined to not meet the minor client'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.

POLICY:

Harbor Regional Center may provide funding for socialization, leisure, or recreational opportunities for an individual only if the following criteria are met:

1. The individual is a client of the regional center; and
2. When the client is at least three (3) years of age; and
3. Socialization, leisure or recreational opportunities are otherwise not available to the client through typical social recreational community programs; and
4. Family/client has first made reasonable efforts to identify and use typical community socialization, leisure, or recreational programs, but said programs cannot meet the client's needs; and
5. The identified socialization, leisure, or recreational opportunity is in an environment where typically developing individuals are also present; and
6. When frequency/duration/cost of service is reasonable in comparison to typically developing individuals.

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 client's social, recreational, and leisure life in a setting in their local community.
2. When the IPP team authorizes services to augment 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 a client'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. When the IPP team determines that socialization, leisure, and recreational services are needed at a higher frequency and/or rate than described above, an exception may be granted through the IPP (Individual Program Plan) planning process as outlined in Welfare and Institutions Codes 4646-4646.5.

Presented to HRC Board of Trustees, January 18, 2022

DRAFT

Harbor Regional Center Service Policy

RESPITE CARE POLICY

DEFINITION:

“Respite” means intermittent relief or rest from the additional demands that may be placed on a family caring for a son or daughter with a disability. It is provided in the client’s own home or in a licensed setting for caregivers whose children or adult children are residing with them. Respite service includes non-medical care and supervision of the client which is intended to be periodic, as opposed to continuous; it is time-limited and not expected to meet a family’s total need for relief from the on-going care of a disabled family member.

PHILOSOPHY:

All families, at times, experience the need for respite. Parents of children with developmental disabilities are expected to provide the same level of care as they would for a child without disabilities and, in some cases, they may be able to rely on the assistance of family members, friends and paid sitters. Nonetheless, when a child has special needs parents often face challenges beyond those they might encounter with a typically developing child. Harbor Regional Center believes that an occasional relief from caregiving can contribute in a meaningful way to a family’s ability to maintain the support needed to care for their family member in the family home.

POLICY:

Harbor Regional Center may purchase respite care for families under the following circumstances:

1. The person with a developmental disability has behavior challenges or special medical needs or

- supervision needs that exceed those of people of the same age without developmental disabilities; and
2. There are few or no natural or generic supports available to provide necessary supervision during times when family members are away; or
 3. The family is experiencing a short-term crisis or emergency situation

In the above circumstances, the purchase of respite care may be authorized in accordance with the following:

1. Respite is provided in the family home or a licensed setting or ;
2. Respite can be used, all or in part, to purchase out of home respite options such as camp or other Socialization, Leisure, or Recreational opportunities identified in the person's Individual Family Service Plan (IFSP)/ Individual Person-centered Plan (IPP)
~~OR choice two ' Camp/Social recreational opportunities can be used , all or in part, as out of home —respite options as identified in the Individual Family Service Plan (IFSP)/ Individual Person-centered Plan (IPP)~~
3. The amount of respite is provided pursuant to a needs assessment which takes into account the self-care, behavioral and medical needs of the client as well as the support needs of the family;
4. The respite is provided by an appropriate caregiver as follows:
 - a. for clients with complex medical needs, care is provided by a licensed nurse;
 - b. for clients without complex medical needs, care may be provided by an unlicensed caregiver who is employed by an authorized respite agency (NOTE: The family may identify a caregiver known to them who may be employed by the authorized respite agency, provided through Participant Directed Services, or the Self-Determination Program.).

For exceptional circumstances, the service coordinator will gather additional information to assess extraordinary needs by meeting with the family through the IFSP/IPP planning process Individual Family Service Plan (IFSP) / Individual Program ~~Person-centered~~ Planning (IPP). The process for requesting an exceptional amount of respite is described in a separate document: Respite Services: Assessment and Guidelines

NOTE: Respite is one of three specific regional center services that by law require an assessment for cost participation by the parents under the Family Cost Participation Program (FCPP). FCPP will apply to families who meet the following criteria:

- *The child is age 17 or younger; and*
- *The child lives in the parents' home; and*
- *The child is not eligible for Medi-Cal; and*
- *The family income is at or above 400% of the Federal Poverty Level Guidelines based upon family size.*

Approved by the HRC Board of Trustees, March, 2012

Approved by DDS, July 2012

Updated version approved by the HRC Board of Trustees, March 19, 2019

Draft revised version presented to HRC Board of Trustees, January 18, 2022



HRC CONTRACTS

*for Board Approval

The Lanterman Act requires that any regional center contract which exceeds \$250,000 be approved by the Board of Trustees. Periodic upgrade of the computer infrastructure at HRC is required to replace equipment that is at end of life, and to ensure that our database is secure and can meet the ever changing needs of our staff.

1: Pivot Technology Services Corp. (dba Computacenter)

Total: \$963,800.00

2: Network Magic

Total: \$316,000.00

The Executive Committee is recommending a *motion to approve the following Information and Technology Hardware & Service contracts:



CONTRACT REQUIRING BOARD APPROVAL
Harbor Regional Center Meeting of the Board of Trustees
January 18, 2022

OPERATIONS

Professional Services

Pivot Technology Services Corp. (dba Computacenter)

15461 Springdale Street, Huntington Beach, CA 92649

Description of Services: Provide a Citrix solution for virtual desktop infrastructure and support services.

This is a deployment of a premise-based solution in our Torrance data center to support a new Citrix environment. The benefits of this virtual desktop infrastructure would include the following: central management structure (allows administration to patch update and change all virtualized desktops at a single time); increased security (applications live on the host server and not on the client devices); enhanced flexibility (create virtual desktops for test/development purposes); and accessibility (enables users to work from any location and any compatible devices).

Contract Period: Initial Estimate Amount:

Software/Licensing	\$527,000.00
Hardware	\$274,000.00
Deployment/Training	\$62,000.00
Support Services	<u>\$100,800.00</u>
Total	\$963,800.00

CONTRACT REQUIRING BOARD APPROVAL
Harbor Regional Center Meeting of the Board of Trustees
January 18, 2022

OPERATIONS

Equipment Purchase and Professional Services

Network Magic

2999 Overland Ave Suite 210 Los Angeles, CA 90064

Description of Services: Replacement of network switches located in the server room and network closets.

The network switch replacement is required since the equipment is end of life, which means the support of the devices will no longer be available as of June 2022. The replacement of the network switches will allow for reliable connectivity and scalability for applications and web based solutions.

Contract Period:

Start February 2022 Initial Estimate Amount:

Equipment (Server Room/Closets)	\$281,000.00
Implementation Services	<u>\$35,000.00</u>
Total	\$316,000.00



PRESENTATIONS & TRAININGS

PLAN



Harbor Regional Center's 2022
Board Training Schedule



Harbor Regional Center

2022 Board Presentation & Training Plan

<https://www.harborrc.org/post/board-trustees-training>



Date: January 18, 2022 Board Meeting (20 minute presentation)

Topic: **National Core Indicators (NCI)**

Presenter: Thao Mailloux, HRC's Interim Director of Information & Development

Date: February 15, 2022 Board Training (2 hour presentation)

Topic: **Person-Centered Planning**

Presenter(s): Mary Hernandez, Director of Case Management Support Services & Cristina Mercado, MRQA

Date: March 15, 2022 Board Meeting (20 minute presentation)

Topic: **Board Governance**

Presenter: Patrick Ruppe, HRC's Executive Director

Date: April 19, 2022 Board Training (2 hour presentation)

Topic: **Vision/Mission Purpose**

Presenter(s): Consultant TBD

Date: May 17, 2022 Board Meeting (20 minute presentation)

Topic: **Policies – Whistleblower, Zero Tolerance and Conflict of Interest (COI)**

Presenter: Patrick Ruppe, HRC's Executive Director



*individual topic subject to change

Harbor Regional Center



2022 Board Presentation & Training Plan

<https://www.harborrc.org/post/board-trustees/training>



Date: June 21, 2022 Board Training (2 hour presentation)

Topic: **Financial (Budget Process Overview)**

Presenter(s): Judy Wada, HRC's Chief Financial Officer

Date: July 19, 2022 Board Meeting (20 minute presentation)

Topic: **START Crisis**

Presenter(s): Heather Diaz, HRC's Director of Community Services

Date: September 20, 2022 Board Meeting (20 minute presentation)

Topic: **Employment Initiative**

Presenter(s): Judy Samana Taimi, HRC's Director of Adult Services

Date: October Board Retreat (TBD) (4-6 hours)

Topic: **Strategic Planning**

Presenter: Consultant (TBD)

Date: November 15, 2022 Board Meeting (20 minute presentation)

Topic: **Implicit Bias**

Presenter(s): Consultant (TBD)



No Meeting in August & December

*individual topic subject to change



DEMOGRAPHIC & EXPENDITURE

DATA



Harbor Regional Center's
2022 Public Meetings



Harbor Regional Center

2022 Demographic and Expenditure Data

Public Meeting Notice



HRC will offer the *same meeting* on two different days as follows and both meetings will offer simultaneous Spanish interpretation:

March 23rd, 2022 10am-12pm – Diversity/POS Expenditure Public Meeting

You are invited to a Zoom webinar.

When: Mar 23, 2022 10:00 AM Pacific Time (US and Canada)

Topic: Diversity/POS Expenditure Public Meeting

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_AoMklBatRqGHNsCmPvxHeQ

March 30th, 2022 6-8pm – Diversity/POS Expenditure Public Meeting

You are invited to a Zoom webinar.

When: Mar 30, 2022 06:00 PM Pacific Time (US and Canada)

Topic: Diversity/POS Expenditure Public Meeting

Register in advance for this webinar:

https://us06web.zoom.us/webinar/register/WN_ui7saWLVSv-du8tzK6pAkA

After registering, you will receive a confirmation email containing information about joining the webinar.

PRESENTATION by Thao Mailloux, Interim Director of Information & Development



National Core Indicators (NCI)

- Adult Family Survey 2019-20
- Family Guardian Survey 2019-20

National Core Indicators

Adult Family Survey 2019-20

Family Guardian Survey 2019-20

Harbor Regional Center Report



HARBOR
REGIONAL
CENTER





NATIONAL CORE INDICATORS

- The National Core Indicators (NCI) is a tool that has been used by public developmental disabilities agencies to measure and track effectiveness of services as reported by individuals served.
- The core indicators are standard measures used across states for those served to assess quality of services provided.
- The Department of Developmental Services (DDS) contracts with the State Council on Developmental Disabilities (SCDD) to conduct annual surveys on these measures.

DDS Website Information

www.dds.ca.gov/rc/nci/

The screenshot shows the DDS website's National Core Indicators page. The header includes the DDS logo and navigation links for About, Careers, News Room, Contact Us, and Display Settings. Below the header is a navigation bar with icons for Coronavirus, Consumers, Services, Regional Centers, and Transparency, along with a search icon. The main content area features a blue banner with text explaining the NCI Survey. Below the banner are four tabs: Learn More, Survey Results/Reports, Self Advocates, and Individuals Transitioning. The bottom section contains a paragraph about the NCI survey process and a 'Contact Us' sidebar with links to NCI Regional Center Liaisons, State Council on Developmental Disabilities Quality Assurance Coordinators, and an email address: ncihelp@dds.ca.gov.

DDS Department of Developmental Services

Coronavirus Consumers Services Regional Centers Transparency Search

National Core Indicators

The National Core Indicators (NCI) Survey is used by the California Department of Developmental Services to assess performance in services and supports provided to people with intellectual/developmental disabilities (I/DD). The NCI survey has been used in California since 2010 as a requirement by the Welfare and Institutions Code, Section 4571 to implement a nation-wide quality assessment survey.

Learn More **Survey Results/Reports** Self Advocates Individuals Transitioning

The National Core Indicators (NCI) is a way the state and regional centers learn about the California service system. The State Council on Developmental Disabilities may ask to interview you for NCI. The interview is voluntary, that means you can choose to be interviewed or not. If you do answer the NCI questions, your information will be confidential and will not affect your services. During the interview

Related Links

- [National Core Indicators](#)
- [Regional Center National Core Indicators Reports](#)
- [Mover Longitudinal Study](#)

Contact Us

- [NCI Regional Center Liaisons](#)
- [State Council on Developmental Disabilities: Quality Assurance Coordinators](#)
- Email:** ncihelp@dds.ca.gov

HRC website <https://www.harborrc.org/audits-and-reports>

Surveys are completed every year

The different types of surveys or data collection are rotated every three years.

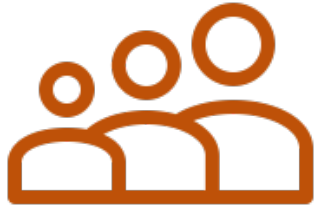
- Adult In Person Survey 2017-18
- Child Family Survey 2018-19
- **Adult Family Survey 2019-20**
- **Family Guardian Survey 2019-20**



Two Surveys Completed in 2019-2020

- The **Adult Family Survey** gathered information from family members or guardians *who live with individuals over 18* served by the regional center and who know them well.
- The **Family Guardian Survey** gathered information from family members or guardians *who do not live with the individuals over 18* served by the regional center.

Information About the Respondents to the Adult Family Survey



60%
Age 55-74

25%
Age 35-54

11%
75 and Older



40%
Have a College Degree or Higher

23%
Some College

15%
No Diploma or GED

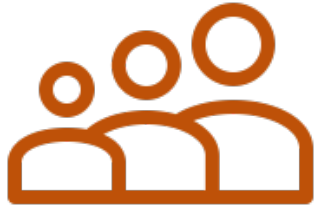


29%
Income between \$25K-\$75K

8% No Earned
Income

16% Under \$25,000

Information About the Respondents to the Family Guardian Survey



48%
Age 55-74

13%
Age 35-54
35%
75 and Older



57%
College Degree or
Higher

21%
Some College
2%
No High School
Diploma/GED

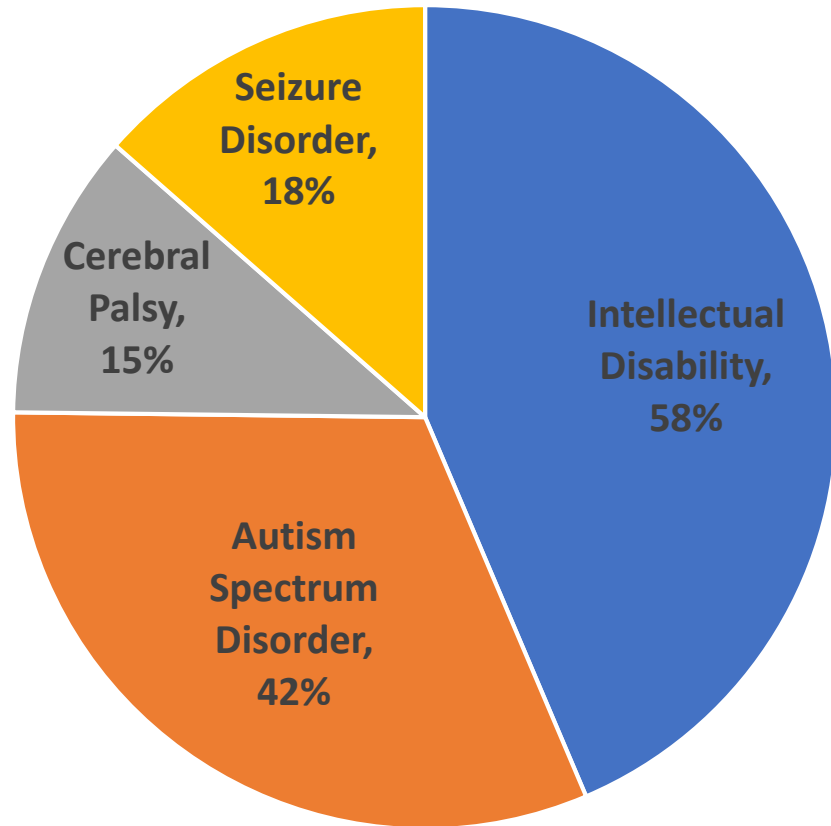


13%
Income between
\$25K-\$75K

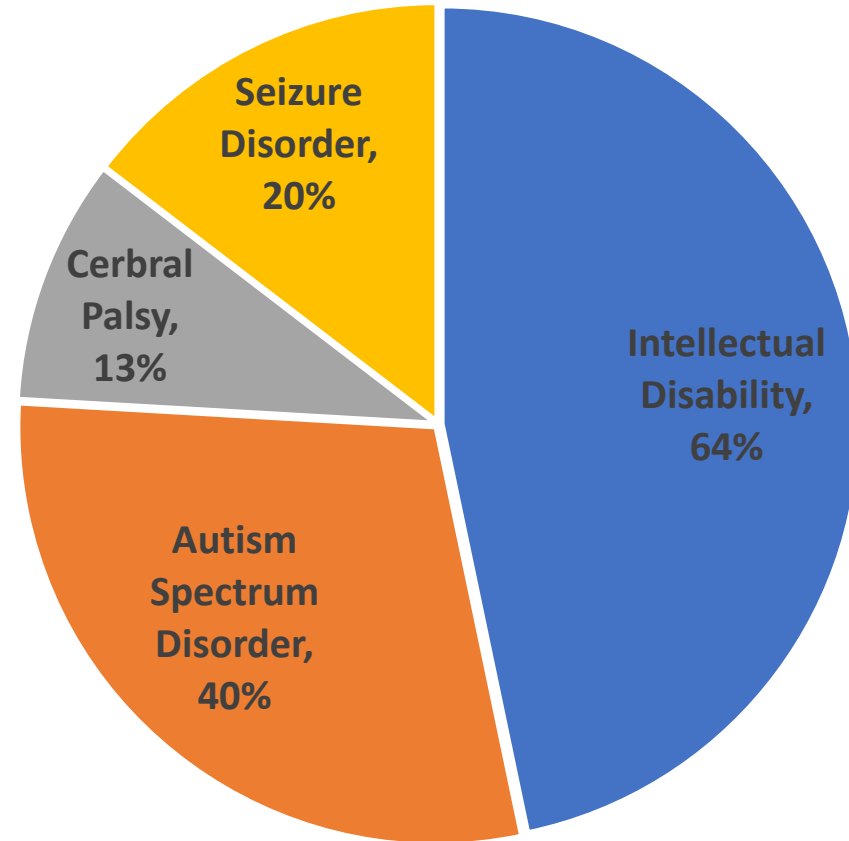
11% No Earned
Income
15% Under \$25,000

Disability of Adult Family Member

Adult Family Survey

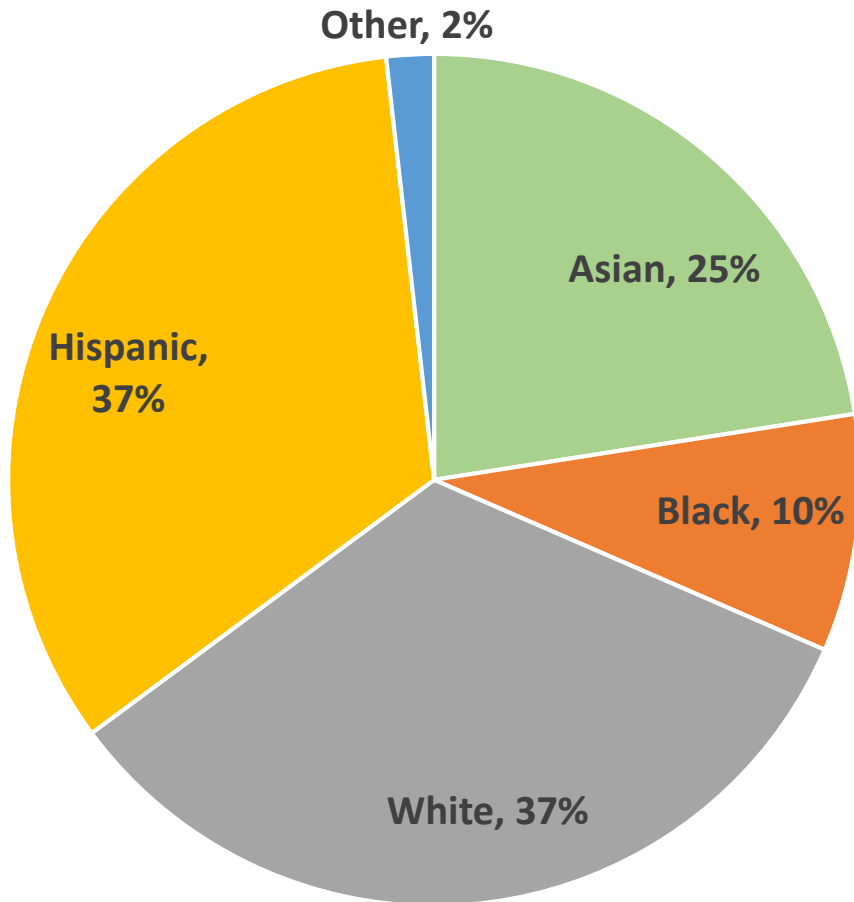


Family Guardian Survey

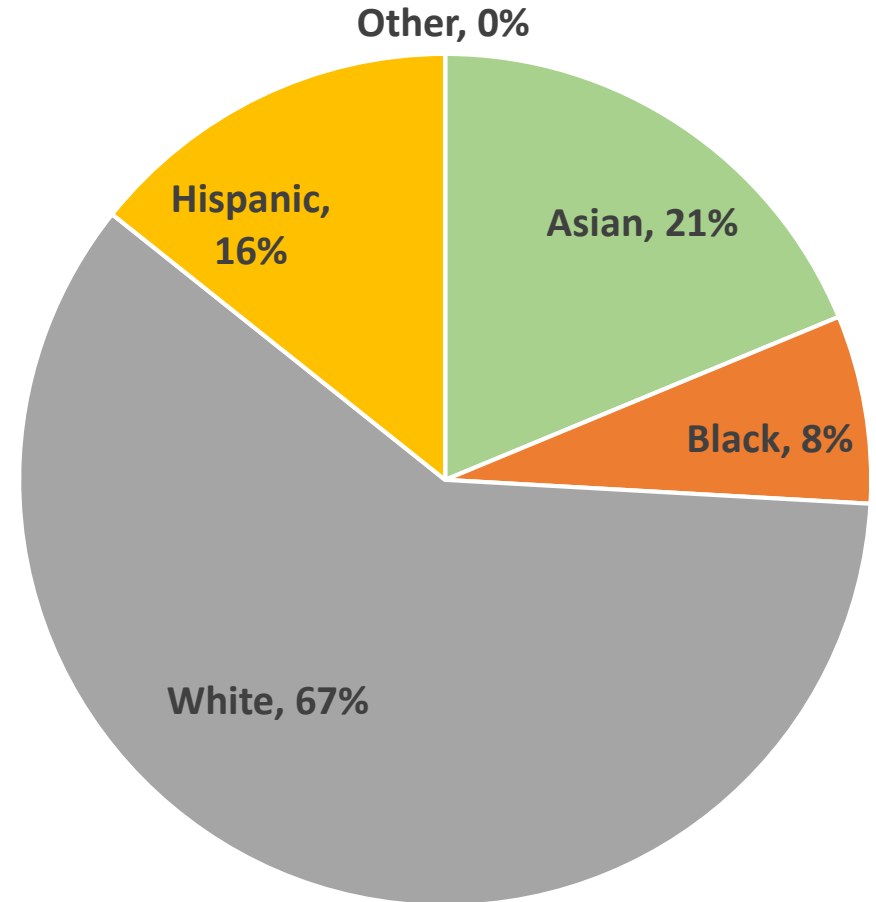


Ethnicity of Adult Family Member

Adult Family Survey

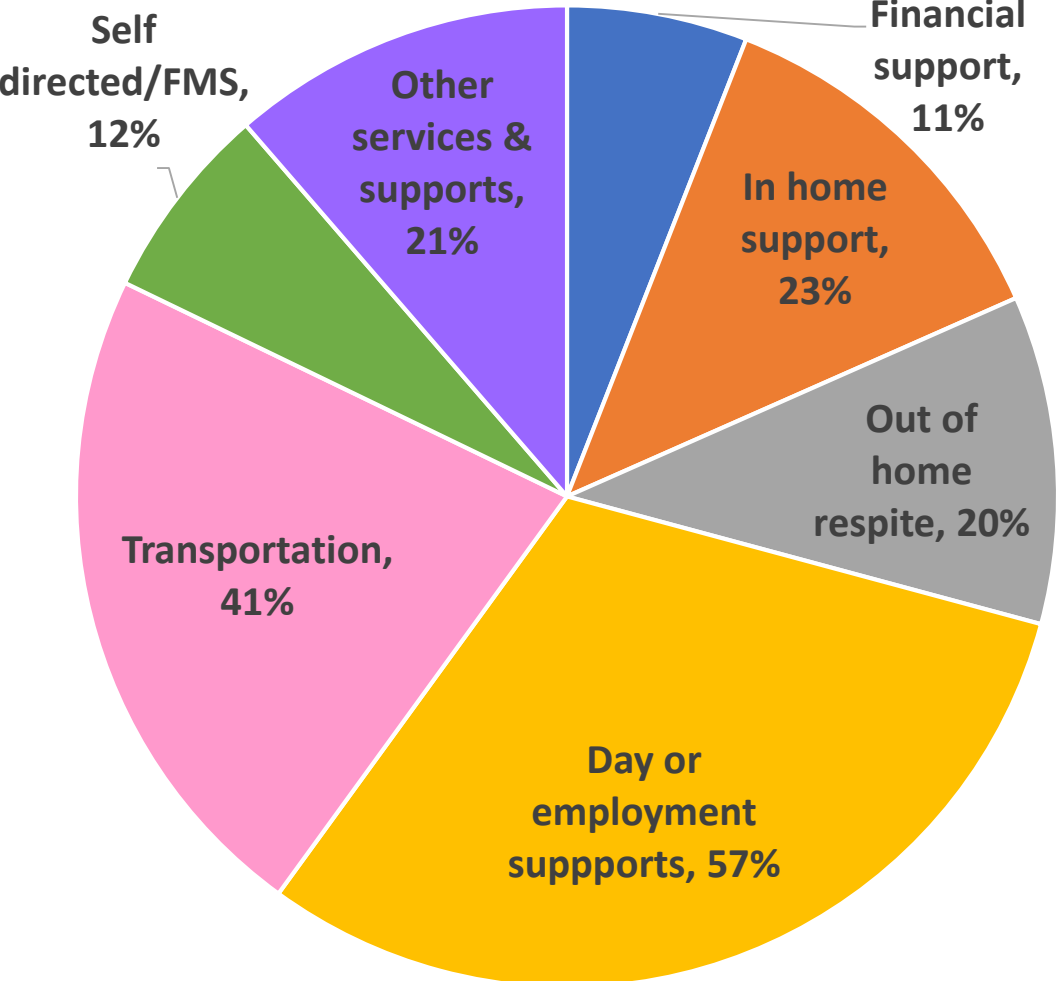


Family Guardian Survey

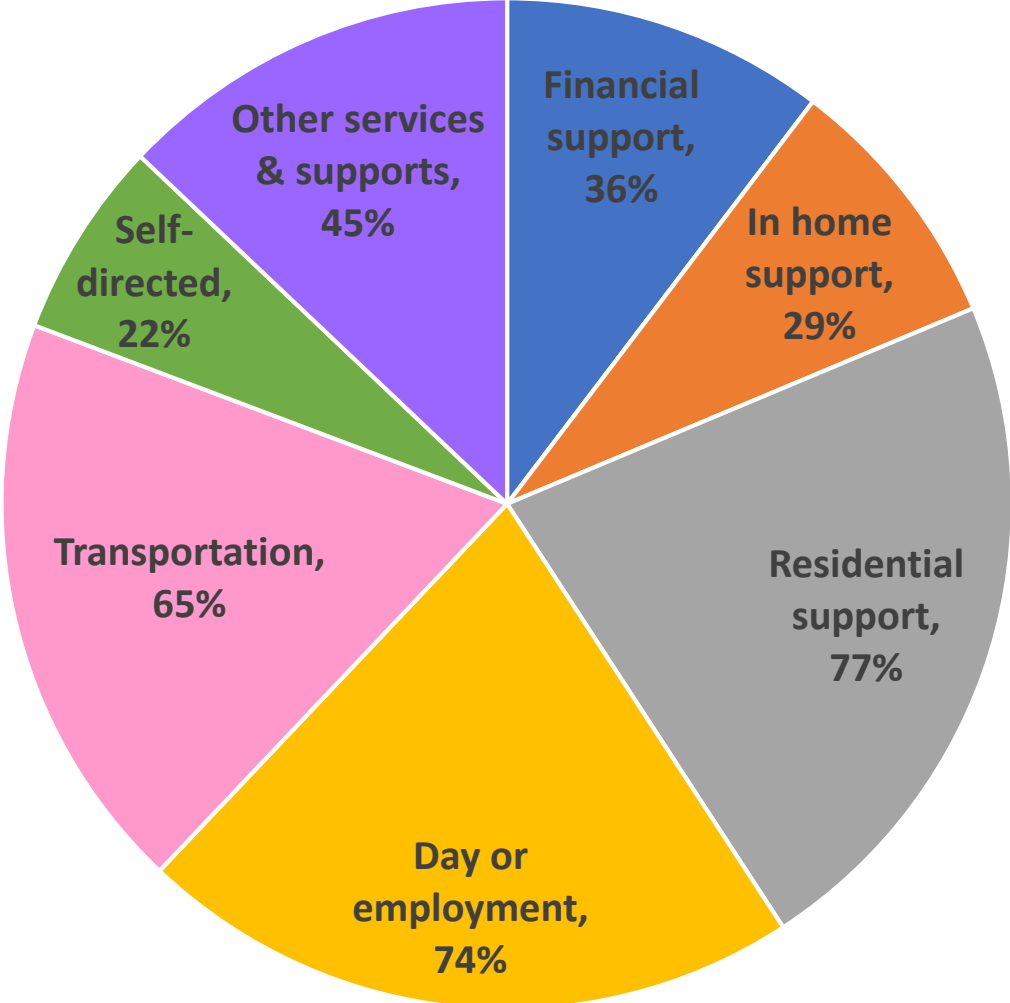


Services Received from HRC

Adult Family Survey

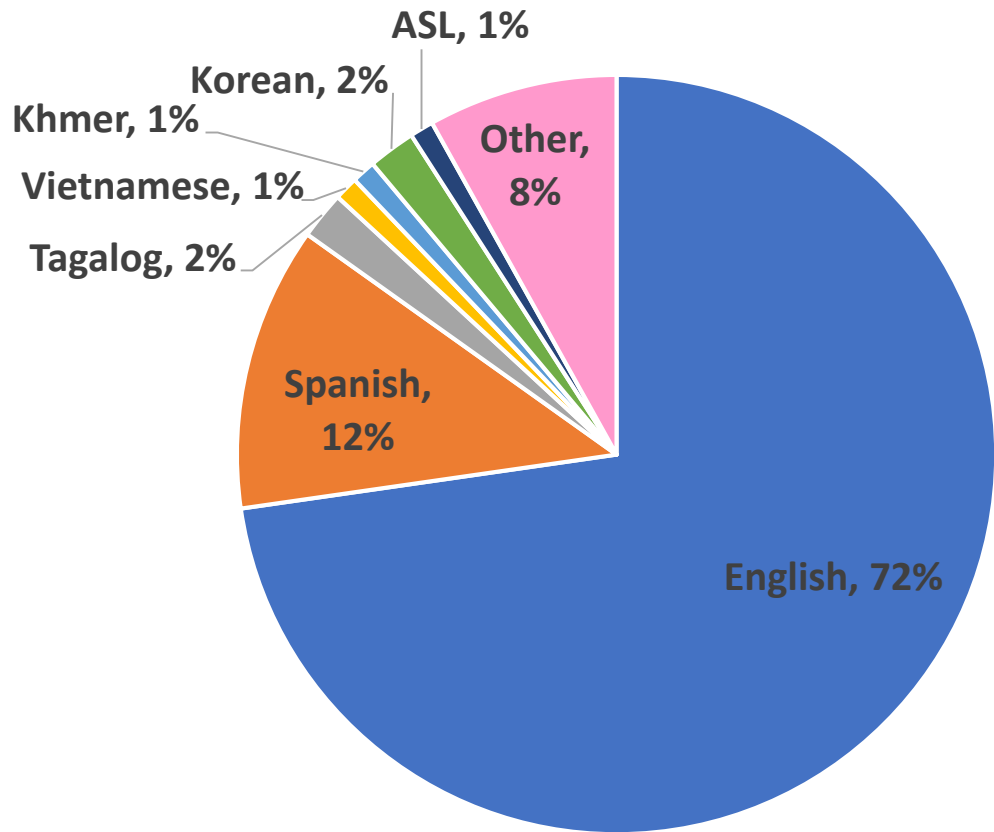


Family Guardian Survey

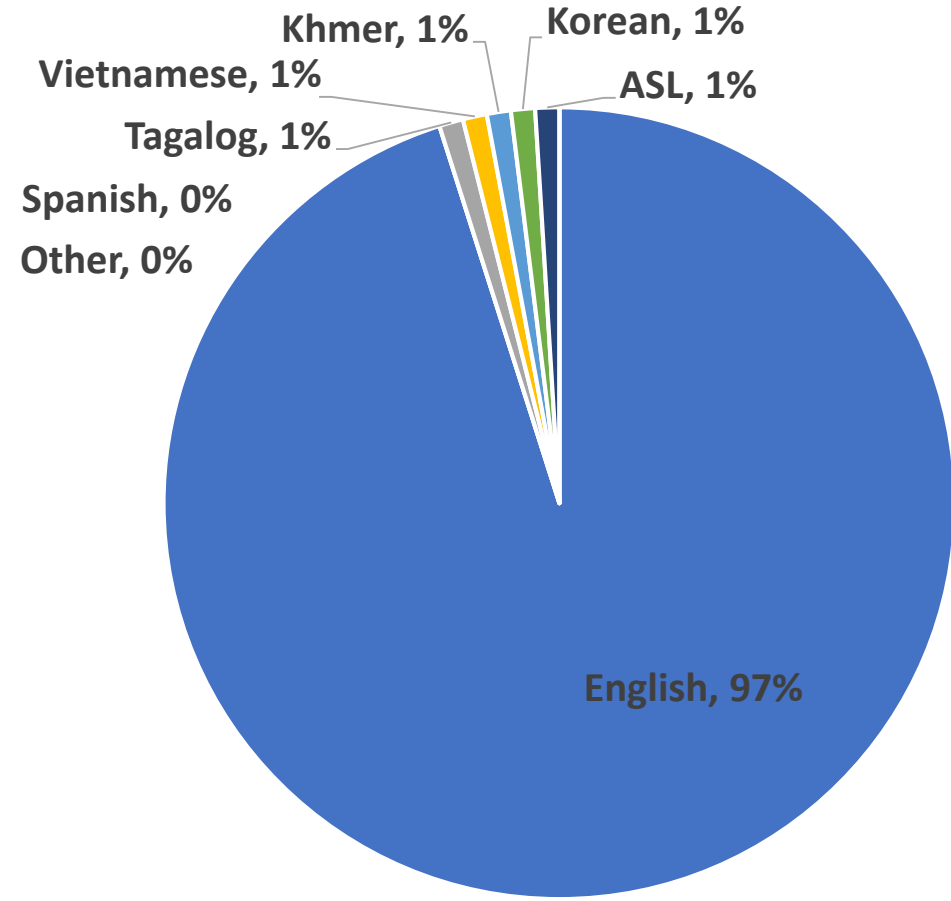


Language of Adult Family Member

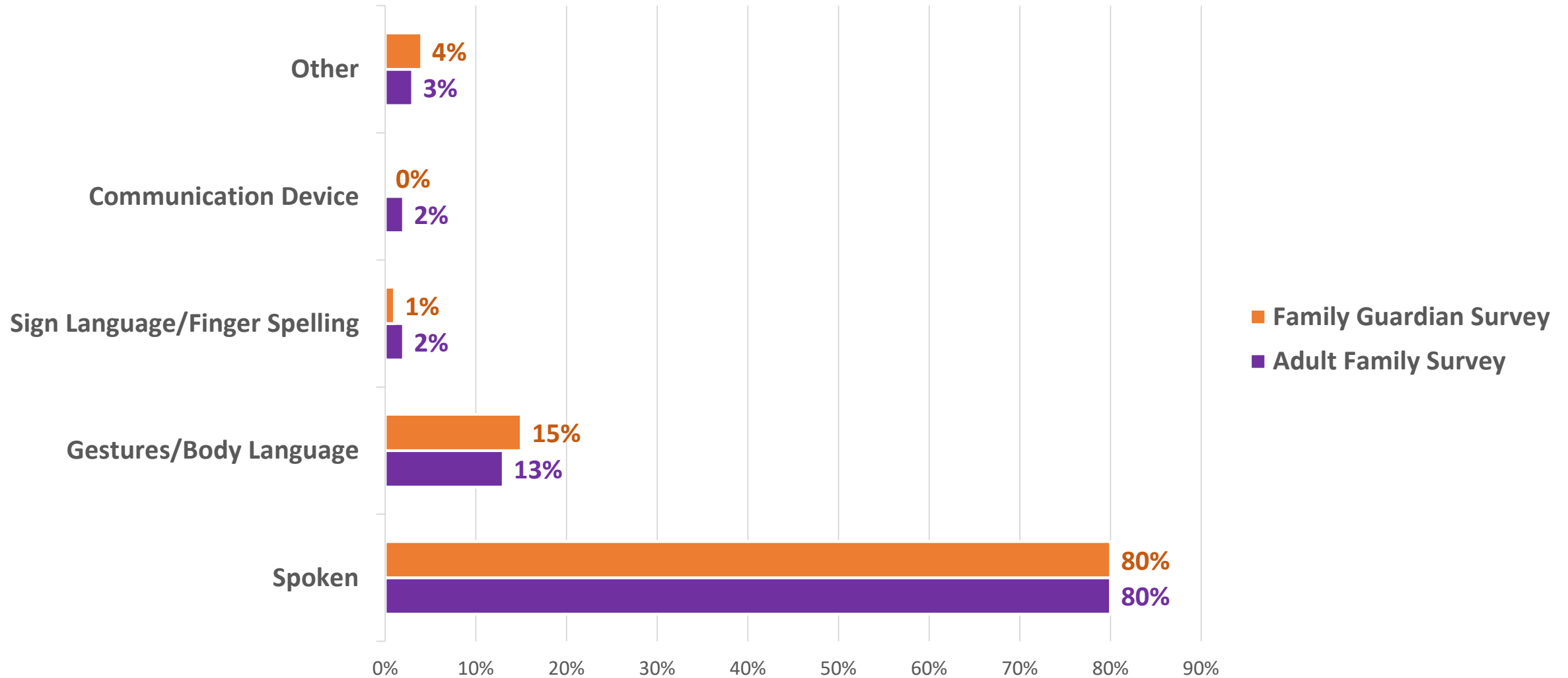
Adult Family Survey



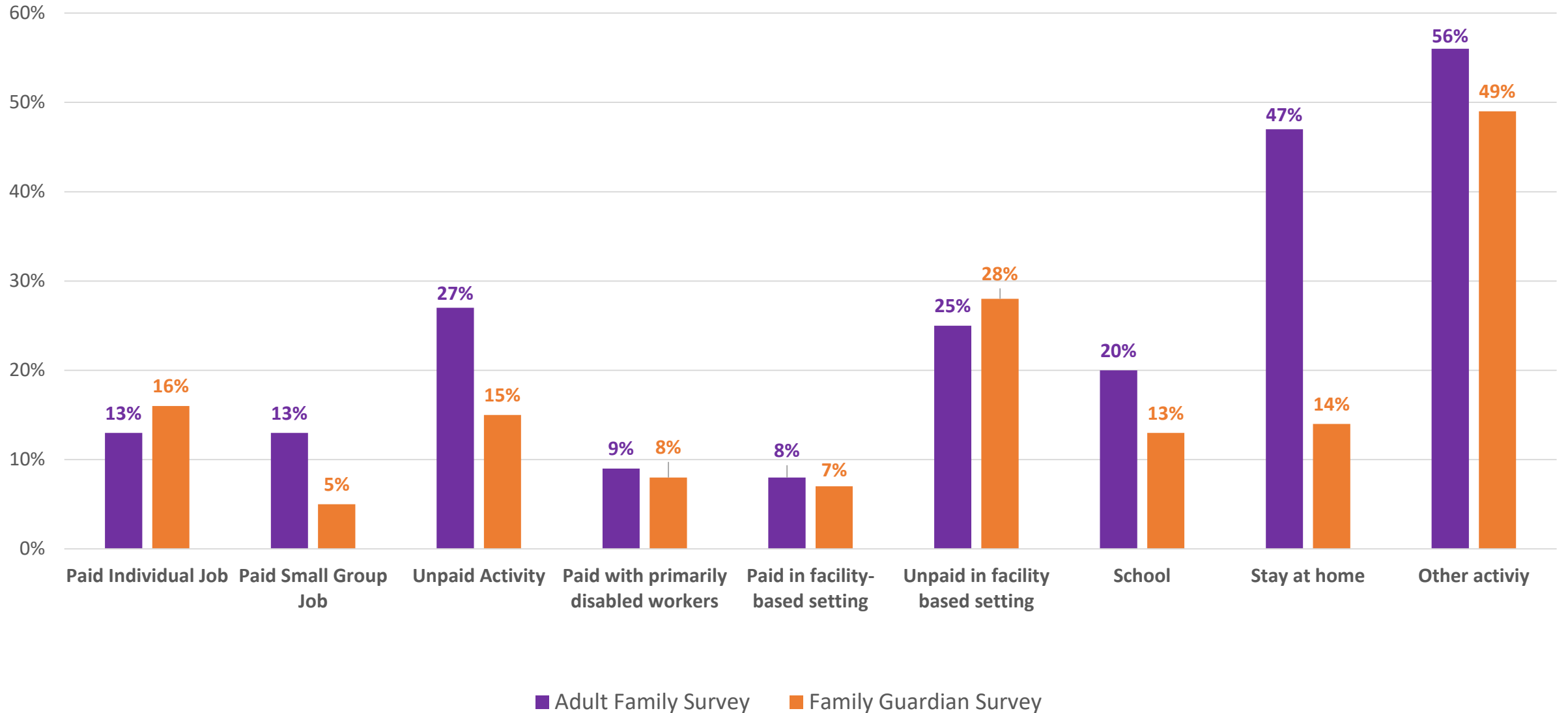
Family Guardian Survey



Adult Family Member's Preferred Means of Communication



Adult Family Members' Participation in Community During Previous Two Week Period





Adult Family Survey

2019-20 Outcomes for Harbor Regional Center

The following slides were adapted from DDS AFS NCI Dashboard:
<https://dds.ca.gov/rc/nci/nci-domain-dashboards/adult-family-survey-afs/>

NCI Adult Family Survey 2019-2020

Domains Snapshot By Regional Center

Instructions: Each checkmark shows when the regional center: (a) has met or exceeded the state average, or (b) was not more than 5 percentage points below the state average for each question. Use topic tabs at top of the page to see survey responses for selected questions. Each question is compared to the state average for the selected regional center.

Access



Choice



Community Participation



Information & Planning

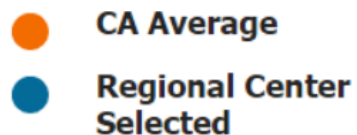


Satisfaction



NCI Adult Family Survey 2019-2020

Access Indicators



Can Families Or Their Family Member Contact Service Coordinator When They Want To?



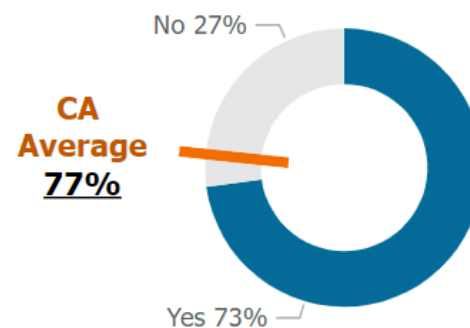
Does Their Family Member See Health Professionals When Needed?



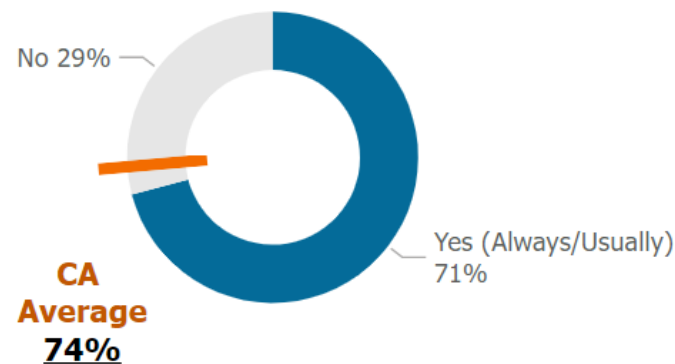
Does Their Family Member Go To Dentist When Needed?



Do Families Get The Supports and Services They Need?



Do Services/Supports Change When Families' Needs Change?



Do Service Coordinators Speak In The Family's Preferred Language?

96%
(Yes)

CA Average: **97%**

Do Service Coordinators Support Families In Culturally Respectful Ways?

95%
(Always/Usually)

CA Average: **97%**

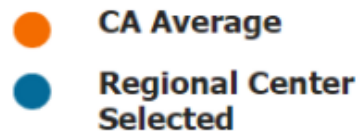
Does Their Family Member Have The Special Equipment/ Accommodations That They Need?

74%
(Always/Usually)

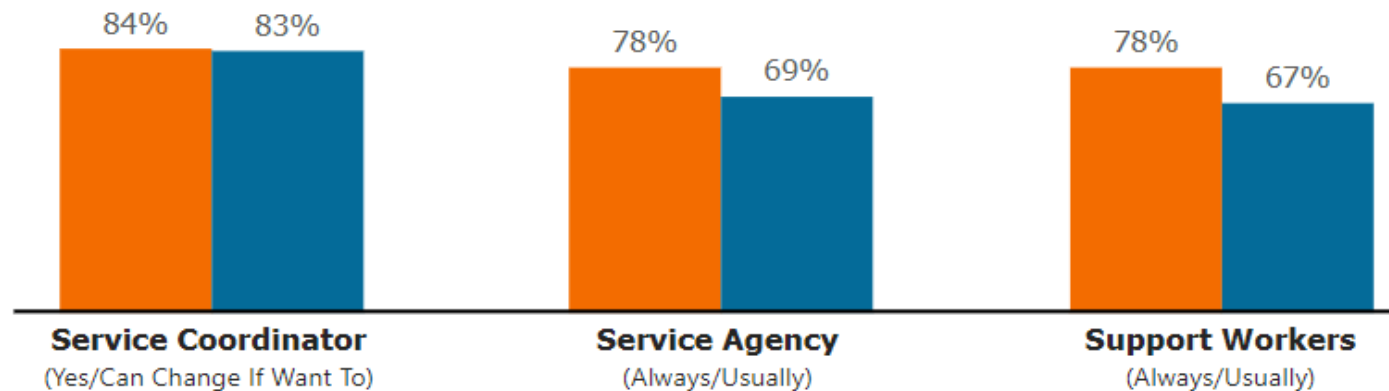
CA Average: **82%**

NCI Adult Family Survey 2019-2020

Choice Indicators



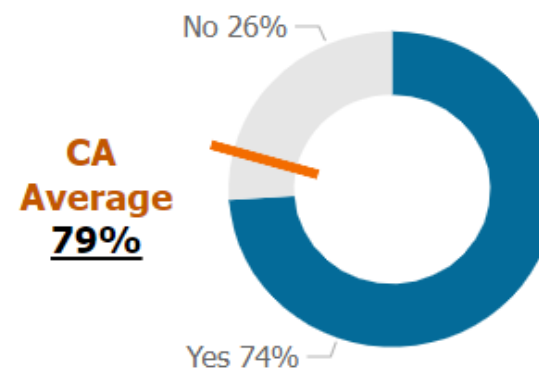
Do Families Say They Can Choose or Change Who Works With Their Family Member?



Do Families Directly Manage Support Staff?



Do Service Providers Work Together To Provide Supports?

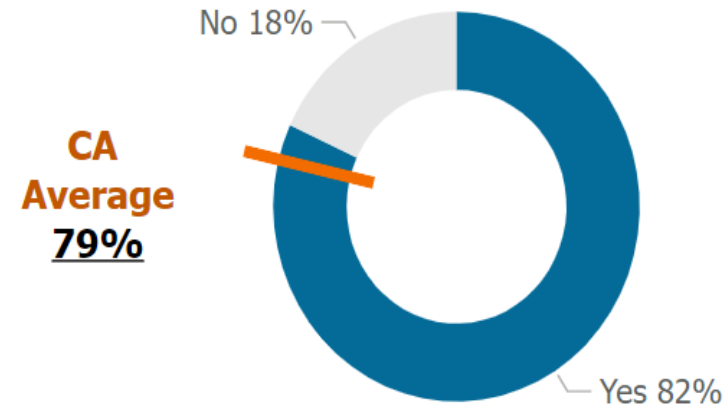


NCI Adult Family Survey 2019-2020

Community Participation Indicators

Does Their Family Member Participate in Community Activities?

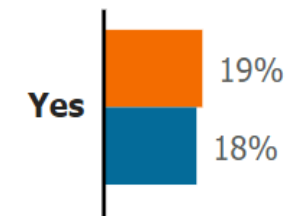
- CA Average
- Regional Center Selected



Are There Community Resources That Family Can Use Outside of the Regional Center?

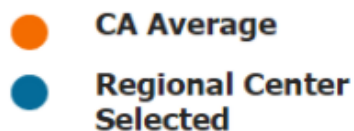


Does Family Participate in Family-to-Family Networks in Their Community?



NCI Adult Family Survey 2019-2020

Information & Planning Indicators



Does Their Family Member Have An Individual Program Plan (IPP)?

71%

(Yes)

CA Average: 80%

Do Families Get A Copy Of IPP In Their Preferred Language?

94%

(Yes)

CA Average: 94%

Do Families Get Information In Their Preferred Language?

96%

(Yes)

CA Average: 96%

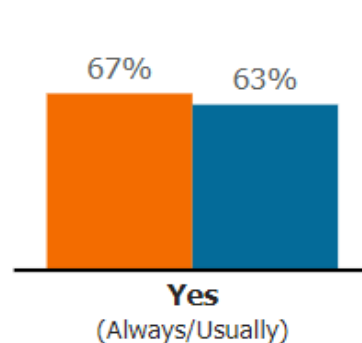
Do Families Think Information Is Easy To Understand?

83%

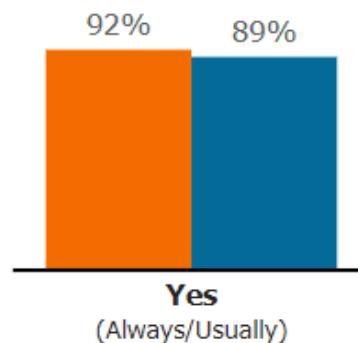
(Always/Usually)

CA Average: 85%

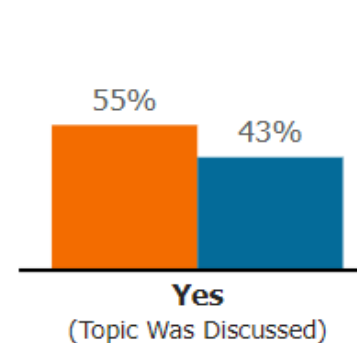
Do Families Get Enough Information To Participate In Planning Services?



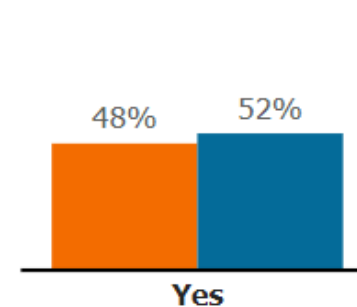
Do Service Coordinators Respect Family's Choices And Opinions?



Did Families Discuss How To Handle Emergencies At Last IPP Meeting?



Does Their Family Member Have A Transition Plan?
(For Those Who Left School Services During The Past Year)

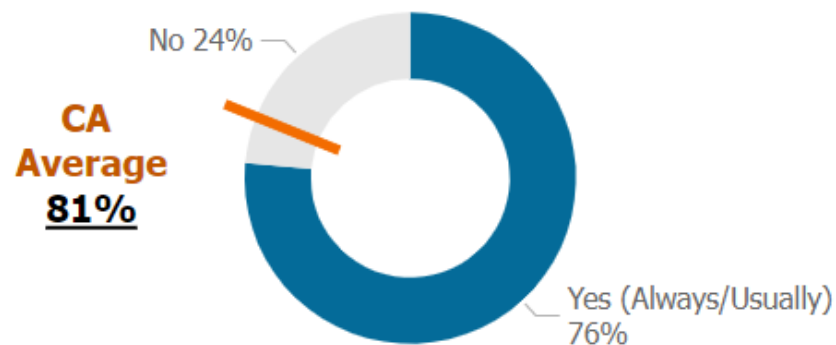


NCI Adult Family Survey 2019-2020

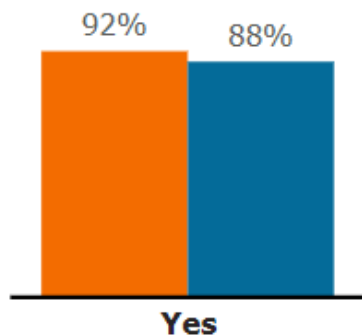
Satisfaction Indicators

- CA Average
- Regional Center Selected

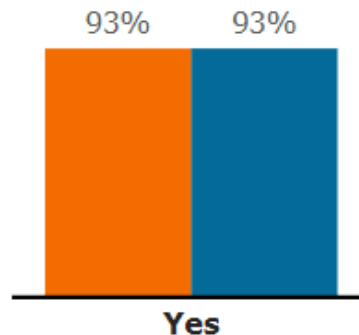
Are You Satisfied with Current Services and Supports Your Family Member Receives?



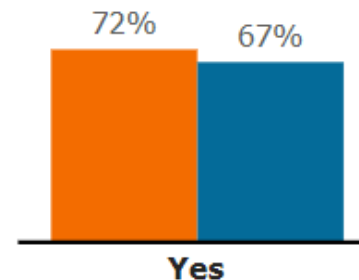
Do Services And Supports Help Their Family Member Live A Good Life?



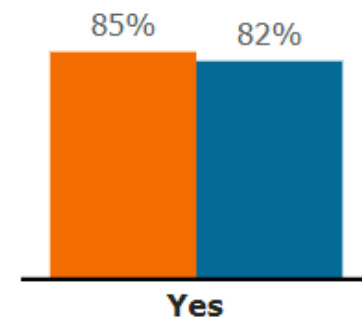
Have Services And Supports Made A Positive Difference in Their Family Member's Life?



Do Services and Supports Reduce Family's Out-Of-Pocket Expenses to Care For Their Family Member?



Have Regional Center Services Helped Keep Their Family Member At Home?



A person with dark hair, wearing glasses and large black headphones, is sitting on a bed. They are wearing a red and black plaid shirt over a white t-shirt and blue jeans. They are looking down at a silver laptop open in front of them. The bed has white pillows and a grey headboard. A lamp is visible in the background.

Family Guardian Survey

2019-20 Outcomes for Harbor Regional Center

The following slides were adapted from DDS FGS NCI Dashboard:
<https://www.dds.ca.gov/rc/nci/nci-domain-dashboards/family-guardian-survey-fgs/>

NCI Family Guardian Survey 2019-2020

Domains Snapshot By Regional Center

Instructions: Each checkmark shows when the regional center: (a) has met or exceeded the state average, or (b) was not more than 5 percentage points below the state average for each question. Use topic tabs at top of the page to see survey responses for selected questions. Each question is compared to the state average for the selected regional center.

Access



Choice



Community Participation



Information & Planning



Satisfaction



NCI Family Guardian Survey 2019-2020

Access Indicators

- CA Average
- Regional Center Selected

Can Family or Their Family Member Contact Service Coordinator When They Want To?



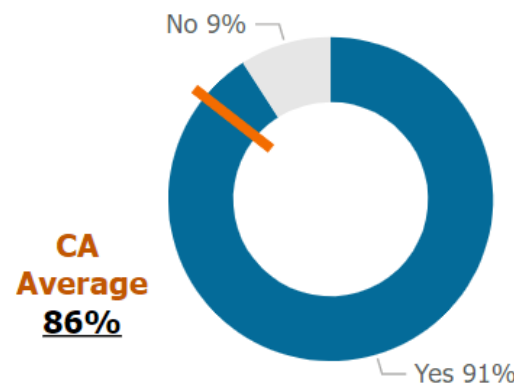
Does Their Family Member See Health Professionals When Needed?



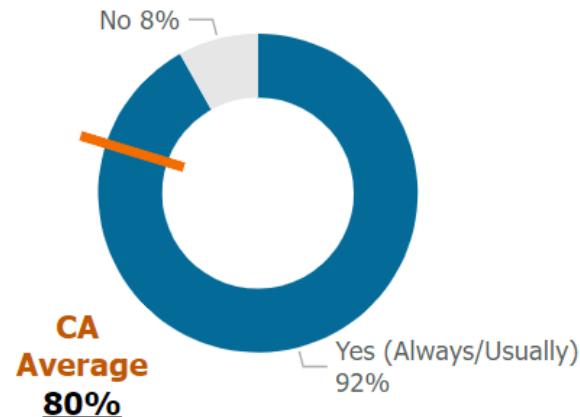
Does Their Family Member Go To Dentist When Needed?



Does Family Get The Supports And Services They Need?



Do Services and Supports Change When Family's Needs Change?



Does Service Coordinator Speak in Family's Preferred Language?

99%
(Yes)
CA Average: 98%

Does Service Coordinator Support Family in Culturally Respectful Ways?

96%
(Always/Usually)
CA Average: 96%

Does Their Family Member Have the Special Equipment/ Accommodations That They Need?

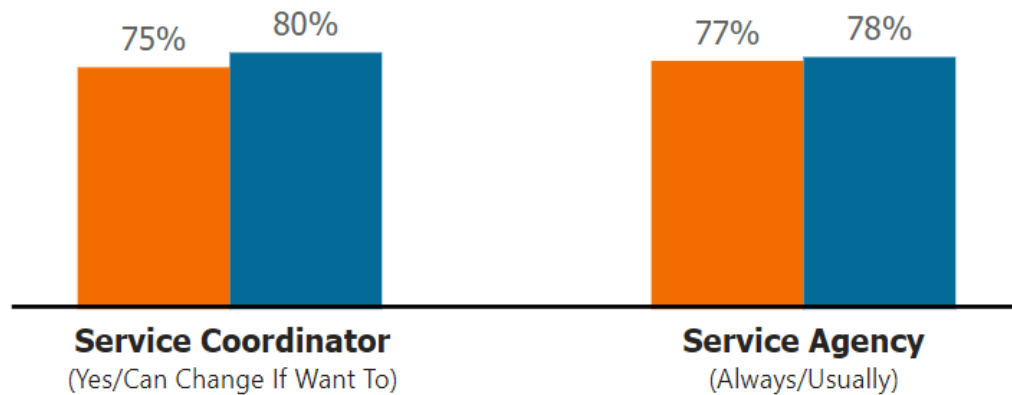
94%
(Always/Usually)
CA Average: 89%

NCI Family Guardian Survey 2019-2020

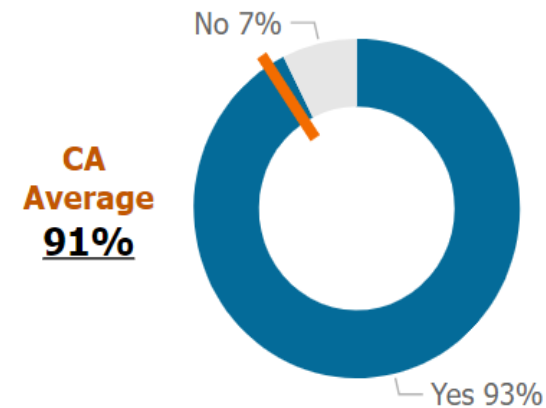
Choice Indicators

- CA Average
- Regional Center Selected

Do Families Say They Can Choose Or Change Who Works With Their Family Member?



Do Service Providers Work Together To Provide Supports?

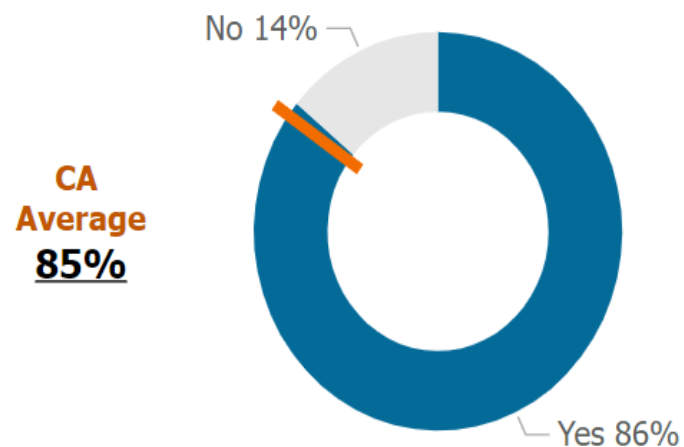


NCI Family Guardian Survey 2019-2020

Community Participation Indicators

Does Their Family Member Participate In Community Activities?

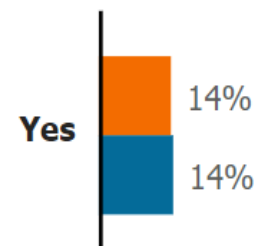
- CA Average
- Regional Center Selected



Are There Community Resources That Family Can Use Outside Of The Regional Center?



Does Family Participate In Family-to-Family Networks In Their Community?



NCI Family Guardian Survey 2019-2020

Information & Planning Indicators

● CA Average
● Regional Center Selected

Does Their Family Member Have An Individual Program Plan (IPP)?

93%

(Yes)

CA Average: 91%

Did Family Get Copy Of IPP In Their Preferred Language?

91%

(Yes)

CA Average: 91%

Does Family Get Information In Their Preferred Language?

98%

(Yes)

CA Average: 98%

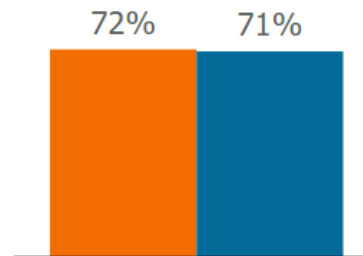
Does Family Think Information Is Easy To Understand?

91%

(Always/Usually)

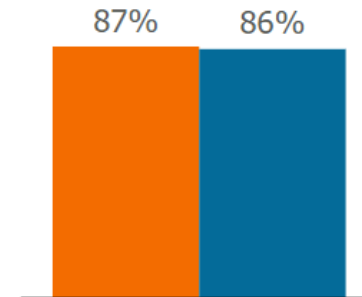
CA Average: 89%

Does Family Get Enough Information To Participate In Planning Services?



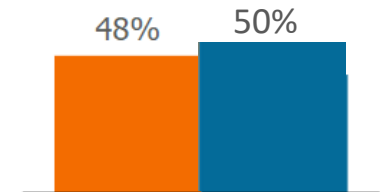
Yes
(Always/Usually)

Does Service Coordinator Respect Family's Choices And Opinions?



Yes
(Always/Usually)

Did Family Discuss How To Handle Emergencies At Last IPP Meeting?



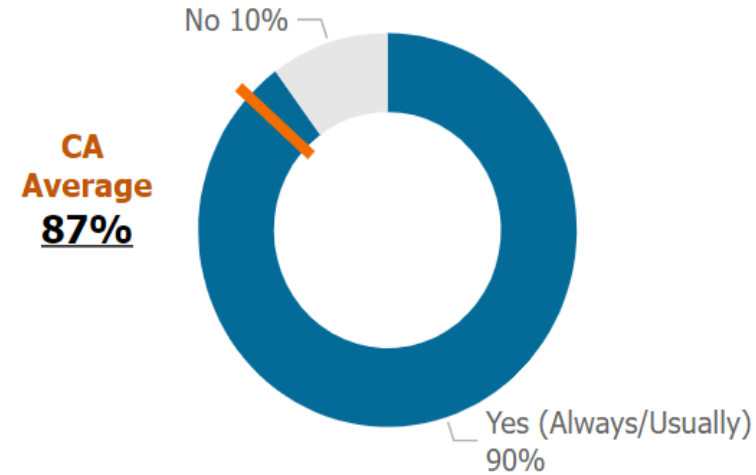
Yes
(Topic Was Discussed)

NCI Family Guardian Survey 2019-2020

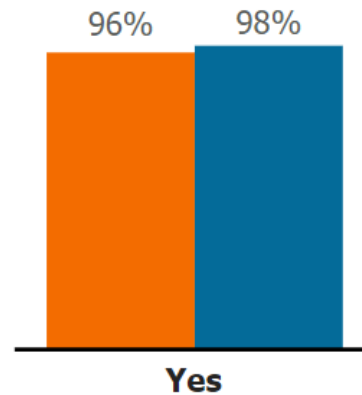
Satisfaction Indicators

- CA Average
- Regional Center Selected

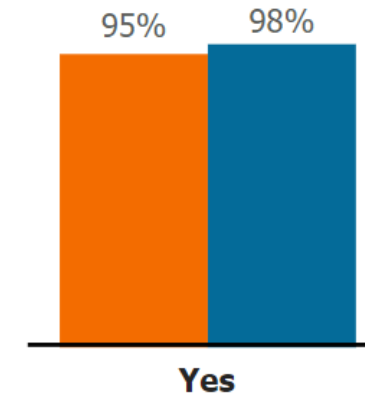
Are You Satisfied With Current Services And Supports Your Family Member Receives?



Do Services and Supports Help Their Family Member Live A Good Life?



Have Services And Supports Made A Positive Difference In Their Family Member's Life?



Implementation Recommendations

Enter your suggestions into the
Chat function

or

Send email to:

publicinput@harborrc.org

Ideas or suggestions on how HRC
can improve?

COMMITTEE REPORTS



● ARCA	Joe Czarske
● Audit*	LaVelle Gates
● Board Development	Joe Czarske
● Board Planning	Thao Mailloux
● Client Advisory	David Gauthier
● Community Relations	Thao Mailloux
● Retirement	Fu-Tien Chiou
● Self-Determination	Antoinette Perez
● Service Provider Advisory	Paul Quiroz

*Indicates Action Required

**Harbor Regional Center
Audit Committee Meeting
December 6, 2021**

Meeting Minutes

In attendance: LaVelle Gates (Chair), Paul Quiroz, Joe Czarske, Judy Wada, Ute Czemmel, Tes Castillo, Kristel Maikranz (AGT), and Randal Burris (AGT)

Minutes:

The Audit Committee held a meeting on December 6, 2021 at 2:00 pm via Zoom.

Fiscal Year 2020-21 Audit

Kristel Maikranz from AGT presented the committee with the draft Financial Statements and draft Report to the Board of Trustees for the Fiscal Year 2020-21. The committee reviewed the Schedule of Findings and Questioned Costs. Kristel reported that AGT will be issuing an unmodified opinion on the financial statements audit and federal awards. There were no material weaknesses identified and no significant deficiencies reported. This is the highest level of assurance that can be given.

The committee reviewed a comparison of the Statements of Functional Expenses for Fiscal Years 2019-20 and 2020-21.

Following a discussion among the committee members and AGT, the committee approved the draft Financial Statements as presented. After approval of the draft Financial Statements, the audit committee members went into executive session with AGT.

Judy Wada will present the Financial Statements to the Executive Committee on January 4, 2022, and AGT will present the Financial Statements to the Board on January 18, 2022. Preparation of the Form 990 will then take place for submission to the Executive Committee on May 3, 2022 and subsequent distribution to the full board. Filing deadline for the Form 990 is May 15, 2022.

uc

Subsequent Events

On December 21, 2021, the Audit Committee approved the two-year extension to HRC's contract with AGT. AGT will conduct the Financial and Compliance Audits and prepare Federal and State Exempt Organization Returns for Fiscal Years 2021-22 and 2022-23.

**Harbor Developmental Disabilities
Foundation, Inc.**

Torrance, California

REPORT TO THE BOARD OF TRUSTEES

June 30, 2021

DRAFT

To the Board of Trustees
Harbor Developmental Disabilities Foundation, Inc.
Torrance, California

We have audited the financial statements of Harbor Developmental Disabilities Foundation, Inc. dba Harbor Regional Center, a California nonprofit corporation (the Foundation), as of and for the year ended June 30, 2021, and have issued our report thereon dated **DATE**. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated July 1, 2021, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of its respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Foundation's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Foundation solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm, and our network firms have complied with all relevant ethical requirements regarding independence.

Safeguards have been implemented to reduce the threats on our independence. These safeguards include continuing education related to independence and ethics requirements; external peer review of our firm's quality control system; our firm's internal policies and procedures which are designed to monitor compliance with the independence requirements; and, the involvement of another firm member who is responsible for completing an independent technical review of the financial statements.

Qualitative Aspects of the Organization's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Foundation is included in Note 1 to the financial statements. As described in Note 1 to the financial statements, during the year the Foundation adopted ASU 2018-08, Topic 605. The update addressed whether a grant, contract, or agreement is a contribution or an exchange transaction based on whether the Foundation is receiving commensurate value in return. The adoption of the ASU had no material effect on previously reported net assets. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimate affecting the financial statements are the estimate of receivables and allocation of functional expenses.

Management's estimate of the receivables is based on management's historical experience. Management's estimate of the functional expense allocation is based on the proportion of staff salaries applicable to each program. We evaluated the key factors and assumptions used to develop the estimates and determined that they are reasonable in relation to the basic financial statements taken as a whole.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The financial statement disclosures are neutral, consistent, and clear.

Significant Difficulties Encountered During the Audit

We encountered no significant difficulties in dealing with management relating to the performance of the audit.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. None of the misstatements identified by us as a result of our audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Foundation's financial statements or the auditors' report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain representations from management that are included in the management representation letter dated DATE.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Foundation, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating conditions affecting the Foundation, and operating plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Foundation's auditors.

This report is intended solely for the information and use of the Board of Directors and management of Harbor Developmental Disabilities Foundation, Inc. and is not intended to be and should not be used by anyone other than these specified parties.

DATE

AGT CPAs & Advisors
Redding, California

DRAFT

Harbor Regional Center
Board Development Committee Meeting

November 10, 2021

Meeting Minutes

In attendance: Chris Patay (President), Paul Quiroz, Patrick Ruppe (Executive Director) and Jennifer Lauro (Executive Assistant)

Absent: Joe Czarske (Chair), Ann Lee (Vice-President), Ron Bergmann, LaVelle Gates

Minutes:

The Board Development Committee held a meeting on November 10, at 3:00 pm via zoom to review the following:

- Board Composition update
- Board Training for 2022
- Board Development Committee meeting schedule for 2022

Next Meeting: Scheduled for December 8, 2021, if necessary

Harbor Regional Center
Board Development Committee Meeting

December 8, 2021

Meeting Minutes

In attendance: Chris Patay (Board President), Paul Quiroz, Joe Czarske (Chair), Ann Lee (Board Vice-President), Ron Bergmann and Patrick Ruppe (Executive Director) and Jesus Jimenez (Department Assistant)

Absent: LaVelle Gates, Jennifer Lauro (Executive Assistant)

Minutes:

The Board Development Committee held a meeting on December 8, at 3:00 pm via zoom to review the following:

- Board Composition update
- Board Training for 2022
- Board Development Committee meeting schedule for 2022

Next Meeting: Scheduled for January 12, 2022, if necessary

Harbor Regional Center
Board Planning Committee
December 8, 2021

Committee Members: Kim Vuong, Chair, Client and Board Member; Ann Lee, Board Member; Dee Prescott, Service Provider, Easter Seals Southern California; April Rehrig, Parent; Jackie Solorio, Parent/Board Member; Nancy Spiegel, HRC Director of Information and Development; Thao Mailloux, Director of Information and Development; Patrick Ruppe, Executive Director

For this meeting, members of the Board Planning and Community Relations Committees met jointly.

Others Present: Jesus Jimenez, HRC Executive Assistant

Members of the committee joined the members of the HRC Community Relations Committee on a presentation entitled, "Helping Officers Improve on How They Interact with People with Developmental Disabilities" by guest speakers, Juan Carlos Aguilar, Robin Hayes, and Susan Methven. Details of this meeting can be found in the meeting minutes of the Community Relations Committee, dated December 8, 2021.

Mission/Vision Statement

Nancy Spiegel shared that Harbor Regional Center's current Mission statement, vision statement, and core values were created with members of the Board Development Committee from September 2010 through 2012. It is important that HRC continues to be reflective of the work and community HRC represents and the committee will begin the process of reviewing our mission statement tonight by brainstorming initial ideas the committee may have.

Committee members reviewed the current mission statement and discussion was held regarding how the current mission statement is viewed and understood. Committee members were in agreement to revise the language and terms within the current statement. Patrick Ruppe shared that HRC is currently exploring potential consultants to facilitate additional discussions and workgroups to envision the changes to HRC's mission, vision, and core values.

Supplemental materials will be shared with committee members as ongoing review and dialogue will continue in the upcoming months.

Harbor Regional Center
Client Advisory Committee
November 13, 2021 via ZOOM
Minutes

Members Present: Debbie Howard, Kelly Sutton, Rita Teodoro, Mead Duley, David Gauthier, Deaka McClain and Kim Vuong

HRC Staff Present: Erika C. Landeros

Other: Jenelle Reyes, Life Steps Staff

Call to Order & Minutes Approved

Meeting commenced at 1:06 p.m.

Minutes for 08/14/2021 were reviewed (approval not needed as quorum was not met).

Kim Vuong was voted into the CAC as a member by the Client Advisory Committee as this is her 4th meeting.

Welcome

- Erika Segovia was introduced to CAC as our new Manager of Diversity and Inclusion (reviewed HRC's Service Map), she prepared a statement for us explaining her role.
- Elizabeth Garcia-Moya, Provider Relations Specialist provided a statement for HRC updating us all on day programs with on site services being discussed and how services continue being hindered by a shortage of staff. Center for Learning Unlimited (CLU) was presented to the CAC. Day Service Providers were provided with the

information regarding funding available through DDS in order to come into compliance with HCS Final Rule by March of 2021; they submitted their proposals by November 12th, DDS will make the final decision as to whom will receive the funding.

- Elizabeth Garcia-Moya also provided updates regarding the Paid Internship Program (PIP) and the CIE Incentives.

CAC Member Updates

David shared with CAC that he attended the Board Retreat on 10/09/2021 where diversity, language and the goals were discussed sharing that the discussions held were very informative and eye opening. He also shared with team that ASL and DHH person was going to be hired at HRC. This led to the CAC having a discussion on diversity and inclusion and being mindful of words/labels being used.

By Deaka: She attended DDS CAC meeting virtually, on September 28, 2021 and October 26, 2021. Presentation of personal care and assistance and assessments were discussed as well as generics. Judy Taimi is now the committee liason, replacing LaWanna Blair. Transition into adulthood were discussed, Bjoern Peterson, Manager at HRC, shared how HRC is assisting our clients and family during the COVID epidemic. Brent Fryhoff, Manager at HRC, presented Alternative Services along with Employment First initiative.

Deaka met with DDS CAC on 06/09/2021 and the team has decided to create a Safety Presentation to assist clients on how to prevent becoming victims of domestic violence. Next meeting will be held on 11/16 and 11/17/2021.

Deaka then presented CAC DDS training course “Think, Plan, DO...Professional Image.” CAC Team viewed video together then went through the handouts having an interactive discussion on setting goals, developing a plan, and how to make a plan. Erika will be mail forms/package to all CAC Members next week.

HRC Updates

Kris Zerhusen was not able to be present for meeting but provided updates to be shared. Self Determination continues being an option for all HRC clients (since June 7, 2021). All staff at HRC is trained with SD as well, there is also a link on HRC's website in case anyone is interested in learning more about SD.

DDS directive still stands for face to face visits for quarterly and IPP meetings in both group homes and supportive living, if a client however elects, he/she can request meeting alternatively, i.e. via zoom.

HRC submitted 7 grant requests to DDS, 5 were approved, total award of \$514,360.

2022 Calendar dates for CAC Meeting were discussed and voted on with dates being:

02/12/2022	at the Torrance site or ZOOM
05/14/2022	at the Long Beach site or ZOOM
08/13/2022	at the Torrance site or ZOOM
11/12/2022	at the Long Beach site or ZOOM

Requested items for next Meeting

- Invite Erika Segovia (community specialist)
- Cal Able Information requested
- Cori Reifman to present on wages and benefits.

Adjournment

Meeting adjourned at 2:53 p.m.

Next CAC Meeting

HRC Client Advisory Committee Meeting
11/13/2021

The next CAC meeting will be held on Saturday, February 12, 2022 from 1:00 p.m.- 3:00 p.m. Meeting to be held via ZOOM if the stay at home order within Los Angeles County is still in place; if the county allows in person meetings, then the meeting will be held at the Torrance site with the option to ZOOM as requested by the CAC. Erika Landeros will communicate the location of meeting closer to the day of the meeting.

Harbor Regional Center
Community Relations Committee
December 8, 2021

Committee Members: Ann Lee, Chair, Board Member; Kim Vuong, Client and Board Member; Jackie Solorio, Parent; April Rehrig, Parent; Dee Prescott; Service Provider, Easter Seals Southern California; Nancy Spiegel, HRC Director of Information and Development; Thao Mailloux, HRC Director of Information and Development, Patrick Ruppe, HRC Executive Director

For this meeting, members of the Board Planning and Community Relations Committees met jointly.

Guest Speakers: Juan Carlos Aguilar, Psychologist, Columbus/HRC Consultant; Robin Hayes, HRC Forensic Specialist; Susan Methven, HRC Client Services Manager

Others Present: Jesus Jimenez, HRC Executive Assistant; Steve Goclowski, HRC Clinical Manager

Building Relationships with Law Enforcement Agencies:

Guest speakers, Juan Carlos Aguilar, Robin Hayes, and Susan Methven provided a presentation entitled “Helping Officers Improve on How They Interact with People with Developmental Disabilities.” The presentation focused on several key factors regarding raising awareness within local law enforcement agencies about specific diagnosis, common characteristics, and examples of behaviors for some individuals who have an intellectual/developmental disability. The presenters also shared progress regarding HRC’s initiatives in working with several local law enforcement agencies throughout Los Angeles County, including Long Beach Police Department (LBPD), Redondo Beach Police Department, and Torrance Police Department (TPD). HRC team has encouraged police departments to offer toolkits including blankets or fidget toys for clients whom they encounter. HRC team has also worked with Lakewood Risk Assessment and Management Program, Norwalk Sheriff’s Department, and Lakewood Sheriff’s Department.

Members of the committee commented on the importance of HRC’s outreach and education efforts. Discussion was held regarding whether various law enforcement agencies will utilize HRC’s training, if the training will include a person with a disability, and if HRC can collaborate with other regional centers and LA County Superior Court. Suggestions were noted and will assist HRC in the future to expand this initiative with service providers and HRC clients. HRC currently participates in several collaborative efforts throughout the county (i.e. Multi-Agency Advisory Board (MAAB) a multi-agency/county collaborative, CBEN on crises, etc). Additional suggestions from committee members include expanding training to service providers in supporting HRC clients who encounter law enforcement as well as, sharing HRC’s efforts with a Long Beach organization called Citizen Advisory Commission on Disability (CACOD).

Patrick Ruppe envisions establishing a long-term relationship between HRC and law enforcement agencies that will continue to lead to positive impact and outcomes for HRC clients and families. HRC will continue outreach to law enforcement agencies throughout our service area, work proactively to build ongoing channels of communication, provide training on

developmental disabilities, and help these agencies to be more aware of regional centers as a resource.

At the conclusion of this presentation and discussion, committee members joined the members of the HRC Board Planning committee on a review and discussion regarding the revision of HRC's Mission statement. Details of this meeting can be found in the meeting minutes of the Board Relations Committee, dated December 8, 2021.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 6, 2021

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:02 PM on Wednesday, October 6, 2021 via Zoom. Quorum was established at start of meeting.

Committee Member Present

Deaka McClain, Client
David Oster, Client
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Linda Chan-Rapp, Parent
Rosalinda Garcia, Parent
Julianna Martinez, Parent
Sunghee Park, Parent (BBT)
Miriam Kang, Parent

Committee Members Absent

Patricia Jordan, Client

HRC Staff Present

Antoinette Perez – Director of Children's Services
Judy Taimi- Director of Adult Services
LaWanna Blair– Director of Early Childhood Services
Josephina Cunningham – Client Services Manager
Donna Magana- Client Services Manager
Ashley Brown- Intake Manager
Liz Cohen-Zeboulon – Client Services Manager
Bjoern Peterson – Client Services Manager
Katy Granados- Client Services Manager
Jessica Guzman-Client Services Manager

SCDD Staff was absent

Abbreviations

HRC: 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
SC: Service Coordinator

Visitors

Fernando (LRA)	Jamie Van Dusen	Erin Hardimon	Paul Quiroz	Whitney Williams
Reiko Umeda	Melissa Jones	Sheila Jordan	Vianey Gomes	Sheila Jones

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 6, 2021

Welcome

Introductions of committee members and guests – Via Chat on Zoom

Approval of Minutes:

Quorum was established. August 4, 2021 and September 1, 2021 minutes were approved with revisions.

Harbor Regional Center Monthly Update – Katy Granados – Client Services Manager and Antoinette Perez, Director Children’s Services:

This information is from September 2021

- # of Participants with completed PCP’s: 5
- # of Participants with approved Budgets: 14
- # of Participants with completed Spending Plans: 27
- # of Participants who have gone live with SDP: 30, as of 10/1/2021
 - HRC is working on developing a tracking system for this information
- Orientations: Since May 2021
 - 276 families have completed our SDP orientation (168 are from Children and Early Childhood Departments and 108 from the Adult Department) *this does not include those in the initial roll out
 - 8 registered for October
 - HRC is looking to develop orientations in Korean language due to increased interest in this community
 - HRC has seen a decrease in orientation registrants; it is unknown as to why there is decrease interest.
 - Possibly due to the lifting of suspension social and rec as well as participant directed services
- Fair Hearings and Outcomes: No changes
- Resource Development: Constantly developing resources. ARCC no longer providing FMS SDP services.
 - SDP modules to be utilized as a supplement self-paced orientation. It should be used as a refresher.
- Implementation funds FY 20/21
 - Skills 4 Care: Korean speaking parent has finally completed all required work to become an SDP parent mentor and would be available to support families. Currently has 2 Spanish speaking mentors
 - Presentation to Service Coordinators
 - 12 families have been contacted at least once and following up every 2 weeks to provide additional assistance
 - Currently providing resources, FMS list, IF information
- State awarded SDP Positions
 - HRC was awarded 3 positions (1 fiscal and 2 service coordination)
 - Job descriptions have been completed and will be posted next week

Statewide Updates:

- No updated information at this time

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 6, 2021

Partner updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

- School districts are no longer offering distance learning. He shared a link regarding clarification on new directive regarding IEP services. <https://www.cde.ca.gov/sp/se/ac/ab130faq.asp>

State Council – No representative at this meeting.

- Expecting to assign someone soon

Action items:

- **2021-2022 implementation Funds RFP (Request for Proposal) update**
 - Antoinette will meet with Rosalinda to further discuss. Once this is completed, this will be shared with committee.
 - The RFP is currently under review and if significant changes are made, this will be shared to the committee.
 - Linda made suggestion that the posting can be
- **Member Status**
 - Rosalinda followed up with board members and both are still interested in being a part of the
 - Members should reflect the population HRC serves; add latino members
 - 11.8% Asian- only requires 1 and currently over represented by 1
 - 10.8% African American- requires 1 and currently over represented by 1
 - 41.8% Latino- need 3.3 and currently have 2 (missing 1)
 - 14.1 Other- have 1
 - As replacement opportunities open up, the board will seek to replace using this guide.
 - Guidelines for attendance was discussed- Miriam shared that this is of concern if a population is not represented due to not attending- This will be added in next month's meeting
- **Structure and use of meetings going forward- What is the most efficient way to run the meetings?**
 - Possible ongoing presentations and inquired suggestions on presenters moving forward, how to hire/fire staff, how to replace, how to create contracts with providers
 - Different part of the SDP process
 - Understanding FMS and IF, suggested a meet and greet FMS, understanding the budget process vs. spending plan, prioritizing presentations
 - Clients whose cases are live in SDP share their experiences
 - Families to come and share resources including social and rec- how individuals are using SDP
 - Share experiences of what is and is not working
 - SDP Statewide updates/changes, Review of generic services in the HRC area
 - 5 year plan for the committee
 - Linda offered to reach out to SDP Conference resources to present at the meeting in the future
- **How to address personal/specific issues that are brought up to the advisory committee**
 - Can be submitted by e-mail or redirected back to HRC staff
 - If someone agrees to talk about their personal journey, they should be advised that this is a public forum to limit any information they do not want to be shared
 - Erin- asked if there are subcommittees that handle specific situations and one representative can share with the advisory while omitting personal information

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
October 6, 2021

Public Comments:

- Melissa Jones asked if families that have attended other RC's orientation would need to take HRC's orientation- HRC shared that other orientations are honored
- Linda asked where individuals/families are in the process when being referred to SDP Mentor/Coaching program
 - Paul responded that they are in different stages of the process and they are receiving positive feedback from the community
- Linda asked if there is a limit or wait list of IF's in the area- Paul shared that IF may not always call back however they have not received a call stating that they are not available.
- IF's are limited in the area and there is information in the community that there are wait lists (some of 2 years)
- Erin expressed concerns regarding the attendance of committee members and shared interest to join.
- Melissa- expressed that there are no clear directions on what happens after the budget is certified and shared with the family. Recommended that HRC share with families the spending plan
 - HRC SC transfers the family/IF's spending plan into HRC's format
- Sheila- asked if we have a flow chart and can HRC add an e-mail address on their website specifically SDP to address their concerns/issues
 - HRC is working on developing a flow chart and will consider the e-mail address
- Paul agreed to assist in finding an FMS to participate as a presentation next month

Next meeting: November 3, 2021 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 7:36 PM.
Minutes submitted by Katy Granados

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
November 3rd, 2021

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:00PM on Wednesday, November 3rd, 2021 via Zoom. Quorum was not established at start of meeting, but was established efficiently prior to meeting minute approval.

Committee Member Present

Rosalinda Garcia, Parent
Deaka McClain, Client
David Oster, Client
Johnanthony Alaimo, Office of Client Rights Advocacy Representative
Linda Chan-Rapp, Parent
Patricia Jordan, Client
Miriam Kang, Parent
Julianna Martinez, Parent

Committee Members Absent

Sunghee Park, Parent (BBT)

HRC Staff Present

Patrick Rupee - Executive Director
Antoinette Perez – Director of Children’s Services
Judy Taimi - Director of Adult Services
LaWanna Blair - Director of Early Childhood Services
Josephina Cunningham – Client Services Manager
Donna Magana - Client Services Manager
Ashley Brown – Client Services Manager
Katy Granados- Client Services Manager
Jessica Guzman-Client Services Manager
Brenda Bane – Service Coordinator

HRC Staff Absent

Liz Cohen-Zeboulon – Client Services Manager
Bjoern Peterson – Client Services Manager
Jessica Eich – Client Services Manager

SCDD Staff Present

Christofer Arroyo
Albert Feliciano
Lia Cervantes Lerma

SCDD Staff Absent

Brianna Reynoso

Abbreviations

HRC: Harbor Regional Center
IF: Independent Facilitator

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
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November 3rd, 2021

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

Visitors

Lucy Paz (Interpreter)	Jamie Van Dusen(DDS)	Erin Hardimon	Paul Quiroz	Elia Lopez
Whitney Williams	Reiko Sakuma Umeda	Celia Pena	Amelia Castellanos	
Shelia Jones	Kyungshil Choi	Yvette Torres	Maria Zavala	Juliana Martinez
Martha DeLa Torre				

Welcome

Introductions of committee members and guests – Via Chat on Zoom

Chris Arroyo introduced new staff members (Albert Feliciano and Lia Cervantes Lerma). Albert spoke briefly as the new advocate at state council. He came from a regional center (as a community services specialist and service coordinator). Also worked as a service provide for 10 years. 16 years field experience. Lia briefly introduced herself as well. She is a mother of a child with Down Syndrome. She has a history working as a therapist and support group facilitator.

Approval of Minutes:

Quorum was established; 7 committee members present during the zoom meeting (one was added later on in the meeting). October 6th 2021 minutes posted and available for viewing on HRC website. Linda noted changes – page 3 under action items (2021-2022 implementation of funds RFP update) the last part of the note was cut off. Katy fixed it. John Anthony noted one change – under member status the note was cut off. Katy fixed it. Meeting minutes were approved as amended – Linda motioned first and David Oster seconded this motion. The rest of the committee voted to approve the minutes via Zoom chat. Meeting minutes successfully approved.

Harbor Regional Center Monthly Updates: Antoinette Perez, Director Children’s Services:

Antoinette noted that the information is being presented in a different format and an “HRC SDP” Power Point presentation was shared on the screen:

- Soft Roll Out Participants
 - Total Participants Selected: **139**
 - Remained in SDP: **95**
 - Withdrew: **37**
 - Moved out of State: **2**
 - Transferred Out (to another RC): **3** – when they left HRC they were in SDP, but unsure if they continued in SDP with the next RC.
- Of the **95** SDP soft roll out participants,
 - Live as of 07/01/2021: **24**
- Orientation Data
 - Soft Roll Out who completed orientation: **115**

HARBOR REGIONAL CENTER
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November 3rd, 2021

- Individuals interested in SDP as of 07/01: **282 (in addition to the 115 aforementioned)**
 - Total Fully Oriented: **397**
- Miriam asked why there has not been produced data for all of the regional centers since the soft roll out (July 1st). Antoinette asked for specifics. Miriam clarified that she does not believe DDS sent any data past June 2021. Antoinette stated that there are updates on DDS' website. Jamie (DDS) stated that the federal programs department are working on updating the FAQs, but that she would get back to us with an answer. Antoinette also explained that all of the regional centers do a monthly SDP report. Miriam stated that it is interesting that she has not seen any collective data for all of the regional centers. Rosalinda will also bring back information if she is privy to it.
- David stated that he believes if an individual is in SDP and they move out of area, they would still be a part HRC and that this is only for SDP participants (he stated he was referencing a presentation from Judy Marks). Antoinette clarified that catchment areas still apply in both traditional and SDP. She also clarified that if an SDP participant moved out of HRC's catchment area, that case would be transferred to the appropriate regional center, but the individual would still remain in SDP. This is because each regional center services their local community.
- Jamie stated (via chat) there are **873** SDP participants statewide.
- We continued with HRCs SDP data presentation
 - # of participants with completed PCP's
 - Soft Roll Out: **23**
 - Since 07/01: **16**
 - # of certified budgets
 - Soft Roll Out: **26**
 - Since 07/01: **38**
 - # of approved Spending Plans
 - Soft Roll Out: **24**
 - Since 07/01: **39**
 - # of SDP live participants
 - Soft Roll Out: **24**
 - Since 07/01: **13**
- Patrick noted discrepancy between the number of approved Spending Plans and the number of certified budgets since the amount of certified budgets were one less than the approved Spending Plans. Antoinette stated that this is likely a mathematical error as we cannot have an approved Spending Plan without a certified budget first. Katy explained that we will double-check numbers, but also mentioned that there are some issues with FMS agencies and families moving forward.
- Fair Hearings:
 - Have not had many. There is one pending which involves how we establish dollar amounts for services and unmet needs. We establish the amount (per DDS directive) by taking the service in the traditional service delivery system and taking the rate and putting that in the budget. This family believes we should not put the average but we should put the amount the family wants.
- Budget and Cost Neutrality
 - Other RCs have seen budgets double or triple in the second year. HRC has not noticed this, but we are seeing growth, mainly with individuals moving into their second year with SDP.

HARBOR REGIONAL CENTER
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- RFP Update
 - Rosalinda met with Angela Woods and the RFP was finalized. Angela made adjustments and edits. Linda has reviewed it. The last step is to post it. The process is moving forward as planned.
- Success Stories for Skills 4 Care
 - 15 total families receiving coaching
 - 11 English speaking
 - 4 are monolingual
 - 1 recent referral (one contact)
 - 3 (three contacts)
 - 5 (four contacts)
 - 6 (more than five contacts)
 - Some difficulties reaching out to FMS providers. Each family has their own challenges. There is some difficulty finding IFs, so Skills 4 Care continues to thoroughly guide families. There are also some families who are difficult to reach
 - All families have been contacted at least once. It is a drawn-out process due to the amount of back and forth waiting to hear back from families.
 - IFs and FMS agencies are the main barrier families are dealing with.
- Antoinette shared that she will work with Paul and after the holidays there will be data presented regarding Skills 4 Care
- We are recruiting for the SDP positions that we were awarded.

Statewide Updates:

- None – there is a meeting next week and updates will be provided thereafter

Partner Updates:

Office of Clients and Rights Advocacy – Johnanthony Alaimo

- No particular updates, but offered contact information for individuals who have questions or need further guidance.

State Council – Chris Arroyo

- Statewide SDP committee meeting on November 10th (information on the website).

Onboarding Process for FMS

- At the next meeting, a Community Services representative from HRC will provide an update

(Rosalinda will create an email for this committee)

FMS Agency – Yvette Torres from Acumen

- Two models offered: Bill Payer and Sole Employer Model. Acumen does not offer the Co-Employer Model. Yvette gave a brief explanation of the Bill Payer Model - Payments need to be made directly by the FMS and reimbursement is not allowed in this program. Example for bill payer model – you are the participant and enjoy music. Music is listed in the Spending Plan. FMS can make a payment to the music studio and they can purchase the guitar. If you want to hire direct staff – bill payer does not allow for employee/employer relationship.

HARBOR REGIONAL CENTER
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- Sole Employer Model – participant is the employer of reference. Some families are under the impression that this model gives them all responsibility, but that is not the case. FMS will obtain an Employer Identification Number on the participant's behalf and they will also process the employee's enrollment paperwork. FMS will also process their background checks and payroll. Participant/family sets rate and schedules. Participants/families have a burden cost they are responsible for in this model (i.e. worker's compensation, social security, insurance, etc.). This percentage of the burden cost can range anywhere between 14%-20%. At Acumen, the employee burden is 14.8%
- At the end of the year, employees receive W2s and vendors receive 1099s for tax filing.
- Questions
 - David stated she did not mention the Co-Employer Model. Yvette shared that this is because Acumen does not offer this model.
 - Deaka had a side question for Paul: She asked if there is a way we can get numbers of the people from Skills 4 Care if they feel the program is working and helping them. Paul clarified that they will provide a survey and work with Antoinette to collect data.
- Yvette provided her contact information via chat (she also speaks Spanish)

Public Comments:

- Maria had a question in the chat asking how much time it takes to send the authorization for the Spending Plan and when it would be reflected in E-Billing so the FMS can continue to process and begin SDP. Antoinette stated that an issue statewide is with accounting and budget amendments. In essence, it should take approximately one week (at minimum). If it does not happen within one week, they can reach out to the Service Coordinator. Miriam shared that her modifications to her budget (albeit small) went smoothly.
- Another comment – waiting for over a month for budget approval. Antoinette advised to speak with the director and provided the names for all of the directors at HRC.
- Johnanthony asked about clarification for social rec and if it is added to the budget. Antoinette stated they are adding social rec requests to budgets.
- Erin stated she was trying to do SDP for her son, but because he did not have a lot of services prior to the age of three, it did not make sense for her money-wise. She is now questioning this with the opening of social rec. Antoinette stated that it does not matter how many services an individual had in the past. Erin stated she did get information from her SC. Erin's son is getting a lot of services through the school district, but social rec can be added. Erin will reach back out to her SC.
- Patrick stated that we need to be patient with SCs and families since all of the social rec information is brand new and we are awaiting guidelines regarding funding.
- Additional question: How are social rec services implemented in the traditional system? Patrick reiterated the importance of patience as we are still working on policies and guidelines and an RFP for previous traditional social rec services. They are also looking to do a survey to the community to see what families are doing out in the community regarding socialization in attempts to locate social rec vendors. Some old providers have old rates, which are invalid at this point.
- David asked if the numbers of SDP is increasing or decreasing, we clarified that they are increasing.
- Julianna's question – she was looking for Linda, who had to leave early. Julianna then asked if social rec is restricted to age. Antoinette stated that it is for individuals 17 and under. Patrick clarified that this does not seclude us from funding for social rec for adults. Any age can access social rec.
- Martha's question – She asked when day programs will be opening again. Patrick stated that each program is reopening based upon their own timelines. Some programs are part-time, and others who have not started due to staff difficulties. The pandemic and employment market are causing some barriers. However, alternative services are still available. Discussions happen on a regular basis for re-opening day programs.

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
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November 3rd, 2021

Martha then asked if maybe in the New Year programs will be open. Patrick is hopeful, but cannot guarantee due to the aforementioned barriers. Antoinette shared that at the next Your Family Our Focus, they will give an update on day programs. It is scheduled for December 11th and Martha will be provided on how to register.

Next meeting: January 5th, 2022 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 7:35 PM.
Minutes submitted by Ashley Brown

PUBLIC COMMENT



- ❖ We have arrived at the time on our agenda for public comment.
- ❖ **Participants should now turn the “interpreter” at the bottom of your screen back to English.**
- ❖ We will call upon each person who has asked to address the Board through **CHAT**.
- ❖ We request that you limit your comments to two minutes.
Thank you.



CONTACT INFORMATION

❖ To **contact the Executive Office** / Para contactar la Oficina Ejecutiva:

-Patrick Ruppe, Executive Director (310) 543-0630

-Jennifer Lauro, Executive Assistant (310) 543-0632

-Jesus Jimenez, Bilingual Executive Office Department Assistant (310) 543-0606



❖ To **contact our Board**, submit an email to / Paraponerse en contacto con nuestra Junta, envíe un correo electrónico a: publicinput@harborrc.org

❖ To **locate your Service Coordinator** /Para localizar a su Coordinador de servicios:

<https://www.harborrc.org/post/contact-our-staff>

❖ To **file a Complaint** about HRC, or one of our employees or service providers and or to request a Fair Hearing, go to / Para presentar una queja sobre HRC, or uno de nuestros empleados o proveedores de servicios, y/o para solicitar una audiencia imparcial, vaya a:

<https://www.harborrc.org/complaints>



ADJOURNMENT

THANK YOU

**Next Board Meeting
March 15, 2022**

