

**SAN GABRIEL/POMONA REGIONAL CENTER  
DEVELOPMENTAL SERVICES, INC.  
BOARD OF DIRECTORS  
Minutes of the Meeting of the Board of Directors  
(A California Corporation)**

**September 26, 2018**

**ATTENDANCE**

The following members of the Board of Director's were present at said meeting:

**PRESENT:**

Joseph Huang  
Victor Guzman  
Gisele Ragusa  
Sharon Ehrig  
Preeti Subramaniam  
Mary Soldato  
John Randall  
Sheila James  
Georgina Molina  
Shannon Hines  
Penne Fode  
Julie Chetney

**STAFF:**

Keith Penman, Executive Director  
John Hunt, Chief Financial Officer  
Erika Gomez, Exec. Assistant BOD

**ABSENT**

Natalie Webber  
Anabel Franco

**A. CALL TO ORDER:**

Joseph Huang, called the meeting to order at 7:18 p.m. Roll call was taken and a quorum was established.

The minutes for the August 22, 2018 meeting were reviewed and approved by the Board.

**M/S/C (Soldato & Hines) The Board approved the minutes.**

**PUBLIC INPUT:**

- Carl Argila gave an update on the status of the case of his child; he also provided information on his blog.
- Julie Eby-McKenzie from State Council shared booklets (in English and Spanish) that speak about working and saving money.

**B. PERFORMANCE CONTRACT**

Carol Tomblin, Director of Compliance, presented the draft of the Performance Contract at the August 22, 2018 Board meeting. The Board had the opportunity to vote on the draft.

**M/S/C (Ragusa & James) The Board approved the Performance Contract report.**

**Abstain: Fode**

**C. EXECUTIVE/FINANCE COMMITTEE:**

John Hunt, Chief Financial Officer, reported on the following items:

**Financial Report**

- Operations – Based on the D-3 contract amendment, it is projected that the allocation will be sufficient to meet the projected expenditures, resulting in zero surplus or deficit for the year. SG/PRC's operations allocation for fiscal year 2017-18 was \$28,787,742. For the period subsequent to the last reporting, staff expended \$43,016 and \$28,188,206 has been spent year to date, with projected expenditures remaining of \$12,670.
- Family Resource Center – The allocation was sufficient to meet expenditures, with zero surplus or deficit for the year.
- Foster Grandparent/Senior Companion Program – SG/PRC is projecting a surplus of \$52,166 with \$2,777 in projected expenditures remaining
- Community Placement Plan – SG/PRC finished the fiscal year with a surplus of \$23
- Purchase of Service as with Operations – Projections are based on the D-3 Contract amendment.
- Regular Purchase of Services- Projecting a surplus of \$4,559,702. The POS allocation for fiscal year 2017-18 was \$210,062,542. For the period subsequent to the last reporting, staff expended \$3,042,454, and have paid for services in the amount of \$204,115,713 year to date, with late bills remaining in the amount of \$1,387,126.
- Community Placement Plan - projecting a small deficit of \$5,531, which will be covered in a future allocation.

**Winds Audit** – The auditors will be onsite starting October 22, 2018. The draft audit report will be presented to the Executive Finance Committee in January.

**D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE:**

Georgina Molina reported that the committee covered the Community Outreach Team Monthly Report as well as the Intake Statistical Data, Golf Tournament, and Self Determination.

**E. CLIENT SERVICES/ADVISORY COMMITTEE:**

Victor Guzman shared that the committee had a presentation on the Early Start program and Intake Services by Lupe Magallanes, Associate Director, Early Start and Intake Services.

**F. VENDOR ADVISORY COMMITTEE:**

Sharon Ehrig reported that the VAC subcommittees will start meeting again. The ILS SLS fair is scheduled for October 11, 2018 at 3:30pm at SG/PRC. Lastly, she recommended the following individuals for VAC membership:

- Shawna Brown-Acosta - Community Care Facility
- Michelle Mainez – Community Care Facility
- Bryan Cahcon – Other

**M/S/C (Fode & Hunt) The Board approved the recommendations, effective immediately.**

**G. STRATEGIC DEVELOPMENT COMMITTEE:**

Gisele Ragusa thanked the Board members that participated in the Board Survey. The committee reviewed the final results and will present the Board with the first draft of the Strategic Timeline in the near future. Also, the committee decided the training topic for the October Board training session, “Understanding Regional Center Compliance.”

**H. EXECUTIVE DIRECTOR’S REPORT:**

Keith Penman referred to the report in the blue section of the board packet, which includes his monthly Executive Director’s report. He also introduced Lucina Galarza, Associate Executive Director, Ernie Cruz, Community Services Director, and Tim Travis, Director of Federal Revenues and Clinical Services. All four Directors shared on the following topics:

- *Self Determination* – SDP Waiver application was approved by CMS on June 6, 2018. Selection of participants will occur on October 1, 2018. 95 individuals served by SG/PRC will be selected. Families will be notified by the end of October. A series of “train the trainer” sessions will start in the months following selection. Families will be trained in January. Future Advisory meetings are scheduled for the second Tuesday of the month at 6 pm (unless cancelled by Committee) and are open to the public.

- *Closure of Fairview*: There are 97 individuals remaining at Fairview, only one served by SG/PRC. This individual will be transitioned within the next month. The deadline for closure is December 2019. The deadline for closure of the non-secure treatment of Porterville is December 2020. There are currently 52 individuals there and 42 at Sonoma. The deadline for Sonoma is December 2018.
- *Caseload Ratios* - SG/PRC received a letter from DDS about the caseload ratios. Except for one, all areas were met. Staff sent DDS a plan of correction and are waiting to hear back.
- *Safety Net System* –There are state operated programs in Northern and Southern California with 5 bed facilities designed specifically for crisis management and intervention. There are waiting lists for these programs. There is a bill that if successful, would have Canyon Springs set aside 10 beds for short term crisis intervention.
  - SG/PRC is developing two Community Crisis Homes. One property has been acquired and a second property is pending acquisition. These homes will be four beds each. The service provider is Liberty Healthcare.
  - SG/PRC is also developing and Intensive Transition Service, as part of the Safety Net to transition 20-25 individuals statewide from Institutions for Mental Disease (IMD). The Service Provider is Merakey Allos.
  - Alta Regional Center and Far Northern Regional Center are developing similar services as statewide resources.
- SG/PRC was selected to receive the “Jane Small – Advocacy Award.” Victor Guzman and Julie Chetney will attend the recognition luncheon to receive the award on behalf of the agency.
- ARCA Meeting – The next meeting is scheduled for October 18, 2018.

## **ADJOURNMENT**

## **EXECUTIVE SESSION**

The Board held an Executive Session regarding a personnel matter.

**Next meeting on Wednesday, October 24, 2018 at 7:15 p.m.**

**BOARD MINUTES FROM THE SEPTEMBER 26, 2018 MEETING**

Submitted by:

  
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Julie Cheney, Board Secretary

Date 10/24/18