

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
Executive/Finance Committee Meeting MINUTES**

March 12, 2020

PRESENT

Gisele Ragusa, President
Joseph Huang, Immediate Past
President
Julie Chetney, 2nd VP
Mary Soldato, Treasurer

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of
Community Services
Dara Mikesell, Associate Director of
Community Services
Rosa Ham, Interim Chief Financial
Officer
Tim Travis, Director of Federal
Revenues and Clinical Services
Erika Gomez, Exec. Assistant – BOD
Laura Palma, Admin. Assistant

ABSENT:

Daniel Rodriguez, Director
Natalie Webber, Director
Anabel Franco, Secretary
Sheila James, 1st VP

RECOMMENDED ACTIONS

THE EXECUTIVE/FINANCE COMMITTEE RECOMMENDATION:

None

**ACTIONS TAKEN BY THE EXECUTIVE/FINANCE COMMITTEE
PURSUANT TO SECTION 20.04 OF THE BYLAWS**

All actions taken by the Executive/Finance Committee on behalf of the Board of Directors shall be reported at the next meeting of the Board. The actions taken by the Executive/ Finance Committee at this meeting were:

Approval of Financial Report- February 18, 2020 for services paid through January 31, 2020

ITEMS DISCUSSED

A. CALL TO ORDER

Gisele Ragusa, Board President, called the meeting to order at 7:15 pm. A quorum was not established.

The review and approval of the minutes from February 12, 2020 was tabled.

B. PUBLIC INPUT:

Dr. Ragusa introduced Larry DeBoer, Advisor to the Board of Lanterman Regional Center and mentor to the San Gabriel/Pomona Regional Center Board of Directors.

C. FINANCIAL REPORT

Rosa Ham, Interim Chief Financial Officer, reported on the following:

Financial Report

- *Operations*

The A-4 contract amendment received on February 07, 2020 has been added to this month report, the operations allocation for fiscal year 2019-20 is currently \$34,394,471.

For the month of January, the regular operations expenditures were \$2,920,303 and staff have spent \$17,173,604 year to date with expenditures remaining of \$14,139,737, resulting in a zero balance in allocation.

- *Restricted Funds*

1. The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.
2. The Foster Grandparent/Senior Companion, includes both programs: North (Lanterman) and South (Fairview), have a current allocation in the amount of \$1,140,094 with projected expenditures for the year in the amount of \$1,130,921 which leaves an allocation balance of \$9,173.
3. The Community Placement Plan (CPP) operations allocation is currently at \$1,786,472. Expenditures for the year are projected to be \$1,790,478 resulting in an allocation deficit of (\$4,006) which we expect to be funded in future allocations.

- *Purchase of Services*

**Please see attached.*

*** Please see "Attachments & Announcements" section.*

Staff did not receive any allocation in the A-4 contract amendment for Purchase of Services, the allocation in the amount of \$249,489,321 is the same as reported last month.

For the month of January, net expenditures were \$20,390,539, with year-to-date expenditures for services in the amount of \$130,901,399. Projected expenditures and late bills remaining are in the amount of \$117,164,002, resulting in an allocation deficit in the amount of (\$166,981) -0.1% of allocation. It is expected that full funding in future allocation will be received.

- Community Placement Plan (CPP) POS allocation is \$1,590,900. Expenditures projected to be \$1,590,900 resulting in a zero balance.

Independent Auditors Proposals – The committee was presented with two proposals for the next mandated independent audit, Harrington Group and AGT. These will be presented to the Board.

A – 4 Contract Amendment - This item was tabled and will be presented to the Board for review.

D. CONTRACT REVIEWS

Dara Mikesell, Associate Director of Community Services, presented the following contracts for review and/or approval. Because a quorum was not established, the contracts over a \$250,000 will be presented to the Board.

- Liberty Freedom
- Liberty Independence
- Brilliant Corners
- Merakey
- CBC
- Tonopah Residence

Tim Travis, Director of Federal Revenues and Clinical Services, presented the following contracts for review:

**Please see attached.*

*** Please see “Attachments & Announcements” section.*

- AB Psych Consulting
- Thomas Carrillo
- Edward Frey
- Heredia Therapy Group
- Mathess, Jennie Psy D.
- Psych Healing Counseling Center
- The Psychological Group

E. BOARD OVERVIEW

Board President Dr. Gisele Ragusa reported on the following:

- Bylaws – Feedback is being received slowly. Dr. Ragusa would like to form a taskforce to overlook this project. The Strategic Development Committee has provided a great deal of feedback.
- Agenda items for the March 25, 2020 Board meeting:
 - Contracts Review
 - POS Data Presentation
 - Discussion: SG/PRC response to Covid 19
- Agenda items for the April 8, 2020 Executive Finance Committee meeting
 - Discussion about Bylaws
 - Revising and updating the Whistleblower Policy
- Larry DeBoer, Advisor to the Board of Lanterman Regional Center and mentor to the San Gabriel/Pomona Regional Center Board of Directors, gave the opportunity for the committee to ask him questions. There were discussions about the following topics:
 - Whistleblower Policy process
 - Relationship between the Board and staff
 - Types of committees

F. INFORMATION:

Anthony Hill, Executive Director, reported the following:

- *DDS Review of Home and Community Based Services (HCBS) Waiver*
– DDS will conduct a programmatic review of the HCBS Waiver.

**Please see attached.*

*** Please see “Attachments & Announcements” section.*

The conference for the monitoring review will be held on May 18, 2020 at SG/PRC.

- *Self Determination* – Funds have been allocated to regional centers to support implementation of the Self Determination Program. DDS sent a letter providing guidance of the use of these funds.
- *AB 2024* – ARCA has expressed support for AB 2024, a bill to create an automatic, modest rate increase for developmental disabilities service providers when the state minimum wage goes up.

MEETING ADJOURNED

The next regular meeting will be held on April 2, 2020 at 7:15 p.m.

EXECUTIVE SESSION

The committee met regarding Paylocity.

**Please see attached.*

*** Please see “Attachments & Announcements” section.*