

SAN GABRIEL/POMONA REGIONAL CENTER

DEVELOPMENTALSERVICES, INC.

Minutes of the Meeting of the Client Services /Advisory Committee

April 22, 2020

A regular meeting of the Client Services/Advisory Committee was held on Wednesday, April 22, 2020. The following committee members were present at said meeting:

PRESENT

Mary Soldato
Pretti Subramaniam
Shannon Hines
Herminio Escalante
Jenny Needham
Sheila James

STAFF:

Anthony Hill
Lucina Galarza
Aaron Christian
Laura Palma

ABSENT:

Julie Lopez
Sherry Meng
Daniel Clancy
David Grisey
Victor Guzman
Ardena Bartlett
Ning Yang
John Randall
Louis Jones

ITEMS DISCUSSED

A. CALL TO ORDER

Committee member Shannon Hines called the meeting to order at 6:15-pm
A Quorum was not established.

-The minutes of February 26 and March 25, 2020 tabled.

B. PUBLIC COMMENT – None

C. CLIENT ADVOCATE – Elisa Herzog was not present. Ms. Lucina Galarza shared the following:

- SGPRC website includes resources for free delivery of groceries service.
- Cal Fresh currently providing extra resources; refer to website for additional information

D. Action Item- None

E. Committee Follow-up – Future training topics

- The committee agreed there will be no trainings for the next couple of months due to COVID19 restrictions.

F. Amendment of Board Bylaws

- Board of Directors is currently in the process of revising Bi-laws. Client Services Committee discussed the following recommendations to present to Board regarding Bylaws amendments:
 - ✓ Better description on the role and responsibilities of Client Services Committee.
 - ✓ Increase voting or decision making
 - ✓ Increase time for monthly trainings
 - ✓ Monitoring on what services are working well and which are not.
 - ✓ Receiving quarterly reports regarding frequency/and or outcome of Q.A monitoring, annual visits, Corrective Action Plans, investigations.
 - ✓ Report on DDS reviews
 - ✓ Clarification of Title 17 and Title 22 codes that apply to regional center
- Continue to address any questions or comments to Erika Gomez via phone call or email at egomez@sgprc.org.
- **DIRECTOR REPORT -Anthony Hill, Executive Director**
- Covid19 update- We continue to update through the following meetings:
 - ✓ VAC- weekly on Mondays from 10-12. All encouraged to attend.
 - ✓ Weekly community meetings are held every Tuesday at 10:00 am.
 - ✓ Surge plan reviewed- we have capacity for 30
- **Intake Report** – Lupe Magallanes, Associate Director, Early Start and Intake Services reported the following:
 - ✓ SG/PRC is the only center in the entire state conducting face to face assessments.

- ✓ Our referrals for Early Start intake are increasing weekly. Currently averaging in the mid-twenties.
- ✓ We continue to hold weekly psychological evaluations. Currently holding 24 assessments per week for Lanterman applicants and children that will be exiting Early Intervention.
- ✓ Continue to complete Early Start Multidisciplinary assessments. We hold 15-18 clinics per week
- ✓ We continue to provide support via telephone-for our multidisciplinary eligibility team conferences.

Project Check-In – Aaron Christian, Director of Client Services reported the following:

- ✓ Project Check-In has been very successful. We have made attempts to call every family / individual
- ✓ Letters sent out to individuals we could not reach by phone
- ✓ We have received overwhelmingly positive feedback.

G. ADJOURN

Chairperson Mary Soldato adjourned the meeting at 7:05pm.

The next Client Services/Advisory Committee meeting is scheduled for Wednesday, May 27, 2020. Meeting will be held remotely via Zoom.