

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
STRATEGIC DEVELOPMENT COMMITTEE MINUTES**

June 10, 2020

The following committee members were present at said meeting.

MEMBERS:

Julie Chetney, Chairperson
Joseph Huang
Gisele Ragusa
Bruce Cruickshank
Bill Stewart

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Aaron Christian, Director of Client Services
Joe Alvarez, Assistant Director of
Guadalupe Magallanes, Director of
Rosa Ham, Interim Chief Financial Officer
Carol Tomblin, Director of Compliance
Erika Gomez, Exec. Assistant - BOD

MEMBERS ABSENT:

RECOMMENDED BOARD ACTIONS

**THE STRATEGIC DEVELOPMENT COMMITTEE RECOMMENDS THAT
THEY TAKE ACTION ON THE FOLLOWING:**

None.

ITEMS DISCUSSED

A. CALL TO ORDER

Julie Chetney called the meeting to order at 6:02 pm. A quorum was established.

The minutes from the May 13, 2020 meeting were approved.

M/S/C (Stewart & Cruickshank) The committee approved the minutes.

B. PUBLIC INPUT

None

C. GOALS AND OBJECTIVES

- *Bylaws Feedback Discussion* – All Board committees have given their input of recommended amendments to the Board Bylaws. Dr. Ragusa reported that a taskforce was formed for this assignment and it has already met. All proposed changes will be reviewed by Enright & Associates as well as the Board members in July.
- *Mentorship* –Julie Chetney drafted a plan for mentorship of committee and Board members. The committee reviewed it and suggested changes. It will be reviewed again at the next meeting.
- *Strategic Timeline* – The members reviewed the following area of the Strategic Timeline
 - Board Survey

D. BOARD COMPOSITION

The members discussed the terms for SG/PRC Board of Directors. Six people have expressed their wishes to join the Board. The committee will interview these committee members.

E. AGENDA FOR JULY 8, 2020

- Bylaws Update
- Board Membership
- Mentorship
- Training Topics

F. COVID-19 UPDATE

Anthony Hill, Executive Director, reported the following regarding Covid-19:

- 95% of staff are working remotely.
- Surge Capacity – SG/PRC has secured locations to move clients from their residential homes due to Covid-19.
- Staff continue performing intake and eligibility assessments. Staff are wearing personal protective equipment when conducting the evaluations. While numbers slowed at first, they have since picked up. SG/PRC is the only regional center that never stopped conducting eligibility assessments.
- SG/PRC staff provide a surveillance report to DDS every morning and the data

- is also reported to staff, vendors, community members and Board of Directors.
- There is a day porter that cleans and disinfects throughout the day.
 - Staff continue to secure resources of PPEs for the service provider community and assist other agencies on SGPRC grounds to distribute mass quantities of PPEs.
 - Directors continue to meet every morning to assess the latest COVID-19 information.
 - SG/PRC continues to host weekly COVID-19 Vendor Advisory Committee Meetings and weekly Community Meetings.

G. ADJOURNED

The next Strategic Development Committee meeting is scheduled for Wednesday, July 8, 2020.