

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

July 8, 2020

The following committee members were present at said meeting.

MEMBERS:

Julie Chetney, Chairperson
Dr. 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, Director of Clinical Services
Willanette Steward/Satchell, Exec. Asst. (Mgmt.)
Johnny Pang, I.T. Manager

MEMBERS ABSENT:

Joseph Huang

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 6:03 p.m. A Quorum was established.

The Agenda was approved with no adjustments.

The Minutes from the June 10, 2020 meeting were approved.

M/S/C (Cruickshank & Ragusa) Motion Carried ~ The committee approved the minutes.

B. PUBLIC INPUT

None

C. GOALS AND OBJECTIVES

- *Bylaws Feedback Discussion* – Dr. Ragusa reported that the review of the bylaws has not been received yet from the Law Offices of Enright & Ocheltree. There has been a lot going on. Dr. Ragusa reviewed and provided the office with the error information, for adjusting. Still in the hands of our legal counsel.
- *Mentorship Document* –Julie Chetney reported she has not had much time to go over the policy, but will be doing so now that she has some extra time. Info will be sent out to all Committee Members. Dr. Ragusa stated there are 2 new members on the Board and hopefully they could be assigned a Mentor. Dr. Ragusa volunteered to mentor one; asked for a volunteer to mentor the second one. Julie Chetney volunteered. Discussion held on having a Zoom Mtg. w/Dr. Ragusa & Julie Chetney to meet with the two new members for a brief overview.
- *Training Topics* –
 - ~ The next training is scheduled for 7/22/2020 @ 7:15 p.m.; Update on Self-Determination. Will be conducted jointly between Aaron Christian and Lucina Galarza. Dr. Ragusa will send the link to everyone so that they can be invited and participate. Asked if anyone has any materials, please ensure they are sent out to the Board members. Per Mr. Christian, it will be via PowerPoint Presentation.
 - ~ Dr. Ragusa spoke about the required training regarding Performance Contract information that will be conducted by Dr. Carol Tomblin, which is due by October, 2020. (National Core Indicators training in October).
 - ~ Survey: Julie Chetney reported timeframe for return is August 1st.

D. BOARD COMPOSITION

Board Membership: New members were announced at the last meeting. Dr. Ragusa provided updates on the interest submissions. Asked that if there are others interested in participating, to please get their information to Erika Gomez. Dr. Ragusa also spoke about the largest Committee ~ which is the Client

Services/Advisory Committee, of which Shannon Hines is now the Chairperson.

E. AGENDA FOR AUGUST 12, 2020

- Bylaws
- Training Topics (Discussion held about this; Suggested to be board-oriented topics only)
- Interview one or two candidates (Suggested there not be a large amount of time between requests and interviews ~ all agreed)
- Survey Results

F. COVID-19 UPDATE

Anthony Hill, Executive Director, introduced Joe Alvarez, as the newly appointed Director of Clinical Services.

Reported the following regarding Covid-19:

- Spoke about the current surges/hot spots and named several affected counties.
- Vendor Re-Engagement plans.
- Unsustainable rate freezes / retainer payments / ongoing services.
- Expressed appreciation of SG/PRC's leadership for stepping up to the plate, handling issues.
- Will continue to build upon what we have established thus far, to keep up the good momentum for our community.
- Spoke about how our Regional Center is handling our workforce (currently at 98% working remotely). Provided information on how other Regional Centers are handling things at their Centers.
- Emphasized message he's promoting to staff ~ stay at home if you are sick. Masks are now mandatory when on-site. Office temporarily closed to the public.
- Suspended Intake and Early Start assessments for now ~ will make adjustments accordingly during this monitoring phase.
- Spoke about the "restrictive zones" within the agency ~ necessary to protect those staff who perform our critical functions.
- Concept of re-opening has been put on hold (DDS / Vendors / etc. are putting this off due to the surge).
- 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 (on Mondays) and weekly Community Meetings (on Tuesdays).

- Joe Alvarez provided individual stats on COVID-19; spoke about the spikes, presented information on the DDS report to the Committee. Further discussions were held regarding the report and review of it.
- Joe Alvarez also provided updated information on the County of Los Angeles and how younger people (18-40 y/o) are becoming infected more. Also spoke about the death of our colleague and the support that is being provided to the agency.
- Lucina Galarza reported on hot spots and specifically what is going on at Golden State Care Center; working with them on risk mitigation strategies.
- Lucina Galarza spoke about updated strategies with respect to information technology/remote options (RFI ~ Request For Interest) ~ Lending Library. Discussions held.
- Aaron Christian discussed PPE distribution. Made additional order requests due to the surge needs and the issue at Golden State Care Center. Also working with Parents Place, as they are distributing PPE to families directly.

G. ADJOURNED

Meeting adjourned at 7:11 p.m.

The next Strategic Development Committee meeting is scheduled for Wednesday, August 12, 2020.