

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

**June 24, 2020**

**ATTENDANCE**

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

**PRESENT:**

Gisele Ragusa  
Joseph Huang  
Sheila James  
Julie Chetney  
Anabel Franco  
David Bernstein  
Preeti Subramaniam  
Shannon Hines  
Natalie Webber  
Mary Soldato  
Daniel Rodriguez

**GUESTS:**

Sharry Lin  
Sally Milano  
Jacqueline Gaytan  
Julie Lopez  
Sherry Meng  
Penne Fode

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Rosa Ham, Interim Chief Financial Officer  
Aaron Christian, Director of Client Services  
Carol Tomblin, Director of Compliance  
Joe Alvarez, Associate Director of Clinical Services  
Willanette Satchell, Executive Assistant in Management  
Yvonne Gratianna, Manager of Community Relations and Communication  
Erika Gomez, Exec. Assistant BOD  
Daniela Santana, Manager, Fair Hearing and Behavioral Services  
Raquel Sandoval, Director of Human Resources

**ABSENT:**

John Randall  
Georgina Molina

**A. CALL TO ORDER:**

Gisele Ragusa, Board President, called the meeting to order at 7:18 p.m. Roll call was taken, and a quorum was established.

**B. PUBLIC INPUT:**

The video, "We are in this Together" was shown.

The minutes for the May 27, 2020 meeting were reviewed and approved by the Board.

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

**C. EXECUTIVE/FINANCE COMMITTEE**

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

**Financial Report**

Operations

- Based on the last contract amendment received (A-5), the operations allocation for fiscal year 2019-20 is currently \$34,763,449 SG/PRC is expecting to get the amendment A-6 soon, with allocation for OPS COVID expenses.
- For the month of April, the regular operations expenditures were \$2,305,919 and we have spent \$24,615,840 (77.7%) year to date, with expenditures remaining of \$7,051,247

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 \$1,138,138 which leaves an allocation balance of \$1,956.
3. The Community Placement Plan (CPP) operations allocation is currently at \$1,801,704. Expenditures for the year are projected to be \$1,919,623 resulting in an allocation deficit of **(\$117,919)**; deficit will be covered with regular OPS funds.

Purchase of Services - Based on the A-5 contract amendment, the total for Purchase of Services allocation is in the amount of \$249,489,321. Staff is waiting for A-6 allocation with approved POS COVID expenses. For the month of April, the regular Purchase of Services expenditures were \$20,911,387 with year-to-date expenditures for services in the amount of \$193,231,157 (77.9%). Projected expenditures and late bills remaining are in the amount of \$55,824,746 resulting in an allocation deficit in the amount of

***(\$1,157,482). POS expenses related to COVID19 are included in the OTHER ITEMS section (page two).***

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

**D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Daniel Rodriguez shared that the committee discussed changes to the Board Bylaws and the measures that SG/PRC has taken regarding Covid-19.

**E. CLIENT SERVICES ADVISORY COMMITTEE**

Mary Soldato reported the committee had a presentation on the BMRC Policy. The members reviewed and recommend it to the Board for approval. The Board made a few amendments and approved it.

**M/S/C (James & Rodriguez) The Board approved the BMRC Policy.**

**F. VENDOR ADVISORY COMMITTEE (VAC)**

David Bernstein shared that the Service Providers continue having weekly Covid-19 meetings via videoconference. The VAC has started to also have their regular VAC monthly meetings and the subcommittees are meeting regularly.

**G. STRATEGIC DEVELOPMENT COMMITTEE**

Julie Chetney reported that the committee plans to roll out the Board Survey shortly.

**RECOMMENDATION FOR BOARD MEMBERSHIP**

The following individuals were recommended for Board membership by the committee:

- Penne Fode - **M/S/C (Rodriguez & Weber) The Board approved the recommendation of Board membership.**
- Julie Lopez - **M/S/C (Franco & Hines) The Board approved the recommendation of Board membership.**
- Sherry Meng - **M/S/C (Rodriguez & Soldato) The Board approved the recommendation of Board membership.**

The Board appreciates the members terming off. Their contributions and impact have not gone unnoticed. Thank you, Joseph Huang and Anabel Franco.

## **H. NOMINATING COMMITTEE**

### **2<sup>ND</sup> TERM DIRECTORS – NOTICE:**

The Board conducted an election to confirm 2<sup>nd</sup> term Directors.

*Pursuant to Bylaws, Sections 6.01 & 7.01 Directors standing for re-election shall be voted on at the Annual meeting of the Board of Directors of the Corporation. Nominations for the first term Directors made pursuant to Article 21.03 can be acted on by the Board at the annual, special or regular meeting when a voting quorum is present. A majority of the votes cast shall elect a Director to the Board*

The following Directors will end their first term on the Board on June 30, 2020. Therefore, the Board must vote for the following individuals to continue to a second term on the Board of Directors starting July 1, 2020:

- Sheila James
- Gisele Ragusa
- Preeti Subramaniam
- Shannon Hines
- Mary Soldato
- Natalie Webber
- Georgina Molina

**M/S/C (Franco & Rodriguez) The Board approved the Directors to continue a second term.**

### **ELECTION – SLATE OF OFFICERS**

Julie Chetney reported on behalf of the Nominating Committee the following Proposed Slate of Officers to the Board of Directors for Fiscal Year 20/21

- Board President: Gisele Ragusa
- 1<sup>st</sup> Vice President: Sheila James
- 2<sup>nd</sup> Vice President: Julie Chetney
- Treasurer: Mary Soldato
- Secretary: Shannon Hines

**M/S/C (Franco & Rodriguez) The Board approved the proposed Slate of Officers.**

**I. BOARD OVERVIEW**

Dr. Gisele Ragusa shared the following information:

- Bylaws – All committees will have this item on their agendas. The draft was sent to Judy Enright and Associates and will also be shared for revision with committee members and the Board for approval.
- Board Training in July – The Board will receive training in on July 22, 2020 on Self Determination.

**J. EXECUTIVE DIRECTOR’S REPORT:**

Anthony Hill, Executive Director, went over his Executive Director’s Report regarding the Budget, social injustices and SG/PRC’s continuous response to Covid-19 (please see the attached detailed report). Mr. Hill and staff also shared on the following:

- SG/PRC will be used as an alternative location for children to receive therapy services.
- Lending library – there is a disparity issue with families not being able to do telehealth during these times due to lack of technology and staff are looking into addressing that issue.
- Surge capacity - surge registries can connect with ICFs.
- SG/PRC Staff- 80% of staff are working remotely. Intake and eligibility assessments never stop and continue to be scheduled.
- Re-engagement – the DS Taskforce and SG/PRC staff are waiting on approval from DDS on what vendors need to have on their re-engagement plan. So far, the plan needs to include an addendum, a pledge and a protection plan.

**EXECUTIVE SESSION**

None

**Next meeting on Wednesday, July 22, 2020 at 7:15 p.m.**

**BOARD MINUTES FROM THE JUNE 24, 2020 MEETING**

Submitted by:

*Gisele Ragusa*

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Gisele Ragusa, Board President

10/02/2020  
Date