

**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.  
VENDOR ADVISORY COMMITTEE MINUTES**

**October 1, 2020**

The following committee members were in attendance at said meeting:

**PRESENT:**

David Bernstein, Chairperson  
Olaf Luevano  
Nicole Mirikitani  
Valerie Donelson  
Jay Bhavsar  
Bryan Chacon  
Rosalind Ford  
Bryan Chacon  
Vanessa Besack  
Susan Stroebel  
Charmayne Ross  
Nancy Bunker

**STAFF:**

Anthony Hill, Executive Director  
Daniela Santana, Director of Client Services  
Joe Alvarez, Associate Director of Clinical Services  
Jaime Anabalon, Manager of Quality Assurance  
Johnny Pang, Manager of IT  
Erika Gomez, Exec. Assistant – BOD  
Lisa Brady, Interim Exec. Assistant - Management

**MEMBERS ABSENT:**

Michelle Mainez  
Jose Mendoza  
Baldo Paseta

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**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

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**A. CALL TO ORDER**

David Bernstein called the meeting to order at 10:04 a.m. A quorum was established. Introductions were made of the VAC members and staff participating via videoconference.

The minutes from the September 3, 2020 meeting were approved.

**M/S/C (Mirikitani & Stroebel) The committee approved the minutes.**

## **B. STAFFING - SHORTAGES AND STRATEGIES**

There was a discussion among the members about staffing issues that included the following:

- There has not been a lot of change, positively or negatively.

## **C. RE-ENTRY PLANS**

The following areas were discussed about the re-entry plans:

- There is a lack of referrals for Early Start
- Fairness with referrals
- Necessary clarity of the referral process
- Working together
- There are concerns about opening in November because providers do not know how much they will get paid.

## **D. VENDOR CATEGORY REPORTS**

### **Adult Programs**

*Vocational* – Olaf Luevano and Vanessa Besack shared the following:

- It is important to try to stay ahead of what may come up and be proactive.
- There are communication challenges with Service Coordinators, it seems not all the information shared with providers is being communicated with those in case management.
- Vanessa Besack's program started sending out personalized packets to individuals served via their program's transportation tier.

*Adult Day* – Rosalind Ford reported that the subcommittee had a meeting where the main topic was the reengagement plans. She also shared that for Supportive Employment, some individuals are participating again while others are furloughed.

### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross informed that The Parents' Place is handing out free PPE equipment in packs of six. They are also offering help to parents in early intervention and special education with a support group via zoom. Lastly, there was a conversation about SG/PRC's new encryption system and its challenges. Mr. Hill would like her to meet with Johnny Pang, IT Manager and Mr. Bernstein to further discuss this matter.

### **Transportation**

Baldo Paseta was not present.

### **Independent Living Services**

*ILS Services* – Nicole Mirikitani had nothing to report.

*SLS Services* – Nancy Bunker shared that the California Community Living Network is working on offering trainings. She also spoke about the issues pertaining to staffing and encouraged others to speak up on it. While it is getting better for her program, it continues to be an issue statewide.

### **Residential Services**

*ICF* – David Bernstein spoke about the challenges in maintaining staff.

*CCF* – Jay Bhavsar and Valerie Donelson reported that the individuals served love the drive by/pop ups from their day programs. They also love their packets. There was a short discussion about what type of foods are allowed and safe as gifts.

*Specialized*- Michelle Mainez was not present.

**Other Vended Services**- Bryan Chacon reported the providers in his category are working on a face to face approach to get individuals back in the office.

**At Large**- Susan Strobel stated that more families are choosing face to face services in alternative locations. She also shared that Mt. Sac students are eligible to receive free food.

## **E. SG/PRC STAFF UPDATES**

Staff gave updates about the following:

- SG/PRC in partnership with The Parents' Place, is helping families who have not had remote access to telehealth, IFSP/IPP, day program, college courses or parent training because of lack access to technology by providing a technological device and/or connectivity.
- Jaime Anabalon is now the contact for PPE.

## **PUBLIC COMMENTS**

None

## **MEETING ADJOURNED**

The next regular meeting will be held on November 5, 2020 at 10:00 a.m.