

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

**September 9, 2020**

The following committee members were present at said meeting.

**MEMBERS:**

Julie Chetney, Chairperson  
Dr. Gisele Ragusa  
Bruce Cruickshank  
Bill Stewart  
Anabel Franco

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Aaron Christian, Director of Client Services  
Joe Alvarez, Director of Clinical Services  
Lisa Brady, Interim Exec. Asst. (Mgmt.)  
Erika Gomez, Executive Assistant - BOD

**GUESTS:**

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

The Minutes from the August 12, 2020 meeting were approved.

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

**Abstain: Franco**

## **B. PUBLIC INPUT**

None

## **C. GOALS AND OBJECTIVES**

- *Bylaws Feedback Discussion* – The amendments will be ready for final review at the September or October Board meeting.
- *Mentorship* – This project is still in development.
- *Strategic Timeline Related to the Website* – Staff will meet with Juile Chetney and Dr. Ragusa to come up with a plan for this project.
- *Board Training Plan*

Dr. Ragusa spoke about the letter sent to DDS about SG/PRC's 2020-2021 Board Training Plan which consisted of the following:

- Needs Assessment and Topic Selection Process
- 2020-2021 Topics, Schedule and Speakers
- Training Evaluation and Reporting
- Additional Training Opportunities and Issues Forums

## **D. BOARD COMPOSITION**

The annual Board Composition was sent to DDS. The SG/PRC Board of Directors is short on Hispanic and Asian representation.

## **E. COVID-19 UPDATE**

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

- The Bobcat Fire is impacting SG/PRC's catchment area. Staff did a survey and found out 500 individuals served, and six Residential Facilities are impacted and may have to evacuate. An Everbridge message was sent to those impacted and the Quality Assurance staff is in contact with the Residential Facilities.
- Workforce is currently at 95% working remotely.
- 300 staff will receive a new laptop to facilitate their work offsite.
- Intake and Early Start assessments are operating at full scope and by appointment only.
- 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.

- Lucina Galarza reported on hot spots and updated on the Reengagement Plan for Providers.
- Aaron Christian discussed PPE distribution. He also spoke about new guidance from the California Department of Public Health Care Services that allows for schools to deliver in person services with small school cohorts.

**F. AGENDA FOR OCTOBER 14, 2020**

- Mentorship
- Board Orientation
- Website Update

**G. ADJOURNED**

Meeting adjourned.

The next Strategic Development Committee meeting is scheduled for Wednesday, October 14, 2020.