

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

**March 10, 2021**

The following committee members were present at said meeting.

**MEMBERS:**

Julie Chetney, Chairperson  
Bruce Cruickshank  
Anabel Franco  
Bill Stewart

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Joe Alvarez, Director of Clinical Services  
Daniela Santana, Director of Client Services  
Willanette Steward-Satchell, Executive Assistant  
(Management)  
Erika Gomez, Executive Assistant - BOD

**GUESTS:**

**MEMBERS ABSENT:**

Gisele Ragusa

**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 p.m. A quorum was established.

The Minutes from the February 10, 2021 meeting were approved.

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

**Abstain: Franco**

**B. PUBLIC INPUT**

None

**C. GOALS AND OBJECTIVES**

**Strategic Plan Taskforce** – To evaluate the Strategic Timeline

- After some discussion, the members agreed it was best to meet as a committee as oppose to as an individual taskforce.
  - They agreed to meet on Wednesday, March 31, 2021 at 4pm.

#### **D. BOARD COMPOSITION**

- The members talked about the upcoming Transition Fair, scheduled for March 17, 2021, which will be held virtually, as an event that Julie Chetney and Bruce Cruickshank could potentially attend to.
- SG/PRC got a response from DDS about the Board composition. DDS stated that SG/PRC's Board is not in compliance and Mr. Hill replied with a letter that contends their claim.
  - The Board currently has a vacancy.
  - Julie Chetney volunteered to attend the next Community Meeting to encourage the participants to consider serving on the Board.
  - Mr. Hill suggested the following methods for recruiting:
    - Eblast
    - Community Outreach Specialists
    - Indeed

#### **E. STAFF ANNOUNCEMENT**

Mr. Hill shared that after 40 years of working at SG/PRC, Carol Tomblin, Director of Compliance, is retiring in April.

#### **F. COVID REPORT**

Mr. Hill and staff provided an update on how Covid 19 has impacted operations.

- Lucina Galarza reported on hot spots and updated strategies with respect to the registries. All the surge homes are empty. A Day Program is available to serve as a surge home if needed.
- Joe Alvarez provided individual stats on COVID-19; spoke about the downward trend, presented information on the DDS report to the Committee.
- Intake and Eligibility-SG/PRC remains the only regional center that offers in person intake and eligibility.
- COVID-19 Testing Site SG/PRC- In partnership with Valencia Laboratories SG/PRC will be a testing site with a soft opening planned for April targeted for staff, individuals served and providers. Staff will go to San Diego Regional Center this week to observe their process as they are a testing site.
- Vaccine Place of Distribution-SG/PRC has enrolled to become a vaccination site through the State Council and FEMA but have not heard back. Staff will meet with Albertson's Pharmacy tomorrow to find out if SG/PRC can be a mobile site. Staff have also partnered with Western University to have SG/PRC's families prioritized when they have vaccines available.

**G. AGENDA FOR NEXT MEETING**

Strategic Plan Taskforce

Board composition – Recruitment strategies

**H. ADJOURNED**

Meeting adjourned.

The next Strategic Development Committee meeting is scheduled for April 14, 2021.