

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

April 28, 2021

ATTENDANCE

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

PRESENT:

Gisele Ragusa
Julie Chetney
David Bernstein
Shannon Hines
Natalie Webber
Georgina Molina
Penne Fode
Mary Soldato
David Bernstein
Julie Lopez
Sheila James
Preeti Subramaniam

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Joe Alvarez, Associate Director of Clinical
Services
Daniela Santana, Director of Client
Services
Roy Doronila, Chief Financial Officer
Raquel Sandoval, Director of Human
Resources
Willanette Satchell, Exec. Assistant in
Management
Erika Gomez, Exec. Assistant BOD

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GUESTS:

Jacqueline Gaytan, DDS
Bruce Cruikshank
Joseph Huang
Herminio Maximo
Vanessa Chay

ABSENT:

John Randall (LOA)
Daniel Rodriguez
Sherry Meng

A. CALL TO ORDER:

Gisele Ragusa, Board President, called the meeting to order at 7:16 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed, and Executive Session was added regarding "Personnel Matter.

B. PUBLIC INPUT:

None

C. SPECIAL TRAINING:

Raquel Sandoval, Director of Human Resources, introduced Marilyn Irvine, Ph.D., Executive Management Consultants, who presented “**Effective Communication.**” The following was addressed:

- Learning Objectives
- Consequences of Ineffective Communication
- Benefits of Effective Communication
- Building Positive Professional Relationships
- Board Member Responsibilities
- Improving Effective Communication between Board Members and with the ED
- What Gets Communicated
- Enhancing Mutual Understanding
- Guidelines for Effective Communication
- Barriers to Effective Interpersonal Communication
- Common Pitfalls in Addressing Issues
- Deliver Feedback in a Skillful Manner
- The Process of Effective Listening
- Enhancing Your Active Listening Skills
- Why Does Conflict Happen
- What Influences How we Manage Workplace Conflict?
- Conflict Resolution Strategies
- Commitments for Success

D. EXECUTIVE/FINANCE COMMITTEE

Contracts Review - Presented by Lucina Galarza, Director of Community Services

- *Insight for Life*

The Board reviewed the contracts based on their policy for contracts over \$250,000.

M/S/C (Hines & Soldato) The Board approved the contract.

Abstain: Bernstein

E. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney reported that the committee, along with Sheila James, interviewed the following individuals and recommend them to the Board for membership

consideration. If approved, the membership would be effective July 1, 2021.

- Anabel Franco
M/S/C (Fode & Soldato) The Board approved the membership recommendation.
- Bill Stewart
- **M/S/C (Fode & Berstein) The Board approved the membership recommendation.**

F. NOMINATING COMMITTEE

2ND TERM DIRECTORS – NOTICE:

This is a notice of the intent to conduct an election to confirm 2nd term Directors at the May 26, 2021 meeting.

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 Director will end their first term on the Board on June 30, 2021. Therefore, the Board must vote for the following individuals to continue on to a second term on the Board of Directors starting July 1, 2021:

-Daniel Rodriguez

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 21/22:

- Board President: Penne Fode
- 1st Vice President: Sheila James
- 2nd Vice President: Shannon Hines
- Treasurer: Bill Stewart
- Secretary: Anabel Franco

An alternate may be submitted in accordance to Bylaws, Section 15.04:
A Director may be nominated for an office only by the Nominating Committee in accordance with Section 21.03 or by written nominations that is signed by at least one Director, that gives the names of a total of five Directors who support the nomination, and that is submitted to the Executive Director at least 10 days before the election is to be held. The Executive Director, upon receiving a in writing by first class mail or by personal deliver, identifying the Director so nominated, the office for which she or he has been nominated, and the Director who signed or supported the nominations.

EXECUTIVE SESSION

Personnel Matter, Legal Issue, Client Issue

Next meeting on Wednesday, May 26, 2021 at 7:15 p.m.

BOARD MINUTES FROM THE APRIL 28, 2021 MEETING

Submitted by:



Gisele Ragusa, Board President

6/30/2021

Date