

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

July 28, 2021

ATTENDANCE

The following members of the Board of Directors were present at said meeting:

PRESENT:

Penelope Fode
Sheila James
Shannon Hines
Bill Stewart
Anabel Franco – Vizcaino
Gisele Ragusa
Susan Stroebel
Preeti Subramaniam
Natalie Webber
Georgina Molina
Mary Soldato
Julie Lopez
Sherry Meng

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
Salvador Gonzalez, Director of Community Outreach and Compliance
Yvonne Gratianne, Manager of Communications & Public Relations
Raquel Sandoval, Director, Human Resources
Erika Gomez, Exec. Assistant BOD
Lisa Brady, Interim Executive Assistant

GUESTS:

Michelle Nelson
Bruce Cruickshank
Sofia Benitez
Jason Francisco
Michele Ware
Sofia Cervantes
Tracy Evanson

A. CALL TO ORDER:

Penelope Fode, Board President, called the meeting to order at 7:20 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed and Anabel Franco – Vizcaino’s name was added to report on the Strategic Development Committee.

B. PUBLIC INPUT:

None

C. EXECUTIVE/FINANCE COMMITTEE

Contract Review:

Presented by Lucina Galarza, Director of Community Services

- *Roundtrip Transportation*

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

M/S/C (Stewart & Subramaniam) The Board approved the contract.

Abstain: Stroebel

D. STRATEGIC DEVELOPMENT COMMITTEE

Anabel Franco - Vizcaino reported that the committee interviewed Rebecca Wilkins for committee membership and recommended her to the Board to serve on the Client Services Advisory Committee.

M/S/C (James & Lopez) The Board approved the recommendation for Rebecca Wilkins to serve on the Client Services Advisory Committee, effective immediately.

E. BOARD PRESIDENT'S REPORT

Penelope Fode shared the following information:

- **Board Bylaws, 1st Approval** – The Board was provided with the Bylaws with ample time before the meeting for their review.

M/S/C (Hines & Molina) The Board approved the first round of review of the revised Bylaws.

Abstain: Stroebel

- **Board Committee Reassignments** –

The following members will move to a different committee from where they currently serve:

- **Ardena Bartlett from Client Services Advisory Committee to Community Relations/Legislative Committee**
- **Julie Lopez from Client Services Advisory Committee to Community Relations/Legislative Committee**

The following member will serve in an additional committee:

- **Shannon Hines will also serve on the Strategic Development Committee**

M/S/C (James & Franco-Vizcaino) The Board approved the reassignments of the committee members.

F. EXECUTIVE DIRECTOR’S REPORT:

Anthony Hill, Executive Director, discussed the following:

Medi-Cal Provider Ongoing Enrollment Requirements - In December 2019, DDS notified regional centers of the requirement to enroll as Medicaid (Medi-Cal) providers. All regional centers successfully completed enrollment as of May 2020. On July 14, 2021, DDS provided information on the process to meet *ongoing* Medi-Cal provider enrollment requirements. The Department, per agreement with the Department of Health Care Services (DHCS), will oversee ongoing Medi-Cal provider enrollment compliance. A notable requirement is for regional centers to report any changes of “an officer or director of a disclosing entity that is organized as a corporation” which includes the regional center executive director and board members. Staff will work with the Board members that will need to do this and meet this requirement.

G. BOARD TRAINING: STRATEGIC PLANNING FOR BOARDS

Michele Ware, President of the Building Owners and Managers Association Greater Los Angeles, offered a training and touched on the following:

- What is a Strategic Plan?
- The Basics of Strategic Planning
- The Four Phases of Strategic Planning
- The Seven Elements of a Strategic Plan
- Environmental Scanning
- Internal and External Environment
- SWOT Analysis
- Plan
- Determine the Type of Plan
- Setting Goals and Objectives
- Making sure the Goals are “SMART”
- Metrics

program, an additional 40% were allowed back this month with the remainder being allowed in July. SG/PRC is supporting the vendor community, including transporters, during this transition.

EXECUTIVE SESSION

Bylaws Discussion and Personnel Matter

Next meeting on Wednesday, July 28, 2021 at 7:15 p.m.

BOARD MINUTES FROM THE JUNE 23, 2021 MEETING

Submitted by:


Anabel Franco, Board Secretary

9.12.21
Date