

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

**December 9, 2020**

**ATTENDANCE**

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

**PRESENT:**

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

**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  
Guadalupe Magallanes, Associate Director, Early Start and Intake Services  
Rosa Chavez, Associate Director, Family & Transition Services  
Jose De Leon, Facilities Manager  
Willanette Satchell, Exec. Assistant in Management  
Erika Gomez, Exec. Assistant BOD

**GUESTS:**

Jacqueline Gaytan  
Joseph Huang

**ABSENT:**

John Randall (LOA)  
Mary Soldato  
Daniel Rodriguez  
Sherry Meng  
David Bernstein

**A. CALL TO ORDER:**

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

- The minutes for the September 23, 2020 meeting were reviewed and approved by the Board.

**M/S/C (James & Chetney) The Board approved the minutes.**

- The minutes for the October 28, 2020 meeting were reviewed and approved by the Board with one change: Julie Lopez was present.

**M/S/C (Hines & Lopez) The Board approved the minutes.**

**B. PUBLIC INPUT:**

None

**C. EXECUTIVE/FINANCE COMMITTEE**

Roy Doronila, Chief Financial Officer Consultant, reported on the following:

**Financial Report**

Operations

- In regional center operations, and based on the B-1 contract amendment, our allocation is projected to not meet expenditure projections, pending receipt of B-2. Our operations allocation for fiscal year 2020-21 is currently \$31,674,844 with projected expenditures of \$31,954,331. The current month's expenditure amounted to \$2,578,655 and our year-to-date expenditures is \$7,555,748, with projected remaining expenditures of \$24,713,398. This reflects a deficit of \$279,487, we expect to get full allocation in B-2.
- The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero-balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.
- The Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,209,748, we expect to spend the full amount. The Fairview program's is included in this amount.
- The Community Placement Plan (CPP) and DC ongoing Workload operations allocation is currently allocated at \$889,472. Expenditures for the year are projected to be \$1,298,603 resulting in an allocation deficit of \$409,131 which we expect to be funded in future allocations.

Purchase of Service

- The Purchase of Service Projections were based on the B-1 contract amendment and actual expenditures through October 19,2020 claim. The B-1 POS allocation is at \$271,307,068. The current month's claim amounted

to \$20,772,875 bringing the year-to-date expenditures for services to \$59,075,664. Projected expenditures and late bills remaining are in the amount of \$276,687,037 leaving a deficit of \$5,379,969. We expect to be funded in full in future allocations. POS expenses directly related to COVID19 are included in these projections, under the other items section.

- CPP POS is in a separate line item and projected to be within the allocated amount.

The prior fiscal year continues to maintain a modest reserve for both Operations and POS. There were no significant change in projected expenditures.

### **Independent Audit**

Mr. Doronila shared information about the final audit report for July 2017/2019 (2 years). He Spoke about the three specific findings, which are 2 overpayments and 1 underpayment. Specifics were provided and discussions were held, including discussions about prior reportings of such issues.

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

- *Brilliant Corners*

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

**M/S/C (James & Fode)**

### **D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Dr. Gisele Ragusa, on behalf of Daniel Rodriguez, shared that the committee discussed the Community Outreach Report, the measures that SG/PRC has taken regarding Covid-19 as well as local and statewide legislative outreach efforts. Dr. Ragusa also shared that as of January, SG/PRC staff will no longer email the materials for the Board meetings. Members will be able to access the materials on google drive by clicking on a link.

### **E. CLIENT SERVICES ADVISORY COMMITTEE**

Shannon Hines reported that the committee received a special presentation on Alternative Services. Also, the members will review the Behavior Intervention

Policies at the next couple of meetings. Lastly, staff provided updates on the impact brought on by Covid-19 to individuals served and their families.

**F. VENDOR ADVISORY COMMITTEE (VAC)**

David Bernstein was not present, but staff shared that the Service Providers continue having weekly Covid-19 meetings via videoconference. Vendors continue discussions about alternate services and rate changes.

**G. STRATEGIC DEVELOPMENT COMMITTEE**

Julie Chetney shared that some members have been assigned a mentor and they will evaluate the process of orientation and mentorship. The committee continues to discuss methods of recruiting during the pandemic. Lastly, the committee will review the documentation that should be included in the packet for new and existing Board members.

**H. BOARD OVERVIEW**

Dr. Gisele Ragusa shared the following information:

- ARCA – ARCA delegates have been meeting and on working on zoom based trainings for Board members.

**I. SPECIAL DISCUSSION – ADULT EDUCATIONAL SUPPORTS**

Rosa Chavez, Associate Director, Family & Transition Services shared on the following information:

- Types of supports and services
- Qualifying criteria
- Personal Assistance
- SGPRC Funding Process

**J. EXECUTIVE DIRECTOR’S REPORT:**

Anthony Hill, Executive Director, discussed SG/PRC’s continuous response to Covid-19:

- Workforce is currently at 95% working remotely.
- Established a sophisticated temperature and mask test when entering the building for those working on-site and for the public.

- During the surge, Service Coordinators cannot come in. This is temporary.
- Intake and Early Start assessments are operating fully.
- DDS surveyed individuals served and their families to gather information about how regional centers have supported them during the pandemic.
- ARCA has led vaccine discussions and are advocating that the individuals served as well as the vendor community be one of the first to receive the vaccine.
- 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 strategies with respect to the registries. She shared that Fairview grounds could become available for the surge.
- Jaime Anabalon gave an update on the PPE that has been distributed.
- Jose De Leon provided a report on the construction that is going on in the building. The Board will continue to be updated.

**EXECUTIVE SESSION**

None

**Next meeting on Wednesday, January 27, 2021 at 7:15 p.m.**

**BOARD MINUTES FROM THE DECEMBER 9, 2020 MEETING**

Submitted by:



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Gisele Ragusa, Board President

6/30/2021

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Date