

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
Executive/Finance Committee Meeting Minutes**

October 13, 2021

PRESENT

Penelope Fode, President
Shannon Hines, 2nd VP
Gisele Ragusa, Immediate
Past President
Bill Stewart, Treasurer
Natalie Webber, Director

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of Community Services
Roy Doronila, Chief Financial Officer
Willanette Satchell, Executive Assistant
Erika Gomez, Executive Assistant - BOD

GUESTS:

Tracy Evanson

ABSENT:

Sheila James, 1st VP
Anabel Franco - Vizcaino, Secretary

**ACTIONS TAKEN BY THE EXECUTIVE/FINANCE COMMITTEE
PURSUANT TO SECTION 20.04 OF THE BYLAWS**

All actions taken by the Executive/Finance Committee on behalf of the Board of Directors shall be reported at the next meeting of the Board. The actions taken by the Executive/ Finance Committee at this meeting were:

Approval of Financial Report- For the month of August 2021 in the Fiscal Year 2021-22. These expenditures are for services paid through September 20, 2021.

ITEMS DISCUSSED

A. CALL TO ORDER

Penelope Fode, Board President, called the meeting to order at 7:19 pm. A quorum was established.

The committee reviewed the agenda.

The committee reviewed and approved the minutes of the September 8, 2021 meeting with the following change: Gisele Ragusa led the conversation about the future Board training topics and not Penelope Fode.

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

B. PUBLIC INPUT:

None

C. FINANCIAL REPORT

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

Financial Report

In regional center operations, the allocation based on the C-1 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations C-1 allocation for fiscal year 2021-22 is currently at \$34,724,969 with projected expenditures of \$32,927,773. The year-to-date expenditures is \$5,740,983 with projected remaining expenditures of \$27,186,790. This results to a surplus of **\$1,797,196** in regular operations.

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 \$1,218,040, staff 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 was **not** allocated in the C-1 amendment. Staff expected continuation funding at the same level as last year in the amount of \$1,686,264. In the event, that SG/PRC does not receive the full allocation for CPP and DC Closure Ongoing expenditures, its regular operations budget would have to absorb these costs, thereby reducing our budget balance to **\$ 110,931** for the year.

The Purchase of Service allocation is based on the C1 amendment in the amount of \$318,032,645. The current month's expenditure amounted to \$21,616,827 bringing the year-to-date expenditures for services to \$38,631,441. The remaining projected expenditures and late bills are in the amount of \$278,571,328 leaving a surplus, **\$5,829,877**.

CPP POS is in a separate line item, staff allocated \$100,000 for placement only.

Please note that the prior year (FY 20/21) information is included in the graph for comparison. (See attached).

(M/S/C Ragusa & Hines) The committee approved the Financial Report.

The committee requested the following:

- comparison of last year and this year

- more extensive financial report
- balance sheet

C1 Amendment – This will be discussed at the next Board meeting as members want an update on the contract language first.

D. CONTRACTS FOR REVIEW

Lucina Galarza, Director of Community Services presented the following contracts for information purposes:

- *People's Care Cameron*

E. BOARD OVERVIEW

Penelope Fode, Board President, led the following conversation:

- Agenda for Board Meeting – October 27, 2021 – Training, Contract Language Update, C-1
- Agenda for Executive Finance Committee Meeting – November 10, 2021 – Information about Contract

F. INFORMATION - EXECUTIVE DIRECTOR

Anthony Hill, Executive Director, reported the following:

- DDS/CDPH Vaccine Mandate - Effective August 9th, 2021, all SG/PRC employees were mandated to receive the COVID-19 vaccine or alternatively demonstrate proof of a valid exemption allowable under the guidance of the Equal Employment Opportunity Commission. SG/PRC has achieved 100% compliance in that all staff are either fully vaccinated or have an allowable legal exemption. Additionally, all SG/PRC employees are required to disclose vaccination status immediately when conducting agency business at residential facilities, intermediate care facilities, skilled nursing facilities, adult family homes, supported living arrangements, schools and any setting where an individual served lives, and upon request at jails, homeless shelters or other community or governmental agencies that might require disclosure. SG/PRC employees were designated as healthcare workers from the Los Angeles County Department of Public Health (LACDPH) during February 2021. DDS has also issued a mandate for all regional centers' employees and direct support professionals.

- Performance Incentive Program- As a part of Governor’s Newsom’s budget, the performance of regional centers and the service provider community will be measured. SG/PRC will have two representatives, Lucina Galarza and Mr. Hill, that will work on the performance measures committee. Priority areas for performance indicators and benchmarks, include the following, although not limited:
 - Equity in service access and purchase of services.
 - Consumer employment and associated metrics.
 - Integration of consumers in the community.
 - Person- centered planning.
 - Compliance with federal home and community-based standards.
 - Consumer and family experience and satisfaction.
 - Innovation in service availability and delivery.
- DSP Staffing Shortages
 - There may be a staff shortage because people are refusing to get vaccinated. This is an issue impacting the workforce in general, including SG/PRC. Retaining talent has become challenging.
 - Staff shortages is also a growing issue because of the economic pressure. There’s a lot of competition with private sectors raising their starting salaries.
 - The Executive Directors are meeting with Nancy Bargman, Director of DDS, tomorrow to discuss the strategies.
 - SG/PRC has a strategy to create a staff registry. Staff will look into the Day Programs that are not fully operational to help with the registries.
 - Disclosure of hour rate – Staff on the registries cannot disclose their salaries. Adjustments for rates don’t happen until April, but a bridge is needed in the meantime.
- COVID 19 Update – SG/PRC is in full compliance with the vaccine mandates. Staff are required to return to the office twice a week starting on October 25, 2021. Staff are also required to test weekly. SG/PRC’s testing site is now open to children as well. There is going to be a vaccine clinic shortly to get booster shots.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on November 10, 2021 at 7:15 p.m. via videoconference.

CLOSED SESSION

Personnel Matter