

**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.  
VENDOR ADVISORY COMMITTEE MINUTES**

**October 7, 2021**

The following committee members were in attendance at said meeting:

**PRESENT:**

Susan Stroebel, Chairperson  
Valerie Donelson  
Grace Kano  
Charmayne Ross  
Nancy Bunker  
Jose Mendoza  
Vanessa Besack

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Jaime Anabalon, Quality Assurance Manager  
Dara Mikesell, Associate Directors of Community Services  
Rosa Chavez, Associate Director, Family & Transition Services  
Salvador Gonzalez, Director of Community Outreach and Compliance  
Lupe Magallanes, Associate Director, Early Start and Intake Services  
Erika Gomez, Executive Assistant – Board of Directors

**MEMBERS ABSENT:**

Baldo Pasetta  
Nicole Mirikitani  
Olaf Luevano  
Brenda Baldeon

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**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**  
None

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**A. CALL TO ORDER**

Susan Stroebel called the meeting to order at 10:05 a.m. A quorum was established after roll call.

The agenda was reviewed.

The minutes from the September 2, 2021 meeting were approved.  
**M/S/C (Ross & Kano) The committee approved the minutes.**

## **B. VAC VACANCIES**

There are vacancies in the following categories:

- Residential (Specialized)
- CCF
- Adult Day Program

Anyone interested can email [egomez@sgprc.org](mailto:egomez@sgprc.org) for an application.

## **C. IMPACT OF COVID 19 AREAS OF DISCUSSION**

The following concerns were discussed:

- Staffing issues have been made worse by the
  - vaccine mandates
  - administrator's certification
  - live scans taking abnormally longer – there is going to be communication between DDS and ARCA about the turnaround time from live scans. The vendors feel they would benefit if staff were allowed to work temporarily until the results are available. Mr. Hill will look at the clearances and see if any adjustments can be made.

## **D. SG/PRC STAFF UPDATES**

*Vendor Workgroup* – Mr. Hill shared that the ask will be for money. Funding is set for April, but a bridge is needed until then.

*Referral Process* – Mr. Hill is not ready to discuss this yet.

*CCL's VAC Meeting Participation* – Lucina Galarza will follow up with CCL about attending a meeting to explain the PINs that providers are having a difficult time understanding.

## **E. VENDOR CATEGORY REPORTS**

### **Adult Programs**

*Vocational* – Vanessa Besack reported that the subcommittee met on September 30, 2021. The participants discussed staffing issues and the vaccine mandates.

*Adult Day* – Jose Mendoza shared that the engagement survey deadline is on November 30, 2021. He also provided clarification that the Trunk or Treat event is restricted to Day Program participants that must register.

### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross reported that the subcommittee met on Monday and staff were present to discuss frequency of services not lining up with the IFSPs. Co-treatments were also discussed, and service coordinators will have to educate on and promote them. She also spoke about the importance of EI vendors submitting their company surveys as only 65 were returned. Also, the subject of the IEPs transition attendance will be further discussed and researched. Lastly, the differential rate between licensed assistants and therapist is still being looked into.

### **Transportation**

Baldo Pasetta was not present.

### **Independent Living Services**

*ILS Services* – Nicole Mirikitani was not present.

*SLS Services* – Nancy Bunker spoke about SLS providers struggling with staffing across the state. The concern is the quality of services if providers are faced with hiring staff not qualified.

### **Residential Services**

*Specialized* – **One vacancy in this category**

*CCF* – Valerie Donelson (**one vacancy in this category**). Mrs. Donelson asked for clarification about the background check requirements for programs as it seems that everyone has different obligations.

*ICF*- Grace Kano shared that the workforce is struggling because of staff shortages in big part because of the vaccine mandates. She also requested that the providers get a report that gives them an idea of how many referrals there are monthly, Mr. Hill agreed to provide this report.

**Other Vended Services**- Jeanette Cabrera reported that she is starting to see more burnout from new students going into the college system because of the remote learning platforms. Students that were attending college during the pandemic are applying the social risks learned into the workplace. Weekly covid testing requirements is something else that students need to navigate. Mt. Sac will require vaccine compliance starting in November.

**At Large**- Susan Stroebel referred to the materials for upcoming events like the

Trunk or Treat scheduled for October 29, 2021 and the Virtual Gardening.

F. **LEGISLATIVE UPDATE**

Susan Stroebel provided an update in the materials package.

**PUBLIC COMMENTS**

Gace Kano reminded the participants about the upcoming Richard D. Davis Foundation on October 25, 2021.

**MEETING ADJOURNED**

The next regular meeting will be held on November 4, 2021, at 10:00 a.m.