

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

**September 22, 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

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community 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  
Erika Gomez, Exec. Assistant BOD  
Willanette Satchell, Executive Assistant

**ABSENT:**

Sherry Meng

**GUESTS:**

Bruce Cruickshank  
Sofia Benitez  
Nikisia Simmons  
Joseph Huang

**A. CALL TO ORDER:**

Penelope Fode, Board President, called the meeting to order at 7:16 p.m. Roll call was taken, and a quorum was established. Introductions of all participants were made.

- The agenda was reviewed, and an Executive Session was added regarding a personnel matter.
- The minutes for the August 25, 2021 meeting were reviewed and approved by the Board.

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

**B. PUBLIC INPUT:**

None

**C. EXECUTIVE/FINANCE COMMITTEE**

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

**Financial Report**

In regional center operations, the allocation based on the B3 Amendment is projected to meet expenditure projections. Projections include estimated cost of wage enhancements, vacation buyouts and continuation of projects identified in the prior year. The operations allocation for fiscal year 2020-21 is currently at \$32,367,211 with projected expenditures of \$32,048,711. The current month's expenditure amounted to \$220,200 and the year-to-date expenditures is \$30,171,498 with projected remaining expenditures of \$1,944,157. This reflects a surplus of **\$251,556** 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 \$1,209,748, 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 is currently allocated at \$1,688,719. Expenditures for the year are projected to be within the allocated amount.

The Purchase of Service allocation is based on the B3 amendment in the amount of \$283,327,207. The current month's expenditure amounted to \$6,803,512 bringing the year-to-date expenditures for services to \$275,735,117. The remaining projected expenditures and late bills are in the amount of \$3,965,118 leaving a surplus, **\$9,061,047**. POS expenses directly related to COVID19 are included in this projection. CPP POS is in a separate line item, SG/PRC is missing an allocation for \$ 75,836 in start-up but is projected to be funded in future allocation.

The C1 Amendment will require the Board President's signature when it is received in a week or so.

**D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Julie Lopez shared that the committee received the monthly Community Outreach

Report and discussed bills that could impact the developmentally disabled community, such as: AB-455 and SB-639.

**E. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR FAMILIES**

Shannon Hines reported that the committee was provided with a presentation on the regional centers' internal process for Self Determination. Mrs. Hines invited the members and public to attend the Advisory Committee for Individuals Served and Their Families meetings as they have informational trainings every month.

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

Susan Stroebel shared that the Early Intervention Subcommittee met several times to discuss the authorization system that has been changed. The Day Program Subcommittee has also been meeting to plan for the Trunk or Treat event happening on October 29, 2021. There is a Residential Subcommittee meeting scheduled for September 30, 2021. Lastly, Mrs. Stroebel thanked Mr. Hill for volunteering to be a part of the workgroup to help with the staffing crisis.

**G. STRATEGIC DEVELOPMENT COMMITTEE**

Gisele Ragusa reported that the committee reviewed the Board Survey and the future Board training topics were developed from the feedback. A memo with that information will be sent to DDS, as required. The training topics are as follows:

- October 27, 2021 - *Benchmarking and Performance Outcomes Communication*
- February 23, 2022 - *Advanced Strategic Planning and Development*
- April 27, 2022 - *Understanding Diversity, Equity and Inclusion (DEI)*
- July 27, 2022 - *Self-Determination: Full Implementation Update*

**H. BOARD OVERVIEW**

Penelope Fode shared the following information:

- ARCA Board Delegate Update
  - There was a training earlier that the following Board members attended: Preeti Subramaniam, Shannon Hines, Penelope Fode
  - There are a couple of meetings scheduled for October and Ms. Fode will provide an update about the information provided.

**I. EXECUTIVE DIRECTOR'S REPORT:**

Anthony Hill, Executive Director, discussed the following:

- Medical Enrollment Process – Staff were notified that the process changed and DDS provided some guidance moving forward. SG/PRC was the first

regional center to submit the forms but will have to resubmit with the requested changes. Mr. Hill will request more clarification on the requirements and the reason for them as some Board members expressed concern and confusion about the process.

- Brief COVID 19/Operations Overview:
  - Effective August 9th, 2021, SG/PRC employees were mandated to receive the COVID-19 vaccine or 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.
  - SG/PRC employees are required to disclose vaccination status immediately when conducting agency business at residential facilities, intermediate care facilities, skill 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.

#### **J. PERFORMANCE CONTRACT PROCESS**

Salvador Gonzalez, Director of Community Outreach and Compliance, presented on the following information:

- The Process
- The Timelines
- Public Policy Measures
- Disparity/Equity Measures
- Compliance Measures
- 2021 Additional Suggestions
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The Board will get the opportunity to approve the Performance Contract at the next meeting.

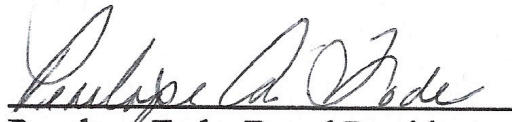
#### **K. EXECUTIVE SESSION**

**Personnel Matter**

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

**BOARD MINUTES FROM THE SEPTEMBER 22, 2021 MEETING**

Submitted by:

  
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Penelope Fode, Board President

12-9-21  
Date