

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

**January 6, 2022**

The following committee members were in attendance at said meeting:

**PRESENT:**

Susan Stroebel, Chairperson  
Valerie Donelson  
Grace Kano  
Olaf Luevano  
Brenda Baldeon  
Jeanette Cabrera  
Vanessa Besack

**STAFF:**

Anthony Hill, Executive Director  
Lucina Galarza, Director of Community Services  
Dara Mikesell, Associate Director of Community Services  
Lupe Magallanes, Associate Director, Early Start and Intake Services  
Jaime Anabalón, Manager of Quality Assurance  
Yvonne Gratianne, Manager of Communications and Public Relations  
Willanette Satchell, Executive Assistant – Management  
Erika Gomez, Executive Assistant – Board of Directors

**MEMBERS ABSENT:**

Charmayne Ross  
Baldo Paseto  
Jose Mendoza  
Nicole Mirikitani  
Nancy Bunker

---

**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

---

**A. CALL TO ORDER**

Susan Stroebel called the meeting to order at 10:00 a.m. A quorum was established a few minutes after roll call.

The agenda was reviewed.

The minutes from the December 2, 2021, meeting were approved once a quorum was established.

**M/S/C (Kano & Besack) 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. SG/PRC STAFF UPDATES**

Anthony Hill, Executive Director, and staff provided the following updates:

- COVID-19 – SG/PRC continues to serve as a COVID-19 testing site.
  - Joe Alvarez, Director of Clinical Services provided the weekly COVID-19 data report.
  - Lucina Galarza, Director of Community Services, gave a breakdown of the programs and homes affected by a COVID-19 surge. The COVID-19 registry is used for such surges.
- Day Programs and Work Activity Programs were asked to submit a two-page profile to help with the referral process. Service Coordinators will be able to search through the profiles by category.
- The Residential referral process is still being looked at.
- Rate increases will go into effect in April but due to inflation, it may not be enough. There is a workgroup that will look at job marker and inflation.
- There is a draft that will be sent out soon with guidance on EVV. There will be exemptions for certain services.
- A DSP Staffing Shortage Registry is being created. This registry is different than the one created for COVID-19 surges. This is to address the staffing shortages that vendors are facing. Vendors will be responsible to pay the minimum wage for their area if they use the registry. Staff will ask that it be extended beyond the catchment area so other regional centers can also benefit from it.
- In-person monitoring visits will not be done this month.
- The dental clinic will be suspended this month.
- On the website, people can see the RFP posted that will be for individuals served who have issues with substance abuse.
- SG/PRC received money for an ASL course with Southern California

Independent Living Center.

#### D. **VENDOR CATEGORY REPORTS**

##### **Adult Programs**

*Vocational* – Olaf Luevano share that his program has decreased in-person services due to the current surge of COVID-19 cases and have been doing more on zoom. Still, staff continue to look for jobs for individuals served. Vanessa Besack will schedule a subcommittee meeting.

*Adult Day* – Jose Mendoza was not present.

##### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross was not present.

##### **Transportation**

Baldo Pasetta was not present.

##### **Independent Living Services**

*ILS Services* – Nicole Mirikitani was not present.

*SLS Services* – Nancy Bunker was not present.

##### **Residential Services**

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

*CCF* – Valerie Donelson (**one vacancy in this category**). Mrs. Donelson had nothing to report.

*ICF*- Grace Kano shared that there's an outbreak in her home. Fortunately, those affected have mild symptoms. She shared that some of the workers from the registry are testing positive. Lastly, she reminded everyone that providers are considered healthcare providers and as such, they must get the booster vaccine by February 1, 2022.

**Other Vendored Services**- Jeanette Cabrera reported that they are preparing for spring. They are also working to get approval to be on-campus when in-person classes resume. Schools have not thought about how support services can be on-campus to provide services.

**At Large**- Brenda Baldeon is trying to encourage families to disclose vaccination

status. Susan Strobel referred to the attachments where members can find helpful information. She also shared that there is a high increase of in-person services cancelations because family members are sick. This is also happening to remote services.

### **PUBLIC COMMENTS**

Grace Kano, who is also a member of the Richard D. Davis Foundation shared that the foundation donated \$10,000 towards the Holiday Reach Out Project and thank everyone who has donated to the foundation or supported the golf tournament. A virtual dance party was tagged on to the project and the individual that attended had a lot of fun. It was suggested that SG/PRC host one for Valentines Day.

Someone said SG/PRC is the gold standard for dealing with COVID-19.

Another attendee thanked SG/PRC for serving as a testing site.

### **MEETING ADJOURNED**

The next regular meeting will be held on February 3, 2022, at 10:00 a.m.