

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

March 23, 2022

ATTENDANCE

The following members of the Board of Directors were present at said meeting:

PRESENT:

Sheila James
Shannon Hines
Bill Stewart
Gisele Ragusa
Preeti Subramaniam
Julie Lopez
Susan Stroebel

ABSENT:

Mary Soldato
Natalie Webber

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
Raquel Sandoval, Human Resources Director
Joe Alvarez
Daniel Ibarra, Fair Hearing Specialist
Xochitl Gonzalez, Community Outreach Specialist
Hortencia Tafoya, Specialized Services Manager-Special Projects
Edith Aburto, Manager of Family Services
Maria Casian, Service Coordinator, Adult Services 1
Chrissy Huyler, Deaf and Hard of Hearing Service Coordinator
Yvonne Gratianne, Manager of Communications & Public Relations
Erika Gomez, Exec. Assistant BOD
Willanette Satchell, Executive Assistant

GUESTS:

Victor Campos, CLAP
Vanessa Chay
Sofia Benitez
Nikisia Simmons

A. CALL TO ORDER:

Sheila James, Interim Board President, called the meeting to order at 7:17 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed.
- The minutes for the January 26, 2022, meeting were reviewed and approved by the Board.
M/S/C (Subramaniam & Lopez) The Board approved the minutes.
- The minutes for the February 23, 2022, meeting were reviewed and approved by the Board.
M/S/C (Ragusa & Hines) The Board approved the minutes.
Abstain: Stroebel

B. PUBLIC INPUT:

- Staff gave an overview reminder of the guidelines for Public Input.
- Carl Argila, parent, gave notice that he was recording his public input and that the recording will go on his blog. He then gave an update on his son, an individual served by SG/PRC, and his wishes pertaining to his conservatorship.

If anyone wishes to provide public input, please email egomez@sgprc.org

C. EXECUTIVE/FINANCE COMMITTEE

Financial Report

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

In regional center operations, the allocation based on the C-2 amendment is expected to meet expenditure projections. Projections include ongoing operating cost and estimated cost for traditional initiatives and the current year's spending plan. The operation's C-2 allocation for fiscal year 2021-22 is currently at \$35,207,155 with projected expenditures of \$34,282,135. The year-to-date expenditures is \$17,839,374 with projected remaining expenditures of \$16,892,761. This results in unencumbered balance of **\$925,020** 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 Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,218,040, it is expected that the full amount will be spent.

The Community Placement Plan (CPP) and DC ongoing Workload operations funds are allocated in the C-2 amendment. Continuation funding this year in the amount of \$1,708,988 is expected and the full amount will be spent.

The Purchase of Service allocation is based on the C2 amendment in the amount of \$318,032,645. The current month's expenditure amounted to \$23,040,149 bringing the year-to-date expenditures for services to \$151,322,108. The remaining projected expenditures and late bills are in the amount of \$156,761,495 leaving a surplus, **\$9,949,042**.

CPP POS is in a separate line item (see attached), SG/PRC is allocated a total of \$320,868 for placement, assessment and start-up.

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

Review of Contracts:

Presented by Lucina Galarza, Director of Community Services:

- *Elwyn – Novarro*
- *Kaiser – Glendora*
- *Inclusion Specialized*
- *Inclusion Services*

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

M/S/C (Ragusa & Subramaniam) The Board approved the contract.

Abstain: Stroebel & Stewart

D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE

Julie Lopez was having technical difficulties but shared the following information via staff:

- Salvador Gonzalez and the Community Outreach Specialists provided the monthly Community Outreach report.
- Mr. Hill encouraged that during the month of March, we wear orange for National Disability Awareness Report.
- Mr. Hill explained the legislative process.
- Yvonne Gratianne gave an update on the delegation that will represent at Grassroots Day, which is scheduled for April 5th.

E. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR FAMILIES

Shannon Hines reported that the committee reviewed the Social Recreation/Camp and Non-Medical Therapies Policy and provided input. The committee recommended the policy to the Board for approval.

M/S/C (Stewart & Subramaniam) The Board approved the Social Recreation/Camp and Non-Medical Therapies

F. VENDOR ADVISORY COMMITTEE (VAC)

Susan Stroebel shared that providers continue to struggle with hiring qualified staff. She also shared the vendors now have an additional challenge with the new COVID 19 sick pay requirements as they are not getting additional funding for it. Lastly, the VAC meeting will have a presentation titled, “Compassion Fatigue,” that everyone is invited to attend, via videoconference.

G. STRATEGIC DEVELOPMENT COMMITTEE

- Gisele Ragusa reported that the committee is undergoing a review of the Strategic Plan as it is up for renewal on July 1, 2022. The committee will switch from adapting the SWOT Analysis method to SOAR, which is more forward thinking. The Board can expect to receive the questionnaire/survey soon. She also talked about having to adjust the Board’s training plan to include the Whistleblower and Conflict of Interest Policies.
- The committee interviewed the following applicants for Board Committee membership and were recommended to the Board for their approval:
 - Wendy Lai – Advisory Committee for Individuals Served and Their Families
M/S/C (Stewart & Hines) The Board approved Wendy Lai for membership on the Advisory Committee for Individuals Served and Their Families.
 - Flor Tolley – Community Relations/Legislative Committee
M/S/C (Subramaniam & Stewart) The Board approved Flor Tolley for membership on the Community Relations/Legislative Committee.
- *15.04 - Nominations of Officers - A Director may be nominated for an office*

only by the Strategic Development Advisory Committee in accordance with section 21.02, or by a written nomination, signed by at least one (1) Director, listing the names of a total of five (5) Directors who support the nomination, and that is submitted to the Board’s Executive Assistant at least ten (10) days before the election is to be held.

- Last month, the Board was given notice of intent to conduct an election for the office of President. The Nominating Committee nominated Sheila James

The Board, unanimously, approved the nomination of Sheila James for the office of President, effective immediately.

H. BOARD OVERVIEW

Sheila James shared the following information:

- Penelope Fode, former President, resigned from the Board and the Community Relations/Legislative Committee
- ARCA Board Delegate Update - the following topics were discussed at the meeting, which was held via videoconference:
 - Conservatorship
 - Fair Hearings
 - ARCA Webinar – Integration into Community

I. EXECUTIVE DIRECTOR’S REPORT:

Anthony Hill, Executive Director, discussed the following:

- ARCA meeting overview:
 - The meeting was held on March 18, 2022, and the following was discussed:
 - Expansion of Self Determination –
 - African Americans and Hispanics are underrepresented.
 - Financial Management Systems – a lot have waiting lists
 - Policy Related to Caseload Ratios – the system is underfunded. ARCA secured Devon Mathis as a sponsor.
 - Acceleration of Rate Implementation – the first phase will go into effect on April 1, 2022. The second phase will start on July 2023. There’s an initiative so that the second phase starts on July 2022 as providers are struggling hiring and retaining staff.

- Annual Family Fee Program and Family Cost Participation Program – ARCA is seeking a sponsor to end both.
- Mr. Hill shared words of appreciation to commemorate Women’s History Month.
- Mr. Hill encouraged the attendees to wear orange this month in acknowledgement of Disabilities Awareness Month.
- In the materials, there’s information about an upcoming event for Aging Caregivers.
- Brief COVID 19 Update:
 - There is currently an uptick of positive cases among the individual served
 - Critical functions are at optimal level, with most staff working remotely but critical function staff are in the office 3-5 days a week.
 - Governor Newsom mandated that Healthcare workers be boosted by March 1, 2022. SG/PRC is in full compliance.
 - SG/PRC continues to serve as testing site, and in partnership with the Department of Health, every person that tests will receive a \$20 gift card incentive each time they test, for 6 weeks.

J. EXECUTIVE SESSION

There were two Executive Sessions regarding and Individual Served and a Personnel Matter.

Next meeting on Wednesday, April 27, 2022 at 7:15 p.m.

BOARD MINUTES FROM THE MARCH 23, 2022 MEETING

Submitted by:


Sheila James, Board President

April 29, 2022
Date