

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

April 13, 2022

PRESENT

Sheila James, 1st VP, Interim President
Shannon Hines, 2nd VP
Preeti Subramaniam, Secretary
Gisele Ragusa, Immediate Past
President
Natalie Webber, Director

GUESTS:

None

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

ABSENT:

Bill Stewart, Treasurer

**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 February 2022 in the Fiscal Year 2021-22. These expenditures are for services paid through March 17, 2022.

ITEMS DISCUSSED

A. CALL TO ORDER

Sheila James, Board President, called the meeting to order at 7:16 pm. A quorum was established.

The committee reviewed the agenda.

The committee reviewed and approved the minutes of the March 9, 2022, meeting, with the following changes: Sheila James called the meeting to order, and Preeti Subramaniam's name spelling to be corrected.

(M/S/C Subramaniam & Hines) 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-3 (estimated) amendment is expected to meet expenditure projections. Projections include ongoing operating cost and estimated cost for ongoing initiatives and the current year's spending plan. The operation's C-3(est.) allocation for fiscal year 2021-22 is currently at \$35,296,155 with projected expenditures of \$34,505,940. The year-to-date expenditures is \$19,820,621 with projected remaining expenditures of \$14,685,319. This results in unencumbered balance of **\$790,215** 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, staff expect the full amount to be spent.

The Community Placement Plan (CPP) and DC ongoing Workload operations funds are allocated in the C-2 amendment. Staff expect continuation funding this year in the amount of \$1,708,988 and will spend the full amount.

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 \$23,718,141 bringing the year-to-date expenditures for services to \$175,040,249. The remaining projected expenditures and late bills are in the amount of \$129,875,987 leaving a surplus, **\$13,116,409**.

CPP POS is in a separate line item, staff 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.

(M/S/C Webber & Subramaniam) The committee approved the Financial Report.

D. CONTRACTS FOR REVIEW

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

- *Integrated Living Partners (ILP)*

(M/S/C – Subramaniam & Hines) The committee approved to recommend to the Board the review of this contract.

COMMUNITY RESOURCE DEVELOPMENT PROJECTS

Ms. Galarza also shared that DDS has awarded SG/PRC the following community resource development projects (CRDP) as follows:

In January- awarded 2 ongoing projects

- 4 bed home for individuals who abuse illegal substances and alcohol - \$150,000 has been awarded
- Workshop series for ASL – intermittent level - \$60,000 has been awarded

In April- awarded 4 projects

- Accessory Dwelling Unit (ADU) - \$400,000 – to be built on an existing property owned by SG/PRC’s Housing Development Organization (HDO)- Staff are hoping to get additional monies so a 2 bedroom home for at least 2 adults served can be built
- Social Connection Workshop Series for Adults - \$60,000
This is a workshop series with the desired outcome for this project is to develop a workshop series covering various topics that will improve social skills and assist these adults in enhancing social connectedness. A request for proposal will be posted on SG/PRC’s website
- Specialized Residential Facility for Deaf and Hard of Hearing - \$200,000
This will be a community care licensed home which will specialize in serving adult individuals who are deaf and / or hard of hearing who may also have mental health or behavioral challenges. A request for proposal will be posted on SG/PRC’s website

- Psychiatric Navigation- \$70,000

For this project, navigation and advocacy will consist of contracting with a provider that has a qualified background and understanding of individuals with I/DD to provide advocacy & supports in several areas, training of mental health professionals, collaborating with regional center case management staff, actively participating with discharge planning to the home setting or step-down programs, developing a tracking system for all psychiatric hospital admissions, discharges, and treatment outcomes. A request for proposal will be posted on SG/PRC's website

E. BOARD OVERVIEW

Sheila James, Board President, led the following conversation:

- Julie Lopez resigned from the Board and the committees she was involved with because she is moving outside SG/PRC's catchment area
- Agenda for Board Training – April 27, 2022 - *Understanding Diversity, Equity and Inclusion (DEI)*
- Agenda for Executive Finance Committee Meeting – May 11, 2022 –
 - Financial report
 - Strategic planning meeting/training with Mary Beth
 - President's report
- Strategic Development Meeting – The meeting for April 13, 2022 was rescheduled to April 20, 2022.
- There was a discussion about making an exception for new committee members that could be shifted to Board membership as the Board is currently struggling with maintaining its required composition. The Board's practice (not a bylaw) is to wait at least a year before a committee member can move on to the Board. There was a consensus that this exception should be made.
- There was a discussion about having a Saturday training with Mary Beth on May 21, 2022. Mr. Hill will work with Raquel on this.

F. INFORMATION - EXECUTIVE DIRECTOR

Anthony Hill, Executive Director, reported the following:

- New Contract Language –Mr. Hill asked the Contract Negotiation Committee to consider amending the contract to align fiscal with calendar dates.
- ARCA Public Policy Talking Points – the following is what ARCA is focusing on:

- Rate Reform Implementation – the first phase went 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. It seems there will be legislative sponsors for this.
- Annual Family Fee Program and Family Cost Participation Program – ARCA is seeking a sponsor to end both.
- Core Staffing Formula – There’s an ask for an additional \$21 million for all regional centers. Blanca Rubio has agreed to be a sponsor.
- SB882 – Would create an advisory council to look at ways to improve interactions between law enforcement and people with developmental disabilities.
- AB2378 - Would increase options for people served by the regional centers who want, and actively seek, employment.
- Caseload Ratio Allocation Survey – SG/PRC, along with all the other regional centers is out of compliance. SG/PRC is required to submit a plan of correction when caseload ratios are not met for two consecutive reporting periods. The plan of correction must be developed with input from the State Council on Developmental Disabilities, local organizations representing the individuals served, their family members, regional center employees, including recognized labor organizations, service providers, and other interested parties. SG/PRC will hold a community meeting to meet this requirement on April 26, 2022.
- Behavior Health Treatment Policy – SG/PRC received the letter and while the policy is ok, it failed to include exemptions language. Mrs. Santana and her team will have a policy to be reviewed by the Advisory Committee of Individuals Served and Their Families soon.
- Sirens of Silence – SG/PRC will host this event on April 30, 2022, in partnership with the Los Angeles County Fire Department to help individuals served and their families learn how to interact and engage with first responders.
- The Aging Caregiver Conversation event is scheduled for tomorrow. An update will be provided soon.

COVID-19 Update.

- Critical functions are at optimal level, with most staff working remotely but critical function staff are in the office 3-5 days a week. This will remain in place until the new fiscal year.
- 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.
- Although the mask mandates have eased, because SG/PRC employees are considered health care worker, staff must continue to wear a mask while in the office.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on May 11, 2022, at 7:15 p.m. via videoconference.

CLOSED SESSION

None