

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

May 11, 2022

PRESENT

Sheila James, Board President
Shannon Hines, 2nd VP
Preeti Subramaniam, Secretary
Bill Stewart, Treasurer
Gisele Ragusa, Immediate Past
President

GUESTS:

None

STAFF:

Anthony Hill, Executive Director
Lucina Galarza, Director of
Community Services
Roy Doronila, Chief Financial Officer
Salvador Gonzalez, Director of
Compliance
Willanette Satchell, Executive
Assistant
Erika Gomez, Executive Assistant –
BOD & RDDF

ABSENT:

Natalie Webber, Director

**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 March 2022 in the Fiscal Year 2021-22. These expenditures are for services paid through April 18, 2022

ITEMS DISCUSSED

A. CALL TO ORDER

Sheila James, Board President, called the meeting to order at 7:18 pm. A quorum was established.

- The committee reviewed the agenda.
- The committee reviewed and approved the minutes of the April 13, 2022, meeting, with the following change: Sheila James, Board President.

(M/S/C Ragusa & Subramaniam) 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, estimated cost for traditional initiatives and the current year's spending plan. The operation's C-3(est.) allocation for fiscal year 2021-22 is currently at \$36,282,148 with projected expenditures of \$35,536,351. The year-to-date expenditures is \$22,412,232 with projected remaining expenditures of \$13,124,118. This results in unencumbered balance of **\$745,797** 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 is expected this year in the amount of \$1,708,988 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 \$23,567,288 bringing the year-to-date expenditures for services to \$198,607,537. The remaining projected expenditures and late bills are in the amount of \$104,379,678 leaving a surplus, **\$15,045,430**.

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

(M/S/C Stewart & Hines) The committee approved the Financial Report.

D. CONTRACTS FOR REVIEW

Salvador Gonzalez, Director of Compliance, presented the following contract:

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

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

- *Dr. Carrillo – Intake*
- *Psychological Group – Intake*
- *Dr. Vasquez – Intake*
(M/S/C – Ragusa & Subramaniam) The committee approved to recommend the above-mentioned contracts to the Board for their review.

- *Hope House – Mary Jo- EBSH*
(M/S/C – Stewart & Subramaniam) The committee approved to recommend to the Board the review of this contract.

- *Brilliant Corners – Startup for ADU*
(M/S/C – Stewart & Hines) The committee approved to recommend to the Board the review of this contract.

- *Halifax House*
(M/S/C – Ragusa & Stewart) The committee approved to recommend to the Board the review of this contract.

- *Easter Seals Victoria*
(M/S/C – Hines & Stewart) The committee approved to recommend to the Board the review of this contract.

- *People’s Care – Maverick*
(M/S/C – Stewart & Subramaniam) The committee approved to recommend to the Board the review of this contract.

- *Flagship @ Yaletton*
(M/S/C – Ragusa & Hines) The committee approved to recommend to the Board the review of this contract.

E. BOARD OVERVIEW

Sheila James, Board President, led the following conversation:

- Agenda for Board Meeting – May 25, 2022:
 - Notice of Elections
 - Proposed Slate of Officers
 - Strategic Planning Retreat
 - Membership Recommendations/Reassignments
- Agenda for Executive Finance Committee Meeting – June 8, 2022 –
 - Financial report
 - Strategic planning meeting/training with Mary Beth
 - President’s report
- Strategic Planning Meeting – the date has been changed to June 11, 2022, tentatively, at 9am-12pm
- The Community Relations/ Legislative Advisory Committee did not meet in April because it does not currently have a chairperson or any Board Directors in their membership, as required in the Bylaws. Only three members currently make up that committee. There was discussion about suspending the meeting for this month and the committee decided it should be.
(M/S/C – Ragusa & Hines) The committee approved to suspend the Community Relations/ Legislative Advisory Committee meeting for May 2022.

F. INFORMATION - EXECUTIVE DIRECTOR

Anthony Hill, Executive Director, reported the following:

- May Revise – There is going to be a briefing on Friday by the Governor.
 - His proposal is to have lower caseload ratios for ages 0-5
 - SG/PRC and ARCA will be looking closely at what is issued
- Caseload Ratio Plan of Correction- SG/PRC, along with all the other regional centers is out of compliance. SG/PRC submitted a plan of correction to DDS, as required. 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 held a community meeting to meet this requirement on April 26, 2022.
- Core Staffing Formula – The antiquated core staffing formula creates an under allocation in funding for Service Coordinator positions. SG/PRC supports the ARCA Budget request to reform the Core Staffing Formula.

Regional Center staff are supported through operations funding, flowing from the methodology relied on within the Core Staffing Formula. Approximately 380,000 individuals statewide are served through regional centers.

- 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. 5 senators have come up with a plan.
- Annual Family Fee Program and Family Cost Participation Program – ARCA is seeking a sponsor to end both.
- Performance Incentive Measures – There are \$87 million allocated for this, DDS will keep 10% and regional centers will have to earn the rest. Performance measures will be hard to meet if the staffing formula is not fixed.
- Transition Liaison Funding – Money will be allocated for one position for each regional center. There are 9 requirements for this position. The listing will be posted on SG/PRC's website.
- Health and Safety Waiver Assistance - SG/PRC is committed to relying on all options to ensure that the needs of individuals served, and their families are met through optimizing the use of the Health and Safety Waiver procedure, particularly with Non-English-Speaking individuals served at least 18 years in age or their parents or guardians if the individual served is a minor. SG/PRC has designated staff to support its initiative.
- Funding for Compliance with HCBS Final Rule – There is \$284,000 of funding. Staff must submit a report with the partnership of service providers of a plan to utilize the money. A meeting will be held in June. The report is due on September 30, 2022.

COVID-19 Update: There has not been new guidance.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on June 8, 2022, at 7:15 p.m. via videoconference.

CLOSED SESSION: Personnel Matter