

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

**September 14, 2022**

**PRESENT:**

Gisele Ragusa, Board President  
Julie Chetney, 1<sup>st</sup> VP  
Preeti Subramaniam, Secretary  
Bill Stewart, Treasurer  
Natalie Webber  
Trish Gonzales  
Joseph Huang

**GUESTS:**

A Skrow  
David Bernstein  
Elizabeth Cuevas

**STAFF:**

Joe Alvarez, Interim Executive Director  
Lucina Galarza, Director, Community Services  
Dara Mikesell, Interim Chief Financial Officer  
Hortencia Tafoya, Director, Clinical Services  
Rosa Chavez, Associate Director, Family &  
Transition Services  
Salvador Gonzalez, Director of Compliance  
Erika Gomez, Executive Assistant – BOD &  
RDDF

**ABSENT:**

Wendy Lai

**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 June 2022 in the Fiscal Year 2021-22, for services paid through August 18, 2022.

**ITEMS DISCUSSED**

**A. CALL TO ORDER**

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

- The committee reviewed and approved the agenda.
- The committee reviewed and approved the minutes of August 10, 2022 with the corrected spelling of Trish Gonzales' name.

**(M/S/C Stewart & Subramaniam) The committee approved the minutes with the amendment.**

**B. PUBLIC INPUT:**

None

**C. Contracts for Review**

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

- Rowland Vista – an SRF  
**(M/S/C – Stewart & Gonzales) The committee approved to recommend the above-mentioned contract to the Board for their review.**
- ResCare Puente – an EBSH  
**(M/S/C – Stewart & Chetney) The committee approved to recommend the above-mentioned contract to the Board for their review.**

**D. Financial Report**

Dara Mikesell, Interim CFO, reported the following:

In regional center operations, the allocation based on the C-3 amendment is expected to meet expenditure projections. Projections include ongoing operating expenses and any outstanding encumbrances and purchase orders. The operation's C-3 allocation for fiscal year 2021-22 is currently at \$36,923,696 and staff expect to spend the full amount. The year-to-date expenditures is \$34,358,198 with projected remaining expenditures of \$2,565,497.

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 to spend the full amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations funds are allocated in the C-3 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 C-3 amendment in the amount of \$318,032,645. The current month's expenditure amounted to \$5,797,337

bringing the year-to-date expenditures for services to \$277,337,599. The remaining projected expenditures and late bills are in the amount of \$12,100,317 leaving a surplus, **\$28,594,729**.

CPP/CRDP POS is in a separate line item, we are allocated a total of \$1,250,868 for placement, assessment and start-up. Additional allocation for the CPP assessment of \$ 5,887.00 is forthcoming in C-4.

SG/PRC was allocated \$ 604,110 for HCBS programs in POS.

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

**E. Board President's Report**

Gisele Ragusa, Board President, led the following conversation:

- Topics for Board Discussion Forums – moving forward the Board will have 15-20 minutes discussion forums at the Board meetings. The members will receive a survey where they can vote on the prioritization of the topics that have been suggested.
- Annual Training Survey – Board and committee members should expect to see this survey in the next month or so.
- ARCA Update – ARCA will meet in October in San Diego to do strategic planning. Ms. Ragusa suggested DEI work be part of their plan. She will have a report on those efforts after that meeting.
- Agenda for the upcoming Board Meeting – September 28, 2022
  - Strategic Planning Efforts
  - Performance Contract Presentation
  - Voting for nominated 2<sup>nd</sup> VP
  - Issues Forum – ABA (part 2)
- Agenda for Executive Finance Committee Meeting – October 12, 2022
  - Strategic Planning Efforts
  - Contracts for review
  - Financial information

**F. Information**

Joe Alvarez, Interim Executive Director, and staff reported the following:

- DDS Public Policy Change – Conservatorships – DDS announced immediate steps towards improvements for individuals served in

conservatorships where DDS is the court-appointed conservator.

The following is designed to enhance the experience:

- Form a panel of national subject matter experts to conduct a complete review of DDS' conservatorship program
- Form a multidepartment working group to conduct enhanced reviews for each of DDS' 413 individual conservatees
- Enhance oversight and review of DDS' 413 conservatorships
- ARCA Legislative Response – The following bills impact the system and supported by ARCA:
  - AB 2917 – Websites Accessibility
  - SB 855 – Childhood Drowning Data Collection Pilot Program
  - AB 2645 – Resilience Centers
  - SB 870 – Expansion of eligibility by raisin the age onset of disability from 18 to 22 years. ARCA supports but would like the author to make amendments.
- HCBS Plan Proposal – In collaboration with the Vendor Advisory Committee (VAC), SG/PRC staff developed a plan for the use of funding made available by DDS to support compliance with the Home and Community Based Services (HCBS) Final Rule. Both SG/PRC and its VAC agreed to contract with the following consultants to develop a comprehensive approach to assist and support our vendor community in aligning their practices with the HCBS Final Rule: Helen Sanderson and Associates USA; Tammy Evrard Consulting; and Kindred Communications
  - COVID -19/Monkeypox Updates - The weekly data was reviewed. Currently, 15% of staff are onsite with 85% of staff working remotely. Staff continue to do live intake and SG/PRC continues to be fully operational. SG/PRC's website has a new feature, "Health News and Alerts," for important and updated information.

### **MEETING ADJOURNED**

The meeting adjourned. The next regular meeting will be held on October 12, 2022, at 7:15 p.m. via videoconference.

### **CLOSED SESSION**

The Executive/Finance Committee held a closed session to discuss a personnel matter.