

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

August 24, 2022

ATTENDANCE

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

PRESENT:

Gisele Ragusa
Bill Stewart
Joseph Huang
Julie Chetney
Trish Gonzales
Preeti Subramaniam
Susan Stroebel
Bruce Cruickshank
Jaye Dixit
Wendy Lai
Karen Zarsadiaz – Ige
Natalie Webber

STAFF:

Joe Alvarez, Interim Executive Director
Lucina Galarza, Director of Community Services
Dara Mikesell, Chief Financial Officer Apprentice
Hortencia Tafoya, Director of Clinical
Daniela Santana, Director of Client Services
Rosa Chavez, Associate Director Family & Transition
Services
Salvador Gonzalez, Director of Community Outreach and
Compliance
Yvonne Gratianne, Manager of Communications & Public
Relations
Erika Gomez, Exec. Assistant BOD

ABSENT:

Mary Soldato

GUESTS:

Carl Argila
Elizabeth Cuevas
Albert Feliciano

A. CALL TO ORDER:

Gisele Ragusa, Board President, called the meeting to order at 7:18 p.m. Roll call was taken, and a quorum was established.

- The agenda was reviewed.
- The minutes for the July 27, 2022, meeting were reviewed and approved by the Board.

M/S/C (Stewart & Gonzales) The Board approved the minutes.

B. PUBLIC INPUT:

- Mr. Carl Argila complimented the Board members for returning their meetings to the regular Zoom format. He also stated that he is a parent of an individual that is served with San Gabriel/Pomona Regional Center. He

discussed his concerns over Conservatorship of his son through San Gabriel/Pomona Regional Center. Lastly, he informed the Board that he would record the meeting and post it to his blog.

- Elizabeth Cuevas shared her thoughts about the composition of the Board. She also asked about the survey the Board made available to the community regarding the recruitment of the Executive Director.
- Albert Feliciano, SCDD, shared the information for upcoming statewide trainings.

C. EXECUTIVE/FINANCE COMMITTEE

Dara Mikesell, Interim Chief Financial Officer, reported on the following:

Financial Report

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 with projected expenditures of \$36,768,179. The year-to-date expenditures is \$33,367,607 with projected remaining expenditures of \$3,400,571. This results in unencumbered balance of **\$155,517** 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, the full amount is expected to be spent.

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 \$22,338,734 bringing the year-to-date expenditures for services to \$271,540,263. The remaining projected expenditures and late bills are in the amount of \$22,776,223 leaving a surplus, **\$23,716,159**.

CPP/CRDP POS is in a separate line item, SG/PRC is allocated a total of \$1,250,868 for placement, assessment and start-up. Additional allocation for the

CPP assessment of \$ 5,542.00 is forthcoming in C-4.
SG/PRC is allocated \$604,110 for HCBS programs in POS.

D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE

Joseph Huang, Chairperson, reported that the committee heard from the Community Outreach Specialists team and their ongoing efforts. Mr. Alvarez and staff also provided legislative updates as well as updates on COVID-19 and Monkeypox.

E. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR

Wendy Lai, Co-Chairperson, reported that at the meeting the following was discussed: Self Determination, Alternative Services, COVID-19 and Monkeypox. The Housing Specialist also provided information about her role and how she can best support individuals served and their families.

F. VENDOR ADVISORY COMMITTEE (VAC)

Susan Stroebel, Chairperson, shared that the Home and Community Based proposal was approved by DDS, which will focus on person centered planning for service providers. The VAC is now meeting via the regular Zoom meeting format. Lastly, because of the staff shortages, many vendors are having to put individuals served on waiting lists.

G. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney, Chairperson, said that the committee is actively working on the Strategic Planning event. This will be open to all Board and Committee members.

Notice of intent to conduct election for 2nd VP, FY 22-23, on September 28, 2022, was given. The committee nominated Trish Gonzales for the role.

M/S/C (Stewart & Huang) The Board approved to move the nomination forward for voting at the September 28, 2022 Board meeting.

H. BOARD PRESIDENT'S REPORT

Gisele Ragusa, Board President, shared the following information:

- Upcoming Topics for Discussion Forums - Below are topics recommended

at for upcoming Board Discussion Forums:

- Mental Health Services for Individuals Served
 - Aging Families
 - Foster Grandparent/Senior Companion Program
 - Vendor Panel
 - SG/PRC Budget
 - Diversity Equity and Inclusion
 - SG/PRC's role when kids transition out of school
 - Constructing effective meetings
 - Social recreation
 - Expectations and relationships of the Board and the ED
- Recruitment/Hiring Update – A survey was provided by the Board to the community, service providers and individuals served, to collect data of the characteristics they'd like in the new Executive Director. A robust pool of diverse candidates applied all with strong leadership skills. The Board is hopeful to complete the process by September 30, 2022.
 - ARCA Meeting – There was an ARCA meeting on August 23, 2022. Legislation was discussed. ARCA will engage in strategic planning in October 2022.
 - An attendee asked that staff and Board members introduce themselves and Ms. Ragusa facilitated this request. Soon after she asked the guests to also introduce themselves, nearly all of them participated in such introductions.

I. PERFORMANCE CONTRACT BACKGROUND

Salvador Gonzalez, Director of Community Outreach and Compliance, reported on the following:

- Performance Contract Process
- Requirements
- Public Policy Measures
- Disparity/Equity Measures
- Compliance Measures

J. DISCUSSIONS FORUM – UNDERSTANDING APPLIED BEHAVIOR ANALYSIS (ABA) SERVICES AND POLICIES (PART 1)

Daniela Santana, Director of Client Services, reported on the following:

- What are ABA Services
- What Behavior Analysis has found
- What ABA does

- ABA Assumptions
- Understanding Behavior
- Defining Target Behavior

Board member, Wendy Lai, will invite a parent to continue this conversation at and upcoming Board meeting.

K. EXECUTIVE DIRECTOR’S REPORT:

Joe Alvarez, Interim Executive Director, discussed the following:

- SB 188 Policy Positions – Because of the new Trailer Bill language, SG/PRC will recruit 60 new Service Coordinators for the 0-5 , 1:40 caseloads. The Executive team is working to develop a budget for recruiting, keeping in mind language and diversity needs. All regional centers will be hiring and that will create a lot of competition. Staff are waiting for funding for these positions. Staff are also planning a job fair with Cal Poly Pomona.
- 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
- Early Start Technology Lending Library – DDS asked SG/PRC to work with The Parents’ Place to obtain a grant of \$110,000 for another lending library. Staff is waiting to hear back about the proposal.
- 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.

L. EXECUTIVE SESSION

There was an Executive Session regarding a Personnel Matter.

Next meeting on Wednesday, September 28, 2022 at 7:15 p.m.

BOARD MINUTES FROM THE AUGUST 24, 2022 MEETING

Submitted by:

Gisele Ragusa

Gisele Ragusa, Board President

____10-12-2022____
Date