

**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.  
VENDOR ADVISORY COMMITTEE MINUTES**

**February 2, 2023**

The following committee members attended said meeting:

**PRESENT:**

Susan Stroebel, Chairperson  
David Bernstein  
Olaf Luevano  
Nicole Mirikitani  
Jose Meraz  
Grace Kano  
Brenda Baldeon  
Chris Schlanser  
Nancy Bunker  
Jay Smith  
Theresa Jones Zarour  
Christina Buth

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director, Community Services  
Tim Travis, Associate Director, Community Services  
Rosa Chavez, Associate Director of Family and  
Transition Services  
Daniela Santana, Director of Client Services  
Salvador Gonzales, Director of Service Access and Equity  
Dara Mikesell, CFO  
Scott Kelley, Manager, Client Services (Residential II)  
Lourdes Sanchez, Program Evaluator  
Yvonne Gratianne, Manager, Communications/Public  
Relations  
Jaime Anabalón, Quality Assurance Manager  
Erika Gomez, Executive Assistant - BOD & RDDF

**MEMBERS ABSENT:**

Jeanette Cabrera  
Charmayne Ross

---

---

**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

---

---

**A. CALL TO ORDER**

Susan Stroebel called the meeting to order at 10:02 a.m. A quorum was established.

The minutes of the meeting on January 5, 2023, were reviewed approved.  
**M/S/C (Bernstein & Luevano) The committee approved the minutes.**

## **B. SG/PRC STAFF UPDATES**

- Referral Report – Daniela Santana, Director of Client Services, presented the monthly report. There was discussion about choice and supports for individuals served and their families.
- Virtual Transition Fair – Rosa Chavez, Associate Director of Family and Transition Services, announced the Annual San Gabriel Valley Transition Task Force Annual Collaborative Virtual Transition Fair, scheduled for March 8, 2023.

Lucina Galarza, Acting Deputy Director, and Director of Client Services, gave updates on the following areas:

- Remote Services – She provided a short informational presentation at the last Day Program Subcommittee meeting and will be sharing it with case management tomorrow.
- DSP Survey – Those that completed the first one *are* qualified to complete the second one. There is a \$8,000 incentive to those that complete it.
- Reimbursement For Early Start Provider Training - DDS will allocate \$5 million from the ARPA Part C funds to regional centers to reimburse early intervention service providers for 1) the cost of training fees and/or 2) staff time to attend training to:
  - Support the early intervention service provider in delivering effective and family-centered services that are responsive to the needs of the child and the family.
  - Promote acquisition of knowledge and skills in delivering culturally and linguistically sensitive services; and
  - Increase and retain workforce diversity.

The allocation of funds to each regional center will vary based on the number of active Early Start consumers as of September 2022

- Funding to Support Compliance with the Home and Community-Based Services Final Rule – The Fiscal Year 2022-23 budget includes \$15 million to assist providers in complying with the HCBS Final Rule, and to support broader work in each community that promotes and sustains ongoing compliance. Regional centers should work collaboratively with people who receive services, their families, and their service provider community to

- prioritize the use of available funds to meet the needs of individuals served in their local area.
- Transportation - SG/PRC staff met with transportation providers to collaborate on solutions to address the staff/rates challenges they are facing. Staff will work on an AB 637 waiver.
  - Email – Staff continue to ask that each vendor provide a centralized (permanent) email address.
  - Person Center – DDS has trainings on its website on Person Centered practices.
  - Coordinated Family Supports – DDS sent out a survey. The purpose is to better tailor services for everyone with a big focus on providing services in each family’s preferred language.
  - Insurance – The last signed policy was developed in 2005. Staff will update it and provide it to this committee for their review before it goes to the Board of Directors for approval.
  - Weekly meeting with Vendors – Beginning in March, SG/PRC will hold meetings with vendors on the third Monday of the month, instead of every Monday. The monthly VAC meetings will continue on the first Thursday of every month, at 10am.
  - The Special Needs Network will meet on February 8, 2023. Through a grant, they are rolling out a new program, Creating Opportunities Resources and Equity (CORE) in Early Intervention. More information can be found on their website.
  - Regional Centers have been awarded under \$1 million for service access and equity efforts that includes an overhaul of technology and adaptation of Consumer Electronic Records Management Systems, (CERMS).
  - Jaime Anabalon, Manager of Quality Assurance, is putting a list together for licensing of providers that have been impacted by the delays of Licensing’s Guardian System. Please email [janabalon@sgprc.org](mailto:janabalon@sgprc.org) if you should be added.

#### **C. MOST PRESSING CONCERNS FOR SERVICE PROVIDERS**

- Theresa Zarour shared, please see below under “Transportation.”
- Providers continue to be affected by staff shortages. They expressed their concerns of the impact that individuals served face when staff do not stay longer than six months.
- Providers will hold an advocacy meeting on February 28, 2023, at 10am.

#### **D. VENDOR CATEGORY REPORTS**

##### **Adult Programs**

Vocational – Olaf Luevano shared there will be a subcommittee meeting on February 15, 2023, at 10am.

*Adult Day* – Jose Meraz and Christina Buth reported that Lucina Galarza and Tim Travis, Associate Director of Community Services, were present at the last subcommittee meeting. They are planning on having a subcommittee meeting on the last Wednesday of each month and they would like Quality Assurance to do a presentation on their process at the next one.

### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross was not present, but Brenda Baldeon shared that the Justification template continues to be worked on. The next LICA meeting will be on February 9, 2023.

### **Transportation**

Theresa Zarour was reported that the transportation vendors met with SG/PRC staff to voice their concerns as they continue to struggle to stay afloat because of the lack of new rates. As a group, they reached out to DDS requesting a meeting but haven't heard back. Theresa expressed she feels they are not being heard and she would like to work closer with SG/PRC.

Staff assured the Transportation providers that they will continue to provide advocacy and support.

### **Independent Living Services**

*ILS* – Nicole Mirikitani had nothing to report.

& *SLS Services* – Nancy Bunker shared that it is important that rates be adjusted so people with life skills can be hired. She really encouraged that the vendors get together and do local advocacy work. She is also really concerned about how the high cost of living will impact the individuals served. She asked a few questions and staff provided the following answers:

- Faxes can be sent to the direct number of staff, and they will be received as an email.
- SIRs must be sent to the dedicated line.
- The leadership team is evaluating if a staff roster will be uploaded to SG/PRC's website.
- Remote meetings with individuals served should only be scheduled if that is the option the individual prefers.

### **Residential Services**

*Specialized* – Chris Schlanser will schedule a subcommittee meeting.

*CCF* - David Bernstein expressed that this meeting was the best one. He also shared that as the Governor announced that the State of Emergency is coming to an end, he is waiting to see when it will impact service providers as they continue to be expected to follow COVID-19 protocols.

Jay Smith, inspired by how the group has been listening to each other, provided the following quote: *"The ultimate measure of a man is not where he stands in moments of comfort and convenience, but where he stands at times of challenge and controversy."* – Martin Luther King, Jr.

*ICF*- Grace Kano encouraged her peers to keep tabs on the CAP AIM Program; there are monthly meetings to help vendors prepare. She too, wonders how it will be with Licensing as President, Joe Biden, anticipates the end of the Public Health emergency.

**Other Vendored Services**- Jeanette Cabrera was not present.

**At Large**- Susan Stroebel shared a link in the chat to a training taking place on March 8, 2023 for individuals served on how to be better advocates.

E. **RECRUITMENT SUBCOMMITTEE**

Vacancy in Vocational, to apply please email [egomez@sgprc.org](mailto:egomez@sgprc.org)

F. **LEGISLATIVE UPDATE**

Nothing was reported.

**MEETING ADJOURNED**

The next regular meeting will be held on March 2, 2023, at 10:00 a.m.