

# **SAN GABRIEL/POMONA** **REGIONAL CENTER**

## **NOTICE OF MEETING (TRAINING)**

Notice is hereby given that the Board of Directors of the San Gabriel/Pomona Valleys Developmental Services, Inc. will hold their monthly Board meeting on the following date and at the listed location:

**DATE: Wednesday, April 26, 2023,**

**TIME: 7:15 p.m.**

**PLACE: San Gabriel/Pomona Regional Center  
75 Rancho Camino Drive  
Pomona, CA 91766**

**THE MEETING  
IS OPEN TO THE PUBLIC  
VIA VIDEOCONFERENCE.**

**ZOOM Meeting ID: 234 566 141  
Password: 916227**

**The upcoming meeting will be convened via videoconference.**

**\*If you wish to sign up for public input, please email  
@egomez@sgprc.org\***

75 Rancho Camino Drive, Pomona, CA 91766  
(909) 620-7722

Program of San Gabriel/Pomona Valleys Developmental Services, Inc.

**S**AN GABRIEL/POMONA  
 REGIONAL CENTER  
 75 Rancho Camino Drive  
 Pomona, CA 91766

MEETING AGENDA  
**BOARD OF DIRECTORS MEETING**  
 (Meets 4<sup>th</sup> Wednesday of each Month)

Wednesday, April 26, 2023 at 7:15 p.m.  
**Videoconference Meeting**  
 ZOOM Meeting ID: 234 566 141  
 Password: 916227

**BOARD OF DIRECTORS**

Gisele Ragusa, Board President

Julie Chetney, 1<sup>st</sup> VP

Trish Gonzales, 2<sup>nd</sup> VP

Bill Stewart, Treasurer

Preeti Subramaniam, Secretary

Mary Soldato

Susan Stroebel, VAC Chairperson

Joseph Huang

Jaye Dixit

Bruce Cruickshank

Wendy Lai

Natalie Webber

Karen Zarsadiaz - Ige

Tina Wright

Richard Centeno

ACTION MATERIAL COLOR

7:15 - 7:25

**CALL TO ORDER**  
 (Gisele Ragusa, Board President)

None

None

None

- **Roll Call**

**Quorum**

**None**

**None**

- **Review Agenda**

Info

Attached

White

7:25 - 7:30

**GENERAL PUBLIC INPUT**  
 (To sign up, please email [@egomez@sgprc.org](mailto:egomez@sgprc.org))

Info

None

None

7:30 - 7:40

Contracts for Approval (Consent)

Lucina Galarza, Deputy Executive Director

- Interceptive Orthodontics for Dr. Rodef / Children Dental Fun Zone
- Cole Covina
- Vocational Innovations
- All Faith
- Reliable

**Consent**

Attached

Ivory

Hortencia Tafoya, Director of Clinical Services

- Columbus

7:40 - 7:50

Executive Director Report – Jesse Weller

APPROXIMATE SCHEDULE	ITEM	ACTION	MATERIAL	COLOR
7:50 – 8:50	<b>Two Part Trainings-</b> <i>Part 1: Communicating Outcomes and Costs of Regional Center Programs to the Board and its Committees.</i> <i>Part 2: Understanding Regional Center Financial Requirements, Reports, and Annual Fiscal Audits</i>	Info	None	None
8:50	OTHER BOARD & COMMUNITY ANNOUNCEMENTS	Info	None	None
<b><u>ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING</u></b>				
	<b>EXECUTIVE SESSION – None</b>	Info	None	None

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

**March 22, 2023**

**ATTENDANCE**

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

**PRESENT:**

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

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director, Community Services  
Dara Mikesell, Chief Financial Officer  
Daniela Santana, Director of Client Services  
Salvador Gonzalez, Director of Outreach & Compliance  
and Team  
Tim Travis, Associate Director, Community Services  
Rosa Chavez,  
Jessie Lagos, Manager, Specialized Services II, Special  
Projects  
Yvonne Gratianne, Manager, Communications/P.R.  
Hortencia Tafoya, Director of Clinical Services  
Willanette Satchell, Executive Assistant – Exec.  
Director  
Erika Gomez, Liaison BOD & RDDF

**ABSENT:**

Tina Wright

**INTERPRETERS:**

*Mandarin:*

Charlene Shih  
Ken Chen

*Spanish:*

Issac Ibarlucea  
Alejandro Mendez

*ASL:*

Kayelle Morgan  
Gregory Simpson

**GUESTS:**

Kristel Maikraz, AGT  
Ami Sullivan, Kinetic Flow  
George Stevens, Strategic Planning Consultant  
Albert Feliciano, SCDD  
Nikisia Simmons, DDS  
Nada Saleh  
Ali Dorri  
Angela Barnes  
Ardena Bartlett  
Ashley Lawson  
Beverly Stoll Maldonado  
Brittanie Lewis  
Cherri Pettiford  
Dalina Miller

Director Natalie  
Felicia Ford  
Melanne Stovall  
Monique Posada  
Shannon Hines  
Sierra Holley  
Teiyana Muse  
Tiffany Lewis  
“Tomorrow”

**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 for today’s meeting was reviewed.

The minutes for the February 22, 2023, meeting were reviewed and approved by the Board.

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

**B. PUBLIC INPUT:**

- Mr. Carl Argila reminded the Board that he records the entire meeting and uploads the video of the meeting to his personal blog. He also requested that his son’s conservatorship be terminated and that more specifics of his input be added to the minutes.
- Albert Feliciano, SCDD, shared information regarding a series of trainings. He provided the flyers. He also shared that Self Determination orientations continue statewide. Lastly, SCDD Los Angeles facilitates Board meetings composed of self advocates.

**C. REVIEW OF AUDIT REPORT AND 990 TAX FORM**

Kristel Maikraz, AGT, presented the Audit Report and 990 Tax form, which was approved by the Executive Finance Committee.

**D. EXECUTIVE/FINANCE COMMITTEE**

***Financial Report***

In regional center operations, the allocation based on the D-1 Amendment is projected to meet expenditure projections. Projections include operating

continuation cost and expenditures from the prior fiscal year. The operations D-1 allocation for fiscal year 2022-23 is currently at \$43,584,193 with projected expenditures of \$42,095,755. The year-to-date expenditure is \$20,431,519 with projected remaining expenditures of \$21,664,236. This results in an unencumbered amount of **\$1,488,438** 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 Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,380,279, staff expect to spend the full amount. The Fairview program's is included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations was **only allocated at 50%** in the D-1 amendment. We expect to receive full funding at the same level as last year in the amount of \$1,633,285. If we do not receive the full allocation for CPP and DC Closure Ongoing expenditures, the regular operations budget would have to absorb these costs, thereby reducing the budget unencumbered balance to **\$ 709,646** for the year.

The Purchase of Service allocation is based on the D-1 amendment in the amount of \$376,782,375. The current month's expenditure amounted to \$27,224,107, bringing the year-to-date expenditure for services to \$172,741,653. The remaining projected expenditures and late bills are in the amount of \$169,724,090 leaving an unencumbered amount of **\$34,316,632**.

CPP POS is in a separate line item, SG/PRC is allocated \$100,000 for placement only.

HCBS is allocated in the amount of \$ 638,638, and staff expect to spend within the allocated amount.

***C-4 Amendment*** – The C-4 Amendment was reviewed at the Executive Finance Committee meeting and approved to be signed by the Board President.

### ***Financial Report Training***

Mrs. Mikesell presented on the following:

- Operations actual year to date expenses compared to monthly year to date budget at a given month

- Purchase Of Services (POS)
- Monthly year to date of major categories

### *Contracts for Review*

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

- “Multi-Family Set Asides” with Prisma and National Core  
**(M/S/C – Stewart & Soldato) The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**  
**Abstain: Stroebel**

## **E. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Joseph Huang, Chairperson, reported that the committee heard from the different members of the Community Outreach & Compliance Department and their efforts to the community. (See Community Outreach Report for more details). Also shared, was information about the upcoming ARCA Grassroots Day, The Parents’ Place Information Resource Fair and the Sirens of Silence event.

## **F. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR**

Wendy Lai, Co-Chairperson, reported that the committee learned about “Changes to the Appeal Process” as well as the new updates regarding Self Determination.

## **G. VENDOR ADVISORY COMMITTEE (VAC)**

Susan Stroebel, Chairperson, informed the Board that the vendors held a brainstorming meeting to focus on legislative efforts in February and will hold another meeting on March 28, 2023. Their intent is to help legislators understand the impacts on individuals served whose programs are being challenged by staffing issues. She would like the support of the Board and its committee to do advocacy work.

## **H. STRATEGIC DEVELOPMENT COMMITTEE**

Ami Sullivan, Kinetic Flow Consultant, will be the facilitator to the Board to create its Strategic Plan. In a presentation she provided, she demonstrated how she plans to walk the members through the process. She reviewed the following information:  
**Strategic Planning - Why, How and What’s Next?**

- Strategic planning - What it is and why it is done
- A strategic plan is a tool towards the intentional achievement of a defined future, a road map

- Vision should not waver
- What it looks like
- Planning the plan, (nuts and bolts)
- Information gathering and analysis, (factors and influences)
- Settings strategic priorities, (what)
- Developing strategic actions, (how)
- Communicating, managing, and evaluating the plan, (moving it forward)
- What a successful strategic plan should be
- It must be on point, reflective, understandable

### **I. BOARD PRESIDENT’S REPORT**

Gisele Ragusa, Board President, shared the following information:

- The ARCA Academy is returning. SG/PRC is going to host the Southern California session on May 6, 2023, in an in-person event.
- Amy Sullivan, Kinetic Flow, is one of the consultants for the Strategic Plan that the Board is going to embark on. The other consultant is George Stevens, former Executive Director of North Los Angeles County Regional Center.

### **J. EXECUTIVE DIRECTOR’S REPORT:**

Jesse Weller, Executive Director, discussed the following (for the complete, detailed Director’s Report, please see attachment)

- COVID-19 State of Emergency Status - The COVID-19 State of Emergency order ended on February 28, 2023. This timeline provided the health care system with some flexibility to address the needs of the community in the event of any COVID-19 surges. Per the California Department of Public Health, beginning April 3, 2023, masks will no longer be required in indoor high-risk and health care settings and the State will no longer require health care workers to remain vaccinated for COVID-19.
- Mental Health Services Act (MHSA) Request for Applications FY 2023-24 through 2025-26 - This grant funding is aimed to expand and transform California’s behavioral health system to better serve individuals with, and at risk of, serious mental health issues, and their families. Applications were due on March 17, 2023, at 5:00PM.
- Purchase of Service (POS) Expenditure Meetings - The 2023 Annual Purchase of Services (POS) Expenditure Data Community Meetings schedule is completed and posted on the SG/PRC website. These public meetings are important as it they will teach about SG/PRC’s Purchase of Service

- Expenditures (how much was spent on services) by consumer age, race or ethnicity, language, disability, and residence for the fiscal year. In addition, attendees will learn about staff efforts to serve diverse communities and attendees can provide suggestions on how SG/PRC can improve. The remaining meetings will take place during the SG/PRC Board of Directors Meeting (3/22/2023), and The Parents' Place with Zoom Live for SG/PRC Vietnamese families (3/25/2023).
- Los Angeles Unified School District/Strike - SG/PRC released a statement informing the community to contact their Service Coordinator should there be any impact by potential strikes or closures to ensure parents/families are supported. While LAUSD is not directly within our catchment area, SG/PRC wants to ensure the community knows it is there to support in the event there are any unique circumstances that require program planning.
  - Los Angeles County Fire Department (2nd Annual Sirens of Silence Event) - The Los Angeles County Fire Department will be hosting their 2nd Annual Event for a Special Day with First Responders. In partnership, the event will be hosted at SG/PRC on *Saturday April 29, 2023, from 9AM-12PM*. The community will have opportunities to interact with safety equipment, interact and engage with first responders, and learn how to be protected in emergencies.
  - Parents' Place 28th Annual Information Fair & Festival - The Parents' Place along with the City of West Covina proudly announce the 28th Annual Information Fair and Festival. The event will be on *Sunday April 30, 2023, from 1:00PM-4:00PM* at Cortez Park, located at 2344 E Cortez Avenue in West Covina.
  - Senate Budget and Fiscal Review Subcommittee #3 - On March 23, 2023, the Senate Budget and Fiscal Review Subcommittee #3 on Health and Human Services ("Sub 3") will be holding its first hearing on developmental disabilities services funding. This will include discussion of the Core Staffing Formula for regional centers.
  - Grassroots Day - Grassroots Day will be virtual this year and scheduled for *Wednesday, March 29, 2023*. ARCA has released key issues to help facilitate the following areas of advocacy during legislative visits: stabilizing regional center service coordination, legislation for support and/or co-authoring AB 649 (Wilson), provider rate reform, and repeal of fees on families.

- *AB 1147 (Addis) – Disability Equity and Accountability Act of 2023* - The bill has framework on eliminating disparities, providing equitable access to services, increasing accountability, service consistency, transparency, and regional center governance. The bill would require an evaluation of regional center performance by the Department of Developmental Services (DDS), which would be implemented using a common set of performance measure
- *AB 248 (Mathis) – Individuals with Intellectual or Developmental Disabilities: The Dignity for All Act.* - This bill proposes to remove any obsolete terms and terminology and make nonsubstantive changes for more inclusive language.
- *AB 649 (Wilson) – Developmental Services* - This bill would remove the generic service appeal mandate. Per the Association of Regional Center Agencies (ARCA), current law prohibits regional centers from purchasing any service that would otherwise be available from Medi-Cal, Medicare, and private insurance, among other sources, when an individual served or their family meets the criteria of this coverage but chooses not to pursue that coverage.
- *Department Guidance on Extension of Waivers, Modifications, and Directives due to COVID-19* - This Directive extends the provisions of former extensions, waivers, and modifications until the end of month.
- *Resumption of the Parental Fee Program* - The Parental Fee Program assesses a monthly fee to parents of individuals served by regional center under the Age of 18 who receive 24-hour-out-of-home-care. The fee is based on annual gross income and family size.
- *Update on Enhanced Service Coordination* - Enhanced Service Coordination are specific to 1:40 caseloads that serve individuals with low or no Purchase of Services (POS). DDS will begin providing quarterly reports to help identify participants and the first report is expected in April 2023
- *Equity & Cultural Humility, Service Coordinator Competency in Cultural and Ethnic Diversity - Performance Measure & Desired Outcome:* The desired outcome of this measure is for all individuals and families supported by regional centers to experience service coordination that respects their culture.
- *Requirements Under the Americans with Disabilities Act to Provide Effective Communication to Deaf Consumers* - Regional centers are required to timely provide auxiliary aids and assistance to consumers who are deaf if necessary to afford individuals served an equal opportunity to participate in and enjoy the benefits of services.
- *Self-Determination Program: Standardized Vendorization Packet for Pre-Enrollment Supports* - In efforts to help streamline the vendorization process

- for Self Determination/Pre-Enrollment Services, regional centers shall require only the documents for all potential vendors interested in providing Self-Directed Supports.
- Staffing Statistics - As of February 28, 2023, SG/PRC has 435 authorized positions. This total number includes 404 full-time employees, and 31 vacancies. Recruitment continues.
  - Individual Served Statistics - As of February 28, 2023, SG/PRC served 15,830 individuals.
  - Self-Determination Program (SDP) - As of February 28, 2023, SG/PRC enrolled 101 participants to the Self-Determination Program.
  - Social Recreation Grants - SG/PRC received 12 proposals that were reviewed and submitted to the Department. Out of the 12 proposals, 5 received approval on March 1, 2023. Additionally, 3 more proposals were approved on March 15, 2023. Therefore, 8 proposals were approved for SG/PRC.
  - SG/PRC Business Office Workplace Practices – Face Coverings - As of March 8, 2023, the business practice to require face coverings/masks at the business office has been lifted. While onsite at the business office, staff and community members are no longer required to use a face covering. With that said, SG/PRC respects choice and encourages anyone to continue to wear if that is the preference. SG/PRC staff will collaborate with individuals and families served for meetings in homes to respect choice and staff will have face coverings/masks available. In addition, SG/PRC has shared with the community that Service Providers have their own policies and procedures that need to be followed, which may include Service Providers wearing face coverings/masks in the community or home settings.
  - SG/PRC Monthly Meetings for Vendors/Service Providers - Beginning March 2023, these meetings that were held weekly will now occur on the third Monday of each month. Please note, this meeting will be *in addition* to the regularly scheduled Vendor Advisory Committee (which is a formal committee of the Board) that occurs the first Thursday of each month.
  - SG/PRC Monthly Meetings for the Community - Beginning April 2023, these meetings that were held weekly will now occur on the third Tuesday of each month. Please note, this meeting will be *in addition* to the monthly Critical Issues Forums, community trainings, and existing committees and support groups

## **K. SPECIAL PRESENTATIONS**

Salvador Gonzalez, Director of Service Access and Equity, and his staff presented

the following two presentations:

*Purchase of Service Expenditure Data - Fiscal Year 2021/2022*

- Background
- SG/PRC Demographics
- Data Review Equity Projects/Partners
- Plan To Increase Access To POS and Generic Services
- Community Input

*National Core Indicators Survey - Adult In Person Survey - Fiscal Year 2020/2021*

- What Is National Core Indicators?
- Trailer Bill Language Affecting Statutes of Fiscal Year 2020 - 2021
- National Core Indicators Fiscal Year 2020 - 2021
- Demographics
- Ethnicity
- Access & Friends and Family
- Rights and Respect
- Community Participation
- Employment and Day Program
- Satisfaction
- CA Questions
- Service Coordination
- COVID Questions
- Additional Services Needed/Required
- Areas to Focus On
- Next Steps
- Implementing Recommendations

**L. OTHER BOARD & COMMUNITY ANNOUNCEMENTS**

Board President, Gisele Ragusa, asked the guests to introduce themselves.

**M. EXECUTIVE SESSION**

None

**Next meeting on Wednesday, April 26, 2023 at 7:15 p.m.**

**BOARD MINUTES FROM THE MARCH 22, 2023 MEETING**

Submitted by:

\_\_\_\_\_  
Gisele Ragusa, Board President

\_\_\_\_\_  
Date



**San Gabriel / Pomona  
Regional Center**

San Gabriel/Pomona Regional Center  
Jesse Weller, Psy.D.  
Executive Director's Report  
Wednesday March 22, 2023

**State/Local Updates**

- COVID-19 State of Emergency Status

The COVID-19 State of Emergency order ended on February 28, 2023. This timeline provided the health care system with some flexibility to address the needs of the community in the event of any COVID-19 surges. Per the California Department of Public Health, beginning April 3, 2023, masks will no longer be required in indoor high-risk and health care settings and the State will no longer require health care workers to remain vaccinated for COVID-19.

As of March 13, 2023, there is a reduced isolation time after a positive COVID-19 test, in which a person may end isolation after five days if they feel well, having improving symptoms, and are fever-free for 24 hours, with less emphasis on negative testing.

In the past few weeks, the State has begun to reduce resources available related to COVID-19, such as state-funded testing, test-sites, vaccine staff, outbreak response teams, mobile vaccine units, and pop-up vaccination events, in response to the important actions everyone has done together.

- Mental Health Services Act (MHSA) Request for Applications FY 2023-24 through 2025-26

This grant funding is aimed to expand and transform California's behavioral health system to better serve individuals with, and at risk of, serious mental health issues, and their families. The Department has \$2.2 million in funding to allocate over 3 fiscal years to award to regional centers to develop and implement innovative projects to support individuals served. The time frame for these projects is July 1, 2023, through June 30, 2026. Applications were due on March 17, 2023, at 5:00PM.

As such, SG/PRC in partnership with the Association of Regional Center Agencies (ARCA), submitted a statewide project proposal, "Building Bridges". The purpose of this project is to increase the collaboration and communication between regional centers, behavioral health, alcohol/drug agencies, and law enforcement. It is anticipated that through the establishment of several venues that avenues for information sharing, training development and expansion, and local multidisciplinary teams will increase. In this proposal, a conference or forum would provide a platform for local agencies to gain a statewide and national perspective on the development of these working relationships, sustainability of the relationships, and best practices for working with multi-agency individuals.

- Purchase of Service (POS) Expenditure Meetings

The 2023 Annual Purchase of Services (POS) Expenditure Data Community Meetings schedule is completed and posted on the SG/PRC website. These public meetings are important as you will learn about SG/PRC's Purchase of Service Expenditures (how much was spent on services) by consumer age, race or ethnicity, language, disability, and residence for the fiscal year. In addition, you will learn about our efforts to serve diverse communities and you can provide suggestions on how SG/PRC can improve. The SG/PRC Service Access and Equity team have conducted several public meetings to reach our underserved communities. The remaining meetings will take place during the SG/PRC Board of Directors Meeting (3/22/2023), and The Parents' Place with Zoom Live for SG/PRC Vietnamese families (3/25/2023).

- Los Angeles Unified School District/Strike

SG/PRC released a statement informing our community to contact their Service Coordinator should there be any impact by potential strikes or closures to ensure parents/families are supported. While LAUSD is not directly within our catchment area, SG/PRC wants to ensure our community knows we are here to support in the event we have any unique circumstances that require program planning.

- Los Angeles County Fire Department (2<sup>nd</sup> Annual Sirens of Silence Event)

The Los Angeles County Fire Department will be hosting their 2<sup>nd</sup> Annual Event for a Special Day with First Responders. In partnership, the event will be hosted at SG/PRC on *Saturday April 29, 2023, from 9AM-12PM*. The community will have opportunities to interact with safety equipment, interact and engage with first responders, and learn how to be protected in emergencies.

- Parents' Place 28<sup>th</sup> Annual Information Fair & Festival

The Parents' Place along with the City of West Covina proudly announce the 28<sup>th</sup> Annual Information Fair and Festival. The event will be on *Sunday April 30, 2023, from 1:00PM-4:00PM* at Cortez Park, located at 2344 E Cortez Avenue in West Covina. If you are interested in volunteering at this event, please contact The Parents' Place at 626-919-1091 or via email at [empower@parentsplacefrc.com](mailto:empower@parentsplacefrc.com)

## Legislative Information

### Senate Budget and Fiscal Review Subcommittee #3

This Thursday, March 23, 2023, the Senate Budget and Fiscal Review Subcommittee #3 on Health and Human Services ("Sub 3") will be holding its first hearing on developmental

disabilities services funding. This will include discussion of the Core Staffing Formula for regional centers. Tentative start time is around 9:30AM or upon adjournment.

### Grassroots Day

Grassroots Day will be virtual this year and scheduled for *Wednesday, March 29, 2023*. ARCA has released key issues to help facilitate the following areas of advocacy during legislative visits: stabilizing regional center service coordination, legislation for support and/or co-authoring AB 649 (Wilson), provider rate reform, and repeal of fees on families.

### AB 1147 (Addis) – Disability Equity and Accountability Act of 2023

The bill has framework on eliminating disparities, providing equitable access to services, increasing accountability, service consistency, transparency, and regional center governance. The bill would require an evaluation of regional center performance by the Department of Developmental Services (DDS), which would be implemented using a common set of performance measures. The bill would require the assessments to use performance measures in seven specific domains: community integration, employment, equity in access, case management, client and family choice, experience and satisfaction, human and civil rights, and health and safety. There are approximately 19 sections addressed of WIC within the proposal. The bill would require the department to establish standards for these performance measures, as specified, by July 1, 2024.

### AB 248 (Mathis) – Individuals with Intellectual or Developmental Disabilities: The Dignity for All Act.

This bill proposes to remove any obsolete terms and terminology and make nonsubstantive changes for more inclusive language.

### AB 649 (Wilson) – Developmental Services

This bill would remove the generic service appeal mandate. Per the Association of Regional Center Agencies (ARCA), current law prohibits regional centers from purchasing any service that would otherwise be available from Medi-Cal, Medicare, and private insurance, among other sources, when an individual served or their family meets the criteria of this coverage but chooses not to pursue that coverage. Current law also prohibits regional centers from purchasing medical or dental services for individuals 3 years of age or older unless the regional center is provided with documentation of a Medi-Cal, a private insurance, or a health care service plan denial, and the regional center determines that an appeal by the individual or their

family does not have merit. This bill would delete both of those prohibitions on regional center purchases.

## Department of Developmental Services Directives

- Department Guidance on Extension of Waivers, Modifications, and Directives due to COVID-19

This Directive extends the provisions of former extensions, waivers, and modifications until the end of month.

- Resumption of the Parental Fee Program

The Parental Fee Program assesses a monthly fee to parents of individuals served by regional center under the Age of 18 who receive 24-hour-out-of-home-care. The fee is based on annual gross income and family size. Since the State of Emergency was lifted, the Parental Fee Program resumed March 1, 2023 with fees becoming effective May 1, 2023. The Department will perform the fee assessment, provide families with a fee determination letter, and mail initial fee statements by June 1, 2023. SG/PRC sent letters and notified families of this update using the templates provided by the Department of Developmental Services.

- Update on Enhanced Service Coordination

Enhanced Service Coordination are specific to 1:40 caseloads that serve individuals with low or no Purchase of Services (POS). DDS will be providing quarterly reports to help identify participants and the first report is expected in April 2023. Regional Centers are expected to use the most current reporting to identify potential participants. Additionally, DDS will be releasing an Enhanced Service Coordinator (ESC) Experience Questionnaire to measure impact and outcomes. This questionnaire will be provided when individuals begin receiving Enhanced Service Coordination, every 12 months, and within 60 days of exiting the unit. The questionnaires will be provided in a variety of methods based on the individual/family choice. Lastly, there is guidance for regional centers to validate data on each current participant enrolled in this unit.

- New Regional Center Performance Measure

*Equity & Cultural Humility, Service Coordinator Competency in Cultural and Ethnic Diversity*

**Performance Measure & Desired Outcome:** The desired outcome of this measure is for all individuals and families supported by regional centers to experience service coordination that respects their culture. To meet this outcome, regional centers will deliver competency-based cultural, ethnic, and linguistic diversity training to their service coordinators, intake staff and first line supervisors, at a minimum. By June 30, 2023, regional centers must submit and receive

approval for the training and by June 30, 2024, regional centers must report on the percentage of staff who complete the training.

### Requirements Under the Americans with Disabilities Act to Provide Effective Communication to Deaf Consumers

Regional centers are required to timely provide auxiliary aids and assistance to consumers who are deaf if necessary to afford individuals served an equal opportunity to participate in and enjoy the benefits of services. If other individuals representing or supporting the individual served has communication support needs, the regional center must also provide this individual with necessary auxiliary aids and assistance to facilitate effective communication with the individual served. The directive also outlines the expectations regarding qualified interpreters, reliance on family or authorized representative to interpret, specifically, noting the responsibility of the regional center to ensure auxiliary aids and assistance are in place. Lastly, the Directive reinforces regional center requirements to train staff on ADA requirements for effective communication with people who are deaf.

### Self-Determination Program: Standardized Vendorization Packet for Pre-Enrollment Supports

In efforts to help streamline the vendorization process for Self Determination/Pre-Enrollment Services, regional centers shall require only the documents for all potential vendors interested in providing Self-Directed Supports. Any deviation from the use of this packet requires advance approval from the Department. Per the Directive dated March 20, 2023, DDS outlined nine documents that will needed for vendorization to ensure consistency across all 21 regional centers.

## **San Gabriel/Pomona Regional Center**

- Staffing Statistics

As of February 28, 2023, SG/PRC has 435 authorized positions. This total number includes 404 full time employees, and 31 vacancies. Recruitment continues for March 2023: 1 Deputy Executive Director, 1 IT Director, 1 IT System Operator, 1 PC Specialist, 1 Hybrid Family/Transition Service Manager, 1 Aging Adult & Life Span Services Manager, 1 Hybrid Early Intervention/Pre-school Services Manager, 1 Nurse Consultant, 1 Part-Time Nurse Consultant, 1 Mental Health Specialist, 1 Part-Time Board-Certified Behavior Analyst, 1 SIR Coordinator, 1 Executive Assistant/Board Liaison, 2 Admissions Coordinators, 9 Service Coordinators, 1 Federal Revenue Specialist, 1 Healthcare Specialist, 1 Public Information Specialist, 1 Vendor Department Clerk, 1 Document Imaging Clerk, 1 Early Childhood Development Services Clerk, 1 Emergency Management Coordinator, and 1 Resource Developer.

- Individual Served Statistics

As of February 28, 2023, SG/PRC served 15,830 individuals. For February of 2023, Early Start Admissions (Birth to Three Years of Age) received 211 new referrals, 157 were found eligible for Early Start Services. Lanterman Admissions (3 Years of Age through Adulthood) received 47 new

referrals. From previous months, 28 were found to be eligible under Lanterman. Exiting Early Intervention at 3 years of age 27 were found eligible under Lanterman and 4 under Provisional Lanterman eligibility.

- Self-Determination Program (SDP)  
As of February 28, 2023, SG/PRC enrolled 101 participants to the Self-Determination Program. The team continues to collaborate with the Local Voluntary Advisory Committee (LVAC) to develop training opportunities and support groups to further enhanced the implementation of SDP. The team continues to create and distribute materials for individuals in Self Determination, particularly for underserved communities.
- Social Recreation Grants  
SG/PRC received 12 proposals that were reviewed and submitted to the Department. Out of the 12 proposals, 5 received approval on March 1, 2023. Additionally, 3 more proposals were approved on March 15, 2023. Therefore, 8 proposals were approved for SG/PRC.

We are pleased to announce that the Department has approved the proposals for the following entities:

Organization	Project Title	Award Amount
City of La Verne	Community Integration & Friendship	\$23,750.00
City of Pomona	Inclusive Pomona	\$194,790.00
Healed Women Heal	Heal, Empowered, Accepted, Loved	\$73,380
Music Tree	Music Tree 2023	\$9,460
Autism Peer 1 o 1	Peers for Angels	\$18,300.00
Foundation for Disabled Youth (FFYD)	Soc Rec Afternoon & Weekend Program	\$58,440.00
Lifestastic Learning	Skills Training Development	\$16,919.00

- SG/PRC Office Hours & After-Hours Response Team  
SG/PRC’s business office hours are Monday through Friday (8AM to 5PM). We want to remind our community that SG/PRC has an after-hours response team ready to support you after our regular business hours, including weekends & holidays. If you need assistance after business hours, please call our main telephone number and an operator will connect you with a response team member.
- SG/PRC Business Office Workplace Practices – Face Coverings  
AS of March 8, 2023, our business practice to require face coverings/masks at our business office has been lifted. While onsite at our business office, staff and community members are no longer required to use a face covering. With that said, we respect choice and encourage anyone to continue to wear if that is the preference. SG/PRC staff will collaborate with individuals and families served for meetings in homes to respect choice and staff will have face coverings/masks

available. In addition, we have shared with the community that Service Providers have their own policies and procedures that need to be followed, which may include Service Providers wearing face coverings/masks in the community or home settings.

- SG/PRC Monthly Meetings for Vendors/Service Providers  
Beginning March 2023, these meetings that were held weekly will now occur on the third Monday of each month. Please note, this meeting will be *in addition* to the regularly scheduled Vendor Advisory Committee (which is a formal committee of the Board) that occurs the first Thursday of each month.
- SG/PRC Monthly Meetings for the Community  
Beginning April 2023, these meetings that were held weekly will now occur on the third Tuesday of each month. Please note, this meeting will be *in addition* to the monthly Critical Issues Forums, community trainings, and existing committees and support groups.

**S**AN GABRIEL/POMONA  
REGIONAL CENTER

# Committee Reports & Information



**March - April 2023**

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

**April 12, 2023**

**PRESENT:**

Gisele Ragusa, Board President  
Julie Chetney, 1<sup>st</sup> VP  
Trish Gonzales, 2<sup>nd</sup> VP  
Preeti Subramaniam, Secretary  
Bill Stewart, Treasurer  
Natalie Webber  
Joseph Huang  
Wendy Lai

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director, Community Services  
Tim Travis, Associate Director, Community Services  
Dara Mikesell, Chief Financial Officer  
Hortencia Tafoya, Director of Clinical Services  
Erika Gomez, Executive Assistant – BOD & RDDF

**GUESTS:**

**ABSENT:**

**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 2023 in the Fiscal Year 2022-23. These expenditures are for services paid through March 20, 2023

**ITEMS DISCUSSED**

**A. Call to order**

Gisele Ragusa, Board President, called the meeting to order at 7:17 pm. A quorum was established.

- The committee reviewed the agenda and added a contract (Columbus) for review.
- The committee reviewed and approved the minutes of March 8, 2022. **(M/S/C Stewart & Subramaniam) The committee approved the minutes.**

**B. Public input:** None

**E. Financial Report**

Dara Mikesell, CFO, reported the following:

In regional center operations, the allocation based on the D-1 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations D-1 allocation for fiscal year 2022-23 is currently at \$43,584,193 with projected expenditures of \$41,827,913. The year-to-date expenditure is \$23,295,796 with projected remaining expenditures of \$18,532,117. This results in an unencumbered amount of **\$1,756,280** 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 Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,380,279, staff expect to spend the full amount. The Fairview program's is included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations was **only allocated at 50%** in the D-1 amendment. Staff expect to receive full funding at the same level as last year in the amount of \$1,633,285. If SG/PRC does not receive the full allocation for CPP and DC Closure Ongoing expenditures, the regular operations budget would have to absorb these costs, thereby reducing the budget unencumbered balance to **\$ 983,275** for the year.

The Purchase of Service allocation is based on the D-1 amendment in the amount of \$376,782,375. The current month's expenditure amounted to \$25,904,809, bringing the year-to-date expenditure for services to \$198,646,463. The remaining projected expenditures and late bills are in the amount of \$140,527,080 leaving an unencumbered amount of **\$37,608,832**.

CPP POS is in a separate line item, staff allocated \$100,000 for placement only. HCBS is allocated in the amount of \$ 638,638, and staff expect to spend within the allocated amount.

Please note that the prior year (FY 21/22) information is included in the graph for comparison.

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

**E. B-6 Amendment – The B-6 Amendment was reviewed.  
(M/S/C Huang & Gonzalez) The committee approved the Board President’s signature on the B-6 amendment to send back to DDS.**

**F. Contracts for Review**

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

- **Interceptive Orthodontics for Dr. Rodef / Children Dental Fun Zone  
(M/S/C – Huang & Subramaniam) The committee approved recommending the above-mentioned contract to the Board for their review.**
- **Cole Covina  
(M/S/C – Stewart & Huang) The committee approved recommending the above-mentioned contract to the Board for their review.**
- **Vocational Innovations  
(M/S/C – Gonzales & Subramaniam) The committee approved recommending the above-mentioned contract to the Board for their review.**
- **All Faith  
(M/S/C – Stewart & Chetney) The committee approved recommending the above-mentioned contract to the Board for their review.**
- **Reliable  
(M/S/C – Lai & Gonzales) The committee approved recommending the above-mentioned contract to the Board for their review.**

Hortencia Tafoya, Director of Clinical, presented the following:

- **Columbus  
(M/S/C – Stewart & Chetney) The committee approved recommending the above-mentioned contract to the Board for their review.**

**G. Board President’s Report**

Gisele Ragusa, Board President, provided the following updates:

- ARCA Update – The ARCA Academy is returning. SG/PRC is going to host the Southern California session on May 6, 2023, in an in-person event, with an option to join via Zoom.
- Strategic Planning– Ami Sullivan, Kinetic Flow Consultant, provided a presentation last month where she demonstrated how she plans to walk the participants through the Strategic Planning process. Executive Director, Jesse Weller, continues to meet with Ami to discuss next steps.
- Agenda for the upcoming Board Meeting – April 26, 2023
  - Two Part Trainings- *Part 1: Communicating Outcomes and Costs of Regional Center Programs to the Board and its Committees. Part 2: Understanding Regional Center Financial Requirements, Reports, and Annual Fiscal Audits*
- Agenda for Executive Finance Committee Meeting – May 10, 2023
  - Strategic planning
  - Financial report
  - Slate of Officers FY 23/24
  - Liability Insurance Update

#### **H. Information**

Jesse Weller, Executive Director, and staff reported the following:

- *SG/PRC Recruitment Updates:*
- Lucina Galarza was selected as the new Deputy Director.
- There have been 51 new personnel hires since October 2022
- Mr. Weller shared the Human Resources Recruiting Report.

#### **MEETING ADJOURNED**

The meeting adjourned. The next regular meeting will be held on May 10, 2023, at 7:15 p.m. via videoconference.

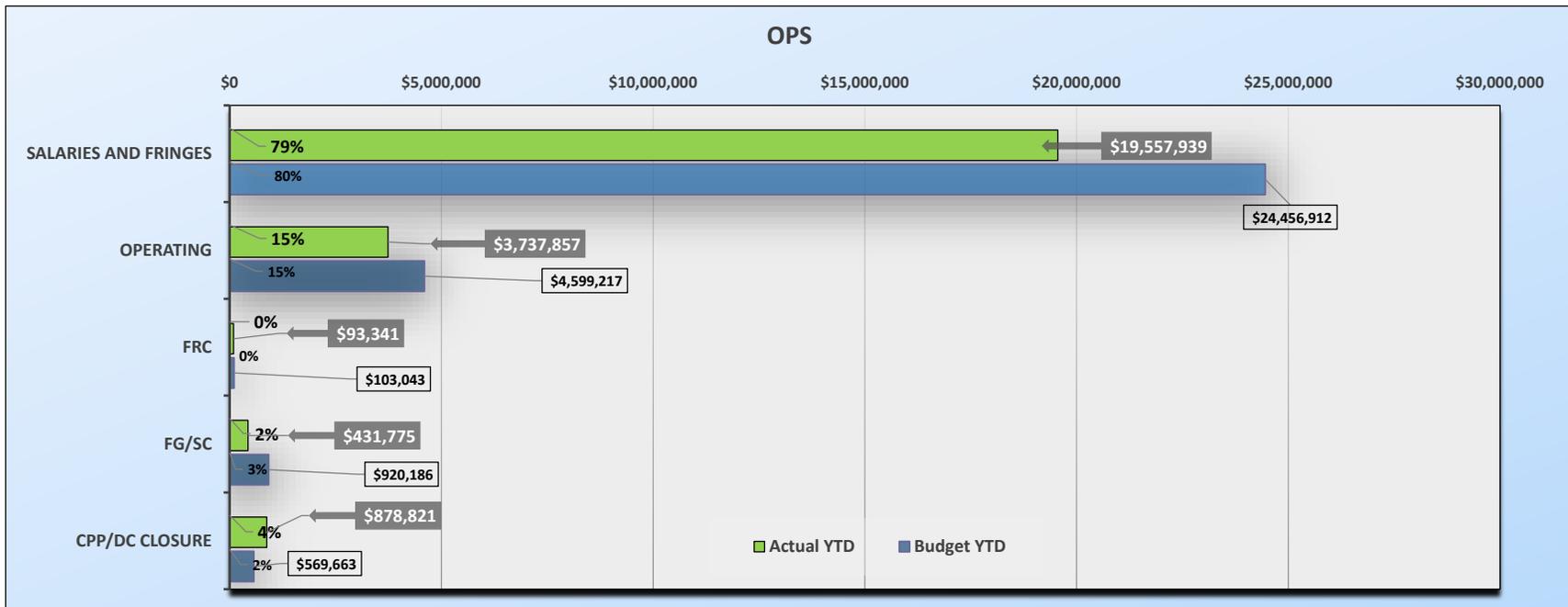
**CLOSED SESSION** – Regarding: Personnel and Legal Matters

**SAN GABRIEL/POMONA REGIONAL CENTER**  
**FINANCIAL REPORT**  
**FISCAL YEAR 2022-23**

PAYMENTS THROUGH MARCH 20, 2023 FOR SERVICES PROVIDED THROUGH FEBRUARY 28, 2023

**OPERATIONS (OPS)**

<u>REGIONAL CENTER</u>	MTD	YTD	Remaining	Total	FY 21/22
Salaries and Fringes	\$2,445,565	\$19,557,939	\$15,456,861	\$35,014,800	\$30,715,410
Operating Expenses	\$418,712	\$3,737,857	\$3,075,256	\$6,813,113	\$6,353,162
<b>Total</b>	<b>\$2,864,277</b>	<b>\$23,295,796</b>	<b>\$18,532,117</b>	<b>\$41,827,913</b>	<b>\$37,068,571</b>
Allocation ( D-1 )				\$43,584,193	\$37,068,571
<b>Allocation Balance/(Deficit)</b>				<b>\$1,756,280</b>	<b>\$0</b>
<b>RESTRICTED OPS FUNDS</b>					
Family Resource Center	\$14,157	\$93,341	\$61,223	\$154,564	\$154,564
Foster Grandparent/Senior Companion	\$64,848	\$431,775	\$948,504	\$1,380,279	\$1,218,040
CPP and DC Closure Ongoing Workload	\$0	\$878,821	\$748,678	\$1,627,499	\$1,708,988
<b>Total</b>	<b>\$79,005</b>	<b>\$1,403,937</b>	<b>\$1,758,405</b>	<b>\$3,162,342</b>	<b>\$3,081,592</b>
Allocation ( D-1 )				\$2,389,337	\$3,081,592
<b>Allocation Balance/(Deficit)</b>				<b>(\$773,005)</b>	<b>\$0</b>



**SAN GABRIEL/POMONA REGIONAL CENTER**

FINANCIAL REPORT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MARCH 20, 2023 FOR SERVICES PROVIDED THROUGH FEBRUARY 28, 2023

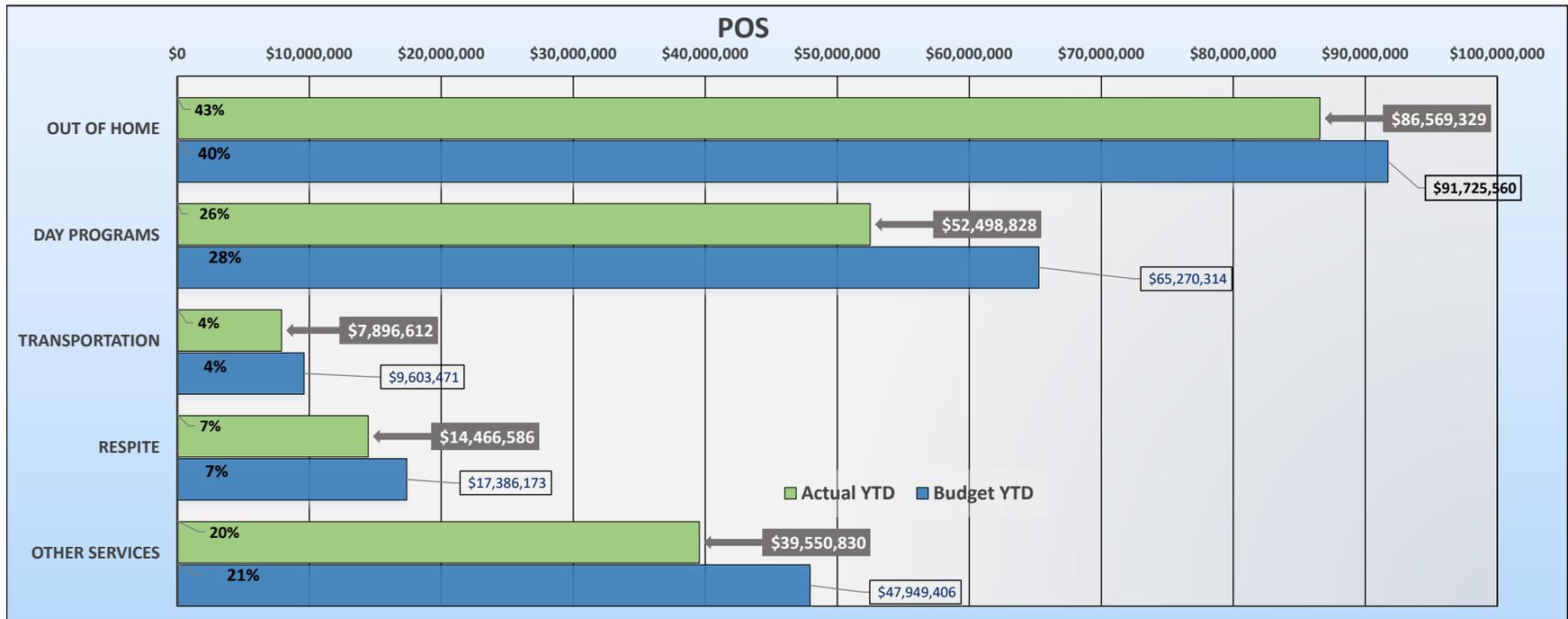
**PURCHASE OF SERVICES (POS)**

**REGIONAL CENTER**

	MTD	YTD	Remaining	Total	FY 21/22
Out of Home	\$11,648,735	\$86,569,329	\$51,621,997	\$138,191,326	\$115,251,591
Day Programs	\$6,723,186	\$52,498,828	\$40,345,437	\$92,844,265	\$78,519,735
Transportation	\$894,298	\$7,896,612	\$5,599,658	\$13,496,270	\$11,677,844
Respite	\$2,011,073	\$14,466,586	\$13,026,757	\$27,493,343	\$23,126,001
Other Services	\$4,861,824	\$39,550,830	\$31,797,509	\$71,348,338	\$63,049,220
SPA/ICF Reimbursements	(\$234,308)	(\$2,335,723)	(\$1,864,277)	(\$4,200,000)	(\$4,427,433)
<b>Total</b>	<b>\$25,904,809</b>	<b>\$198,646,463</b>	<b>\$140,527,080</b>	<b>\$339,173,543</b>	<b>\$287,196,959</b>
Allocation ( D-1 )				<b>\$376,782,375</b>	<b>\$322,897,743</b>
<b>Allocation Balance/(Deficit)</b>				<b>\$37,608,832</b>	<b>\$35,700,784</b>

**RESTRICTED POS FUNDS**

CPP	\$0	\$0	\$100,000	\$100,000	\$396,910
CRDP	\$0	\$0	\$0	\$0	\$945,000
HCBS	\$0	\$0	\$638,638	\$638,638	\$604,110
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$738,638</b>	<b>\$738,638</b>	<b>\$1,946,020</b>
Allocation ( D-1 )				<b>\$738,638</b>	<b>\$1,946,020</b>
<b>Allocation Balance/(Deficit)</b>				<b>\$0</b>	<b>(\$0)</b>



SAN GABRIEL/POMONA REGIONAL CENTER  
**OPERATIONS FUND FINANCIAL REPORT**

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67% OF YEAR ELAPSED

	Regular	CPP/CRDP DC Ongoing	Family Resource Center	Foster Grandparent Senior Companion	Other	Total				
							D plus F	A minus G		
<u>CONTRACT ALLOCATIONS</u>										
Preliminary Allocation	29,085,212					29,085,212				
D-1	14,498,981	854,494	154,564	1,380,279		16,888,318				
D-2						0				
D-3						0				
<b>Total Operations Contract Allocation</b>	<b>43,584,193</b>	<b>854,494</b>	<b>154,564</b>	<b>1,380,279</b>	<b>-</b>	<b>45,973,530</b>				
	A	B	C	D	E	F	G	H	I	
	Current Allocation	% of Allocation	Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Amount	Remaining Percent	
<b>Total Operations - Actual and Projected Expenditures</b>	<b>45,973,530</b>	<b>100.00%</b>	<b>2,943,282</b>	<b>24,699,733</b>	<b>53.7%</b>	<b>20,290,522</b>	<b>44,990,255</b>	<b>983,275</b>	<b>2.14%</b>	
<u>PERSONAL SERVICES (REGULAR OPERATIONS)</u>										
Salaries	29,540,323	67.78%	1,996,756	15,860,908	36.4%	12,247,846	28,108,754	1,431,569	3.28%	
Temporary Staff	0	0.00%	0	0	0.0%	0	0	0	0.00%	
Retirement ( includes 403B)	3,577,333	8.21%	239,246	1,873,828	4.3%	1,593,225	3,467,053	110,280	0.25%	
Social Security (OASDI)	428,335	0.98%	28,402	225,959	0.5%	175,476	401,435	26,900	0.06%	
Health Benefits/Long Term Care	2,640,905	6.06%	168,044	1,409,549	3.2%	1,209,306	2,618,855	22,050	0.05%	
Worker's Comp Insurance	269,403	0.62%	13,290	104,160	0.2%	117,160	221,320	48,083	0.11%	
Unemployment Insurance	105,000	0.24%	0	37,503	0.1%	67,503	105,007	(7)	0.00%	
Non-Industrial Disability/Life Insurance	124,069	0.28%	(173)	46,032	0.1%	46,344	92,377	31,693	0.07%	
Clinical Consultants - Consumer Services	0	0.00%	0	0	0.0%	0	0	0	0.00%	
<b>Total Personal Services (Regular Operations)</b>	<b>36,685,368</b>	<b>84.17%</b>	<b>2,445,565</b>	<b>19,557,939</b>	<b>44.9%</b>	<b>15,456,861</b>	<b>35,014,800</b>	<b>1,670,568</b>	<b>3.83%</b>	
<u>OPERATING EXPENSES (REGULAR OPERATIONS)</u>										
Equipment Rental	65,000	0.15%	2,293	44,705	0.1%	8,941	53,647	11,353	0.03%	
Equipment Maintenance	39,200	0.09%	1,843	19,653	0.0%	13,105	32,757	6,443	0.01%	
Facility Rent	2,628,000	6.03%	219,000	1,971,000	4.5%	657,000	2,628,000	0	0.00%	
Facility Maintenance	57,000	0.13%	1,754	30,290	0.1%	15,145	45,436	11,564	0.03%	
Communications (postage, phones)	373,800	0.86%	26,996	228,228	0.5%	142,102	370,329	3,471	0.01%	
General Office Expense	437,871	1.00%	33,233	249,373	0.6%	184,687	434,060	3,811	0.01%	
Printing	13,000	0.03%	923	2,847	0.0%	6,423	9,270	3,730	0.01%	
Insurance	430,000	0.99%	0	359,795	0.8%	70,000	429,795	205	0.00%	
Data Processing	95,000	0.22%	9,320	61,327	0.1%	30,663	91,990	3,010	0.01%	
Data Processing Maintenance / Licenses	310,000	0.71%	26,717	132,794	0.3%	168,944	301,737	8,263	0.02%	
Interest Expense	0	0.00%	0	0	0.0%	0	0	0	0.00%	
Bank Service Fees	15,000	0.03%	60	322	0.0%	14,161	14,484	516	0.00%	
Legal Fees	650,000	1.49%	20,015	267,445	0.6%	373,489	640,934	9,066	0.02%	
Board of Directors Expense	2,000	0.00%	0	506	0.0%	1,253	1,759	241	0.00%	
Accounting Fees	68,500	0.16%	0	0	0.0%	68,500	68,500	0	0.00%	
Equipment Purchases	605,000	1.39%	8,987	88,024	0.2%	508,012	596,036	8,964	0.02%	

SAN GABRIEL/POMONA REGIONAL CENTER  
**OPERATIONS FUND FINANCIAL REPORT**

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67% OF YEAR ELAPSED

	A	B	C	D	E	F	D plus F G	A minus G H	I
	Current Allocation	% of Allocation	Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Remaining Amount	Percent
Contractor & Consultants - Adm Services	872,996	2.00%	54,969	143,181	0.3%	718,587	861,768	11,228	0.03%
Contract - ABX2 Disparities	0	0.00%	0	0	0.0%	0	0	0	0.00%
Travel/mileage reimbursement	180,000	0.41%	14,822	89,464	0.2%	86,775	176,239	3,761	0.01%
ARCA Dues	80,458	0.18%	0	80,458	0.2%	0	80,458	0	0.00%
General Expenses	54,000	0.12%	2,964	22,364	0.1%	31,227	53,591	409	0.00%
<b>Total Operating Expenses (Regular Operations)</b>	<b>6,976,825</b>	<b>16.01%</b>	<b>423,896</b>	<b>3,791,776</b>	<b>8.7%</b>	<b>3,099,013</b>	<b>6,890,789</b>	<b>86,036</b>	<b>0.20%</b>
<b>Total Personal Services &amp; Operating Expenses (Regular Operations)</b>	<b>43,662,193</b>		<b>2,869,461</b>	<b>23,349,715</b>	<b>53.6%</b>	<b>18,555,874</b>	<b>41,905,589</b>	<b>1,756,604</b>	<b>4.03%</b>
<b>OTHER INCOME</b>									
Interest & Other Income	(78,000)	-0.18%	(5,184)	(53,919)	-0.1%	(23,757)	(77,676)	(324)	0.00%
<b>Total Personal Services &amp; Operating Expenses Net of Other Income (Regular Operations)</b>	<b>43,584,193</b>	<b>100.00%</b>	<b>2,864,277</b>	<b>23,295,796</b>	<b>53.5%</b>	<b>18,532,117</b>	<b>41,827,913</b>	<b>1,756,280</b>	<b>4.03%</b>
<b>RESTRICTED FUNDS</b>									
Family Resource Center Expenses	154,564	100.00%	14,157	93,341	60.4%	61,223	154,564	0	0.00%
Foster Grandparent/Senior Companion Expenses	1,380,279	100.00%	64,848	431,775	31.3%	948,504	1,380,279	0	0.00%
Community Placement Plan and DC Ongoing Workload	854,494	100.00%	0	878,821		748,678	1,627,499	(773,005)	
<b>Total Restricted Funds</b>	<b>2,389,337</b>		<b>79,005</b>	<b>1,403,937</b>	<b>99.2%</b>	<b>1,758,405</b>	<b>3,162,342</b>	<b>(773,005)</b>	
<b>Total Expenses (Including Restricted Funds)</b>	<b>45,973,530</b>		<b>2,943,282</b>	<b>24,699,733</b>	<b>53.7%</b>	<b>20,290,522</b>	<b>44,990,255</b>	<b>983,275</b>	<b>2.19%</b>

**PURCHASE OF SERVICES FUND FINANCIAL REPORT**

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67% OF YEAR ELAPSED

CONTRACT ALLOCATIONS	Regular POS	CPP	HCBS	Other	Total		
Preliminary Allocation (Regular POS)	279,364,111				279,364,111		
D-1	97,418,264	100,000	638,638		98,156,902		
D-2					0		
D-3					0		
<b>Total Contract Allocation</b>	<b>376,782,375</b>	<b>100,000</b>	<b>638,638</b>		<b>377,521,013</b>		
						C plus E	
	A	B	C	D	E	F	G
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	YTD & Projected as percent of Allocation
<b>Total POS Actual &amp; Projected Expenditures</b>		<b>25,904,809</b>	<b>198,646,463</b>	<b>52.6%</b>	<b>141,265,718</b>	<b>339,912,181</b>	<b>90.0%</b>
<u>OUT OF HOME CARE</u>							
Community Care Facilities		11,634,092	86,418,169	22.9%	51,277,483	137,695,652	36.5%
ICF/SNF Facilities		14,643	151,160	0.0%	344,514	495,674	0.1%
<b>Total Out of Home Care</b>		<b>11,648,735</b>	<b>86,569,329</b>	<b>23.0%</b>	<b>51,621,997</b>	<b>138,191,326</b>	<b>36.7%</b>
<u>DAY PROGRAMS</u>							
Day Care		1,556,800	10,825,109	2.9%	13,396,888	24,221,997	6.4%
Day Training		4,244,145	35,129,815	9.3%	22,413,250	57,543,065	15.3%
Supported Employment		803,295	5,325,510	1.4%	3,530,821	8,856,330	2.4%
Work Activity Program		118,947	1,218,395	0.3%	1,004,478	2,222,873	0.6%
<b>Total Day Programs</b>		<b>6,723,186</b>	<b>52,498,828</b>	<b>13.9%</b>	<b>40,345,437</b>	<b>92,844,265</b>	<b>24.6%</b>
<u>OTHER SERVICES</u>							
Non-Medical: Professional		883,522	6,385,735	1.7%	5,900,854	12,286,589	3.3%
Non-Medical: Programs		1,123,342	10,048,472	2.7%	6,684,575	16,733,048	4.4%
Home Care: Programs		135,279	1,495,067	0.4%	1,307,565	2,802,632	0.7%
Transportation		581,015	4,242,284	1.1%	2,569,687	6,811,971	1.8%
Transportation Contracts		313,283	3,654,328	1.0%	3,029,971	6,684,299	1.8%
Prevention		1,327,692	9,553,667	2.5%	5,647,531	15,201,198	4.0%
Other Authorized Services		1,076,684	9,509,966	2.5%	7,899,430	17,409,396	4.6%
Personal and Incidentals		17,717	120,960	0.0%	75,400	196,360	0.1%
Hospital Care		0	10,650	0.0%	990,835	1,001,485	0.3%

**PURCHASE OF SERVICES FUND FINANCIAL REPORT**

**DRAFT**

#REF!

#REF!

67% OF YEAR ELAPSED

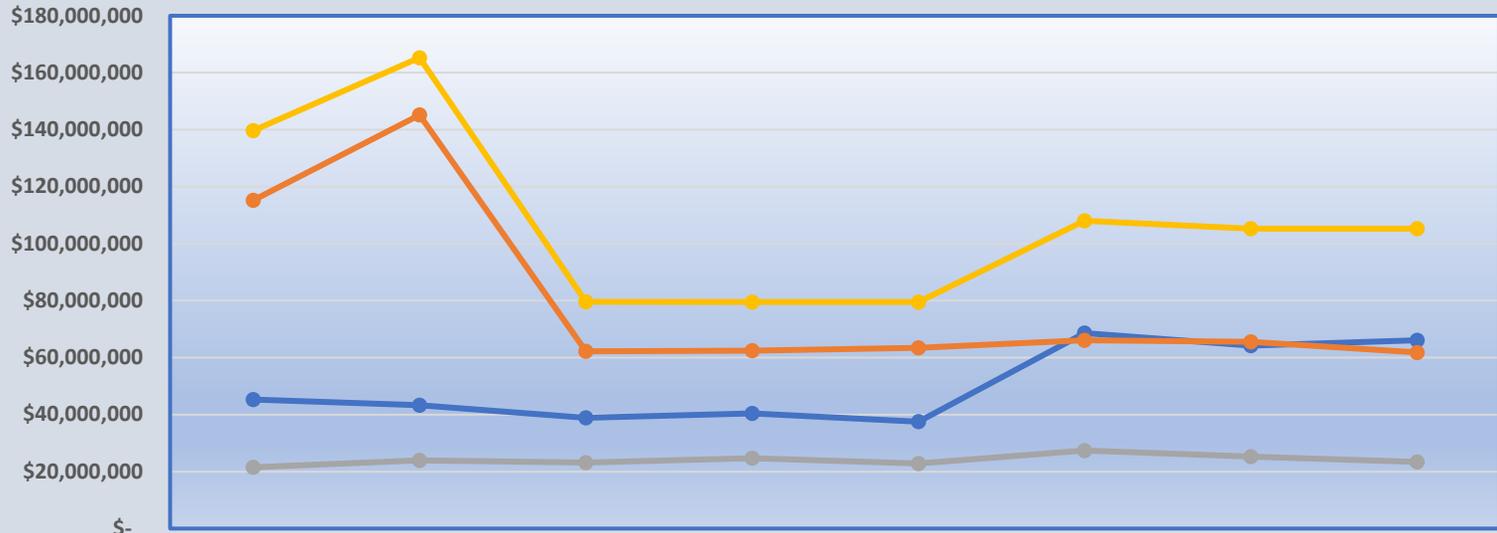
	C plus E					G	
	A	B	C	D	E		F
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures		Total Projected Expenditures
Medical Equipment		8,126	25,706	0.0%	43,630	69,336	0.0%
Medical Service: Professional		207,882	1,341,847	0.4%	2,048,408	3,390,255	0.9%
Medical Service: Programs		81,580	1,044,727	0.3%	1,193,793	2,238,520	0.6%
Respite: In Own Home		2,007,948	14,437,753	3.8%	12,959,096	27,396,849	7.3%
Respite: Out of Home		3,126	28,833	0.0%	67,661	96,494	0.0%
Camps		0	14,033	0.0%	5,487	19,520	0.0%
<b>Total Other Services</b>		<b>7,767,195</b>	<b>61,914,028</b>	<b>16.4%</b>	<b>50,423,923</b>	<b>112,337,951</b>	<b>29.8%</b>
<b>Total Estimated Cost of Current Services</b>		<b>26,139,117</b>	<b>200,982,186</b>	<b>53.3%</b>	<b>142,391,357</b>	<b>343,373,543</b>	<b>91.1%</b>
<u>OTHER ITEMS</u>							
HCBS	638,638	0	0		638,638	638,638	
<b>Total Other Items</b>		<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>638,638</b>	<b>638,638</b>	<b>0.2%</b>
<b>Total Purchase of Services</b>		<b>26,139,117</b>	<b>200,982,186</b>	<b>53.3%</b>	<b>143,029,995</b>	<b>344,012,181</b>	<b>91.3%</b>
Deduct: Estimated Receipts from Intermediate Care Facilities for State Plan Amendment Services		(234,308)	(2,335,723)	-0.6%	(1,864,277)	(4,200,000)	-1.1%
<b>Expenditures Regular POS (Net of CPP)</b>	<b>377,421,013</b>	<b>25,904,809</b>	<b>198,646,463</b>	<b>52.7%</b>	<b>141,165,718</b>	<b>339,812,181</b>	<b>90.2%</b>
<b>Projected Allocation Balance (Deficit) Regular POS</b>						<b>37,608,832</b>	<b>10.0%</b>
<u>COMMUNITY PLACEMENT PLAN</u>							
Community Placement Plan (inc. CRDP)	100,000	0	0	0.0%	100,000	100,000	100.0%
<b>Allocation Balance (Deficit) CPP and CRDP</b>						<b>0</b>	<b>0.0%</b>
<b>Total Projected Allocation Balance (Deficit) Regular &amp; Community Placement Plan POS</b>						<b>37,608,832</b>	<b>10.0%</b>

**SAN GABRIEL/POMONA REGIONAL CENTER**

STATEMENT OF FINANCIAL POSITION

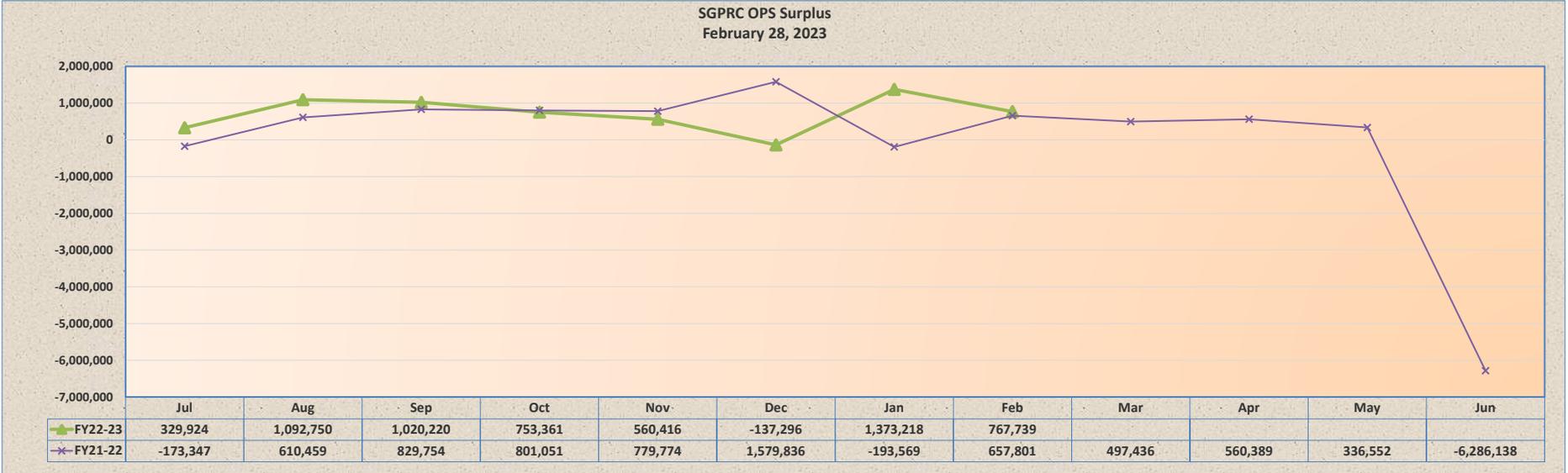
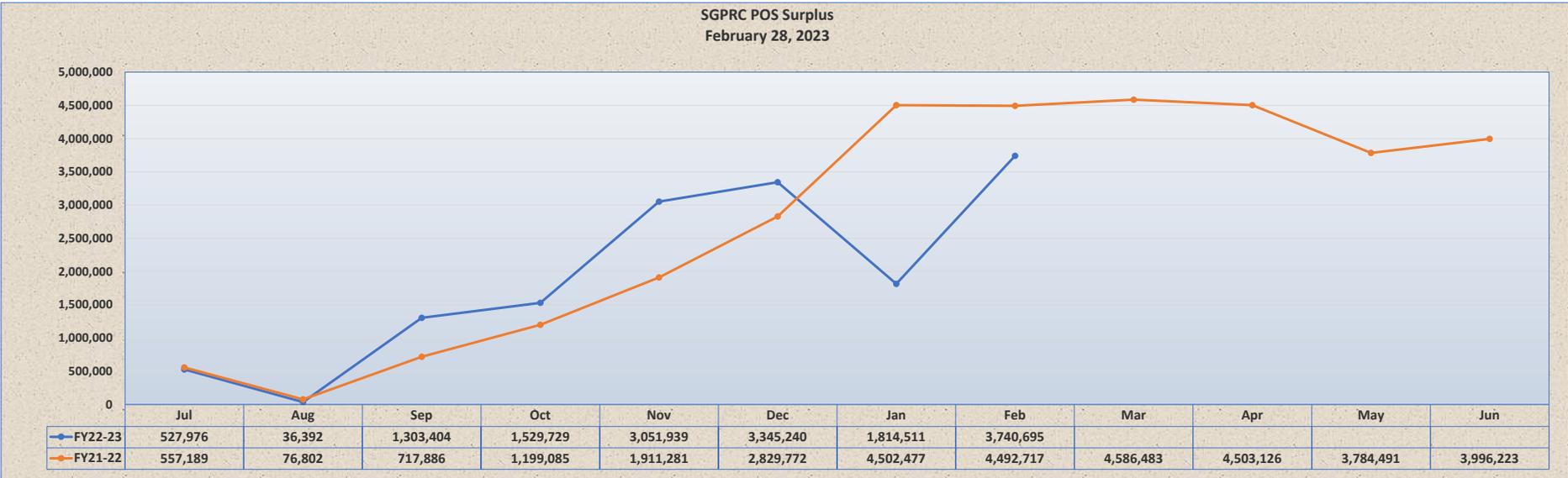
February 28		Feb-23
<b>ASSETS</b>		
Cash and Cash Equivalents	\$	66,084,554
Receivable - State Regional Center Contracts		61,829,370
Receivable - Intermediate Care Facility Providers		1,664,269
Other Receivables		114,613
Prepaid Expenses		204,607
Deposits		12,459
<b>TOTAL ASSETS</b>	<b>\$</b>	<b>129,909,871</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>Liabilities</b>		
Accounts Payable	\$	23,354,893
Advance - State Regional Center Contracts		105,311,767
Accrued Salaries and Payroll Taxes		1,141,713
Other Payables		1,498
Reserve for Unemployment Insurance		100,000
<b>Total Liabilities</b>	<b>\$</b>	<b>129,909,871</b>
<b>Net Assets</b>		
Without Donor Restriction		
With Donor Restriction		
<b>Total Net Assets</b>	<b>\$</b>	<b>-</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$</b>	<b>129,909,871</b>

### SGPRC Statement of Financial Position February 28, 2023



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23
● Cash and Cash Equivalents	\$45,337,855	\$43,293,533	\$38,857,600	\$40,389,558	\$37,516,383	\$68,611,056	\$64,197,805	\$66,084,554
● Receivable - State RC Contracts	\$115,174,764	\$145,162,168	\$62,240,333	\$62,479,364	\$63,443,811	\$66,080,964	\$65,500,525	\$61,829,370
● Accounts Payable	\$21,516,060	\$23,892,466	\$23,166,149	\$24,716,006	\$22,832,064	\$27,424,618	\$25,217,648	\$23,354,893
● Advance - State RC Contracts	\$139,721,127	\$165,284,745	\$79,593,012	\$79,541,481	\$79,541,481	\$108,066,624	\$105,311,767	\$105,311,767

# San Gabriel /Pomona Regional Center



**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.**

**COMMUNITY RELATIONS/ LEGISLATIVE COMMITTEE  
MINUTES FROM THE MEETING OF MARCH 15, 2023**

The following committee members were present at said meeting:

**PRESENT**

Joseph Huang  
Karen Zarsadiaz-Ige  
Rachel McGrath

**GUESTS**

**ABSENT**

Paula Rodarte  
Tina Wright

**STAFF**

Salvador Gonzalez, Director of Service Access and  
Equity  
Community Outreach Team  
Yvonne Gratianne, Manager of Communications &  
Public Relations  
Erika Gomez, Executive Assistant - BOD & RDDF

**RECOMMENDED BOARD ACTIONS**

**The Community Relations/Legislative Committee recommends the following:**  
None

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**CALL TO ORDER**

Joseph Huang, Chairperson, called the meeting to order at 6:03 p.m. A quorum was established.

The minutes of the February 15, 2023, meeting were reviewed.

**M/S/C (McGrath & Karen Zarsadiaz-Ige) The committee approved the minutes.**

**PUBLIC INPUT**

None

**LEGISLATIVE ISSUES & OTHER INFORMATION**

Yvonne Gratianne, Manager, Communications/Public Relations, presented the following on behalf of Executive Director, Jesse Weller:

**Local Statewide Updates:**

- *ARCA Grassroots Day* – This advocacy event is scheduled for March 29, 2023.

All meetings will be done via Zoom. Ms. Gratianna will lead SG/PRC's legislation group and is currently strategizing with ARCA. Karen Zarsadias-Ige is participating along with 2 individuals served, vendors, another parent and staff.

- *ARCA Local Communications Group* – Ms. Gratianna is the official SG/PRC representative in this group. The group is creating infographics to be used by the regional centers in a format that would allow for each one to add their own logo.
- *Parents' Place Parent's Information Resource Fair/Board Outreach* – This event is returning for the first time in 3 years. It is expected that 2500 people will attend. This event can be a great opportunity for Board recruitment.
- *Vendor Advocacy Group Updates* – The Vendor Advisory Committee in collaboration with SG/PRC staff, held a meeting to brainstorm ideas for advocacy efforts as service providers continue to struggle to hire and retain staff. A follow up meeting will be scheduled soon.
- *Organizational Update for Communications and Public Engagement Department* – Ms. Gratianna's role has changed. She will be guiding a team made up of an Emergency Management Coordinator, a Public Information Specialist, and the Client Advocate.
- A communication was sent out yesterday about SG/PRC's business practice regarding face masks as staff are not longer required to wear them in the office.

### **COMMUNITY OUTREACH/COMPLIANCE DEPARTMENT REPORT**

The Community Outreach/Compliance Department staff shared where their efforts have been and presented their monthly report. Updates for the following areas were provided:

*Josefina Martinez, Community Outreach Specialist*

- Bridging families to case management
- Community Meeting
- Critical Issues Forum
- Staff Trainings
- Sirens of Silence
- Outside Agency Meetings
- Help Me Grow

*Nora Perez-Givens, Education Specialist* (reported by Salvador Gonzalez, Director of Service Access and Equity):

- Supports provided in educational matters
- Trainings
- Meetings related to supporting individuals with their education
- Presentation/Trainings/Outreach
- Supports provided regarding limited conservatorship matters

*Adriana Utley, Transition Liaison Specialist*

- Bridging families to Case Management
- Help Me Grow Pathways Grant
- SGPRC/APU Internship Program
- Work with Local School Districts and SELPA'
- Community Outreach
- CHLA/DDS/SGPRC- Pre/Post Covid Early Intervention Participant Research Project
- Trainings and Meetings

*(The full report is attached to these minutes) \**

**ADJOURNMENT:**

The next meeting will be on April 19, 2023.



San Gabriel / Pomona  
Regional Center

Service Access and Equity  
Department  
Monthly Report  
2023

March 3, 2023

Salvador Gonzalez, Director of Service Access and Equity

## Service Access Equity Team

### Contact Information

Name	Title	Phone	Email
<b>Salvador Gonzalez</b>	Director of Service Access and Equity	(909)710-8814	<a href="mailto:sgonzalez@sgprc.org">sgonzalez@sgprc.org</a>
<b>Josefina Martinez</b>	Community Outreach Specialist	(909)710-8817	<a href="mailto:JMartinez@sgprc.org">JMartinez@sgprc.org</a>
<b>Amos Byun</b>	Community Outreach Specialist	(909)710-8815	<a href="mailto:abyun@sgprc.org">abyun@sgprc.org</a>
<b>Nora Perez-Givens</b>	Education Specialist	(909)710-8820	<a href="mailto:NGivens@sgprc.org">NGivens@sgprc.org</a>
<b>Adrianna Utley</b>	Transition Liaison Specialist	(909)710-8825	<a href="mailto:AUtley@sgprc.org">AUtley@sgprc.org</a>
<b>Tiffany Loong</b>	Language Access Specialist	(909)710-8827	<a href="mailto:Tloong@sgprc.org">Tloong@sgprc.org</a>
<b>Luz Rodriguez-Uribe</b>	Language Access Specialist	(909)710-8828	<a href="mailto:LRodriguez@sgprc.org">LRodriguez@sgprc.org</a>
<b>Maria Vargas</b>	Foster Grandparent/Senior Companion Manager North	(909)710-8822	<a href="mailto:MVargas@sgprc.org">MVargas@sgprc.org</a>
<b>Wendy Hemminger</b>	Foster Grandparent/Senior Companion Manager South		<a href="mailto:wendy.hemminger@dds.ca.gov">wendy.hemminger@dds.ca.gov</a>
<b>Jessica Wilson</b>	Deaf and Hard of Hearing Specialist	(909)710-8823	<a href="mailto:Jwilson@sgprc.org">Jwilson@sgprc.org</a>

**Josefina Martinez, Community Outreach Specialist**

• **Parent Mentor Initiative Progress:**

Number of...	February Total	Total to Date
Referral to PMI	2	94
Parent Mentors	5	5
Waiting to be Matched	1	1
Referrals Matched	1	415
Graduates	5	186
Hours of Mentoring	101	10219

- **Bridging families to Case Management:** For the month of February, (7) family was bridged back to case management for assistance and support.
- **Community Meeting:** Josie attended SG/PRC’s weekly Community Meetings scheduled on Tuesday of each week. At the weekly meetings, the community was informed about workshops through Familias First/ CLAP project and made aware of weekly presentation topics. Ms. Ardena Bartlett from Parenting Black Children was also given space to share about a training program on empowerment to families. SG/PRC community was also made aware of a Critical Issues Forum presentation by Fair Hearing Specialist, Daniel Ibarra on Changes to the Appeals Process.
- **Critical Issues Forum:** On 2/23/23, a Critical Issues Forum presentation by Daniel Ibarra, Fair Hearing Specialist on Changes to the Appeals Process was given to our community. Josie assisted by supporting the Daniel with the presentation.
- **Staff Trainings:** On 2/9/23, Marssia Chutan, LA Care Liaison provided a presentation to staff on Accessing ABA and Mental health through LA Care. Josie mediated the training, monitored the chat, and supported Marssia. On 2/17/23, Nora Perez Givens provided a training to staff on special education and the basics of the special education system. Josie provided support to Nora during this presentation as well.
- **Sirens of Silence:** On 2/16/23, Josie, Amos and Director, Salvador Gonzalez, met with Karen from the Los Angeles Fire Department to continue planning the second annual Sirens of Silence. The team continues in the planning phase, securing other public safety agencies, creating a flyer, promoting the event. A date has been secured for the Spring and the team will reconvene in February.
- **Outside Agency Meetings:** On 2/2/23, Josie attended the College, Career and Workforce Development Task Force and Los Angeles Performance Pilot Program (LA P3) meeting where

mayor of Pomona, Tim Sandoval, gave a presentation and Jason Green from Citrus Community College, also gave a presentation on non-credit classes through Citrus. On 2/3/23, Amos, Salvador and I met with Pacific Clinics to discuss future training and presentation to SG/PRC staff. On 2/8/23, Josie also attended the COVID-18 Action Committee. On 2/8/23, Josie, Amos and Sal met with Veronica from Foothill Family Services to discuss coordinating a presentation to our community. On 2/15/23, Josie and Adrianna attended SPA3 Collaborative and provided a presentation the San Gabriel/Pomona Regional Center. On 2/16/23, Josie attended the CLAP workshop through Familias First to talk introduce myself to the parent group, share some resources on our website and promote PMI.

- **Help Me Grow:** Josie and Adrianna continue to work on the Help Me Grow project. On 2/2/23, Josie and Adrianna met with VIVA consulting group to go over the logic model and referral mapping. On 2/6/23, we also attended the Pathways bi-annual training, on 2/9/23, we met with Ellen from First 5 to do a check-in on the progress of project. On 2/28/23, we attended a training on communication training where information was provided on flyers and available resources for the purposes of promoting the Help Me Grow Project. The project continues underway to address and overcome barriers in early identification referrals for children who are at risk.

### **Amos Byun, Community Outreach Specialist**

#### **Promoting Service Access & Equity in Asian RC Communities**

- **Facilitating ADEPT ABA** – Amos continued promoting ADEPT ABA and UMCD Small Group Facilitation for each language group through weekly Community Meetings, two SG/PRC Service Unit meetings, two Vietnamese meetings, and each Asian support group meetings/workshops/ events when Amos participated in.
- **Chinese Parent Workshop 2023 Series** – Amos continued to provide support by organizing Mandarin Chinese interpretation and participating workshop preparation meetings with FFDY and Parents’ Place for the workshop presented on 2/18/23 with topic of DMH Services for Special Needs. More than 30 Chinese parents participated through Zoom meeting.
- **Person-Centered Conversation (PCC)** – Amos had total of 4 PCCs with Korean monolingual parents. PCCs were conducted remotely through telephone call or Zoom meeting.
- **Translation for Korean Families** – Amos provided support in creating Language Line Instruction for staff at two-unit meetings, reviewed translated forms and flyers, and also provided Korean interpretation for a Psych Consultation on 2/21/23.
- **DDS/CHLA PRE/POST COVID EI Participant Research** – On 2/28/23, Amos provided SG/PRC EI 300 Chart Data, which was completed by Adrianna Utley, Luz Rodriguez, and Tiffany Loong, to CHLA Research team. Amos continued participate in weekly Zoom meetings

with CHLA EI research team to update progress and provided supports for assessment meetings provided on Fridays by CHLA Assessment team at SG/PRC.

- **Language Access & Cultural Competency (LACC) Activities** – Amos participated in two LACC presentations for Adult Service Unit I meeting and Residential Service Unit I meetings with two LACC Specialists. Amos also recruited Shari Farmer for LACC All Staff Training with the topic of Cultural Sensitivity which will be presented on 3/15/23.
- **Creating Critical Issues Forum (CIF) Online Webinar Modules** – Amos administrated creating CIF modules with Blue Dragon Ad through LACC Grant, and the first CIF #1 – Forensic Specialist on 1/12/23 and CIF #2 – Appeals Process presented on 2/23/23, video modules with English, Spanish, Chinese, Korean, and Vietnamese subtitle will be available to be accessed.

### **A. Community Outreaching to Promote Service Access & Equity**

- **Participating Asian Community Events** – Amos participated in Chinese New Year's Party invited by Foundation For Disabled Youths with Mr. Jesse Weller and Tiffany Loong, LACC Specialist on 2/4/23. Mr. Weller provided a supporting speech for the group. On 2/18/23, Amos also participated in Vietnamese TET New Year Party invited by Vietnamese Parents with Disabled Children Association and met with SG/PRC and RCOC Vietnamese families, Korean and Japanese parent support group leaders, Fiesta Educativa representatives, and Linda G. from DDS LACC Project. Amos presented ADEPT ABA and Understanding My Child's Disability demonstration with flyers at the VPDCA Vietnamese Resource Fair on 2/18/23.
- **Outreaching to Asian Community** – On 2/1/23, Amos presented SG/PRC Admissions & Assessments and POS Services information at the Pacific Clinic Korean Advanced Parent Training and Korean Conduct Disorder Workshop held on 1/24/23. Amos welcomed and provided a site tour for eight Pacific Clinics staff on 2/3/23 at SG/PRC to promote collaboration with the Pacific Clinics. Director Sal and Josie also provided presentations for the staff. On 2/6/23, Amos organized and participated in a preparation meeting for FHA/Living Options/DD Korean Fair which will be held in April 2023 at Good Stewards Church with Karen P., FHA Specialist, and Lisa C., Housing Specialist.
- **Outreaching to Asian Pediatricians/Physicians** – Amos continued to reach out to Asian pediatricians and physicians serving in SG/PRC service area by providing SG/PRC Information Packet in English, Chinese, Korean and Vietnamese. Amos will work with LACC team to improvise the packet with updated information.
- **Outreaching to SG/PRC Community** – Amos continued participating weekly Community Meetings in January 2023 to update events/workshop information and to share brochures electronically. Amos also participated in the SG/PRC Community Relations Committee Meeting on 2/15/23 to present monthly report updates for the committee members.

- **Community Outreach** – Amos participated in LA County Domestic Violence RoundTable meeting as a panel for a presentation provided by Nora Perez-Givens, Education Specialist on 2/9/23 through Zoom remote meeting.



**Nora Perez-Given, Education Specialist**

The Education Specialist provides support to regional center staff, families, and community partners in two different areas. These areas include providing supports regarding educational matters for students ages 3 and up to include post- secondary school years and in the review of the limited conservatorship letters being forwarded to court.

**With regards to supports provided in educational matters**

Upcoming trainings Nora will provide to staff:

March 17 & 24	Special Education – Terms to Know/Generic Resources
April 21 & 28	504 Plan vs. IEP- Which is Best Based on Student Need
May 19 & 26	Development of a Supportive IEP
June 16 & 23	Parents Rights- Special Education
July 21 & 28	School Discipline- Rights of Students with Disabilities
August 18 & 25	Options for Resolving Disagreements regarding Special Education
September 15 & 22	Limited Conservatorship and the role of Regional Center
October 20 & 27	Addressing Behavioral and Mental Health Needs via IEP
November 3 & 10	Assistive Technology and IEP’s

Upcoming trainings Nora will provide to Parents/Caregivers

March 23	New to IEP’s (Special Education)- Basics to Know
April 27	IEP’s vs. 504 Plans- Which one best supports my child at school?
May 25	Parent’s Rights- Special Education
June 22	IEP’s – Related Services
July 27	Bullying at School- What can be done?
August 24	Options for Resolving Disagreements Regarding Special Education
September 28	Understanding IEP Meetings
October 26	Effective Communication in the IEP Process

November 2	IEP's Transition Planning for Life After Hight School
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**Meetings related to supporting individuals with their education:**

Consults completed	44
School Meetings attended. (IEP's/504/ SST/Resolution type meetings)	11

**Presentations/Trainings/Outreach Completed this Month**

February 6- Provided training to Alma Family Services the Parent Mentors Group regarding Independent Education Evaluations. Training attendees learned about what is an IEE, steps to requesting an IEE, choosing evaluators for IEE's, and funding of IEE's. This is a group of six parent mentors that each support a caseload of parents and support families in matters related to special education.

February 9- Presented to LA County District Attorney's Bureau of Victim Services. Participants at this forum learned about California Regional Centers including who regional center serve, making referrals and the various types of services available to regional center clients. There was 105 participants and participants were from all over California.

February 17 & 24 - Provided staff training- "Special Education Timelines". Training attendees learned about the timelines associated with: initial assessment and IEP development, annual IEP's, triannual IEP's and parent requested IEP's, timelines associated with IEE's, notification of upcoming IEP meetings, implementation of IEP's, transition planning, termination of special education timelines, student discipline and request of student records. The February 17 session had a total of 38 participants. The February 24 session had a total of 32 participants.

Nora Perez-Givens and Rosa Chavez meet regularly with the San Gabriel Valley Transition Task Force group to coordinate the upcoming Annual Collaborative Virtual Transition Fair that will take place on March 8, 2023, from 10am-3pm. The goal of this transition fair is to connect over 75 Local Adult Educational, Vocational and Independent Living Programs/Support providers to students/families. Participants to this transition fair will be families, students, school district staff and community members. See attached for flyer of this upcoming event.

Nora Perez-Givens, Joshua Trevino and Daniela Santana are meeting monthly with the CAPTAIN CLIC (Captain local interagency collaborative) group to coordinate the upcoming 6<sup>th</sup> annual EBP Conference that will take place on March 23, 2023. San Gabriel Pomona Regional Center staff will be providing a training session during this conference. Participants to this conference will include school district staff and families. Additionally, as a CAPTAIN CADRE members, Nora, Joshua, and Daniela meet quarterly with the Statewide Regional Center CAPTAIN Cadre to address needs that can be of assistance to regional centers regarding the overall goals of CAPTAIN. SG/PRC team participates in the sub-committee that is addressing the needs of vendors. 2<sup>nd</sup> quarterly meeting took place on 2/28 and committee focused on identifying the goal of this sub-committee for 2023. See attached for flyer of upcoming CAPTAIN CLIC event.

**With regards to supports provided regarding limited conservatorship matters**

Reviewed a total of 8 conservatorship letters from service coordinators before letters can be forwarded to the court for filing. Consults and training are provided to staff as needed regarding the completion of limited conservatorship letters or inquiries that staff may have related to limited conservatorship.

**Adrianna Utley- Transition Liaison Specialist**

Adrianna started in her position August 2022 and has been assisting in multiple projects including the First 5 Help Me Grow Grant, DDS/CHLA pre/post Covid Early Intervention Participant Research Project, ongoing meetings with staff, training for families and staff, and being the preceptor for the APU intern.

**Bridging families to Case Management:** From August 2022 to February 2023 a total of 41 individuals have been provided information regarding the transition process. The table below shows the breakdown of who was helped.

<b>Contacted By</b>	<b>Total to date</b>
Parent/Guardian	12
Service Coordinator	16
Vendors	2
RCOC Employee	1
ELARC Employee	1
School Representative	8
Community member	1

**Help Me Grow Pathways Grant:**

The purpose of this grant is to better address disparities in the early identification of young children with developmental delays or at risk for delays and assist with timely and appropriate connection to intervention services in their community. Adrianna has hosted 5 collaborative meetings with unifying agencies attached to this project. Adrianna and Josie are currently in the process of interviewing families for a family journey mapping project to acquire information of families struggles and successes with the referral process. Adrianna and Josie attend regular meetings with First 5 and other agencies to complete various projects related to the grant. The group’s next collaborative meeting will be held in March.

**SGPRC/APU Internship Program:**

An APU intern related to SGPRC in August 2022 and as her preceptor, Adrianna has trained her in SGPRC practices and policies. The Intern has completed her rotation in Early Intervention and has conducted a total of 10 meetings and completed the Individualized Family Service Plan (IFSP) reports. With the additional support of Luz Rodriguez-Uribe, our intern has conducted six (6) IPP meetings for our Family Services Department and is in the process of planning the annual Spring Dance for SG/PRC clients.

**Work with Local School Districts and SELPA's:**

Adrianna continues to remain in contact with all 23 school districts within SG/PRC catchment area and continues to update transition meeting information for Early Intervention Service Coordinators. Adrianna also updates documents for SG/PRC staff with the contact information for all 23 districts with who to contact if an SC needs to request a copy of an individualized Education Plan (IEP) report consistently.

**Community Outreach:**



On 2/25/23, Adrianna attended the 'Self Love' workshop hosted by the City of South El Monte. Senator Susan Rubio was among the speakers that discussed the importance of mental health, domestic violence awareness and health & wellness resources. There were approximately 50 women in attendance at this event.

**CHLA/DDS/SGPRC- Pre/Post Covid Early Intervention Participant Research Project:**

Adrianna has concluded the data collection portion of this project. In this phase, Adrianna entered data on over 150 consumers to obtain number of services recommended, POS used, and developmental levels at time of Early Intervention Intake and Exit. Adrianna also continues to be present during the in person assessments to support families with questions regarding SG/PRC admission.

**Trainings and Meeting Schedule:**

Adrianna and Nora have met with all Early Intervention and Family Service units as part of bi-monthly meeting series to discuss issues and/or concerns with transition to local LEA's.

Adrianna is scheduled to present bimonthly trainings beginning on April 19<sup>th</sup> for parents of children 0-36 months of age to discuss the transition process from SG/PRC to their local school districts and answer with any specific questions families have and bridge families back to their SC. These trainings will be provided in Spanish, ASL, Korean, Vietnamese and Chinese as well.

Adrianna continues to attend monthly meetings with the Transition Liaison's from 11 other Regional Centers. DDS also attends these meetings and discusses topics such as parental consents, working with difficult districts and the transition handbook/documents provided to families.

**Tiffany Loong, Language Access and Cultural Competency Specialist**

**LACC Report:** Per DDS request, Tiffany made updates to all measures/activities and provided more detail information in the LACC report.

**Consultation/LACC Listening Session & Survey:** The LACC team met with the consultant company to work out the contract and timeline of the LACC listening session and survey detail.

**Equity Partner & Support Group:** Tiffany attended Chinese parent support group FFDY Lunar New Year event, where she met many Chinese families and individuals serve. Tiffany also attended Vietnamese Equity Partner VPDCA Lunar New Year event as a support.

**Interpretation:** Tiffany coordinated interpretation services for five meetings in the month of Feb: Chinese Parent Workshop by FFDY, SDP Meeting & greet, Critical Issues Forum, and Board of Director Meeting. Tiffany attended all these meetings and provided technical support and supervised the interpreters' services. Tiffany met with providers after meetings and provided constructive feedback for improvement.

**Translation:** Tiffany updated Glossary for the agency. Tiffany coordinated six agency documents for translation. Tiffany assisted SC in Admission department for medical records translation. Tiffany continues to work on translation of Admission and Assessment department Welcome Package. Tiffany & Luz continues to develop new resources/vendors for translation services.

**Independent Contractor:** Vietnamese independent contractor is officially hired under LACC budget. Tiffany works closely with the contractor to translate all the documents needed.

**CHLA:** Tiffany continues to support the CHLA research project by reviewing client charts and input data for the survey.

**Case management support:** Tiffany supported two SCs to find the Cambodian interpreter and translation vendors. Tiffany also received two calls from Mandarin speaking parents requesting assessments for regional center services. Tiffany connected them with Admission and Assessment department.

### **Luz Rodriguez-Uribe, Language Access and Cultural Competency Specialist**

Luz has the position as Language Access and Cultural Competency Specialist (LACC). She works in collaboration with Tiffany Loong while overseeing all Spanish language and ASL interpretation and translation needs for outreach, workshop, training, and agency materials. Luz will be responsible for conducting language needs and cultural surveys and providing staff training and serves as a point of contact in the agency and community for interpretation and translation needs.

**LACC Planning:** With support of Amos Byun, Tiffany and Luz completed LACC 2022-2023 plan. Updates to the report were made per DDS instructions. LACC 2022-2023 plan was reviewed, and updates were made per DDS requests. Luz and Tiffany reviewed Bridging Voices-Uniendo Voces MOU prior in preparation of launching Language and Cultural Planning project. With the LACC team, Luz developed survey questionnaire to meet the requirements of the LACC grant. Luz and Tiffany have started to review potential dates to schedule LACC listening sessions for parent support groups.

**Interpretation & Translation:** Luz coordinated and arranged for Spanish & Chinese interpretation for the Monthly SDP Meet & Greet and LVAC. Arrangements were also made for interpretation for the monthly Board of Director's meeting in the languages: Spanish, Chinese and ASL. Luz completed translation on the CIF flyer for and set up interpretation for Appeals (Formerly Fair Hearing) training in Chinese, Korean, Spanish, and Vietnamese. Luz also translated a transition CHLA flyer and the updated version of the IPP signature page. Luz continues to oversee the tracking of all translation and interpretation invoicing and ensures vendors receive payment.

**Critical Issues Forums:** Luz translated the CIF flyer for the Appeals (Formerly Fair Hearing) in Spanish, and arranged interpretation for ASL, Chinese, Korean, Spanish, and Vietnamese. Total over 140 participants

**Cultural Diversity Training:** Luz, Tiffany and Amos met with a potential presenter and scheduled a staff training. Luz worked with Marilyn Carmona and Josie Martinez on a flyer for the Cultural Diversity training.

**Case Management Support:** Luz provided training and supervision to Azusa Pacific University Intern with holding IPP and Annual Review meetings, report completion and case auditing.

**CHLA EI Research Project:** Luz supported Adrianna Utley in the CHLA EI Research Project by completing additional early start case reviews.

**In house presentations:** In conjunction with Amos Byun, Luz also presented to Adult Services 1 and Residential Services 1 unit meeting the role of Language Access Specialists and the purpose of the LACC grant.

**Maria Vargas and Wendy Hemminger, Foster Grandparent/Senior Companion Program Managers of North and South**

**North:**

Volunteers: 43

Individuals Served: 59

Total Hours Served: 2,792

For the month February, volunteers attended their first in-person training at the Regional Center since February 2020. During the training, volunteers completed annual forms that are required by AmeriCorps Seniors. These forms are audited to ensure that all current volunteers have met federal income requirements. Additionally, Program Manager provided training on child and adult abuse reporting as all volunteers are mandated reports. The lack of social interaction with their peers during the pandemic had taken a toll on the volunteers. However, during the training the volunteers were ecstatic to see one another again. Volunteers were seen taking pictures together, sharing hugs, and enjoying conversations. As of February, we have 17 Senior Companions serving at day program sites and 11 Foster Grandparent volunteers serving at school sites. Three new volunteers were on-boarded this month and were able to attend the first in-person training. Two of the new volunteers will be placed at Senior Companion sites, while the third volunteer will be placed at a school site. Volunteers will continue to attend trainings in person every 3<sup>rd</sup> Friday of the month at the Regional Center.

**South:**

Foster Grandparents served hours 1,711.

Senior Companions served hours 1,559.

**Total hours served = 3,270**

**IN-SERVICE**

We provided a training on Winter Driving Safety and What is Cerebral Palsy? We also completed annual paperwork including; Income Reviews, Beneficiary Forms, and Emergency Contact Info sheets.

**ADDITIONAL ITEMS**

- Completed Monthly Reports
- Participated in Monthly Director's Conference Call with DDS.
- Participated in Program Manager's team call.
- Visited all volunteer stations to complete accessibility Surveys for DDS.
- Met with Meals on Wheels Day Program as they welcomed back volunteers.
- Held Advisory Council Meeting
- *Attended virtual training by AmeriCorps: Volunteering and Civic Life During the Pandemic: The Path Forward*

**SGPRC- FGSCP North volunteers during their first in-person training in 3 years.**



**Jessica Wilson, Deaf and Hard of Hearing Specialists:**

Providing support to SGPRC's Deaf and Hard of Hearing community by developing staff trainings, securing generic resources for DHH, assisting with resource development, IPP, IDT meetings, vendor and community outreach and collaboration with sister Regional Centers to further develop role.

During the month of February, Jessica prepared for two upcoming outreach events including the Love and Literacy event held at GLAD headquarters that will be held on March 4<sup>th</sup>, 2023, and the CSUN Annual Technology Conference held from March 15<sup>th</sup> to March 17<sup>th</sup>. Jessica was selected to be a Person-Centered Planning trainer and began a 3 month, twice weekly training to learn Person Centered Planning. Jessica collaborated with Deaf Specialists, Community Outreach Specialists and SGPRC staff to develop resources, trainings and provide individual support. Jessica will be presenting an in-house training on Deaf and Hard of Hearing resources and community awareness on March 16<sup>th</sup>, 2023.

**Deaf and Hard of Hearing Specialist Collective Meetings:**

2/1/23: Weekly meeting with Deaf and Hard of Hearing Specialists to review DHH conference at DDS in Sacramento.

2/8/23: Weekly meeting with Deaf and Hard of Hearing Specialists to review various resources and topics.

2/9/23: Conference with Ted Horton, Deaf Specialist to review generic resources and staff trainings.

2/17/23: Conference with Evette Ybarra, Deaf Specialist to review POS, interpreting services and resources.

**Community Outreach:**

2/2/23: Meeting with Parents Place to assist with securing an interpreter for family of individual served.

2/3/23: Meeting with Michelle Pliego, GLAD to discuss Love & Literacy Deaf Community event.

2/3/23: Prepared Booth for GLAD Love & Literacy Event. SGPRC will host booth and provide activities and information on Regional Center and Deaf Services.

2/9/23: Communication with California State Northridge to obtain information for the annual Assistive Technology Conference. Obtained flier to share and registered for event.

2/14/21: Presented at weekly Community meeting to introduce Deaf and Hard of Hearing Specialist Role and share about upcoming community event.

2/16/23: Shared CSUN Assistive Technology Conference flier with staff and community

2/21/23: Outreach to Mount San Antonio Sign Language Department Chair to inquire about ASL classes and Deaf community events/resources.

**IDT meetings/SC consultations/In house support/Communication assistance:**

2/6/23: Worked with IT to run CDER inquiry to find updated numbers of individuals with hearing loss.

2/8/23: Debrief with Director, Jesse Weller regarding the Deaf Specialist Conference at DDS headquarters.

2/7/23: Meeting with Lisa Gonzales to review and request updated numbers of individuals served by SGPRC with hearing loss.

2/16/23: Collaboration with Amos Byun, Community Outreach Specialist to review numbers of individuals with hearing loss, their location within catchment area as well as their POS usage.

2/17/21: Email support with Service Coordinator to provide information on securing an interpreter for an IPP meeting for parents of DHH child.

2/21/23: Provided two ASL interpreting Agencies for future vendorization consideration.

2/21/23: Email to Forensics Specialist and Education Specialist to provide NAD Advocacy letters for Deaf and Hard of Hearing rights.

2/23/23: Attended Critical Issues forum presentation to review ASL interpreter skills and provide feedback for future use.

**Trainings:**

2/28/23: Attended Person Centered Planning training to become a PCP trainer to SGPRC staff. Registered for 12-week training program.

2/21/23: Mandated reporter training by APS.

**Regional Center Recommendations and Plan to Promote Equity**

**2022-23 SG/PRC SAE Grant Equity Partners**

Organization Name / Project	Project Description / Contact Information	Population Focus/Language
<b>Access Nonprofit Center</b> Parenting Black Babies	Increase early intervention services & supports for black babies in NICU & clinical settings <b>Contact: Ardena Bartlett</b> , ardenab@accessnonprofit.org	African American (English)
<b>Being Built Together</b> Community Connector Services for Korean-Speaking Families	Community connector program to expand service access for Korean speaking families <b>Contact: Jinsook Baek</b> , contact@bbtus.org	Korean (Korean)
<b>Children's Hospital Los Angeles</b> Parent Navigators in Pediatric Clinics	Pediatric navigator project for Native American and multi-racial families <b>Contact: Dr. Mirzaian, Christine</b> , cmirzaian@chla.usc.edu	African American, Cambodian, Chinese, Filipino, Hispanic, Hmong, Indian, Japanese, Korean, Mien, Native American, Pacific Islander, Slavic, Vietnamese
<b>Chinese Parents Association for the Disabled</b> Future Planning for Chinese Caregivers & Self-Advocates	Future planning & advocacy training for Chinese aging caregivers & self-advocates <b>Contact: Leck Lee</b> , leck501@yahoo.com	Chinese (Cantonese, Mandarin, English)
<b>East Los Angeles Family Resource Center &amp; Heluna Health</b> Heluna Health SAE 22-23	Launch a community of practice with a focus on Black/African American community access and equity issues <b>Contact: Maria Rangel</b> , mrangel@helunahealth.org	African American (English)
<b>Familias First</b> Creating Leadership Among Parents	Implement parent leadership workshops to empower Hispanic families <b>Contact: Victor Campos</b> , vcampos@familiasfirst.com	Hispanic (English, Spanish)
<b>Seesaw Communities, Inc</b> Starting Pathways to Employment	Cultural pathway for competitive employment for self-advocates in the Korean community <b>Contact: Rachel Lee</b> , rlee@thesc.us	Korean (Korean)
<b>Special Needs Network</b> Culturally Diverse Behavior Technician Apprenticeship Program	Apprenticeship program to train and mentor culturally diverse ABA service providers for African American and Hispanic children <b>Contact: Carolina Gonzalez</b> , carolina@snla.org	African American, Hispanic (English, Spanish)
<b>USC UCEDD Children's Hospital Los Angeles</b> Peer-Mentorship & Technical Assistance for Parent & Self Advocate Led CBOs	Peer mentor program to provide technical assistance for CBOs to collaborate and share resources <b>Contact: Olga Solomon</b> , solomon@usc.edu	African American, Hispanic, Native American, Pacific Islander (English, Spanish)
<b>Vietnamese Parents with Disabled Children Association</b> Navigating Services & Future Planning for Vietnamese Aging Caregivers	Support aging caregivers from the Vietnamese community with culturally competent training and social networking <b>Contact: Tien Nguyen</b> , tienVPDCA@gmail.com	Vietnamese



**S**AN GABRIEL/POMONA  
REGIONAL CENTER

**Advisory Committee for Individuals Served and Their Families**

Wednesday, April 26, 2023 at 6:00 p.m.  
Videoconference Meeting

**ZOOM Meeting ID: 191 486 135**

**Password: 681356**

**Committee Members:**

**Staff:**

Preeti Subramaniam,  
Co-Chairperson  
Wendy Lai, Co-Chairperson  
Mary Soldato  
Herminio Escalante

Flor Tolley  
Jessica Porter  
Jaye Dixit  
Ricardo Centeno

Jesse Weller  
Lucina Galarza  
Daniela Santana  
Hortencia Tafoya  
Guadalupe Magallanes  
Rosa Chavez  
Erika Gomez

AGENDA		ACTION
6:00 – 6:05	<b>CALL TO ORDER</b> Preeti Subramaniam and Wendy Lai, Co-Chairpersons	None
	<ul style="list-style-type: none"> <li>• Roll Call</li> <li>• Review Agenda</li> <li>• Minutes of March 22, 2023</li> </ul>	<b>Quorum</b>
		Info
		<b>Consent</b>
6:05 – 6:10	<b>Public Input</b>	Info
6:10 – 6:40	<b>Special Presentation</b> – April 26, 2023 – Training Approaches and Strategies for Service Coordinators by Leadership Team	Info
6:40 – 6:45	<b>Future Training Topics</b> <ul style="list-style-type: none"> <li>○ May 25, 2023 - Early Childhood - Preschooler Units 3-5 Presentation/Staff introduction.</li> <li>○ June 28, 2023 – Coordinated Family Support</li> </ul>	Info
6:45 – 7:00	<b>Updates and Information by SG/PRC</b> <ul style="list-style-type: none"> <li>• Regional Center Services Updates– <i>Daniela Santana &amp; Lucina Galarza</i></li> <li>• Self Determination Advisory - Meetings &amp; Updates -<i>Daniela Santana, Lucina Galarza, Yaned Busch, Jessi Lagos</i></li> </ul>	Info

**SAN GABRIEL/POMONA REGIONAL CENTER  
DEVELOPMENTALSERVICES, INC.**

**Minutes of the Meeting of the**

**Advisory Committee for Individuals Served and Their Families**

**March 22, 2023**

A regular meeting of the Advisory Committee for Individuals Served and Their Families was held on Wednesday, March 22, 2023. The following committee members were present at said meeting:

**PRESENT**

Preeti Subramaniam, Co-Chair  
Wendy Lai, Co-Chair  
Jessica Porter  
Mary Soldato  
Jaye Dixit  
Richard Centeno  
Flor Tolley

**ABSENT:**

Herminio Escalante  
Jessica Porter

**GUESTS:**

Gisele Ragusa  
Nada Saleh  
Sam Yi  
Phillip Loi  
Felicia Ford  
Shannon Hines  
Susan Stroebel

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director, Community Services  
Daniela Santana, Director, Client Services  
Rosa Chavez, Assoc. Director, Family/Transition  
Tim Travis, Associate Director of Community  
Services  
Hortencia Tafoya, Director, Clinical Services  
Daniel Ibarra, Manager of Appeals and Resolution  
Yaned Busch, Manager, Specialized Services  
Jessie Lagos, Manager, Specialized Services  
Willanette Steward/Satchell, Executive Assistant  
Erika Gomez, Liaison, BOD & RDDF

**ITEMS DISCUSSED**

**CALL TO ORDER**

Preeti Subramaniam, Co-Chairperson, called the meeting to order at 6:03 pm.  
A quorum was established.

The minutes of the March 22, 2023 meeting were reviewed and approved.

**M/S/C (Soldato & Tolley) Minutes from the meeting were approved by the committee.**

**CLIENT ADVOCATE UPDATE** – Elisa Herzog was not present.

**SPECIAL PRESENTATION – “Changes to the Appeals Process”** – Daniel Ibarra, Manager of Appeals and Resolution, presented on the following:

- Lanterman appeals process
- Change to appeal forms
- Change to the notice of action
- Mutual consent
- Change to the appeals request form
- Changes to timelines for filing an appeal request
- Changes to the informal meeting
- Changes to mediation
- Changes to hearing
- Changes to decisions
- Attorneys

**Future Training Topics:**

- April 26, 2023 – Training Approaches and Strategies for Service Coordinators by Leadership Team
- May 25, 2023 - Early Childhood - Preschooler Units 3-5 Presentation/Staff introduction.
- June 28, 2023 – Coordinated Family Support

**Updates and Information by SG/PRC Staff**

- *Preschool Units:*  
The leadership team continues to build the Preschool Units. The name of the program will be “Childhood Development.” There is a lot of recruitment going on.
- *Enhanced Supports Service Coordinator:*  
This position is to provide enhanced service coordination to individuals served and their families. This Service Coordinator will manage a 1:40 caseload ratio of individuals currently served by SG/PRC with low and/or no POS expenditures. Utilizing a Person-Centered approach, this position will work to identify barriers in accessing services and supports, enhance relationships between Individuals/families and SG/PRC, empower individuals to partner with SG/PRC and other community agencies as well as assist in identification of new resources that are culturally relevant to our community.
- *In-Person Social Connections Workshop Series:*

A free 8-week workshop for adult individuals (ages 18 & over) served by SG/PRC focused on building community and friendships. On Saturdays starting April 8, 2023 – May 27, 2023. To register: 909-621-6722.

- *Self Determination Program (SDP):*
  - DDS decided there is going to a standard way to enroll, and Service Providers must get vendored to do the pre-enrollment.
  - There is a waiting list for FMS. DDS is aware and has engaged with FMS providers to discuss barriers when transitioning people to Self Determination.
  - The Local Volunteer Advisory Committee (LVAC) was allocated funds in FY 22/23, and they remain intact. Funds are to ensure the department and regional centers successfully implement the program. The LVAC is considering ideas and the final decision will be made collaboratively with SG/PRC.
  - The LVAC is looking for two additional members, ideally one individual served.
  - SG/PRC has 111 participants that are fully in the SDP.
  - Staff continue to:
    - ✓ Finalize the contract with The Parents' Place to facilitate technology support
    - ✓ Provide monthly general trainings
    - ✓ Update training tools
    - ✓ Promote The Waiting Room
    - ✓ Remind the community of the meet and greet events
    - ✓ Remind the community of the live SDP orientations

### **PUBLIC COMMENT:**

Susan Stroebel, VAC chairperson, informed the committee that the vendors held a brainstorming meeting to focus on legislative efforts in February and will hold another meeting on March 28, 2023. Their intent is to help legislators understand the impacts on individuals served whose programs are being challenged by staffing issues. She would like the support of this committee to do advocacy work.

### **ADJOURN**

Co-Chairperson Preeti Subramaniam adjourned the meeting.

The next Advisory Committee for Individuals Served and Their Families meeting is scheduled for Wednesday, April 26, 2023 via videoconference at 6 P.M.

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

**April 6, 2023**

The following committee members attended said meeting:

**PRESENT:**

Susan Stroebel,  
Chairperson  
Olaf Luevano  
Nicole Mirikitani  
Jose Meraz  
Grace Kano  
Brenda Baldeon  
Nancy Bunker  
Jay Smith  
Christina Buth  
Jeanette Cabrera  
Charmayne Ross  
Chris Schlanser  
David Bernstein

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director, Community Services  
Dara Mikesell, Chief Financial Officer  
Daniela Santana, Director of Client Services  
Tim Travis, Associate Director, Community Services  
Olivia Funaro, Manager, Client Services (Residential II)  
Lourdes Sanchez, Program Evaluator  
Yvonne Gratianne, Communications & Public Engagement  
Officer  
Jaime Anabalon, Quality Assurance Manager

**MEMBERS ABSENT:**

Theresa Jones Zarour

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**RECOMMENDED ACTIONS**

**THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:**

None

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**A. CALL TO ORDER**

Susan Stroebel, Chairperson, called the meeting to order at 10:05 a.m. A quorum was established.

The minutes of the meeting on March 2, 2023, were reviewed and approved.

**M/S/C (Mirikitani & Schlanser) The committee approved the minutes.**

**Abstain: Stroebel, Bernstein**

## **B. EXECUTIVE DIRECTOR UPDATES:**

- SG/PRC's Board of Directors and Leadership are moving forward with its Strategic Planning. It will be a 3-year process facilitated by Ami Sullivan, Kinetic Flow, and George Stevens, former Executive Director of Los Angeles County Regional Center. The Board and its Committees, including the VAC, as well as staff and the community will participate in the process of the development of the Strategic Plan.
- Mr. Weller wants to join the community members for coffee and conversation. This is a great opportunity to host an event at a program or residential facility to discuss topics important to the host. If anyone is interested in being a host site, please contact Willanette Steward-Satchell, Executive Assistant, at 909-710-8189 or via email at [wsatchell@sgprc.org](mailto:wsatchell@sgprc.org)
- He also provided a staffing/recruitment update. SG/PRC is recruiting a Placement Coordinator.

## **C. SG/PRC UPDATES BY LUCINA GALARZA, DIRECTOR OF COMMUNITY SERVICES AND STAFF**

- Referral Report – Daniela Santana, Director of Client Services, presented the monthly report for March. (*Please see meeting materials for report*). She also thanked the vendors who participated in the Virtual Transition Fair.
- 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. It is only applicable to those who hire DSPs. DDS is in the process of determining how to collect data for competitive employment.
- There was a training in March to discuss the Federal funds to reimburse Early Intervention Service Providers for trainings offered to staff, up to 5 staff.
- RFPs - There was an update on the RFPs posted on the website. Two of them were reposted. The deadline is next week.
- Social Recreational Grants – 8 out of 12 providers who submitted a proposal were approved. Tim Travis, Associate Director of Community Services, is working on finalizing the contracts.
- Empower Now Advocacy Group – This is a community group powered by advocates to sharpen leadership skills, grow self-advocacy abilities, share experiences and create change in the community. The group will meet on the 4<sup>th</sup> Wednesday of the month at 10am.
- HCBS - There was a brief discussion about the additional moneys for partnerships. It was also announced that Lourdes Sanchez will no longer oversee HCBS as she's being promoted to Manager of Intake and Assessments.

- SIR Reporting – The SIR fax number has changed. It is now the same as the number used to leave a voice message, (909) 710-8810.
- ARCA Grassroots Day – The event was a success. SG/PRC had a well represented team made up of staff, parents, individuals served and vendors. VAC members, Chris Schlanser and Christina Buth participated and shared about their experience.
- 80's Virtual Dance – This event is scheduled for April 14, 2023 at 5pm for individuals serve 18+ years old.

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

None were reported.

#### E. **VENDOR CATEGORY REPORTS**

##### **Adult Programs**

Vocational – Olaf Luevano shared that 70 people attended the “Empowerment Now” meeting and encouraged others to attend the upcoming meeting. He hopes to have a subcommittee meeting this month.

*Adult Day* – Jose Meraz and Christina Buth reported that there will be a subcommittee meeting next month. Federal representatives will go out to programs to ensure HCBS compliance.

##### **Infant & Children Services**

*Infant Development Program* – Charmayne Ross expressed her deep gratitude to the members for sending flowers to her father's memorial. She is trying to convince staff to take the cultural training. It is an intense training on improving cultural diversity awareness and sensitivity. Those who take it get a stipend when completed.

##### **Transportation**

Theresa Zarour was not present. Executive director, Jesse Waller, reported that the team is exploring all possible options to help transportation providers with the challenges they continue to face due to outdated rates.

##### **Independent Living Services**

*ILS* – Nicole Mirikitani had nothing new to report.

*SLS Services* – Nancy Bunker shared that the Network is holding their annual conference in San Diego. Nancy Bargmann will be the keynote speaker.

## **Residential Services**

*Specialized* – Chris Schlanser reported that they had a subcommittee meeting prior to this meeting and the turnout was great. He also thanked Yvonne Gratianne, Communications & Public Engagement Officer, for all her work for Grassroots Day.

*CCF* - David Bernstein and Jay Smith encouraged their peers to apply to join the VAC. They shared that during the first year, there's a lot of listening and learning. All the members are supportive.

Jay Smith reminded those in attendance that his program is hosting monthly, in-person, DSP certification training in the Pasadena location.

*ICF*- Grace Kano shared concerns that come up at the subcommittee meeting:

- There needs to be more clarification on RNs that are working at SG/PRC.
- There needs to be more clarification on the insurance coverage requirements.
- There needs to be transparency with living options regarding empty beds.

She also reported that there will be another Residential Subcommittee meeting in May. Lastly, she reminded her peers that it is time to update their Covid Policy Procedures for ICFs.

**Other Vendored Services**- Jeanette Cabrera had nothing to report.

**At Large**- Susan Stroebel reported that the Advocacy Meeting is scheduled for April 25, 2023 at 10am. A survey will be sent out today and she encouraged her peers to complete it. She is terming off as Chairperson and would like the members to consider the role.

## **F. RECRUITMENT SUBCOMMITTEE**

If anyone wishes to apply to join the VAC, please email Erika Gomez, Board Liaison, via email at [egomez@sgprc.org](mailto:egomez@sgprc.org).

The following members are terming off on June 30, 2023:

- Susan Stoebel – At Large
- Nicole Mirikitani – Independent Living Services
- Nancy Bunker – Supportive Living Services
- Olaf Luevano – Vocational Services
- Grace Kano – Intermediate Care Facilities

## **G. LEGISLATIVE UPDATE**

Please refer to the meeting materials.

**MEETING ADJOURNED**

The next regular meeting will be held on May 4, 2023, at 10:00 a.m.

**SAN GABRIEL/POMONA VALLEYS  
DEVELOPMENTAL SERVICES, INC.  
STRATEGIC DEVELOPMENT COMMITTEE MINUTES**

**April 12, 2023**

The following committee members were present at said meeting.

**MEMBERS:**

Julie Chetney, Chairperson  
Gisele Ragusa  
Bruce Cruickshank  
Trish Gonzales  
Bill Stewart

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Director of Community Services  
Yvonne Gratianne, Communications & Public  
Engagement Officer  
Willanette Stewart/Satchell, Executive Assistant  
Erika Gomez, Executive Assistant – BOD &  
RDDF

**MEMBERS ABSENT:**

**GUESTS:**

**RECOMMENDED BOARD ACTIONS**

**THE STRATEGIC DEVELOPMENT COMMITTEE RECOMMENDS THAT  
THEY TAKE ACTION ON THE FOLLOWING: None.**

**ITEMS DISCUSSED**

- A) **CALL TO ORDER** - Chairperson, Julie Chetney, called the meeting to order at 6:00 p.m. A quorum was established.
- B) **AGENDA & MINUTES APPROVAL**
- The agenda was reviewed.
  - The Minutes from the March 8, 2023, meeting were reviewed and approved.  
**M/S/C (Ragusa & Gonzales) The committee approved the minutes.**
- C) **PUBLIC INPUT**  
None
- D) **STRATEGIC PLANNING**
- Ami Sullivan, Kinetic Flow Consultant, provided a presentation last month where she demonstrated how she plans to walk the participants through the Strategic Planning process.
  - Executive Director, Jesse Weller, shared that he continues to meet with Amy to

discuss next steps.

- The contract is also being reviewed to ensure all necessary areas are addressed.
- The following action items were completed:
  - Informing staff of process.
  - Updating Board and Committees.
- Yvonne Gratianne, Communications & Public Engagement Officer, will upload the information on the SG/PRC website.

#### **E) BOARD COMPOSITION**

Board Officers FY 2023/2023 - The members briefly discussed who is terming off from the Board and the possibilities of committee members moving to Board level as well as the possibility of former members returning. The members will meet as the Nominating Committee of the Board next month to discuss the slate of officers for the next fiscal year.

#### **F) RECRUITMENT**

Ms. Gratianne shared the following ideas for the committee to consider when recruiting:

- Participating in the Advocacy Group with Tammy Evard, whose focus is in leadership. An individual served who attends, participated in Grassroots Day last year and this year.
- Tailoring the recruitment flyer to go out via Constant Contact to do target recruiting. It would also allow for a prescreening process and would help gather data through a questionnaire that interested people would fill out.
- Reaching out to service coordinators of adult units.
- Holding a 20 min info presentation/ orientation for staff/community.
- Having a centralized email for board recruitment.
- Board President, Gisele Ragusa, will write a message to the community.
- Members of this committee have committed to attend the annual Parents' Place Info Fair in April and will share a booth with SG/PRC staff.

#### **G. INTERVIEW**

The committee went into a private session to conduct an interview of a potential committee member.

#### **ADJOURNED**

The meeting adjourned.

The next Strategic Development Committee meeting is scheduled for May 10, 2023.

For materials shared at meetings,  
please go to [www.sgprc.org](http://www.sgprc.org),  
click on the calendar and look for an event by date.  
There you will find a link to the materials for each meeting.