

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

April 12, 2023

PRESENT:

Gisele Ragusa, Board President
Julie Chetney, 1st VP
Trish Gonzales, 2nd 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