

**SAN GABRIEL/POMONA DEVELOPMENTAL SERVICES, INC.**  
**BOARD OF DIRECTORS**  
**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*

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Gisele Ragusa, Board President

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Date 05-17-2023