

SAN GABRIEL/POMONA **REGIONAL CENTER**

NOTICE OF MEETING

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, June 28, 2023

TIME: 7:15 p.m.

PLACE: THE MEETING SESSION IS OPEN TO THE PUBLIC VIA VIDEOCONFERENCE.

All SG/PRC Board and related Committee meetings continue to be held via videoconference at their regularly scheduled times.

Join Zoom Meeting:
Meeting ID: 234 566 141
Password: 916227

Please check our website, sgprc.org to access the zoom link and meeting materials.

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.

SAN GABRIEL/POMONA
 REGIONAL CENTER
 75 Rancho Camino Drive
 Pomona, CA 91766

MEETING AGENDA
BOARD OF DIRECTORS MEETING
 (Meets 4th Wednesday of each Month)

Wednesday, June 28, 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, 1st VP
Bill Stewart, Treasurer	Trish Gonzales, 2nd VP
Mary Soldato	Preeti Subramaniam, Secretary
Joseph Huang	Susan Stroebel, VAC Chairperson
Bruce Cruickshank	Jaye Dixit
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
	• Minutes of May 24, 2023	Consent	Attached	White
7:25 – 7:30	GENERAL PUBLIC INPUT (To sign up, please email @egomez@sgprc.org)	Info	None	None
7:30 – 7:35	EXECUTIVE/FINANCE COMMITTEE (Dara Mikesell, CFO) <ul style="list-style-type: none"> • Financial Report (Update) • D-2 Contract (Signature Consent) • Contracts for Approval (Consent) (Tim Travis, Associate Director, Community Services) <ul style="list-style-type: none"> ○ Holiday House Service ○ Merakey ITS 	Consent	Attached	Ivory
7:35 – 7:40	COMMUNITY RELATIONS/LEGISLATIVE ADVISORY COMMITTEE (Joseph Huang)	Info	Attached	Orange
7:40 – 7:45	ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR FAMILIES (Preeti Subramaniam) Vendor Insurance Policy	Consent	Attached	Yellow

APPROXIMATE SCHEDULE	ITEM	ACTION	MATERIAL	COLOR
7:45 – 7:50	VENDOR ADVISORY COMMITTEE (Susan Stroebel) Certification of New Chairperson to the Board	Consent	Attached	Goldenrod
7:50 – 7:55	STRATEGIC DEVELOPMENT ADVISORY COMMITTEE (Julie Chetney) Recommendations for New Board Members <ul style="list-style-type: none"> • Sam Yi • Rachel McGrath • Paula Rodarte • Phillip Loi Proposed Slate of Officers FY 2023/2024 <ul style="list-style-type: none"> ▪ Julie Chetney, President ▪ Jaye Dixit, 1st VP ▪ Karen Zarsadiaz-Ige, 2nd VP ▪ Trish Gonzales, Secretary ▪ Bill Stewart, Treasurer 	Consent	Attached	Green
7:55 -8:00	BOARD PRESIDENT'S REPORT (Gisele Ragusa, Board President)	Info	None	None
8:00-8:10	EXECUTIVE DIRECTOR'S REPORT (Jesse Weller, Executive Director)	Info	None	None
	OTHER BOARD & COMMUNITY ANNOUNCEMENTS	Info	None	None
<u>ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING</u>				
	EXECUTIVE SESSION – Personnel Matter	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)

May 24, 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
Karen Zarsadiaz - Ige
Jaye Dixit
Bill Stewart
Trish Gonzales
Preeti Subramaniam
Richard Centeno
Karen Zarsadiaz - Ige
Tina Wright

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:

Natalie Webber

GUESTS:

Cris Schlanser
Michelle Nelson
Alma Janssen, DDS
Phillip Loi
Nada Saleh
Nancy Bunker
Ali Dorri
Nikki Mirikitani

INTERPRETERS:

Mandarin:

Charlene Shih
Ken Chen

Spanish:

Shelley Hash
Sonia Hernandez

ASL:

Ron Shields
Monique Johnson

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 and a closed session regarding a legal matter was added.

The minutes for the April 26, 2023, meeting were reviewed and approved by the Board.

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

B. PUBLIC INPUT:

- Carl Argila reminded the Board that he records the entire meeting and uploads the video of the meeting to his personal blog. He shared details about his son's conservatorship and asked that more specifics of his input be added to the minutes.

C. 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 \$41,332,098. The year-to-date expenditure is \$25,882,837 with projected remaining expenditures of \$15,449,262. This results in an unencumbered amount of **\$2,252,095** 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, we 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. SG/PRC expect to receive full funding at the same level as last year in the amount of \$1,580,746. 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 our budget unencumbered balance to **\$ 1,525,843** 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 \$29,828,976, bringing the year-to-date expenditure for services to \$228,475,439. The remaining projected expenditures and late bills are in the amount of \$109,649,340 leaving an unencumbered amount of **\$38,657,596**.

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.

Contracts for Review

Tim Travis, Associate Director of Community Services, presented the following contract:

- California Mentor
(M/S/C – Chetney & Centeno) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebe
- People's Care Ferrero
(M/S/C – Wright & Stewart) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebe
- RSCR CA Grayburn
(M/S/C – Chetney & Centeno) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebe
- Easter Seals Pasadena
(M/S/C – Subramaniam & Soldato) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebe
- Brilliant Corners
(M/S/C – Stewart & Subramaniam) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebe
- Brilliant Corners – Enhanced Behavioral Home for Children
(M/S/C – Soldato & Wright) **The Board reviewed and approved the**

contract based on their policy for contracts over \$250,00.

Abstain: Stroebel

- Vocational Innovations – Diamond Bar
(M/S/C – Stewart & Wright) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebel

Hortencia Tafoya, Director of Clinical Services, presented the following:

- Dr. Thomas Carrillo, Psychologist
(M/S/C – Wright & Huang) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebel
- The Psychological Group
(M/S/C – Wright & Soldato) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebel
- Dr. Yadira Vasquez
(M/S/C – Wright & Soldato) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebel
- Columbus
(M/S/C – Wright & Dixit) **The Board reviewed and approved the contract based on their policy for contracts over \$250,00.**
Abstain: Stroebel

D. 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 that the committee were provided updates on the “Back to School Readiness Festival,” Richard D. Davis Golf Scramble, Coffee with the Director and Sirens of Silence.

E. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR

Preeti Subramaniam, Chairperson, reported that the committee learned about “Early Childhood - Preschooler Units 3-5” as well as the new updates regarding Self Determination. The members were also asked to review the Service Provider Draft Insurance Policy, which they will vote on soon.

F. VENDOR ADVISORY COMMITTEE (VAC)

Susan Stroebel, Chairperson, informed the Board that the vendors held another meeting to focus on legislative efforts. 35 vendors have organized to fine tune talking points to meet with legislators. Their intent is to help legislators understand the impacts on individuals served whose programs are being challenged by staffing issues.

G. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney, Chairperson shared that the committee interviewed a few people for committee membership and recommended the following:

- Phillip Loi for Advisory Committee for Individuals Served and Their Families
M/S/C (Cruikshank & Stewart) The Board approved the recommendation.
- Henrick Wong for Community Relations/Legislative Committee
M/S/C (Stewart & Soldato) The Board approved the recommendation.

Mrs. Chetney shared there is not a lot to report at the time regarding Strategic Planning. Updates will be provided as they become available.

The committee provided a notice to conduct election of a slate of officers for Fiscal Year 23/24 on June 28, 2023. The following slate was proposed:

- Julie Chetney, President
- Jaye Dixit, 1st VP
- Karen Zarsadiaz-Ige, 2nd VP
- Trish Gonzales, Secretary
- Bill Stewart, Treasurer

H. BOARD PRESIDENT'S REPORT

Gisele Ragusa, Board President, shared the following information:

- The ARCA Academy - Southern California session was held on May 6, 2023, at SG/PRC. It was an in-person event, and 52 Board members from across the Southern California regional centers attended. She thanked the staff for their assistance.
- Strategic planning updates will be provided soon.
- Wendi Lai resigned because her group started to receive DDS funding and that made her ineligible to serve on the Board. Ms. Ragusa thanked her for

her services.

I. EXECUTIVE DIRECTOR'S REPORT:

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

- Association of Regional Center Agencies (ARCA) – Regional Center Infographics - ARCA has produced a range of infographics for both the public and regional center staff.
- Office of Administrative Hearings (OAH) Lanterman Act Hearing Advisory Committee - The first advisory meeting was held on May 15, 2023.
- Monthly Coffee in the Community with Jesse – He is seeking interest from service providers and community members to host him at a community location to have coffee and conversation.
- Senate Budget Subcommittee #3 – May Revise Hearings - On May 23, 2023, the Senate Budget Subcommittee #3, had a hearing and votes were held on a range of budget items within our service system.
- AB 649 (Wilson) – Developmental Services - This bill would remove the generic service appeal mandate.
- Early Start Standardized Information Packet - The Department has released the Early Start Information Packet that provides an overview of the regional center system and early intervention services.
- Percentage of Rate Adjustment Used for Wages & Benefits - Requires a provider that received a rate increase to use no less than the percentage in the rate model for staff wages and benefits to enhance the wages and benefits of staff who spend at least 75% of their time providing direct services to individuals served.
- 2023 Reimbursement Rate for In-Home Respite Agency Worker Travel Costs - The mileage reimbursement rate for California state employees using their personal vehicle for authorized state business increased from \$.625/mile to \$.655/mile, effective January 1, 2023.
- Regional Center Staff Tuition Reimbursement - The Department has released guidance as it relates to Regional Center Employee Tuition Reimbursement. The directive outlines the eligibility requirements, terms, and regional center reporting requirements related to this funding.

- Self Determination Update: FMS Rates - Effective May 1, 2023, the Department has established new maximum monthly rates to be paid to FMS providers for services provided to participants in the SDP.
- Staffing Statistics - As of April 30, 2023, SG/PRC has 460.6 authorized positions. This total number includes 415 full-time employees, and 45.5 vacancies.
- Individual Served Statistics - As of April 2023, SG/PRC served 16,021 individuals.
- Self-Determination Program (SDP) - As of April 30, 2023, SG/PRC enrolled 115 participants to the Self-Determination Program.

J. OTHER BOARD & COMMUNITY ANNOUNCEMENTS

None

K. EXECUTIVE SESSION

Legal Matter

Next meeting on Wednesday, June 28, 2023 at 7:15 p.m.

BOARD MINUTES FROM THE MAY 24, 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 May 24, 2023

State/Local Updates

- Association of Regional Center Agencies (ARCA) – Regional Center Infographics

ARCA has produced a range of infographics for both the public and regional center staff. The following infographics can be located on the ARCA website under the webinar resource library. In addition, they will be posted on the SG/PRC website and shared with the community. The following infographics are available:

- What Does A Service Coordinator Do? ([English](#), [Spanish](#))
 - One Team – One Goal [RC staff as a whole] ([English](#), [Spanish](#))
 - Generic Resources ([English](#), [Spanish](#), [Vietnamese](#))
 - Supporting Your Employment Journey ([English](#), [Spanish](#))
 - Intake – Lanterman Act Services ([English](#), [Spanish](#))
 - Intake – Early Start Services ([English](#), [Spanish](#))
 - Social Recreation Services ([English](#), [Spanish](#), [Korean](#))
 - Understanding the HCBS Final Rule ([English](#), [Spanish](#))
 - Emergency Preparedness – What's The Plan? ([English](#), [Spanish](#))
 - Self-Determination Program ([English](#), [Spanish](#))
- Office of Administrative Hearings (OAH) Lanterman Act Hearing Advisory Committee

The first advisory meeting was held on May 15, 2023. This committee is a requirement in WIC 4717 to help improve the mediation and hearing process for all people with developmental disabilities.

- Monthly Coffee in the Community with Jesse

I am also pleased to announce that we are seeking interest from service providers and community members to host myself at a community location to have coffee and conversation. Anyone interested in being a host site, please contact Willanette Steward-Satchell.

Legislative Information

Senate Budget Subcommittee #3 – May Revise Hearings

On May 23, 2023, the Senate Budget Subcommittee #3, had a hearing and votes were held on a range of budget items within our service system. At the former hearing on May 16, 2023, DDS Director Bargmann highlighted the request to reallocate Community Placement Plan/Community Resource Development Plan funds in support of the construction housing. In addition, Coordinated Family Support Services, the adjustment to specific service coordination salaries (Enhanced Service Coordination, Performance Incentives, and Early Start Eligibility) to align them with equivalent state salaries were discussed. Assemblymembers Arambula, Jackson, and Rubio were in attendance. The items discussed ranged from the Little Hoover Commission Report and the interim evaluation report from Georgetown University. In addition, caseload ratio and phasing out sub-minimum wage practices were discussed.

Tomorrow the full Assembly Budget Committee will be meeting to review all pending items. This format is not typical and will involve a presentation of the “2023 Assembly Budget Plan.” Of significance, the Legislative Analyst’s Office just published a “[Multiyear Budget Outlook](#).” The LAO’s Office predicts more shortfalls than the May Revise anticipate, and potentially urge further spending cuts and delays. You will see terms like “no longer affordable” and “multiyear deficits.”

Key Takeaways from the Legislative Analyst Office (LAO):

- The state faces operating deficits throughout the multiyear window, meaning revenues would need to come in above projections for the budget to be balanced. While the revenues required to balance the budget are optimistic, but plausible, in the budget window, they are improbable in the out-years.
 - For example, to eliminate the operating deficit in 2024-25, revenues would need to be roughly \$30 billion higher than our forecast.
- LAO Analysis suggests that level of revenue is very unlikely—there is less than a one-in-six chance the state can afford the May Revision spending level across the five-year period. This means that, if the Legislature adopts the Governor’s May Revision proposals, the state very likely will face more budget problems over the next few years.

ARCA shared the following points:

- Generic services appeals is recommended to be repealed, though the specific language is not yet available and may not match with what ARCA is supporting for with [AB 649](#) (Wilson).
- Remote IFSP/IPP meetings would be allowed through June 30, 2024.
- Family Home Agency rates will be addressed.
- Family fees will be suspended for an extra six months beyond what the May Revise proposes, through June 30, 2024.
- Independent Living Services rates will be addressed.
- Department authority on directives will be approved, but with modifications.

- Unused, former Community Placement Plan funding will be rolled over and put towards housing in our system.
- Notable in its absence is any funding to address regional center service coordination needs.

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

- Early Start Standardized Information Packet
The Department has released the *Early Start Information Packet* that provides an overview of the regional center system and early intervention services. Regional Centers are required to have a personalized letter on Page 2 from the Executive Director and can include a maximum of eight local and useful resources, specific to SG/PRC, on Page 40. By June 1, 2023, regional centers must post the PDF versions of the information packet on their websites. In addition, by July 1, 2023, regional centers must begin distributing the information packets to families at Intake in the preferred language of everyone served family’s choice.
- Percentage of Rate Adjustment Used for Wages & Benefits
Requires a provider that received a rate increase to use no less than the percentage in the rate model for staff wages and benefits to enhance the wages and benefits of staff who spend at least 75% of their time providing direct services to individuals served. The percentage of direct care staff wages and benefits varies by rate model. To assist providers and regional centers, the Department has posted an online look up tool showing the required percentage applicable to each service code.
- 2023 Reimbursement Rate for In-Home Respite Agency Worker Travel Costs
The mileage reimbursement rate for California state employees using their personal vehicle for authorized state business increased from \$.625/mile to \$.655/mile, effective January 1, 2023. This change affects in-home respite agency providers claiming worker travel costs as a supplemental cost in accordance with Welfare & Institutions Code section 4690.2(b)(6).

- Regional Center Staff Tuition Reimbursement

The Department has released guidance as it relates to Regional Center Employee Tuition Reimbursement. The directive outlines the eligibility requirements, terms, and regional center reporting requirements related to this funding. In addition, you will see that each regional center shall develop a process for review and approvals, which includes how SG/PRC will identify the eligibility requirements and terms of the program listed in the Directive, will be verified. SG/PRC submitted their policies within the timeframe to the Department.

- Self Determination Update: FMS Rates

Effective May 1, 2023, the Department has established new maximum monthly rates to be paid to FMS providers for services provided to participants in the SDP. Previously, the FMS monthly rates were based on the total number of services listed in the spending plan. The enclosed FMS monthly rates are based on the total number of employees and providers listed in the SDP participant's spending plan. Only individuals directly employed by the FMS or participant are part of this total – it does not apply to employees of providers paid by the FMS statements by June 1, 2023.

San Gabriel/Pomona Regional Center

- Staffing Statistics

As of April 30, 2023, SG/PRC has 460.6 authorized positions. This total number includes 415 full-time employees, and 45.5 vacancies.

Recruitment continues for May 2023: 1 IT Director, 1 IT System Operator, 1 PC Specialist, 1 Aging Adult & Life Span Services Manager, 1 Manager of Transition Services 1V, 1 Manager of Family Services 1V, 1 Participant Choice Specialist, 1 Nurse, 2 Part-Time Nurses, 1 Mental Health Specialist, 1 Part-Time Board-Certified Behavior Analyst, 1 SIR Coordinator, 1 Executive Assistant/Board Liaison, 2 Admissions Coordinators, 16 Service Coordinators, 1 Federal Revenue Specialist, 1 Psychologist, 1 Placement Coordinator, 1 Healthcare Specialist, 1 Public Information Specialist, 1 Participant Choice Specialist, 1 Early Childhood Development Specialist, 1 Vendor Department Clerk, 1 Document Imaging Clerk, 1 Emergency Management Coordinator, and 1 Resource Developer, 1 Fiscal Department Clerk, and 1 HR Department Clerk.

- Individual Served Statistics

As of April 2023, SG/PRC served 16,021 individuals. During April 2023, Early Start Admissions (Birth to Three Years of Age) received 265 new referrals, 185 were found to be eligible for Early Start Services. Lanterman Admissions (3 Years of Age through Adulthood) received 50 new referrals. From Previous referrals 34 were found to be eligible under Lanterman. Exiting Early Intervention at 3 years of age 38 were found eligible under Lanterman and 8 under Provisional Lanterman eligibility.

- Self-Determination Program (SDP)

As of April 30, 2023, SG/PRC enrolled 115 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 enhance the implementation of SDP. On April 11, 2023, the SDP team attended the DDS meeting on SDP updates, held the SDP Meet & Greet and attend the LVAC on SDP. At April's LVAC meeting, the committee approved a new SDP coaching/training program by Healed Women Heal. SG/PRC continues to create materials for case management to provide to families at meetings, with a particular focus on underserved communities.

SAN GABRIEL/POMONA
REGIONAL CENTER

Committee Reports & Information



May - June 2023

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

June 14, 2023

PRESENT:

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

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Tim Travis, Associate Director, Community Services
Dara Mikesell, Chief Financial Officer
Hortencia Tafoya, Director of Clinical Services
Erika Gomez, Exec. 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 April 2023 in the Fiscal Year 2022-23. These expenditures are for services paid through May 17, 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.
- The committee reviewed and approved the minutes of May 10, 2023. **(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-2 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations D-2 allocation for fiscal year 2022-23 is currently at \$45,293,034 with projected expenditures of \$44,535,274. The year-to-date expenditure is \$28,669,888 with projected remaining expenditures of \$15,865,386. This results in an unencumbered amount of **\$757,760 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 programs are included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations was allocated at 100% in the D-2 amendment.

The Purchase of Service allocation is based on the D-2 amendment in the amount of \$414,816,586. The current month's expenditure amounted to \$27,365,082, bringing the year-to-date expenditure for services to \$255,840,521. The remaining projected expenditures and late bills are in the amount of \$99,248,927 leaving an unencumbered amount of **\$59,727,139**.

CPP POS is a separate line item, we are allocated \$107,040 for placement and Start-up projects.

CRDP is allocated at \$ 2,964,000 for various start-up projects.

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

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

E. Contracts for Review

Tim Travis, Associate Director of Community Services, presented the following contracts:

- *Holiday House*
(M/S/C Subramaniam & Gonzales) **The committee approved this contract for review and approval of the Board.**
- *Merakey ITS*
(M/S/C Stewart & Huang) **The committee approved this contract for review and approval of the Board.**

G. Board President's Report

Gisele Ragusa, Board President, provided the following updates:

- This is her last Executive Finance Committee meeting as a member and Board President of the Board as her term comes to an end on June 30, 2023. She thanked everyone for serving alongside her.
- ARCA Update – The ARCA annual Board dinner, and the Board delegates' meeting is tomorrow, June 15, 2023. There will be a full ARCA meeting on Saturday, June 16, 2023. The Board will need a new ARCA representative.
- Strategic Planning– The adhoc committee is moving forward. They had a meeting yesterday. George Stevens will start having community meetings and collecting data. The committee wants to go in a different direction from the first consultant they met with and with the help of Raquel Sandoval, Human Resources Director, who made a few recommendations, the committee put out a mini-RFP to select a new consultant.
- Agenda for the upcoming Board Meeting – June 28, 2023
 - Contracts review
 - Recommendations for new Board members
 - Nomination of New Slate of Officers
 - Julie Chetney, President
 - Jaye Dixit, 1st VP
 - Karen Zarsadiaz-Ige, 2nd VP
 - Trish Gonzalez, Secretary
 - Bill Stewart, Treasurer
- Salvador Gonzales, Director of Service Access and Equity, requested to be on the agenda in July to present the Performance Contract. Because July is a training month for Board members and the agenda will be full, he will be on the agenda for the August meeting.
- Agenda for Executive Finance Committee Meeting – July 12, 2023

- Recruitment of Staff
- Strategic planning
- Financial report

H. Information

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

- He thanked Board President, Gisele Ragusa, for her years of service to the Board and the impact she created.
- SG/PRC recruitment updates:
 - SG/PRC has 443 employees.
 - He shared the Human Resources Recruiting Report.
- May Revise –
 - The state is facing a deficit. Staff are tracking it and newer reports say the deficit is rising to \$40 billion.
 - Today was an important day as closing hearings took place in the Senate and Assembly; there is going to be a vote tomorrow.
 - There are constitutional deadlines to have it approved by June 15, 2023.
 - Even with the deficit, there will be money for the intake process to address barriers.
 - There are advocates trying to get things added to the Lanterman Act for funding to comply with caseload ratios mandates.
- The Tuition Reimbursement Policy was approved by DDS today for regional center employees. They can receive \$10,000/year, \$30,00 total.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on June 14, 2023, at 7:15 p.m. via videoconference.

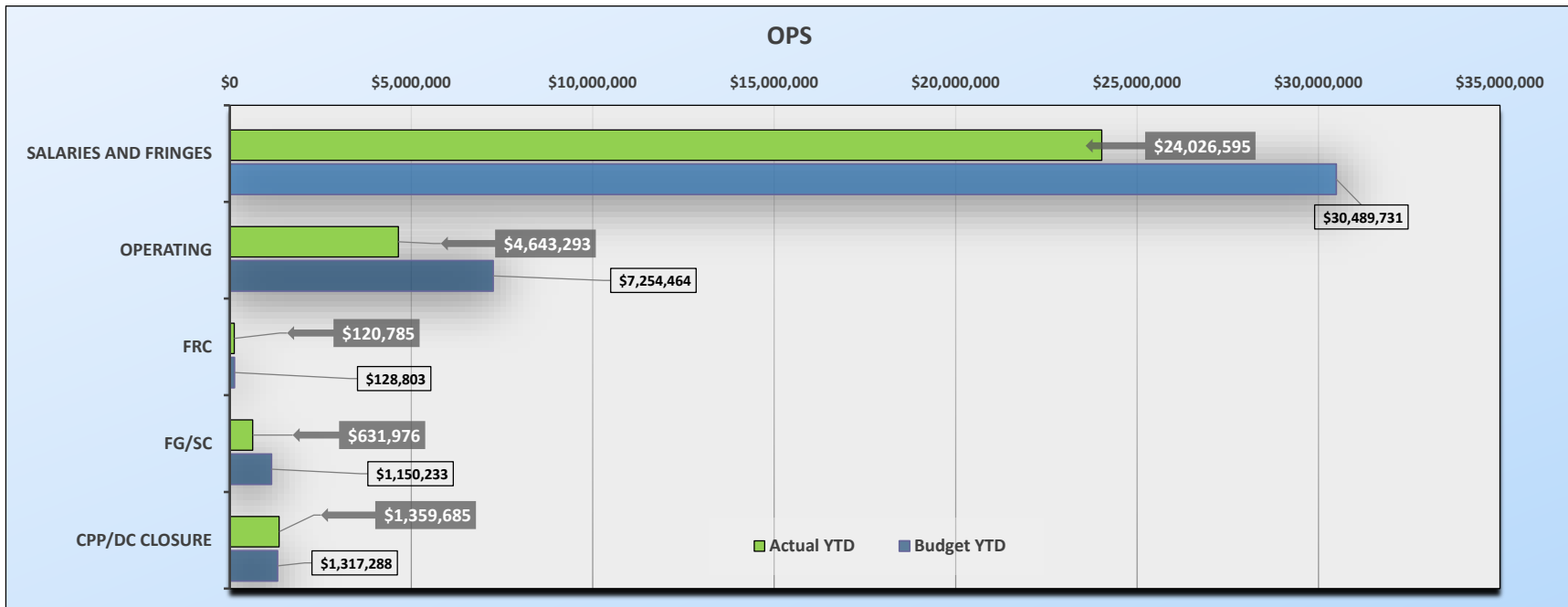
CLOSED SESSION – Regarding: Personnel and Legal Matters

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

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

OPERATIONS (OPS)

<u>REGIONAL CENTER</u>	MTD	YTD	Remaining	Total	FY 21/22
Salaries and Fringes	\$2,389,588	\$24,026,595	\$12,181,522	\$36,208,118	\$30,765,066
Operating Expenses	\$397,464	\$4,643,293	\$3,683,864	\$8,327,156	\$6,303,505
Total	\$2,787,051	\$28,669,888	\$15,865,386	\$44,535,274	\$37,068,571
Allocation (D-2)				\$45,293,034	\$37,068,571
Allocation Balance/(Deficit)				\$757,760	\$0
RESTRICTED OPS FUNDS					
Family Resource Center	\$27,444	\$120,785	\$33,779	\$154,564	\$154,564
Foster Grandparent/Senior Companion	\$133,749	\$631,976	\$748,302	\$1,380,278	\$1,218,040
CPP and DC Closure Ongoing Workload	\$241,345	\$1,359,685	\$221,061	\$1,580,746	\$1,708,988
Total	\$402,538	\$2,112,446	\$1,003,141	\$3,115,588	\$3,081,592
Allocation (D-2)				\$3,115,588	\$3,081,592
Allocation Balance/(Deficit)				\$0	\$0



SAN GABRIEL/POMONA REGIONAL CENTER

FINANCIAL REPORT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

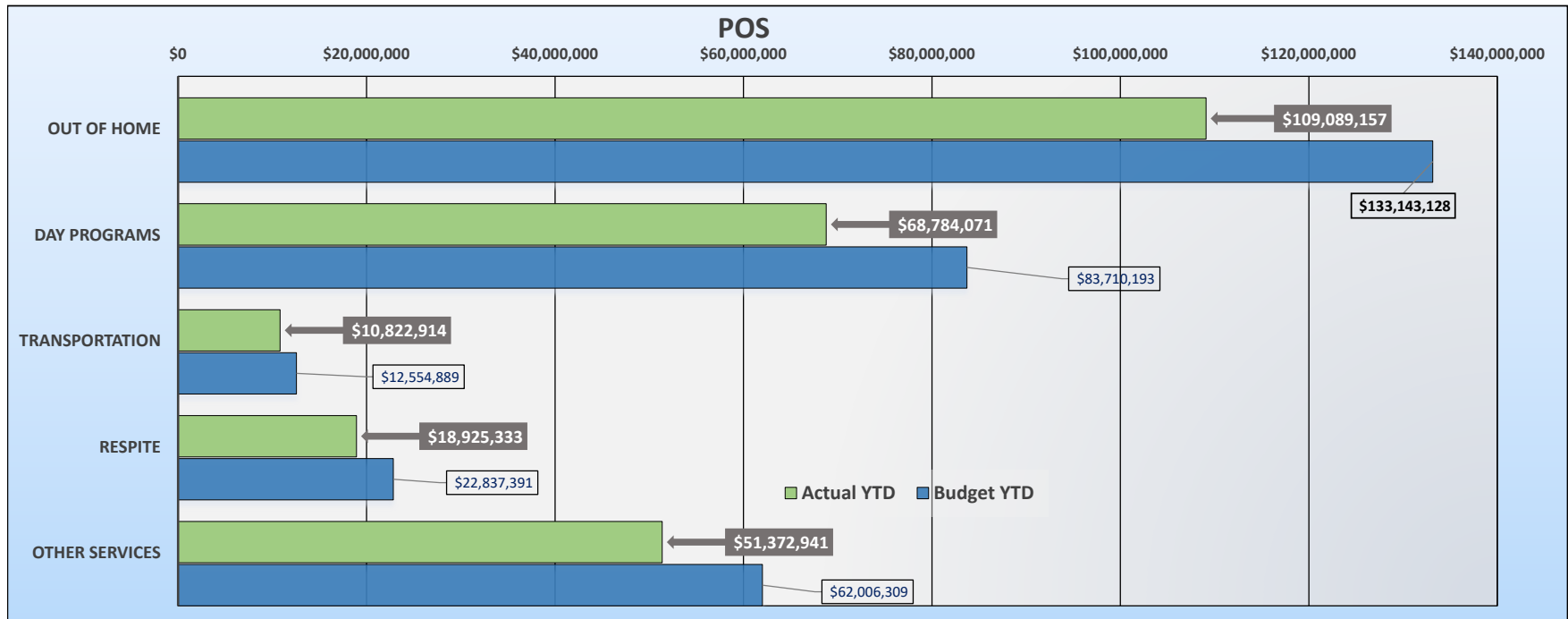
PURCHASE OF SERVICES (POS)

REGIONAL CENTER

	MTD	YTD	Remaining	Total	FY 21/22
Out of Home	\$10,987,079	\$109,089,157	\$42,299,188	\$151,388,345	\$115,355,416
Day Programs	\$7,677,468	\$68,784,071	\$23,051,405	\$91,835,475	\$78,637,901
Transportation	\$1,335,590	\$10,822,914	\$3,144,171	\$13,967,085	\$11,787,937
Respite	\$2,060,341	\$18,925,333	\$10,348,410	\$29,273,743	\$23,123,617
Other Services	\$5,636,763	\$51,372,941	\$21,451,859	\$72,824,799	\$63,062,569
SPA/ICF Reimbursements	(\$332,159)	(\$3,153,894)	(\$1,046,106)	(\$4,200,000)	(\$4,460,808)
Total	\$27,365,082	\$255,840,521	\$99,248,927	\$355,089,447	\$287,506,632
Allocation (D-2)				\$414,816,586	\$322,897,743
Allocation Balance/(Deficit)				\$59,727,139	\$35,391,111

RESTRICTED POS FUNDS

CPP	\$0	\$0	\$107,040	\$107,040	\$396,910
CRDP	\$0	\$0	\$2,964,000	\$2,964,000	\$945,000
HCBS	\$0	\$0	\$638,638	\$638,638	\$604,110
Total	\$0	\$0	\$3,709,678	\$3,709,678	\$1,946,020
Allocation (D-2)				\$3,709,678	\$1,946,020
Allocation Balance/(Deficit)				\$0	(\$0)



SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

83% OF YEAR ELAPSED

CONTRACT ALLOCATIONS	Regular	CPP/CRDP DC Ongoing	Family Resource Center	Foster Grandparent Senior Companion	Other	Total									
							D plus F	A minus G							
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	1,025,902	726,251			682,939	2,435,092									
D-3						0									
Total Operations Contract Allocation	44,610,095	1,580,745	154,564	1,380,279	682,939	48,408,622									
							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
Total Operations - Actual and Projected Expenditures	48,408,622	100.00%	3,189,590	30,782,334	63.6%	16,868,528	47,650,862	757,760	1.57%						
PERSONAL SERVICES (REGULAR OPERATIONS)															
Salaries	29,446,927	65.01%	1,918,553	19,523,284	43.1%	9,826,371	29,349,654	97,273	0.21%						
Temporary Staff	0	0.00%	0	0	0.0%	0	0	0	0.00%						
Retirement (includes 403B)	3,573,631	7.89%	229,846	2,314,043	5.1%	1,255,166	3,569,208	4,423	0.01%						
Social Security (OASDI)	435,284	0.96%	26,943	277,829	0.6%	149,540	427,369	7,915	0.02%						
Health Benefits/Long Term Care	2,036,008	4.50%	167,364	1,650,585	3.6%	227,225	1,877,810	158,198	0.35%						
Worker's Comp Insurance	294,469	0.65%	11,927	132,620	0.3%	62,557	195,177	99,292	0.22%						
Unemployment Insurance	105,000	0.23%	405	49,582	0.1%	49,582	99,165	5,835	0.01%						
Non-Industrial Disability/Life Insurance	123,677	0.27%	34,550	78,653	0.2%	38,403	117,056	6,622	0.01%						
Tuition Reimbursement	572,679	1.26%	0	0	0.0%	572,679	572,679	0	0.00%						
Total Personal Services (Regular Operations)	36,587,677	80.78%	2,389,588	24,026,595	53.0%	12,181,522	36,208,118	379,559	0.84%						
OPERATING EXPENSES (REGULAR OPERATIONS)															
Equipment Rental	67,000	0.15%	4,242	64,916	0.1%	0	64,916	2,084	0.00%						
Equipment Maintenance	49,200	0.11%	12,412	33,883	0.1%	3,151	37,033	12,167	0.03%						
Facility Rent	2,628,000	5.80%	219,000	2,409,000	5.3%	219,000	2,628,000	0	0.00%						
Facility Maintenance	53,000	0.12%	6,667	43,717	0.1%	8,743	52,461	539	0.00%						
Communications (postage, phones)	358,000	0.79%	7,179	260,675	0.6%	89,862	350,536	7,464	0.02%						
General Office Expense	437,264	0.97%	6,895	292,506	0.6%	58,501	351,007	86,257	0.19%						
Printing	13,000	0.03%	1,413	4,128	0.0%	5,826	9,953	3,047	0.01%						
Insurance	430,000	0.95%	0	380,306	0.8%	45,900	426,206	3,794	0.01%						
Data Processing	95,000	0.21%	8,143	77,451	0.2%	15,490	92,941	2,059	0.00%						
Data Processing Maintenance / Licenses	370,000	0.82%	(15,727)	162,691	0.4%	17,978	180,669	189,331	0.42%						
Interest Expense	0	0.00%	0	0	0.0%	0	0	0	0.00%						
Bank Service Fees	15,000	0.03%	(25)	327	0.0%	14,065	14,393	607	0.00%						
Legal Fees	650,000	1.44%	5,552	286,689	0.6%	354,778	641,466	8,534	0.02%						
Board of Directors Expense	2,000	0.00%	0	780	0.0%	1,056	1,836	164	0.00%						
Accounting Fees	68,500	0.15%	0	0	0.0%	68,500	68,500	0	0.00%						
Equipment Purchases	1,615,000	3.57%	85,608	199,656	0.4%	1,389,931	1,589,587	25,413	0.06%						

SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

83% 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	912,996	2.02%	32,332	252,138	0.6%	644,424	896,562	16,434	0.04%
Contract - ABX2 Disparities	682,939	1.51%	0	0	0.0%	682,939	682,939	0	0.00%
Travel/mileage reimbursement	202,000	0.45%	19,611	124,984	0.3%	68,813	193,797	8,203	0.02%
ARCA Dues	80,458	0.18%	0	80,458	0.2%	0	80,458	0	0.00%
General Expenses	54,000	0.12%	10,269	39,050	0.1%	7,638	46,688	7,312	0.02%
Total Operating Expenses (Regular Operations)	8,783,357	19.39%	403,571	4,713,353	10.4%	3,696,595	8,409,947	373,410	0.82%
Total Personal Services & Operating Expenses (Regular Operations)	45,371,034		2,793,159	28,739,948	63.5%	15,878,117	44,618,065	752,969	1.66%
OTHER INCOME									
Interest & Other Income	(78,000)	-0.17%	(6,107)	(70,060)	-0.2%	(12,731)	(82,791)	4,791	0.01%
Total Personal Services & Operating Expenses Net of Other Income (Regular Operations)	45,293,034	100.00%	2,787,051	28,669,888	63.3%	15,865,386	44,535,274	757,760	1.67%
RESTRICTED FUNDS									
Family Resource Center Expenses	154,564	100.00%	27,444	120,785	78.1%	33,779	154,564	0	0.00%
Foster Grandparent/Senior Companion Expenses	1,380,279	100.00%	133,749	631,976	45.8%	748,302	1,380,278	1	0.00%
Community Placement Plan and DC Ongoing Workload	1,580,745	100.00%	241,345	1,359,685		221,061	1,580,746	(1)	
Total Restricted Funds	3,115,588		402,538	2,112,446	99.2%	1,003,141	3,115,588	0	
Total Expenses (Including Restricted Funds)	48,408,622		3,189,590	30,782,334	63.6%	16,868,528	47,650,862	757,760	1.59%

PURCHASE OF SERVICES FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

83% 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	38,034,211	2,971,040			41,005,251		
D-3					0		
Total Contract Allocation	414,816,586	3,071,040	638,638		418,526,264		
					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
Total POS Actual & Projected Expenditures		27,365,082	255,840,521	61.1%	102,958,605	358,799,125	85.7%
<u>OUT OF HOME CARE</u>							
Community Care Facilities		10,962,846	108,891,779	26.3%	41,979,199	150,870,978	36.4%
ICF/SNF Facilities		24,233	197,378	0.0%	319,989	517,367	0.1%
Total Out of Home Care		10,987,079	109,089,157	26.3%	42,299,188	151,388,345	36.5%
<u>DAY PROGRAMS</u>							
Day Care		1,642,455	14,300,577	3.4%	7,795,609	22,096,186	5.3%
Day Training		4,994,482	45,884,120	11.1%	12,588,151	58,472,270	14.1%
Supported Employment		915,894	7,050,286	1.7%	2,107,074	9,157,360	2.2%
Work Activity Program		124,636	1,549,088	0.4%	560,571	2,109,659	0.5%
Total Day Programs		7,677,468	68,784,071	16.6%	23,051,405	91,835,475	22.1%
<u>OTHER SERVICES</u>							
Non-Medical: Professional		1,061,572	8,254,222	2.0%	6,110,980	14,365,202	3.5%
Non-Medical: Programs		1,377,591	13,103,358	3.2%	3,565,068	16,668,427	4.0%
Home Care: Programs		122,011	1,794,076	0.4%	866,413	2,660,488	0.6%
Transportation		686,925	5,836,247	1.4%	1,404,231	7,240,478	1.7%
Transportation Contracts		648,666	4,986,667	1.2%	1,739,939	6,726,607	1.6%
Prevention		1,363,708	12,205,375	2.9%	3,125,271	15,330,646	3.7%
Other Authorized Services		1,364,672	12,676,171	3.1%	4,698,560	17,374,731	4.2%
Personal and Incidentals		17,010	153,566	0.0%	42,151	195,717	0.0%
Hospital Care		0	10,650	0.0%	990,835	1,001,485	0.2%

PURCHASE OF SERVICES FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH MAY 17, 2023 FOR SERVICES PROVIDED THROUGH APRIL 30, 2023

83% 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	YTD & Projected as percent of Allocation
Medical Equipment		4,759	31,466	0.0%	26,601	58,067	0.0%
Medical Service: Professional		177,293	1,705,587	0.4%	1,712,662	3,418,249	0.8%
Medical Service: Programs		148,147	1,424,437	0.3%	307,831	1,732,267	0.4%
Respite: In Own Home		2,049,988	18,881,341	4.6%	10,306,139	29,187,481	7.0%
Respite: Out of Home		10,352	43,992	0.0%	42,271	86,262	0.0%
Camps		0	14,033	0.0%	5,487	19,520	0.0%
Total Other Services		9,032,694	81,121,188	19.6%	34,944,440	116,065,627	28.0%
Total Estimated Cost of Current Services		27,697,241	258,994,415	62.4%	100,295,032	359,289,447	86.6%
<u>OTHER ITEMS</u>							
HCBS	638,638	0	0		638,638	638,638	
Total Other Items		0	0	0.0%	638,638	638,638	0.2%
Total Purchase of Services		27,697,241	258,994,415	62.4%	100,933,670	359,928,085	86.8%
Deduct: Estimated Receipts from Intermediate Care Facilities for State Plan Amendment Services		(332,159)	(3,153,894)	-0.8%	(1,046,106)	(4,200,000)	-1.0%
Expenditures Regular POS (Net of CPP)	415,455,224	27,365,082	255,840,521	61.7%	99,887,565	355,728,085	85.8%
Projected Allocation Balance (Deficit) Regular POS						59,727,139	14.4%
<u>COMMUNITY PLACEMENT PLAN</u>							
Community Placement Plan (inc. CRDP)	3,071,040	0	0	0.0%	3,071,040	3,071,040	100.0%
Allocation Balance (Deficit) CPP and CRDP						0	0.0%
Total Projected Allocation Balance (Deficit) Regular & Community Placement Plan POS						59,727,139	14.3%

SAN GABRIEL/POMONA REGIONAL CENTER

STATEMENT OF FINANCIAL POSITION

April 30

2023

ASSETS

Cash and Cash Equivalents	\$	61,221,020
Receivable - State Regional Center Contracts		67,222,579
Receivable - Intermediate Care Facility Providers		1,746,858
Other Receivables		154,796
Prepaid Expenses		253,282
Deposits		12,459
TOTAL ASSETS	\$	130,610,993

LIABILITIES AND NET ASSETS

Liabilities

Accounts Payable	\$	25,086,445
Advance - State Regional Center Contracts		105,215,999
Accrued Salaries and Payroll Taxes		207,051
Other Payables		1,498
Reserve for Unemployment Insurance		100,000

Total Liabilities \$ 130,610,993

Net Assets

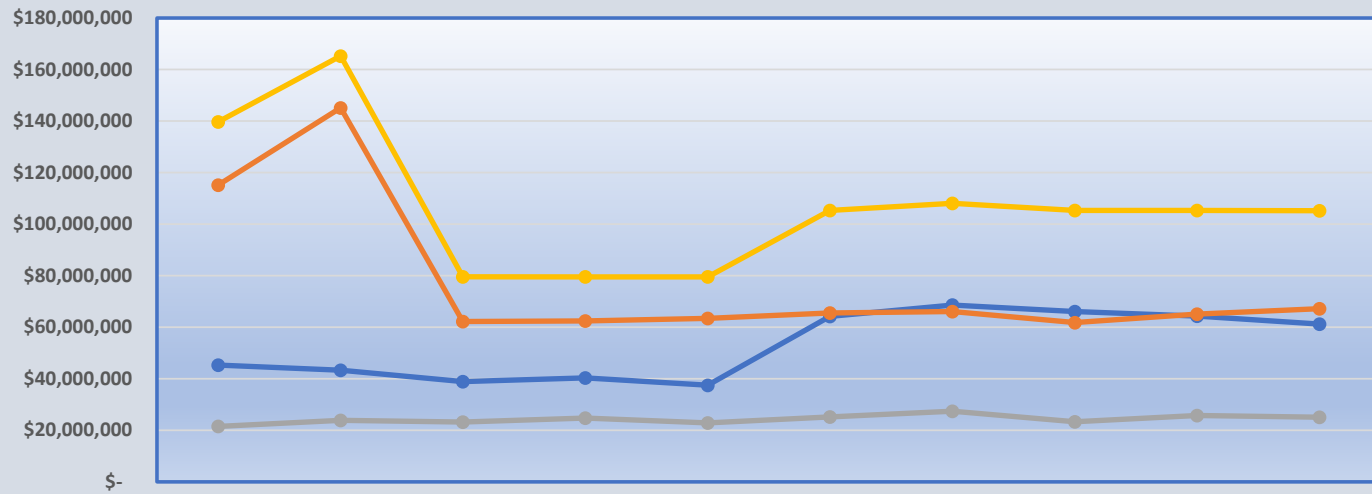
Without Donor Restriction

With Donor Restriction

Total Net Assets \$ -

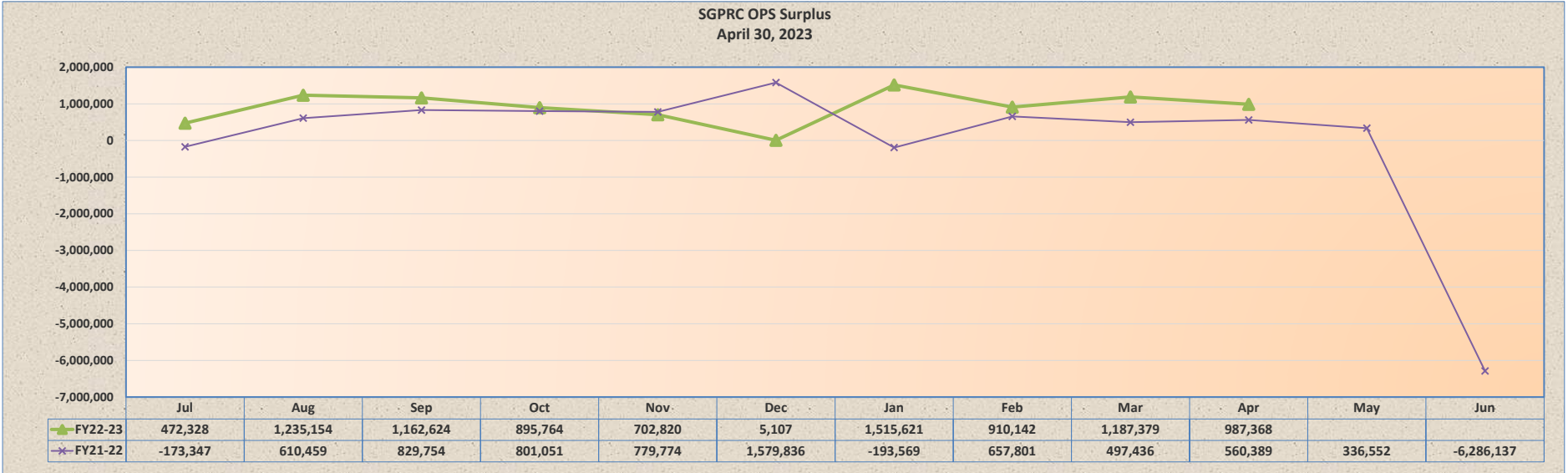
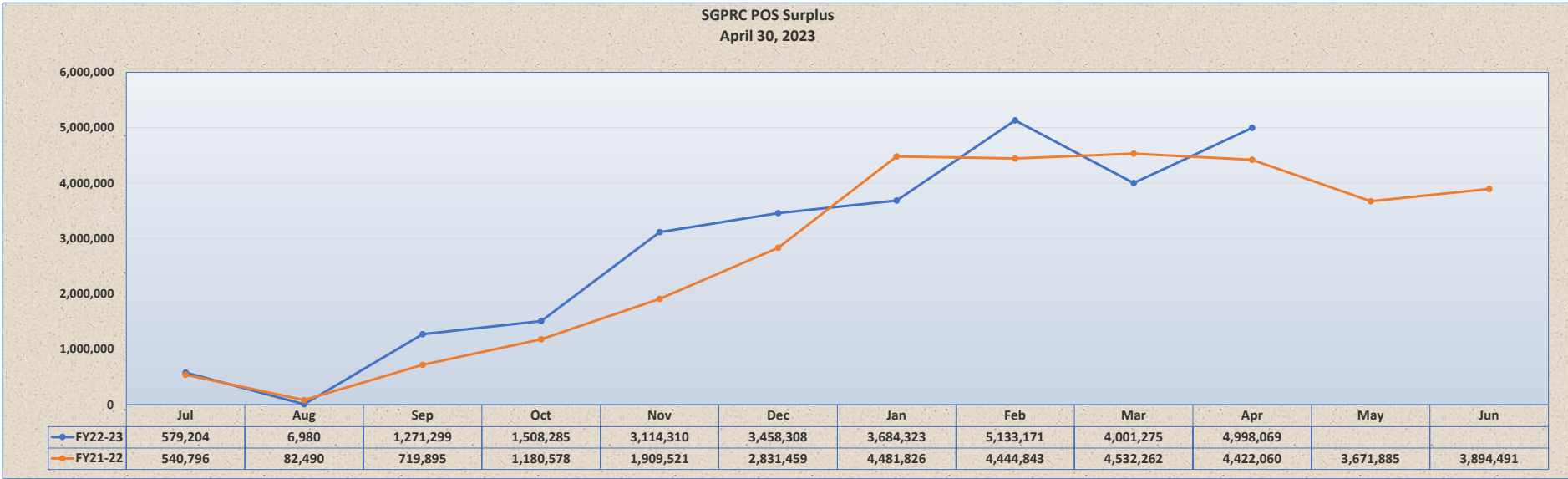
TOTAL LIABILITIES AND NET ASSETS \$ 130,610,993

SGPRC Statement of Financial Position April 30, 2023



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23
—●— Cash and Cash Equivalents	\$45,337,855	\$43,293,533	\$38,857,600	\$40,389,558	\$37,516,383	\$64,197,805	\$68,611,056	\$66,084,554	\$64,339,907	\$61,221,020
—●— Receivable - State RC Contracts	\$115,174,764	\$145,162,168	\$62,240,333	\$62,479,364	\$63,443,811	\$65,500,525	\$66,080,964	\$61,829,370	\$65,060,050	\$67,222,579
—●— Accounts Payable	\$21,516,060	\$23,892,466	\$23,166,149	\$24,716,006	\$22,832,064	\$25,217,648	\$27,424,618	\$23,354,893	\$25,775,563	\$25,086,445
—●— Advance - State RC Contracts	\$139,721,127	\$165,284,745	\$79,593,012	\$79,541,481	\$79,541,481	\$105,311,767	\$108,066,624	\$105,311,767	\$105,311,767	\$105,215,999

San Gabriel /Pomona Regional Center



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

**COMMUNITY RELATIONS/ LEGISLATIVE COMMITTEE
MINUTES FROM THE MEETING OF MAY 17, 2023**

The following committee members were present at said meeting:

PRESENT

Joseph Huang
Karen Zarsadiaz-Ige
Rachel McGrath

ABSENT

Paula Rodarte
Tina Wright

GUESTS

Gisele Ragusa
Denis McGrath

STAFF

Jesse Weller, Executive Director
Yvonne Gratianne, Manager of Communications &
Public Relations
Salvador Gonzalez, Director of Service Access and
Equity
Community Outreach Team
Willanette Steward Satchell, Executive Assistant –
Exec. Director
Erika Gomez, Executive Assistant - BOD & RDDF

RECOMMENDED BOARD ACTIONS

The Community Relations/Legislative Committee recommends the following:
None

CALL TO ORDER

Joseph Huang, Chairperson, called the meeting to order at 6:05 p.m. A quorum was established.

The minutes of the April 19, 2023, meeting were reviewed.

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

PUBLIC INPUT

None

LEGISLATIVE ISSUES & OTHER INFORMATION

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

Local Statewide Updates:

- *Back to School Readiness Festival* – San Gabriel/Pomona Regional Center has announced the return of the Back-to-School Readiness Festival on Saturday, July 15, 2023. The families that are invited to this event are served by the regional center system and have one or more children in the home with special needs. Due to limited supplies, this event will not be open to the public. Service coordinators will identify families that need this type of support and refer them to receive a personal invitation. The theme will be “You're Out Of This World!” - in outer space experience throughout the day.
- *Sirens of Silence* – The Los Angeles County Fire Department hosted their 2nd Annual Event for a Special Day with First Responders. In partnership, the event was hosted at SG/PRC on Saturday April 29, 2023, from 9AM-12PM. Approximately 300 people attended. The community had opportunities to interact with safety equipment, interact and engage with first responders, and learn how to be protected in emergencies. Additionally, SG/PRC Dental Coordinators provided 39 dental screenings.

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:

Salvador Gonzales, Director of Community Outreach and Compliance

- Coffee with the Director – Joseph Huang, Chairperson, attended one of the “Coffee with the Director” events.

Josefina Martinez, Community Outreach Specialist

- Parent Mentor Initiative Progress
- Bridging families to Case Management
- Community Meeting
- Critical Issues Forum and DMH Workshop
- Outreach Events
- Help Me Grow
- Sirens of Silence

Luz Rodriguez-Uribe, Language Access and Cultural Competency Specialist

- Consultation/LACC Listening Session & Survey
- Equity Partner & Support Group

- Interpretation
- Translation
- CIF Video Project
- Independent Contractor
- Outreach Efforts
- Case management support
- CHLA Research project
- APU Intern

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

Guest, Denis McGrath, asked Mr. Weller if there were any concerns about the Federal budget. Mr. Weller shared that he, staff, and ARCA are tracking the May revise. There are no statewide concerns at the time, they anticipate knowing more in June.

ADJOURNMENT:

The next meeting will be on June 21, 2023.



San Gabriel / Pomona
Regional Center

Service Access and Equity
Department
Monthly Report
2023

April 3, 2023

Salvador Gonzalez, Director of Service Access and Equity

Service Access Equity Team

Contact Information

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

Josefina Martinez, Community Outreach Specialist

- **Parent Mentor Initiative Progress:**

Number of...	April Total	Total to Date
Referral to PMI	2	97
Parent Mentors	5	5
Waiting to be Matched	2	2
Referrals Matched	3	419
Graduates	0	190
Hours of Mentoring	127	10421

- **Bridging families to Case Management:** For the month of April, (1) family was bridged back to case management for assistance and support.
- **Community Meeting:** Josie attended SG/PRC's monthly Community Meetings scheduled on 4/18/23. At the meetings, the community was informed about a conference and resource fair on 4/19/23, hosted by DCFS-Pasadena office, in the city of El Monte. Additionally, the community was informed about a workshop and resource fair hosted by the LA Care and Blue Shield Promise Resource Center on 4/20/23, in the city of El Monte.
- **Critical Issues Forum and DMH Workshop:** During the month of April the SAE hosted one Critical Issues Forum on the topic of Evidence Based Practices which was presented by Joshua Trevino, BCBA, on 4/13/23. Josie provided support during this presentation. The SAE department also secured a 6-week workshop series through the Department of Mental Health. The workshop has been offered in English, ASL, Spanish, Korean, Chinese and interpretation in Vietnamese.
- **Outreach Events:** On 4/19/23 Josie attended the Department of Children and Family Services Conference and Resource Fair, in the city of Pasadena, to disseminate information about the San Gabriel/Pomona Regional Center. Several people from other agencies stopped at our table to get information. On 4/20/23 Josie attended the LA Care and Blue Shield Promise Resource Center, in the city of El Monte, for a workshop and Resource fair. Many families and agencies stopped at our table to get information and brochures. On 4/28/23, Josie and Sal Gonzalez presented information at a parent workshop at Rio Vista school on the San Gabriel/Pomona Regional Center.
- **Help Me Grow:** Josie and Adrianna continue to work on the Help Me Grow project which is to increase and strengthen referral pathways for early intervention and identification particularly for children in low- income communities. On 4/13 Josie and Adrianna met with Ellen from First 5 for project updates and progress toward milestones. Josie and Adrianna continue to meet with our collaborative group and met with them on 4/20 and met with VIVA, HMG consultant, on 4/20 to discuss baseline data. Josie and Adrianna continue working on activities such as self-referral portal through our website, developing a survey for families that have gone through the

admissions and assessment process, working on securing promotoras and updated outreach materials. Amos will be joining the Help Me Grow project since Adrianna will be moving to another position and out of the SAE department.

- **Sirens of Silence**: On 4/29/23 the SAE department coordinated and organized, in collaboration with LA county Fire Department, Sirens of Silence. The event was well attended and over 250 individuals attended this event. Josie helped with the pre-planning of this event as well as setting up and hosting a table at the event. Community members and existing families with SG/PRC were provided with information on the upcoming presentation through our Critical Issues Forum and information on Coffee with the Director. We were prepared with several different types of handouts and brochures on different topics such as Living Options, Work and Day Program options, and more for families.

Amos Byun, Community Outreach Specialist

- **Critical Issues Forum Presentation and Filming** – On 4/13/23, as a part of Critical Issues Forum, Joshua Trevino, BCBA, provided a presentation with a topic of ‘Utilization of Evidence Based Practices’ for 78 participants through Zoom meeting. Amos supported filming the presentation and the Blue Dragon Advertisement, independent contractor, will provide five videos with five language captions in May for uploading on SG/PRC website to make it accessible.
- **Promoting Online Training Modules: ADEPT ABA & UMCD** – Amos created updated flyers with QR code for ADEPT ABA module flyer and SG/PRC Parent Portal flyer and continued promoting ADEPT ABA and UMCD Small Group Facilitation for each language group through Community Meetings and Asian support group meetings/workshops/events when Amos participated in.
- **Presentation for Korean Parents** – On 4/12/23, Amos provided a presentation for CSUF KPSG/BBT Kinder for 18 Korean parents. Amos also provided a presentation for 49 Korean parents as a part of BBT (Being Built Together, SG/PRC Equity Partner) Workshop Series with a topic of ‘RC POS Services and POS Process’.
- **FHA Workshop for Korean Parents** – On 4/23/23, Amos organized and facilitated a workshop for Family Home Agency for Korean and Chinese individuals and family members at Good Stewards Church as a part of 2023 Korean ID/DD Resource Fair. Lucina Galarza, Deputy ED, provided a presentation about FHA and then, CA Mentor staff explained the process to become a FHA provider. Lisa Cipres, Housing Specialist, and Jessica Razo, FHA Specialist, also participated as panel members.
- **Person-Centered Conversation (PCC)** – In the month of April 2023, Amos had a total of 2 PCCs with Korean monolingual parents. PCCs were conducted remotely through telephone call or Zoom meeting.

- **Translation for Korean Families** – Amos reviewed and revised all of LACC Korean translations including, Critical Issues Forum flyer, Coffee with The Directors flyer, LACC Survey, and also provided two Korean interpretation for a Appeal Process on 4/2/23 and a meeting on 4/3/23. Amos also reviewed Korean interpretation quality at the meetings where LACC provided Korean interpretations.
- **DDS/CHLA PRE/POST COVID EI Participant Research** – On 4/14/23, Amos participated in an in-person meeting at SG/PRC with 5 DDS staff, 5 CHLA EI Research Team members, and SAE DEPT staff. CHLA team reported the progress of CHLA EI Research Phase I and Phase II. Amos also presented SG/PRC’s effort to utilize UMCD modules and ADEPT ABA modules to collaborate with the project. Amos continued providing support for this research as a liaison for data sharing and provided support for the CHLA Assessment team with other SAE DEPT staff on Fridays at SG/PRC.
- **Language Access & Cultural Competency (LACC) Activities** – Amos continued participating and providing supports for LACC projects and activities including reporting the second Semi-Annual Report to DDS, LACC Listening Sessions and Survey through a consultant, LACC funding translation and interpretation, and creating training module videos.
- **Creating Critical Issues Forum (CIF) Online Webinar Modules** – Amos continued administrating creating CIF modules with Blue Dragon Ad through LACC Grant and posting on SG/PRC website. On 4/13/23, Blue Dragon Advertisement, independent contractor, completed filming CIF #4 and will provide five videos in May 2023.
- **Provide Support for POS Expenditure Report/Performance Contract/PC End of Year Report/NCI Survey Information** – Amos continued providing support for preparing CY2020 Performance Contract Review Community Meeting which was held on 4/27/23. In the month of April 2023, Amos also provided support for preparing POS Expenditure Annual Report, FY23-24 Performance Contract, PC End of Year Report and NCI Survey.
- **Participate Other SAE Related Regular Meetings** – Amos continued to participate in DDS Cultural Specialist monthly meeting, ARCA Cultural Specialist meetings, meetings with Help Me Grow project team, WSGV SELPA CAC meetings, CHLA EI Research Team meetings to update SAE Department project related activities.

A. Community Outreaching to Promote Service Access & Equity

- **DMH 6 Week Workshop** – Amos promoted the workshop by providing 5 language version flyers to Equity Partners and parent support group leaders and also facilitated the Korean workshop weekly from 4/4/23 by participating weekly workshop through Zoom Breakout Room.
- **Korean ID/DD Resource Fair** – Amos organized the second Korean ID/DD Fair with Good Stewards Church in West Covina HIS DREAM team. The fair was held on 4/23/23 with Korean organizations, i.e., Circle of Friends, Being Built Together, Seesaw Café, KASEC, and FHA

agencies, i.e., California Mentor and LEAP of CA. The Fair was announced for over 700 adult Korean church members and over 100 members visited and took materials from the fair.

- **2023 Sirens of Silence** – Amos participated in SG/PRC Sirens Of Silence outreaching event on 4/30/23 by preparing and disseminating SG/PRC information materials and SAE Department event flyers. Amos also took pictures of the whole event for the record.
- **Outreaching to Asian Community** – Amos provided a presentation for 6 Korean American Special Education Center staff and board members on 4/10/23 about RC POS Services and Process especially related with Adult Day Program. Amos also outreached 11 Equity Partners and Korean, Chinese, and Vietnamese support group leaders to promote DMH 6 Week Workshop by providing workshop flyers in 5 languages. On 4/18/23, Amos announced Asian community related information and event flyers at the Monthly Community Meeting.
- **Outreaching to SG/PRC Community** – On 4/15/23, Amos participated in WSGV SELPA Students with Disabilities Resource Fair with Adrianna Utley, EI Transition Liaison, and disseminated SG/PRC service information materials. Adrianna also provided a presentation regarding the Early Start program with ELARC EI Liaison. On 4/30/23, Amos participated in Parents’ Place Family Resource Fair held at Cortez park in West Covina and disseminated SAE Department event flyers and information materials about SG/PRC Parent Portal, ADEPT ABA and UMCD training modules.
- **Community Outreaching through Mass Media** – On 4/17/23, Amos had a live radio show with KGBC AM1190 and had two radio show recordings on 4/24/23 which will be aired on 5/6/23 and 5/13/23 at 2:30 PM through AM1190 for California residents and through their website for other Korean audiences.

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 SG/PRC staff:

May 5	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

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

Meetings related to supporting individuals with their education:

Consults completed	36
School Meetings attended (IEP’s/504/ SST/Resolution type meetings)	12 some meetings are virtual, and most are face/face meetings

Presentations/Trainings/Outreach Completed this Month

April 27 (4:30-6pm) - Provided virtual training to parents/caregivers about the topic of “504 Plan vs. IEP’s- which one is better for your student?” Participants at this training learned about: What is a 504 plan, what is an IEP, what do these plan do, what laws apply, who is eligible, Under IDEA- eligibility categories, who creates the 504 plan, who creates the IEP, What is within a 504 plan, what is within an IEP, How often are they reviewed, funding and costs, which is best for student based on need, definitions related to IEP and 504 plans, how can regional center help, and educational resources. There was a total of 11 participants at this training.

April 28th (11-12pm) - Provided virtual training to SG/PRC staff about the topic of “ IEP’s vs. 504 Plans- Which one is best based on student need? ” Training attendees learned the following: What are these plans, what they do, what laws apply, who is eligible, 13 eligibility categories under IDEA, who creates the 504 plan and who creates the IEP’s, what is included in the plans, funding and costs, parent notices, parent consent, compliance reporting, summary of differences, overview of definitions important to plans, which one is best for student based on student need and why, how can educational specialist support staff and families, and educational resources. A total of 13 participants.

With regards to supports provided regarding limited conservatorship matters

Reviewed a total of 19 limited 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

This will be the last month we will have Adrianna as the Transition Liaison Specialist as she has been promoted to Manager of Adult Services. Adrianna has been responsible for the continued open communication between SG/PRC and the 23 local school districts in our catchment area. She 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 April 2023 a total of 51 individuals have been provided information regarding the transition process. The table below shows the breakdown of who was helped.

Contacted By	Total to date
Parent/Guardian	17
Service Coordinator	18
Vendors	5
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 7 collaborative meetings with unifying agencies attached to this project. Adrianna and Josie are currently in the process of creating a survey for families to acquire information of families struggle, successes and overall experience with the referral process. With Adrianna moving to her new position, Josie Martinez and Amos Byun will be taking over this project and attending 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 May.

SGPRC/APU Internship Program:

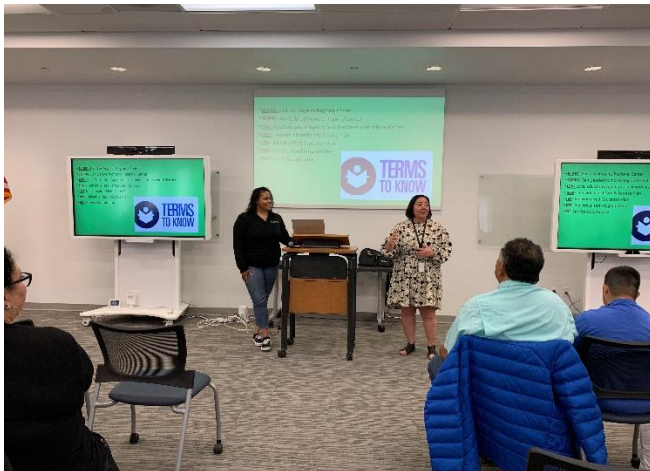


An APU intern started with SGPRC in August 2022 and as her preceptor, Adrianna has trained her in SGPRC practices and policies. The Intern has completed 18 meetings between the Early Intervention and Family Services Department. On April 14th the intern hosted a virtual 80's themed spring dance for adult consumers. There were over 50 clients from SG/PRC, West Side and Alta Regional Centers who participated in movie, music, dance and costume contests. The intern will be hand delivering the winners their gift cards in

Work with Local School Districts and SELPA's:

Adrianna continually remained in contact with all 23 school districts within SG/PRC catchment area and updated transition meeting information for Early Intervention Service Coordinators. Adrianna created documents to help support the LEA's with summer referrals to ensure that timelines are met. She also revised and submitted MOU's for the SELPA's in SGPRC catchment area for the 2022-2023 school year.

Community Outreach:



On April 15th, Adrianna and Noriko Ikoma, the Transition Liaison from East Los Angeles Regional Center presented to the families of the WSGV SELPA Students with Disability Resource Fair. This presentation focused on children transitioning from regional center systems to their local school district. There were approximately 30 people in attendance.

After the presentation, Adrianna and Amos provided community outreach to the families living in the West San Gabriel Valley SELPA area. There were approximately 50-60 vendors and throughout the event, about 300 families were in attendance.



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

Adrianna was instrumental in the data collection phase of this project. She provided valuable information to CHLA regarding the admission process and Early Start Services. On April 14th, Adrianna and other members of the Service Access and Equity Department met with DDS at SG/PRC to present current findings and the next phase of the project. There have been several families bridged back to our admissions and assessments team for further evaluations. Monthly meetings are held with the team from CHLA to ensure continued success and support.

Trainings and Meeting Schedule:

As Adrianna exits the Transition Liaison position, she provided training on April 26th to families to inform them of the transition process. Although there was only one parent present, valuable information was shared with the family. This training will be provided quarterly and will continue after Adrianna's departure from the department. Topics to be discussed will also be parental consents, working with difficult districts and the transition handbook/documents provided to families.

Tiffany Loong, 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 is 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 and submitted the LACC semiannual Grant Vantage report. The LACC team provided updates on the all measures and completed the financial transactions from October to 2022 to February 2023. Luz and Tiffany reviewed met with Bridging Voices-Uniendo Voces to finalize the survey questionnaire and discuss scheduling the listening sessions. Tiffany and Luz have started to reach out to support groups and equity partners to discuss the listening sessions planning.

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. Interpretation was also provided during the monthly SGPRC Community Meeting in the following languages: ASL, Spanish, Mandarin Chinese, Korean & Vietnamese. DMH has been providing their weekly series and interpretation is set up by Luz and Tiffany in Vietnamese and ASL. A Living Options Flyer was submitted to translation and review is pending in: Spanish, Mandarin Chinese, Korean & Vietnamese. Luz and Tiffany continue to meet with interpretation & translation vendors to improve future meetings and trainings requiring interpretation. Luz requested interpretation and translation vendors to improve their billing invoices. Luz continues to oversee the tracking of all translation and interpretation invoicing and ensures vendors receive payment.

Critical Issues Forums: Luz participated and oversaw the interpretation services for the Critical Issues Forum on Evidence Based Practices and that interpretation was provided for ASL, Spanish, Mandarin Chinese, Korean & Vietnamese.

Cultural Diversity Training: Luz, Tiffany and Amos are looking to reschedule the diversity training that was previously cancelled.

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. Luz

also bridged services to a Service Coordinator to support her family with conservatorship information.

Luz Rodriguez-Uribe, Language Access and Cultural Competency Specialist

Consultation/LACC Listening Session & Survey: The MOU with Consultation company has been signed. Tiffany continues to work with the consultant to finalize the listening sessions and survey questions. Tiffany also reached out to support groups, equity partners, and families to promote listening sessions and find out what is the best time for them to participate in the listening sessions.

Equity Partner & Support Group: Tiffany continues to support Chinese parent support group FFDY for its monthly Chinese Parent Resource Workshop.

Interpretation: In April, Tiffany arranged interpreters for 14 various meetings and trainings, including weekly DMH workshop, CIF workshop, SDP monthly community meeting, Board of Director meeting, Education Specialist training, and Chinese family resource workshop etc. Tiffany attended all these meetings and provided technical support and supervised the interpreters' services.

Translation: Tiffany coordinated 4 agency documents for translation, including Support Group Information leaflets, Community Living Option Leaflet, Coffee with Director flyer etc. Tiffany continues to identify vital agency documents for translation.

CIF Video Project: This project will be funded through LACC so that families in different Ethnicity group will be able to view it in their preferred languages. Tiffany assisted in reviewing CIF video making and translation for closed captions.

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

Outreach efforts: Tiffany supported the SAE department for various outreach events. Tiffany attended DCFS Spring Resource Fair and LA Care Resource Fair with Outreach Specialist Josie Martinez this month. Tiffany also attended Siren of Silence and helped manage the SG/PRC booth, talking to the families about our services.

Case management support: Tiffany supported several SCs to use Language Line and find interpreter and translation vendors for their meetings. Tiffany also received calls from Mandarin & Cantonese speaking parents inquiring about Regional Center services. Tiffany connected them back with their service coordinators and managers.

CHLA Research Project: Tiffany continues to provide support to CHLA team on site whenever they need. Tiffany also arranged interpreter support for their meeting.

APU Intern: Tiffany supervised and provided support to APU Intern for her two IPP meetings this month.

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

Volunteers: 43

Individuals Served: 73

Total Hours Served: 3,215

For the month of April, we have 21 Senior Companions serving at day program sites and 17 Foster Grandparent volunteers serving at school sites serving a total of 73 students/individuals. We had one volunteer begin serving at West Covina Adult Day Health Care Center, 1 volunteer return to serving in person at Christ the King Adult Day Health Care Center, and 2 volunteers who moved to serving at Foster Elementary in Baldwin Park. Our recruitment efforts continue to build our program up to the max number of volunteers for the upcoming fiscal year; 30 Foster Grandparents and 30 Senior Companions. The Program Manager has printed flyers and postcards regarding the program and contact information. This month, the volunteers were provided in-person training on 4/21 with the topic of how to complete their timesheets properly. Because these timesheets get audited by both DDS and federally by AmeriCorps Seniors, we stress the importance of them being completed correctly. Group picture of our volunteers taking a break and dancing Zumba below along with our March and April volunteer birthdays. During site visits, I was provided volunteer and site updates. Volunteers will continue to attend training in person every 3rd Friday of the month at the Regional Center to training requirements.



South:

Foster Grandparents served hours 1,362.
Senior Companions served hours 1,454.5.

Total hours served = 2,816.5

Registration/Hires

This month, we had 1 FG retire. We had 2 new SC's begin service. We have 2 FG interviews in May.

In-Service

In April, we provided 3 hours of training.

We reviewed the Duty Statement and Role for FG and SC. We also had a training DVD and discussion on “Communicating with people Who are Non-Verbal” and “Getting Ahead by Getting Along.”

Additional Items

- Completed monthly reports
- Participated in Monthly Directors Conference Call with DDS
- Held Advisory Council Meeting
- Completed orientation for new SC’s
- Movement/Transfer of 3 volunteers to new sites for a better fit
- Completed regular rounds

Jessica Wilson, Deaf and Hard or 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 4th, 2023, and the CSUN Annual Technology Conference held from March 15th to March 17th. 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, training and provide individual support. Jessica will be presenting an in-house training on Deaf and Hard of Hearing resources and community awareness on March 16th, 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.

2022-23 SG/PRC SAE Grant Equity Partners

Regional Center Recommendations and Plan to Promote Equity

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



SAN GABRIEL/POMONA
REGIONAL CENTER

Advisory Committee for Individuals Served and Their Families

Wednesday, June 28, 2023 at 6:00 p.m.
Videoconference Meeting

ZOOM Meeting ID: 191 486 135

Password: 681356

Committee Members:

Staff:

Preeti Subramaniam,
Chairperson
Mary Soldato
Herminio Escalante
Flor Tolley

Jessica Porter
Jaye Dixit
Ricardo Centeno
Phillip Loi

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

AGENDA		ACTION
6:00 – 6:05	CALL TO ORDER Preeti Subramaniam, Chairperson	None
	<ul style="list-style-type: none"> • Roll Call • Review Agenda • Minutes of May 24, 2023 	Quorum
		Info
		Consent
6:05 – 6:10	Public Input	Info
6:10 – 6:40	Special Presentation – Coordinated Family Support Tim Travis, Associate Director of Community Services	Info
6:40 – 6:45	<p>Future Training Topics – <i>Discussion to move topics around.</i></p> <ul style="list-style-type: none"> ○ July 26, 2023 – Family Services - Rosa Chavez, Associate Director of Family Services (FS) and Managers of FS/Introduction to Team and Overview ○ August 23, 2023 – Enhanced Caseloads - Yaned Busch & Jessi Romero/Specialized Services Managers/Special Projects ○ September 27, 2023 – Clinical Services – Hortencia Tafoya, Director of Clinical Services and Clinical Services/Introduction to Team & Overview 	Info

6:45 – 7:00	Updates and Information by SG/PRC <ul style="list-style-type: none">• Service Provider Draft Insurance Policy – <i>Lucina Galarza</i>• Regional Center Services Updates– <i>Daniela Santana & Lucina Galarza</i>• Self Determination Advisory - Meetings & Updates -<i>Daniela Santana, Lucina Galarza, Yaned Busch, Jessi Lagos</i>	Consent & Info
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**SAN GABRIEL/POMONA REGIONAL CENTER
DEVELOPMENTAL SERVICES, INC.**

Minutes of the Meeting of the

Advisory Committee for Individuals Served and Their Families

May 24, 2023

A regular meeting of the Advisory Committee for Individuals Served and Their Families was held on Wednesday, May 24, 2023. The following committee members were present at said meeting:

PRESENT

Preeti Subramaniam, Chair
Jessica Porter
Mary Soldato
Richard Centeno
Jessica Porter
Herminio Escalante
Jaye Dixit

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Director, Community Services
Daniela Santana, Director, Client Services
Rosa Chavez, Assoc. Director, Family/Transition
Guadalupe Magallanes, Assoc. Director, Early
Childhood Development Services
Tim Travis, Assoc. Director of Comm. Services
Hortencia Tafoya, Director, Clinical Services
Yaned Busch, Manager, Specialized Services
Jessie Romero, Manager, Specialized Services
Willanette Steward/Satchell, Executive Assistant
Yvette Espinoza, Participant Choice Specialist-
System Analyst

ABSENT:

Flor Tolley

GUESTS:

Michelle Nelson
Nada Saleh
Phillip Loi
Gisele Ragusa

ITEMS DISCUSSED

CALL TO ORDER

Preeti Subramaniam, Chairperson, called the meeting to order at 6:01 pm.
A quorum was established.

The minutes of the April 26, 2023 meeting were reviewed and approved.
M/S/C (Soldato & Escalante) Minutes from the meeting were approved by the committee.

SPECIAL PRESENTATION – “Preschool Units – Early Childhood Development” Presented by Guadalupe Magallanes, Assoc. Director, Early Childhood Development Services

- California's investment in Early Childhood Development
- Transition from part C to B Services
- Provisional Lanterman eligibility
- Preschool units
- Statistical data for children ages 3 to 5
- Our focus
- Parent trainings and networking events
- Community partnerships

Future Training Topics:

- July 26, 2023 – Family Services
- August 23, 2023 – Enhanced Caseloads
- September 27, 2023 – Clinical Services

Updates and Information by SG/PRC Staff

- *Service Provider Draft Insurance Policy* - Jesse Weller, Executive Director, presented the Service Provider Draft Insurance Policy and asked the committee to review it. He explained that it was modernized to be more person-centered. Mr. Escalante asked a couple of questions that Mr. Weller agreed to look into.

Staff shared updates on the following:

- Leadership staff are gearing up to do a training for Service Coordinators for Family Support Services.
- SG/PRC reinstated the following units: Family Services, Transition, Aging Adults and Lifespan.
- *Social Connections Workshop* – An 8-week workshop series focused on building community and friendships for regional center clients. The first series will be held on June 17 - August 5, 2023.
- *Social Rec* - staff have advertised social recreational opportunities. Monies have been awarded and grantees have been selected.
- Self Determination
 - As of April 30, 2023, there are 115 individuals served by SG/PRC in the program.
 - DDS released 2 directive that established new rates for FMS providers. SG/PRC will host trainings on the role of FMS providers.
 - There will be 3 Service Coordinators who will work with participants and will revise all 115 plans.
 - Coordinated Family Support Pilot Program will not be available to SDP participants.
 - The SDP Team continues to provide supports and training opportunities

- Staff continue to:
 - ✓ promote The Waiting Room
 - ✓ remind the community of the meet and greet events
 - ✓ remind the community of the live SDP orientations

PUBLIC COMMENT:

None

ADJOURN

Co-Chairperson Preeti Subramaniam adjourned the meeting.

The next Advisory Committee for Individuals Served and Their Families meeting is scheduled for Wednesday, June 28, 2023 via videoconference at 6 P.M.

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

June 1, 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
Jeanette Cabrera
Cris Schlanser
David Bernstein
Theresa Jones Zarour
Christina Buth

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Daniela Santana, Director of Client Services
Tim Travis, Associate Director, Community Services
Yvonne Gratianne, Communications & Public
Engagement Officer
Olivia Funaro, Manager, Client Services (Res. II)
Jaime Anabalón, Quality Assurance Manager

MEMBERS ABSENT:

Charmayne Ross

RECOMMENDED ACTIONS

THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:

None

A. CALL TO ORDER

Susan Stroebel, Chairperson, called the meeting to order at 10:5 a.m. A quorum was established.

The minutes of the meeting on May 4, 2023, were reviewed and approved.
M/S/C (Mirikitani & Schlanser) The committee approved the minutes.

B. VOTING FOR VAC CHAIRPERSON & ICF REPRESENTATIVE

Cris Schlanser accepted the nomination to serve as VAC Chairperson for Fiscal Year 23/24.

**M/S/C (Smith & Bernstein) The committee approved Mr. Schlanser as the VAC Chairperson for FY 23/24. All members that were present gave their formal vote during the meeting and unanimously in favor of Mr. Schlanser.
Abstain: Cris Schlanser**

David Bernstein would like to represent the ICF Category for Fiscal Year 23/24. **M/S/C (Kano & Luevano) The committee approved Mr. Bernstein to represent the ICF Category for FY 23/24. All members that were present gave their formal vote during the meeting in favor of Mr. Bernstein.**
Abstain: David Bernstein

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

- Susan Stroebel announced that there was a change to the order of the agenda and that category reports will now come before other reports to give ample time to each vendor representative on the VAC to report.

D. **VENDOR CATEGORY REPORTS**

Adult Programs

Vocational – Olaf Luevano gave a brief report on his subcommittee meeting two weeks prior and shared some areas that were discussed at the meeting were about the hiring process.

Adult Day –Christina Buth reported on the subcommittee meeting that was held on May 24th. She thanked Jaime Anabalon for speaking about Quality Assurance and traditional services.

Infant & Children Services

Infant Development Program – No report given.

Transportation

No report given.

Independent Living Services

ILS – Nicole Mirikitani reported on the challenges with staffing.

SLS Services – Nancy Bunker reported that there was a subcommittee meeting following the meeting today. She shared concerns over the challenges of staffing and the future of service delivery.

Residential Services

Specialized – Chris Schlanser reiterated the same concerns regarding staffing challenges.

CCF - Jay Smith encouraged others to get more involved and provide more input in order to get a fair representation of the vendor community. Jay Smith also spoke about the rate model format and the insurance requirement. Executive Director,

Jesse Weller, proposed having a technical assistance meeting to discuss the process and answer any questions regarding the rate model format.

David Bernstein thanked Susan for her leadership during this past year on the VAC.

ICF- Grace Kano thanked David Bernstein for agreeing to represent the ICF category during the next fiscal year. She also spoke about recruitment issues.

Other Vended Services- Jeanette Cabrera also thanked Susan for her leadership on the VAC.

At Large- Brenda Baldeon also thanked Susan for her leadership on the VAC. Susan Stroebel spoke about the last advocacy meeting that was held in May. She encouraged participants at the meeting and encourage people to fill out the survey.

E. **RECRUITMENT SUBCOMMITTEE**

If anyone wishes to apply to join the VAC, please email Erika Gomez, Board Liaison, via email at egomez@sgprc.org.

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

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

The following applicants were recommended for VAC membership, effective July 1, 2023:

- Valerie Donelson for Community Care Facilities
M/S/C (Bernstein/Kano) The committee approved the above mentioned memberships, effective July 1, 2023.
- Sharon Ehrig for Independent Living Services
M/S/C (Mirikitani/Bunker) The committee approved the above mentioned memberships, effective July 1, 2023.

F. **LEGISLATIVE UPDATE**

Please refer to the meeting materials.

G. **EXECUTIVE DIRECTOR, JESSE WELLER, PROVIDED THE FOLLOWING UPDATES:**

- Mr. Weller thanked Susan for her leadership during this past year and to the

Vendor Advisory Committee for all their hard work.

- Service Provider Insurance Policy – Discussion & Feedback – There was a resolution to the policy in 2005. Adjustments needed to be made and before they are finalized, he would like feedback from the committee.
- Mr. Weller gave a report to the committee on May Revise and the Budget Process. There is a PowerPoint in the materials folder for reference.
- 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

H. SG/PRC UPDATES BY LUCINA GALARZA, DEPUTY EXECUTIVE DIRECTOR AND STAFF

- Discussed the Vendor Insurance Policy Update that is being reviewed.
- Coordinated Family Supports
- Self-Directed General Supports
- Internal Vendor Audits
- HCBS – Trainings and other partner projects
- 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 4th Wednesday of the month at 10am.

MEETING ADJOURNED

The next regular meeting will be held on July 6, 2023, at 10:00 a.m.

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

June 14, 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, Deputy Executive Director
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 6:05 p.m. A quorum was established.
- B) **AGENDA & MINUTES APPROVAL**
- The agenda was reviewed and a change was made: Jessica Porter will not be interviewed, instead, Rachel McGrath will be interviewed.
 - The Minutes from the May 10, 2023 meeting were reviewed and approved.
M/S/C (Stewart /Gonzalez) The committee approved the minutes.
- C) **PUBLIC INPUT**
None.
- D) **STRATEGIC PLANNING**

Executive Director, Jesse Weller, introduced Nereyda Barba, who will be another Executive Assistant to the Board starting next month and will help with the Strategic Plan.

- The Ad-hoc Planning Committee has been meeting.
- George Stevens is one of the consultants and he will start to work with community groups to engage and collect data.
- An RFP will be put out for facilitators that have been recommended. A facilitator should be selected by the end of the month.
- Leadership and staff will work closely with the Ad-hoc Strategic Planning Committee.
- The Ad-hoc Strategic Planning Committee will meet next week to discuss what questions to ask the community.

E) BOARD COMPOSITION

- The Training Report is due to DDS on December 15, 2023. Data must be collected in September/October.
- Four people are sunsetting from the Board. 2 people have been interviewed for Board membership and a third will be interviewed tonight.
- Bruce Cruickshank will present the proposed slate of officers for fiscal year 23/24 at the upcoming Board meeting.
- Julie Chetney will present the new recommended Board members.

H) INTERVIEW

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

ADJOURNED

The meeting adjourned.

The next Strategic Development Committee meeting is scheduled for July 12, 2023.

**For materials shared at meetings,
please go to 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.**