



San Gabriel / Pomona
Regional Center

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, August 23, 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, August 23, 2023 at 7:15 p.m.
Videoconference Meeting
 ZOOM Meeting ID: 234 566 141
 Password: 916227

BOARD OF DIRECTORS

Julie Chetney, Board President	Jaye Dixit, 1st VP
Bill Stewart, Treasurer	Karen Zarsadiaz - Ige, 2nd VP
Trish Gonzales, Secretary	Cris Schlanser, VAC Chairperson
Joseph Huang	Richard Centeno
Bruce Cruickshank	Tina Wright
Sam Yi	Phillip Loi
Rachel McGrath	Paula Rodarte

		ACTION	MATERIAL	COLOR
7:15 - 7:25	CALL TO ORDER (Julie Chetney, Board President)	None	None	None
	• Roll Call	Quorum	None	None
	• Review Agenda	Info	Attached	White
	• Minutes of July 26, 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) Contracts for Approval (Consent) (Tim Travis, Associate Director, Community Services) <ul style="list-style-type: none"> -People's Care -CHOICESS -CBS #5 	Consent	Attached	Ivory
7:35 - 7:40	COMMUNITY RELATIONS/LEGISLATIVE ADVISORY COMMITTEE (Karen Zarsadiaz-Ige)	Info	Attached	Orange
7:40 - 7:45	ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR FAMILIES (Jaye Dixit)	Info	Attached	Yellow
7:45 - 7:50	VENDOR ADVISORY COMMITTEE (Cris Schlanser)	Info	Attached	Goldenrod

APPROXIMATE SCHEDULE	ITEM	ACTION	MATERIAL	COLOR
7:50 – 7:55	STRATEGIC DEVELOPMENT ADVISORY COMMITTEE (Julie Chetney) Recommendations for Committee <ul style="list-style-type: none"> • Natalie Webber (Strategic Development Advisory Committee) 	Consent	Attached	Green
7:55 -8:00	BOARD PRESIDENT’S REPORT (Julie Chetney, 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 – None	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)

July 26, 2023

ATTENDANCE

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

PRESENT:

Julie Chetney
Jaye Dixit
Bill Stewart
Karen Zarsadiaz - Ige
Trish Gonzales
Cris Schlanser
Joseph Huang
Richard Centeno
Bruce Cruickshank
Tina Wright
Sam Yi
Phillip Loi
Rachel McGrath
Paula Rodarte

ABSENT:

None

INTERPRETERS:

Mandarin:
Charlene Shih
Ken Chen
Spanish:
Shelley Hash
Eduardo
ASL:
Ron Shields
Cruz Lopez

STAFF:

Jesse Weller, Executive Director
Salvador Gonzalez, Director of Outreach & Compliance
Daniela Santana, Director of Client Services
Tim Travis, Associate Director, Community Services
Raquel Sandoval, Director of Human Resources
Yvonne Gratianne, Communications & Public
Engagement Officer
Hortencia Tafoya, Director of Clinical Services
Erika Gomez and Nereyda Barba, Liaisons BOD &
RDDF

GUESTS:

Aaron Abramowitz
Denis McGrath
Alma Janssen, DDS
Nada Saleh
Wendy Lai
Shannon Hines
Ookie Voong
Michelle Nelson
Lorena Smith
Kelly Privitt
Ali Dorri

A. CALL TO ORDER:

- Julie Chetney, Board President, called the meeting to order at 7:18 p.m. Roll call was taken, and a quorum was established.
- The agenda for today’s meeting was reviewed.
- The minutes for the June 28, 2023, meeting were reviewed and approved by the Board.

M/S/C (Stewart & Gonzales) 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, including his wish for the conservatorship to be terminated and asked that more specifics of his input be added to the minutes.
- Mary Soldato, former Board Director, expressed her gratitude for the well wishes she received and shared her appreciation for the time she served on the Board.

C. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR

Jaye Dixit, Chairperson, reported that the committee reviewed the Service Providers Draft Insurance Policy and moved to recommend it to the Board for their review and approval. The Board of Directors had the draft policy in their meeting materials for a few months for their review.

(M/S/C – Gonzales & Stewart) The Board approved the Service Providers Insurance Policy, effective immediately.

D. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney, Chairperson shared that the committee interviewed the following individual for committee membership and recommended them for the Community Relations/Legislative Committee:

- Adrina Pinedo

(M/S/C – McGrath & Gonzales) The Board approved the recommendation of Adriana Pinedo to join the Community Relations/Legislative Committee, effective immediately.

E. EXECUTIVE DIRECTOR’S REPORT:

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

- SG/PRC Backpack & School Supply Giveaway – On Friday July 14, 2023,

- SG/PRC hosted a backpack and school supply giveaway. Over 300 backpacks were provided to school-age children served by SG/PRC and their siblings.
- SG/PRC Client Training Group – Relaunch on July 27, 2023 - Eliza Herzog, SG/PRC Client Advocate, will be relaunching the Client Training Group series via Zoom in July 2023.
 - Monthly Coffee in the Community with Jesse – Mr. Weller continues to seek interest from service providers and community members to host him at a community location to have coffee and conversation.
 - Legislative Information - ABA 121, AB 1147, and SB 805
 - DDS Emergency Preparedness Bulletin – Extreme Heat and Wildfire Safety - The Department shared a bulletin that addresses the topic of extreme heat and wildfire safety.
 - Quality Incentive Program – Employment Access Incentive Payments - On July 14, 2023, the Department issued guidance related to Quality Incentive Payments (QIP).
 - Grants for Enhanced Community Integration for Children and Adolescents – Additional Grants - The Department has awarded the California Alliance of Boys & Girls Clubs and California State Alliance of YMCAs (Alliances) \$3,664,049 via the Grants for Enhanced Community Integration (Social Rec Grants).
 - SDP: Final Extension of Initial Person-Center Plan and Pre-Enrollment Transition Supports - The Department has issued guidance on initial person-centered planning and transition support options available.
 - Staffing Statistics - As of June 30, 2023, SG/PRC has 467 authorized positions. This total number includes 435.5 full-time employees, and 31.5 vacancies.
 - Individual Served Statistics - As of June 30, 2023, SG/PRC served 16,234 individuals.
 - Self Determination Program - As of June 30, 2023, SG/PRC enrolled 120 participants in the Self-Determination Program.

F. BOARD TRAINING

Aaron Abramowitz, Enright & Ocheltree, LLP, presented a training titled, “Board Duties, Roles and Responsibilities.” The following areas were discussed:

- Board structure
- Who the board is accountable to
- Board roles and responsibilities
- Individual board member responsibilities

- Board fiduciary duties
- Duty of care
- Duty of loyalty
- Business judgment rule
- Who to reasonably rely on
- Reasonable reliance
- Practical considerations
- Sensitivity
- Confidentiality – board issues
- Confidentiality – closed meetings/executive sessions
- Confidentiality – client information
- Conflict of interest statutes
- Conflict of interest regulations
- Conflict of interest disclosures
- No personal liability
- No personal liability for negligence
- Exceptions of freedom from liability
- Insurance coverage
- Contracts of \$250,000 or more

Raquel Sandoval, Director of Human Resources, reviewed the Conflict-of-Interest form and offered to help anyone who needed additional assistance.

G. OTHER BOARD & COMMUNITY ANNOUNCEMENTS

Trish Gonzales shared that she attended the Empower Now Leadership Conference the morning of this meeting and was really pleased with it. She thanked the staff who helped with the event and encouraged Board members to participate in events such as this one when they can.

H. EXECUTIVE SESSION

None

Next meeting on Wednesday, August 23, 2023 at 7:15 p.m.

BOARD MINUTES FROM THE JULY 26, 2023 MEETING

Submitted by:

Patricia Gonzales, Board Secretary

Date

SAN GABRIEL/POMONA
REGIONAL CENTER

Committee Reports & Information



July – August 2023

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

August 9, 2023

PRESENT:

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

GUESTS:

Alma Janssen

ABSENT:

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Dara Mikesell, Chief Financial Officer
Raquel Sandoval, Director of Human Resources
Willanette Steward Satchell, Executive Assistant
Erika Gomez & Nereyda Barba, Exec. Assistants – BOD & RDDF

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

ITEMS DISCUSSED

A. Call to order

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

- The committee reviewed the agenda.
- The committee reviewed and approved the minutes of July 12, 2023. **(M/S/C Stewart & Dixit) The committee approved the minutes.**

B. Public input: None

C. **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 \$44,181,596 (**net of proposed deallocation**) with projected expenditures of \$43,315,125. The year-to-date expenditure is \$38,466,301 with projected remaining expenditures of \$4,848,824. This results in an unencumbered amount of **\$866,471** in regular operations.

The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero-balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.

The Lanterman Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,380,279, staff expect to spend the full amount. The Fairview program's is included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations was 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 \$26,137,998, bringing the year-to-date expenditure for services to \$315,890,389. The remaining projected expenditures and late bills are in the amount of \$22,146,322 leaving an unencumbered amount of **\$76,779,875**.

CPP POS is a separate line item, SG/PRC is 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 & Zarsadias-Ige) The committee approved the Financial Report.

Mrs. Mikesell proposed a break in September from presenting the Financial Report because SG/PRC has not received all the allocation. Presenting the financial report can resume in October.

(M/S/C Gonzales & Stewart) The committee approved to take a break in September from the presentation of the Financial Report.

D. Contracts for Review

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

- *People's Care*
(M/S/C Zarsadiaz-Ige & Gonzales) The committee approved this contract for review and approval of the Board.
- *CHOICES*
(M/S/C Stewart & Dixit) The committee approved this contract for review and approval of the Board.
- *CBC #5*
(M/S/C Zarsadiaz-Ige & Dixit) The committee approved this contract for review and approval of the Board.

E. Board President's Report

Julie Chetney, Board President, provided the following updates:

- ARCA Update – There is an ARCA meeting scheduled for next week. She had an orientation session with a couple of staff from ARCA.
- Strategic Planning– George Stevens, former Executive Director of North Los Angeles Regional Center, and Consultant to the Ad-hoc Strategic Planning Committee, started working with the community and families. He will hold a Strategic Plan Community Input Session Deaf & Hard of Hearing on August 17, 2023. He will also meet with the Director of “Parenting Black Children”. The Ad-hoc committee has been busy reviewing the RFPs that were submitted to select one more consultant. The committee chose Michelle Ware from Forward Focus. Her approach is bold and unique. The Ad-hoc committee liked the timelines she presented as well as her flexibility. She believes the Strategic Plan can be completed by the end of the year. The Ad-hoc committee will continue to look at different ways to engage the community in ways that make people feel comfortable sharing.
- Agenda for the upcoming Board Meeting – August 23, 2023 – Nothing different/new to note.
- Agenda for Executive Finance Committee Meeting – September 13, 2023 - Strategic planning update under Mr. Weller's section.

F. Information

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

- SG/PRC Recruitment Updates: Raquel Sandoval, Director of Human Resources, reported on the new hires for SG/PRC. She also discussed a plan for an upcoming recruitment job fair in September or October 2023. There was a request that moving forward, the report include information on staff exits.
- AB 121 – Trailer Bill Language Updates – The bill is on the agenda for the Senate Appropriations Committee hearing on August 14, 2023, at which time it will most likely be sent to the “suspense file,” with its final outcome being determined by the committee in a few weeks. Mr. Weller reviewed the amendments that were proposed by ARCA.
- Summer BBQ Social – SG/PRC is having this event as a token of appreciation for staff on August 16, 2023.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on September 13, 2023, at 7:15 p.m. via videoconference.

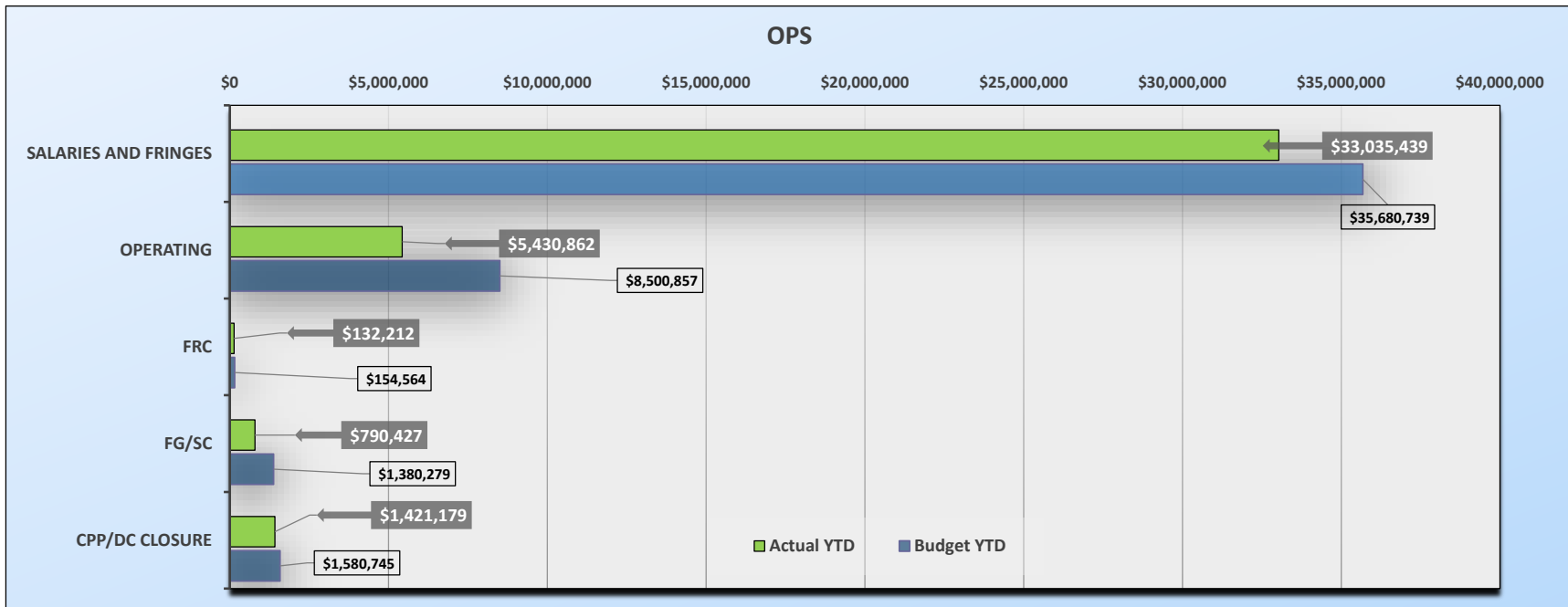
CLOSED SESSION – Lease discussion

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

PAYMENTS THROUGH JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023

OPERATIONS (OPS)

<u>REGIONAL CENTER</u>	MTD	YTD	Remaining	Total	FY 21/22
Salaries and Fringes	\$1,286,546	\$33,035,439	\$2,285,075	\$35,320,513	\$30,854,701
Operating Expenses	\$309,310	\$5,430,862	\$2,563,750	\$7,994,612	\$6,213,870
Total	\$1,595,856	\$38,466,301	\$4,848,824	\$43,315,125	\$37,068,571
Allocation (D-2)				\$44,181,596	\$37,068,571
Allocation Balance/(Deficit)				\$866,471	\$0
<u>RESTRICTED OPS FUNDS</u>					
Family Resource Center	\$0	\$132,212	\$22,352	\$154,564	\$154,564
Foster Grandparent/Senior Companion	\$54,878	\$790,427	\$589,852	\$1,380,279	\$1,218,040
CPP and DC Closure Ongoing Workload	\$0	\$1,421,179	\$159,567	\$1,580,746	\$1,708,988
Total	\$54,878	\$2,343,817	\$771,771	\$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 JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023

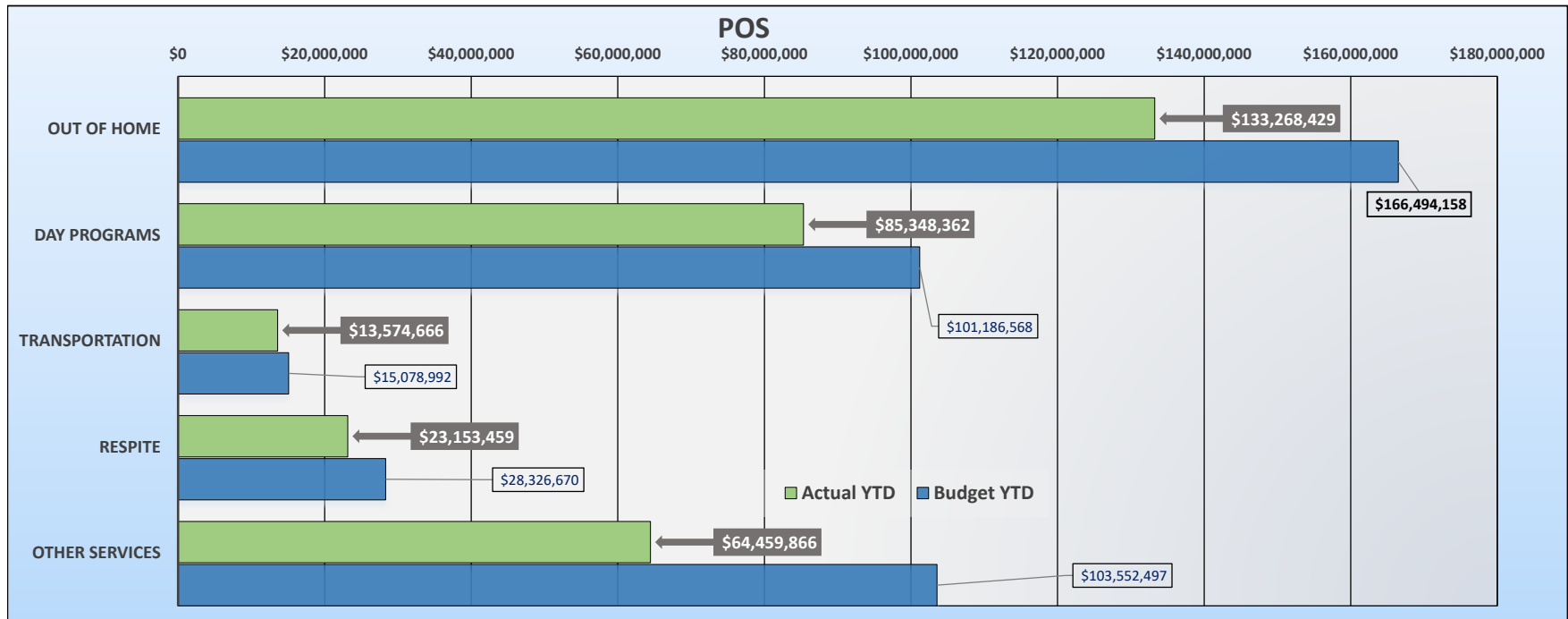
PURCHASE OF SERVICES (POS)

REGIONAL CENTER

	MTD	YTD	Remaining	Total	FY 21/22
Out of Home	\$11,639,668	\$133,268,429	\$6,222,660	\$139,491,088	\$115,362,426
Day Programs	\$6,748,239	\$85,348,362	\$5,410,770	\$90,759,132	\$78,676,062
Transportation	\$1,354,594	\$13,574,666	\$637,420	\$14,212,086	\$11,824,605
Respite	\$1,107,641	\$23,153,459	\$3,138,885	\$26,292,344	\$23,127,038
Other Services	\$5,627,124	\$64,459,866	\$6,722,195	\$71,182,061	\$63,034,166
SPA/ICF Reimbursements	(\$339,268)	(\$3,914,392)	\$14,392	(\$3,900,000)	(\$4,505,993)
Total	\$26,137,998	\$315,890,389	\$22,146,322	\$338,036,711	\$287,518,303
Allocation (D-2)				\$414,816,586	\$322,897,743
Allocation Balance/(Deficit)				\$76,779,875	\$35,379,440

RESTRICTED POS FUNDS

CPP	\$7,040	\$19,950	\$87,090	\$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	\$7,040	\$19,950	\$3,689,728	\$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
 FISCAL YEAR 2022-23
 PAYMENTS THROUGH JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023
 100% OF YEAR ELAPSED

DRAFT

	Regular	CPP/CRDP DC Ongoing	Family Resource Center	Foster Grandparent Senior Companion	Other	Total			
<u>CONTRACT ALLOCATIONS</u>									
Preliminary Allocation	29,085,212					29,085,212			
D-1	14,498,981	854,494	154,564	1,380,279		16,888,318			
D-2	1,038,397	726,251			682,939	2,447,587			
D-3						0			
Total Operations Contract Allocation	44,622,590	1,580,745	154,564	1,380,279	682,939	48,421,117			
							D plus F	A minus G	
	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	48,421,117	100.00%	1,650,735	40,810,118	84.3%	5,620,595	46,430,713	1,990,404	4.11%
<u>PERSONAL SERVICES (REGULAR OPERATIONS)</u>									
Salaries	29,099,478	64.23%	1,133,449	27,348,537	60.4%	1,500,000	28,848,537	250,941	0.55%
Temporary Staff	0	0.00%	0	0	0.0%	0	0	0	0.00%
Retirement (includes 403B)	3,363,155	7.42%	136,897	3,159,957	7.0%	165,814	3,325,772	37,383	0.08%
Social Security (OASDI)	425,795	0.94%	16,200	390,368	0.9%	30,054	420,422	5,373	0.01%
Health Benefits/Long Term Care	1,847,817	4.08%	0	1,822,351	4.0%	0	1,822,351	25,466	0.06%
Worker's Comp Insurance	194,967	0.43%	0	177,241	0.4%	0	177,241	17,725	0.04%
Unemployment Insurance	75,000	0.17%	0	49,582	0.1%	16,527	66,110	8,890	0.02%
Non-Industrial Disability/Life Insurance	101,848	0.22%	0	87,402	0.2%	0	87,402	14,446	0.03%
Tuition Reimbursement	572,679	1.26%	0	0	0.0%	572,679	572,679	0	0.00%
Total Personal Services (Regular Operations)	35,680,739	78.76%	1,286,546	33,035,439	72.9%	2,285,075	35,320,513	360,226	0.80%
<u>OPERATING EXPENSES (REGULAR OPERATIONS)</u>									
Equipment Rental	78,000	0.17%	1,152	67,655	0.1%	9,413	77,068	932	0.00%
Equipment Maintenance	49,200	0.11%	0	36,027	0.1%	0	36,027	13,173	0.03%
Facility Rent	2,628,000	5.80%	0	2,628,000	5.8%	0	2,628,000	0	0.00%
Facility Maintenance	100,000	0.22%	11,462	65,294	0.1%	34,173	99,467	533	0.00%
Communications (postage, phones)	412,000	0.91%	55	378,569	0.8%	0	378,569	33,431	0.07%
General Office Expense	432,269	0.95%	29,055	395,072	0.9%	1,887	396,959	35,310	0.08%
Printing	13,000	0.03%	304	4,832	0.0%	0	4,832	8,168	0.02%
Insurance	385,000	0.85%	0	380,306	0.8%	0	380,306	4,694	0.01%
Data Processing	95,000	0.21%	0	93,636	0.2%	0	93,636	1,364	0.00%
Data Processing Maintenance / Licenses	225,000	0.50%	16,730	186,461	0.4%	9,290	195,751	29,249	0.06%
Interest Expense	0	0.00%	0	0	0.0%	0	0	0	0.00%
Bank Service Fees	6,000	0.01%	5,000	5,686	0.0%	0	5,686	314	0.00%
Legal Fees	600,000	1.32%	24,260	344,178	0.8%	228,836	573,014	26,986	0.06%
Board of Directors Expense	2,000	0.00%	0	1,278	0.0%	0	1,278	722	0.00%
Accounting Fees	68,500	0.15%	0	0	0.0%	68,500	68,500	0	0.00%
Equipment Purchases	1,585,000	3.50%	185,697	392,129	0.9%	1,060,868	1,452,997	132,003	0.29%

SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023
 100% 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	990,491	2.19%	4,625	230,356	0.5%	635,115	865,472	125,019	0.28%
Contract - ABX2 Disparities	682,939	1.51%	36,465	167,271	0.4%	515,668	682,939	0	0.00%
Travel/mileage reimbursement	167,000	0.37%	0	158,146	0.3%	0	158,146	8,854	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%	0	37,722	0.1%	0	37,722	16,278	0.04%
Total Operating Expenses (Regular Operations)	8,653,857	19.10%	314,805	5,653,075	12.5%	2,563,750	8,216,824	437,033	0.96%
Total Personal Services & Operating Expenses (Regular Operations)	44,334,596		1,601,351	38,688,513	85.4%	4,848,824	43,537,338	797,258	1.76%
OTHER INCOME									
Interest & Other Income	(153,000)	-0.34%	(5,495)	(222,212)	-0.5%	0	(222,212)	69,212	0.15%
Total Personal Services & Operating Expenses Net of Other Income (Regular Operations)	44,181,596	97.52%	1,595,856	38,466,301	84.9%	4,848,824	43,315,125	866,471	1.91%
RESTRICTED FUNDS									
Family Resource Center Expenses	154,564	100.00%	0	132,212	85.5%	22,352	154,564	0	0.00%
Foster Grandparent/Senior Companion Expenses	1,380,279	100.00%	54,878	790,427	57.3%	589,852	1,380,279	0	0.00%
Community Placement Plan and DC Ongoing Workload	1,580,745	100.00%	0	1,421,179		159,567	1,580,746	(0)	
Total Restricted Funds	3,115,588		54,878	2,343,817	99.2%	771,771	3,115,588	(0)	
Total Expenses (Including Restricted Funds)	47,297,184		1,650,735	40,810,118	86.3%	5,620,595	46,430,713	866,471	1.87%

PURCHASE OF SERVICES FUND FINANCIAL REPORT

DRAFT

FISCAL YEAR 2022-23

PAYMENTS THROUGH JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023

100% 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		26,145,038	315,910,339	75.5%	25,836,050	341,746,389	81.7%
OUT OF HOME CARE							
Community Care Facilities		11,620,249	133,034,593	32.1%	5,980,440	139,015,033	33.5%
ICF/SNF Facilities		19,420	233,835	0.1%	242,220	476,055	0.1%
Total Out of Home Care		11,639,668	133,268,429	32.1%	6,222,660	139,491,088	33.6%
DAY PROGRAMS							
Day Care		766,211	17,289,460	4.2%	2,339,540	19,629,000	4.7%
Day Training		5,274,286	56,849,085	13.7%	1,888,395	58,737,480	14.2%
Supported Employment		649,559	9,457,624	2.3%	920,983	10,378,607	2.5%
Work Activity Program		58,183	1,752,193	0.4%	261,851	2,014,044	0.5%
Total Day Programs		6,748,239	85,348,362	20.6%	5,410,770	90,759,132	21.9%
OTHER SERVICES							
Non-Medical: Professional		705,188	10,298,984	2.5%	1,236,682	11,535,665	2.8%
Non-Medical: Programs		1,781,769	16,547,002	4.0%	659,513	17,206,515	4.1%
Home Care: Programs		131,576	2,263,072	0.5%	475,454	2,738,526	0.7%
Transportation		983,812	7,620,864	1.8%	391,929	8,012,793	1.9%
Transportation Contracts		370,782	5,953,802	1.4%	245,491	6,199,293	1.5%
Prevention		1,401,489	15,504,418	3.7%	348,526	15,852,944	3.8%
Other Authorized Services		1,326,429	15,765,638	3.8%	1,356,744	17,122,383	4.1%
Personal and Incidentals		16,856	188,915	0.0%	7,473	196,388	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 JULY 20, 2023 FOR SERVICES PROVIDED THROUGH JUNE 30, 2023

100% OF YEAR ELAPSED

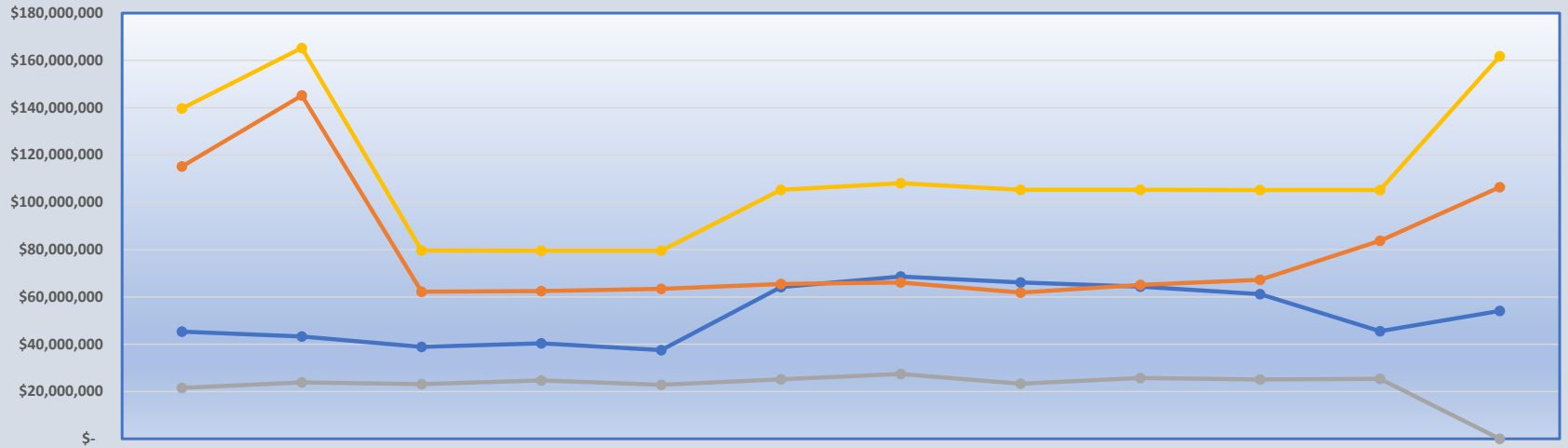
	C plus E					G	
	A	B	C	D	E		F
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	YTD & Projected as percent of Allocation
Medical Equipment		220	41,901	0.0%	24,433	66,334	0.0%
Medical Service: Professional		173,442	2,142,227	0.5%	841,949	2,984,176	0.7%
Medical Service: Programs		83,014	1,675,384	0.4%	764,127	2,439,510	0.6%
Respite: In Own Home		1,102,052	23,101,093	5.6%	3,101,685	26,202,779	6.3%
Respite: Out of Home		5,589	52,366	0.0%	37,199	89,566	0.0%
Camps		7,141	21,674	0.0%	16,460	38,134	0.0%
Total Other Services		8,089,359	101,187,991	24.4%	10,498,500	111,686,491	26.9%
Total Estimated Cost of Current Services		26,477,267	319,804,781	77.1%	22,131,930	341,936,711	82.4%
<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		26,477,267	319,804,781	77.1%	22,770,568	342,575,349	82.6%
Deduct: Estimated Receipts from Intermediate Care Facilities for State Plan Amendment Services		(339,268)	(3,914,392)	-0.9%	14,392	(3,900,000)	-0.9%
Expenditures Regular POS (Net of CPP)	415,455,224	26,137,998	315,890,389	76.2%	22,784,960	338,675,349	81.6%
Projected Allocation Balance (Deficit) Regular POS						76,779,875	18.5%
<u>COMMUNITY PLACEMENT PLAN</u>							
Community Placement Plan (inc. CRDP)	3,071,040	7,040	19,950	0.6%	3,051,090	3,071,040	100.0%
Allocation Balance (Deficit) CPP and CRDP						0	0.0%
Total Projected Allocation Balance (Deficit) Regular & Community Placement Plan POS						76,779,875	18.3%

SAN GABRIEL/POMONA REGIONAL CENTER

STATEMENT OF FINANCIAL POSITION

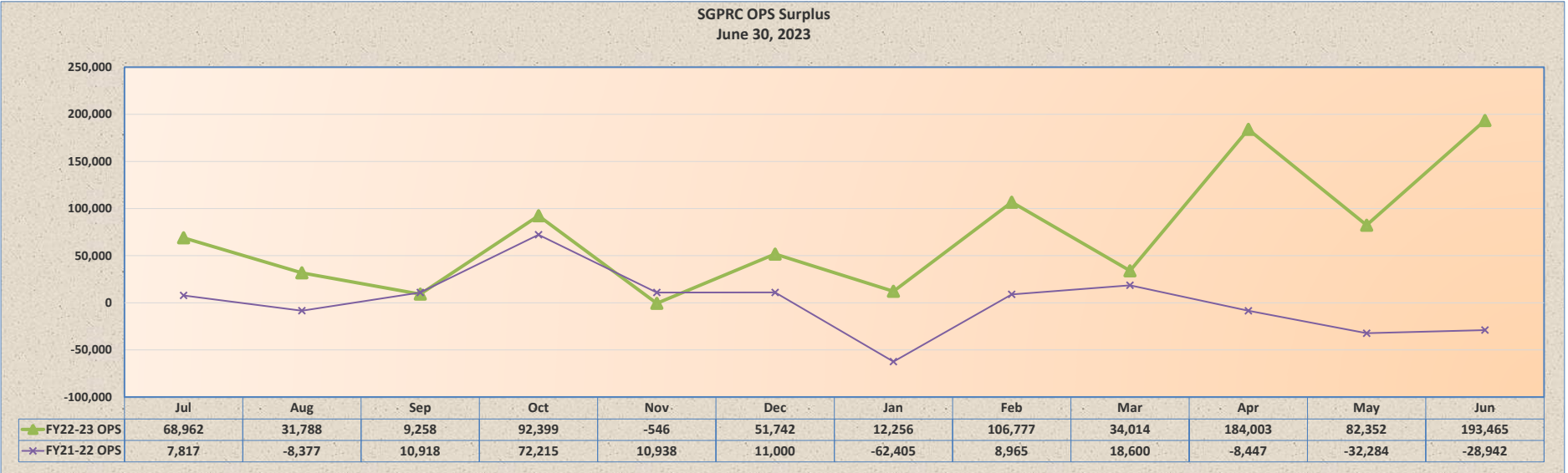
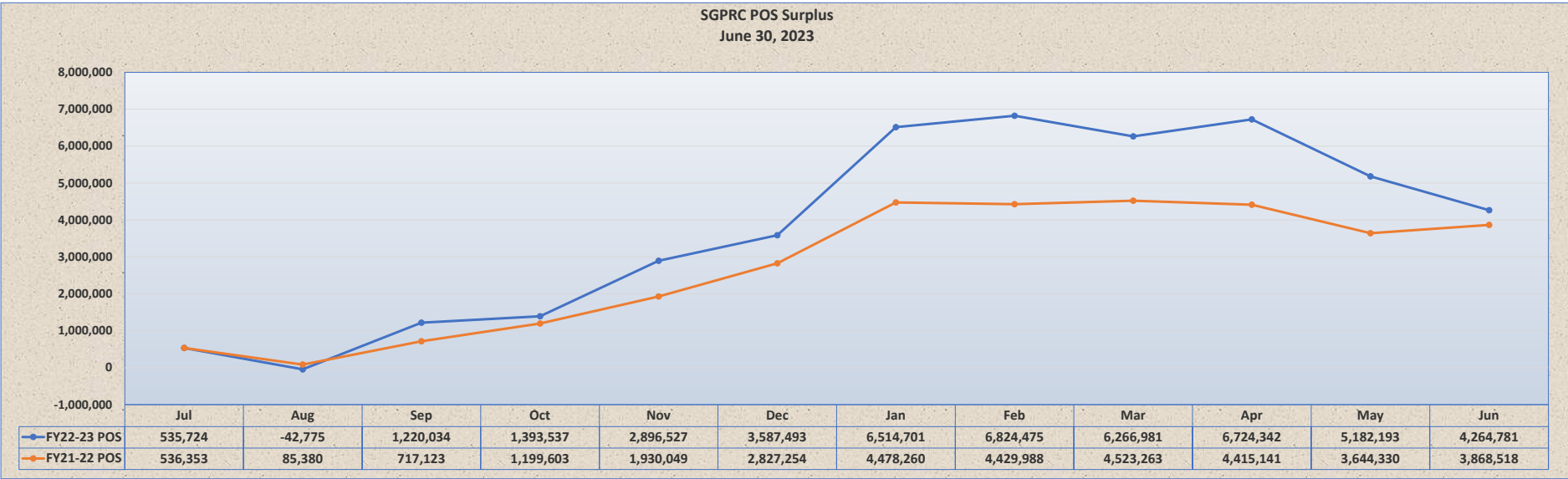
May 31		2023
ASSETS		
Cash and Cash Equivalents	\$	54,125,922
Receivable - State Regional Center Contracts		106,381,069
Receivable - Intermediate Care Facility Providers		1,794,170
Other Receivables		194,824
Prepaid Expenses		9,507
Deposits		12,459
TOTAL ASSETS	\$	162,517,951
LIABILITIES AND NET ASSETS		
Liabilities		
Accounts Payable	\$	-
Advance - State Regional Center Contracts		161,767,517
Accrued Salaries and Payroll Taxes		136,624
Other Payables		513,810
Reserve for Unemployment Insurance		100,000
Total Liabilities	\$	162,517,951
Net Assets		
Without Donor Restriction		
With Donor Restriction		
Total Net Assets	\$	-
TOTAL LIABILITIES AND NET ASSETS	\$	162,517,951

**SGPRC Statement of Financial Position
June 30, 2023**



	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22	Jan-23	Feb-23	Mar-23	Apr-23	May-23	Jun-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	\$45,487,754	\$54,125,922
— 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	\$83,696,640	\$106,381,069
— 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	\$25,357,650	\$-
— 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	\$105,215,999	\$161,767,517

San Gabriel /Pomona Regional Center



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

**COMMUNITY RELATIONS/ LEGISLATIVE COMMITTEE
MINUTES FROM THE MEETING OF JULY 19, 2023**

The following committee members were present at said meeting:

PRESENT

Karen Zarsadiaz-Ige
Joseph Huang
Tina Wright

ABSENT

Paula Rodarte
Rachel McGrath

GUESTS

Jeanie Toon

STAFF

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

RECOMMENDED BOARD ACTIONS

The Community Relations/Legislative Committee recommends the following:

None

CALL TO ORDER

Karen Zarsadiaz-Ige, Chairperson, called the meeting to order at 6:00 p.m. A quorum was established.

The minutes of the June 21, 2023, meeting were reviewed.

M/S/C (Wright & 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:

Statewide/ Local Updates:

- Emergency Management Coordinator– Myisha Aban, Emergency Management Coordinator, started with SG/PRC on May 10, 2023. Her responsibility in her role is making sure things follow CAL OSHA requirements and developing an emergency preparedness plan for emergency drills/evacuations. DDS put forth an initiative to provide individuals who are dependent on battery-operated equipment such as a CPAP or feeding tube, with back-up batteries in case of an emergency. There is a unified statewide command to coordinate efforts to support individuals served and neighboring regional centers. Charging stations are available to individuals where they can go to charge their equipment in case of a power outage or when they are not in their home. Ms. Aban also conducts on-going trainings.
- SG/PRC Backpack and School Supply Debrief– On July 14, 2023, the Backpack and School Supply giveaway event was held. The event was hosted by SG/PRC staff and volunteers. The Richard D. Davis Foundation donated \$10,000 for backpacks and supplies. Bazic, the company the school supplies were purchased from, donated a pallet of supplies for the event. The event was by invite only for individuals served and their family. Positive feedback was received. Salvador Gonzalez, Director of Service Access and Equity, shared it was great being able to engage with families and with staff.
- SG/PRC Website Update– Jesse Weller, Executive Director, entered into contract with a web design company, Digital Deployment, to help modernize the SG/PRC website. He shared an idea of what it could look like and how it would benefit the community by making it user friendly. The renovation of the website may take 6 months to a year.

COMMUNITY OUTREACH-UPDATE- Community Outreach Specialists.

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

- Monthly Report – June 2023-Maria Vargas, Manager of the North Region of Foster Grandparent/Senior Companion Program, shared they have 23 Senior Companions serving at day program sites and 10 foster Grandparent volunteers serving at school sites serving a total of 66 students/individuals. For the Volunteer Recognition Event, the volunteers were taken to see Disney’s The Little Mermaid at El Capitan Theater followed by lunch at the Hard Rock Café. In the month of June, they also held their in-service training at SG/PRC

where volunteers were provided with program updates as part of the training. Volunteers also received a recognition certificate. Volunteers Grandma Dorothea Untalan and Grandma Teresita Ecube were recognized for serving 17 years, the longest to serve in the program. The program is looking to recruit more volunteers.

- Mr. Gonzalez reported that his staff have been working closely with the Independent Consultant “Bridging Voice” to organize Listening Sessions to better understand the language and culture needs of the community.

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

ADJOURNMENT:

The next meeting will be on August 16, 2023.



San Gabriel / Pomona
Regional Center

Service Access and Equity
Department
Monthly Report
2023

July 5, 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
Marilyn Carmona	Executive Assistant	(909) 710-8816	mcarmona@sgprc.org

Josefina Martinez, Community Outreach Specialist

• **Parent Mentor Initiative Progress:**

Number of...	June Total	Total to Date
Referral to PMI	9	112
Parent Mentors	6	6
Waiting to be Matched	4	4
Referrals Matched	5	427
Graduates	5	198
Parents Served	30	377
Hours of Mentoring	139	10640

- **Bridging families to Case Management:** For the month of June, (4) family was bridged back to case management for assistance and support. Year to date (14) families have been bridged back to case management.
- **Critical Issues Forum:** During the month of June the SAE department hosted a Critical Issues Forum where our Education Specialist, Nora Perez-Givens, provided a presentation on special education timelines, *initial assessment/individualized education plan (IEP) development, timelines applicable to all IEP's, re-assessments and IEE's, transition planning including termination of special education services, discipline and student records. Josie provided support during this presentation and acted as facilitator.*
- **DDS/ARCA Cultural Specialist Meeting:** During the month of June, Josie attended DDS' monthly Cultural Specialist meeting where presentations by Being Built Together and NorCal Services for the Deaf and Hard of Hearing. Being Built Together is a Community Connector for Korean-Speaking Families that provides education and one -on-one support to Korean speaking families impacted by Intellectual Disabilities and Developmental Disabilities. NorCal Services for the Deaf and Hard of Hearing provides empowerment, advocacy and education. Additionally, Josie attended the ARCA CS meeting and discussed current DDS projects including LACC.
- **Monthly Community Meetings:** Josie attended June's monthly community meeting and presented information to the community on events occurring in the community. Information on a Summer BBQ and Resource Fair in El Monte was shared as well as information on a 5-day Youth Leadership Summit at Cal Poly through Southern California Resource Services for Independent Living. I also secured Victor Campos from Familias First to promote their Creating Leadership Among Parents workshop series beginning in August. Additionally, Marlene Cabrera from LA Care presented information to the community on the two Resource Center's located in SG/PRC's catchment area, El Monte and Pomona. Marlene shared services and supports offered through the centers.
- **Community Outreach:** On 6/10 Josie attended an outreach event in El Monte through Foothill Family Services for families transitioning out of the Head Start program. Several families stopped by the table and were provided with information about services offered. On 6/20 Josie attended a Resource Fair in the city of El Monte, hosted by the San Gabriel Valley Conservation

Corp. Several individuals stopped by the table and were provided with information about services offered.

- **Help Me Grow:** Josie continues 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 6/26 Josie met with Ellen from First 5 for project updates and progress toward milestones. Josie met with our collaborative group on 6/15 to go over project activities and Maya, Senior Analyst with Viva, HMG consultant also attended the meeting. Josie continues 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 working with Amos to put a Resource Guide together for community organizations in our catchment area.

Amos Byun, Community Outreach Specialist

A. Promoting Service Access & Equity in Asian RC Communities

- **Critical Issues Forum Presentation** – On 6/8/23, as a part of Critical Issues Forum, Service Access & Equity Department provided a presentation, and Amos participated in the presentation through remote Zoom meeting. Total of 46 participants attended the presentation.
- **Administrating Critical Issues Forum (CIF) Online Webinar Module** – Amos managed subcontractor, Blue Dragon Advertising, to create CIF#6 flyers with LACC translation for proper branding, and also completed voice recording of the CIF#6-Overview of Special Education Timelines by Nora P-Givens on 6/8/23. Amos delivered presentation PPT, voice recording and Zoom recording file to Blue Dragon to create CIF#6 Online Modules with 5 language captions. Blue Dragon provided all of three sets of CIF module videos on time and the total of 15 videos are ready to be posted on SG/PRC website.
- **Promoting Online Training Modules: ADEPT ABA & UMCD** – Amos continued promoting ADEPT ABA and UMCD Online Modules and Small Group Facilitation for each language group through Community Meetings and Asian support group meetings/workshops/events when Amos participated in the month of June 2023.
- **Person-Centered Conversation (PCC)** – In the month of June 2023, Amos had total of 3 PCCs with Korean monolingual parents. All those three PCCs were conducted remotely through telephone call this month.
- **Translation for Korean Families** – Amos reviewed and corrected all LACC Korean translations and provided Korean interpretation for Dr. Osman’s Psychiatric Consultations and other meetings with SC and/or manager in June 2023.
- **DDS/CHLA PRE/POST COVID EI Participant Research** – Amos continued participating in weekly Zoom meetings with CHLA Research team with SAE staff to provide support on Chart Review Data Input and weekly assessments at SG/PRC on Fridays. Amos continued providing support for this research as a liaison for data sharing and also provided support for the CHLA Assessment team with other SAE DEPT staff on Fridays at SG/PRC.

- **Language Access & Cultural Competency (LACC) Activities** – Amos participated in LACC In-Person Listening Sessions by organizing and participating in Korean and Vietnamese community listening sessions at two different Korean community churches, Good Stewards Church in West Covina and LA Hanmi Church in El Monte. Amos continued reviewing and correcting Korean translations and updating Korean Glossary for further translation. On 6/28/23, Amos participated in LACC Office Hour meeting with other LACC Specialists.
- **Help Me Grow Project** – Amos provided supports for HMG project by participating in and providing input at all HMG related meetings, working on HMG data collecting and analyzing, providing support on HMG Promotora project, and contributing supports on creating SG/PRC Online-Based Universal Referral Form. Amos will continue to work with Josie Martinez to accomplish all the HMG tasks successfully.

B. Community Outreach to Promote Service Access & Equity

- **Participate Community Events**– On 6/10/23, Amos participated in Tzu Chi USA Resilience in Action Summit and built a collaborative relationship with Dr. Njuma S-Pollard, USC Center of Religion and Civic Culture, for future outreaching to Black community through Black churches.
- **Outreaching to Korean Churches** – On 6/3/23, Amos had a meeting with Mrs. Park, ELA Class Agape Director, at Good Stewards Church to promote LACC Korean Community Listening Session which was held on 6/10/23. Amos also had three meetings with Pastor Hong at LA Hami Church in June 2023 for LACC Vietnamese Community Listening Session held on 6/27/10. Pastor Hong confirmed that church elder meeting approved for SG/PRC to use their facility for Vietnamese Support Group meeting in the future.
- **Community Outreaching through Mass Media** – On 6/27/23, Amos had a live radio show with LA KCBN Korean Network Radio Station located in Rowland Heights.
- **Asian Pediatrician/Physician Outreaching** – Amos updated and modified SG/PRC Information Packet English version design components and contents to revise Chinese, Korean and Vietnamese versions before sending it out to print in July 2023.



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:

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

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 High School

Meetings related to supporting individuals with their education:

Consults completed	41
School Meetings attended (IEP's/504/ SST/Resolution type meetings)	0 (summer period for schools)

Presentations/Trainings/Outreach Completed this Month

May 5th (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 17 participants.

June 2 (11-12pm) - Provided virtual training to SG/PRC staff about the topic of “Development of a Supportive IEP ” Training attendees learned the following: Key elements within the IEP that should be in a linear relationship to each other in order to have a supportive IEP including assessments, identified needs, present levels of performance, annual goals and progress; participants learned the concept of Educational Benefit and how this applies to a supportive IEP; and participants learned about SMART goals. There was a total of 30 participants at this training.

June 16 and 23 (11-12pm) - Provided virtual training to SG/PRC staff about the topic of “Parent Rights- Special Education ” 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 18 participants for the June 16 training session and 23 participants for the June 23rd training.

June 22 (10-12pm) - Provided virtual training at the Quality Assurance Technical Assistance Training sessions. Topic of training- What to Expect from Your Behavioral Team & Evidence Based Practices. Participants at this training learned about: The Role of the Administrator/Vendor; minimum criteria of Behavior consultant per title 17; what specialized services are; what is ABA; ABA is Evidence Based and why; What should you expect of the facility behavior consultant including their active ongoing role in the assessment, planning and implementation process; what is an FBA and who is to participate in this process; what are behavior intervention plans and how active treatment/EBP’ play a role; and lastly CAPTAIN information for participants to access for future reference. There was a total of 59 participants which included regional center vendors that provide residential services and day program services. Presenters at this training session were the SG/PRC CAPTAIN Cadre team which includes Daniela Santana, Joshua Trevino, and Nora Perez-Givens.

June 22 (4:30pm-6pm) – Provided virtual training to Parents about the topic of “IEP’s and Related Services”. Participants at this training learned about: What special education related services are including services that support students’ mental health needs (language within assembly bill 114); Related Services (Direct vs. Consult); When does a student receive related services; How to request for a related service; and what to do when a related services is being reduced or discontinued. There were a total of 10 participants at this training.

With regards to supports provided regarding limited conservatorship matters
Reviewed a total of 16 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.

Tiffany Loong and Luz Rodriguez-Uribe, Language Access and Cultural Competency Specialists

LACC Specialists Luz & Tiffany arranged for interpretation for several meetings and trainings including the Monthly SDP Meet & Greet and LVAC were set up for the SDP units. 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. Interpretation was also provided in Spanish & Chinese during IEP training by SGPRC Education Specialist. Several documents were translated into the threshold languages; those

documents included the Critical Issues Flyer on Education and IEP timelines; the Critical Issues Housing Options Flyer, an SDP informational binder and Admissions Early Start Referral form and Therapies Coverage for Admissions department. early start welcome letter from the Executive Director, an insert listing local resources for an Early Start DDS packet, Critical Issues flyer, LACC Listening Sessions Flyer, Inactivation form, and a Generic Resources listing. A Living Options Flyer was submitted to translation and review is pending in: Spanish, Mandarin Chinese, Korean & Vietnamese. LACC continues to oversee the funding of the Language Line for the use of all of SGPRC staff. In May 2023 SGPRC staff used the Language Line with more frequency totaling an amount of \$2,346.01. Luz and Tiffany continue to oversee the tracking of all translation and interpretation invoicing and ensure vendors receive timely payment.

	June 2023	To date
Translations	16	124
Interpretations	18	110
Language Line Usage	\$2,346.01 (May 2023)	\$19,803.41

- **LACC Listening Sessions**

Luz and Tiffany have been working closely with the Independent Consultant “Bridging Voice” to organize Listening Sessions to better understand the language and culture needs of our community. The listening sessions information was shared at the monthly Community Meeting in May and June. The information was also shared via text messages in different languages which had great responses. Luz and Tiffany will continue to work on the LACC surveys in the next two weeks to collect more feedback from the community. Below is the summary of the Listening Sessions.

Date	Language/Ethnic Group	Number of Attendance	Note
06/03/23	Filipino/Tagalog	3	In Person
06/03/23	Mandarin Chinese	10	In Person
06/03/23	Cantonese	3	In Person
06/06/23	English & ASL	0	Those who RSVP did not show up. One family emailed feedback for the session. Consultant will contact families who RSVP directly to conduct 1:1 session.
06/06/23	Black/African American	2	Zoom
06/07/23	Mandarin Chinese	1	Zoom
06/07/23	Cantonese	1	Zoom
06/10/23	Korean	5	In Person
06/13/23	Spanish/Hispanic	19	Zoom
06/14/23	Filipino/Tagalog	2	Zoom

06/15/23	Vietnamese	5	Zoom
06/15/23	Korean	3	Zoom
06/22/23	English & ASL	0	Session cancelled due to no RSVP
06/22/23	Spanish/Hispanic	22	In Person
06/27/23	Black/African American	0	Session cancelled due to no RSVP
06/27/23	Vietnamese	1	In Person
Total:	16 Listening Sessions	77	In Person & Zoom



- **Outreach Event:**

Tiffany participated in the SGVV outreach event together with Community Specialist Josie Martina to promote SG/PRC and its services.

- **Chinese Family Resource Workshop:**

Tiffany continues to support the monthly FFDY Chinese Parent Workshop. June workshop is about Governmental Sources, presented by OCRA Client’s Rights Advocate Aimee Delgado. About 15 parents participated in this workshop via Zoom. Tiffany provided technical support to set up the Zoom meeting, coordinated interpreters and provided support throughout the presentation.

- **Case management support and Bridging Family back to Case Management:** Luz and Tiffany continue to provide support to SC in terms of finding translation/interpretation resources. Tiffany provided Cantonese interpretation at a psychological evaluation this month. Families also reach out to Luz and Tiffany when their SCs are on leave or not available. Luz and Tiffany will provide support, contact covering managers and bridge the family back to SCs when they return.

	June 2023	Total to Date
Case Management Support	3	13
Bridging Family	2	13

- **Cultural Sensitivity Training**

LACC team will be partnering with CircleUp Education to provide SGPRC staff Competency Training on Cultural, Ethic, and Linguistic Diversity. The team is in the planning stages of scheduling the trainings set to begin in 2024.

- **DDS Directive: Language Fields**

Tiffany and Luz oversaw the DDS directive to complete blank language fields on SANDIS for SGPRC individual’s mother, father or caretaker. With the support of the Service Access & Equity Department, a total of 160 cases were reviewed and updated to meet the directive.

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

North:

Volunteers: 43

Individuals Served: 66

Total Hours Served: 4,141

For the month June, we have 23 Senior Companions serving at day program sites and 10 Foster Grandparent volunteers serving at school sites serving a total of 66 students/individuals. One of our volunteers that was in the Foster Grandparent Program decided to transition to the Senior Companion Program and began serving individuals at Easter Seals in West Covina. This year for the volunteer Recognition Event, we took the volunteers to see Disney’s The Little Mermaid at El Capitan Theater in Hollywood followed by lunch at Hard Rock Café. On 6/16, we held our monthly in-service training at the Regional Center. Volunteers were provided with program updates as part of the training. Volunteers also received their recognition certificates and a small lunch bag, ice pack, pin, button, and key chain as part of their gift. Grandma Dorothea Untalan and Grandma Teresita Ecube are recognized for serving as part of the program for 17 years! They are the two longest serving volunteers in the program with several more following with 16 and 15 years of dedicated service. We celebrated our June birthdays and each volunteer’s commitment to another year of service.

South:

Foster Grandparents served hours 2,100

Senior Companions served hours 1560.5

Total hours served = 3,660.5

Registration/Hires

No changes. We have 3 new applications and have scheduled interviews. Sadly, we had 2 SC's and 1 FG pass away this month. One FG returned to service.

In-Service

In June, we provided 3 hours of training.

We had a morning of team building exercises, a breakfast buffet and award ceremony for our volunteers. We also played a video montage of the past 2 years. Volunteers were presented new jackets, a certificate and a \$50 gift card to Walmart.

Three of our volunteers were honored for their over 20 years of service!!

Additional Items

- Completed Monthly Reports
- Participated in DDS and Director's meetings.
- Provided annual document for chosen volunteers documents for current DDS audit of SGPRC.
- Completed regular rounds to each site.
- All remaining Annual Leave hours were paid out to volunteers June 30th
- Meal and Travel were raised again for June to \$8.00 each to utilize extra funds.
- Took our Annual Volunteer Recognition Trip and Luncheon with Judy Garland Show.

SGPRC North Pics





SGPRC South Pics





Jessica Wilson, Deaf and Hard of Hearing Specialists:

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

Deaf and Hard of Hearing Specialist Collective Meetings:

Monthly meeting with DDS, ARCA and statewide Deaf Specialists held on June 14th. Discussed upcoming initiatives for 2023 including planning for: support groups for DHH, Quality assurance for service providers who use ASL, training for direct service providers and more.

Outreach to Community Partners:

During the month of June, Jessica made an outreach connection with Pacific ADA Center to request a training proposal for Effective Communication for Deaf and Hard of Hearing people. Jessica also met with Sorenson Communications to further discuss setting up Video Phones and other equipment

for the office building to meet the needs of our DHH population. Jessica met with Foothill Unity Center's Inclusion Specialist, to inform their team about Regional Center's DHH services and support.

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

During May and June Jessica worked on a DDS data collection project to refine and verify CDER Data for our Deaf community. In addition, she maintains a database and is continually reviewing data for accuracy. Jessica is also developing technical support training for SGPRC staff to provide instructions for documenting language and hearing levels in the IPP as well as training to enter hearing codes into the CDER. Jessica worked with Human Resources to provide ASL interpreter resources and how to request an interpreter. Jessica met with the Specialized Services DHH team to discuss and make referrals to the new Deaf and Hard of Hearing Residential Home. She also provides quality assurance of ASL interpreters during staff trainings.

Upcoming Projects and Miscellaneous:

CDER and IPP technical support training, Critical Issues Forum Training: Deaf and Hard of Hearing Resources and Culture awareness, Person Centered Planning training, DHH Support Group, ADA Training on Effective Communication.

Trainings attended:

Hearing Screening for Early Intervention

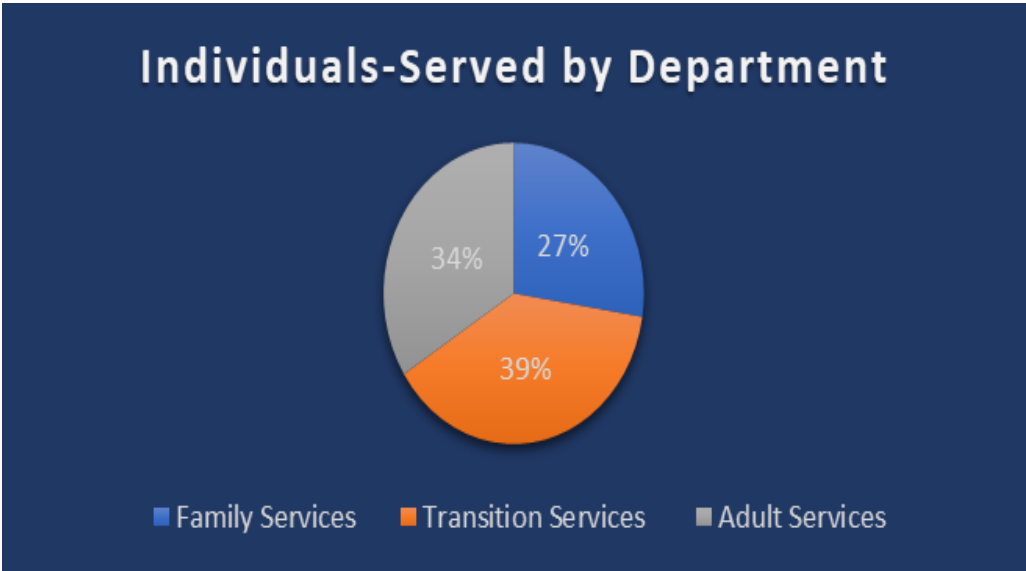
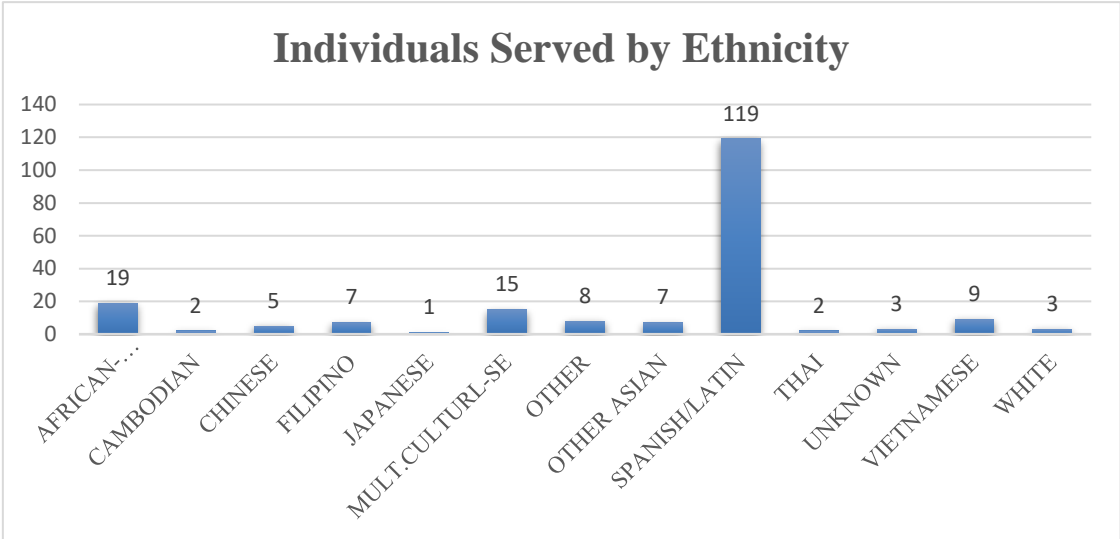
Yaned Busch and Jessi Romero, Manager of Specialized Services I and II

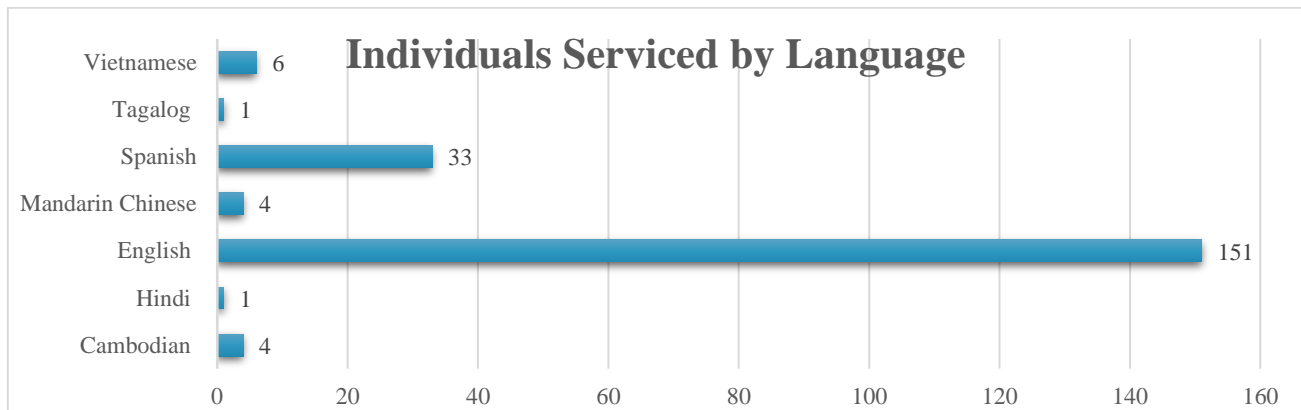
Enhanced Service Coordination

The Budget Act of 2021/2022 allocated funding for Enhanced Service Coordination (ESC) with a specific caseload ratio of 1 service coordinator (SC) to 40 individuals in underserved communities with low and no purchase of service (POS). ESC SCs strive to improve accessibility to services to underserved and diverse communities. With smaller caseloads, specially trained SCs provide focused support and increased service coordination to the individuals served and their families.

The Outcome of Enhanced Supports Service Coordination

ESC SCs provide an array of services of generic resources and SG/PRC-funded services. The primary role of the ESC SC is to provide individuals served and their families training opportunities to understand their diagnosis, the regional center system, the role of their service coordinator, the IPP process, and SG/PRC's various service delivery models - Traditional Funding services, Participant Directed services, and Self-Determination Program. For the first quarter January to March 2023, the expenditures authorized for 200 individuals served under Enhanced Supports totaled \$304,982.34. This reflects the allocation of resources to support the needs and goals of the individuals receiving ESC services.





Self-Determination Program:

As of March 31, 2023, SG/PRC successfully enrolled 105 participants into the Self-Determination Program (SDP). SDP is an alternative funding model to traditional services and became accessible to all regional center clients on July 1, 2021. SG/PRC SDP Team develops and promotes training opportunities to further enhance the implementation of SDP for all individuals served by SG/PRC. Additionally, SDP Team aims to bridge any disparities for underserved communities. Training and support groups are offered in English, Spanish, Chinese, American Sign Language (ASL), and other languages, as needed.

Training and Support Groups

SDP Team partnered with Education Spectrum in developing “The Waiting Room” support group. “The Waiting Room” provides a safe place to share, listen and learn for SDP participants, families, parents/caregivers, and those interested in SDP. These meetings are held on the 3rd Thursday of each month. A total of 3 meetings were held in the first quarter. SDP Team partnered with Aveanna to develop the SDP Training Series: The Financial Management Service (FMS). A series of 4 sessions were conducted to review the role of the FMS and to further empower the participant as the SDP employer. “The Waiting Room” and the Training Series: FMS is offered in English, Spanish, Chinese/Mandarin, and other languages such as ASL.

The SDP team continues to host monthly SDP Meet and Greet for participants, their families, Independent Facilitators, and FMS providers. The SDP team offers training on current SDP trends, disseminates information on DDS directives, and highlights success stories with SDP. These stories are shared directly by the SDP participants. The SDP Meet and Greet is held every 2nd Tuesday of the month at 5:00 p.m.; thereafter, the SDP Team attends the SDP Local Voluntary Advisory Committee (LVAC) meetings at 6:00 p.m. In collaboration with the LVAC, the SDP team reviews best practices, effective training material, implementation concerns, systemic issues, and opportunities to enhance the SDP program. For the first quarter, January to March 2023, SDP Team hosted three Meet and Greet Meetings and attended three LVAC meetings.

DDS Meetings and Trainings

SG/PRC SDP-Team attends monthly meetings with DDS for further guidance with DDS directives and to discuss progress in the SDP service delivery model. On January 17th, the SDP Team partnered with DDS for specialized training on the Electronic Visit Verification (EVV) program. The training was open to SDP participants, their families, Independent Facilitators, FMS vendors, and individuals from other regional centers.

On January 19th, the SDP Team also participated in a DDS Statewide Meeting for FMS vendors. The Financial Management Services (FMS) providers reported a significant waiting period to enroll SDP participants. FMS providers communicated staffing issues and regional centers identified the need for services in languages other than English. During the meeting, discussions were held to find solutions to address these issues.

Additional Trainings by SDP Team

The role of the SDP team is to provide ongoing training and support to SG/PRC staff in navigating through the SDP process. Training is delivered via 1:1 support with budget and spending plan meetings, revising spending plans, training Independent Facilitators on SG/PRC system, attending meetings to support families in understanding the role of the Independent Facilitator and/or FMS, and attending meetings to support with SDP-IPP. The team receives daily calls from SG/PRC staff and daily emails via the SDP Workgroup email system requesting support with the SDP process. These calls vary from assisting SC with access to SDP material, training on the SDP process, and/or general information in understanding the SDP process, how to explain the SDP process to the individuals served; and accessing SDP material. The SDP team also hosts weekly SDP clinics and the Learning Loft training. Specialized Services (SPS) Managers also host monthly Manager Collaboration Meetings with SG/PRC Managers to review DDS directives and SDP trends. SPS Managers present SDP updates and promote training opportunities, support groups, and training tools at the monthly Vendor Community Meetings, Community Meetings, and the Board Advisory Committee for Individuals and Their Families. Including attendance for the DDS bi-monthly meetings with DDS SDP Manager and staff.

Enrolled and Interested in the Self-Determination Program by Ethnicity

Ethnicity	Enrolled	%	Interested	%
Hispanic	32	30%	20	37%
Chinese	18	17%	3	6%
White	17	16%	11	20%
Korean	11	10%	3	6%
Other Asian	8	8%	2	3%
Multicultural	6	6%	7	13%
Other	5	5%	2	3%
African- American	4	4%	3	6%
Vietnamese	2	2%	0	0%
Filipino	1	1%	0	0%
Asian Indian	1	1%	3	6%
Grand Total	105	100%	54	100%

Participant Choice Specialist:

There are two Participant Choice Specialists (PCS) under the guidance of Specialized Services Managers within the Service Access and Equity department. They support SG/PRC staff and families served to gain an understanding of and access Participant-Directed Services and the Self-Determination Program. The Participant Choice Specialists are the central point of contact for staff and the community for support, training, and advocacy for individuals accessing these two programs. They collaborate with multiple departments within the agency including Client Services, Community Services, and Accounting. They also engage with the Department of Developmental Services (DDS) by providing monthly information and attending bi-monthly meetings. As needed, they engage in Person-Centered planning meetings with individuals, families, and independent facilitators. They also participate in the development, review, and certification of individual budgets, review spending plans, and Individual Program Plans.

Case-management Support: The Participant Choice Specialists hold a weekly 1:1 coaching session with staff known as the SDP Clinic, where service coordinators sign up and can ask case-specific questions. The SDP Clinic is held every Tuesday in the afternoons, except the 2nd Tuesday of the month. They also hold staff group training through the Self-Determination Program (SDP) & Participant Directed Services (PDS) Learning Loft held the 3rd Thursday of the month at two different times to learn about the programs and ask general questions. The Self-Determination team also meets on a weekly basis or as necessary to disseminate information from DDS and discuss ways to streamline the process for all parties. Additionally, managers may invite Participant Choice Specialists to attend their unit meetings for additional training.

Community Support: Participant Choice Specialists participate in quarterly Statewide meetings related to Self-Determination. They meet with the rest of the Regional Centers alongside the Association of Regional Center Agencies (ARCA). They also attend and participate in monthly Self-Determination Community meetings such as the SDP Meet and Greet and Local Volunteer Advisory Committee held every 2nd Tuesday of the month. Lastly, they meet with DDS bi-monthly for updates and to share current trends within the Self-Determination Program.

1st Quarter Jan to March.	
1:1 Staff support	37
Group staff training	3
With SDP participants	17
Additional trainings/meetings/presentation s	7

Person-Centered Planning Training: Participant Choice Specialist, Yvette Espinoza, along with Deaf and Hard of Hearing Specialist, Jessica Wilson, and Enhanced Service Coordinator, Breanna Camara started training to become a Person-Centered Planning Facilitator/Coach on 02/28/2023.

Additional SG/PRC training/presentations attended:

- Forensic Training
- Self-Determination Electronic Verification Visit (EVV)
- Conservatorship
- Mandated Reporting – Adult Protective Services
- Person Centered Methods of Expanding
- Deaf & Hard of Hearing Resource Culture
- Advisory Committee
- Board Committee

Specialized Services Unit I Contact Information

Name	Title	Phone	Email
Yaned Busch	Specialized Services-Special Projects Manager	(909) 710-8637	ybusch@sgprc.org
Yvette Espinoza	Participant Choice Specialist-Systems Analyst	(909) 710-8643	yespinoza@sgprc.org
Rhea Chu	Self-Determination Program Service Coordinator	(909) 710-8641	rchu@sgprc.org
Brianne Espineli	Self-Determination Program Service Coordinator	(909) 710-8635	bespineli@sgprc.org
Luis Macedo	Deaf and Hard of Hearing Service Coordinator	(909) 710-8657	lmacedo@sgprc.org
Michela Walker	Enhanced Supports- Service Coordinator	(909) 710-8660	mwalker@sgprc.org
Arturo Ramirez	Enhanced Supports- Service Coordinator	(909) 710-8659	aramirez@sgprc.org
Marisela Perez	Enhanced Supports- Service Coordinator	(909) 710-8634	mperez@sgprc.org

Specialized Services Unit II Contact Information

Name	Title	Phone	Email
Jessi Romero	Specialized Services-Special Projects Manager	(909) 710-8651	jromero@sgprc.org
Marlene Alvarez	Participant Choice Specialist-Systems Analyst	(909) 710-8469	malvarez@sgprc.org
Kimberly Lau	Self-Determination Program Service Coordinator	(909) 710-8646	klau@sgprc.org
Brenda Leon	Self-Determination Program Service Coordinator	(909) 710-8649	bleon@sgprc.org
Silvia Moniot	Deaf and Hard of Hearing Service Coordinator	(909) 710-8467	smoniot@sgprc.org
Breanna Camara	Enhanced Supports- Service Coordinator	(909) 710-8468	bcamara@sgprc.org
Gabriella Leon	Enhanced Supports- Service Coordinator	(909) 710-8466	gleon@sgprc.org

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	Increase 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 services access for Korean-speaking families. Contact: Jinsook Baek; contact@bbtus.org	Korean (Korean)
Children's Hospital Los Angeles	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, rllee@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
Wayfinder Family Services Early Intervention Family Navigator	Early Intervention NICU navigators applying trauma informed approach in Los Angeles & Ventura counties. Contact: Faith Cardenas, fcardenas@wayfinderfamily.org	African American, Chinese, Filipino, Hispanic, Native American, Pacific Islander



SAN GABRIEL/POMONA
REGIONAL CENTER

Advisory Committee for Individuals Served and Their Families

Wednesday, August 23, 2023 at 6:00 p.m.
Videoconference Meeting

ZOOM Meeting ID: 191 486 135

Password: 681356

Committee Members:

Staff:

Jaye Dixit, Chairperson
Phillip Loi, Co-Chairperson
Mary Soldato
Herminio Escalante

Flor Tolley
Jessica Porter
Ricardo Centeno
Preeti Subramaniam

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

AGENDA		ACTION
6:00 – 6:05	CALL TO ORDER Jaye Dixit, Chairperson	None
	<ul style="list-style-type: none"> • Roll Call • Review Agenda • Minutes of July 26, 2023 	Quorum
		Info
		Consent
6:05 – 6:10	Public Input	Info
6:10 – 6:40	<ul style="list-style-type: none"> ○ Special Presentation – Family Services - Rosa Chavez, Associate Director of Family Services (FS) and Managers of FS/Introduction to Team and Overview 	Info
6:40 – 6:45	Future Training Topics <ul style="list-style-type: none"> ○ September 27, 2023 – Clinical Services and Clinical Services/Introduction to Team & Overview – Hortencia Tafoya, Director of Clinical Services ○ October 25, 2023 – TBD ○ December 13, 2023 - TBD 	Info
6:45 – 7:00	Updates and Information by SG/PRC <ul style="list-style-type: none"> • Regional Center Services Updates– <i>Daniela Santana & Lucina Galarza</i> <ul style="list-style-type: none"> ○ CRDP Survey • Self Determination Advisory - Meetings & Updates -<i>Daniela Santana, Lucina Galarza, Yaned Busch, Jessi Lagos</i> 	Info

**SAN GABRIEL/POMONA REGIONAL CENTER
DEVELOPMENTAL SERVICES, INC.**

Minutes of the Meeting of the

Advisory Committee for Individuals Served and Their Families

July 26, 2023

A regular meeting of the Advisory Committee for Individuals Served and Their Families was held on Wednesday, July 26, 2023. The following committee members were present at said meeting:

PRESENT

Jaye Dixit, Chair
Phillip Loi, Co-Chair
Richard Centeno
Preeti Subramaniam
Mary Soldato
Flor Tolley

ABSENT:

Herminio Escalante
Jessica Porter

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Director, Community Services
Daniela Santana, Director, Client 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
Erika Gomez & Nereyda Barba, Exec. Assistants –
BOD & RDDF

GUESTS:

Sam Yi
Wendy Lai
Nada Saleh
Michelle Nelson
Shannon Hines

ITEMS DISCUSSED

CALL TO ORDER

Preeti Subramaniam, Chairperson, called the meeting to order at 6:01 pm.
A quorum was not established.

The minutes of the May 24, 2023 meeting were reviewed and approved.

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

The minutes of the June 28, 2023 meeting were reviewed and approved.

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

Abstain: Soldato

SPECIAL PRESENTATION – “Enhanced Caseloads” Presented by Yaned Busch & Jessi Romero/Specialized Services Managers/Special Projects

- Enhanced Service Coordination (ESC)
- History of ESC
- ESC Training and Qualifications
- Components of ESC
- Contact Requirements
- Entrance and Exit Criteria
- Data Report
- Training for Consumers and Families
- Online Tracking and Reporting

Future Training Topics:

- August 23, 2023 – Family Services - Rosa Chavez, Associate Director of Family Services (FS) and Managers of FS/Introduction to Team and Overview
- September 27, 2023 – Clinical Services – Hortencia Tafoya, Director of Clinical Services and Clinical Services/Introduction to Team & Overview

Updates and Information by SG/PRC Staff

- *Service Provider Draft Insurance Policy* – Lucina Galarza, Executive Deputy Director, presented the Service Provider Draft Insurance Policy for the committee to review.
M/S/C (Tolley & Dixit) The committee approved the Service Provider Insurance Policy.

Staff shared updates on the following:

- Trailer Bill AB 121:
 - The option for remote Individualized Family Service Plan (IFSP) meetings has been extended to June 30, 2024.
 - ABA or intensive behavioral intervention services for an infant or toddler cannot be contingent upon parent participation – though the benefits of participation can be highlighted.
 - Provisional eligibility expanded from just 3- and 4-year-olds to all children under 5 years of age. If an infant is eligible for Early Start, provisional eligibility must also be assessed.
 - Medical services that are not available via health insurance within 60 days

- will be authorized for purchase/funding by regional centers. Medical/dental services shall be authorized during delays.
- The Family Cost Participation Program fees remain on hold through June 30, 2024. The Annual Family Program Fee remains on hold through June 30, 2024.
 - Coordinated Family Support Services – The Association of Regional Center Agencies announced a webinar, on Family Support Services. They will discuss the Family Support Service options of respite, personal assistance, and daycare, and how they can benefit both individuals with developmental disabilities and their families.
 - The State Council put together a survey to gather information of individuals struggling with social security issues.
 - Empower Now – This event, held earlier today, was a great opportunity for adults served to learn to advocate for themselves and due their civil duties.
 - Self Determination
 - As of July 1, 2023, there are 126 individuals served by SG/PRC in the program.
 - Staff continue to assess the training needs in the community. The Parents' Place is accepting referrals for families who need training in technology.
 - Aveana will start a 4-week series next week.
 - 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

Chairperson, Jaye Dixit, adjourned the meeting.

The next Advisory Committee for Individuals Served and Their Families meeting is scheduled for Wednesday, August 23, 2023, via videoconference at 6 P.M.

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

August 3, 2023

The following committee members attended said meeting:

PRESENT:

Cris Schlanser, Chairperson
Jay Smith
Theresa Jones Zarour
Cristina Torres
Sharon Ehrig
Charmayne Ross
Brenda Baldeon
Kelly Privitt
Ookie Voong
Jeanette Cabrera
Christina Buth
Jose Meraz

STAFF:

Jesse Weller, Executive Director
Dara Mikesell, Chief Financial Officer
Rosa Chavez, Associate Director, Family &
Transition Services
Daniela Santana, Director of Client Services
Tricia Vannucci, Associate Director, Adult &
Residential Services
Tim Travis, Associate Director, Community
Services
Yvonne Gratianne, Communications & Public
Engagement Officer
Erika Gomez, Exec. Assistant – BOD & RDDF
Nereyda Barba, Exec. Assistant – BOD & RDDF

MEMBERS ABSENT:

Valerie Donelson

RECOMMENDED ACTIONS

THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:

None

A. CALL TO ORDER

Cris Schlanser, Chairperson, called the meeting to order at 10:04 a.m. A quorum was established.

The minutes of the meeting on July 6, 2023, were reviewed and approved.

M/S/C (Ross & Ehrig) The committee approved the minutes.

B. MOST PRESSING CONCERNS FOR SERVICE PROVIDERS

Members voiced their concerns regarding being understaffed and the challenges with there being different wage rates in different cities which has made recruitment difficult. Another circumstance that has affected their ability to recruit new staff is that new hires prefer a work schedule of Monday-Friday. Kelly Privitt encouraged service providers to hire interns and offer them an opportunity to gain experience.

C. VENDOR CATEGORY REPORTS

Adult Programs

Vocational – (1 Vacancy) Cristina Torres is planning to schedule a subcommittee meeting to discuss vocational recruitment and other common concerns.

Adult Day –Christina Buth shared they are also experiencing understaffing. Lastly, she shared the successful outcome of the Empower Now meeting.

Infant & Children Services

Infant Development Program – Charmayne Ross asked Brenda Baldeon to report on the LICA meeting as she was unable to attend. Brenda reported that the main topic of discussion was the justification letter. She encouraged Early Start vendors to press upon DDS the importance of reimbursement for cancellations. Charmayne talked about the cancellation policy for her program and asked Jesse Weller, Executive Director, to review it.

Transportation

Theresa Jones Zarour shared that Mr. Weller will meet with transportation providers on August 9, 2023.

Independent Living Services

ILS – Sharon Ehrig reported there will be an ILS/SLS subcommittee meeting on August 23, 2023. She also shared that the city of La Verne is having a Luau dance on August 11, 2023 from 5:00pm-9:00pm.

SLS Services – (1 Vacancy)

Residential Services

Specialized – Chris Schlanser welcomed Monique Galindo as the new placement Coordinator.

CCF – Valerie Donelson and Jay Smith would like to schedule a subcommittee meeting and would like Monique Galindo, Placement Coordinator, to attend.

ICF- Ookie Voong expressed her concerns about the upcoming transition from

straight Medi-Cal/Fee for Service to Managed Care Plans (CalAim) that will go live in January 2024 affecting ICF providers specifically. Member notices will go out in November for enrollment and regional centers will get notices in August. There are a lot of unknowns still. ICF providers are concerned with the possibility of losing their current physicians once in Managed Care, contracting and credentialing nuances with the legalese and authorizations between the different Managed Care Plans (3-4 assigned to LA County), with, billing being an even bigger concern for providers, and even, questions around eligibility of placement were raised. She asked for Lastly, she encouraged ICF providers to share any conversations had with Managed Care Plans. Hoping to get an ICF subcommittee coordinated to further discuss. She provided her email address to anyone interested: Ovoong@hopehouse.org.

Other Vendored Services- Jeanette Cabrera had nothing to report with the exception that her program has had more stabilization in recruitment and retainment.

At Large- Brenda Baldeon is glad that service providers are talking about cancellation concerns. Kelly Privitt asked that vendors who do not fall under traditional groupings reach out to her to have a subcommittee meeting. She also offered to help her peers with Outlook/Google programs to help schedule and remind individuals served of their appointments.

RECRUITMENT SUBCOMMITTEE

Vacancies in: Vocational and SLS. To apply, please email egomez@sgprc.org

LEGISLATIVE UPDATE

Theresa Zarour encouraged vendors to write to legislators. Additional legislative information was uploaded to the meeting materials.

EXECUTIVE DIRECTOR, JESSE WELLER, PROVIDED THE FOLLOWING UPDATES:

- The Service Provider Insurance Policy was approved by the Board of Directors at the July 26, 2023 meeting and will be posted to the SG/PRC website.
- The Richard D. Davis Foundation granted \$10,000 to support individuals in ILS and SLS.

SG/PRC UPDATES BY COMMUNITY SERVICES ASSOCIATE DIRECTOR, TIM TRAVIS

- DS 1891 – Applicant/Vendor Disclosure Form - Every vendor must complete and submit a current Applicant/Vendor Disclosure Statement, DS

1891 (disclosure statement) as part of a complete application packet for vendorization or upon request of the vendoring regional center.

- Quality Incentive Program – Employment Capacity Incentives - Eligibility for Incentive Payments Any service provider who assists an employee to become certified as a trained employment specialist will be eligible for an incentive payment as described above. This QIP is not limited to service providers who primarily provide employment services and supports.
- Electronic Visit Verification (EVV) –Self Determination Program (SDP) - EVV is a requirement of the 21st Century Cures Act
- Rate Study Implementation - Implementation Timeline: April 1, 2022, January 1, 2023, July 1, 2024
- Home and Community-Based Services (HCBS) Final Rule – Funding to support compliance with the final rule.

(For more detailed information, please refer to the meeting materials drive on the SG/PRC website.)

- Referral Report Update: Daniela Santana, Director of Client Services shared that the report was not ready but it will be emailed to the committee on Monday and reported on at the next VAC meeting.
- Dara Mikesell, CFO, announced that in October service providers will receive two payments.

PUBLIC INPUT

Olaf thanked staff for attending the Empower Now event.

MEETING ADJOURNED

The next regular meeting will be held on September 7, 2023, at 10:00 a.m.

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

August 9, 2023

The following committee members were present at said meeting:

MEMBERS:

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

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Raquel Sandoval, Director of Human Resources
Willanette Steward Satchell, Executive Assistant
Erika Gomez & Nereyda Barba, Executive Assistants – 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 6:01 p.m. A quorum was established.
- B) **AGENDA & MINUTES APPROVAL**
- The agenda was reviewed.
 - The Minutes from the July 12, 2023, meeting was reviewed and approved. **M/S/C (Stewart / Gonzales) The committee approved the minutes.**
 - Effective September, Bruce Cruickshank will Chair this committee.
- C) **PUBLIC INPUT**
None
- D) **STRATEGIC PLANNING UPDATES:**

George Stevens, former Executive Director of North Los Angeles Regional Center, and Consultant to the Ad-hoc Strategic Planning Committee, started working with the community and families. He will hold a Strategic Plan Community Input Session Deaf & Hard of Hearing on August 17, 2023. He will also meet with the Director of “Parenting Black Children”. The Ad-hoc committee has been busy reviewing the RFPs that were submitted to select one more consultant. The committee chose Michelle Ware from Forward Focus. Her approach is bold and unique. The Ad-hoc committee liked the timelines she presented as well as her flexibility. She believes the Strategic Plan can be completed by the end of the year. The Ad-hoc committee will continue to look at different ways to engage the community in ways that make people feel comfortable sharing.

E) BOARD TRAININGS

- The Training Report is due to DDS on December 15, 2023. Data must be collected in September/October. The committee reviewed each item from last year’s survey and made the necessary updates for this year's survey.
- There was a recommendation to show the “Here to Speak for Justice” to all Board and committee members.

H) BOARD COMPOSITION SURVEY

Every year DDS requires regional centers to provide data pertaining to their Board Composition by August 15, 2023. Any regional center that is not in compliance will have to submit a plan of correction letter. Staff will provide an update at the next meeting.

ADJOURNED

The meeting adjourned.

The next Strategic Development Committee meeting is scheduled for September 13, 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.

