

**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.
- *CHOICISS*
(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