

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

**Minutes of the Meeting of the**

**Advisory Committee for Individuals Served and Their Families**

**August 23, 2023**

A regular meeting of the Advisory Committee for Individuals Served and Their Families was held on Wednesday, August 23, 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  
Herminio Escalante

**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  
Rosa Chavez,  
Yaned Busch, Manager, Specialized Services  
Jessie Romero, Manager, Specialized Services  
Edith Aburto, Manager, Family Services  
Helen Martin, Manager, Family Services  
Jaqueline Arambula, Manager, Client Services  
Willanette Steward/Satchell, Executive Assistant  
Erika Gomez, Exec. Assistant – BOD & RDDF

**ABSENT:**

Jessica Porter

**GUESTS:**

Sam Yi  
Wendy Lai  
Nada Saleh

**ITEMS DISCUSSED**

**CALL TO ORDER**

Preeti Subramaniam, Chairperson, called the meeting to order at 6:02 pm.  
A quorum was not established.

The minutes of the July 26, 2023 meeting were reviewed and approved with one correction: The Chairperson's name is to be changed to Jaye Dixit.

**M/S/C (Soldato & Subramaniam) Minutes from the meeting were approved by the committee with the correction.**

**SPECIAL PRESENTATION – “Family Services”** Presented by Rosa Chavez, Associate Director of Family Services (FS) and Managers of FS Enhanced Service Coordination (ESC)

- Introduction of the team
- The mission
- Focus of Family Services Units (ages 3-14)
- Service Coordination
- Family Services POS (ages 3-14)
- Additional resources and tools
- Contact information

### **Future Training Topics:**

- September 27, 2023 – Clinical Services – Hortencia Tafoya, Director of Clinical Services and Clinical Services/Introduction to Team & Overview
- October 25, 2023 – Person Centered Services Planning Overview
- December 13, 2023 – Equity and Cultural Humility”

### **Updates and Information by SG/PRC Staff<sup>9</sup>**

Staff shared updates on the following:

- SG/PRC continues to recruit and work to meet the 1:40 caseload ratio for 2-5 year olds
- Staff are preparing for the big performance measure. Staff have been trained to be trainers, a performance measure requirement.
- Coordinated Family Support Services – 31 service providers are interested in providing this service and 8 have completed their program design. This program focuses on 18+ individuals who reside in the natural home.
- CRDP Survey – This survey is on the SG/PRC website and the community, service providers, individuals served & their families and staff have been encouraged to fill it out. It’s to identify what needs need to be addressed. The survey is available in several languages.
- Self Determination
  - As of July 31, 2023, there are 126 individuals served by SG/PRC in the program and 75 more families are interested in enrolling.
  - Staff continue to assess the training needs in the community and to host clinics and trainings. Managers are collaborating in meetings to review the directives from DDS.
  - The Parents’ Place is accepting referrals for families who need training in technology.
  - 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, September 27, 2023, via videoconference at 6 P.M.