

**SAN GABRIEL/POMONA DEVELOPMENTAL SERVICES, INC.**  
**BOARD OF DIRECTORS**  
**Minutes of the Meeting of the Board of Directors**  
**(A California Corporation)**

**October 25, 2023**

**ATTENDANCE**

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

**PRESENT:**

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

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Executive Deputy Director  
Dara Mikesell, Chief Financial Officer  
Salvador Gonzalez, Director of Outreach & Compliance  
Daniela Santana, Director of Client Services  
Yvonne Gratianne, Communications & Public  
Engagement Officer  
Hortencia Tafoya, Director of Clinical Services  
Erika Gomez, Liaison to BOD & RDDF  
Willanette Satchell, Executive Assistant

**ABSENT:**

Trish Gonzales  
Bill Stewart  
Jaye Dixit

**GUESTS:**

Alma Janssen, DDS  
Albert Feliciano, SCDD  
Wendy Lai  
Michelle Nelson  
Elizabeth Cuevas  
Nada Saleh  
Denis McGrath

**INTERPRETERS:**

*Mandarin:*  
Charlene Shih  
Jonathan yeh  
*Spanish:*  
Sonia  
Eduardo  
*ASL:*  
Ron Shields  
Maria Coronado

**A. CALL TO ORDER:**

- Julie Chetney, Board President, called the meeting to order at 7:17 p.m. Roll call was taken, and a quorum was established.
- The agenda for today's meeting was reviewed.

**B. PUBLIC INPUT:**

- Kelly Muhonen introduced herself and said she is in the process of reapplying for SG/PRC services and would like to learn more about how the Board of Directors operates.
- Carl Argila reminded the Board that he records the 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. Lastly, he made a comment about Mrs. Enright.

**C. BOARD TRAININGS**

**Understanding Diversity, Equity and Inclusion (DEI) - Linguistic and Cultural Competency**

Lena Moran-Acereto, CEO, Bridging Voices, presented on the following:

- Diversity
- Inclusion
- Equality
- Cultural Humility

**Review of Whistleblower Policy** – Judith Enright, Enright & Ocheltree, LLP, presented the following:

- Purpose
- Policy
- Filing Complaints
- No Retaliation
- Process of Investigation
- Acting in Good Faith
- Confidentiality
- Notification of Whistleblower Policy

#### **D. EXECUTIVE/FINANCE COMMITTEE**

##### ***-D-3 Contract Amendment***

Dara Mikesell, CFO, presented the following D-3 Contract.

**(M/S/C Cruickshank & McGrath) The Board reviewed and approved the signature of the Board President on the D-3 Contract.**

##### ***Contracts for Review***

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

- ***Total Life EVOLVE***  
**(M/S/C Cruickshank & Huang) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.**  
**Abstain: Schlaser**
- ***Inmotion Transport***  
**(M/S/C Zarsadiaz-Ige & Wright) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.**  
**Abstain: Schlanser**
- ***RSCR California Andover Home***  
**(M/S/C Wright & Yi) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.**  
**Abstain: Schlanser**

#### **E. EXECUTIVE DIRECTOR'S REPORT:**

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

- Strategic Planning Updates - In partnership with SG/PRC's Board of Directors and Strategic Planning Consultants, SG/PRC released the strategic planning surveys to the community.
- Office of Administrative Hearings Advisory Committee (OAHAC) - The OAH Advisory Committee was created by Welfare and Institutions Code section 4717. It is responsible for providing non-binding recommendations about mediation and hearing operations under the Lanterman Act for people with developmental disabilities in California. Mr. Weller was appointed to this committee.
- SG/PRC Enhanced Service Coordination (1:40) Workshop Series - SG/PRC's Service Access and Equity Team are facilitating workshops for individuals

participating in the enhanced caseloads to provide information and seek feedback on how SG/PRC can learn from experiences where families are not utilizing services.

- Coffee with SG/PRC’s Service Access and Equity Team & Jesse Weller - Coffee with the Director was a series of events identified the Language Access and Cultural Competency Plan. As such, several listening sessions were held with various cultural groups to gain feedback and understanding on access and equity.
- AB 12 (Haney) – Rent security deposits – Starting July 2024, landlords may not request a security deposit valued over one month’s rent.
- SB 525 (Durazo) – Health care minimum wage – The minimum wage for various health care workers will, on various stepped timelines and for distinct groups of care facilities, rise to \$25/hr, and then go up annually at the lesser of the inflation rate or 3.5%.
- Minimum wage increase (Dept. of Industrial Relations) – Starting January 1, 2023, the minimum wage in California will increase to \$15.50/h for all employers.
- Annual Reporting on Paid Internship Program and Competitive Integrated Employment Incentive Payments - Regional Centers are required annually to report information to the Department on placements and payments associated with the Paid Internship Program (PIP) and the Competitive Integrated Employment Incentive Payment (CIE-IP) program.  
Updated Claiming Deadline for Regional Center Operation Expenditures Funded by the American Rescue Plan Act (ARPA) - Regional Centers were notified of the extended timeline to spend funds on initiatives funded through the American Rescue Plan Act of 2021 (ARPA) for Part C and included in the Department of Developmental Services (Department) guidance dated June 30, 2022.
- Quality Incentive Program – Prevention and Wellness Measure for FY 2023/24- The incentive for this measure is available to Family Home Agency (FHA), Residential Care Facility for the Elderly (RCFE), Enhanced Behavioral Supports Home (EBSH), and Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN) providers.
- Workforce Development and Training: Direct Support Staff Training Stipend Program - This training opportunity was established with intent to enhance the quality of services being provided, improve Direct Support Staff retention, and to increase interest among Direct Support Staff in skill development and to support continuous learning opportunities.
- Staffing Statistics - As of September 30, 2023, SG/PRC has 487 authorized positions. This total number includes 454 full-time employees and 33 vacancies.
- Individual Served Statistics - As of September 2023, SG/PRC served 16,512

individuals.

- Self-Determination Program (SDP) - As of September 30, 2023, SG/PRC enrolled 137 participants in the Self-Determination Program.

**F. OTHER BOARD & COMMUNITY ANNOUNCEMENTS**

Board member, Sam Yi, suggested to Mr. Weller the idea of having “Coffee with Jesse” session with individuals served.

**G. EXECUTIVE SESSION**

There was an executive (closed session) about a legal matter.

**Next meeting on Wednesday, December 13, 2023 at 7:15 p.m.**

**BOARD MINUTES FROM THE OCTOBER 25, 2023 MEETING**

Submitted by:

  
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Patricia Gonzales, Board Secretary

12/28/23  
\_\_\_\_\_  
Date