



## BOARD OF DIRECTORS

### MEMORANDUM

**TO:** Department of Developmental Services

**FROM:** Board of Directors: Gisele Ragusa, Ph.D. Board President

**SUBJECT:** 2022-2023 Board Training Report *Process, Topics, and Schedule*

**DATE:** **November 8, 2022** (*approved*) **January 19, 2023** (*updated*)

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This SG/PRC Board Training Report is provided by the Board President for the 2023 calendar year as a supplement with details for the required DDS training plan form. This report represents an expansion of the 2020-2021 and 2021-22 training reports combined with processes and dates of completion reported herein.

Pursuant to Welfare and Institutions Code 4622(g) and in concert with the Directive dated August 28, 2020, the San Gabriel/Pomona Regional Center (SG/PRC) Board of Directors is pleased to report on and inform the Department of Developmental Services (DDS) about its 2022-2023 Board of Directors' Training, with elements from prior years' Board trainings described to demonstrate continuity, depth, and breadth of the SG/PRC Board's trainings.

#### **Needs Assessment, Evaluation and Topic Selection Processes**

The SG/PRC Board's Training Plan is revised annually and its formative assessment, topic and speaker selection results from its Board Training Needs and Topic Selection E-Survey completed by all Board and its Committee members. This e-survey data collection was initiated in Fall 2017 and occurs annually. Results of this survey indicate that Board members gain both entry level and advanced understanding of training topics depending on member and contents of topics. This training effort has been aligned with the Board's Strategic Plan and associated timeline. Topics and trainings from past three + years' surveys have included: *Working with Legislators (two sessions- ARCA leadership + legislative staff)*, *Self-determination (intro. and update sessions- SG/PRC leadership staff)*, *Understanding the Lanterman Act; Board Roles and Responsibilities; Conflict of Interest, - (Enright and Ochletree LLP + SGPRC/staff)*, *Legacy Planning- (two consultative agencies)*, *Understanding Roles and Services of Vendors (diverse vendor leadership panel)*, *National Core Indicators and Performance Planning, Benchmarking- Performance Outcomes- (C. Tomblin, S. Gonzalez, and colleagues)*, *Strategic Planning, (consultant-M. Ware)*, and *Communication and Board Membership (regional center staff and consultant- M. Irvine)*, among other Board/Committee selected topics. Generally, there are at least four formal SG/PRC

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Board training sessions annually which occur during regularly scheduled Board meetings. The annual Board Training Needs and Topic Selection E-Survey is generated out of the Board's Strategic Development Advisory Committee. This e-survey was most recently completed in October-November 2022 by the Board and its Advisory Committee members. The results of this e-survey were compiled and a report was presented to the Strategic Development Advisory Committee for topic and potential speaker selection at their November 2022 meeting. The topics and associated speakers for each topic were selected by the Strategic Development Advisory Committee. These topics and speakers were presented to the Board of Directors' Executive Finance Committee at its November 9, 2022 meeting and were approved by the Committee via unanimous vote. All Board members are required to attend each training, and Committee members and the general SG/PRC community are invited via written notice to the Board's trainings.

**2022 Completed Topics, Schedule, and Speakers** (*all were completed via Zoom due to COVID-19 pandemic protocols*)

February 23, 2022- Two Part Training –Part 1: *Update on the SG/PRC Whistleblower Policy*: The SG/PRC Board extensively reviewed and revised its Whistleblower policy in 2020 and unanimously approved it. All members of the 2021-22 Board were either Board or Advisory Committee members who participated in the revision process and reviewed the policy for approval. The Board had formal update on and review of the Whistleblower policy at the February 23, 2022 meeting: Speakers: SG/PRC leadership staff, with immediate past President G. Ragusa, PhD. in consultation with legal counsel (Qualifications: Ragusa has a Ph.D. and co-authored the Whistleblower policy with legal counsel).

Part 2: *Advanced Strategic Planning and Development*. Speaker: Mary Beth Lepkowsky of Helen Sanderson Associates (Qualifications: Leadership strategic planning experience in non-profits with Master's degree).

April 27, 2022 - *Understanding Diversity, Equity and Inclusion (DEI)- Linguistic and Cultural Competency* Speaker: Pawan Gill, Director of DEI, Kern County (Qualifications: Master's degree in applied psychology with DEI expertise).

July 27, 2022 – Two Part Training- Part 1: *Understanding Board Governance, Roles and Responsibilities*. Part 2: *Conflict of Interest Policy*. Speakers: Regional Center leadership and legal counsel partners: Enright and Ocheltree, LLP; Judith Enright, Esq., Aaron Abramowitz, Esq.(Qualification- Juris Doctorates).

October 26, 2022 –Two Part Training- Part 1: *Self-Determination: Full Implementation*- Speakers: D. Santana and Staff (Qualifications: MA degrees in applicable fields).

Part 2: *Review of Whistleblower Policy*. Speaker: Gisele Ragusa, Ph.D. Board President. (Qualifications: Ragusa holds Ph.D. and co-authored policy with legal counsel with Board input).

**Additional Training Opportunities and Issues Forums (2019-2023)**

In addition to the reported on SG/PRC Board training efforts, members of the Board and its Committees continue to participate in all ARCA Board related training (initiated in 2019). The Board's President was a member of ARCA's Board Delegate's ad hoc training planning group.

Commencing in Fall 2019, at each Board meeting, the SG/PRC Board has conducted *issues forums* which serve as formative training and exchange forums in which Board members discuss pertinent

topics that have been generated by the Board and its Committee members in consultation with SG/PRC staff and vendors/service providers. Each *issues forum* lasts approximately 15-20 minutes during regularly scheduled Board meetings. Prior to initiating this effort, in Fall 2019 and in Summer 2022, the Board generated a listing of issues to be discussed at future Board *issues forums*. Thus far, the issues forums have included discussions of: vendor staffing issues, adult services dilemmas, ABA services and insurance challenges, COVID-19 service challenges for vendors and families, housing needs for adult individuals served, and others. These issues are generally discussed collaboratively with Board members, staff and the community over a period of 2-4 scheduled Board meetings in short sessions. They are ongoing and are listed in each of the Board's meetings agendas.

### **Training Scheduled and To Be Completed in Spring/Summer /Fall 2023**

February 22, 2023- *Understanding Needs, Resources, and Services for Addressing Mental Health*. Speakers: Regional Center leadership and consultant partners (Qualifications: Mental health professionals with advanced degrees).

April 26, 2023- Two Part Training- *Part 1: Communicating Outcomes and Costs of Regional Center Programs to the Board and its Committees*. *Part 2: Understanding Regional Center Financial Requirements, Reports, and Annual Fiscal Audits*. Speakers: Regional Center fiscal and clinical leadership (Qualifications: Regional Center staff with advanced degrees).

July 26, 2023 – Two Part Training- *Part 1: Understanding Board Governance, Roles and Responsibilities*. *Part 2: Conflict of Interest Policy*. Speakers: Regional Center leadership and legal counsel partners: Judith Enright, Esq. Aaron Abramowitz, Esq.(Qualifications: Juris Doctorates).

October 25, 2023 - Two Part Training- *Part 1: Understanding Diversity, Equity and Inclusion (DEI)- Linguistic and Cultural Competency*. Speaker(s): Diversity, equity, and inclusion consultant(s). (Qualifications: Consultant(s) with advanced degree with DEI expertise related field). *Part 2: Update and Review of Whistleblower Policy*. The SG/PRC Board extensively reviewed and revised its Whistleblower Policy in 2020 and unanimously approved it. Many members of the Board were either Board or Advisory Committee members who participated in the revision process and reviewed the policy for approval in 2020. The Board had a formal update on and review of the Whistleblower policy at the February 23, 2022 meeting: Speakers: SG/PRC leadership staff, with immediate past President G. Ragusa, PhD. in consultation with legal counsel (Qualifications: Ragusa has a Ph.D. and co-authored the Whistleblower policy with legal counsel). Again, on October 26, 2022, the Whistleblower policy was reviewed and discussed. Speaker: Gisele Ragusa, Ph.D. 2022-2023 Board President. (Qualifications: Ragusa holds Ph.D. and co-authored policy with legal counsel with Board input). Accordingly, the review for October 2023 will proceed in the same manner. Potential Speaker: Gisele Ragusa, Ph.D. 2019-2021 and 2022-2023 Board President. (Qualifications: Ragusa holds Ph.D. and co-authored Whistleblower Policy with legal counsel with Board input).

As in previous years, each 2023 Board training will be approximately 30-90 minutes long (depending on the training content) and will occur during regularly scheduled Board meetings (4<sup>th</sup> Wednesday of month commencing at 7:15 PM). These topics and the schedule are available on the SG/PRC website for public review and access.

Furthermore, throughout Spring 2023, the Board and SG/PRC staff will collaboratively engage in strategic planning with consultative leaders, G. Stevens (former ED NLACRC) and Ami E. Sullivan; Kinetic Flow- Enhancing the Quality of Quality of Life Services. (Qualifications Advanced degrees and leadership and strategic planning expertise). This effort will culminate in a Board retreat and three year strategic plan in April/May 2023 (date TBD).