

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

March 13, 2024

PRESENT:

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

GUESTS:

Adrian Jimenez, DDS,
Community Program Specialist
III

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Dara Mikesell, Chief Financial Officer
Tim Travis, Associate Director of Community
Services
Hortencia Tafoya, Director of Clinical
Services
Erika Gomez, Liaison to the BOD & RDDF
Elba Moreno, Department Assistant

ABSENT: None

**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 January 2024 in the Fiscal Year 2023-2024. These expenditures are for services paid through February 20, 2024.

ITEMS DISCUSSED

A. Call to order

Julie Chetney, Board President, called the meeting to order at 7:19pm. A quorum was established.

- The committee reviewed the agenda and were reminded that there will be a closed session after the meeting ends regarding a personnel matter.

- The committee reviewed and approved the meeting minutes of February 14, 2024.

(M/S/C Gonzales & Dixit) The committee approved the minutes.

B. Public input: None

C. EXECUTIVE/FINANCE COMMITTEE

Financial Report

Dara Mikesell, Chief Financial Officer, Presented the Financial Report:

In regional center operations, the allocation based on the E-1 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations E-1 allocation for fiscal year 2023-24 is currently at \$49,529,126 with projected expenditures of \$48,373,436. The year-to-date expenditure is \$23,672,510 with projected remaining expenditures of \$24,700,925. This results in an unencumbered amount of **\$1,155,690** 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 \$1,303,368, staff expect to spend the full amount. The Fairview program is included in this amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations were allocated at 100% in the E-1 amendment.

The Purchase of Service allocation is based on the E-1 amendment in the amount of \$424,384,165. The current month's expenditure amounted to \$32,595,409, bringing the year-to-date expenditure for services to \$206,360,659. The remaining projected expenditures and late bills are in the amount of \$216,751,750 leaving an unencumbered amount of **\$1,271,757**.

CPP POS is a separate line item, we are allocated \$100,000 for placement.

Staff are expecting additional allocations in E-2 for Start-up projects.

(M/S/C – Stewart & Dixit) The Executive Finance Committee reviewed and approved the Financial Report.

Contracts for Review

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

- *La Casa De Los Sueños*
(M/S/C Gonzales & Zarsadiaz-Ige) The committee approved to recommend this contract for the review and approval of the Board.
- *Easter Seals Winterhaven*
(M/S/C Stewart & Dixit) The committee approved to recommend this contract for the review and approval of the Board.
- *Bradbourne*
(M/S/C Zarsadiaz- Ige & Steart) The committee approved to recommend this contract for the review and approval of the Board.

Hortencia Tafoya, Director of Clinical Services, presented the following contract:

- *Life Stages*
(M/S/C Gonzalez & Stewart) The committee approved to recommend this contract for the review and approval of the Board.

E. Board President's Report

Julie Chetney, Board President, provided the following updates:

- Agenda for upcoming Board Meeting – March 27, 2024: 2022-2023 POS Expenditure Data and 2021-2022 National Core Indicator for Children, Adult and Guardians, ARCA meeting updates, contracts.
- Agenda for Executive Finance Committee Meeting – April 10, 2024: Financial Report, contacts, strategic planning update.

F. Information

Jesse Weller, Executive Director, reported the following:

- Strategic Planning – The Strategic Plan was completed. Staff is working with a graphic designer on the design elements. The Strategic Development Committee provided input and edits for a few mock-ups at their meeting. Mr. Weller will work with staff on a communications strategy as well as updating materials. He will have a meeting with the leadership team and critical staff on March 25, 2024, to go through each element to assign tasks and evaluate the types of supports that will be needed. Staff are doing test trials on Monday.com, a software that could aid with the implementation of the Strategic Plan.
- ARCA Advocacy Key Points 2024 – Grassroots Day is approaching. He reviewed the major areas that the delegations will advocate for.

- Joint Statement – ARCA is part of a coalition that put forth a letter that includes a long list of signers that urges the Legislature to reject the Governor’s proposed delay and to fully implement the rate models on July 1, 2024 as previously agreed by the Legislature and the Governor.
- SG/PRC Recruitment Updates: SG/PRC has 510 employees and 8 more will start this month. There is going to be an onsite job fair on June 7, 2024.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on April 10, 2024, at 7:15 p.m. via videoconference.

CLOSED SESSION – The committee held a closed session to discuss a personnel matter.