

SAN GABRIEL/POMONA --- **REGIONAL CENTER**

NOTICE OF MEETING (TRAINING)

Notice is hereby given that the Board of Directors of the San Gabriel/Pomona Valleys Developmental Services, Inc. will hold their monthly Board meeting on the following date, via Videoconference:

DATE: Wednesday, April 24, 2024

TIME: 7:15 p.m.

VIDEOCONFERENCE:

ZOOM Meeting ID: 234 566 141 - Password: 916227

The meeting is open to the public via videoconference.

If you wish to sign up for public input, please email @egomez@sgprc.org

75 Rancho Camino Drive, Pomona, CA 91766
(909) 620-7722

Program of San Gabriel/Pomona Valleys Developmental Services, Inc.

SAN GABRIEL/POMONA
 REGIONAL CENTER
 75 Rancho Camino Drive
 Pomona, CA 91766

MEETING AGENDA
BOARD OF DIRECTORS MEETING
 (Meets 4th Wednesday of each Month)

Wednesday, April 24, 2024 at 7:15 p.m.
Videoconference Meeting
 ZOOM Meeting ID: 234 566 141
 Password: 916227

BOARD OF DIRECTORS

Julie Chetney, Board President

Jaye Dixit, 1st VP

Karen Zarsadiaz - Ige, 2nd VP

Bill Stewart, Treasurer

Cris Schlanser, VAC Chairperson

Trish Gonzales, Secretary

Richard Centeno

Joseph Huang

Tina Wright

Bruce Cruickshank

Phillip Loi

Sam Yi

Paula Rodarte

ACTION MATERIAL COLOR

7:15 - 7:25

CALL TO ORDER
 (Julie Chetney, Board President)

None

None

None

- Roll Call

Quorum

None

None

- Review Agenda

Info

Attached

White

7:25 - 7:30

GENERAL PUBLIC INPUT
 (To sign up, please email [@egomez@sgprc.org](mailto:egomez@sgprc.org))

Info

None

None

7:30 - 7:45

EXECUTIVE/FINANCE COMMITTEE

Financial Report
 (Dara Mikesell, CFO)

Review of Contracts
 (Tim Travis, Associate Director, Community Services)

- People's Care
- People's Care Covina Hills
- People's Care Covina
- Vocational Innovations Diamond Bar
- Elwyn California Orange Grove Hortencia

Tafoya, Director of Clinical Services

- Assessment, Consultation & Treatment

Consent

Attached

Ivory

7:45 - 7:50

BOARD PRESIDENT'S REPORT
 (Julie Chetney, Board President)
 -Board's Committees Proposed Schedule

Consent

None

None

7:50-8:00

EXECUTIVE DIRECTOR'S REPORT
 (Jesse Weller, Executive Director)
 - Review of Strategic Plan Design for Approval

Consent

None

None

APPROXIMATE SCHEDULE	ITEM	ACTION	MATERIAL	COLOR
8:00-9:00	BOARD TRAINING Strategies for Effective and Productive Board Meetings and the Board's Role in Strategic Plan Implementation By: Michelle Ware, Forward Focus and Regional Center Leadership	Info	None	None
	OTHER BOARD & COMMUNITY ANNOUNCEMENTS	Info	None	None
<u>ADJOURNMENT OF THE BOARD OF DIRECTORS MEETING</u>				
	EXECUTIVE SESSION – None	Info	None	None

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

March 27, 2024

ATTENDANCE

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

PRESENT:

Julie Chetney
Jaye Dixit
Bill Stewart
Karen Zarsadiaz - Ige
Trish Gonzales
Cris Schlanser
Joseph Huang
Richard Centeno
Phillip Loi
Sam Yi

ABSENT:

Bruce Cruickshank
Tina Wright
Paula Rodarte

INTERPRETERS:

Spanish - Marisol Lomeli
& Isabel Coelo
Korean - Sally & Kaytlan
Vietnamese - Peter Le & Ban
Vu
Mandarin - Charlene & Ken
ASL – Natalie & Ron

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Dara Mikesell, Chief Financial Officer
Salvador Gonzalez, Director of Service Access and
Equity
Daniela Santana, Director of Client Services
Tim Travis, Associate Director, Community Services
Hortencia Tafoya, Director of Clinical Services
Yvonne Gratianne, Communications & Public
Engagement Officer
Erika Gomez, Liaison to BOD & RDDF
Willanette Satchell, Executive Assistant
Elba Moreno, Department Assistant, Communications

GUESTS:

Albert Feliciano, SCDD
Adrian Jimenez, DDS
Nada Saleh
Elizabeth Cuevas
Ali Dorri

A. CALL TO ORDER:

- Julie Chetney, Board President, called the meeting to order at 7:16 p.m. Roll call was taken, and a quorum was established.
- The agenda for today's meeting was reviewed.

- The minutes for the February 28, 2024, meeting were reviewed and approved. (M/S/C Gonzales & Stewart) **The Board approved the minutes.**

B. PUBLIC INPUT:

- Carl Argila reminded the Board that he records the entire 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 details of his request be added to the minutes.
- Albert Feliciano, SCDD, promoted the statewide trainings that start on April 1, 2024, on special education and understanding evaluations.

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.

Contracts for Review

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

- *La Saca de Los Sueños*

(M/S/C Loi & Gonzales) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.

Abstain: Schlanser

- *Easter Seals Winterhaven*

(M/S/C Stewart & Zarsadiaz-Ige) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.

Abstain: Schlanser

- *Brabourne*

(M/S/C Gonzales & Huang) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.

Abstain: Schlanser

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

- *Life Stages*

(M/S/C Gonzales & Loi) The Board reviewed and approved the contract based on their policy for contracts over \$250,000.

Abstain: Schlanser

D. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE

Karen Zarsadiaz-Ige, Chairperson, reported that the committee received information on the following: state and local legislative efforts, Grassroots Day, Vendor Job Fair and SG/PRC's community outreach efforts.

E. ADVISORY COMMITTEE FOR INDIVIDUALS SERVED AND THEIR

Jay Dixit, Co-Chairperson, reported that the committee received a presentation on "Individual & Family Experience & Satisfaction" by Salvador Gonzalez, Director of Service Access and Equity. There will be a dance for adult individuals served on April 12, 2024, hosted by SG/PRC.

F. VENDOR ADVISORY COMMITTEE (VAC)

Cris Schlanser, Chairperson, reported that service providers will have a vendor job fair at SG/PRC on May 3, 2024. There are VAC members participating in Grassroots Day as part of the SG/PRC delegation.

G. STRATEGIC DEVELOPMENT COMMITTEE

Julie Chetney presented on behalf of Mr. Cruickshank. The Board approved the Strategic Plan at the last Board meeting, and it is now in the design phase.

H. BOARD PRESIDENT’S REPORT

Julie Chetney, Board President, reported the following updates from the ARCA Board meeting:

- Effective regional center board recruitment was a strong topic, information received will be shared with the Strategic Development Committee.
- Everyone in the system is opposing the delay increases to service providers.
- Salvador Gonzalez, Director of Service Access and Equity, presented “Promising Practices for Supporting Diverse Communities” and shared his department structure and current initiatives.
- A Master Plan for developmental disabilities is being developed. There’s a meeting about it on April 10, 2024. It will analyze what is working and what is not.

I. EXECUTIVE DIRECTOR’S REPORT:

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

- Strategic Planning Updates – the Board of Directors approved the 2024/27 Strategic Plan along with the SG/PRC’s new vision, mission, and values on February 24, 2024. SG/PRC is working closely with consultants to finalize the design plan and communication strategy.
- On March 18, 2024, he was a guest on the Good Day LA Live Show on AM 1540, alongside Amos Byun (Community Outreach Specialist), to be interviewed on live radio on topics that ranged from discussing what is a regional center, eligibility, services and supports available, and SG/PRC’s mission/vision/values.
- ARCA Grassroots Day will occur in-person in Sacramento on Monday April 1, 2024, and Tuesday April 2, 2024. SG/PRC will be represented with staff, service providers, an individual served, and a parent as our stakeholder delegates to meet with legislators.
- Save the date for Friday April 12, 2024, from 4PM-7PM to attend SG/PRC’s

annual spring dance that is coordinated by an intern program with Azusa Pacific University. The event is for individuals served 18+ years and older and will be held at SG/PRC.

- Save the date for Saturday April 13, 2024, from 9AM-Noon to attend the annual event at SG/PRC where you get the opportunity to meet with first responders.
- Save the date for Saturday April 13, 2024, from 10:00AM-4:00PM to attend a fun festival that will feature artists, music, and spontaneous performances. The event will be held at Ganesha Park located at 1575 N. White Ave in Pomona.
- Service providers will be recruiting, screening and hiring professionals to work in the respective industries at SG/PRC on Friday May 3, 2024, from 10:00AM-3:00PM.
- Senate Bill 1281: Advancing Equity and Access to the Self Determination Program: The bill makes the processes simpler to enroll and stay in the program, affirms the right of SDP participants to choose their services and providers, allows people entering the SDP have access to transition support from people they choose and trust, and ensures access to and responsiveness from Financial Management Services while defining what costs they can pass on to the participants.
- The Department sent guidance to regional centers on adhering to relevant statute and the Department’s guidelines when developing the FY 2024/25 performance contract.
- Coordinated Career Pathways (CCP) is a new service designed for individuals exiting work activity programs, subminimum wage settings, or within two years of exiting secondary education to achieve or advance in competitive Integrated employment (CIE).
- He announced the retirement of Tricia Vannucci, Associate Director of Adult and Residential Services.
- As of February 29, 2024, SG/PRC has 508 authorized positions.
- As of February 2024, SG/PRC served 16,820 individuals.
- As of February 29, 2024, SG/PRC enrolled 158 participants in the Self-Determination Program.

J. SPECIAL PRESENTATION

Salvador Gonzalez, Director of Service Access and Equity, presented the following information on the 2021-2022 National Core Indicator for Children, Adult and Guardians

- What is National Core Indicators?
- Trailer Bill Language affective statutes of FY 21-22

- National Core Indicators FY 21-22
- Information and Planning
- Access and Delivery of Supports
- Health and Safety
- Satisfaction
- Adult Family Survey Focusing Area
- Child Family Survey Focusing Area
- Next Steps
- Implementing Recommendations

Salvador Gonzalez, Director of Service Access and Equity, presented the following information on the 2022-2023 POS Expenditure Data

- Background
- SG/PRC Demographics
- SG/PRC’s Comparison of Clients for both
- SG/PRC Performance Contract 2023 Measure #20
- FY 2016 & FY 2023 Per Capita Expenditures by Ethnicity
 - Age 0-2 at Home
 - Age 3-21 at Home
 - Age 22+ at Home
- SG/PRC Individuals by Residence Type from 2016-2023
- Comparison of POS Expenditures by Living Option FY20-23
- SG/PRC Outreach
- SG/PRC Language Access and Cultural Competency
- SG/PRC Education Specialist
- SG/PRC Deaf and Hard of Hearing Specialist
- SG/PRC Performance Contract 2023, Measures 19 – Variance
- SG/PRC Recommendations and Plan to Promote Equity
- Specialized Caseloads
- 2023 -2023 SG/PRC Equity Partners
- SGPRC Website

K. OTHER BOARD & COMMUNITY ANNOUNCEMENTS

None

L. EXECUTIVE SESSION

None

Next meeting on Wednesday, April 24, 2024 at 7:15 p.m.

BOARD MINUTES FROM THE MARCH 27, 2024 MEETING

Submitted by:

Patricia Gonzales, Board Secretary

Date

SAN GABRIEL/POMONA
REGIONAL CENTER

Committee Reports & Information



March – April 2024

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

April 10, 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:

**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 February 2024 in the Fiscal Year 2023-2024. These expenditures are for services paid through March 19, 2024.

ITEMS DISCUSSED

A. Call to order

Julie Chetney, Board President, called the meeting to order at 7:18pm. A quorum was established.

- The committee reviewed the agenda and was reminded that there will be a closed session after the meeting ends regarding a personnel matter. The following item was added to the agenda: “A Preliminary Contract.”

(M/S/C Stewart & Gonzales) The Executive Finance Committee approved the amended agenda.

- The committee reviewed and approved the meeting minutes of March 13, 2024.

(M/S/C Cruickshank & Stewart) The Executive Finance 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 \$48,073,060. The year-to-date expenditure is \$27,268,773 with projected remaining expenditures of \$20,843,829. This results in an unencumbered amount of **\$1,416,524** 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, we 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 \$39,076,522, bringing the year-to-date expenditure for services to \$245,437,181. The remaining projected expenditures and late bills are in the amount of \$176,659,605 leaving an unencumbered amount of **\$2,287,380**.

CPP POS is a separate line item, we are allocated \$100,000 for placement. We are expecting additional allocations in E-2 for Start-up projects.

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

A Preliminary Contract

Dara Mikesell, Chief Financial Officer, reviewed the A Preliminary Contract.

(M/S/C – Gonzales & Stewart) The Executive Finance Committee reviewed and approved the A Preliminary Contract.

Contracts for Review

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

- *People’s Care Lomitas*
(M/S/C Gonzales & Dixit) The committee approved to recommend this contract for the review and approval of the Board.
- *People’s Care Covina Hills*
(M/S/C Stewart & Cruickshank) The committee approved to recommend this contract for the review and approval of the Board.
- *People’s Care Covina*
(M/S/C Stewart & Zarsadiaz- Ige) The committee approved to recommend this contract for the review and approval of the Board.
- *Vocational Innovations Diamond Bar*
(M/S/C Cruickshank & Gonzales) The committee approved to recommend this contract for the review and approval of the Board.
- *Elwyn California Orange Grove*
(M/S/C Dixit & Zarsadiaz- Ige) The committee approved to recommend this contract for the review and approval of the Board.
Abstain: Stewart

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

- *Assessment, Consultation & Treatment*
(M/S/C Gonzales & Cruickshank) 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 *Training* – April 24, 2024: Strategies for

effective and productive Board meetings and the Board's role in strategic plan implementation by: Michelle Ware, Forward Focus and Regional Center Leadership.

- Agenda for Executive Finance Committee Meeting – May 8, 2024: Financial Report, contacts, strategic planning update.
- Board Committees Schedule – Mrs. Chetney proposed a schedule change for the following committees: Strategic Development Committee and Community Relations/ Legislative. The proposed schedule was reviewed and discussed.
(M/S/C – Stewart & Dixit) The committee reviewed and approved to recommend the proposed schedule for the review and approval of the Board.

F. Information

Jesse Weller, Executive Director, reported the following:

- A Preliminary Allocation – DDS received feedback about hardships where there's a delay and it is likely the reason for it being received earlier than usual.
- Strategic Planning – The Strategic Plan was approved at the last Board meeting. Staff are working with a graphic designer on the design elements. The Strategic Development Committee will be responsible for housing the plan. Mr. Weller will work with staff on a communications strategy, which will include updating materials as well as translating the Strategic Plan. Software that will aid with the implementation of the Strategic Plan will be utilized and the plan will be posted to the SG/PRC website.
- ARCA Grassroots Day – Mr. Weller thanked Yvonne Gratianna, Communications and Public Engagement Officer, for leading the delegation representing SG/PRC in Sacramento. Other regional centers reached out to commend SG/PRC's organization. An individual served, who was part of the delegation, took a picture with Senator Rubio and that picture will be in the Strategic Plan.
- Vendor Rally – In collaboration with the service provider community, SG/PRC help in a vendor rally being planned to advocate for the uninterrupted implementation of disability service provider rate increase.
- SG/PRC Recruitment Updates: SG/PRC has 511 employees.

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on May 8, 2024, at 7:15 p.m. via videoconference.

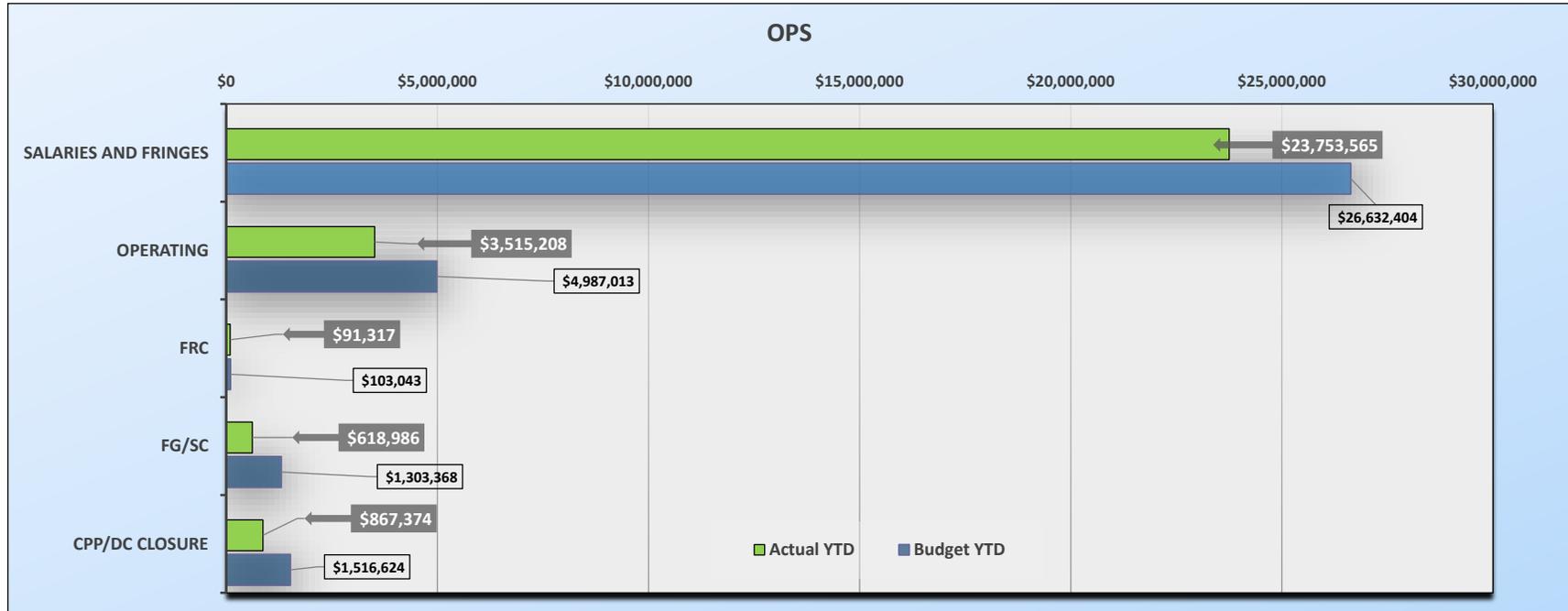
CLOSED SESSION – The committee held a closed session to discuss a personnel matter.

SAN GABRIEL/POMONA REGIONAL CENTER
FINANCIAL REPORT
FISCAL YEAR 2023-24

PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024

OPERATIONS (OPS)

REGIONAL CENTER	MTD	YTD	Remaining	Total	FY 22/23
Salaries and Fringes	\$3,070,009	\$23,753,565	\$17,104,517	\$40,858,082	\$36,742,534
Operating Expenses	\$526,254	\$3,515,208	\$3,739,312	\$7,254,520	\$8,019,962
Total	\$3,596,263	\$27,268,773	\$20,843,829	\$48,112,602	\$44,762,497
Allocation (E -1)				\$49,529,126	\$44,762,497
Allocation Balance/(Deficit)				\$1,416,524	\$0
RESTRICTED OPS FUNDS					
Family Resource Center	\$11,884	\$91,317	\$63,247	\$154,564	\$154,564
Foster Grandparent/Senior Companion	\$95,944	\$618,986	\$684,382	\$1,303,368	\$1,380,279
CPP and DC Closure Ongoing Workload	\$0	\$867,374	\$649,250	\$1,516,624	\$1,580,745
Total	\$107,829	\$1,577,677	\$1,396,879	\$2,974,556	\$3,115,588
Allocation (E -1)				\$2,974,556	\$3,115,588
Allocation Balance/(Deficit)				\$0	\$0

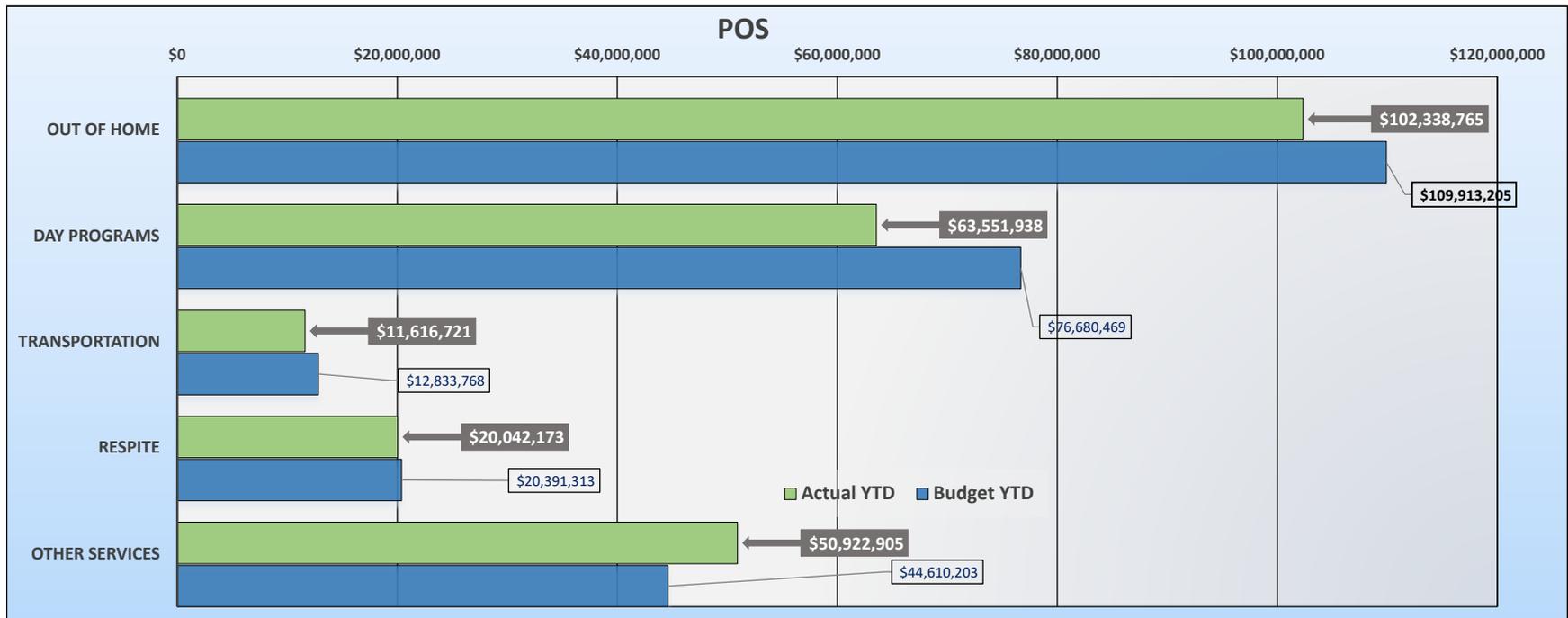


SAN GABRIEL/POMONA REGIONAL CENTER
FINANCIAL REPORT
FISCAL YEAR 2023-24

PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024

PURCHASE OF SERVICES (POS)

<u>REGIONAL CENTER</u>	MTD	YTD	Remaining	Total	FY 22/23
Out of Home	\$17,664,967	\$102,338,765	\$74,475,060	\$176,813,825	\$135,185,048
Day Programs	\$9,211,770	\$63,551,938	\$45,845,229	\$109,397,168	\$91,340,084
Transportation	\$1,863,739	\$11,616,721	\$7,350,124	\$18,966,845	\$14,456,930
Respite	\$3,713,363	\$20,042,173	\$15,346,375	\$35,388,548	\$26,322,946
Other Services	\$7,154,299	\$50,922,905	\$34,607,495	\$85,530,400	\$71,416,333
SPA/ICF Reimbursements	(\$531,617)	(\$3,035,322)	(\$964,678)	(\$4,000,000)	(\$3,900,000)
Total	\$39,076,522	\$245,437,181	\$176,659,605	\$422,096,785	\$334,821,341
Allocation (E -1)				\$424,384,165	\$414,816,586
Allocation Balance/(Deficit)				\$2,287,380	\$79,995,245
RESTRICTED POS FUNDS					
CPP	\$0	\$17,077	\$100,000	\$117,077	\$410,651
CRDP	\$0	\$0	\$0	\$0	\$3,359,433
HCBS	\$0	\$0	\$0	\$0	\$638,638
Total	\$0	\$17,077	\$100,000	\$117,077	\$4,408,722
Allocation (E -1)				\$100,000	\$3,709,678
Allocation Balance/(Deficit)				(\$17,077)	(\$699,044)



SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT
 FISCAL YEAR 2023-24
 PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024
 67% OF YEAR ELAPSED

	Regular	CPP/CRDP DC Ongoing	Family Resource Center	Foster Grandparent Senior Companion	Other	Total			
<u>CONTRACT ALLOCATIONS</u>									
Preliminary Allocation	30,901,284					30,901,284			
E-1	18,627,842	1,516,624	154,564	1,303,368		21,602,398			
E-2						0			
E-3						0			
Total Operations Contract Allocation	49,529,126	1,516,624	154,564	1,303,368	-	52,503,682			
							D plus F	A minus G	
	A	B	C	D	E	F	G	H	I
	Current Allocation	% of Allocation	Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Amount	Remaining Percent
Total Operations - Actual and Projected Expenditures	52,503,682	100.00%	3,704,092	28,846,450	54.9%	22,240,707	51,087,158	1,416,524	2.70%
<u>PERSONAL SERVICES (REGULAR OPERATIONS)</u>									
Salaries	33,997,589	68.64%	2,510,460	19,181,302	38.7%	14,054,807	33,236,109	761,481	1.54%
Temporary Staff	0	0.00%	0	0	0.0%	0	0	0	0.00%
Retirement (includes 403B)	4,079,711	8.24%	296,826	2,291,113	4.6%	1,680,942	3,972,056	107,655	0.22%
Social Security (OASDI)	492,965	1.00%	35,792	273,963	0.6%	201,199	475,163	17,802	0.04%
Health Benefits/Long Term Care	2,800,381	5.65%	202,000	1,767,160	3.6%	885,587	2,652,747	147,634	0.30%
Worker's Comp Insurance	407,971	0.82%	14,527	152,771	0.3%	191,771	344,542	63,429	0.13%
Unemployment Insurance	100,000	0.20%	0	15,747	0.0%	46,873	62,620	37,380	0.08%
Non-Industrial Disability/Life Insurance	169,988	0.34%	10,404	71,509	0.1%	43,336	114,845	55,143	0.11%
Tuition Reimbursement	0	0.00%	0	0	0.0%	0	0	0	0.00%
Total Personal Services (Regular Operations)	42,048,606	84.90%	3,070,009	23,753,565	48.0%	17,104,517	40,858,082	1,190,524	2.40%
<u>OPERATING EXPENSES (REGULAR OPERATIONS)</u>									
Equipment Rental	82,000	0.17%	1,659	48,369	0.1%	16,123	64,492	17,508	0.04%
Equipment Maintenance	53,000	0.11%	4,705	29,615	0.1%	17,818	47,434	5,566	0.01%
Facility Rent	2,852,000	5.76%	275,000	2,027,000	4.1%	825,000	2,852,000	0	0.00%
Facility Maintenance	71,000	0.14%	2,860	9,987	0.0%	54,993	64,980	6,020	0.01%
Communications (postage, phones)	422,000	0.85%	46,657	250,117	0.5%	167,637	417,755	4,245	0.01%
General Office Expense	435,682	0.88%	45,025	272,448	0.6%	161,224	433,673	2,009	0.00%
Printing	16,000	0.03%	3,089	5,578	0.0%	2,789	8,367	7,633	0.02%
Insurance	475,000	0.96%	8,743	473,160	1.0%	0	473,160	1,840	0.00%
Data Processing	220,000	0.44%	89,560	160,663	0.3%	58,554	219,217	783	0.00%
Data Processing Maintenance / Licenses	200,000	0.40%	26,211	154,827	0.3%	37,075	191,902	8,098	0.02%
Interest Expense	0	0.00%	0	0	0.0%	0	0	0	0.00%
Bank Service Fees	5,000	0.01%	30	437	0.0%	4,519	4,956	44	0.00%
Legal Fees	1,000,000	2.02%	12,467	45,970	0.1%	952,970	998,940	1,060	0.00%
Board of Directors Expense	5,000	0.01%	0	1,408	0.0%	2,704	4,112	888	0.00%
Accounting Fees	70,000	0.14%	0	0	0.0%	70,000	70,000	0	0.00%
Equipment Purchases	1,216,000	2.46%	2,358	3,293	0.0%	1,206,646	1,209,939	6,061	0.01%

SAN GABRIEL/POMONA REGIONAL CENTER
OPERATIONS FUND FINANCIAL REPORT

FISCAL YEAR 2023-24

PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024

67% OF YEAR ELAPSED

						D plus F	A minus G		
	A	B	C	D	E	F	G	H	I
	Current Allocation	% of Allocation	Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as % of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	Projected Balance Remaining Amount	Percent
Contractor & Consultants - Adm Services	314,338	0.63%	20,539	196,177	0.4%	108,356	304,533	9,805	0.02%
Contract - ABX2 Disparities	0	0.00%	0	0	0.0%	0	0	0	0.00%
Travel/mileage reimbursement	272,000	0.55%	21,430	158,646	0.3%	97,890	256,536	15,464	0.03%
ARCA Dues	120,000	0.24%	0	0	0.0%	120,000	120,000	0	0.00%
General Expenses	65,000	0.13%	1,757	45,554	0.1%	15,036	60,590	4,410	0.01%
Total Operating Expenses (Regular Operations)	7,894,020	15.94%	562,088	3,883,250	7.8%	3,919,335	7,802,585	91,435	0.18%
Total Personal Services & Operating Expenses (Regular Operations)	49,942,626		3,632,097	27,636,815	55.8%	21,023,852	48,660,667	1,281,959	2.59%
OTHER INCOME									
Interest & Other Income	(413,500)	-0.83%	(35,834)	(368,042)	-0.7%	(180,023)	(548,065)	134,565	0.27%
Total Personal Services & Operating Expenses Net of Other Income (Regular Operations)	49,529,126	100.00%	3,596,263	27,268,773	55.1%	20,843,829	48,112,602	1,416,524	2.86%
RESTRICTED FUNDS									
Family Resource Center Expenses	154,564		11,884	91,317		63,247	154,564	0	0.00%
Foster Grandparent/Senior Companion Expenses	1,303,368		95,944	618,986		684,382	1,303,368	(0)	0.00%
Community Placement Plan and DC Ongoing Workload	1,516,624		0	867,374		649,250	1,516,624	0	
Total Restricted Funds	2,974,556		107,829	1,577,677	99.2%	1,396,879	2,974,556	0	
Total Expenses (Including Restricted Funds)	52,503,682		3,704,092	28,846,450	54.9%	22,240,707	51,087,158	1,416,524	2.77%

SAN GABRIEL/POMONA REGIONAL CENTER

PURCHASE OF SERVICES FUND FINANCIAL REPORT

FISCAL YEAR 2023-24

PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024

67% OF YEAR ELAPSED

CONTRACT ALLOCATIONS	Regular POS	CPP	HCBS	Other	Total		
Preliminary Allocation (Regular POS)	308,407,820				308,407,820		
E-1	115,976,345	100,000			116,076,345		
E-2					0		
E-3					0		
Total Contract Allocation	424,384,165	100,000	0		424,484,165		
						C plus E	
	A	B	C	D	E	F	G
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures	Total Projected Expenditures	YTD & Projected as percent of Allocation
Total POS Actual & Projected Expenditures		39,076,522	245,454,257	57.8%	176,759,605	422,213,862	99.5%
<u>OUT OF HOME CARE</u>							
Community Care Facilities		12,171,516	96,104,111	22.6%	59,526,583	155,630,695	36.7%
ICF/SNF Facilities		5,493,451	6,234,654	1.5%	14,948,476	21,183,130	5.0%
Total Out of Home Care		17,664,967	102,338,765	24.1%	74,475,060	176,813,825	41.7%
<u>DAY PROGRAMS</u>							
Day Care		2,244,330	12,938,615	3.0%	13,896,695	26,835,309	6.3%
Day Training		5,521,323	41,997,103	9.9%	25,847,525	67,844,627	16.0%
Supported Employment		1,229,928	7,678,094	1.8%	5,371,072	13,049,166	3.1%
Work Activity Program		216,188	938,128	0.2%	729,938	1,668,065	0.4%
Total Day Programs		9,211,770	63,551,938	15.0%	45,845,229	109,397,168	25.8%
<u>OTHER SERVICES</u>							
Non-Medical: Professional		1,395,707	8,920,549	2.1%	7,647,076	16,567,625	3.9%
Non-Medical: Programs		1,736,981	13,269,714	3.1%	7,767,654	21,037,368	5.0%
Home Care: Programs		180,576	1,472,011	0.3%	1,234,353	2,706,365	0.6%
Transportation		1,456,810	8,166,700	1.9%	4,258,480	12,425,180	2.9%
Transportation Contracts		406,929	3,450,020	0.8%	3,091,645	6,541,665	1.5%
Prevention		1,638,230	11,874,022	2.8%	6,660,947	18,534,969	4.4%
Other Authorized Services		1,845,427	12,237,463	2.9%	7,201,439	19,438,901	4.6%
Personal and Incidentals		19,234	137,790	0.0%	82,298	220,088	0.1%
Hospital Care		36,250	193,291	0.0%	490,400	683,691	0.2%

PURCHASE OF SERVICES FUND FINANCIAL REPORT

FISCAL YEAR 2023-24

PAYMENTS THROUGH MARCH 19, 2024 FOR SERVICES PROVIDED THROUGH FEBRUARY 29, 2024

67% OF YEAR ELAPSED

	C plus E					G	
	A	B	C	D	E		F
		Current Month Expenditures	Year-to-Date Expenditures	YTD Actual as percent of Allocation	Projected Remaining Expenditures		Total Projected Expenditures
Medical Equipment		1,187	8,270	0.0%	25,315	33,585	0.0%
Medical Service: Professional		135,757	1,565,432	0.4%	2,059,083	3,624,515	0.9%
Medical Service: Programs		164,950	1,203,390	0.3%	1,364,613	2,568,003	0.6%
Respite: In Own Home		3,710,616	20,016,782	4.7%	15,259,104	35,275,886	8.3%
Respite: Out of Home		2,747	25,391	0.0%	87,271	112,662	0.0%
Camps		0	40,973	0.0%	74,316	115,289	0.0%
Total Other Services		12,731,401	82,581,799	19.5%	57,303,994	139,885,793	33.0%
Total Estimated Cost of Current Services		39,608,138	248,472,502	58.5%	177,624,283	426,096,785	100.4%
<u>OTHER ITEMS</u>							
HCBS	0	0	0		0	0	
Total Other Items		0	0	0.0%	0	0	0.0%
Total Purchase of Services		39,608,138	248,472,502	58.5%	177,624,283	426,096,785	100.4%
Deduct: Estimated Receipts from Intermediate Care Facilities for State Plan Amendment Services		(531,617)	(3,035,322)	-0.7%	(964,678)	(4,000,000)	-0.9%
Expenditures Regular POS (Net of CPP)	424,384,165	39,076,522	245,437,181	57.8%	176,659,605	422,096,785	99.5%
Projected Allocation Balance (Deficit) Regular POS						2,287,380	0.5%
<u>COMMUNITY PLACEMENT PLAN</u>							
Community Placement Plan (inc. CRDP)	100,000	0	17,077		100,000	117,077	
Allocation Balance (Deficit) CPP and CRDP						(17,077)	0.0%
Total Projected Allocation Balance (Deficit) Regular & Community Placement Plan POS						2,270,303	0.5%

SAN GABRIEL/POMONA REGIONAL CENTER

STATEMENT OF FINANCIAL POSITION

February 29

2024

ASSETS

Cash and Cash Equivalents	\$	65,912,604
Receivable - State Regional Center Contracts		86,352,908
Receivable - Intermediate Care Facility Providers		1,836,170
Other Receivables		485,554
Prepaid Expenses		249,215
Deposits		185
TOTAL ASSETS	\$	154,836,635

LIABILITIES AND NET ASSETS

Liabilities

Accounts Payable	\$	34,310,191
Advance - State Regional Center Contracts		118,544,778
Accrued Salaries and Payroll Taxes		1,677,094
Other Payables		204,571
Reserve for Unemployment Insurance		100,000

Total Liabilities \$ 154,836,635

Net Assets

Without Donor Restriction

With Donor Restriction

Total Net Assets \$ -

TOTAL LIABILITIES AND NET ASSETS \$ 154,836,635

**SGPRC Statement of Financial Position
February 29, 2024**



	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24
— Cash and Cash Equivalents	\$49,087,821	\$45,753,292	\$42,723,713	\$37,007,044	\$32,919,801	\$34,201,888	\$30,361,891	\$65,912,604
— Receivable - State RC Contracts	\$138,172,935	\$172,090,024	\$173,799,764	\$78,142,645	\$78,913,805	\$80,445,994	\$83,176,078	\$86,352,908
— Accounts Payable	\$26,201,233	\$28,136,169	\$27,945,379	\$30,996,645	\$27,340,146	\$28,913,035	\$29,060,975	\$34,310,191
— Advance - State RC Contracts	\$161,767,517	\$190,043,275	\$190,043,275	\$85,876,954	\$85,876,954	\$85,876,954	\$84,827,276	\$118,544,778

San Gabriel /Pomona Regional Center

SGPRC POS Surplus
February 29, 2024



SGPRC OPS Surplus
February 29, 2024



SAN GABRIEL/POMONA
 REGIONAL CENTER
 75 Rancho Camino Drive
 Pomona, CA 91766

MEETING AGENDA
 Community Relations/Legislative
 (Meets 3rd Wednesday of each Month)

Wednesday, March 20, 2024
 at 6:00 p.m. 6:01
 Videoconference Meeting

COMMITTEE MEMBERS

STAFF

		Jesse Weller, Executive Director
Karen Zarsadiaz-Ige, Chairperson	Joseph Huang	Salvador Gonzalez & Comm. Outreach Team
Paula Rodarte	Tina Wright	Yvonne Gratianne
Henrick Wong	Adriana Pinedo	Erika Gomez

ZOOM Information:

Meeting ID: 228 582 293, Password: 597260

**Approximate
Schedule:**

AGENDA ITEM:

6:00 - 6:05	Call to Order – Karen Zarsadiaz-Ige, Chairperson Approve the Minutes of February 14, 2024 (emailed link) karen/joseph
6:05 – 6:10	Public Input – please sign up in advance by emailing egomez@sgprc.org
6:10 – 7:00	Legislative Issues & Other Information – Jesse Weller, Executive Director Statewide/Local Updates <ul style="list-style-type: none"> • The Advocacy Connection – March 28th • Grassroots Day – April 2, 2024 • Legislator Updates • Website Updates • Vendor Job Fair – May 3, 2024 • Co-Branding Guidelines Community Outreach – Update – Community Outreach Specialists <ul style="list-style-type: none"> ○ Monthly Report – February 2024
7:00	Adjourn



San Gabriel / Pomona
Regional Center

Service Access and Equity Department Monthly Report

March 8, 2024

Salvador Gonzalez

Director of Service Access and Equity

Service Access Equity Team

Contact Information

Name	Title	Phone	Email
Salvador Gonzalez	Director of Service Access and Equity	(909) 710-8814	sgonzalez@sgprc.org
Josefina Martinez	Community Outreach Specialist	(909) 710-8817	JMartinez@sgprc.org
Amos Byun	Community Outreach Specialist	(909) 710-8815	abyun@sgprc.org
Nora Perez-Givens	Education Specialist	(909) 710-8820	NGivens@sgprc.org
Tiffany Loong	Language Access Specialist	(909) 710-8827	Tloong@sgprc.org
Luz Rodriguez-Uribe	Language Access Specialist	(909) 710-8828	LRodriguez@sgprc.org
Maria Vargas	Foster Grandparent/Senior Companion Manager North	(909) 710-8822	MVargas@sgprc.org
Wendy Hemminger	Foster Grandparent/Senior Companion Manager South		wendy.hemminger@dds.ca.gov
Jessica Wilson	Deaf and Hard of Hearing Specialist	(909) 710-8823	Jwilson@sgprc.org
Marilyn Carmona	Executive Assistant	(909) 710-8816	mcarmona@sgprc.org

Josefina Martinez, Community Outreach Specialist

Parent Mentor Initiative Progress:

Number of...	February Total	Total to Date
Referral to PMI	5	161
Parent Mentors	6	6
Waiting to be Matched	7	7
Referrals Matched	4	460
Graduates	1	217
Parents Served	40	409
Hours of Mentoring	151	11700

Hispanic Support Group: On 2/16/24, Josie and Luz conducted our first Hispanic Support Group at SG/PRC. There were approximately 20 individuals present during our first meeting. We had breakfast pastries and coffee for families and also presented a survey that would provide some data on serving the Hispanic community. The next support group will be on 4/26.

Collaborative Meeting: On 2/15/24, Josie participated in the SPA 3 Collaborative meeting organized by SPIRITT. During this collaborative meeting, resources were shared, and presentations were given by Active SGV which is currently helping families in the San Gabriel Valley file their taxes. A presentation was also provided by Garfield Health Center which serves SPA 3 communities at low to no cost for families.

Outreach Events: On 2/17/24, Josie attended the Black History Festival in the city of Pasadena where community members honored the contribution made by African Americans. Many community members stopped by to inquire about our organization, and we were able to share and provide them with information, handouts, brochures and flyers. We also had opportunity to refer some families to our equity partner, Parenting Black Children. On 2/25/24, Josie attended the Arcadia Lunar New Year Festival in the city of Arcadia where we were also able to share and provide them with over 300 community members with information, handouts, brochures and flyers. During this event we met councilmember Eric Chan and school board member Cindy Wu.





Monthly Community Meeting: On 2/20/24 Josie attended the monthly community meeting. Josie shared information on a community event in the city of Arcadia; their first Lunar New Year. I also shared on a Spanish workshop for parents through Familias First through their CLAP Project and our Education Specialists, parent education workshop starting on 2/26.

ARCA Cultural Specialists: On 2/22/24, Josie participated in the ARCA Specialist Training which provides the team with updates and also allows specialists to ask each other questions on grant projects, what worked, etc. During this meeting the specialists talked about the Implicit Bias Trainings and how they are going, we also talked about POS Expenditure Data Presentations.

Enhanced Services Workshop: Josie has been supporting the Specialized Services units with the upcoming Enhanced Services Workshop. Josie helped to secure two speakers for this event, Nora Perez-Givens, Education Specialist, and LaToya Tate, Manager of Employment Services at SCRS-IL. Josie also secured Linh Lee to host a resource table at the event and share employment related resources.

Resource Guide: Josie has been working alongside the SAE Team to create a Resource Guide that could be handed out outreach events, provided to agencies, organizations, and community partners. Josie has been working on reviewing the resource guide and checking for errors, making sure links are valid and active.

POS Expenditure Data: Josie has been working alongside the SAE Team to put together PowerPoint presentations on POS expenditure data which will compare POS by ethnicity for different age groups. The data will also show activities toward increasing POS data for groups with no POS.

Dental Presentation: Josie has been working with Cristina Macasaet and Nazanin Zand, Dental student at UCLA school of dentistry, to offer a presentation to children (5 and under) by the Tooth Fairy Team. The presentation will provide information on dental care and offer screenings.

Amos Byun, Community Outreach Specialist

A. Promoting Service Access & Equity For All Receiving Regional Center Services

- **Creating Person Centered Thinking Training Modules** – On 2/8/24, Amos completed recording Person Centered Planning Staff Training Module 4 with Jessica Wilson and Yvette Espinoza, then started editing Module 2, 3, and 4 video to provide all edited video to Edwin to create LMS modules. Edwin completed creating PCP Training Module 1 LMS and posted on SG/PRC Portal for all staff to access on 2/20/24.
- **Community Information Forum (CIF) 2024 #1** – On 2/17/24, the first CIF 2024 was presented via Zoom meeting by Dr. Kristina Rousso, Au. D., Doctor of Audiology. Amos send out the pre-recorded presentation to Alex at BDA (Blue Dragon Ad, contracted video creator) to create five language captions and a Spanish voice over video. Total of 96 community members, SG/PRC staff, and interpreters attended.
- **Administrating CIF 2024 Spanish Voice Over Videos** – Amos provided support and administrative activities for BDA to create total of 7 CIF 2023 Spanish Voice Over videos with revised Spanish caption. BDA provided all the 7 Spanish voice over videos on 2/13/24 and those were uploaded on SG/PRC OneDrive. The OneDrive link was shared with SG/PRC webmaster on 2/23/24 to post on SG/PRC website for the community to access.
- **Person-Centered Conversation (PCC)** – In the month of February 2024, Amos had total of 4 PCCs with Korean monolingual parents. Three PCC were conducted through telephone call and one PCC was conducted in-person setting at Good Stewards Church.
- **Translation for Korean Families** –Amos continued to provide Korean translation and interpretation as requested by SG/PRC staff. Amos also continued providing reviewing and correcting Korean translations through LACC for SG/PRC Korean individuals and their families in the month of February 2024.
- **DDS/CHLA PRE/POST COVID EI Participant Research** – In February 2024, Amos completed reviewing CHLA/USC RedCap Database input completed by seven (7) SAE department staff. Amos continued participating in weekly Monday Zoom meetings with CHLA Research team in the month of February 2024 to provide support on Chart Review Data input.
- **Provided Supports for Performance Contract/National Core Indicator Survey/PMI SAE Project/NO POS Data Analyze** – Amos created and provided three NCI Survey presentation PowerPoint files and started to create one presentation PowerPoint file in February 2024 for SAE department director to present the data at the SG/PRC Board meeting on 3/27/24. Data from all of three surveys, i.e., Adult Family Survey, Child Family Survey, and Family Guardian Survey, will be shared with board members and community for their review and input for further progress.
- **DDS CBO CS & ARCA CS Meeting:** On 2/22/24, Amos participated in the ARCA Cultural Specialist (CS) meeting with Josie Martinez through ARCA Zoom meeting.

B. Community Outreaching to Promote Service Access & Equity

- **Outreaching to Religious Agencies** – On 2/18/24, Amos outreached to Good Stewards Church in West Covina to organize a presentation for its HIS DREAM special ministry participants. The presentation will be held on 3/17/24 at the church.
- **Filipino Parents Support Group** – on 2/24/24, Amos facilitated and provided technical support for Filipino Parents Support Group meeting where Lucina G., Deputy Executive Director, provided an FHA Workshop.
- **FFDY Chinese New Year Party** – on 2/24/24, Amos participated in a Chinese New Year Party hosted by Foundation For Disabled Youth with Dr. Jesse Weller and Tiffany Loong at a Chinese church in Hacienda Heights where FFDY provides regular program.
- **Downtown Arcadia Lunar New Year Festival** – On 2/25/24, Amos participated in a Lunar New Year Festival with four (4) SAE Department staff including Sal Gonzalez to represent SG/PRC.
- **Wellness Day Resource Fair** – On 2/28/24, Amos represent SG/PRC at the San Dimas High School Wellness Day Resource Fair with two other SAE Department staff.
- **Radio Korea AM1540 Live Interview** – On 2/19/23, Amos was invited by Radio Korea Good Day LA to share CA Regional Center’s Early Start service-related information for Korean listeners. Amos introduced Early Start Intake process and other related services using SG/PRC website information (SG/PRC Website link: <https://www.sgprc.org/home/showpublisheddocument/7283/638235444600700000>).
- **Presentation for Korean Society of Adapted Physical Activity (KSAPA)** – On 2/23/24, Amos provided CA Regional Center System and Adult POS Services presentation in Korean for 18 Korean program providers visited from Korea.

FHA Presentation @ Filipino PSG



FFDY Chinese New Year Party



Nora Perez-Given, Education Specialist

The Education Specialist assists regional center staff, families, and community partners with questions related to educational matters for students ages 3 and up to include post- secondary school years.

Upcoming Trainings

2024 Virtual Trainings for parents. The training sessions will provide parents with the fundamental knowledge about Individuals with Disability Education Act (IDEA), Section 504 Rehabilitation Act and advocacy skills to assist parents when advocating for their child’s educational needs.

Date	Time	Training Topic
February 26	11-12	New to IEP’s (Special Education)- Basics to Know
March 25	11-12	Special Education- Terms to Know/Generic Resources
April 29	11-12	Development of a Supportive IEP
May 20	11-12	Special Education Timelines
June 24	11-12	Resolving Disagreements Regarding Special Education
July 22	11-12	School Discipline- Rights of Students with Disabilities
August 26	11-12	Effective Communication in the IEP Process
September 16	11-12	504 Plan or IEP- Which is best based on student need
October 7	11-12	Assistive Technology and IEP’s
November 18	11-12	Special Education- Parent Rights

*2024 Virtual Training Sessions for parents provide participants with the fundamental knowledge about Individuals with Disability Education Act (IDEA), Section 504 Rehabilitation Act and advocacy skills to assist parents when advocating for their child’s educational need. Interpreter services are available to parents in a variety of languages during the parent training sessions. Contact Nora Perez-Givens at ngivens@sgprc.org for an electronic copy of the 2024 virtual parent training calendar for San Gabriel/Pomona Regional Center parents which contains zoom link.

Meetings related to supporting individuals with their education:

Consults completed	44
School Meetings attended. (IEP’s/504/ SST/Resolution type meetings)	6

Presentations/Trainings/Outreach/Networking Completed

February 24 (8:30-2:30pm) – A team of Regional Center Staff (Daniela Santana, Susana Barrera, Jennifer Youssef, Joshua Trevino and Nora Perez-Givens participated at the 2024 Parents Place Annual Transition Conference that took place at Coronado High School. This team provided regional center information to parents, clients and community partners regarding services and support for high school students and beyond. Additionally, the education specialist provided 1:1 guidance to families regarding educational transition matters.

February 26 (11am-12pm) – Nora Perez-Givens, Education Specialist provided virtual training to regional center parents. Participants at this training learned about: What to do before, during and after an IEP; what is an IEP; IEP team members; Effective communication during IEP meetings; Types of IEP meetings; Steps in the IEP process and how each step in the process leads to the next step; and consenting to IEP’s. There was a total of 18 participants.

**Tiffany Loong and Luz Rodriguez-Uribe,
Language Access and Cultural Competency Specialists**

LACC Specialists Luz & Tiffany arranged for interpretation for several meetings and trainings including the Monthly SDP Meet & Greet and LVAC were set up for the SDP units. Arrangements were also made for interpretation for the monthly Board of Director’s meeting in the languages: Spanish, Chinese and ASL. Interpretation was also provided during the monthly SGPRC Community Meeting in the following languages: ASL, Spanish, Mandarin Chinese, Korean & Vietnamese. Interpretation was also provided in Spanish, Vietnamese, ASL and Chinese for the Enhanced Workshop for families with No-POS or Low POS. Several documents were translated into the threshold languages; those documents included the SG/PRC Fact Sheet, Community Information Forum Flyer, Community Information Forum Annual Calendar, Social Recreational Policy Feedback Survey, 2024 POS Community Meeting Flyer, POS Special Meeting Board of Director Flyer, NCI Special Meeting Board of Director Flyer, Early Start LEA Letter, Early Start Parental Consent, Early Start Guide Procedure and the Board Recruitment Flyer. In addition, THE

LACC team supported the appeals Department in a translating an Appeal Letter for a family into Simplified Chinese. LACC continues to oversee the funding of the Language Line for the use of all of SG/PRC staff. In January 2024 staff used the Language Line with a usage amount totaling an amount of \$2858.63. Luz and Tiffany continue to oversee the tracking of all translation and interpretation invoicing and ensure vendors receive timely payment.

	Jan 2024	Total To date
Translations	49	49
Interpretations	19	19
Language Line Usage	\$ 2858.63	\$ 2858.63

- **Outreach Event:**

Tiffany and Luz participated in Enhanced Support Parent Workshop. Tiffany and Luz prepare and set up interpretation equipment for interpreters and parents to use. Simultaneous interpretation in 4 different languages provided in this in-person workshop.

- **Chinese Support Group**

Tiffany continues to support the monthly Chinese Parent Support Group (FFDY) workshop by providing interpreters and finding presenter as needed. This month, Tiffany helped find a presenter for its Feb workshop about the Day Program.

- **Case management support and Bridging Family back to Case Management**

Luz and Tiffany continue to provide support to SC in terms of finding translation/interpretation resources or need to look for SG/PRC translated materials. Tiffany worked closely with Early Childhood Specialist to have some main EI documents translated for SCs to use. Luz supported a Service Coordinator and the Education Specialist with a referral to a vendor to use an Arabic interpreter for an IEP consultation. Both the Education Specialist and the Service Coordinator reported that the interpreter with such vendor was a success, and the parent was very pleased with the consultation. In addition, Luz supported a parent from Early Intervention with bridging her back to her Service Coordinator and Manager for additional support with her concerns.

	Jan 2024	Total to Date
Case Management Support	2	2
Bridging Family	2	2

- **LACC Reporting**

Luz and Tiffany continue to complete semiannual Grant Vantage reporting per DDS. They submitted the final report on measures & activities and all financial transactions for the first year LACC reporting year. Currently they are completing Monthly LACC Reports to DDS to report outreach events, language resources developed, and all accounting submitted with the previous month's LACC claims.

- **Cultural Humility Training Planification**

The LACC team created nine groups for the 450+ employees to attend the in-person Cultural Humility Trainings, set to begin in April 2024. With the support of the SEA team, SGPRC staff has been receiving calendar invitations to the four assigned in-person trainings for all of 2024. The team will continue to monitor any new staff that need to be assigned into the groups.

- **CHLA EI Research RedCap**

Tiffany and Luz continued to participate and support the CHLA Research Project during the month of January. They both gathered data to support the Research Project by being part of the input team.

Maria Vargas and Wendy Hemminger, Foster Grandparent/Senior Companion Program Managers of North and South:



Jessica Wilson, Deaf and Hard of Hearing Specialists:

Jessica is working on several projects to serve the Deaf and Hard of Hearing community in 2024 including: ASL classes for parents and children, a Deaf and Hard of Hearing support group, Communication devices to better serve our community, one on one support to Service Coordinators and families and ongoing outreach to build a resource library and more.

Outreach to Community Partners:

- 2/1 – Outreach to CHLA Audiology department to provide resources and feedback from training.
- 2/8 – Collaboration with CHLA to provide feedback on Resource Guide development.
- 2/23 – Outreach visit to The Parents Place Family Resource Center to host ASL classes.
- 2/24 – Outreach to GLAD agency to register for outreach event.
- 2/29 – Outreach to ACT vendor to provide ASL learning resources.

Trainings:

- 2/1 – Community information Forum presentation: How to Navigate Your Child’s Hearing & Audiology Needs from Birth to Three

SC Consultations/support and community support:

- 2/1 – Staff consultation to provide ASL Interpreting resources.
- 2/1 – Staff consultation to provide resources to 6-month-old DHH individual served.
- 2/8 – Shared ASL class resources with SGPRC staff
- 2/8 – Collaboration with Training Department to provide and update resources and upcoming trainings.
- 2/8 – Collaboration with Emergency Management Coordinator to review and disseminate communication cards to individuals served.
- 2/13 – Provided resources to parent of DHH individual served.
- 2/15 – Meeting with Sorenson Communications to establish a video phone for individuals served.
- 2/21 – Outreach to parent to provide ASL resources and registration for classes.
- 2/29 – Consultation with SC to provide appropriate Interpreting vendors for evaluation meeting.
- 2/29 – Meeting with DHH Service Coordinator to gather feedback on communication cards and provide DDS Emergency coordinator.
- 2/29 – Shared resource for GLAD’s Literacy event

Special Projects and Developments:

- 2/13 – Meeting with vendor for ASL classes for community. Developed and reviewed curriculum to be offered.
- 2/13 – Attended training for UbiDuo communication device.
- 2/13 – Completed filming for person centered planning training for all SGPRC case management staff.
- 2/23 – ASL Classes for DHH community. Finalized participant list and confirmation emails. Pos Expenditure Data Report. Provided DHH data and POS information for 2024.
- 2/29 – Attended workgroup for Deaf and Hard of Hearing support group.

2023-24 SG/PRC SAE Grant Equity Partners

Regional Center Recommendations and Plan to Promote Equity

Organization Name/Project Title	Project Description/Contact Information	Approved Award/ Approved Duration	Population Focus/Language
Access Nonprofit Center	Increase intervention services & supports for black babies in NICU & clinical settings. Contact: Ardena Bartlett; ardenab@accessnonprofit.org	\$150,000/ 18 months	African American (English)
Being Built Together	Community connector program to expand services access for Korean-speaking families. Contact: Jinsook Baek contact@bbtus.org	\$475,000/ 24 months	Korean (Korean)
Chasing 7 Dreams	Increase early intervention awareness to minority, low income, and BIPOC parents and caregivers. Contact: Tenika Doyle tenika@chasing7dreams.org	\$275,000/ 24 months	African American, Cambodian, Chinese, Filipino, Hispanic, Hmong, Indian, Japanese, Korean, Mien, Native American, Pacific Islander, Vietnamese, Sri Lanken, Hawaiian, Samoan, Arabic, Caucasian.
Children's Hospital Los Angeles	Pediatric navigator project for Native American and multi-racial families Contact: Dr. Mirzaian, Christine cmirzaian@chla.usc.edu	\$875,000/ 18 months	African American, Cambodian, Chinese, Filipino, Hispanic, Hmong, Indian, Japanese, Korean, Mien, Native American, Pacific Islander, Slavic, Vietnamese.
Disability Voices United	Education and training program in leadership for people with disabilities and their families Contact: Judy Mark judy mark@dvunited.org	\$325,000/ 18 months	African American, Cambodian, Chinese, Filipino, Hispanic, Hmong, Indian, Japanese, Korean, Mien, Native American, Pacific Islander, Ethiopian Vietnamese.
Seesaw Communities, Inc.	Cultural pathway for competitive employment for self-advocates in the Korean community. Contact: Rachel Lee rlee@thesoc.us	\$250,000/ 18 months	Korean (Korean)
USC UCEDD Children's Hospital Los Angeles Peer-Mentorship & Technical Assistance for Parent & Self Advocate Led CBOs	Peer mentor program to provide technical assistance for CBOs to collaborate and share resources. Contact: Olga Solomon solomon@usc.edu	\$350,000/ 18 months	African American, Hispanic, Native American, Chinese, Japanese, Vietnamese, Mixteco Indigenous.

Yaned Busch and Jessi Romero, Manager of Specialized Services I and II**Specialized Services Unit I**

Name	Title	Phone	Email
Yaned Busch	Specialized Services-Special Projects Manager	(909) 710-8637	ybusch@sgprc.org
Yvette Espinoza	Participant Choice Specialist-Systems Analyst	(909) 710-8643	yespinoza@sgprc.org
Rhea Chu	Self-Determination Program Service Coordinator	(909) 710-8641	rchu@sgprc.org
Brianne Espineli	Self-Determination Program Service Coordinator	(909) 710-8635	bespineli@sgprc.org
Angel Gonzalez	Deaf and Hard of Hearing Service Coordinator	(909) 710-8657	lmacedo@sgprc.org
Michelae Walker	Enhanced Supports Service Coordinator	(909) 710-8660	mwalker@sgprc.org
Arturo Ramirez	Enhanced Supports Service Coordinator	(909) 710-8659	aramirez@sgprc.org
Robert Lickfelt	Enhanced Supports Service Coordinator	(909) 710-8634	mperez@sgprc.org

Specialized Services Unit II

Name	Title	Phone	Email
Jessi Romero	Specialized Services-Special Projects Manager	(909) 710-8651	jromero@sgprc.org
Marlene Alvarez	Participant Choice Specialist-Systems Analyst	(909) 710-8469	malvarez@sgprc.org
Kimberly Lau	Self-Determination Program Service Coordinator	(909) 710-8646	klau@sgprc.org
Brenda Leon	Self-Determination Program Service Coordinator	(909) 710-8649	bleon@sgprc.org
Silvia Moniot	Deaf and Hard of Hearing Service Coordinator	(909) 710-8467	smoniot@sgprc.org
Heather Paz	Enhanced Supports- Service Coordinator	(909) 710-8468	hpaz@sgprc.org
Gabriella Leon	Enhanced Supports- Service Coordinator	(909) 710-8466	gleon@sgprc.org

Enhanced Service Coordination

The Budget Act of 2021/2022 marked a significant commitment to address the needs of underserved and diverse communities. As such, DDS allocated funding for five Enhanced Service Coordinator positions with lowered caseload ratio of 1 service coordinator to 40 individuals with low or no purchase of service (POS) expenditures. By reducing the caseload ratio, the program aims to ensure that the Enhanced Service Coordinator (ESC) dedicates more time and attention to everyone served, fostering stronger relationships and more personalized support.

The program is voluntary in nature and the individuals selected for this program agree to a 12-month service period. Families also agree to quarterly visits. Through a person-centered approach and enhanced communication, ESCs deliver valuable training opportunities to the individuals and their families, for increased understanding of their diagnosis, the regional center system, the role of their service coordinator, the IPP process, and SG/PRC's various service delivery models - Traditional Funding services, Participant Directed services, and Self-Determination Program.

Enhanced Service Coordination 2023-2024

Effective July 2023, SG/PRC embarked on a new phase with the Enhanced Service Coordination program. The first group selected to participate in this program returned to traditional case management and a new group was selected from a list provided by the Department of Developmental Services (DDS). The first group of individuals served by ESC during the fiscal year 2022-2023 had a substantial increase in expenditures, rising by an impressive 65%, from \$36,169.53 to \$549,099.57. This reflects the efficacy of the ESC program in securing essential services and support for individuals and families within the developmental disability community.

The ESC team is dedicated to empowering the individuals served and their families with the knowledge and skills necessary to navigate and access essential services and support. Central to this mission is their active participation in SG/PRC community events. The ESC team is hosting a series of Enhanced Service Workshops which offer valuable opportunities for participants to connect with one another, share experiences, and build supportive networks within the community. By covering topics such as available services, resources, and support options, the workshops equip individuals and their families with the knowledge and skills necessary to make informed decisions about their care and support needs.

The first workshop event was held on October 18th, 2023. This workshop focused on navigating through the regional center system. Following, the second workshop was held on January 17th, 2024, with an emphasis on accessing generic resources. These workshops are carefully crafted to increase awareness of the diverse array of services and resources available both within SG/PRC and the community. By providing comprehensive information and guidance, these workshops empower individuals and families to make informed decisions and effectively access the support they need. The ESC team, in collaboration with Service Access and Access compliance team

provide multi layers of communication to keep families informed of Enhanced Service Workshops.

1. **Mailing, Emailing, and Hand Delivering Flyers:** The team will mail, and hand deliver a flyer containing information about the upcoming workshops to all 200 participants. This allows for physical reminder and reference material for the events.
2. **Text Reminders:** Amos Byun, the Community Outreach Specialist, will send out text reminders to notify participants about the workshops. Text messages can serve as a quick and convenient way to keep families informed.
3. **Multilingual Support:** To ensure effective communication, the team has made flyers and texts available in multiple preferred languages. LACC Specialists, Luz Rodriguez-Uribe, and Tiffany Loong, have translated the materials into Spanish, Mandarin, Korean, and Vietnamese, accommodating a diverse group of participants.

Recent and Upcoming Enhanced Service Workshops

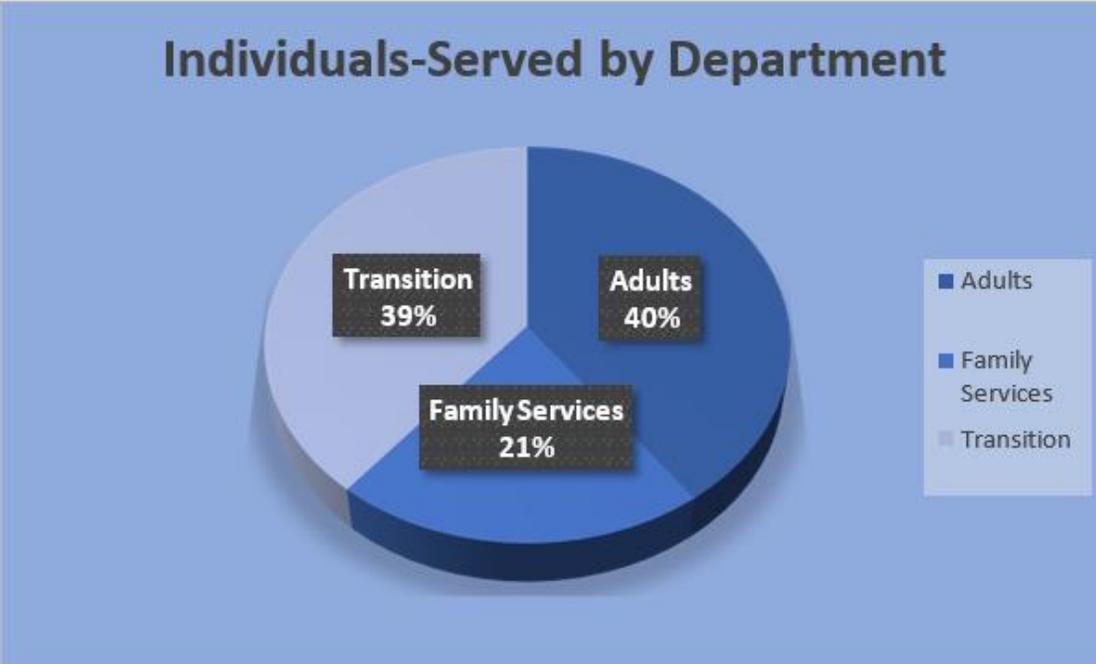
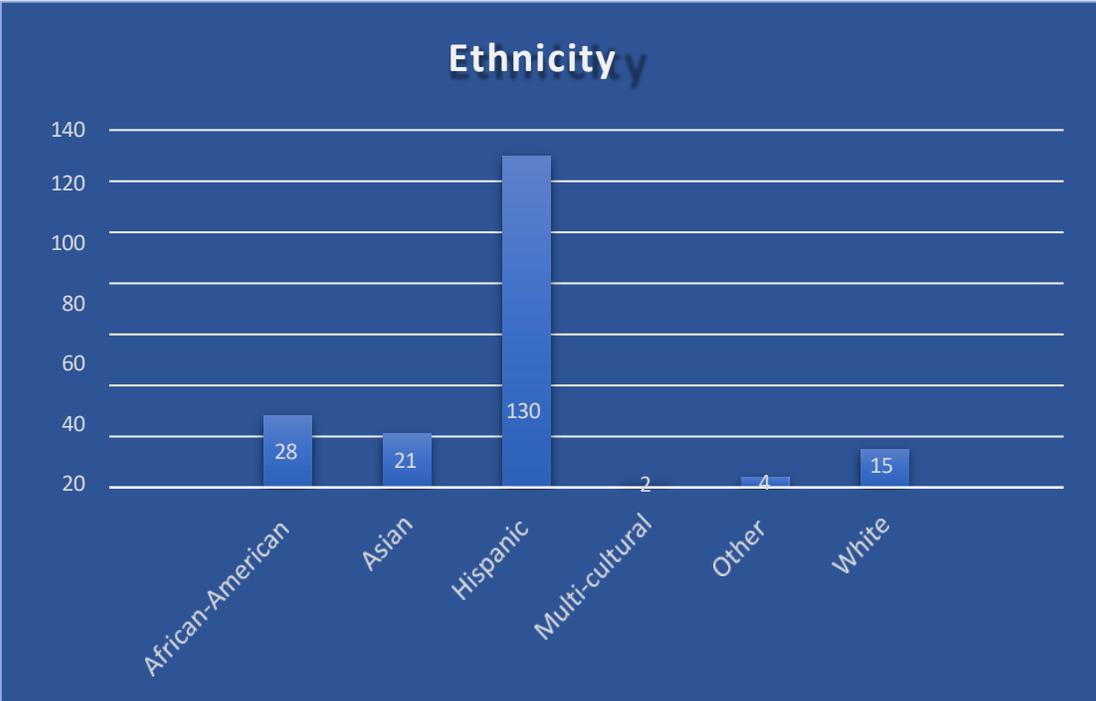
- October 18, 2023: "Navigating the Regional Center and Access to Regional Center Funded Services."
- January 17, 2024: "Accessing Generic Resources"
- March 20, 2024: "Educational Rights, College Supports, and Employment Supports"
- May 23, 2024: "Empowerment Conference: Enhanced Service"

Please refer to the [Enhanced Service Workshop](#) flyer for more information.

Demographics

The ESC team is deeply committed to addressing disparities within the systems and services they interact with. The ESC team endeavors to promote equity and inclusivity in all aspects of their work. Through ongoing education, training, and advocacy efforts, they strive to dismantle barriers and create a more equitable and accessible environment for all individuals and families they serve.

As such, the individuals selected to participate in the ESC program for the fiscal year 2023-2024 represent a diverse population, reflecting SG/PRC's commitment to inclusivity and addressing disparities within underserved communities. Among the participants, 130 individuals identify as Hispanic, 28 as African American, and 21 as Asian. It is noteworthy that SG/PRC serves a community where 57% identify as Hispanic, 5% as African American, and 13% as Asian. This demographic breakdown highlights SG/PRC's proactive efforts to ensure equitable access to services and support for individuals from diverse backgrounds. By prioritizing inclusivity and addressing disparities, SG/PRC aims to provide tailored support that meets the unique needs of all individuals within the developmental disability community.



Self-Determination Program Team

Contact Information

Name	Title	Phone	Email
Sal Gonzalez	Director of Service Access and Equity	(909) 710-8814	sgonzalez@sgprc.org

Specialized Services Unit I

Name	Title	Phone	Email
Yaned Busch	Specialized Services- Special Projects Manager	(909) 710-8637	ybusch@sgprc.org
Yvette Espinoza	Participant Choice Specialist- Systems Analyst	(909) 710-8643	yespinoza@sgprc.org
Rhea Chu	Self-Determination Program Service Coordinator	(909) 710-8641	rchu@sgprc.org
Brianne Espineli	Self-Determination Program Service Coordinator	(909)710-8635	bespineli@sgprc.org

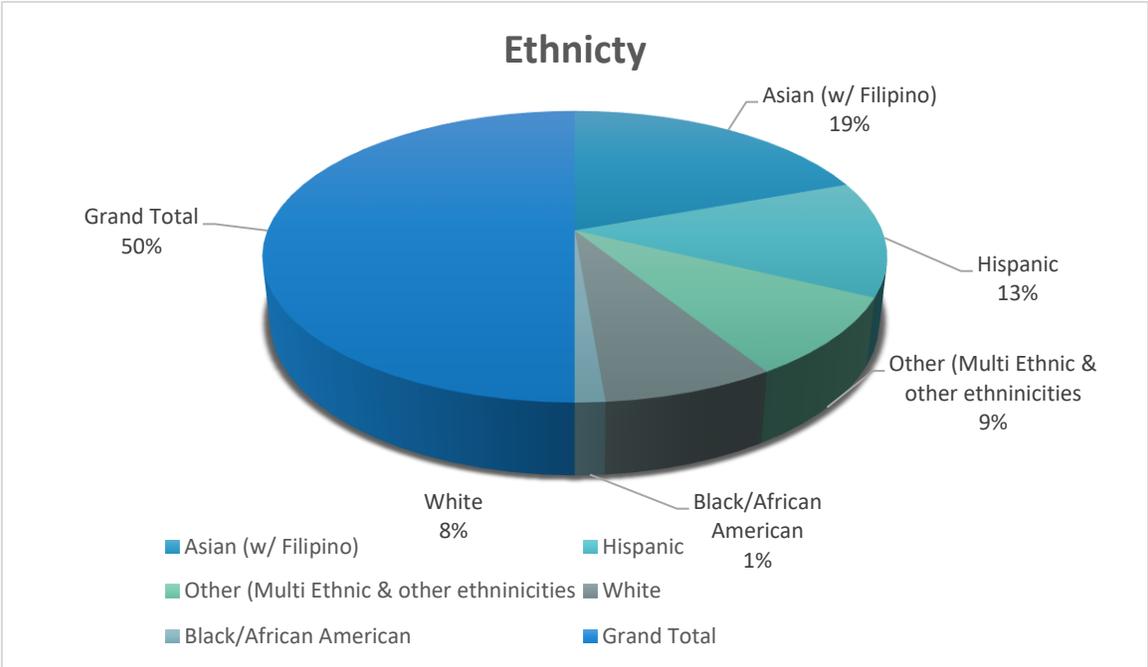
Specialized Services Unit II

Name	Title	Phone	Email
Jessi Romero	Specialized Services- Special Projects Manager	(909) 710-8651	jromero@sgprc.org
Marlene Alvarez	Participant Choice Specialist- Systems Analyst	(909) 710-8469	malvarez@sgprc.org
Kimberly Lau	Self-Determination Program Service Coordinator	(909) 710-8646	klau@sgprc.org
Brenda Leon	Self-Determination Program Service Coordinator	(909)710-8649	bleon@sgprc.org

Self-Determination Program:

As of February 29, 2024, SG/PRC has successfully enrolled 152 participants into the Self-Determination Program (SDP). SDP is an alternative funding model to traditional services and became accessible to all regional center clients on July 1, 2021. SG/PRC SDP Team develops and promotes training opportunities to further enhance the implementation of SDP for all individuals served by SG/PRC. Additionally, the SDP Team aims to bridge any disparities for underserved communities. Training and support groups are offered in English, Spanish, Chinese, American Sign Language (ASL), and other languages, as needed. Below you will see data on enrolled cases in SDP as of 2/29/2024. The charts below depict data collected by diagnosis, language, and ethnicity.

Diagnosis	Total	Percentage	SDP Enrollees	Total	Percentage
Autism	97	64%	1st year	51	34%
Intellectual Disability	38	25%	2nd year	49	32%
Cerebral Palsy	10	7%	3rd year	35	23%
Epilepsy	6	4%	4th year	15	10%
Other	1	1%	5 th year	2	1%
Grand Total	152	100%	Grand Total	152	100%



Below you will see the Table: SG/PRC Fact Sheet of individuals served by diagnosis and ethnicity as of 12/01/2023.

SG/PRC Fact Sheet			
<u>Clients by Diagnosis</u>			
	(Duplicate Count)	<u># of Clients</u>	<u>%</u>
Autism		5,973	45%
Cerebral Palsy		1,379	10%
Epilepsy		1,840	14%
Intellectual Disabilities		7,977	61%
Other Dev. Disabilities		1,154	9%

<u>Clients by Ethnicity</u>			
Asian w/Filipino		2,152	13%
African American		794	5%
Multi-Cultural		1,458	9%
Native American		22	0%
Other & Unknown		567	3%
Polynesian/Pacific Islands		22	0%
Hispanic		9,434	57%
White		2,219	13%

Below you will see the Table: SG/PRC individuals served in SDP by department as of 2/29/2023.

Department	Total	Percentage
Preschool (3 to 6yrs old)	2	1%
Family (6 - 14yrs old)	52	35%
Transition (14 to 25 years old)	41	26%
Adult (25yrs +)	57	38%
Grand Total	153	100%

DDS Meetings and Trainings

SG/PRC SDP-Team attends bi-monthly meetings with DDS for further guidance on DDS directives and to discuss progress in the SDP service delivery model. The last meeting with SG/PRC SDP Team, DDS, Frank D. Lanterman, and Inland Regional Center was held on February 13, 2024. DDS opened PCS office hours for group discussions about any concerns or questions that may arise in the SDP program. In addition, DDS reviewed Billing Requirements for Services December 2023 Directive and clarified FMS role and billing for transition to SDP services. The next meeting with DDS and other regional centers is scheduled for April 9, 2024.

DSP Stipend: Direct Support Professional (DSP) Training Stipend. Beginning September 2023, DSPs may receive up to two \$625 (before taxes) stipends when they complete online training courses approved by the Department of Developmental Services (DDS). The Training Stipend Program ends June 30, 2024, and all courses must be completed by that date. DSPs, including some frontline supervisors and clinical staff, who meet the following criteria are eligible for the training stipend:

- Work as a paid DSP an average of 10 hours or more per week.
- Perform direct support tasks like skills development, guidance, and personal assistance to regional center consumers as a regular part of their job duties.
- Spend at least 50% of work hours doing direct support tasks; and
- Are employed by a regional center vendor or by a participant in SDP.

Providers may access through the ARCA Learn website.

Additional information: [DSP Training Stipend Program](#)

The SDP Team participates in quarterly SDP Statewide Meetings with ARCA and SDP Leadership Team representatives from all 21 regional centers. This meeting was held on February 14, 2023, to review the further implementation of DDS directives and other topics such as 099 Self-Directed Services, Coordinated Family Supports (CFS) now eligible under SDP (paid outside the SDP Budget), resolutions of Notice of Actions, and spending plans.

Additional Training by the SDP Team

The role of the SDP team is to provide ongoing training and support to SG/PRC staff in navigating through the SDP process.

Training is delivered via 1:1 with budget and spending plan meetings, revising spending plans, training Independent Facilitators on the SG/PRC system, attending meetings to support families in understanding the role of the Independent Facilitator and/or FMS, and attending meetings to support with SDP-IPP.

The team receives daily calls from SG/PRC staff and daily emails via the SDP Workgroup email system requesting support with the SDP process. These calls vary from assisting SCs with access to SDP material, training on the SDP process, and/or general information in understanding the SDP process, how to explain the SDP process to the individuals served; and accessing SDP material.

Specialized Services (SPS) Managers host monthly Manager Collaboration Meetings with SG/PRC Managers to review DDS directives and SDP trends. SPS Managers present SDP updates and promote training opportunities, support groups, and training tools at the monthly Vendor Meetings, Community Meetings, and the Board Advisory Committee for Individuals Served and Their Families. Including attendance for the DDS bi-monthly meetings with the DDS SDP Manager and staff.

Additionally, SPS Managers host monthly SG/PRC SDP Meet & Greet meetings. This meeting is open to the public and is for all participants in the Self-Determination Program or those interested in enrolling in the program. This meeting allows all participants/families, Independent Facilitators (IF), and Financial Management Service (FMS) Providers the opportunity to meet other SDP participants and learn about new DDS directives and upcoming trainings and projects.

Through all these meetings and trainings as discussed above, we have collected data about families that are interested in learning more about SDP and potentially enrolling in the program. Currently, 99 individuals and families are interested in enrolling, of which one has now successfully transitioned into SDP.

Self-Determination Implementation Funds

2021-2022 Self-Determination Program Implementation Funds- Special Projects
\$77,520.00

Project Name	Provider	Contact Person	Brief Description	Contract Dates	Contract Cost
The Waiting Room	Education Spectrum	Cathy Gott & Julie LaRose	SDP Support Group	7/25/2022 to 3/15/2024	\$20,832.00
SDP Training Series: FMS	Aveanna	Olivia Gonzalez	How to be an SDP employer	9/1/2022 to 8/31/2024	\$17,145.00
Technology for SDP	Parents' Place	Elena Sanchez	Technology assistance to SDP families	7/1/2023 to 6/30/2024	\$39,543.00
				TOTAL	\$77,520.00

Training and Support Groups

The SDP team continues to develop training opportunities for our community to enhance the implementation of the Self-Determination Program.

The Waiting Room

SDP Team partnered with Education Spectrum in developing “The Waiting Room” support group. “The Waiting Room” provides a safe place to share, listen, and learn for SDP participants, families, parents/caregivers, and those interested in SDP. These meetings are held on the 3rd Thursday of each month. Education Spectrum held their second parent support group on February 15, 2024. They had a total of 22 participants attend their meeting. Translation services were provided in Spanish and Chinese. The next meeting is scheduled to take place March 21, 2024.

Members of the group shared their favorite resources:

[The Waiting Room shared SDP resource list](#)

The SDP Training Series: The Financial Management Service (FMS)

SDP Training Series: The Financial Management Service (FMS) training series. SG/PRC partnered with Aveanna to bring our community a training series to empower participants and those interested in SDP to understand the role of the SDP Financial Management Service (FMS) agency and the participant’s role as the SDP Employer. Popular sections of the training included presentations related to the overview of FMS models, tips for selecting an FMS, and the development of the spending plan. The training included a 1-hour clinic for additional support to answer questions and/or to receive further clarification.

The Training Series: FMS was offered in English, Spanish, Chinese/Mandarin, and other languages such as American Sign Language (ASL). Aveanna successfully trained over 170 community members.

Technology for SDP

In collaboration with Parents’ Place, the project “Technology for SDP” officially started on July 1, 2023. Parents’ Place began accepting referrals on August 1, 2023. A flyer in English, Spanish, Mandarin, and Vietnamese is available to the community. As of February 29th, 2024, eleven (11) families have been successfully referred to Parent’s Place for this 1:1 technological training. Individuals served and their families may request a referral through their service coordinator.

2022-2023 Self-Determination Program Implementation Funds-Special Projects
\$93,152.28

Project Name	Provider	Contact Person	Brief Description	Contract Dates	Contract Cost	Balance
						\$93,152.28
SDP Training and Coaching Services	Healed Women Heal	Tracy Evanson	Supplemental training for SDP orientation	8/1/2023 to 3/15/2025	\$30,960.00	\$62,192.28
SG/PRC SDP Video Voice Overs	Education Spectrum	Cathy Gott	SDP training video voiceovers	Approved, pending contract	\$30,800.00	\$31,392.28
					Balance	\$31,392.28

SDP Training and Coaching Services

Training will be provided by Healed Women Heal. This training is a supplement to SDP orientation. Many of our families require additional training after attending the SDP orientation. The training will focus on bridging the gap in understanding the SDP enrollment process. Many families complete the orientation and find themselves having more questions about the SDP process. The participants will increase their understanding of SDP which will further empower them to manage their relationships with their Independent Facilitators, the Regional Center, and the financial management services. This training is a 4-week series. The first training series was held 1/22/24 through 2/14/24. Sessions were held on Mondays and Wednesdays in various languages. Wednesday sessions held in Spanish with speaking trainers, along with other language availability. SDP Team and Healed Women Heal are in the process of scheduling the next series.

SG/PRC SDP Video Voice Overs

The SDP Team continues to collaborate with Cathy Gott of Education Spectrum to begin SDP Training video voiceover translations. Cathy introduced the SDP Team to the video editor. She is in the process of securing certified translators. Translations will be available in Spanish, Chinese, Korean, Vietnamese, and ASL. The first video (Spanish) is scheduled to be ready by Spring of 2024.

Yvette Espinoza and Marlene Alvarez, Participant Choice Specialists (PCS)

The focus of the PCS is to provide outreach and training for staff and community members. They support SG/PRC staff and individuals served to understand and access Participant-Directed

Services and the Self-Determination Program. The Participant Choice Specialists are the central point of contact for staff and the community for support, training, and advocacy for individuals accessing these two programs. They collaborate with multiple departments within the agency including Client Services, Community Services, and Accounting. They also engage with the Department of Developmental Services (DDS) by providing monthly information and attending bi-monthly meetings. As needed, they engage in Person-Centered planning meetings with individuals, families, and independent facilitators. They also participate in the development, review, and certification of individual budgets, review spending plans, and Individual Program Plans.

Case-management Support: The Participant Choice Specialists host a weekly 1:1 coaching session with staff known as the SDP Clinic, where service coordinators sign up and can ask case-specific questions. The SDP Clinic is held every Tuesday in the afternoons, except the 2nd Tuesday of the month. The support may vary from developing an SDP Budget, reviewing SDP spending plans, writing SDP IPP, and securing SDP authorizations.

They also host staff group training through the Self-Determination Program (SDP) and Participant Directed Services (PDS) Learning Loft held on the 3rd Thursday of the month to learn about the programs and ask general questions. PCS Yvette and Marlene held their second Learning Loft of the year on Thursday, February 15, 2024. A total of 50 case management staff attended. The topic of the month was the transition process from sharing the orientation to securing authorizations and transitioning to Self-Determination. PCS's also shared how they may be contacted for support.

The Self-Determination team also meets every week or as necessary to disseminate information from DDS and discuss ways to streamline the process for all parties. Additionally, managers may invite Participant Choice Specialists to attend their unit meetings for additional training.

PCS, Yvette, and Marlene continue to support SG/PRC staff to transition families into SDP. They also continue to provide support to SDP Service Coordinators who need support for those enrolled in the program. Their support extends to answering questions about the difference between Participant-Directed services and Self-Determination, the process of the program, the development of budgets (unmet needs), accessing generic resources if necessary, and reviewing SDP spending plans with SDP definitions.

Community Support: Participant Choice Specialists participate in quarterly Statewide meetings related to the Self-Determination Program. They meet with the rest of the Regional Centers alongside the Association of Regional Center Agencies (ARCA). They also attend and participate in monthly Self-Determination Community meetings such as the SDP Meet and Greet and Local Volunteer Advisory Committee held every 2nd Tuesday of the month. Lastly, they meet with DDS bi-monthly for updates and to share current trends within the Self-Determination Program.

Additional SG/PRC training/presentations:

Yvette Espinoza, Participant Choice Specialist, and Jessica Wilson, Deaf and Hard of Hearing Specialist received certification as SG/PRC's Person-Centered Planning (PCP) Coaches as of June

30, 2023. This meets a performance measure outlined by DDS. The outcome is for all case management staff including managers to be trained in person-centered planning skills. They continue to meet monthly with Helen Sanderson Associates for support in disseminating training to staff. Staff training will consist of video recordings uploaded to eLearning Modules and in-person workshops for practice.

Community Outreach Events:

- January 17, 2024- Enhanced Services Workshop

During the Enhanced Services Workshop PCS Yvette and SDP Service Coordinators, Rhea Chu, Brianne Espineli and Brenda Leon shared flyers on “What is SDP?” and had a QR code available for families to scan and direct them to SG/PRC’s website for the SDP orientation. There were over forty (40) families in attendance.

Upcoming Events:

- March 20, 2024- Enhanced Service Coordination Workshop at SG/PRC

The Financial Management Service (FMS) Providers

Individuals served/families may choose the FMS provider of their choice. The SDP team provides a list of providers upon request. Individuals served/families may also visit the DDS website to obtain a list of FMS providers. At SG/PRC, GT Independence has the highest amounts of individuals enrolled in SDP, followed by Ritz. The highest percentage of SDP participants are in the Adult Services Department (25 years +), followed by those in the Family Services Department (5-15 years). The Financial Management Services (FMS) providers report a significant waiting period to enroll SDP participants. FMS providers may have waiting lists that vary between three to six months. The SDP team encourages individuals served/families to contact and interview FMS providers in the early stages of the SDP process.

For additional information on the FMS models, please click below:

https://www.dds.ca.gov/wp-content/uploads/2019/05/FMS_Directive_20181221.pdf

For the FMS model comparison chart:

https://www.dds.ca.gov/wp-content/uploads/2021/04/FMSModelsComparisonChart_04272021.pdf

For the DDS list of FMS providers:

<https://www.dds.ca.gov/initiatives/sdp/financial-management-service-contact-list/>

FMS Providers Vendored with SGPRC

Name	FMS Models	Language	Phone	Email
Acumen	Bill payer & Sole-Employer	English, Spanish	(424) 210-8810	yvettet@acument2.net

Referral Process:

- ❖ Accepting Referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Aveanna, formerly known as Premier	Bill payer & Sole-Employer	English, Spanish, Vietnamese, Cantonese, Mandarin & Trieu Chau	(310) 215-1730	FMSInfo@aveanna.com
---	----------------------------	--	----------------	--

Referral Process:

- ❖ Accepting referrals starting January 2024.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Cambrian	Bill payer, Sole-Employer & Co-Employer	English, Spanish, Vietnamese, Tagalog, Farsi	(877) 390-4300	Paulq@cfms1.com davide@cfms1.com
-----------------	---	--	----------------	--

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Community Interface Services (CIS)	Bill Payer	English & Spanish	(760) 729-3866	CSheppard@communityinterfaceservices.org
---	------------	-------------------	----------------	--

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Essential Pay	Bill Payer	English & Spanish	(833) 268-8530	contact@essentialpay.com
----------------------	------------	-------------------	----------------	--

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Fact Family	Bill payer, Sole-Employer & Co-Employer	English	(310) 475-9620 ext. 298	FMS@factfamily.org
--------------------	---	---------	----------------------------	--------------------

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

FMS Pay LLC	Bill Payer	English & Spanish	(858) 281-5910	connect@fmsspay.com
--------------------	------------	-------------------	----------------	--

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

GT Independence	Bill payer, Sole-Employer & Co-Employer	All languages	(877)659-4500 ext.356	tjones@gtindependence.com
------------------------	---	---------------	---------------------------	--

Referral Process:

- ❖ Accepting referrals.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Home of Guiding Hands	Bill Payer	English	(619) 938-2853	fms@guidinghands.org
------------------------------	------------	---------	----------------	----------------------

Referral Process:

- ❖ Servicing San Diego RC only

Mains'l	Bill payer, Sole-Employer & Co-Employer	English & Spanish	(866) 767-4296	JMBergquist@mainsl.com
----------------	---	-------------------	----------------	------------------------

Referral Process:

- ❖ Accepting referrals for February 2024
- ❖ Must complete Mains'ls Meet & Greet orientation scheduled for December 2023 to start process for enrollment beginning 2024.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

Ritz Vocational	Bill Payer & Co-Employer	English, Spanish & Mandarin	(833) 748-9888	info@ritzfms.com
------------------------	--------------------------	-----------------------------	----------------	------------------

Referral Process:

- ❖ Accepting referrals for March 2024 with budgets under \$120,000.
- ❖ Participant/family must verbally contact Acumen minimum 30 to 60 days prior to start SDP.
- ❖ Must have signed budget and draft spending plan when completing referral.
- ❖ Authorizations must be submitted, approved, and processed on e-Billing by no later than the 15th of the previous month.

**SAN GABRIEL/POMONA
REGIONAL CENTER**



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

Wednesday, April 24 2024 at 6:00 p.m.
Videoconference Meeting

ZOOM Meeting ID: 191 486 135
Password: 681356

Committee Members:

Staff:

Jaye Dixit, Chairperson
Phillip Loi, Co-Chairperson
Mary Soldato
Herminio Escalante
Sam Yi

Flor Tolley
Jessica Porter (LOA)
Ricardo Centeno
Preeti Subramaniam

Jesse Weller
Lucina Galarza
Daniela Santana
Hortencia Tafoya
Rosa Chavez
Erika Gomez

AGENDA		ACTION
	CALL TO ORDER Jaye Dixit, Chairperson	None
6:00 – 6:05	<ul style="list-style-type: none"> • Roll Call • Review Agenda • Minutes of March 27, 2024 	Quorum
		Info
		Consent
6:05 – 6:10	Public Input	Info
6:10 – 6:40	Special Presentation – Employment by Linh Lee, Employment Specialist	Info
6:40 – 6:45	Future Training Topics <ul style="list-style-type: none"> ○ May 22, 2024 – Service Coordinator and Regional Center Operations ○ June 26 - HCBS Final Rule Implementation 	Info
6:45 – 7:00	Updates and Information by SG/PRC <ul style="list-style-type: none"> • Regional Center Services Updates– <i>Daniela Santana & Lucina Galarza</i> • Self Determination Advisory - Meetings & Updates -<i>Daniela Santana, Lucina Galarza, Yaned Busch, Jessi Lagos</i> 	Info

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

Minutes of the Meeting of the

Advisory Committee for Individuals Served and Their Families

March 27, 2024

A regular meeting of the Advisory Committee for Individuals Served and Their Families was held on Wednesday, March 27, 2024. The following committee members were present at said meeting:

PRESENT

Jaye Dixit, Chair
Phillip Loi, Co-Chair
Richard Centeno
Sam Yi
Preeti Subramaniam
Flor Tolley

ABSENT:

Mary Soldato
Herminio Escalante
Jessica Porter (LOA)

GUESTS:

Nada Saleh
Wendy Lai

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Hortencia Tafoya, Director, Clinical Services
Tim Travis, Associate Director of Community Services
Salvador Gonzales, Director of Service Access and Equity
Yaned Busch, Manager, Specialized Services
Jessie Romero, Manager, Specialized Services
Elba Moreno, Department Assistant, Communications
Erika Gomez, Liaison to the Board of Directors and the Richard D. Davis Foundation

ITEMS DISCUSSED

CALL TO ORDER

Jaye Dixit, Chairperson, called the meeting to order at 6:02 pm. A quorum was established.

- The minutes from the February 28, 2024 meeting were reviewed and approved.

M/S/C (Subramaniam & Loi) The minutes from the meeting were approved by the committee.

PUBLIC INPUT - None

SPECIAL PRESENTATION – Individual & Family Experience & Satisfaction by Salvador Gonzales, Director of Service Access and Equity

The following was discussed:

- Background
- Methods
- Listening sessions methods
- Survey methods
- Listening sessions results
- Key findings
- Survey results
- Overall sample survey key takeaways
- Bridging voices recommendations
- Recommendations
- Moving forward

Future Training Topics:

- April 24, 2024 – Employment by Linh Lee, Employment Specialist
- May 22, 2024 – Service Coordinator and Regional Center Operations
- June 26 - HCBS Final Rule Implementation

Updates and Information by SG/PRC Staff

- Lucina Galarza, Deputy Executive Director, and Director of Community Services provided the following updates:
 - Staff must complete 300 visits by the end of July to ensure implementation of HCBS. Programs are being developed with HCBS partners for individuals served, their families and service providers.
 - In October 2022, the State Budget Trailer Bill for developmental services required DDS to establish an employment pilot program. DDS developed Coordinated Career Pathways (CPP) as a new employment service option. CPP is designed for individuals who are exiting or have recently exited work activity programs or other sub minimum wage settings or within two years of exiting secondary education to explore and achieve inclusive options including but not limited to paid internship, CIE, self-employment, microenterprises, and postsecondary education.
 - The city of Azusa is creating a committee to develop a strategic plan for aging population and individuals with disabilities.
- Salvador Gonzales, Director of Service Access and Equity, reported on the following regarding Self Determination:
 - There are currently 158 individuals enrolled.
 - The SDP Team

- ✓ develops and promotes training opportunities to further enhance the implementation of SDP for all individuals served by SG/PRC
 - ✓ aims to bridge any disparities for underserved communities.
 - ✓ offers training and support groups in English, Spanish, Chinese, American Sign Language (ASL), and other languages, as needed.
 - ✓ continues to collaborate with the Local Voluntary Advisory Committee (LVAC) to develop training opportunities and support groups to further enhance the implementation of SDP.
- Jesse Weller, Executive Director, reported on the following:
 - SG/PRC is hosting its Annual Dance for Individuals Served: A Night in “Hollywood” Spring Dance on Friday April 12, 2024, from 4pm-7pm, coordinated by the intern program with Azusa Pacific University. The event is for individuals served 18+ years and older.
 - SG/PRC is hosting its 3rd Annual Sirens of Silence Event on April 13, 2024, from 9am-12pm where individuals served, and their families will get the opportunity to meet with first responders.
 - Tricia Vannucci, Associate Director of Adult and Residential Services, is going to retire on April 18, 2024. Mr. Weller shared about Tricia’s history with SG/PRC and expressed gratitude for her years of service. Daniela Santana, Director of Client Services, will work on a plan to ensure a smooth transition for Tricia’s respective division.
 - SG/PRC in collaboration with Autism Highway Chalk Festival, the city of Pomona and the Richard D. Davis Foundation, will hold a fun festival that will feature artists, music, and spontaneous performances on Saturday, April 13, 2024, from 10:00am-4:00pm to attend at Ganesha Park in Pomona.
 - The Strategic Plan was approved at the last Board meeting. Staff are working with a graphic designer on the design elements. The Strategic Development Committee will be responsible for housing the plan. Mr. Weller will work with staff on a communications strategy, which will include updating materials as well as translating the Strategic Plan. Software that will aid with the implementation of the Strategic Plan will be utilized and the plan will be posted to the SG/PRC website.

ADJOURN

Chair, Jaye Dixit adjourned the meeting.

The next Advisory Committee for Individuals Served and Their Families meeting is scheduled for Wednesday, April 24, 2024, via videoconference at 6 P.M.

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
VENDOR ADVISORY COMMITTEE MINUTES**

April 4, 2024

The following committee members attended said meeting:

PRESENT:

Cris Schlanser, Chairperson
Brenda Baldeon
Kelly Privitt
Jeanette Cabrera
Jose Meraz
Charmayne Ross
Valerie Donelson
Jay Smith
Ookie Voong
Theresa Jones Zarour
Christina Buth

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Dara Mikesell, Chief Financial Officer
Tim Travis, Associate Director, Community Services
Hortencia Tafoya, Director of Clinical Services
Lupe Magallanes, Associate Director, Early Childhood Development Services
Yvonne Gratianne, Communications & Public Engagement Officer
Jaime Anabalon, Quality Assurance Specialist
Erika Gomez, Liaison – BOD & RDDF

MEMBERS ABSENT:

Sharon Ehrig

RECOMMENDED ACTIONS

THE VENDOR ADVISORY COMMITTEE RECOMMENDATION:

None

A. CALL TO ORDER

Cris Schlanser, Chairperson, called the meeting to order at 10:04 a.m. A quorum was established.

The minutes of the meeting on March 7, 2024, were reviewed and approved. **M/S/C (Ross & Privitt) The Vendor Advisory committee approved the minutes.**

B. MOST PRESSING CONCERNS FOR SERVICE PROVIDERS

None were reported.

C. VENDOR CATEGORY REPORTS

Adult Programs

Vocational – (2 Vacancies) Those interested in applying can email egomez@sgprc.org

Adult Day –Jose Meraz shared there will be a subcommittee meeting on April 17, 2024.

Infant & Children Services

Infant Development Program –Charmayne Ross shared that DDS is working on an incentive for Service Provides who allow for their information to be posted on their website as part of their provider directory. She also shared that she will term off on the last day of June and encouraged her peers to apply for her current role in the committee.

Transportation

Theresa Jones Zarour continues to work with legislators to voice her concerns. She will attend a meeting this month in Sacramento to explain the costs of running a transportation business.

Independent Living Services

ILS – Sharon Ehrig was not present.

SLS Services – (1 Vacancy)

Residential Services

Specialized – Chris Schlanser did not report but contributed to the conversations below.

CCF – Jay Smith reported there was a subcommittee meeting earlier this week. The common themes during the meeting were:

- HCBS and QA visits. There are anxieties about meeting the expectations. Staff confirmed that the visits will be done by SG/PRC staff and will not be outsourced.
- The Department of Labor has been making unannounced visits to recently.
 - The subcommittee agreed they would like a deeper dive of the Referral report during their meetings as there are time constraints at the VAC meeting that do not always allow for the report to be

reviewed.

- Some service providers are experiencing difficulties in receiving payments on time. Staff asked that they reach out to speak about it further.

ICF- Ookie Voong shared that the ICF Subcommittee meeting was held on March 14, 2024. Providers continued to share concerns about inconsistencies in billing codes and payments across all MCPs. Many providers are still not paid by MCPs and are having issues with setting up and accessing the claims portals. There could be delays in gaining full access to portals to track claims and/or troubleshoot errors, when providers are not fully contracted. There are still discrepancies in enrollment as some individuals are being reassigned MCPs. Providers are encouraged to reach out to MCP LTSS liaisons. Providers are grateful for LAG funding as that has allowed them to carry on with their businesses. The next monthly ICF subcommittee meeting is scheduled for April 11, 2024 at 2pm.

Other Vended Services- Jeanette Cabrera had nothing to report.

At Large- Brenda Baldeon shared she is terming off and Kelly Privitt had nothing to report.

RECRUITMENT SUBCOMMITTEE

Currently recruiting for the following for FY 24/25 (effective July 1, 2024):

- Vocational
- SLS
- Infant and Children
- At Large
- Day Program (2)
- Other

To apply, please email egomez@sgprc.org

LEGISLATIVE UPDATE

Kelly Privitt spoke about different ways for service providers to engage with legislators and how to go about teaching individuals served and their families too. She spoke about having a rally to advocate for the uninterrupted implementation of disability service provider rate increase. Executive Director, Jesse Weller, expressed his support for the rally. There will be a subcommittee to discuss further. Theresa Zarour will attend the upcoming meeting for Individuals Served and Their Families to talk about it during the “public input” portion of the meeting and Susan Stroebel will attend the Community Relations/Legislative Committee meeting to do so as well.

EXECUTIVE DIRECTOR UPDATES

Jesse Weller, Executive Director, reported on the following:

- There is going to be a Zoom presentation for service providers on mental health in the next couple of months.
- Subcommittee No 3 Senate Hearing Debrief – The hearing was well attended and great support was demonstrated.
- Masterplan of Developmental Services - The Stakeholder Committee Meetings have been scheduled for April and May. He shared the schedule and encouraged participation.
- There has been an increase of make-up authorizations cancelations, and it has created a workload issue. Make-up sessions are important as every moment counts. He would like make-up authorizations to be honored within the 30-day period. This change will be implemented effective May 1, 2024.
- Tricia Vannucci, Associate Director of Adult and Residential Services, is going to retire on April 18, 2024. Mr. Weller shared Tricia's history with SG/PRC and expressed gratitude for her years of service. Daniela Santana, Director of Client Services, will work on a plan to ensure a smooth transition for Tricia's respective division.
- Yvonne Gratianne, Communications and Public Engagement Officer, led the delegation representing SG/PRC in Sacramento for Grassroots Day and spoke about the experience. VAC member, Kelly Privitt, as well as Olaf Luevano, former VAC member, formed part of the delegation that represented SG/PRC. Both shared their experience. An individual served, who was part of the delegation, took a picture with Senator Rubio and that picture will be in the Strategic Plan.
- The Vendor Job Fair, scheduled for May 3, 2024, has reached capacity. Additional service providers who would still like to register may be accommodated outside. The job fair will be held at SG/PRC.

SG/PRC UPDATES

Lucina Galarza, Executive Deputy Director, and Tim Travis, Associate Director of Community Services, reported on the following:

- Provider Directory
- Coordinated Career Pathways
- New Process for Review of Vendor Insurance
- Rate Implementation
- HCBS Formal Monitoring of Final Rule
- HCBS Trainings
- Requests for Proposals
- Minimum Wage Increase 2024

- Payment Assistance for ICF's during transition to Manage Care
- SDP – SDP Acceptance Flag
- SDP Training Stipend Program
- Quality Incentive Payments – Employment Access and Capacity

PUBLIC INPUT

None

MEETING ADJOURNED

The next regular meeting will be held on May 2, 2024, at 10:00 a.m.

**SAN GABRIEL/POMONA VALLEYS
DEVELOPMENTAL SERVICES, INC.
STRATEGIC DEVELOPMENT COMMITTEE MINUTES**

April 10, 2024

The following committee members were present at said meeting:

MEMBERS:

Bruce Cruickshank, Chairperson
Julie Chetney, Director
Trish Gonzales, Director
Natalie Webber, Member
Gisele Ragusa, Member
Bill Stewart, Director

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Yvonne Gratianna, Communications & Public
Engagement Officer
Erika Gomez, Liaison – BOD & RDDF
Elba Moreno, Department Assistant,
Communications
Willanette Stewart Satchell, Executive Assistant

MEMBERS ABSENT:

GUESTS:

RECOMMENDED BOARD ACTIONS

**THE STRATEGIC DEVELOPMENT COMMITTEE RECOMMENDS THAT
THEY TAKE ACTION ON THE FOLLOWING: None.**

ITEMS DISCUSSED

- A) **CALL TO ORDER** - Chairperson, Bruce Cruickshank, called the meeting to order at 6:02 p.m. A quorum was established.
- B) **AGENDA & MINUTES APPROVAL**
- The agenda was reviewed.
 - The minutes from the March 13, 2024, meeting were reviewed and approved.
M/S/C (Gonzales / Chetney) The Strategic Development Advisory committee approved the minutes.
Abstain: Stewart
- C) **PUBLIC INPUT**
- Natalie Webber shared she will be in musical through “Ovation Performing Arts.”

D) STRATEGIC PLANNING UPDATES:

Executive Director, Jesse Weller, provided the following updates:

- Strategic Plan Design Templates – The Strategic Plan was approved at the last Board meeting. Mr. Weller sent the final document to the committee for their review of the design elements. During the meeting, he reviewed every page with the committee and took directions for amendments.
M/S/C (Ragusa / Stewart) The Strategic Development Advisory committee approved the Strategic Plan design with the recommended changes to be reviewed and approved by the Board of Directors.
- Project Management Software Update – Per the recommendation of Michelle Ware, Consultant, to use a project management software, staff looked into “Monday.com,” a cloud-based project and work management platform geared towards planning and managing projects and tracking day-to-day workplace activities, tasks, and duties. Each item will be tracked in its own area.

E) BOARD COMPOSITION

- The committee conducted a closed session interview for a committee applicant, M. Marquez. SG/PRC staff were not present for the interview.

ADJOURNED

The meeting adjourned.

The next Strategic Development Committee meeting is scheduled for May 8, 2024.

For materials shared at meetings, please go to www.sgprc.org, click on the calendar and look for an event by date. There you will find a link to the materials for each meeting.

