

**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.