

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

**June 12, 2024**

**PRESENT:**

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

**GUESTS:**

None

**ABSENT:**

**STAFF:**

Jesse Weller, Executive Director  
Lucina Galarza, Deputy Executive Director  
Tim Travis, Associate Director of Community Services  
Hortencia Tafoya, Director of Clinical Services  
Steve Peña, Director of IT and Admin Services  
Erika Gomez, Liaison to the BOD & RDDF  
Elba Moreno, Department Assistant Communications

**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 March 2024 in the Fiscal Year 2023-2024. These expenditures are for services paid through April 18, 2024.

**ITEMS DISCUSSED**

**A. Call to order**

Julie Chetney, Board President, called the meeting to order at 7:17pm. A quorum was established.

- The committee reviewed the agenda, and the following changes were requested:
  - Add an additional contract for review (Elwyn California Rancho Lindo)

- Move “Neudesic Care Management Platform” to be reviewed as a contract

**(M/S/C Cruickshank & Stewart) The Executive Finance Committee approved the additions to the agenda.**

- The committee reviewed and approved the meeting minutes of May 8, 2024. **(M/S/C Stewart & Cruickshank) The Executive Finance Committee approved the minutes.**

**B. Public input:** None

**C. EXECUTIVE/FINANCE COMMITTEE**

### ***Financial Report***

Jesse Weller, Executive Director, 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 \$48,117,450. The year-to-date expenditure is \$30,393,086 with projected remaining expenditures of \$17,724,364. This results in an unencumbered amount of \$1,411,676 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 \$39,711,792, bringing the year-to-date expenditure for services to \$285,148,973. The remaining projected expenditures and late bills are in the amount of \$136,567,599 leaving an unencumbered amount of \$2,667,593.

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

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

### *Contracts for Review*

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

- *A and M Aurora*  
**(M/S/C Gonzales & Stewart) The committee approved to recommend this contract for the review and approval of the Board.**
- *California Mentor Meadcliff Home*  
**(M/S/C Zarsadiaz-Ige & Dixit ) The committee approved to recommend this contract for the review and approval of the Board.**
- *Elwyn California El Monte*  
**(M/S/C Gonzales & Dixit) The committee approved to recommend this contract for the review and approval of the Board.**  
**Abstain: Stewart**
- *Hope House*  
**(M/S/C Cruickshank & Zarsadiaz-Ige) The committee approved to recommend this contract for the review and approval of the Board.**
- *Elwyn California Rancho Lindo*  
**(M/S/C Gonzalez & 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 contracts:

- *Rebecca Perez*  
**(M/S/C Stewart & Dixit) The committee approved to recommend this contract for the review and approval of the Board.**
- *Jennie Mathess*  
**(M/S/C Gonzales & Zarsadiaz-Ige) The committee approved to recommend this contract for the review and approval of the Board.**
- *Yadira Vazquez*  
**(M/S/C Stewart & Gonzales) The committee approved to recommend this contract for the review and approval of the Board.**
- *The Psychological Group*  
**(M/S/C Gonzales & Stewart) The committee approved to recommend this contract for the review and approval of the Board.**
- *Thomas Carrillo*

**(M/S/C Zarsadias-Ige & Dixit) The committee approved to recommend this contract for the review and approval of the Board.**

Jesse Weller, Executive Director, and Steve Peña, Director of IT and Admin Services, presented the following contracts:

- Neudesic Care Management Platform (Atlas) – Operations Contract  
**(M/S/C Cruickshank & Stewart) The committee approved to recommend this contract for the review and approval of the Board.**

Mr. Weller will provide information in upcoming meetings on the final and ongoing costs to the Board.

#### **E. Board President's Report**

Julie Chetney, Board President, provided the following updates:

- Agenda for upcoming Board Meeting – June 26, 2024: Elections of slate of officers for FY 24-25 on June 26, 2024, recommendations for new committee member, Performance Contract Presentation, ARCA updates and discussion about Board agendas.
- Agenda for Executive Finance Committee Meeting – July 10: Financial Report, contracts and Quarter 1 Strategic Planning Updates.
- In-Kind Agreement between RDDF and SG/PRC was tabled as it was not ready to be signed.

#### **F. Information**

Jesse Weller, Executive Director, reported the following:

- SG/PRC held a job fair on June 1, 2024. One person was hired and 5 people are going through background checks. The Directors will come up with a staffing plan for the new fiscal year.
- Governor's Budget – Updates will be available in July. There are 2 bill regarding Self Determination that is being tracked.
- Master Plan on Developmental Services – There are no new updates.
- Strategic Planning – the first quarterly report will be provided in July.

#### **MEETING ADJOURNED**

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

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