

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

August 14, 2024

PRESENT:

Julie Chetney, Board President
Jaye Dixit, 1st VP
Karen Zarsadiaz-Ige, 2nd VP
Trish Gonzales, Secretary
Preeti Subramaniam

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Yvonne Gratianne, Publications and Public
Engagement Officer
Erika Gomez, Liaison to the BOD & RDDF

GUESTS:

None

ABSENT:

Bill Stewart, Treasurer
Bruce Cruickshank, Director

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 June 2024 in the Fiscal Year 2023-2024. These expenditures are for services paid through July 17, 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
- The committee reviewed and approved the meeting minutes of July 10, 2024.

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

Abstains: Subramaniam

B. Public input: None

C. SPECIAL PRESENTATION

Grace Kano, Board President of the Richard D. Davis Foundation (RDDF) provided a brief overview of the foundation.

- It was founded in 1987 by a group of parents of individuals with developmental disabilities.
- The foundation holds an annual golf tournament and it is their primary fundraiser.
- Historically it has provided scholarships opportunities to assist SG/PRC staff and vendor staff with school costs.
- It is made up of vendors, parents, former staff and individuals served.

D. CONSENT AGENDA

In-Kind Agreement between the RDDF and SG/PRC – This item was tabled as it was not ready to be signed. The Richard D. Davis Foundation has a contract with SG/PRC in terms of the relationship between the two. When the contract was recently reviewed, two areas were flagged, specifically with the verbiage used. The foundation and staff will work with council to see it is updated and signed.

Financial Report

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

In regional center operations, the allocation based on the E-2 Amendment is projected to meet expenditure projections. Projections include operating continuation cost and expenditures from the prior fiscal year. The operations E-2 allocation for fiscal year 2023-24 is currently at \$51,016,379 with projected expenditures of \$50,140,992.

The year-to-date expenditure is \$43,069,890 with projected remaining expenditures of \$7,071,102. This results in an unencumbered amount of **\$875,387** 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-2 amendment.

The Purchase of Service allocation is based on the E-2 amendment in the amount of \$446,843,838. The current month's expenditure amounted to \$31,776,757 bringing the year-to-date expenditure for services to \$396,927,525.

The remaining projected expenditures and late bills are in the amount of \$23,104,961 leaving an unencumbered amount of **\$26,811,352**.

CPP/CRDP POS is a separate line item, SG/PRC is allocated \$980,925 for placement and start-up projects.

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

Mrs. Mikesell requested a pause in presenting the financial report in September as there will not be enough data.

(M/S/C – Gonzales & Zarsadiaz-Ige) The Executive Finance Committee approved to pause the presentation of Financial Report in September.

E. BOARD PRESIDENT'S REPORT

Julie Chetney, Board President, provided the following updates:

- Agenda for upcoming Board Meeting – August 28, 2024: Election of 2nd Vice President
- Agenda for Executive Finance Committee Meeting – September 11, 2024: Financial Report, Contracts

F. EXECUTIVE DIRECTOR'S REPORT

Lucina Galarza, Executive Deputy Director, reported the following:

- Nancy Bargmann, Director of the Department of Developmental Services

- (DDS), announced her retirement, effective September 1, 2024.
- Brian Winfield, Chief Deputy Director, DDS, announced his retirement, effective mid-September 2024.
 - Service Provider Directory - The provider directory will be a comprehensive online portal for service provider data.
 - The intent of the service provider directory is to provide access to information to individuals served, their families and the community.
 - DDS has contracted with a third-party contractor to work with providers and regional centers to validate, and if necessary, update information.
 - Providers that participate will be eligible for a one-time incentive.
 - Master Plan – The Master Plan for Developmental Services, has the support of California Health and Human Services, it's important to the Governor's office ensuring that the system is evolving to be more responsive to the community. 5 Workgroups were created; SG/PRC is well represented as Executive Director, Jesse Weller, was selected to be a part of Group 1 and Dr. Yin was selected to be in Group 4.
 - SG/PRC Recruitment Update – There are currently 525 employees

MEETING ADJOURNED

The meeting adjourned. The next regular meeting will be held on September 11, 2024, at 7:15 p.m. via videoconference.

CLOSED SESSION – None