

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

October 23, 2024

The following committee members were present at said meeting:

MEMBERS:

Julie Chetney, Board President
Bill Stewart, Board Director
Natalie Webber, Committee
Member

STAFF:

Jesse Weller, Executive Director
Yvonne Gratianne, Communications and Public
Engagement Office
Erika Gomez, Liaison to the BOD & RDDF

MEMBERS ABSENT:

Bruce Cruickshank, Chairperson
Trish Gonzales, Board Director
Gisele Ragusa, Committee
Member
Yan Li, Committee Member

GUESTS:

None

RECOMMENDED BOARD ACTIONS

**THE STRATEGIC DEVELOPMENT COMMITTEE RECOMMENDS THAT
THEY TAKE ACTION ON THE FOLLOWING:**

ITEMS DISCUSSED

- A) **CALL TO ORDER** –Board President, Julie Chetney, called the meeting to order at 6:03 p.m. A quorum was not established.
- B) **AGENDA & MINUTES APPROVAL**
- The agenda was reviewed.
 - The minutes from the September 25, 2024, meeting were tabled.
- C) **PUBLIC INPUT**

None

D) BOARD TRAININGS SURVEY

The Annual Board Training Report is due to DDS on December 15, 2024. Mrs. Chetney shared the draft survey on the screen and together, the members reviewed and discussed each question. A few changes were made, some questions were added and others deleted, considering the responses from last year's survey and this year's trainings. Mrs. Chetney will work with staff to send out the survey to Board and committee members.

Mrs. Chetney explained the process of the development of the Annual Board Training Report and suggested a meeting in November, at an earlier date than their usual, so there is not a conflict with any family celebrations. November 13, 2024 was suggested and those present agreed. Staff will email the rest of the committee to inquire about their availability.

The committee will review the survey results at the November meeting and will determine a schedule for the Board trainings.

E) STRATEGIC PLAN

Jesse Weller, Executive Director, provided the following updates about the Strategic Plan:

- 24 Hour Response Time Survey Review – George Stevens, Consultant, and Michelle Ware, Forward Focus, recommended conducting a survey, “Next Business Day Response Time Expectation.” Yvonne Gratianna, Communications and Public Engagement Officer, presented the draft survey and edits were made as suggested. It will likely go out in January 2025.
- Key Performance Indicators – They all seem doable and realistic. They will be reviewed at the November meeting. The committee will be able to provide input.

F) ADJOURNED

The meeting adjourned.

The next Strategic Development Advisory Committee meeting is scheduled for November 13, 2024, tentatively.