

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

September 10, 2025

PRESENT:

Trish Gonzales, Board President
Bill Stewart, 1st VP
Preeti Subramaniam, Treasurer
Julie Chetney, Secretary
Phillip Loi

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Raquel Sandoval, Director of Human Resources
Willanette Steward/Satchell, Exec. Assistant
Erika Gomez, Liaison to the BOD and RDDF

ABSENT:

GUESTS:

Nada Saleh
Mark

**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:

ITEMS DISCUSSED

A. Call to order

Trish Gonzales, Board President, called the meeting to order at 7:15 pm. A quorum was established.

- The committee reviewed the agenda.
- The committee reviewed and approved the meeting minutes of August 13, 2025.
(M/S/C Stewart & Loi) The Executive Finance Committee approved the minutes.

B. Public input: None

D. BOARD PRESIDENT'S REPORT

Trish Gonzales, Board President, provided the following updates:

- A. Upcoming Board Meeting Agenda – September 24, 2025: Bill Stewart will cover for Ms. Gonzales in her absence.
- B. Upcoming Executive Finance Committee meeting agenda – October 8 2025 – There *will* be a Financial Report.
- C. Public Records Act – She requested that the Board have a closed session about the Public Records Act in October so members can discuss and ask questions.
- D. ARCA Academy – The event will be held in Sacramento on November 14-15. A few SG/PRC Board members will attend, including Ms. Gonzales.

E. EXECUTIVE DIRECTOR'S REPORT

Jesse Weller, Executive Director, reported the following:

- A. *Development Association Service Leadership Institute* – Mr. Weller was accepted as part of the cohort. He will attend the gathering in November.
- B. *B-2 Allocation Updates* - The B-2 allocation update was reviewed, noting that the allocation required validation by all regional centers before feedback could be provided. It was reported that there were two areas where Community Placement Plan funding was not as anticipated, along with one additional area of concern. The State will issue a revised allocation.
- C. *Foster Grandparent Program*- This program is tied to two federal programs, and there had been concerns when the funding was temporarily impounded due to federal uncertainties. DDS had prepared contingency strategies in the event the programs could not continue. Fortunately, the funds have since been released, and the program is no longer at risk.
- D. *Public Records Act (PRA)*– Updates regarding the Public Records Act were shared. A PRA Manager has been hired and will begin on September 15, 2025. In addition, funding has been approved for four positions to support this area.
- E. *Recruitment* – There are currently 545 employees.
- F. *Staff Updates* –

- Mr. Weller announced that Tim Travis has been promoted to Director of Community Services, recognizing his leadership and contributions. This position was previously held by Lucina Galarza in addition to her responsibilities as Deputy Executive Director. The transition will allow Ms. Galarza to focus more fully on her role as Deputy Executive Director, while ensuring strong leadership continues in Community Services.
- In payroll operations, it was noted that Winnie Chiu, who had served as the organization's only Payroll Operations Analyst for 26 years, has retired. To fill this critical function, two individuals have been hired, one promoted internally and one brought in from outside the organization.

MEETING ADJOURNED

The meeting was adjourned. The next regular meeting will be held on October 8, 2025, at 7:15pm via video conference.

CLOSED SESSION – None