

**SAN GABRIEL/POMONA REGIONAL CENTER
DEVELOPMENTAL SERVICES, INC.
BOARD OF DIRECTORS
Minutes of the Meeting of the Board of Directors
(A California Corporation)**

May 25, 2016

ATTENDANCE

The following members of the Board of Director's were present at said meeting:

PRESENT:

Penne Fode
Joseph Huang
Anabel Franco
Victor Guzman
Sandy Christensen
Sylvia Youngblood
John Randall
Bruce Cruickshank
Quinn Klingerman
Julie Chetney
David Bernstein

STAFF:

Keith Penman, Executive Director
John Hunt, Chief Financial Officer
Yvonne Gratianne, Board Relations Admin.
Veronica Marquez, Administrative Assist.

ABSENT:

Daniel Rodriguez

A. CALL TO ORDER:

Penne Fode, Board President, called the meeting to order at 7:18 p.m. Roll call was taken and a quorum was established.

The Board reviewed and approved the agenda with the following amendment:

- The correct date should reflect: May 25, 2016

M/S/C (Klingerman & Christensen) The Board approved today's agenda.

The minutes were reviewed and approved by the Board..

M/S/C (Klingerman & Chetney) The Board approved the April 27, 2016 minutes as written.

Abstain; Bernstein

B. ATTENDANCE REVIEW:

Pursuant to Bylaws, Section 9.02, the following individual, has missed three (3) or more consecutive meetings in the current fiscal year:

- Sandy Christensen (Strategic Development)

The Board held a discussion and some members raised questions about the accuracy of the Participation Record (Attendance Record). *As per the Bylaws, individuals missing three (3) or more consecutive meetings constitutes the tendering of a Director's resignation from the Board, Non-Director's resignation from all Committees or a Member's resignation from the Vendor Advisory Committee.*

Therefore, the Board was given the opportunity to make decisions regarding whether or not to retain above-mentioned individuals.

C. 2ND TERM DIRECTORS – NOTICE:

Pursuant to Bylaws, Sections 6.01 & 7.01 Directors standing for re-election shall be voted on at the Annual meeting of the Board of Directors of the Corporation. Nominations for the first term Directors made pursuant to Article 21.03 can be acted on by the Board at the annual, special or regular meeting when a voting quorum is present. A majority of the votes cast shall elect a Director to the Board.

The Board voted for the following individuals to continue on to a second term on the Board of Directors starting July 1, 2016.

- Penne Fode
- Victor Guzman
- Sylvia Youngblood

D. PUBLIC INPUT:

Carl Argila gave an update on his kids' cases and provided information on his blog.

E. SPECIAL PRESENTATIONS:

- There was a Special Recognition of Committee Members on the Board of Directors and the Committee Members. Cake and refreshments were provided to celebrate the members.
- A Special Recognition for Elizabeth Quinn Memorial Award was presented to Sharon Varga for the appreciation in her contributions in improving the lives of individuals with developmental disabilities and her involvement in the Aktion club.

**Please see attached.*

*** Please see "Attachments & Announcements" section.*

F. EXECUTIVE/FINANCE COMMITTEE

John Hunt, Chief Financial Officer, reported on the following items:

- **Financial Report-**

- The report reflects Operations and Purchase of Services monthly financial reports for the month of March, 2016, for services paid through April 18, 2016.
- In current year regional center operations, we are projecting to come in at budget.
- In our current year Community Placement Plan (CPP) operations, we are projecting a small surplus of approximately \$3,600.
- The Foster Grandparent/Senior Companion Programs are showing a slight surplus of approximately \$1,100 and the Family Resource Center is at budget.
- With regard to Purchase of Services, we are now projecting a current year deficit of approximately \$800,000 (a reduction of approximately \$500,000 from last month), and an approximate deficit of \$560,000 in Community Placement Plan POS (which is no change from last month).
- We do expect these remaining deficits to be made up in future contract amendments.

The Board approved the financial report.

- **May Revise Budget-**

- Governor released revised budget on Friday, May 13th. The budget incorporated the ABX2-1. Funds are to increase vendors' rates, services for consumers, and benefit and salary increase for current regional staff. There are funds to hire approximately 200 Service Coordinators statewide. SGPRC has the lowest statewide ratios.
- There is also an increase in Operations statewide to hire cultural specialists and employment specialists for regional centers to oversee implementation of recommendations to reduce disparities in the provisions of services and to also lead competitive employment activities at the local level.

- **Preliminary Allocation***** – SGPRC has received the letter of intent and the amounts of the preliminary allocation amounts which also include monies from ABX2-1 funding. Due to timing of receipt expected to sign the necessary documentation to accept this, a recommendation was made to allow for the Board President to sign as soon as it comes in, so that it can be expedited and returned to DDS in a timely manner and avoid any cash flow issues.

M/S/C (Christensen & Klingerman) The Board approved the Board President to sign contract when received.

**Please see attached.*

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- **Medicaid Waiver Audit-** Tim Travis, Director of Federal Programs, provided an update on the audit from DDS and Department of Healthcare Services. A report will be provided to the board on the outcome of the audit.

- The Executive Committee had a discussion about issues in attendance and tardiness. The committee agreed to recommend that if anyone arriving 15 minutes after the scheduled start time of any committee should be considered absent. Discussion was held and the Board would like this to be discussed at the Board meeting next month. A recommendation was also to discuss the idea of adopting some sort of operating manual or “best practices” manual for the Board.

M/S/C (Guzman & Christensen) The Board will add this topic on the agenda for discussion.

Oppose: Bernstein & Youngblood

Abstain: Randall

G. COMMUNITY RELATIONS/LEGISLTATIVE COMMITTEE:

In the absence of Daniel Rodriguez, Yvonne Gratianna reported on the following:

- 50th Anniversary for Lanterman Act- Regional Centers are working with ARCA to contribute a short video on what the Lanterman Act means to families. SG/PRC’s contribution of our video was previewed at this meeting. Special thanks were given to Joseph Huang, Penne Fode, and Daniel Rodriguez for participating in this project.
- 30th Anniversary for SGPRC- Regional Center is working on a short video of success of clients with SGPRC.

H. CLIENT SERVICES/ADVISORY COMMITTEE:

Victor Guzman reported on the following:

- Special presentation was given by Tim Travis on Institutional Deeming Medi-Cal and EPSDT.

I. VENDOR ADVISORY COMMITTEE:

David Bernstein reported on the following:

- Annual Breakfast on June 2. John Doyle will be the speaker.
- Minimum wage concerns
- Vendor Surveys re: ABX2-1
- CMS Transition
- Cindy Sendor has been elected as the next VAC Chairperson, George Stransky for Vocational, Vanessa Osborn for Transportation. A recommendation was made for the appointment of both individuals effective, July 1, 2016.

M/S/C (Bernstein & Klingerman) The Board approved the appointment

**Please see attached.*

*** Please see “Attachments & Announcements” section.*

of both individuals to the VAC committee.

J. STRATEGIC DEVELOPMENT COMMITTEE:

Bruce Cruickshank reported that one slate was received for nomination of officers of the Board. The following Proposed Slate of Officers to the Board of Directors for Fiscal Year 2016-2017:

- Board President: Penne Fode
- 1st Vice President: Daniel Rodriguez
- 2nd Vice President: Victor Guzman
- Treasurer: Joseph Huang
- Secretary: Anabel Franco

The Board approved the proposed slate.

Penne Fode also reported on the Strategic Development Committee the following: There is a new application for new Committee Member Recruitment and the committee reviewed questions to ask applicants. The questions have not been finalized.

K. ARCA REPORT:

Keith Penman reported on the following topics:

- The Lanterman Coalition
- Governor's Budget - May Revise
- Manage Care Tax
- Legislature Bills

L. EXECUTIVE DIRECTOR'S REPORT:

- Keith Penman made a reference to the report in the blue section of the board packet, which includes his monthly Executive Director's.
- Caseload ratios***- SPGRC will be looking into possibly hiring approximately 10 Service Coordinator position to help meet the required caseload ratios. Medicaid Waiver & All Other Categories caseload ratios were not met. There will be a meeting on June 22 to solicit public input at SGPRC, open to the public.
- Vendor surveys- SGPRC has been proactive to work with vendors to complete the surveys. The results of the surveys will determine the rate increase.
- Governors' Budget – Concerns regarding governance of our System. Training for Executive Staff and Board Members.

**Please see attached.*

*** Please see "Attachments & Announcements" section.*

- Fairview*** – Keith, Lucina, and Tim attended a meeting at Fairview Developmental Center on May 15. The next meeting for families of SGPRC clients is scheduled for June 11. SGPRC has 14 clients residing at Fairview.
- Self Determination – Lucina Galarza & Joseph Huang attended a meeting on Tuesday.

M. OTHER BOARD & COMMUNITY ANNOUNCEMENTS:

- Ms. Youngblood is part of the Disabled Student Program and Service Advisory Committee at Rio Hondo College and would like to invite a representative from SGPRC.
- Ms. Young blood attended a Board Training in South Pasadena that was on the role of the Board, as well as the Executive Director. Ms. Youngblood will be following with additional information at a later time.
- The Board would like the agenda for Executive/Finance, Community Relations/Legislative and Vendor Advisory Committee to be added to future Board packets.

ADJOURNMENT

Next meeting on Wednesday, June 22, 2016 at 7:15 p.m.

BOARD MINUTES FROM THE MAY 25, 2016 MEETING

Submitted by:


Anabel Franco, Board Secretary


Date

**Please see attached.*

*** Please see "Attachments & Announcements" section.*