

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

July 11, 2018

PRESENT:

Joseph Huang, President
Victor Guzman, 1st V.P
Sheila James, 2nd V.P
Gisele Ragusa, Treasurer
Georgina Molina, Board Director

STAFF:

Keith Penman, Executive Director
John Hunt, Financial Officer
Erika Gomez, Exec, Assistant BOD
Laura Palma, Admin. Assistant

ABSENT:

Penne Fode, Immediate Past President
Julie Chetney, Secretary

RECOMMENDED ACTIONS

THE EXECUTIVE/FINANCE COMMITTEE RECOMMENDATION:

None

**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- May 31, 2018, for services paid through June 18, 2018

ITEMS DISCUSSED

A. CALL TO ORDER

Joseph Huang, President, called the meeting to order at 7:21 pm. A quorum was established.

The members reviewed the agenda. The minutes from the June 13, 2018 meeting were approved.

M/S/C (Molina & Guzman)

B. FINANCIAL REPORT

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

Financial Report

- Operations – Based on the D-3 contract amendment, it is projected that the allocation will be sufficient to meet the projected expenditures, resulting in zero surplus or deficit for the year. SG/PRC’s current allocation is \$28,787,742. For the month of May, staff expended \$2,567,653 and \$25,849,214 has been spent year to date, with projected expenditures remaining of \$2,938,528.
- Family Resource Center – It is expected that the allocation will be sufficient to meet projected expenditures, with zero surplus or deficit projected.
- Foster Grandparent/Senior Companion Program – SG/PRC is now projecting a surplus of \$5,288.
- Community Placement Plan – SG/PRC is now projecting a surplus of \$4,994.
- Purchase of Service as with Operations – Projections are based on the D-3 Contract amendment.
- Regular Purchase of Services- Projecting a surplus of \$3,752,153. The current allocation is \$210,062,542. For the month of May, staff expended \$17,784,812, and have paid for services in the amount of \$183,723,362 year to date, with projected expenditures and late bills remaining in the amount of \$22,587,027.
- Community Placement Plan - Projecting a deficit of \$16,905 in Community Placement Plan POS, which is expected to be eliminated with a future allocation.

M/S/C (Ragusa & James) The committee approved the Financial Report.

Cashflow – SG/PRC is anticipating running out of cash next Tuesday for one day. if that happens, it will borrow from its line of credit. More information will be made available in a few weeks.

DDS Audit Update – Nothing new to report.

Midterm Lease - SG/PRC is into its fifth year of its ten-year lease. As agreed upon in the contract lease, money will be made available for “tenant

**Attached to these minutes.*

*** “Attachments & Announcements” section of Board Packet.*

improvements.” The improvements must be only for the building. If not all of the money is used, \$250,000 of it will likely be used towards rent.

C. BOARD OVERVIEW

- Board Bylaws – The committee sent their recommendations to the attorney and SG/PRC staff for review. Staff have made a few suggestions. The committee awaits to hear the attorney’s feedback.
- The Board training session in July will be on the Lanterman Act and the Performance Contract.
- Board Survey and Objectives – The Strategic Development Committee will review the follow-up feedback from the Board.

D. INFORMATION:

Keith Penman, Executive Director, reported on the following:

Budget Update - Social recreation and camp will NOT be restored. And despite major funding surpluses, the Uniform Furlough Schedule will take effect in a year.

Self Determination - On June 7, 2018 the state was notified that the Federal Government approved the waiver request that establishes the Self Determination Program in California. SG/PRC has submitted the names of 525 people for the lottery selection that will take place on October 1, 2018. September 17, 2018 is the last day for submission of names.

Foster Grandparent/Senior Companion Program - The State asked SG/PRC to take this program from Fairview Development Center when it closes, as it did when Lanterman Development Closed. The State and SG/PRC are in negotiations.

Rate Study - On May 25, 2018 the contractor, Burns and Associates, sent an email to providers of services regarding the rate study. This is required by W&I Code 4519.8. This is an important process for our providers for participate in to get a better understanding of where money is used and where it falls short. The deadline has been moved to August 3, 2018.

Behavioral Health Transition - A decision was made that medical would be responsible for paying for the Behavioral Health programs. Unfortunately, a number of individuals are now on a waiting list because there are not enough providers.

Independent Contractor: California’s top court makes it more difficult for employers to classify workers as independent contractors.

Caseload Ratios: SG/PRC received a letter from DDS about the caseload ratios.

*Attached to these minutes.

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Except for one, all areas were met.

SPECIAL EXECUTIVE SESSION

None

MEETING ADJOURNED

The next regular meeting will be held on August 8, 2018 at 7:15 p.m.

**Attached to these minutes.*

*** "Attachments & Announcements" section of Board Packet.*