

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

**December 12, 2018**

**ATTENDANCE**

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

**PRESENT:**

Victor Guzman  
Preeti Subramaniam  
Mary Soldato  
Sheila James  
Georgina Molina  
Shannon Hines  
Penne Fode  
Natalie Webber  
Julie Chetney  
John Randall  
Sharon Ehrig

**STAFF:**

Keith Penman, Executive Director  
John Hunt, Chief Financial Officer  
Erika Gomez, Exec. Assistant BOD

**ABSENT**

Joseph Huang  
Anabel Franco  
Gisele Ragusa

**A. CALL TO ORDER:**

Victor Guzman, called the meeting to order at 7:15 p.m. Roll call was taken, and a quorum was established.

The minutes for the October 24, 2018 meeting were reviewed and approved by the Board.

**M/S/C (Fode & Hines) The Board approved the minutes.**

**Abstain: Chetney & Randall**

**PUBLIC INPUT:**

- Julie Eby-McKenzie, from State Council, informed the Board that there will be Facilitator Trainings for Self Determination on January 11-12, 2019 at Cal State Northridge and in March in East Los Angeles.
- Carl Argila expressed his farewell wishes for Mr. Penman. He also provided information on his blog.

**B. EXECUTIVE/FINANCE COMMITTEE**

John Hunt, Chief Financial Officer reported on the following:

**Financial Report**

- Operations – Based on the E-1 contract amendment, the allocation is projected to meet expenditure projections, resulting in a zero-balance remaining in allocation. The operations allocation for fiscal year 2018-19 is currently \$28,906,621. For the month of October, staff expended \$2,182,635 and have spent \$9,590,291 year to date, with expenditures remaining of \$19,316,330.
  - Family Resource Center–The allocation is projected to meet expenditure projections, resulting in a zero balance remaining in allocation.
  - LDC Foster Grandparent/Senior Companion Program – The program has a current allocation in the amount of \$588,808 with projected expenditures for the year in the amount of \$584,734 which leaves a small allocation balance remaining in the amount of \$4,074.
  - FDC Foster Grandparent/Senior Companion Program – The current allocation stands at \$502,210 with projected expenditures for the year in the amount \$498,997, resulting in a small allocation balance of \$3,213.
  - Community Placement Plan – SG/PRC is now projecting \$803,260, however expenditures for the year are projected to be \$1,810,102. This results in an allocation shortage of \$1,006,842. The initial allocation was based on the previous year’s approved plan, but in order to get the money out to the regional center in a timely fashion, approximately 50% was allocated until such time that the FY 18-19 plan could be approved by DDS. The plan has now been approved, and SG/PRC has been informed that the remaining amount of the approved plan will be allocated in the E-2 contract in mid-January. The total approved plan is in the amount of \$1,833,833, so the allocation in January should be \$1,030,573. This will more than cover the shortage.
- Purchase of Service as with Operations – Projections are based on the E-1 contract amendment.
  - Regular Purchase of Services- The allocation is \$221,993,528. For the month of October, staff expended \$18,313,170, and have paid for services in the amount of \$68,099,397 year to date, with projected expenditures and late bills remaining in the amount of \$158,330,138. This results in a small allocation shortage in the amount of \$4,436,007 which will fluctuate some over time, and should be covered in a future amendment.

- o Community Placement Plan - projecting a shortage of \$107,319 in Community Placement Plan POS which will be covered in a future allocation.

**M/S/C (Rodriguez & Randall) The Board approved the Financial Report.**

**DDS Audit Update** – On October 29, 2018, SG/PRC received the draft report regarding the two fiscal years listed above. On October 31, 2018, a conference call was held to review the report. The report provided staff with an excellent outcome with only one finding. This finding involved lack of minutes taken during closed sessions of Board meetings. This issue has since been resolved.

**Windes Audit** – The auditors were onsite starting October 22, 2018. The draft audit report will be presented to the Executive Finance Committee in January.

**C. COMMUNITY RELATIONS/LEGISLATIVE COMMITTEE**

Georgina Molina shared that the committee was presented the Monthly Outreach Report. She referred to a document on the table that lists the two new legislative representatives in SG/PRC's catchment area.

**D. CLIENT SERVICES ADVISORY COMMITTEE**

Victor Guzman reported that the committee had a presentation on Transitional Services. He also talked about two new programs that will launch soon, Calfresh and CalABLE.

**E. VENDOR ADVISORY COMMITTEE**

Sharon Ehrig shared that the vendor community took the opportunity at their annual VAC Holiday Social to honor Mr. Penman and say their goodbyes. The next meeting will be on February 7, 2019.

**F. STRATEGIC DEVELOPMENT COMMITTEE**

Julie Chetney reported that the committee reviewed SG/PRC's Board recruiting handouts. Staff will make the suggested changes. Lastly, because there is not yet enough information on Self Determination, the committee decided that the Board training for February will be on legislature and the training in April will be on Self Determination.

**G. EXECUTIVE DIRECTOR REPORT**

Keith Penman and staff reported on the following:  
CalABLE will go live on December 18, 2018. Eby McKenzie, from the

State Council, offered to do a training regarding this topic.

- The minimum wage will go up on January 1, 2019. For employers who have 25+ employees, the minimum wage will be \$12/hour. For employers who have 25- employees, the minimum wage will be \$11/hour.
- There was a Board training on October 24, 2018, staff would like feedback on the presentation.
- The Richard D. Davis Foundation donated \$10,000 to individuals served by Far Northern Regional Center in ILS/SLS programs that were affected by the Camp Fire.
- 95 families served by SG/PRC were selected for Self-Determination and about 19 families are choosing not to move forward. DDS has not requested these names. The “train the trainer” sessions have now been pushed to February. It looks like families will be trained in March.
- An article was posted online yesterday titled “Is California Failing Its Most Vulnerable Adults?” the link will be sent to the Board.

## **ADJOURNMENT**

## **EXECUTIVE SESSION**

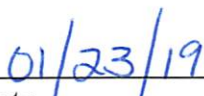
Personnel Issue

**Next meeting on Wednesday, January 23, 2019 at 7:15 p.m.**

## **BOARD MINUTES FROM THE DECEMBER 12, 2018 MEETING**

Submitted by:

  
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Julie Chetney, Board Secretary

  
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Date