

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

June 11, 2025

PRESENT:

Julie Chetney, Board President
Preeti Subramaniam, 2nd VP
Bill Stewart, Treasurer
Trish Gonzales, Secretary

STAFF:

Jesse Weller, Executive Director
Lucina Galarza, Deputy Executive Director
Dara Mikesell, Chief Financial Officer
Raquel Sandoval, Director of Human Resources
Erika Gomez, Liaison to the BOD and RDDF

GUESTS:

Tina Wright

ABSENT:

Karen Zarsadiaz-Ige, 1st VP

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- For the month of April 2025 in the Fiscal Year 2024-2025. These expenditures are for services paid through April 30, 2025.

ITEMS DISCUSSED

A. Call to order

Julie Chetney, Board President, called the meeting to order at 6:01pm. A quorum was established.

- The committee reviewed the agenda, and the following item was added: B-1 Contract
(M/S/C Stewart & Gonzales) The Executive Finance Committee approved the agenda's amendments.
- The committee reviewed and approved the meeting minutes of May 14, 2025.

(M/S/C Gonzales & Stewart) The Executive Finance Committee approved the minutes.

B. Public input: None

C. CONSENT AGENDA

Financial Report

Dara Mikesell, Chief Financial Officer, presented the following:

In regional center operations, the allocation based on the A-2 Amendment is projected to meet expenditure projections. Projections include operating continuation costs and expenditures from the prior fiscal year. The operations A-2 allocation for fiscal year 2024-25 is currently at \$54,947,125 with projected expenditures of \$54,947,125. The year-to-date expenditure is \$40,516,706 with projected remaining expenditures of \$14,430,419. This results in a fully utilized allocation with no remaining balance.

The Family Resource Center allocation is projected to meet expenditure projections, resulting in a zero-balance remaining in allocation. The current allocation is \$154,564 with projected expenditures of \$154,564.

The Foster Grandparent/Senior Companion program has a current allocation in the amount of \$1,330,372, staff expect to spend the full amount.

The Community Placement Plan (CPP) and DC ongoing Workload operations were allocated 100% in the A-2 amendment.

The Purchase of Service allocation is based on the A-2 amendment in the amount of \$511,473,895. The current month's expenditure amounted to \$41,536,049, bringing the year-to-date expenditure for services to \$390,629,610. The projected remaining expenditures, including late bills, are estimated at \$120,844,285, resulting in a fully utilized allocation with no remaining balance.

CPP/CRDP POS is a separate line item, SG/PRC was allocated \$100,000 for placement. SG/PRC expects additional allocations in A-3 for Start-up projects.

B-1 Allocation

The B-1 Contract documents were reviewed. The President's signature is required.

(M/S/C Stewart & Gonzales) The committee approved the Financial Report and approved the President's signature on the B-1 Contract Allocation.

D. BOARD PRESIDENT'S REPORT

Julie Chetney, Board President, provided the following updates:

- A. Upcoming Board Meeting Agenda – June 25, 2025: Elections
- B. Upcoming Executive Finance Committee meeting agenda – July 9, 2025
 - Same agenda items.

E. EXECUTIVE DIRECTOR'S REPORT

Jesse Weller, Executive Director, reported the following:

- Contracts 250K+ Policy and Bylaws Updates - Mr. Weller provided a detailed review of the updates made to SG/PRC's policy and bylaws regarding contracts of \$250,000 or more, following recent guidance by the DDS to all 21 regional centers. These updates were developed with direction from legal counsel to align SG/PRC's language with DDS requirements.
 - Contract \$250K+ Policy
(M/S/C Stewart & Gonzales) – The committee recommends the amended policy, including the updated language, to the Board for review.
 - Bylaws Updates
(M/S/C Stewart & Subramaniam) – The committee recommends the amended Bylaws, including the updated language, to the Board for review.
- SG/PRC Recruitment Update – There are currently 543 employees.

MEETING ADJOURNED

The meeting was adjourned. The next regular meeting will be held on July 9, 2025, at 7:15pm via video conference.

CLOSED SESSION – Personnel