

GOVERNING BOARD MINUTES

Utah State Developmental Center

November 6, 2025, 10:00 am-12:00 pm



Governing Board Members

Tim Mathews, USDC Superintendent
Patrick Horrigan, Consumer Advocate
Deanna Wall, Public Member II
Tonya Hales, DHHS Assistant Deputy Director

Angella Pinna, DSPD Director
Dr. Scott L. Smith, Public Appointee
Scott Pingree, Family Advocate

Excused

Paul Smith, Public Appointee

Jennifer May, Family Advocate

Public / Presenters Present

Cynthia Church, Administrative Assistant
Lauren Gutierrez, Quality Assurance Director
Heather McGinley, Assistant Attorney General

Mark Forbes, Finance Manager
Shauna Bradley, Records
Bill Exeter, Projects Manager

Business

Electronic Meeting:

This meeting is scheduled to take place at 895 North 900 East, American Fork Utah 84003, and will be conducted both in-person and electronically in accordance with Utah Code Ann. 52-4-202, House Bill 5002, Open and Public Meetings Act. To attend electronically, please call (US) +1 413-308-2315, listen to the prompts, and enter the (PIN: 254703178). Opinions and comments by the public may be presented as the meeting progresses or at the closing, as requested by the USDC Governing Board Chairperson.

Approval of Minutes:

Angie opened the meeting with a review of the previous meeting's minutes. During the review, Dr. Smith commented that the minutes were well organized but felt the discussion on some topics could be more detailed. Angie clarified that while there's a required timeframe for posting minutes, the draft minutes may be posted online and updated later if needed. Dr. Smith confirmed that he would support approving the prior minutes. Deanna proposed a motion to approve the minutes from the Governing Board meeting held on September 4, 2025, which Dr. Smith seconded.

Minutes Approval

Yea – Angella Pinna, DSPD Director
Yea –Tim Mathews, USDC Superintendent
Yea –Dr. Scott L. Smith, Public Appointee

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Yea –Patrick Horrigan, Consumer Advocate

Yea –Deanna Wall, Public Member II

Yea –Scott Pingree, Family Advocate

Yea –Tonya Hales, DHHS Assistant Deputy Director

The motion passes unanimously.

Announcements

The board was notified that Tonya has been appointed Deputy Director for DHHS.

Strategic Plan Dissemination

The one-pager for the legislature has been completed and shared alongside the full 10-page document. Angie asked the board whether they had been copied on the email sent to legislators; they were intended to be included but may not have been. Scott Pingree received the executive summary, while other board members had not yet received it. The strategic plan is scheduled to be posted on the USDC website and communication boards. Staff will receive information gradually to allow time for questions without feeling overwhelmed.

Tim presented the strategic plan to Representative Logan Monson, Representative Joseph Elison, and Representative Nelson Abbott during a tour at USDC last week. He has also been attending DSPD meetings and sharing updates with residents' families, community providers, support coordinators, and DSPD staff.

Scott reported that he had received calls regarding the release of the strategic plan and was informed that the report is now available. He requested updates on the review timeline and inquired about the decision-making process for its release. Angie noted that while the report is a public document, the delay was due to the need to condense over 200 pages into a more understandable format.

Scott also relayed that some legislators had questioned why they did not have access to the report. He clarified that it is being shared according to the current process. Board members requested the executive summary, and the document previously sent to legislators can be forwarded to them with all related materials attached. The legislative and communications liaison should be copied when these materials are sent.

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Deanna received the email with the link to the complete report and reviewed both the full report and the executive summary, though she encountered privacy and Adobe restrictions when trying to save the document. Dr. Smith mentioned that he had to contact Bill to obtain the executive summary after noticing that the Planning Commissioner had access to some details he had not.

The board agreed that the one-pager should be easy for everyone to access and understand. Since it is a public document, it will be uploaded to the USDC website. Tonya noted that the governing board should be copied on relevant emails to ensure they can respond and remain aware of timing, emphasizing the importance of keeping messaging consistent. Bill will provide hard copies of the report for board members.

Dr. Smith observed that maps in the executive summary show 45 acres north of USDC as high-density housing and expressed concern that legislators might mistakenly interpret this area as intended for businesses. Presentations have been held to clarify that the plan focuses on supporting people with disabilities, not commercial use. Options under consideration for the land include educational centers, transitional housing for residents, group home settings, housing for staff, and support for older autistic adults whose parents are no longer able to provide care. Potential community and public partners will also be explored. Deanna asked whether low-income housing could be incorporated into the planning process, noting that affordable housing formulas differ by city.

The board discussed the need for more intentional conversation regarding the land and noted the importance of maintaining a consistent and defensible message. This discussion will be scheduled in December, and DFCM will be invited. The meeting is planned to take place before the legislative session to allow for a proactive approach.

The board also considered creating an open RFP process, supported by an algorithm, so people can review criteria online and submit proposals.

USDC Projects

USDC Maintenance and Projects Report

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Greenhouse update

There were issues with the steamline, which has been resolved.

CMTB Building

Most of the obstacles that were preventing occupancy have been resolved. The move-in date was scheduled for November 3. Physical therapy clinics have started, and medical, dental, and day programming are expected to move in by the end of the month.

Riding Arena

Several design meetings have been held regarding plumbing and electrical work. Engineering issues have been resolved. The design is expected to be completed in December, followed by review and release for bid. The arena will include eight stalls, one with a watering system, and a new lift to assist individuals with mounting horses.

Willowcreek Upgrades

The HVAC and electrical system will be upgraded, and the windows will be replaced. The individuals will be relocated to Aspen and Pleasant View while the work is completed. Once finished, upgrades will be made to the Raintree building.

Willowcreek Boiler Plant

The hot water tank for Willowcreek will be replaced at the beginning of December, which is expected to take approximately 18 months.

Generators and HVAC Upgrades

Work on five generators across campus will begin soon. Delivery timelines for some generators are up to 100 weeks, with a few already delivered. The chiller building generator is nearly complete, and the generator by the complex is about one-third finished. The Quailrun HVAC system is complete, and the generator project is almost finished. Work on the ASH generator upgrade is pending after Willowcreek. The new generators are expected to last approximately 40 years.

Old Administration Building Remodel

The project is currently in the design phase and is awaiting code review. Once approved, abatement and demolition will proceed, with an estimated completion timeline of 18 months. Planned renovations include a kitchen, bedrooms, offices,

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and open space on the west side, along with a new HVAC system. The building is pending approval to be used for respite care. Scott noted that there may be opportunities to partner with other providers, such as HMHI, to collectively support USDC in delivering respite services.

HOME Program Tour

Tim and other USDC staff are invited to tour the new HOME program at the University of Utah to learn about the services offered. The tour is scheduled for Monday, November 10, in Salt Lake City.

USDC Finance

Sustainability Fund Update

The fund's interest and investments have improved since the start of the fiscal year, with projected interest of about \$1.2–\$1.3 million. Adjustments are made by the Treasurer's Office based on fair market value; this is expected to be the last year for any significant adjustments. Future changes should be minor.

Riding arena contracts will soon be finalized, and approximately \$70,000 is expected to return to the board to support equipment for the new therapies building. Requests will be presented to the board in January or February 2026. The fund will continue to support USDC and community projects, with an estimated balance of \$2.7 million as of June 30, 2026.

Disbursements include both one-time and ongoing costs, which will be clearly shown in the Sustainability Fund Activities and Balances spreadsheet.

A review will be conducted with the contractor to evaluate programs being funded by the sustainability fund, including whether to expand, eliminate, or maintain them. Average annual spending is about \$60,000. Analysis of actual costs, such as music therapy and arena maintenance, is not yet complete, but these expenses are expected to be supported by the Sustainability Fund.

Autism Center Study

A study on the Autism Center has been completed, which Mark received last week. He plans to review it with Tim, USDC's Assistant Superintendent Alan Owens, and Supervising Psychologist Tracine Smoot.

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The board then discussed upcoming projects, including funding priorities for the Autism Center. Other potential projects, such as a community farm or an all-access abilities park, were mentioned. The board noted the need to plan for the Sustainability Fund to support these projects. Public partnerships may be needed for the abilities park, with further discussion to come at a later meeting.

USDC Community

No members of the public were present.