

GOVERNING BOARD MINUTES

Utah State Developmental Center

February 5, 2026, 10:00 AM-12:00 PM



Governing Board Members

Tim Mathews, USDC Superintendent
Patrick Horrigan, Consumer Advocate
Deanna Wall, Public Member II
Jennifer May, Family Advocate

Angella Pinna, DSPD Director
Paul Smith, Public Appointee
Scott Pingree, Family Advocate

Public / Presenters Present

Cynthia Church, Administrative Assistant
Shauna Bradley, Records
Kristen Cornia, Finance

Mark Forbes, Finance Manager
Bill Exeter, Projects Manager
Heather McGinley, Assistant AG

Excused

Tonya Hales, DHHS Deputy Director

Dr. Scott L. Smith, Public Appointee

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.

Review and Approve Minutes

The meeting commenced at 10:12 a.m. Deanna Wall made a motion to approve the minutes from the January 8th Governing Board meeting. Tim seconded the motion.

Minutes Approval

Yea –Angella Pinna, DSPD Director
Yea –Tim Mathews, USDC Superintendent
Yea –Dr. Scott L. Smith, Public Appointee
Yea –Patrick Horrigan, Consumer Advocate
Yea –Deanna Wall, Public Member II
Yea –Paul Smith, Public Appointee
Yea –Jennifer May, Family Advocate

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The motion passed unanimously.

USDC Finance

Sustainability Fund Update

The Sustainability Fund update was reviewed and noted to be consistent with the prior month. Interest and dividend income were reported at approximately \$45,000 per month, and the portfolio is performing well, including bond funds, dividend funds, and growth stocks. Based on estimated one-time and ongoing expenses for the remainder of the fiscal year, USDC is expected to remain in a strong financial position. The riding stables project represents the largest anticipated cost. Additional coordination with the Behavioral Services Unit is needed to finalize remaining equipment needs and total funding for the Autism Center, noting that some items have already received Board approval. An estimated \$2.7 million is expected to remain available at the end of the fiscal year.

Autism Center

Previously approved Autism Center items were noted to include a smart board. Approximately \$70,000 in additional equipment has been identified but has not yet been finalized or presented to the Board. An initial study was completed with Tracine Smoot, USDC Supervising Psychologist, resulting in a phased action plan expected to be implemented over several years. Angie requested the opportunity to review the draft before it is finalized. Mark clarified that the document is currently considered a "pre-draft," with the intent to bring a completed version to the Board for input once ready.

Patrick asked about the purpose of the Autism Center. Angie explained that the goal is to provide dedicated space to support skill development for individuals transitioning back to a developmental setting, while also making the space available to families in the community who may benefit from additional support.

In response to Deanna's question about underutilization of the autism space, Tim explained that the conference room is used frequently, while the lab space sees less use. He noted that the sensory room is still awaiting equipment and is planned to function as a lending library, allowing individuals to check out items for use in their apartments. Tim also mentioned the possibility of expanding access to the broader community.

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Training Videos Update

Deanna provided an update on follow-up discussions with Adam regarding training videos for USDC that were mentioned at the prior meeting. The conversation included the possibility of monthly support and potential timelines. Deanna shared examples of existing, funded training programs available in the State of Utah, including resources developed by experienced professionals, some affiliated with DSPD. Names and resources were provided to Adam and will also be shared with Angie through introductory emails.

In addition, online training will be made available to community members, and USDC YouTube training videos are already accessible to the public. These tools support USDC's development as a Center of Excellence.

The importance of tracking the impact of these training courses on the community was discussed. Conducting a survey at the end of the training videos was suggested as a way to gather feedback.

USDC Projects

USDC Maintenance and Projects Report: Ongoing Projects

Ongoing projects were reviewed, with progress varying across efforts. A leak in a condensate line was reported and is being addressed by the contractor, with repairs nearing completion. The Willowcreek abatement has been completed, with cleanup expected to finish tomorrow, and the project is scheduled to begin in full on the 17th. The generator project is also ongoing.

Old Administration Building

The Old Administration Building project was reviewed, noting that adjustments were needed to meet Title XIX requirements for bedrooms and living spaces. For example, floor vents must be three inches above the wall, requiring modifications to the flooring. Due to these design changes, the total number of rooms has been reduced from twelve to eight, with some areas being repurposed for storage and laundry, and additional space allocated to the day room and kitchen. The downstairs break room is also being redesigned.

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Expansion Options/Additional Rooms

Options for expanding the hallway to add more bathrooms were discussed, though this would significantly increase costs. Angie requested an estimate for increasing the number of rooms. It was noted that converting office space in one hallway into additional bedrooms could cost at least \$1 million but would increase respite care capacity. Further decisions will be made in consultation with Mark Forbes and Kristen Cornea. Bill will contact the architects to begin the design process and develop cost estimates. Mark shared that he has worked with DFCM and confirmed a commitment of \$12.3 million. He noted that projects can be reprioritized to shift funding as needed.

Pineridge Renovations

Pineridge renovations are currently in the development phase. The building has four bedrooms and was described as not very home-like. Efforts are underway to add more bedrooms and improve functionality. The nursing and behavior teams will be consulted once the design phase begins. Timeline concerns were discussed, and Bill stated that a completion deadline of May has been set.

It was noted that minors and adults are housed separately. Existing larger rooms could be reconfigured to increase capacity from four to eight, resulting in eight standard-sized bedrooms.

Pine Building

Pine is located in a grey zone for earthquakes. Due to budget constraints and the timing of expenditures within the fiscal year, no structural remodel is planned. Updates will focus on reconfiguring bedroom space and improving aesthetics. It was suggested that a long-term plan be developed to replace buildings that may eventually require demolition and rebuilding to meet safety standards. USDC is also exploring additional transitional housing options to support individuals moving into the community.

New Building Request

A request to construct a new building was discussed. Tim shared that he presented the proposal to the legislature, where it generated interest. DHHS identified other priorities at this time but encouraged revisiting the request in the future. USDC's comprehensive strategic plan was noted as a strength compared to other agencies.

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Willowcreek Water Issue

The Willowcreek water issue was discussed, noting an ongoing circulation problem. An expert has reviewed the situation, but Bill has not yet received follow-up. Questions were raised about whether ITS forms are routed to the Unit Director, as a water issue would typically be reported through that process. It was suggested that any water-related concerns be directed to the building coordinator and then escalated to the Unit Director.

A&M Consulting

It was suggested that A&M Consulting meet with the Governing Board. A&M is focused on clinical reviews and evaluations, strategies to reduce incidents, and improving the process of individuals transitioning in and out of USDC. The current contract runs through March, with a recommendation to extend it through June.

RFI Discussion

A Request for Information (RFI) was issued to five development companies selected based on their experience with master-planned developments and their ability to begin work on closed projects without requiring upfront funding. The more selective approach is intended to attract higher-quality partners. The DFCM portal will be used for bidding.

It was explained that an RFI is an early-stage document used to gather general information about vendor capabilities, while a Request for Proposal (RFP) is a later-stage process used to solicit specific solutions and pricing. RFIs help explore the market, while RFPs initiate the formal bidding process. All companies received copies of the master plan and its goals to guide their responses. Respondents were given 60 days to submit materials to Bill.

Discussion included the desire to keep the RFI somewhat broad to encourage wider participation, while still ensuring alignment with USDC's overall plan. It was noted that if a proposal does not align with Board priorities, there is no obligation to move forward with it. It was also clarified that any vendor may respond to the RFP based on the Board's specifications.

USDC Community

No members of the community were present.