

May 2, 2018

Memorandum

Finance and Personnel Committee

Ivan Johnson, Treasurer/Chair, Tom Bowe, President, Andrea Rueda, Secretary, Claire Lazaro, Vice President, B. Katherine Torres, Margaret Heinz, Elizabeth Victor-Martinez, Noemi Santiago, Connie Uychutin (CLASP). Staff: Claudia Reed, Bud Mullanix, Tony Anderson, Jan Maloney (Meeting Recorder)

From: Ivan Johnson, Board Treasurer

MEETING AGENDA

Date: **Wednesday, May 9, 2018**

Time: **5:30PM**

Place: **VMRC Stockton Office – Cohen Board Room**

DIAL-IN NUMBER: 1-866-299-7945

CONFERENCE PASSCODE 7793177#

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|---|-------------------------------|----|
| 1. Review and Approval of Meeting Agenda | Committee Action | |
| 2. Review of April 4, 2018 Minutes | Committee Action | 1 |
| 4. Public Comment | | |
| 5. Fiscal Department Update | | |
| • Acceptance of C.S.R. – Through March 2018 | Committee Action | 23 |
| • Review of Contracts over \$250,000 | Committee Action | 29 |
| • Acceptance of C-5 Contract Amendment | Committee Action | 35 |
| • Acceptance Restricted Donations | Committee Action | 41 |
| • Cash Flow Projection | Information | 43 |
| • SOAR | Information | 45 |
| Human Resources Update | | |
| • *Human Resources Report (April 2018 activity) | Information (meeting handout) | |
| • *Terminations Reports | Information (meeting handout) | |
| 6. Executive Session | | |
| 7. Next Meeting – <u>Wednesday, May 9, 2018 at 5:30PM, VMRC Stockton</u> | | |

*** Items to follow via email or meeting handout packet.**

The VMRC Board requests that all participants refrain from wearing perfume, cologne, and other fragrances, and use unscented personal care products in order to promote a fragrance-free environment.

In accordance with the Americans with Disabilities Act, if you have any special requirements in order to participate, please contact Jan Maloney at (209) 955-3248 prior to the start of this meeting.

Valley Mountain Regional Center
Finance and Personnel Committee Meeting Minutes

April 4, 2018

Present: Tom Bowe, President
Claire Lazaro, Vice-President (via Conference Call)
Andrea Rueda, Secretary
Elizabeth Victor-Martinez, Parent Representative
Connie Uychutin, CLASP Representative
Tony Anderson, CEO (via Conference Call)
Bud Mullanix, Staff
Claudia Reed, Staff

Absent: Ivan Johnson, Treasurer
Margaret Heinz, At Large
Noemi Santiago
B. Katherine Torres

Guests: Shaefaye Kirkendoll, Facilitator for Andrea Rueda
Desiree Clifton, SIEU representative
Michele Graves, SIEU representative

Board President, Tom Bowe, brought the meeting to order at 5:32 pm. At that time there was not a quorum present. The approval of the minutes was deferred pending a quorum.

Tom called for public comment if any. Desiree Clifton representing SIEU asked to go on the record as requesting transparency regarding a letter written to the BOD president. She asked that the letter be shared with all the board members.

There followed a discussion regarding the whistleblower complaints and the status of the attorney's report back to the BOD. Bud shared that Bill Teppe (attorney) has stated he still had three people to talk to regarding these complaints. Desiree stated that it didn't sound like the attorney is working with the full BOD. There had been a response given but not shared with whole BOD.

At this time a member arrived and there is now a quorum. The January 3rd minutes were unanimously approved with a motion and second by Claire and Connie respectively.

The February 7th minutes were unanimously approved with a motion and second by Elizabeth and Claire.

Claudia presented the results of the results of the CSR as of January 31, 2018. Both the POS and the OPS budget are within the contracts amounts at this time. The OPS spending is going to be much closer to the contract amounts than we have experienced in the past several years. This is due to the full complement of FTE staff that we now have. The report was approved by the committee

Contracts over \$250,000 were presented. There were eight that were replacements of contract that had been in existence but had come to the end of their term. There was also one new vendor who was contracted. The report was approved by the committee.

The B-5 contract was presented and approved by the committee.

The D-2 contract was presented and approved by the committee.

The PEP report was presented and it shows that our POS allocation is sufficient at this time. The report was approved by the committee.

The committee accepted the restricted donations that were received in January. The motion being made by Connie and seconded by Andrea.

The Personnel Report

Bud presented the recruiting and staffing report. There were two terminations and 4 Service Coordinator positions open in Modesto. Interviews were taking place to fill the open positions.

Personnel report indicated the following:

Headcount from March of 2017 through March 2018: 335

Hired a total of 60 positions during this same period and had 32 terminations.

Growth rate equated to 7.7% and turnover averaged 9.9%

Average tenure for VMRC is 8.7 years

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Communication Station
3	Purpose of Contract	Early Start Specialized Therapeutic Services
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,873,425 annually
6	Proposed Number of Consumers Served	250
7	Method or Process Utilized to Award the contract	Program Design 2012
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Statewide Median Rate Chart
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Tracy
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$669,615 annually
6	Proposed Number of Consumers Served	41
7	Method or Process Utilized to Award the contract	Letter of Intent - Program Design 2009
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Statewide Median Rate Chart
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

4.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Stockton
3	Purpose of Contract	Behavior Management Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,967,259 annually
6	Proposed Number of Consumers Served	105
7	Method or Process Utilized to Award the contract	Letter of Intent - Program Design 2012
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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5.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Modesto
3	Purpose of Contract	Behavior Management Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,097,588 annually
6	Proposed Number of Consumers Served	58
7	Method or Process Utilized to Award the contract	Program Design 2012
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Modesto
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$728,937 annually
6	Proposed Number of Consumers Served	45
7	Method or Process Utilized to Award the contract	Program Design 2002
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Stockton
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,994,862 annually
6	Proposed Number of Consumers Served	115
7	Method or Process Utilized to Award the contract	Program Design 2002
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Negotiated rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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8.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Modesto
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$728,937 annually
6	Proposed Number of Consumers Served	45
7	Method or Process Utilized to Award the contract	Program Design 2002
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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9.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Manteca
3	Purpose of Contract	Behavior Management Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$272,271 annually
6	Proposed Number of Consumers Served	20
7	Method or Process Utilized to Award the contract	Letter of Intent - Program Design 2015
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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10.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Open Door Services Manteca
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$347,248 annually
6	Proposed Number of Consumers Served	25
7	Method or Process Utilized to Award the contract	Letter of Intent - Program Design 2016
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Statewide Median Rate Chart
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

11.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	Steps Intervention Services
3	Purpose of Contract	Early Start Specialized Therapeutic Services
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$540,866 annually
6	Proposed Number of Consumers Served	75
7	Method or Process Utilized to Award the contract	Program Design 2012
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Statewide Median Rate Chart
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	2016 Amended Contract
2	Name of Vendor or Service Provider	Trust Management Services
3	Purpose of Contract	Money Management
4	Contract Term	6/1/18 - 5/31/21
5	Total Amount of Contract	\$647,349 annually
6	Proposed Number of Consumers Served	1260
7	Method or Process Utilized to Award the contract	Negotiated rate in 2016
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Rate set by the Social Security Administration Representative Payee Fee
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Creative Interventions
3	Purpose of Contract	Early Start Specialized Therapeutic Services
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,608,582 annually
6	Proposed Number of Consumers Served	195
7	Method or Process Utilized to Award the contract	Program Design 1994
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Negotiated rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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14.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin
3	Purpose of Contract	In-Home Respite
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$435,418 annually
6	Proposed Number of Consumers Served	70
7	Method or Process Utilized to Award the contract	Program Design 1996
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate - Tiered rates for multiple consumers - negotiated rates
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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15.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Hammer Ranch
3	Purpose of Contract	Adult Development Center
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$1,650,445 annually
6	Proposed Number of Consumers Served	86
7	Method or Process Utilized to Award the contract	Program Design 1999
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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16.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Manteca
3	Purpose of Contract	Adult Development Center
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$618,698 annually
6	Proposed Number of Consumers Served	40
7	Method or Process Utilized to Award the contract	Program Design 1991
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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17.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Program Without Walls
3	Purpose of Contract	Supported Living Services
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$681,072 annually
6	Proposed Number of Consumers Served	45
7	Method or Process Utilized to Award the contract	Program Design 1996
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Negotiated rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin SAIL
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$569,475 annually
6	Proposed Number of Consumers Served	32
7	Method or Process Utilized to Award the contract	Program Design 2006
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Negotiated rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview; (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Applied Abilities Program
3	Purpose of Contract	Behavior Management Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$340,571 annually
6	Proposed Number of Consumers Served	22
7	Method or Process Utilized to Award the contract	CPP project - Program Design 2013
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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20.

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	Previous five year contract expired. This is a new contract replacing the previous contract.
2	Name of Vendor or Service Provider	UCP San Joaquin Applied Abilities Program
3	Purpose of Contract	Community Integration Training Program
4	Contract Term	6/1/18 - 5/31/23
5	Total Amount of Contract	\$669,115 annually
6	Proposed Number of Consumers Served	38
7	Method or Process Utilized to Award the contract	CPP project - Program Design 2013
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in May 2018

No.	Description	Contract Summary
1	Contract Overview: (New or Amendment) (POS or OPS)	2013 Amended Contract
2	Name of Vendor or Service Provider	UCP San Joaquin Stockton
3	Purpose of Contract	Adult Development Center
4	Contract Term	6/1/13 - 5/31/18
5	Total Amount of Contract	\$873,093 annually
6	Proposed Number of Consumers Served	55
7	Method or Process Utilized to Award the contract	Program Design 2003
8	Method or Process Utilized to Establish the Rate or the Payment Amount	DDS set rate
9	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Quality Assurance: yes Finance: yes Transportation: yes
10	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No

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The next Finance & Personnel Committee meeting will be held 5:30 pm on May 2, at VMRC in Stockton.

Valley Mountain Regional Center
Financial Information

Valley Mountain Regional Center Contracts Current and Past Two Years

	OPS	OPS CPP	POS	POS C PP	FG/SC
Current Fiscal Year 2018 Contract Year D-1	28,910,038	397,247	180,619,751	422,500	224,373
Unspent	7,567,956	106,705	49,082,148	264,243	190,985
Last Fiscal Year 2017 Contract Year C-2	28,050,790	476,820	168,263,354	344,693	462,758
Unspent	(0)	(0)	1,748,908	244,919	9,987
Second Prior Fiscal Year 2016 Contract Year B-4	23,916,805	389,266	145,893,328	859,432	432,350
Unspent	(0)	(0)	4,882,595	496,414	26,866

Revenue

	YTD
State Income Current Year	135,510,503
Foster Grandparents/Senior Companion	322,823
Interest Income	59,956
Other Income	20,623
Vendorization Training	5,997
ICF-SPA Income	3,507,090
ICF-SPA Fee	55,145
Total Income	\$ 139,482,137

Cash, Accounts Receivable and Due to State as of March 31, 2018

Cash Balance	\$ 32,711,769
Poppellwell Fund	\$ 2,121
Accounts Receivable:	
Current Year	\$ 16,763,015
Prior Years	481,857
SPA	2,527,806
Total	\$ 19,772,677
Due to State	\$ 52,893,583

POS EXPENDITURES

Category	Expense YTD	Expense Last YTD	Variance YTD from last YTD	Expense Budget YTD	Expense Budget Last YTD	Variance from Budget Current Year	Variance from Budget Last Year	% from Budget Current Year	% from Budget Last Year	% Change in Expense from Last YTD	% Change in Budget from Last Year
Community Care Facility	42,150,033	38,990,693	3,159,341	41,874,429	38,396,579	(275,604)	(594,113)	-0.7%	-1.5%	8.1%	9.1%
ICF/SNF FACILITY	38,221	-	38,221	39,923	-	1,702	-	4.3%	#DIV/0!	#DIV/0!	#DIV/0!
Day Care	903,701	862,304	41,397	904,937	1,025,158	1,236	162,853	0.1%	15.9%	4.8%	-11.7%
Day Training	26,583,733	26,822,670	(238,938)	26,565,005	26,285,299	(18,728)	(537,372)	-0.1%	-2.0%	-0.9%	1.1%
Supported Employment	1,189,378	1,197,791	(8,413)	1,200,000	1,287,750	10,622	89,959	0.9%	7.0%	-0.7%	-6.8%
Work Activity Program	412,056	466,713	(54,657)	683,144	574,072	271,088	107,359	39.7%	18.7%	-11.7%	19.0%
Non-Medical Services-Professional	394,794	367,378	27,415	408,732	419,103	13,938	51,725	3.4%	12.3%	7.5%	-2.5%
Non-Medical Services-Programs	16,113,908	14,142,436	1,971,472	16,098,250	13,570,169	(15,658)	(572,267)	-0.1%	-4.2%	13.9%	18.6%
Home Care Services-Programs	445,628	399,314	46,314	484,083	406,793	38,455	7,479	7.9%	1.8%	11.6%	19.0%
Transportation	1,645,627	1,460,205	185,423	1,644,498	1,804,200	(1,129)	343,995	-0.1%	19.1%	12.7%	-8.9%
Transportation Contracts	11,854,020	12,008,400	(154,380)	11,847,293	12,510,750	(6,727)	502,350	-0.1%	4.0%	-1.3%	-5.3%
Prevention Services	9,271,880	8,058,939	1,212,940	9,278,412	7,885,275	6,532	(173,664)	0.1%	-2.2%	15.1%	17.7%
Other Authorized Services	13,152,511	11,118,797	2,033,713	13,162,165	10,866,525	9,654	(252,272)	0.1%	-2.3%	18.3%	21.1%
P&I Expense	31,386	26,155	5,231	36,029	25,866	4,643	(289)	12.9%	-1.1%	20.0%	39.3%
Hospital Care	342,500	-	342,500	375,000	-	32,500	-	8.7%	#DIV/0!	#DIV/0!	#DIV/0!
Medical Equipment	295,066	143,707	151,360	354,593	234,952	59,527	91,245	16.8%	38.8%	105.3%	50.9%
Medical Care Professional Services	2,167,742	2,042,302	125,440	2,164,921	2,013,442	(2,821)	(28,860)	-0.1%	-1.4%	6.1%	7.5%
Medical Care-Program Services	25,704	36,717	(11,013)	58,151	48,867	32,447	12,150	55.8%	24.9%	-30.0%	19.0%
Respite-in-Home	7,731,679	7,010,248	721,431	7,692,750	6,975,000	(38,929)	(35,248)	-0.5%	-0.5%	10.3%	10.3%
Respite Out-of-Home	359,427	358,925	502	525,000	390,050	165,573	31,125	31.5%	8.0%	0.1%	34.6%
Camps	16,260	13,896	2,364	67,500	11,070	51,240	(2,826)	75.9%	-25.5%	17.0%	509.8%
Total POS expenses	135,125,254	125,527,592	9,597,662	135,464,815	124,730,921	339,561	(796,671)	0.3%	-0.6%	7.6%	8.6%

OPERATIONS EXPENDITURES

Category	Expense YTD	Expense Last YTD	Variance from last YTD	Expense Budget YTD	Expense Budget Last YTD	Variance from Budget Current Year	Variance from Budget Last Year	% from Budget Current Year	% from Budget Last Year	% Change in Expense from Last YTD	% Change in Budget from Last Year
Salaries and Wages	12,704,487	11,372,173	1,332,315	12,600,000	12,010,424	(104,487)	638,251	-0.8%	5.3%	11.7%	4.9%
Temporary Help	760	4,275	(3,515)	4,500	9,000	3,740	4,725	83.1%	52.5%	-82.2%	-50.0%
Fringe Benefits	4,308,205	3,850,905	457,301	4,297,500	4,269,134	(10,705)	418,229	-0.2%	9.8%	11.9%	0.7%
Contracted Employees	59,656	25,157	34,499	75,000	48,750	15,344	23,593	20.5%	48.4%	137.1%	53.8%
Salaries and Benefits Total	17,073,109	15,252,510	1,820,599	16,977,000	16,337,308	(96,109)	1,084,798	-0.6%	6.6%	11.9%	3.9%
Equipment Contract leases	63,782	21,782	42,000	78,750	27,000	14,968	5,218	19.0%	19.3%	192.8%	191.7%
Facilities Rent	1,270,694	1,238,768	31,926	1,275,000	1,530,450	4,306	291,682	0.3%	19.1%	2.6%	-16.7%
Facilities Maintenance	495,273	335,865	159,408	525,000	390,000	29,727	54,135	5.7%	13.9%	47.5%	34.6%
Telephone	156,028	127,242	28,786	162,000	170,864	5,972	43,622	3.7%	25.5%	22.6%	-5.2%
Postage and Shipping	78,461	62,521	15,940	90,000	77,550	11,539	15,029	12.8%	19.4%	25.5%	16.1%
General Office Expense	397,094	74,438	322,656	446,250	79,500	49,156	5,062	11.0%	6.4%	433.5%	461.3%
Insurance	61,072	59,037	2,035	75,000	94,090	13,928	35,053	18.6%	37.3%	3.4%	-20.3%
Printing	15,416	11,175	4,241	18,750	33,600	3,334	22,425	17.8%	66.7%	38.0%	-44.2%
Utilities	159,297	140,266	19,031	165,000	273,150	5,703	132,884	3.5%	48.6%	13.6%	-39.6%
Information Technology	906,445	539,853	366,592	956,250	727,800	49,805	187,947	5.2%	25.8%	67.9%	31.4%
Bank Fees	28,745	42,249	(13,504)	43,031	61,500	14,286	19,251	33.2%	31.3%	-32.0%	-30.0%
Legal Fees	88,161	55,224	32,937	112,500	103,500	24,339	48,276	21.6%	46.6%	59.6%	8.7%
Board of Director Expense	19,734	11,685	8,048	26,250	15,000	6,516	3,315	24.8%	22.1%	68.9%	75.0%
Accounting Fees	-	-	-	45,000	45,000	45,000	45,000	100.0%	100.0%	#DIV/0!	0.0%
Equipment Purchases	159,806	46,399	113,407	187,500	150,000	27,694	103,601	14.8%	69.1%	244.4%	25.0%
Consultants	106,832	93,255	13,577	112,500	141,000	5,668	47,745	5.0%	33.9%	14.6%	-20.2%
Travel Administration	47,649	30,048	17,601	56,250	33,750	8,601	3,702	15.3%	11.0%	58.6%	66.7%
Travel Consumer Services	287,960	252,135	35,825	315,000	285,000	27,040	32,865	8.6%	11.5%	14.2%	10.5%
Dues and Subscriptions	3,155	25	3,130	4,538	2,100	1,383	2,075	30.5%	98.8%	12520.2%	116.1%
Consumer Medical Record Fees	5,289	6,630	(1,341)	7,650	7,200	2,361	570	30.9%	7.9%	-20.2%	6.3%
ARCA dues	80,458	64,471	15,987	60,750	48,353	(19,708)	(16,118)	-32.4%	-33.3%	24.8%	25.6%
Advertising	1,971	558	1,413	2,625	6,000	654	5,442	24.9%	90.7%	253.1%	-56.3%
Interest expense	14,522	-	14,522	50,438	-	35,916	-	71.2%	#DIV/0!	#DIV/0!	#DIV/0!
Fees, licenses and miscellaneous	392	56	336	2,096	24,000	1,704	23,944	81.3%	99.8%	595.9%	-91.3%
Non Payroll related operating expenses	4,448,235	3,213,685	1,234,550	4,818,128	4,326,407	369,893	1,112,722	7.7%	25.7%	38.4%	11.4%
Total Operating Expenses	21,521,344	18,466,195	3,055,149	21,795,128	20,663,715	273,784	2,197,520	1.3%	10.6%	16.5%	5.5%

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Valley Mountain Regional Center Contracts over \$250,000

F&P for March 2018 for contract beginning in June 2018

No.	Description	Contract Summary
1	Name of Vendor or Service Provider	STEPS Home Omelagah
2	Contract Overview: (New or Amendment) (POS or OPS)	Amend Contract: POS
3	Purpose of Contract	Specialized Residential Facility Habilitation
4	Contract Term	6/30/17 - 6/30/22
5	Total Amount of Contract	\$817,418
6	Proposed Number of Consumers Served	5
7	Method or Process Utilized to Award the contract	RFP, Program Design 2017
8	Method or Process Utilized to Establish the Rate or the Payment Amount	Negotiated Rate
9	Percentage Increase from previous year and reason for increase	0%
10	Is this provider currently in good standing and not under current investigation of physical or fiduciary abuse?	Resource Development: Yes Fiscal: Yes Transportation: N/A
11	Exceptional conditions or Terms: Yes/No If Yes, provide explanation	No