



# Valley Mountain Regional Center Board of Directors Meeting

12/16/19, 6:00 PM

VMRC Stockton Office, Cohen Board Room

702 N. Aurora Street

Stockton, CA, 95202

Dial-in Number: 1-866-299-7945, Conference Passcode: 7793177#

Please contact Doug Bonnet, [DBonnet@vmrc.net](mailto:DBonnet@vmrc.net), 209-955-3656 to request disability accommodations.



## Meeting Book - Board of Directors Meeting

Valley Mountain Regional Center - Board of Directors Meeting, 12/16/19

6:00 PM

### A. Call to Order, Roll Call, Reading of the Mission Statement

Margaret Heinz

"The mission of Valley Mountain Regional Center (VMRC) is to support people with developmental disabilities as they enrich their lives through choices and inclusion. VMRC is committed to securing quality, individualized services in collaboration with families and the community."

### B. Review and Approval of Meeting Agenda

Margaret Heinz

Committee Action

### C. Review and Approval of Board Meeting Minutes of October 21, 2019

Margaret Heinz

Committee Action

Board Meeting Minutes 10 21 19.pdf

Page 5

### D. Presentation

Mohamed Rashid - Disability Resource Agency for Independent Living (DRAIL)

### E. Public Comment

Margaret Heinz

### F. Consent Items

Margaret Heinz

Committee Action

#### 1. Finance Committee Meeting Minutes of 11/06/19

Fin Com Minutes 11 06 19.pdf

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#### 2. Finance Committee Meeting Minutes of 12/04/19

Fin Com Minutes 12 04 19.pdf

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#### a. Contract Summary and Board Resolution Pages

Contract Summary and Board Resolution for 12 16 19 Meeting.pdf

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#### 3. Executive Committee Meeting Minutes of 11/06/19

Exec Comm Minutes 11 06 19.pdf

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#### 4. Executive Committee Meeting Minutes of 12/04/19

Exec Comm Minutes 12 04 19.pdf

Page 22

#### 5. Consumer Services Committee Meeting Minutes of 11/04/19

6. Consumer Services Committee Meeting Minutes of 12/02/19

7. Executive Director Tony Anderson's Report

G. Committee Reports

1. VMRC Professional Advisory Committee (CLASP - Coalition of Local Area Service Providers)

Liz Herrera Knapp, CLASP Appointee

Next Meeting - Monday, 12/23/19, 10:00 AM, VMRC Stockton Office, Cohen Board Room

2. Consumer Services Committee

Dena Pfeifer

Next Meeting - Monday, 01/06/20, 4:00 PM, VMRC Stockton Office, Cohen Board Room

3. Self-Determination Advisory Committee

Next Meeting - Thursday, 12/19/19, 3:30 PM, VMRC Stockton Office, Cohen Board Room

4. Consumer Advisory Council (SAC6 - Self-Advocacy Council Area 6)

Lisa Esteves

5. Finance Committee

Linda Collins

Next Meeting - Wednesday, 01/08/20, 5:30 PM, VMRC Stockton Office, Cohen Board Room

6. Legislative Committee

Lynda Mendoza

Legislative Committee Presentation - Monday, 01/06/20, 10:00 AM, VMRC Stockton Office, Cohen Board Room

7. Nominating Committee

Linda Collins

Next Meeting - January 2020

8. Bylaws Committee

Lynda Mendoza

Next Meeting - TBD

9. Special Events Committee

Tina Vera

Next Meeting - TBD

H. Executive Director's Highlights and Comments

Tony Anderson

I. Other Matters

J. Board Member Visits and Activities

K. President's Report

Margaret Heinz

1. Executive Committee Report

Next Meeting - Wednesday, 01/08/20, 6:30 PM, VMRC Stockton

Office, Cohen Board Room

**L. Next Meeting**

**Margaret Heinz**

Monday, February 24, 2020, 6:00 PM, VMRC Stockton Office, Cohen Board Room

**M. Adjournment**

**Margaret Heinz**



## **Board of Directors Meeting Minutes**

10/21/2019 | 06:00 PM - 08:00 PM - Pacific Time (US & Canada)

Valley Mountain Regional Center, Stockton Office, Cohen Board Room

702 N. Aurora Street, Stockton, CA 95202

**Board Members Present:** Margaret Heinz, President, Mohamed Rashid, Vice-President, Lynda Mendoza, Secretary (via phone), Linda Collins (via phone), Andrea Rueda, Liz-Herrera Knapp (CLASP Rep.), Dena Pfeifer, Emily Grunder, Robert Balderama, Tom Toomey, Lisa Esteves, Tina Vera (via phone), Alicia Schott, Erria Kaalund

**Board Members Not Present:** Elizabeth Victor-Martinez, Treasurer (Informed Absence), Noemi Santiago, Tracie Leong, Cherina Shaw

**Margaret Heinz, President, called the meeting to order at 604pm.**

### **A. Call to Order, Roll Call, Reading of the Mission Statement**

Margaret Heinz lead and Doug Bonnet took roll.

### **B. Review and Approval of the Agenda – Page 2**

Agenda approved by unanimous consent.

### **C. Review and Approval of Board Meeting Minutes of 08/19/19 – Page 5**

Minutes approved by unanimous consent.

### **D. Presentations**

1. **Baby Moves** – Patty Freitas, owner presented on her program. The comprehensive program provides Early Start services in Stanislaus County. They are currently providing physical therapy, occupational therapy, speech therapy and infant development services. They are

currently serving around 140 families, mostly in the natural home environment for 1 hour sessions.

2. **Performance Contract** - Cindy Mix, reviewed all of the revisions to the Performance Contract from the public meeting on 09/20/19. The changes went to the Executive Committee earlier this month and is now being presented to the Board for approval. See attached – Page 13.

- a. Public Comment on Performance Contract

- a. Griselda Lopez – Ms. Lopez asked which of the policies are not going to change? Cindy responded that it is all in the handout. Ms. Lopez asked if it was anything to do with services? Cindy responded no.
- b. Dora Contreras – Ms. Contreras asked if all of these activities are going to result in policy changes in the agency? Cindy responded that it is possible that policy changes may be a result.
- c. Ms. Lopez asked about disparities in services? Cindy responded that this will only enhance services.
- d. Tom Toomey – Mr. Toomey asked how many homes are we currently serving and what is the criteria for serving the homeless? Cindy responded that this is unknown.

Margaret asked for a motion to approve the Performance Contract. Andrea Rueda made a motion, Dena Pfeifer seconded the motion, Liz Herrera-Knapp abstained. The Performance Contract was approved by unanimous decision.

## **E. Consent Items**

1. Finance Committee Meeting Minutes of 09/04/19 – page 31
2. Finance Committee Meeting Minutes of 10/02/19 – page 33
3. Executive Committee Meeting Minutes of 09/04/19 – page 35
4. Executive Committee Meeting Minutes of 10/02/19 – page 38
5. Consumer Services Committee Meeting Minutes of 09/09/19 – page 46
6. Consumer Services Committee Meeting Minutes of 10/07/19 – page 52
7. Tony Anderson's Report

Margaret asked for a motion to approve the above Consent Items. Emily Grunder made a motion. Alicia Schott seconded the motion. Liz Herrera-Knapp abstained. The consent items were approved unanimously.

## **F. Committee Reports**

1. VMRC Professional Advisory Committee (CLASP) – Liz Herrera-Knapp, The last CLASP meeting was on 09/23. At that time there were 54 paid members. The next meeting, 10/28 at 10am, we will be working on gathering input for the 2020 Holiday schedule. We now have a public social media platform via Instagram and Facebook. Please follow us. Our provider conference on 10/08 was a great time. We had about 100 attendees total. Awaiting on final numbers and how much we generated. Providers were able to earn CEU's. We are meeting next week to recap the conference and plan for next year. We are also working on having guest speakers come to our monthly meetings. Mohamed Rashid asked Liz for clarification on what CEU's are. Liz explained to the Board about CEU's.
2. Consumer Services Committee – Dena Pfeifer, See Attached – Page 57  
Dena asked for a motion to approve Haynes Board and Care to continue to operate with more than 6 beds. Alicia Schott seconded the motion, approved unanimously.
3. Self-Determination Advisory Committee – Tony Anderson, Tony announced Mariela Ramos as the new chair of the committee. Tony attended a statewide stakeholder meeting in October. Tony has been on the committee since 2013. The group has been really good and developed procedures and policies. There were 2500 people on the list statewide to begin the Self-Determination Program. After 3 years, it will be available to everyone. Only 10 people from the initial pilot program who have decided that they did not want to do Self-Determination. There are also others from the 2500 who do not want to participate, and we are trying to analyze and find out why. Lots of discussion is taking place about the orientations. The current belief is that they are too long. Other Regional Centers have shortened their orientations. In our region, there is a group of people who were initially chosen for Self-Determination that are no longer interested in it anymore. There are also some who have been chosen that have not attended an orientation yet. In our area it has been very positive. There will be a new draw for the open slots. It will begin on November 22. For the draw, they will look at drawing people over age 42, siblings of selected participants, and members and family members of those on local advisory committees. Self-Determination Program Manager Elizabeth Diaz has been reporting that the experiences have been very positive. About 6 consumers have had their budgets put together. We still have 80 people on our list and we are looking to add 20 more.
4. Consumer Advisory Council (SAC6) – Lisa Esteves, See Attached – Page 59
5. Finance Committee – Claudia Reed, in place of the absence of chair Elizabeth Victor-Martinez. We meet the first Wednesday of every month. The committee has met twice since the last Board Meeting. Both Operations (OPS) and Purchase of Service (POS) are currently running very close to what our budget says. We are right where we should be. The Contract Status Report goes back 3 years. There is no more OPS money on the 2 year old contract. There is still OPS

and POS money from last year's contract. The committee is really happy to have the new members.

6. Legislative Committee – Lynda Mendoza, We will have our second committee meeting of the fiscal year on 11/04, from 12pm – 2pm here at the Stockton Office. By the end of the week, the latest bills that we have been monitoring will be updated and posted to the website.
7. Nominating Committee – Linda Collins, there was not a meeting last month, and we do not have a future meeting scheduled. We are hoping to fill the mountain county openings in the near future.
8. Bylaws Committee – Lynda Mendoza, this committee has not yet met this year and there is no future meeting scheduled yet.
9. Special Events Committee – Tina Vera, at this time we do not have any upcoming meetings. She is hoping to get more information on the next steps moving forward.

## **G. Public Comment**

**Dena Hernandez** – Regional Manager, State Council on Developmental Disabilities (SCDD). SCDD is beginning the planning of its 2022-2026 State Plan. I have electronic cards as the survey can be done on line (several languages to choose from and I have paper copies in English/Spanish for those that would prefer that way to complete. Thank you for taking the time and for spreading the word.

SCDD doesn't want you to be confused but our Quality Assurance Program has sent out a letter to announce its Adult Family/Guardian Survey. This survey can be done on line as well and it will be mailed out in paper form. The timings of these requests might be confusing, so if anyone has any questions about the Quality Assurance Project, please contact George Lewis at our office at 209-473-6930.

CHOICES 2020 will be Friday, August 3, 2020 and the theme was just decided last week. Its "Everyday CHOICES Everyday Heroes". I brought Save the Date information sheets. At the November SAC6 Meeting all of the information will be passed out about the t-shirt and video contest.

SCDD, VMRC, Disability Rights CA/Office of Client's Rights and Family Resource Network is providing a Spanish training on "Alternatives to Conservatorship" on October 24, 2019. Details are on the flyer.

Independent Facilitator Trainings have been confirmed. The Spanish training is on November 6 and the English one is on November 7, both at the SJ County Office of Education. I am grateful to Chris Arroyo from our SCDD LA Office for coming with her staff person Sophie to provide these free trainings.

Register Now!



Thank you to VMRC for hosting the grant project today and tomorrow with Georgetown University on The Role of Cultural & Linguistic Competence in Addressing Disparities in Developmental Disabilities Services and Supports.

**Aaron Carruthers** – Executive Director of State Council on Developmental Disabilities (SCDD) just wanted to introduce himself. Thank you to VMRC for the collaboration with our Regional Manager Dena Hernandez. Also, thank you to VMRC for your deep commitment into looking at disparities in your region. Tony has really stepped forward when national resources are available to VMRC.

**Marylyn Patacsil** – I am a care provider for 33 years serving consumers with medical issues and behavior issues. In September I sent a copy of my letter to DDS to the Board. It was to be opened by the addressee only. I am concerned because I found out the letter was opened. It was sent to VMRC and the return receipt was scribbled. I am submitting a copy of the letter to all Board Members tonight. I also am creating a schedule for a level 4I home for 4 and 6 consumers. I agree with Cindy Mix about only having 4 consumers in a facility. If a care home is receiving 9k – 18k per month for a consumer, where is the funding going? I am concerned, in my letter to Nancy Bargmann, director of DDS, I'm troubled by a consumer being put in a cage and the investigation was pushed under the rug. I'd like to encourage VMRC to start overseeing mandatory training to the day programs and for the care homes. There are a lot of violations being ignored. There was a consumer suspended by a day program to one of my son's home. This report speaks for itself. A consumer was seat belted by CVTC with tape. Licensing found this true. A program manager with a conflict of interest approved 1 on 1 services. This is highly suspicious. I found out after researching on Facebook there is a conflict of interest. I'm hoping that the person that investigated the cage situation that the person is reprimanded. That was Anthony Hill who is now a director. He hid the evidence.

**Maria Elena Diaz** – I have 1 question. I didn't receive information about EIBT services. My daughter went to preschool and was regressing and was injuring herself. I know that there are services and she can still obtain the services. Can the answer be given today? Margaret responded that we will look into her case.

**Griselda Lopez** – I support what Maria Elena says. It's an injustice that her daughter doesn't receive services. The SC didn't give her the information that the family needed. It's an injustice. The intensive program and the rules of the VMRC that they do not give access to children at early intervention like Samantha needs. It's very important to revise this policy. Even though you guys say before age 3 it is your responsibility, because Samantha, due to her disability, she's under the umbrella of VMRC services. It's very important that VMRC supports Samantha because she is your client. You need to be helping with her services because she is your client. In her home, in her school and in her community you are her to advocate for her.

**Jose Lara** – I'm a parent of 2 consumers at VMRC. I've been attending these meetings and seeing changes. Thank you Tony for actually listening to what people are saying. I'm grateful that he is listening and I see changes. Thank you. I know that you are working on the respite tool. I would like to see it in the language of the people that are actually using it translated into the person's native language. Things can get lost in translation.

**Dora Contreras** – I reiterate what Jose just said. Thank you for the opportunity. Today was difficult as we spoke in our disparity group today through the Georgetown Project. We want to see when the respite tool is given, to be given to the parent in their native language. Sometimes the respite score is a secret. If the agency wants to be transparent, then they need to do that. Thank you to Cindy Mix for letting us look at the tool to give feedback. We have had many input from Latino families that we are in contact with. Again, thank you for the opportunity. We hope we can get included in other trainings.

**Mariela Ramos** – I support what Dora Contreras and Griselda Lopez just said.

**Lisa Culley**, Family Resource Network – Big shout out to Carlos and the rest of the team that worked on the Cultural Fair. It was a great day. We did dental screening and screened 30 people. We have followed up with them to get them to the dentist.

#### **H. Executive Director's Highlights and Comments** – Tony Anderson, See Attached – Page 60

#### **I. Other Matters** – None.

#### **J. Board Member Visits**

Margaret – I visited Person Centered Services (PCS) on March Lane in Stockton and also visited UCP's Open House and Futures Explored. Today I saw the video that they produced.

Dena – I went to the TBODS Buddy Walk on Saturday. My mom won the VMRC raffle prize.

#### **K. President's Report**

1. Executive Committee Report, Margaret Heinz, We have reviewed everything tonight. Thank you to Carlos for the Cultural Fair. It was fun, informative and interactive. Thank you to everyone who was here all day today, tonight, and those that will be here tomorrow. I also attended the ARCA meeting in San Diego. It was eye opening. To the parents here...we are really trying to hear what you are saying. I also want to remind all of the Board Members about the Board Retreat on November 2.

2. Transparency and Disclosure Policy, See attached. Margaret made a motion to approve the policy. Alicia Schott seconded the motion. The policy has been approved unanimously.

**L. Next Meeting – Monday, December 16, 6:00 PM, VMRC Stockton Office, Cohen Board Room**

**M. Adjournment**

Margaret adjourned the meeting at 7:45 PM.



## **Finance Committee Meeting**

11/06/2019 | 05:30 PM - 06:30 PM - Pacific Time (US & Canada)

### **Attendees (14)**

**Committee Members Present:** Margaret Heinz, President, Connie Uychutin, Jose Lara, Alicia Schott (via phone), Lisa Utsey and Facilitator

**Committee Members Not Present:** Elizabeth Victor Martinez, Chair and Treasurer (resigned today)

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director, Claudia Reed, CFO, Corina Ramirez, Administrative Assistant – Resource Development

**Other Board Members Present:** Lynda Mendoza, Mohamed Rashid, Dena Pfeifer and Facilitator

**Public Present:** None

Meeting called to order at 5:30 PM by Board President Margaret Heinz. Margaret announced that effective today, Elizabeth Victor-Martinez has resigned as a Board Member, as the Board Treasurer, and as the Finance Committee Chair. The Board will vote to fill the spot of Treasurer. Margaret will chair the Finance Committee meetings until the Treasurer is elected.

### **A. Review and Approval of Meeting Agenda**

Approved by unanimous consent.

### **B. Review and Approval of Finance Committee Meeting Minutes of 10/02/19**

Approved by unanimous consent.

### **C. Public Comment**

None.

### **D. Approval of Contracts over \$250,000 - Corina Ramirez**

See pages 5 – 94.

Jose Lara made motion to approve all contracts over \$250,000. Lisa Utsey seconded the motion. All contracts approved by unanimous consent. Connie Uychutin abstained.

#### **E. Fiscal Department Update - Claudia Reed**

1. Acceptance of Contract Status Report (CSR) - See page 97.  
Connie Uychutin made a motion to accept the Contract Status Report. Alicia Schott seconded the motion. The Contract Status Report was approved by unanimous vote.
2. Purchase of Service (POS) and Operations (OPS) Expenditures – See page 98.
3. VMRC Monthly POS Expenditures (PEP) Summary – No report this month.
4. Acceptance of Restricted Donations – See page 95.  
Jose Lara made a motion to approve the Restricted Donations. Connie seconded the motion. Restricted Donations were approved unanimously.
5. A-1 Amendment for Fiscal Year 2019-2020 – See page 96.

#### **F. Next Meeting - Wednesday, December 4, 2019, 5:30 PM, VMRC Stockton Office, Cohen Board Room**

Meeting adjourned at 606pm.



## **Finance Committee Meeting Minutes**

12/04/2019 | 05:30 PM - 06:30 PM - Pacific Time (US & Canada)

### **Attendees (16)**

**Committee Members Present:** Margaret Heinz, Board President, Linda Collins, Committee Chair, Connie Uychutin, Jose Lara, Alicia Schott, Lisa Utsey and Facilitator

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director, Claudia Reed, CFO, Corina Ramirez, Administrative Assistant – Resource Development

**Other Board Members Present:** Mohamed Rashid, Lynda Mendoza, Dena Pfeifer and Facilitator

**Public Present:** Mariela Ramos

### **Meeting called to order at 5:30 PM by Margaret Heinz, Board President**

#### **A. Appointment of New Committee Chair**

Margaret Heinz announces the appointment of Linda Collins as new Finance Committee Chair.

#### **B. Review and Approval of Meeting Agenda**

Linda Collins, Chair, requested a motion to approve the meeting agenda. Lisa Utsey made a motion to approve the meeting agenda. Margaret Heinz seconded. Approved by unanimous consent.

#### **C. Review and Approval of Finance Committee Meeting Minutes of 11/06/19 – Page 3.**

Linda Collins requested a motion to approve the Finance Committee Meeting Minutes of 11/06/19. Alicia Schott made a motion to approve. Jose Lara seconded. Approved by unanimous consent.

#### **D. Public Comments**

None.

#### **E. Approval of Contracts over \$250,000 – Pages 5 – 32.**

1. Horizon Day Program Contract – Corina Ramirez

Linda Collins asked for a motion to approve the Horizon Day Program Contract. Margaret Heinz made a motion. Alicia Schott seconded the motion. Connie Uychutin abstained. Approved by unanimous consent.

#### **F. Fiscal Department Update**

1. Acceptance of Contract Status Report (CSR) – page 34 - Claudia Reed  
Linda Collins asked for a motion to approve the Contract Status Report. Lisa Utsey made a motion. Margaret Heinz seconded the motion. Approved unanimously.
2. Purchase of Service (POS) and Operations (OPS) Expenditures – page 35 – 36 - Claudia Reed
3. VMRC Monthly POS Expenditure (PEP) Summary – No report this month.
4. Acceptance of Restricted Donations – page 37 - Claudia Reed  
Linda Collins asked for a motion to approve the restricted donations. Alicia Schott made a motion to approve the restricted donations. Jose Lara seconded the motion. Approved unanimously.

#### **G. Next Meeting - Wednesday, January 8, 2020, 5:30 PM, VMRC Stockton Office, Cohen Board Room**

## Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below on December 16, 2019 and passed the following resolution:

**RESOLVED THAT** in compliance with VMRC's BOD Contract Policy, the contracts listed below between VMRC and stated vendors were reviewed and approved by the VMRC BOD on December 16, 2019 and Board hereby authorized any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

1 Kavere Services - Pacific Lifeskills	\$ 1,050,000
2 Kavere Services - Bridgeton	\$ 988,996
3 Kavere Services - Monique	\$ 659,331
4 Kavere Services - Pinetown	\$ 817,418
5 Kavere Services - Princeton	\$ 988,996
6 Kavere Services - Pine Brook	\$ 830,000
7 Keshner House	\$ 859,089
8 Service First of N. California - SLS	\$ 2,100,000
9 Service First of N. California - Options Learning Center	\$ 424,876
10 Villa Teresa Memory Care	\$ 507,805
11 Above the Clouds	\$ 660,000
12 Family Therapeutic Services	\$ 250,000
13 Howard Training Center - BMP	\$ 600,000
14 Howard Training Center - WAP	\$ 307,562
15 Howard Training Center - WAP	\$ 412,795
16 Howard Training Center - SEP	\$ 889,203
17 Howard Training Center - Golden Opportunities	\$ 393,117
18 Howard Training Center - FHA	\$ 318,698
19 Howard Training Center - Transportation	\$ 337,491
20 Howard Training Center - ADC	\$ 660,311
21 Jacktone Road Care Home	\$ 621,151
22 Spread Your Wings	\$ 915,410
23 The Golden Touch	\$ 420,000

VMRC Board of Directors hereby authorizes and designates any office of VMRC to finalize, execute and deliver the Contract on behalf of VMRC, in such form as VMRC's counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidence by the execution of the Contract by such Officer. For purposes of this authorization, and "Officer" means VMRC's Executive Director, Chief Financial Officer and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of VMRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by VMRC's Board of Directors; (3) the Resolution is in full force and has not been revoked or changed in any way.

Lynda Mendoza, Board Secretary

Date



## Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below on December 16, 2019 and passed the following resolution:

**RESOLVED THAT** in compliance with VMRC's BOD Contract Policy, the contracts listed below between VMRC and stated vendors were reviewed and approved by the VMRC BOD on December 16, 2019 and Board hereby authorized any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

**1 Horizon Day Program**

\$ 476,343

VMRC Board of Directors hereby authorizes and designates any office of VMRC to finalize, execute and deliver the Contract on behalf of VMRC, in such form as VMRC's counsel may advise, and on such further terms and conditions as such Officer may approve. The final terms of the Contract shall be conclusively evidence by the execution of the Contract by such Officer. For purposes of this authorization, and "Officer" means VMRC's Executive Director, Chief Financial Officer and no one else.

**Certification by Secretary:** I certify that: (1) I am the Secretary of VMRC; (2) the foregoing Resolution is a complete and accurate copy of the Resolution duly adopted by VMRC's Board of Directors; (3) the Resolution is in full force and has not been revoked or changed in any way.

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Board Secretary

Date



## Executive Committee Meeting

11/06/2019 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

### Attendees (7)

**Committee Members Present:** Margaret Heinz, President and Chair, Lynda Mendoza, Secretary, Dena Pfeifer and Facilitator, Mohamed Rashid, Vice-President

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director

**Public Present:** None

Meeting Called to Order at 6:30 PM by Margaret Heinz.

### A. Review and Approval of Meeting Agenda

Approved by unanimous consent.

### B. Review and Approval of Executive Committee Meeting Minutes of 10/02/19

Approved by unanimous consent.

### C. Items for Approval - None.

### D. Items for Discussion

#### 1. Executive Director's Report - Tony Anderson

On October 21 and 22nd we held a two day symposium workshop focused on helping Valley Mountain Regional Center become more culturally and linguistically competent. The first day focused on coming to a clearer understanding of what it means to be "becoming" culturally and Linguistically competent. The second day we participated in an in depth analysis of our policies we have to accomplish our core functions and how to ensure we are considering the cultural elements necessary to fully include all people.

We worked with a community partner, Fuerzas Unidas, to start organizing a one day symposium on In Home Support Services. We created an agenda for the day, identified expert speakers, and identified the logistics needed for a successful event. This was a highly productive meeting with

several advocates agreeing to take responsibility for many important logistics. The event will take place in late March 2010 and should be a great resource to help our families in understanding the In Home Support Services program.

The "Bridging the Gap" conference, "Overcoming Barriers: Medication Intervention, Crisis Response, and Psychiatric In-Patient"

Was a great success and the third and final event will be held in May 2020 in Modesto. It is our intent to request a continuation grant for the next round and to have all three events in Stockton.

One of my goals for 202 is to start work on increasing affordable and access housing options for people with developmental disabilities in our region.

2. Notable Consumer Incidents/Complaints - Tony Anderson

The family member who came to the last board meeting was complaining about a service called EIBT (Early Intensive Behavioral Treatment). Tara our Assistant director of clinical services has researched the issue and while the complaint was not related to something VMRC actually had control over we are directing the parent to the correct resource and helping her navigate that resource plus referring more advocacy services to the family. We'll have an update during our board training in December.

3. Vendor Issues - Tony Anderson

I visited a new service called Pacific Lifeskills in Stockton. This service will be a temporary (up to two years) program aimed at working with adults to help them become independent. There will be a partnership with the University of the Pacific to implement an independent living curriculum on campus with a focus on getting a job, going to work, going to college, getting a certificate or degree, and working with the Department of Rehabilitation and Enos Edmundson at VMRC on employment support services.

Two vendors are complaining that they are not getting enough referrals and one is claiming that other vendors are receiving favorable treatment over them. As a reminder to the executive Committee, the decisions for who will provide a consumer with supports and services are made in the individual's IPP. These decisions are individualized.

The CLASP conference was a great success, the feedback was overwhelmingly positive, and the organizing committee has already met is has begun planning for next year. The save the date announcement will follow for early November 2020.

4. Self-Determination Update - Tony Anderson

Doug and I will be attending the Self-Determination Conference in Los Angeles Nov 16th and two other staff will be attending on Friday the 15th. I will be serving on a panel focused on Employment and Self-Determination and another one on Disparities and Self-Determination.

5. Personnel and Union Update – Tony Anderson and Doug Bonnet for Bud Mullanix

The union wrapped up their meeting with our Human Resources Director, Bud Mullanix, and Chief Counselor, Cindy Mix, today. Management and the union came to a verbal agreement of an increase of .25% over the already agreed upon amount of 1.5%. We have expressed that the additional funds identified in the A-2 are set for specific position and any money left will go to case managers and case management support to try to reduce caseload overloading.

Lynda Mendoza made a motion to go to closed session. Mohamed Rashid seconded the motion.  
Approved unanimously.

Lynda Mendoza made a motion to go out of closed session. Mohamed Rashid seconded the motion.  
Approved unanimously.

6. Other Matters – Tony Anderson

As you have probably noticed our Stockton office is almost completely gated. This is being done for the safety of our staff and board and community members attending board and other public meetings. While no barrier can be 100% impenetrable, this will increase your safety. Please be aware of your surroundings and if possible do not go to your car alone.

**E. President's Comments - Margaret Heinz**

Doug, thank you Saturday was wonderful. The meals, the food, the service, the location was really nice. Tony, thank you for hosting afterwards.

Margaret having a phone meeting with all other Board Presidents through ARCA.

I have been in contact with Bud regarding Tony's contract.

December 6th is an incredible craft fair. The Micro Business fair. There is another one at SJCOE by young adult programs. Same date. Times are both 9am.

I met Tara at an IEP meeting with a young kindergarten student in 2003. It's an honor to work with people so dedicated. He is now attending college.

Margaret asked Mohamed if he will do a presentation on DRAIL at the December Board Meeting and Mohamed agreed.

**F. Public Comments - None.**

**G. Next Meeting - Wednesday, December 4, 2019, 6:30 PM, VMRC Stockton Office, Cohen Board Room**

Meeting adjourned at 7:25 pm.



## **Executive Committee Meeting Minutes**

12/04/2019 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

### **Attendees (10)**

**Committee Members Present:** Margaret Heinz, Board President, Mohamed Rashid, Vice-President, Lynda Mendoza, Secretary, Linda Collins, Chair Finance Committee, Dena Pfeifer and Facilitator, Chair Consumer Services Committee

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director, Bud Mullanix, Human Resources Director

**Public Present:** Mariela Ramos

### **Margaret Heinz, President, called the meeting to order at 6:30 PM**

#### **A. Review and Approval of Meeting Agenda**

Margaret Heinz requested one change to the agenda. The request is that the Executive Director's Report by Tony Anderson be moved up on the agenda to just after the approval of the agenda. Linda Collins made a motion to move the Executive Director's Report up on the agenda. Dena Pfeifer seconded the motion. Approved unanimously.

#### **Executive Director Report – Tony Anderson**

I am attending the movie premiere of "Carol of the Bells" in Lodi tonight with filmmaker Joey Travolta and Liz Zastrow.

Last month we attended the annual National Association of State Directors of Developmental Disability Services (NASDDDS) in Washington DC. The main lessons were that the new rules on the Home and Community Based waiver settings will be a major focus this year but person-center decision making will be the predominate factor.

We had four staff (including myself) attend the very successful Self-Determination conference in Los Angeles in November. I spoke at the conference on How Self-Determination Impacts Employment of people with developmental disabilities.

Cindy Mix and several program managers did a great job working to update and amend our respite assessment tool and policy. They listened closely to several advocates who were requesting modifications and incorporated several of the ideas that came forward. They presented a draft to the Consumer Services committee, held a focus group over several hours, met with a community group privately, held a public forum for additional feedback, made more changes and most recently presented a final draft to the Consumer Services committee for their approval next month. If approved it will go the full board for a vote and then sent off to DDS for approval. Our experience with approvals for service standard changes is that it can take several months to over a year to get approval.

I completed the report by the California State Council for Developmental Disabilities (SCDD), "Strategic Framework for Housing for People with Intellectual/Developmental Disabilities" as the first step in preparing the survey to staff on the impact of the affordable housing crisis in our region. These are some of the initial steps to developing a VMRC Strategic Plan to address affordable housing needs.

Completed the presentation and report for the board Legislative Committee on the new laws passed in 2019. Our committee presentation will be in January 2020.

After an extensive review process to analyze our information technology department and the services that began last fiscal year Claudia Reed and I agreed to make significant structural changes to the department. The department will remain under the supervision of the Chief Financial Officer and will be managed by Sarah Tenisi and Carlo Cacciatore who will be replacing the leadership of Gordon Hofer. Mr. Hofer has been offered another key role in our organization and we are awaiting his decision.

## **B. Review and Approval of Executive Committee Meeting Minutes of 11/06/19**

Margaret asked for a motion to approve the Executive Committee Meeting Minutes of 11/06/19.

Mohamed Rashi made a motion. Dena Pfeifer seconded the motion. Approved by unanimous consent.

## **C. Public Comments**

None.

## **D. Items for Approval**

### **1. Kinetic Flow Contract - Tony Anderson**

This is a 3 year contract to do 3 surveys. Kinetic Flow will survey our staff, our community and our providers. Two surveys have been completed, they will do a third.

Margaret Heinz asked for a motion to approve the Kinetic Flow Contract. Lynda Mendoza made a motion. Linda Collins seconded the motion. Approved by unanimous consent.

### **2. Union Contract – page 8 - Bud Mullanix**

We had meetings at the end of the 2nd year of the contract. The contract was to increase 1.5%, but the Union wanted 2.5%. Management and the Union negotiated back and forth and both parties have agreed to 1.75% increase (a total of \$60,000).

Margaret Heinz asked for a motion to approve the Union Contract. Lynda Mendoza made a motion. Mohamed Rashid seconded the motion. Approved by unanimous consent.

#### **E. Items for Discussion**

1. Executive Director's Report - Tony Anderson (moved up on the agenda)

2. Notable Consumer Information – Doug Bonnet for Tony Anderson

This month we had three incidents with consumers in the hospital going through end of life treatment. Advanced planning continues to be a serious short fall for us with none of the consumers having an advanced directive or any type of indication that they were provided supported decision making guidance to make these important decisions. Nevertheless, our case managers, program managers, clinical staff and service providers and hospital partners provided tremendous person-centered support to provide the most compassionate care during their end of life moments.

3. Vendor Information – Doug Bonnet for Tony Anderson

Doug Bonnet has been working very closely with the Resource Development team in promoting the requests for proposals to attract vendors who provide services we are in need of especially in the clinical services department. Tara Sisemore-Hester and Claire Lazaro have also worked closely with Resource Development to build up the capacity for clinical services.

4. Self-Determination Update – Doug Bonnet for Tony Anderson

On November 22nd DDS selected the next round of Self-Determination participants but VMRC has not been notified yet of who has been selected. Currently we have two individuals who are actively fully participating in the Self-Determination program.

5. Other Matters - None

6. Personnel and Union Update – pages 10 – 12 - Bud Mullanix

7. Training Manager – page 13 – Bud Mullanix

Bud Mullanix presented the instructional design of the new Training Manager position. Bud asked for a waiver of the 30 days which will allow us to offer the position to Gordon in case he decides to accept the offer.

Margaret Heinz asked for a motion to approve the training manager and a 30 day waiver. Lynda Mendoza made a motion. Mohamed Rashid seconded the motion. Approved by unanimous consent.

#### **F. President's Report - Margaret Heinz**



On February 22<sup>nd</sup> there is an ARCA Board Training in Sacramento. Tony is going to Carol of the Bells (young man adopted, lost his adoptive parents, looking for family in his life, found out his mother was DD, getting to know her). The movie is done by Joey Travolta and the majority of the crew are people with developmental disabilities. This film is playing at the Lodi Theatre for the week. Tony and Margaret were talking about employee morale. All employees of VMRC will be given a half day off for the holidays.

**Committee agreed to move to closed session.**

**G. Closed Session**

**H. Next Meeting - Wednesday, January 8, 2020, 6:30 PM, VMRC Stockton Office, Cohen Board Room**

Meeting adjourned at 710pm.



## **Minutes for Meeting Book - Consumer Services Committee Meeting**

11/04/2019 | 04:00 PM - 04:45 PM - Pacific Time (US & Canada)

VMRC Stockton Office Cohen Board Room

### **Attendees (24)**

#### **PRESENT:**

**Committee Members:** Dena Pfeifer, Liz Herrera Knapp, Emily Grunder, Lisa Esteves, Margaret Heinz, Linda Collins

**VMRC Staff:** Tara Sisemore Hester, Brian Bennett, Nicole Weiss, Christine Couch, Doug Bonnet, Claire Lazaro, Robert Fernandez, Cindy Mix, Tony Anderson, Cindy Strawderman

**Facilitators:** Lori Smith

**Guest/Visitors:** Jose Lara, Maria E. Solano, Mariela Ramos, Jeanette Co, Maria Elena Diaz, Doris Contreras, Griselda Estrada

**ABSENT:** Mo Rashid, Robert Balderama, Daime Hoornaert

### **1.0 - Public Comment**

Maria Ramos – asked if there is a policy for Personal Assistance? Cindy Mix advised that there is a work group currently in process.

### **2.0 - Review of Minutes from October 7, 2019**

M/S/C (Heinz/Heinz): Approve the minutes of October 7, 2019 as written.

### **3.0 - SAC6 Update - Lisa Louise Esteves**

SAC6 held our November 1 area meeting in Turlock. Our topic was Voting Rights. The speaker was Paul Spencer, an attorney from the San Diego office of Disability Rights California. He held a mock election with us and explained that we have a right to vote. We learned that our vote is independent and private. We can make our own decisions about our vote and we do not have to tell people how we voted.

We want to thank VMRC staff Angie Shear, Carlos Hernandez, Tony Anderson and Christine Couch for attending our meeting and supporting us with Voting Rights.

Thank you to Moe Rashid from DRAIL for telling us about the services he offers at DRAIL. Thank you to Ignacio Chavez of UCPA Stanislaus for helping us connect with the Cornerstone Church in Turlock. Thank you to Sandy Graham from OCRA for

having a table with Voting Rights publications. Thank you to George Lewis from the State Council on Developmental Disabilities, North Valley Hills Office for helping us set up the meeting and making it a great day. Thanks to George for helping me emcee the meeting. Thank you to Cheryl and Kerstin from PCS for talking about the CHOICES t-shirt and video contest.

Lisa Utsey, the SAC6 Vice Chairperson and Treasurer, is a member of the Department of Developmental Services Consumer Advisory Committee. Lisa and Christine Couch have finished the self-advocacy training on Prepare for Your Care, end of life planning and decisions. They will present it to the DDS CAC on November 5. We are excited to have this training available to us to share with others.

Our next board meeting is December 14 at the ARC in Sutter Creek. We will hold our annual elections for the officers for the 2020 year.

#### **4.0 - CLASP Update – Liz Herrera Knapp**

We had our meeting on 10/22. UCP during that meeting let them know they had their POM event on 10/20 at UOP, with 250 people in attendance. During our meeting, they were working on the holiday schedule, and looking to finalize at their next meeting.

On October 29<sup>th</sup> the provider conference committee will meet to recap the conference on the 8<sup>th</sup>. We are looking to plan our next conference for 2020 the 3<sup>rd</sup> week in November.

Next meeting on 11/26 at 10:00 in the VMRC Board Room.

We also want to remind everyone of our presence on Social Media to follow CLASP on Instagram CLASP.VMRC and we are on Facebook.

#### **5.0 - Consumer Services Projects - Dena Pfeifer**

Dena Pfeifer passed out a list of ideas of presentations that she felt would benefit the committee. If everyone could look at and provide feedback on other topics. If you would like we could try to have a presentation at each meeting.

#### **6.0 - Clinical Update**

##### **Claire Lazaro**

Clair and Tara attendee a presentation from the Department of Managed Health Care. She received a brochure from them “Need Help with Your Health Plan”. This is a free resource for consumers and families requiring assistance with their health plan. There is a Spanish version on line.

## **Tara Sisemore-Hester**

Tara went over the intake statistics that were provided in the meeting packet

### **7.0 - Resource Development**

#### **Robert Fernandez**

Robert Fernandez provided the following information: Recently we had 1 home “Wellwoods” a level 4i in Manteca vendored. We have 2 adult residential homes “Delta Care” a level 4i in Modesto and “Glenbrook” a level 4i in Stockton.

We have a Disaster Emergency Preparedness Workshop with vendors scheduled this Friday in the boardroom 10 – 1. We are expecting many providers, currently 71 registered. We are inviting Staff to attend as well.

We recently scheduled HCBS information training for providers. There will be 3 different locations 11/12 in Modesto; 11/15 San Andres at the Public Library; and the Stockton 11/18. All locations will be 10-1.

### **8.0 - Quality Assurance**

Patricia Green was not in attendance; Nicole Weiss provided the following information:

8.1 **Alerts:** Nicole went over the Alert report that were provided in the meeting packet. We have 42 open Alerts. We are taking a bit longer closing alerts as we are down to 4 staff members from 6, and 2 of them are new and still in training. We have a new staff member coming on board early December. Therefore, we should be back on track soon.

### **9.0 - Case Management - Cindy Mix**

#### **9.1 Reports:**

- Caseload Ratio— 1:82;
- Transfer Status—352 in/303 out year to date;
- POS Exceptions—126 approved/11 deferred/6 denied;
- SIR—Hospital/Internal Infection-Vendor was highest percentage, followed by Med Errors and ER visits;
- Fair Hearings—5 of 11 dealt with eligibility.

#### **9.2 Case Management Update:**

- Respite Tool Revision—scheduling of public meeting—11/21/19 @1:30-3pm.

- Performance Contract submitted to DDS for approval.
- CLASP Conf, 10/8; MHSA Conf, 10/9 & 10/10; Down Syndrome Buddy Walk at Mickie Grove, Oct. 19; Georgetown Project Cultural Competence training on Oct. 21 and 22; Autism Speaks Walk in Modesto, 10/26. Independent Facilitator training, Nov. 6 and 7 at SJCOE. Homeless Awareness Month—Dave Vodden's team is spearheading a drive for blankets and winter wear. Early Start Symposium on Nov 5<sup>th</sup>.
- Self-Determination--Of 100 slots, 79 continuing at this point. We are contacting those on the list who have not confirmed denial to hold one last orientation for them with a deadline of Dec 6<sup>th</sup>. VMRC staff are holding PCT planning sessions and IPPs. Both current SC/PM and SD SC/PM are participating. In addition, completion of budget tools is occurring. The second drawing will occur on Nov 22<sup>nd</sup>. We are looking at adding another SD Service Coordinator.
- An IHSS Informational Conference is being planned in partnership with Fuezas Unites for late in March 2020.

#### 9.3 Updated Respite Assessment Tool:

The Respite assessment tool discussion will be tabled, as a public meeting will be scheduled for November 21<sup>st</sup>, 1:30-3:00 p.m. in the Cohen Board Room. Then we can have updated for submission to DDS for approval. We have received some good feedback so far.

## 10.0 - Transportation

Wilma Murray was not available to provide an update on transportation.

## 11.0 - Next Meeting - Monday, December 2, 2019, Stockton VMRC office, Cohen Board Room