



Valley Mountain Regional Center Finance Committee Meeting

Dial-In Number: 209-955-3678, Meeting Number: 3656#,
Attendance Meeting Access Code: 702#

02/05/20, 5:30 PM

VMRC Stockton Office, Cohen Board Room

702 N. Aurora Street

Stockton, CA, 95202

Finance Committee: Linda Collins, Chair, Margaret Heinz, Connie Uychutin, Alicia Schott, Jose
Lara, Lisa Utsey



Meeting Book - Valley Mountain Regional Center Finance Committee Meeting

Valley Mountain Regional Center Finance Committee Meeting Agenda

- A. Review and Approval of Meeting Agenda
Linda Collins
Committee Action
- B. Review and Approval of Finance Committee Meeting Minutes of
01/08/20
Linda Collins
Committee Action
- Fin Com Minutes 01 08 20.docx
Page 3
- C. Public Comment
Linda Collins
- D. Approval of Contracts over \$250,000
Corina Ramirez
- E. Fiscal Department Update
Claudia Reed
1. Acceptance of Contract Status Report (CSR)
Committee Action
- CSR for Feb 2020.pdf
Page 5
2. Purchase of Service (POS) and Operations (OPS)
Expenditures
- POS Expenditures for Feb 2020.pdf
Page 6
- Ops Expenditures for Feb 2020.pdf
Page 7
3. VMRC Monthly POS Expenditure (PEP) Summary
4. Acceptance of Restricted Donations
- Popp Feb 2020.pdf
Page 8
- G. Next Meeting - Wednesday, March 4, 2020, 5:30 PM, VMRC,
Stockton Office, Cohen Board Room



Finance Committee Meeting Minutes

01/08/2020 | 05:30 PM - 06:30 PM - Pacific Time (US & Canada)

Attendees (12)

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

Staff Present: Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director, Corina Ramirez, Administrative Assistant – Resource Development, Carlos Hernandez, Christine Couch

Public Present: Mariela Ramos

Meeting called to order at 5:30 PM by Linda Collins, Committee Chair.

A. Review and Approval of Meeting Agenda

Linda Collins asked for a motion to approve the agenda. Agenda approved by unanimous consent.

B. Review and Approval of Finance Committee Meeting Minutes of 12/04/19

Linda Collins asked for a motion to approve the Finance Committee Meeting Minutes of 12/04/19. Approved by unanimous consent.

C. Public Comment

None.

D. Approval of Contracts over \$250,000 – Corina Ramirez – Pages 6 - 12

Corina Ramirez presented all of the contracts on pages 6 – 12.

Jose Lara would like an explanation on the formula for the transportation contracts. Tony commented that he would look into it.

Linda Collins asked for a motion to approve all of the contracts over \$250,000 as it was presented tonight. Margaret Heinz made a motion to accept the contracts. Lisa Utsey seconded the motion. Connie Uychutin abstained. All of the contracts over \$250,000 presented were approved unanimously.

E. Fiscal Department Update - Linda Collins and Tony Anderson

1. Acceptance of Contract Status Report (CSR) – Page 13
 - a. Linda Collins asked for a motion to accept the Contract Status Report. Lisa Utsey made a motion. Jose Lara seconded the motion. The Contract Status Reports was approved unanimously.
2. Purchase of Service (POS) and Operations (OPS) Expenditures – Pages 14 and 15
3. VMRC Monthly POS Expenditure (PEP) Summary – Page 16
4. Acceptance of Restricted Donations – Page 17
 - a. Linda Collins asked for a motion to accept the donations to the Popplewell Fund. Lisa Utsey made a motions. Margaret Heinz seconded the motion. The donations to the Popplewell Fund were approved unanimously.

G. Next Meeting - Wednesday, February 5, 2020, 5:30 PM, VMRC Stockton Office, Cohen Board Room

Valley Mountain Regional Center

Contract Status

AS OF: December 31, 2019

	OPS	POS Including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC Total
Current Fiscal Year 2020							
Contract Year A	33,071,486	213,025,946	246,097,432	511,248	1,700,050	2,211,298	458,422
Spent to Date	7,013,956	49,326,224	56,340,180	21,700	-	21,700	-
Unspent	26,057,530	163,699,722	189,757,252	489,548	1,700,050	2,189,598	458,422
Last Fiscal Year 2019							
Contract Year E-3	30,458,851	195,220,728	225,679,579	529,488	1,439,438	1,968,926	451,782
Spent to Date	29,880,680	193,313,833	223,194,514	529,488	766,334	1,295,822	445,366
Unspent	578,171	1,906,895	2,485,065	0	673,104	673,104	6,416
Second Prior Fiscal Year							
2018 Contract Year D-4	29,493,605	182,331,242	211,824,847	529,663	665,293	1,194,956	493,607
Spent to Date	29,427,342	180,185,919	209,613,261	520,453	574,334	1,094,787	458,980
Unspent	66,263	2,145,323	2,211,586	9,210	90,959	100,169	34,627

OPERATIONS EXPENDITURES

December 31, 2019

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Salaries and Wages	10,084,608	8,852,787	1,000,000	19,533,467	51.6%
Temporary Help	18,950	2,090	43,343	53,343	35.5%
Fringe Benefits	2,842,172	3,089,038	(1,000,000)	5,800,000	49.0%
Contracted Employees	52,606	30,330	50,000	125,000	42.1%
Salaries and Benefits Total	12,998,336	11,974,244	93,343	25,511,810	51.0%

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Facilities Rent	933,197	915,898		2,500,000	37.3%
Facilities Maintenance	280,680	319,513		500,000	56.1%
Information Technology	844,739	806,231	150,000	1,400,000	60.3%
General Office Expense	105,220	90,637	25,000	175,000	60.1%
Operating Expenses	182,978	215,113		450,000	40.7%
Equipment	92,354	73,710		250,000	36.9%
Professional Expenses	235,641	260,338		700,006	33.7%
Office Expenses	27,077	62,241		140,000	19.3%
Travel and Training Expenses	271,085	216,661	75,000	475,000	57.1%
Foster Grandparent/Senior Companion Expenses	216,485	214,179		458,422	47.2%
CPP Expense	270,064	9,546		511,248	52.8%
Total Operating Expenses	16,457,857	15,158,311	343,343	33,071,486	49.8%

Operating Expenses: Telephone, Utilities

Equipment: Equipment Purchases, Equipment Contract Leases

Professional Expenses: Accounting Fees, Advertising, ARCA Dues, Bank Fees, Consultants, Insurance, Interest, Legal Fees, Fees, Licenses and Miscellaneous

Office Expenses: Consumer Medical Record Fees, Postage and Shipping, Printing

Travel and Training Expenses: Board of Director Expense, Travel Admin, Travel Consumer Services

October Popplewell Fund Donations

Date	Donor	Amount	Check No.	Address	City	State
01/09/20	YourCause/Chevron	976.00	1160215725	6111 W Plano Parkway	Plano	TX
01/09/20	YourCause/AT&T	15.00	5601945430	6111 W Plano Parkway	Plano	TX
	Current Balance	\$ 12,359.82				

October Popplewell Fund Donations

Zip Code

95093

95093