



# Finance Committee Meeting

Wednesday, 11/04/20, 5:30 PM

Via Zoom Video Conference

<https://zoom.us/j/93918618645?pwd=NVZqQ1B4d2ZQVFF2VVA1RjF4eE5ldz09>

Meeting ID: 939 1861 8645 Passcode: 797344

Dial in Number: 1-669-900-6833

For Spanish Translation, Dial 1-866-299-7945, Participant Code 7793177#



## Meeting Book - Finance Committee Meeting

### Finance Committee Meeting

|   |             |         |
|---|-------------|---------|
| A. Review and Approval of Meeting Agenda<br>Linda Collins, Committee Chair                                | Action Item |         |
| B. Review and Approval of Finance Committee Meeting Minutes of 10/07/20<br>Linda Collins, Committee Chair | Action Item |         |
| Fin Com Minutes 10 07 20.pdf  |             | Page 3  |
| C. Public Comment<br>Linda Collins, Committee Chair   |             |         |
| D. Approval of Contracts over \$250,000<br>Corina Ramirez   | Action Item |         |
| Contract Board Approval Report 2021-01-31.pdf   |             | Page 5  |
| Contract Board Approval Report 2021-02-28.pdf   |             | Page 9  |
| Contract Summary Board Resolution 2020-12.pdf   |             | Page 14 |
| E. Fiscal Department Update<br>Claudia Reed, CFO  |             |         |
| 1. Acceptance of Contract Status Report (CSR)<br>Claudia Reed, CFO  | Action Item |         |
| 2020 - 2021 Financial Statements September.pdf  |             | Page 15 |
| 2. Review of Purchase of Service (POS) and Operations (OPS) Expenditures<br>Claudia Reed, CFO             |             |         |
| 3. Acceptance of Restricted Donations<br>Claudia Reed, CFO  | Action Item |         |
| Copy of Popplewell Fund FY 20-21 Nov 1.pdf  |             | Page 18 |
| Copy of Popplewell Fund FY 20-21 Nov 2.pdf  |             | Page 19 |
| F. Next Meeting - Wednesday, 12/02/20, 5:30 PM, via Zoom Video Conference                                 |             |         |



## **Finance Committee Meeting Minutes**

10/07/2020 | 05:30 PM - 06:30 PM - Pacific Time (US & Canada)

**Committee Members Present:** Margaret Heinz, Lisa Utsey, Dena Pfeifer, Connie Uychutin, Jose Lara

**Committee Members Not Present:** Linda Collins, Alicia Schott

**Staff Members Present:** Tony Anderson, Doug Bonnet, Corina Ramirez, Claudia Reed

**Public Present:** Rachelle Munoz, Irene Hernandez (Interpreter), Lori Smith

### **Margaret Heinz called the meeting to order at 5:34 PM**

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

Approved by unanimous consent.

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

Approved by unanimous consent.

#### **C. Public Comment**

None.

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

Corina Ramirez reviewed the contracts expiring in November 2020 and December 2020 as well as the full Paradise contract and the CBEM amendment.

Dena Pfeifer made a motion to approve the contracts over \$250,000 presented. Jose Lara seconded the motion. The contracts over \$250,000 that were presented were approved unanimously.

#### **E. Fiscal Department Update**

##### **1. Claudia Reed presented the Contract Status Report (CSR)**

No action item on the CSR tonight due to Claudia reporting that she doesn't think the reports are correct. Revised CSR will be presented at the Board Meeting and voted on at the Board

Meeting. The revised reports will be sent to the Finance Committee prior to the Board Meeting.

**2. Claudia Reed presented the POS and OPS reports**

**3. No Cash Flow Projection Report this Month**

**4. No PEP Report this month**

**5. Restricted Donations**

Approved unanimously.

**F. Next Meeting – Wednesday, November 4, 2020, 5:30 PM to 6:30 PM via Zoom Video Conference**

# Contract Board Approval Report

Contracts Expiring:  
**1/31/2021**

| VendorNumber | VendorName                         | SrvcCode | VendorCategory   |
|--------------|------------------------------------|----------|--|
| HV0499       | Kavere Services Pacific Lifeskills | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE         | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-------------|-----------|-----------|------------------|-----------------|
| \$1,050,000 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$18,935.00 per consumer, per month inclusive of SSI

## Proposed Contract:

| PropNTE     | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-------------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$1,050,000 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$18,935.00 per consumer, per month inclusive of SSI

| VendorNumber | VendorName                  | SrvcCode | VendorCategory   |
|--------------|-----------------------------|----------|--|
| HV0317       | Kavere Services - Bridgeton | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$988,996 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$988,996 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

| VendorNumber | VendorName                | SrvcCode | VendorCategory   |
|--------------|---------------------------|----------|--|
| HV0318       | Kavere Services - Monique | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$659,331 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$659,331 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

# Contract Board Approval Report

Contracts Expiring:  
**1/31/2021**

| VendorNumber | VendorName                                  | SrvcCode | VendorCategory   |
|--------------|---|----------|--|
| HV0473       | Kavere Services - Pinetown Crisis Step-Down | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$817,418 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$15,831.30 per month, per consumer, inclusive of SSI

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$817,418 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$15,831.30 per month, per consumer, inclusive of SSI

| VendorNumber | VendorName                  | SrvcCode | VendorCategory   |
|--------------|-----------------------------|----------|--|
| HV0450       | Kavere Services - Princeton | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$988,996 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$30,821.99 per month, inclusive of SSI; Respite rate \$1,012.55 per day.

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$988,996 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$30,821.99 per month, inclusive of SSI; Respite rate \$1,012.55 per day.

| VendorNumber | VendorName                 | SrvcCode | VendorCategory   |
|--------------|----------------------------|----------|--|
| HV0413       | Kavere Services-Pine Brook | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$830,000 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$15,851.31/cons/mo inclusive of SSI

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$830,000 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$15,851.31/cons/mo inclusive of SSI

# Contract Board Approval Report

Contracts Expiring:  
**1/31/2021**

| VendorNumber | VendorName   | SrvcCode | VendorCategory   |
|--------------|--------------|----------|--|
| HV0412       | Keshar House | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$859,089 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$20,462.46/cons/mo inclusive of SSI

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$859,089 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$20,462.46/cons/mo inclusive of SSI

| VendorNumber | VendorName                         | SrvcCode | VendorCategory            |
|--------------|------------------------------------|----------|---------------------------|
| S29440       | Service First of N. California SLS | 896      | Supported Living Services |

## Current Contract:

| NTE         | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-------------|-----------|-----------|------------------|-----------------|
| \$2,100,000 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$30.95/hr + \$45.42/\$58.40/day for Transitional Apartment Program

## Proposed Contract:

| PropNTE     | PropEffDate | PropExpDate | Action:          | ActionReason:  | Increase/Decrease in NTE \$: | 17.14% |
|-------------|-------------|-------------|------------------|----------------|------------------------------|--------|
| \$2,460,000 | 2/1/2021    | 1/31/2022   | Auto Renew Amend | Increase NTE\$ |                              |        |

### PropRate

\$30.95/hr + \$45.42/\$58.40/day for Transitional Apartment Program

| VendorNumber | VendorName   | SrvcCode | VendorCategory                         |
|--------------|--|----------|--|
| HV0092       | Service First of N. California Options Learning Center | 55       | Community Integration Training Program |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$424,876 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

### Rate

\$18.60/cons/hr NTE 69 hrs/mo

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$424,876 | 2/1/2021    | 1/31/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$18.60/cons/hr NTE 69 hrs/mo

# Contract Board Approval Report

Contracts Expiring:  
**1/31/2021**

| VendorNumber | VendorName               | SrvcCode | VendorCategory   |
|--------------|--------------------------|----------|--|
| HV0441       | Villa Teresa Memory Care | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$507,805 | 2/1/2020  | 1/31/2021 | Brian Bennett    | RD              |

## Rate

Negotiated rate \$8,728.34/cons/mo incl of SSI

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:  | Increase/Decrease in NTE \$: | 8.59% |
|-----------|-------------|-------------|--------------|----------------|------------------------------|-------|
| \$551,446 | 2/1/2021    | 1/31/2022   | Auto Renewal | Increase NTE\$ |                              |       |

## PropRate

Negotiated rate \$8,728.34/cons/mo incl of SSI



# Contract Board Approval Report

Contracts Expiring:  
**2/28/2021**

| VendorNumber | VendorName                         | SrvCode | VendorCategory                               |
|--------------|------------------------------------|---------|--|
| PV1719       | ABOVE THE CLOUDS OneTwoThree, LLC. | 116     | Early Start Specialized Therapeutic Services |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$660,000 | 3/1/2020  | 2/28/2021 | Claire Lazaro    | Clinical        |

## Rate

\$123.36/hr-Home Visits; \$163.02/discipline-Intake Elig Evals & Clinical Spec Asmnts; \$190.17/Intake Elig Eval w/Family Asmnt; \$0.505/mile-Home Visits.

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:          | ActionReason:  | Increase/Decrease in NTE \$: | 24.27% |
|-----------|-------------|-------------|------------------|----------------|------------------------------|--------|
| \$820,208 | 3/1/2021    | 2/28/2022   | Auto Renew Amend | Increase NTE\$ |                              |        |

## PropRate

\$123.36/hr-Home Visits; \$163.02/discipline-Intake Elig Evals & Clinical Spec Asmnts; \$190.17/Intake Elig Eval w/Family Asmnt; \$0.505/mile-Home Visits.

| VendorNumber | VendorName                    | SrvCode | VendorCategory            |
|--------------|-------------------------------|---------|---------------------------|
| SV0027       | FAMILY THERAPEUTIC SERVIC SLS | 896     | Supported Living Services |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$480,000 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

## Rate

\$31.52 per hour

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:          | ActionReason:  | Increase/Decrease in NTE \$: | 25.00% |
|-----------|-------------|-------------|------------------|----------------|------------------------------|--------|
| \$600,000 | 3/1/2021    | 2/28/2022   | Auto Renew Amend | Increase NTE\$ |                              |        |

## PropRate

\$31.52 per hour

| VendorNumber | VendorName                          | SrvCode | VendorCategory     |
|--------------|-------------------------------------|---------|--------------------|
| H29489       | HOWARD TRAINING CENTER Home At Last | 904     | Family Home Agency |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$318,698 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

## Rate

\$3,170.07 per month-Guide Level \$2,315.96 per month-Coach Level

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 3.80% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$330,810 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$3,170.07 per month-Guide Level \$2,315.96 per month-Coach Level

# Contract Board Approval Report

Contracts Expiring:  
**2/28/2021**

| VendorNumber | VendorName                            | SrvCode | VendorCategory                      |
|--------------|---------------------------------------|---------|-------------------------------------|
| H29428       | HOWARD TRAINING CENTER Transportation | 880     | Transportation-Additional Component |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$337,491 | 3/1/2020  | 2/28/2021 | Wilma Murray     | RD              |

## Rate

\$2.81/actual mile (+ fuel adj w\$1.75 fuel base price, nte \$3.88/gal)

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$337,491 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$2.81/actual mile (+ fuel adj w\$1.75 fuel base price, nte \$3.88/gal)

| VendorNumber | VendorName                                   | SrvCode | VendorCategory           |
|--------------|--|---------|--------------------------|
| H29188       | HOWARD TRAINING CENTER Community Integration | 510     | Adult Development Center |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$660,311 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

## Rate

\$79.90/cons/day; \$1.68 per NM consumer, per hour.

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$660,311 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$79.90/cons/day; \$1.68 per NM consumer, per hour

| VendorNumber | VendorName                 | SrvCode | VendorCategory              |
|--------------|----------------------------|---------|-----------------------------|
| HV0306       | HOWARD TRAINING CENTER BMP | 515     | Behavior Management Program |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$600,000 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

## Rate

\$86.96/cons/day; \$1.68 per NM consumer, per hour

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$600,000 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$86.96/cons/day; \$1.68 per NM consumer, per hour

# Contract Board Approval Report

Contracts Expiring:  
**2/28/2021**

| VendorNumber | VendorName                                  | SrvcCode | VendorCategory        |
|--------------|---|----------|-----------------------|
| HV0206       | HOWARD TRAINING CENTER Catering & Specialty | 954      | Work Activity Program |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$307,562 | 3/1/2020  | 2/28/2021 | Wilma Murray     | RD              |

## Rate

\$41.33/cons/day; CIEP placement incentives: 30 days, \$1,000; 6 mos, \$1,250; 12 mos, \$1,500.

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$307,562 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$41.33/cons/day; CIEP placement incentives: 30 days, \$1,000; 6 mos, \$1,250; 12 mos, \$1,500.

| VendorNumber | VendorName                                  | SrvcCode | VendorCategory        |
|--------------|---|----------|-----------------------|
| HV0205       | HOWARD TRAINING CENTER Production Unlimited | 954      | Work Activity Program |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$412,795 | 3/1/2020  | 2/28/2021 | Wilma Murray     | RD              |

## Rate

\$28.23/cons/day; CIEP placement incentives: 30 days, \$1,000; 6 mos, \$1,250; 12 mos, \$1,500.

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$412,795 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$28.23/cons/day; CIEP placement incentives: 30 days, \$1,000; 6 mos, \$1,250; 12 mos, \$1,500.

| VendorNumber | VendorName                                 | SrvcCode | VendorCategory             |
|--------------|--|----------|----------------------------|
| HV0203       | HOWARD TRAINING CENTER Community Employmen | 950      | Supported Employment-Group |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$889,203 | 3/1/2020  | 2/28/2021 | Wilma Murray     | RD              |

## Rate

\$39.57 per hour for Group Services

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$889,203 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

## PropRate

\$39.57 per hour for Group Services

# Contract Board Approval Report

Contracts Expiring:  
**2/28/2021**

| VendorNumber | VendorName                                  | SrvcCode | VendorCategory |
|--------------|---|----------|----------------|
| HV0157       | HOWARD TRAINING CENTER Golden Opportunities | 855      | Adult Day Care |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$393,117 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

### Rate

\$58.30/cons/day

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$393,117 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$58.30/cons/day

| VendorNumber | VendorName                              | SrvcCode | VendorCategory   |
|--------------|---|----------|--|
| HV0533       | JACKTONE ROAD CARE HOME 113 Residential | 113      | Specialized Residential Facility (Habilitation)-DSS-Lice |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$621,151 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

### Rate

\$15,146.92 per consumer per month, inclusive of SSI

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$621,151 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$15,146.92 per consumer per month, inclusive of SSI

| VendorNumber | VendorName            | SrvcCode | VendorCategory            |
|--------------|-----------------------|----------|---------------------------|
| SV0025       | SPREAD YOUR WINGS SLS | 896      | Supported Living Services |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$915,410 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

### Rate

\$31.52 per hour

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:      | ActionReason:   | Increase/Decrease in NTE \$: | 0.00% |
|-----------|-------------|-------------|--------------|-----------------|------------------------------|-------|
| \$915,410 | 3/1/2021    | 2/28/2022   | Auto Renewal | Extend Contract |                              |       |

### PropRate

\$31.52 per hour

# Contract Board Approval Report

Contracts Expiring:  
**2/28/2021**

| VendorNumber | VendorName               | SrvcCode | VendorCategory            |
|--------------|--------------------------|----------|---------------------------|
| SV0026       | THE GOLDEN TOUCH LLC SLS | 896      | Supported Living Services |

## Current Contract:

| NTE       | EffecDate | ExpDate   | ResponsibleStaff | ResponsibleDept |
|-----------|-----------|-----------|------------------|-----------------|
| \$420,000 | 3/1/2020  | 2/28/2021 | Brian Bennett    | RD              |

### Rate

\$31.52 Per hour

## Proposed Contract:

| PropNTE   | PropEffDate | PropExpDate | Action:          | ActionReason:  | Increase/Decrease in NTE \$: | 34.29% |
|-----------|-------------|-------------|------------------|----------------|------------------------------|--------|
| \$564,000 | 3/1/2021    | 2/28/2022   | Auto Renew Amend | Increase NTE\$ |                              |        |

### PropRate

\$31.52 Per hour

## Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below on **December 2020** 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 2020 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             | \$ 2,460,000 |
| 9 Service First of N. California CTP             | \$ 424,876   |
| 10 Villa Teresa Memory Care                      | \$ 551,446   |
| 11 Above the Clouds                              | \$ 820,208   |
| 12 Family Therapeutic Services SLS               | \$ 600,000   |
| 13 Howard Training Center - FHA                  | \$ 330,810   |
| 14 Howard Training Center - Transportation       | \$ 337,491   |
| 15 Howard Training Center - CI                   | \$ 660,311   |
| 16 Howard Training Center - BMP                  | \$ 600,000   |
| 17 Howard Training Center - Catering & Specialty | \$ 307,562   |
| 18 Howard Training Center - Production Unlimited | \$ 412,795   |
| 19 Howard Training Center - SEP                  | \$ 889,203   |
| 20 Howard Training Center - Golden Opportunities | \$ 393,117   |
| 21 Jacktone Road Care Home                       | \$ 621,151   |
| 22 Spread Your Wings SLS                         | \$ 915,410   |
| 23 The Golden Touch SLS                          | \$ 564,000   |

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

# Valley Mountain Regional Center

## Contract Status

AS OF: September 30, 2020

|                                 | POS including |             |               | OPS CPP | POS CPP   | CPP Total | FG/SC Total |
|---------------------------------|---------------|-------------|---------------|---------|-----------|-----------|-------------|
|                                 | OPS           | Federal C   | General Total |         |           |           |             |
| <b>Current Fiscal Year 2020</b> |               |             |               |         |           |           |             |
| <b>Contract Year B-1</b>        |               |             |               |         |           |           |             |
| Spent to Date                   | 33,789,885    | 253,549,473 | 287,339,358   | 249,675 | 197,474   | 447,149   | 484,702     |
| Unspent                         | 6,248,230     | 38,858,969  | 45,107,199    |         |           | -         |             |
|                                 | 27,541,655    | 214,690,504 | 242,232,159   | 249,675 | 197,474   | 447,149   | 484,702     |
| <b>Last Fiscal Year 2019</b>    |               |             |               |         |           |           |             |
| <b>Contract Year A-6</b>        |               |             |               |         |           |           |             |
| Spent to Date                   | 34,180,853    | 233,400,535 | 267,581,388   | 597,168 | 1,700,050 | 2,297,218 | 458,422     |
| Unspent                         | 30,454,386    | 203,554,146 | 234,008,532   | 412,097 | 766,571   | 1,178,669 | 398,099     |
|                                 | 3,726,467     | 29,846,389  | 33,572,856    | 185,071 | 933,479   | 1,118,549 | 60,323      |
| <b>Second Prior Fiscal Year</b> |               |             |               |         |           |           |             |
| <b>2018 Contract Year E-4</b>   |               |             |               |         |           |           |             |
| Spent to Date                   | 264,832       | 197,971,546 | 198,236,378   | 529,488 | 122,798   | 652,286   | 451,782     |
| Unspent                         | (80,107)      | 193,992,261 | 193,912,154   | 529,488 | (123,210) | 406,278   | 445,366     |
|                                 | 344,939       | 3,979,285   | 4,324,224     | 0       | 246,008   | 246,008   | 6,416       |

## POS EXPENDITURES

September 30, 2020

|                                    | Year to Date      | Prior Year to Date | Changes to Budget | Budget             | % of Total Budget |
|------------------------------------|-------------------|--------------------|-------------------|--------------------|-------------------|
| Community Care Facility            | 22,008,827        | 16,681,073         |                   | 90,000,000         | 24.5%             |
| ICF/SNF FACILITY                   | 30,840            | 22,815             |                   | 500,000            | 6.2%              |
| Day Care                           | 334,489           | 307,852            |                   | 1,500,000          | 22.3%             |
| Day Training                       | 9,342,310         | 9,274,577          |                   | 40,000,000         | 23.4%             |
| Supported Employment               | 434,476           | 429,408            |                   | 2,200,000          | 19.7%             |
| Work Activity Program              | 138,973           | 135,438            |                   | 700,000            | 19.9%             |
| Non-Medical Services-Professional  | 108,488           | 114,735            |                   | 600,000            | 18.1%             |
| Non-Medical Services-Programs      | 6,206,441         | 5,494,337          |                   | 22,000,000         | 28.2%             |
| Home Care Services-Programs        | 224,343           | 307,118            |                   | 1,500,000          | 15.0%             |
| Transportation                     | 379,967           | 692,302            |                   | 3,500,000          | 10.9%             |
| Transportation Contracts           | 3,071,243         | 3,555,064          |                   | 20,367,025         | 15.1%             |
| Prevention Services                | 3,486,264         | 3,690,856          |                   | 15,000,000         | 23.2%             |
| Other Authorized Services          | 5,771,226         | 4,987,694          |                   | 25,000,000         | 23.1%             |
| P&I Expense                        | 9,613             | 10,052             |                   | 65,000             | 14.8%             |
| Hospital Care                      | 115,000           | 115,000            |                   | 550,000            | 20.9%             |
| Medical Equipment                  | 50,401            | 83,810             |                   | 480,000            | 10.5%             |
| Medical Care Professional Services | 1,077,385         | 961,327            |                   | 4,637,448          | 23.2%             |
| Medical Care-Program Services      | 4,858             | 4,877              |                   | 70,000             | 6.9%              |
| Respite-in-Home                    | 6,012,559         | 3,381,639          |                   | 24,000,000         | 25.1%             |
| Respite Out-of-Home                | 132,655           | 154,450            |                   | 800,000            | 16.6%             |
| Camps                              |                   | 29,654             |                   | 80,000             | 0.0%              |
|                                    | 58,940,358        | 50,434,077         | -                 | 253,549,473        | 23.2%             |
| CPP                                |                   |                    |                   | 197,474            | 0.0%              |
| <b>Total Purchase of Service</b>   | <b>58,940,358</b> | <b>50,434,077</b>  | <b>-</b>          | <b>253,746,947</b> | <b>23.2%</b>      |

ICF SPA RECEIVABLES                      \$            3,136,177



## OPERATIONS EXPENDITURES

September 30, 2020

|                                    | Year to Date     | Prior Year to Date | Changes to Budget | Budget            | % of Total Budget |
|------------------------------------|------------------|--------------------|-------------------|-------------------|-------------------|
| Salaries and Wages                 | 6,617,202        | 4,635,234          |                   | 22,000,000        | 30.1%             |
| Temporary Help                     |                  | 2,159              |                   | 20,000            | 0.0%              |
| Fringe Benefits                    | 1,462,642        | 1,767,823          |                   | 6,000,000         | 24.4%             |
| Contracted Employees               | 18,281           | 17,188             |                   | 75,000            | 24.4%             |
| <b>Salaries and Benefits Total</b> | <b>8,098,125</b> | <b>6,422,404</b>   | <b>-</b>          | <b>28,095,000</b> | <b>28.8%</b>      |

|  | Year to Date     | Year to Date     | Changes to Budget | Budget            | % of Total Budget |
|--|------------------|------------------|-------------------|-------------------|-------------------|
| Facilities Rent                              | 605,798          | 604,684          |                   | 2,380,461         | 25.4%             |
| Facilities Maintenance                       | 149,981          | 133,073          |                   | 577,000           | 26.0%             |
| Information Technology                       | 233,952          | 499,943          |                   | 1,250,000         | 18.7%             |
| General Office Expense                       | 57,802           | 70,981           |                   | 261,250           | 22.1%             |
| Operating Expenses                           | 86,885           | 126,449          |                   | 340,000           | 25.6%             |
| Equipment                                    | 7,638            | 8,212            |                   | 138,791           | 5.5%              |
| Professional Expenses                        | 216,049          | 204,478          |                   | 1,000,000         | 21.6%             |
| Office Expenses                              | 11,031           | 32,919           |                   | 131,760           | 8.4%              |
| Travel and Training Expenses                 | 40,731           | 131,931          |                   | 350,000           | 11.6%             |
| Foster Grandparent/Senior Companion Expenses | 104,333          | 86,196           |                   | 484,702           | 21.5%             |
| CPP Expense                                  | 20,033           | 21,500           |                   | 249,675           | 8.0%              |
| <b>Total Operating Expenses</b>              | <b>9,632,358</b> | <b>8,342,770</b> | <b>-</b>          | <b>35,258,639</b> | <b>27.3%</b>      |

**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

| Date               | Donor                      | Amount       |
|--------------------|----------------------------|--------------|
| 09/10/20           | Charities Aid Foundation   | \$ 58.65     |
| 09/24/20           | Network for Good           | 345.00       |
| 09/02/20           | PayPal Donations           | <u>96.80</u> |
|                    | Total September as of 9/26 | \$ 500.45    |
| Total Fund Balance |                            | \$ 18,846.91 |

| Date     | Donor                       | Amount         |
|----------|-----------------------------|----------------|
| 10/27/20 | Charities Aid Foundation    | 39.10          |
|          | Total September as of 10/27 | <hr/> \$ 39.10 |
|          | Total Fund Balance          | \$ 18,886.01   |