



VMRC Board of Directors Meeting

Monday, April 19, 2021, 6:00 PM

Via Zoom Video Conference

<https://zoom.us/j/97822292920?pwd=dXFETTIYrRUIBMzVKRGROQmMrN1g4QT09>

Webinar ID: 978 2229 2920 Passcode: 968354

US: +1 669 900 6833

For accommodations, please contact Doug Bonnet at 209-955-3656, or by email at DBonnet@vmrc.net



Meeting Book - Board of Directors Meeting

Board of Directors Meeting

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

Margaret Heinz, President

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 individualized services in collaboration with family and the community.

B. Review and Approval of the Meeting Agenda

Margaret Heinz, President

Action Item

C. Review and Approval of the Board of Directors Meeting Minutes of 02/22/21

Margaret Heinz, President

Action Item

Board Meeting Minutes 02 22 21.pdf

D. Board Presentation - R&D Transportation Services, Inc.

R&D Transportation Services, Inc.

E. Public Comment

Margaret Heinz, President

Each member of the public can have up to 3 minutes for comment. If using an interpreter, 6 minutes is given.

F. Consent Calendar Items

Margaret Heinz, President

Action Item

1. Finance Committee Meeting Minutes of 03/03/21 and 04/07/21

Fin Com Minutes 03 03 21.pdf

Fin Com Minutes 04 07 21.pdf

2. Executive Committee Meeting Minutes of 03/03/21 and 04/07/21

Exec Com Minutes 03 03 21.pdf

Exec Com Minutes 04 07 21.pdf

3. Consumer Services Committee Meeting Minutes of 03/01/21 and 04/05/21

Draft Minutes 3.1.21.pdf

4.5.21 CSB Draft Minutes.pdf

G. Committee Reports

1. VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP)
Candice Bright, CLASP Appointee

2. Consumer Services Committee
Dena Pfeifer, Committee Chair

3. Self-Determination Advisory Committee (SDAC)
Mariela Ramos, Committee Chair

4. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6)
Crystal Enyeart, SAC6 Appointee

5. Finance Committee
Linda Collins, Treasurer

Action Item

a. Approval of Contract Status Reports (CSRs) for March and April 2021
Claudia Reed, CFO

2020 - 2021 Financial Statements January for March 2021.pdf

CSR, POS, OPS Reports for 04 07 21.pdf

b. Purchase of Service (POS) and Operations (OPS) Expenditures for March and April 2021
Claudia Reed, CFO

c. Acceptance of Restricted Donations for March and April 2021
Claudia Reed, CFO

Copy of Popplewell Fund FY 20-21 for March.pdf

Copy of Popplewell Fund for April 2021.pdf

D. Approval of Contracts over \$250,000 from March and April 2021
Corina Ramirez

Contract Summary & Board Resolution 2021-04.pdf

6. Legislative Committee
Lynda Mendoza, Committee Chair

7. Nominating Committee
Linda Collins, Committee Chair

8. Bylaws Committee
Lynda Mendoza, Secretary

9. Special Events Committee
Tina Vera, Committee Chair

H. Executive Director's Report
Tony Anderson, ED

I. Other Matters
Margaret Heinz, President

J. Board Member Activities and Reports

K. President's Report
Margaret Heinz, President

1. Approval of Application Support Technician

Action Item

Application support Technician.pdf

2. Approval of Organization Change of Director's of Consumer Services

Action Item

Tony Anderson, ED

DirectorConsumerServices-Childrens JD.pdf

DirectorConsumerServices-Adult JD.pdf

3. Closed Session Reportable Actions (If Any)

Margaret Heinz, President

L. Next Meeting - Monday, June 21, 2021, 6:00 PM via Zoom Video Conference

M. Adjournment

Margaret Heinz, President



Minutes for Meeting Book - VMRC Board of Directors Meeting

2/22/2020 | 06:00 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Board Members in Attendance – Suzanne Devitt, Erria Kaalund, Steve Russell, Mohamed Rashid, Andrea Rueda, Tom Toomey, Crystal Enyeart, Margaret Heinz, Alicia Schott, Lynda Mendoza, Candace Bright, Suzanne Devitt, Anthony Owens, Dena Pfeifer, Gabriela Castillo, Ken Britter, Yan Li, Tina Vera

Board Members Not in Attendance - Emily Grunder (informed absence), Cherina Shaw, Andrea Rueda

Staff in Attendance – Doug Bonnet, Tony Anderson, Tara Sisemore-Hester, Bud Mullanix, Claire Lazaro, Brian Bennett, Cindy Mix, Claudia Reed,

Public in Attendance – Dena Hernandez SCDD, Carlos Hernandez (interpreter), Irene Hernandez (interpreter), Lisa Culley FRN, Rachelle Munoz SAC6 Coordinator

Meeting Called to Order at 6:01pm

A. Call to Order, Roll Call, Reading of the Mission Statement We have a quorum tonight based on roll call. The Mission Statement was read together.

B. Review and Approval of the Meeting Agenda The meeting agenda was approved by unanimous consent.

C. Review and Approval of the Board of Directors Meeting Minutes of 12/21/20

The minutes of 12/21/20 were approved by unanimous consent.

D. Board Presentation – Budget Presentation – Tony Anderson, Executive

Director Tony shared a PowerPoint presentation on the Governor's Proposed Budget. See the presentation included in the minutes.

- E. Public Comment** Good evening everyone, This is Lisa Culley, the executive director at Family Resource Network, and first I'd like to thank VMRC for always being a great collaborative partner, and for the opportunity to work together on a new project-Project DATA. Project DATA, DATA stands for Digital and Technology Assistance, and the goal of the project will be to provide the necessary and appropriate access to and equipment for consumers and families to participate in services and activities that have been forced to be delivered virtually, due to the COVID-19 pandemic, such as telemedicine appointments, virtual day programs, and Early Start services. Family Resource Network is creating and will manage a Technology Lending Library, which will lend devices, such as tablets and laptop computers to those who currently lack the resources to purchase them on their own. For more information, see the flyer on the Health Advisory 48 from last week, or contact our office. Again, thank you for the opportunity to provide to our consumers and families during this unstable time.

VMRC Board Meeting Public Comment Information

Dena Hernandez Regional Manager

SCDD North Valley Hills

2/22/21

- ❖ Thank you to Claire Lazaro and her team for conducting Covid-19 testing last week and again this week and allowing SCDD to volunteer. It was a great event last week and I am sure it will be this week.
- ❖ Thank you to Gaby Lopez-VMRC Cultural Specialist for coordinating the food delivery from Presentation Church last Saturday. SCDD was happy to deliver these groceries to those in need in Modesto.

- ❖ SCDD is proud to collaborate with SAC6 this Friday for the Disaster Preparedness Training for Self-Advocates. We hope to have more of these trainings in the future.
- ❖ SCDD North Valley Hills next Regional Advisory Committee will be held on Tuesday, March 30, 2021 on Zoom from 6pm-8pm. Link: <https://zoom.us/j/96471395743?pwd=TDBxRlpMVGNURTBnbFpzOU9DcXAuUT09> Meeting ID: 964 7139 5743 Passcode: 997738

SCDD's last Festival of Learning event held last week is now available on line at www.scdd.ca.gov . We will continue to share the free webinars/trainings happening across the state.

F. Consent Calendar Items - Dena Pfeifer made the motion to approve the Consent Calendar Items, Mohamed Rashid seconded the motion. No discussion. The Consent Calendar Items were approved unanimously.

1. Finance Committee Meeting Minutes of 1/06/21 and 2/03/21
2. Executive Committee Meeting Minutes of 1/06/21 and 2/03/21
3. Consumer Services Committee Meeting Minutes of 1/04/21 and 2/01/21

G. Committee Reports

1. **VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP)** – Candace Bright shared that the CLASP meeting was held today. They have 84 members. They discussed unmet needs related to residential service providers needing staffing. The residential group met once and their concern was staffing as well as getting staff to be open to getting the vaccine. Day programs met to discuss the alternative services and they have asked for VMRC Clinical Team to participate in the next meeting. The next meeting is March 22.
2. **Consumer Services Committee** – Dena shared that there were 2 meetings since the last board meeting. They were on January 4 and February 1. The minutes are in the packet to review. In January Claire Lazaro gave a presentation on the Covid 19 update. SAC6 has done about 40 chat presentations. The next meeting is March 1.
3. **Self-Determination Advisory Committee** – Tony shared on behalf of Mariela. There are 36 people in the program now and another 35 in progress. We continue to have orientations. We did sign a contract with SCDD this week regarding funding for the meetings of the statewide

committee. A DDS directive came out that said families could use funds for FMS in their budgets temporarily and Regional Centers would pay the FMS fee during this temporary period of time. We are providing training for people on the interested list, anyone can attend these trainings. Cindy Mix added that SC's are contacting about 1000 people to remind them to attend an orientation – these contacts are happening monthly. There is a self-determination conference in April that staff will attend.

4. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6) – Crystal Enyeart shared

February 3rd Sac 6 members meet and worked together on the "End of Life Training."

On February 5th Sac 6 had our Friday Zoom Chat / Area meeting. This Zoom Chat topic was "Meeting the Sac 6 Leadership Team". Each of the Sac 6 members introduced themselves and shared a little bit about their roll and what some of their responsibilities are with being a Sac 6 Council member.

February 12th Friday Zoom Chat was collaborated with PCS of Stockton and it was a Valentines dance. Individuals wore red and pink and danced.

February 18th Sac 6 members Jessica and Dena #1 meet with Supported Life Planning Team and discussed this year's conference.

February 19th Friday Zoom Chat topic was about CHOICES Conference and what this years Conference is going to be like.

Upcoming meetings:

February 26th Zoom Topic is going to be on American Red Cross Training. We can have 70 individuals on the training who will receive an Emergency preparedness backpack for attending the training.

Our monthly leadership Meeting is scheduled for February 25 with Tony Anderson.

Our next Sac 6 Board meeting is March 14, 2021 which will be done via zoom.

We are in the process of working out our March Friday Zoom Chat Topics make sure to check out the VMRC website for Zoom links.

Sincerely,

Crystal Enyeart

SAC6 representative to the VMRC Board and Consumer Services.

5. **Finance Committee** – Linda Collins, Treasurer and Claudia Reed, CFO gave the report. Please see the information included in the meeting packet. If you need additional information or support in understanding the report, please reach out to Linda or Claudia.
 - a. Approval of Contract Status Reports (CSR) for January and February 2021 – Dena Pfeifer made a motion to approve the CSR for January and February 2021 and Erria Kaalund seconded the motion. Motion passes with unanimous consent.
 - b. Purchase of Services (POS) and Operations (OPS) Expenditures for January and February 2021 – Claudia Reed presented and answered any questions of the Board.
 - c. Acceptance of Restricted Donations for December 2020, January 2021 – Dena Pfeifer made a motion to accept the restricted donations and Tom Toomey seconded the motion. Motion passes with unanimous consent.
 - d. Approval of Contracts over \$250,000 for January and February 2021 – Tom Toomey made a motion to approve the contracts over \$250,000 and Crystal Enyeart seconded the motion. Candace Bright abstained. Motion passes.
 6. **Legislative Committee** – Lynda Mendoza reported that the committee met on February 11. They will give a budget presentation on March 26 from 1-3pm. The next meeting is March 11. Look at the committees page on the website to see the bill file.
 7. **Nominating Committee** – Linda Collins reported there has been no recent activity.
 8. **Bylaws Committee** – Lynda Mendoza reported that there is no report. They meet once a year.
 9. **Special Events Committee** – No report.
- H. **Executive Director's Report** – Tony Anderson, Executive Director shared that the COVID testing has been occurring and we are scheduled for our 6th event on Friday. The last test had 4 positive tests and the prior had 0 positives. We started doing this because providers were reporting that there were difficulties accessing the tests. We also wanted to provide a familiar option for the people we serve and their families. Special thank you to SCDD, Dena Hernandez, for making the events more fun. She is a great partner! A lot of volunteers from the office are helping and it's a good public service we are able to provide. Claire's

willingness to do this is appreciated, as well as her husband. Angela, a nurse from clinical is also part of this event. Thank you!

PPE events were held weekly. We are thankful for the PPE orders that allow us to serve the community and their needs. DDS is sending us PPE as we order. We are partnering with SCDD with orders and supporting FRN with supplies as well. This does take quite a bit of time and is coordinated by Doug. We are now working with the transportation providers to make deliveries. This relieves the workload for us and engages the transportation providers.

The data project to get remote services to people so that they can access internet with a device. We are excited to work with Family Resource Network on this project. This was supported by the CARES Act Funds.

To support providers with finding staff, we have posted job opportunities on the website. We are getting a lot of visits on the page. There are about 6 jobs listed right now.

Donna Bailey, an employee of VMRC who recently was working in the reception area in Stockton. She passed away and we sent our condolences to her family. Her memorial service is scheduled for tomorrow. If you want to attend, please contact Doug for the zoom information.

I. Other Matters – Doug has supported Tony and Dena becoming TikTok Stars!

J. Board Member Activities – no reports.

K. President's Report – Margaret Heinz, President – ARCA academies are very good trainings. Encourage the elected officials to support the budget proposals for more funding for service coordinators. Please pre-register for Covid testing. It's so important. Health Advisory 48 is amazing and they are fabulous with great resources. Thank you to Matthew, Tara and Cindy for the training today. It was awesome and I learned a lot. We appreciate the collaboration with FRN on the access project. Huge thanks to Gaby for coordinating the food deliveries so well. please follow VMRC on social media!

1. Approval of the Administrative Support Manager, Margaret Heinz reviewed the job description. This is a motion from the Executive Committee, Tom Toomey seconded the motion. The motion passes unanimously.

L. Next Meeting - Monday, April 19, 2021, 6:00 PM via Zoom Video Conference

M. Adjournment



BOARD REPORT ON THE GOVERNOR'S PROPOSED BUDGET

Board Meeting

February 22, 2021

Tony Anderson

Executive Director

DEPARTMENT OF DEVELOPMENTAL SERVICES

- Policy The budget year includes \$1.1 billion (\$449.6 million GF) for policies impacting regional center purchase of services, an increase of \$79.5 million (\$107.3 million GF) as compared to the updated current year.
- Enhanced Behavioral Support Home (EBSH) with Delayed Egress and Secured Perimeters (DESP): Decrease of \$7.5 million GF adjusts for one-time funding in 2020-21.
- Electronic Visit Verification Penalty Payment: Increase of \$603,000 GF based on updated expenditure data.
- Provider Supplemental Rate Increase: Increase of \$18 million (\$14.8 million GF) based on updated expenditure data.
- SB 3 Minimum Wage Increase, January 1, 2021: Increase of \$105.0 million (\$55.1 million GF) represents full year implementation of the policy and updated expenditures.
- Uniform Holiday Schedule: Increase of \$3.3 million (\$2.1 million GF) for based on updated expenditure data.

DEPARTMENT OF DEVELOPMENTAL SERVICES

- COVID-19 Costs: An increase of \$5.0 million (\$1.0 million GF decrease) associated with costs to support consumers diagnosed with, exposed to, or at high risk of COVID-19.
- Health Facility Rate Increase: Decrease of \$673,000 GF reflects the anticipated end of the temporary rate increase provided by the Department of Health Care Services.
- SB 3 Minimum Wage Increase, January 1, 2022 (New Policy): Increase \$159.2 million (\$83.7 million GF) for increase of the minimum wage from \$14.00 to \$15.00, effective January 1, 2022.
- Youth Returning from Out-of-State Foster Care: Increase of \$900,000 (\$500,000 GF) to support youth in their transition back to California.
- Medicaid Claiming Adjustments: Decrease of \$207.5 million GF as the needed adjustments were completed in the current year.
- Forensic Diversion: Increase of \$3.2 million (\$2.0 million GF) is for a contractor to provide wrap-around services to individuals with IDD.

DEPARTMENT OF DEVELOPMENTAL SERVICES

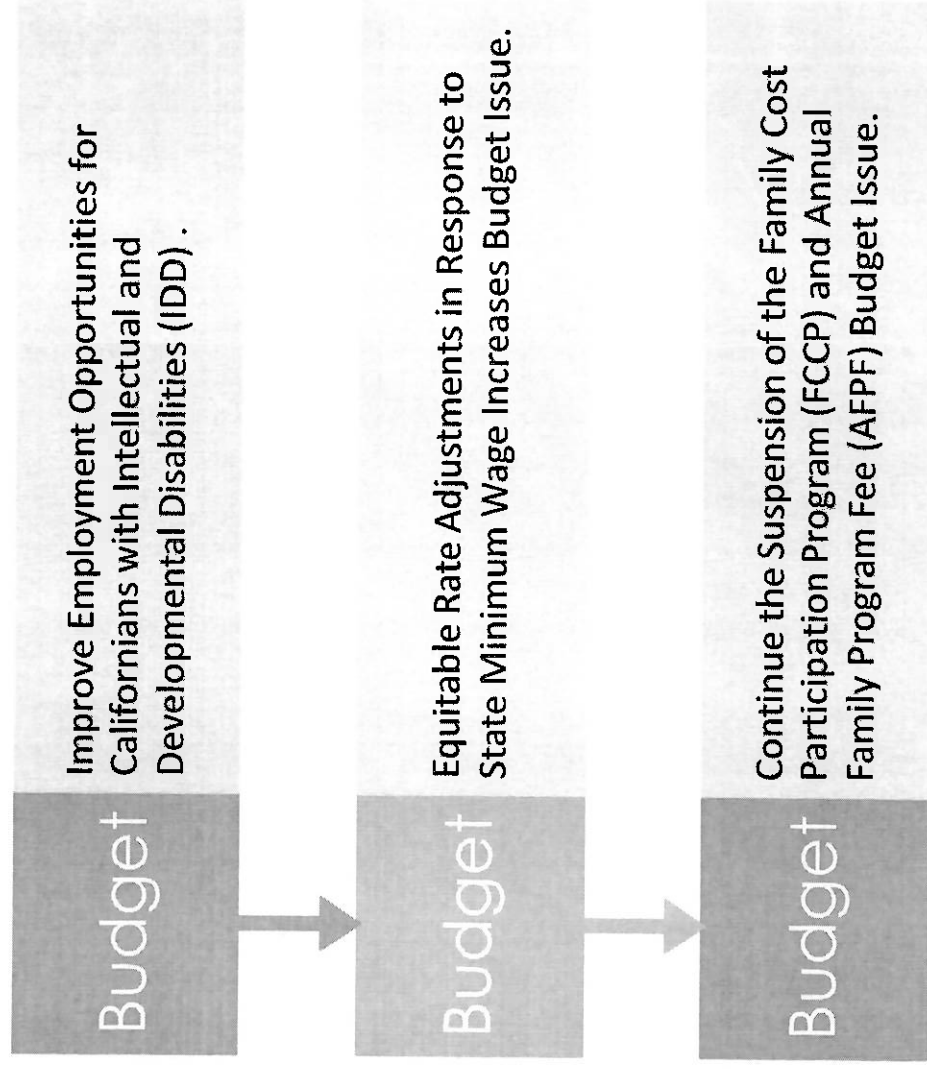
- The Budget for the California IDD System is now \$10 billion
- Caseload for this year (FY 2020-21) is being revised downward, from 366,000 to 357,819, but OPS reductions as a result of that are not proposed.
- Specialized Caseload Ratios: Increase of \$400,000 (\$274,000 GF) reflects an increase in the number of consumers with complex needs.
- There will be 21 positions for navigators to help diverse communities access RC and generic services. This funding is in the OPS portion of the Budget but will be carried out by FRCs.
- \$500k of the funding for this in FY 2021-22 will be used for independent review of disparity projects.

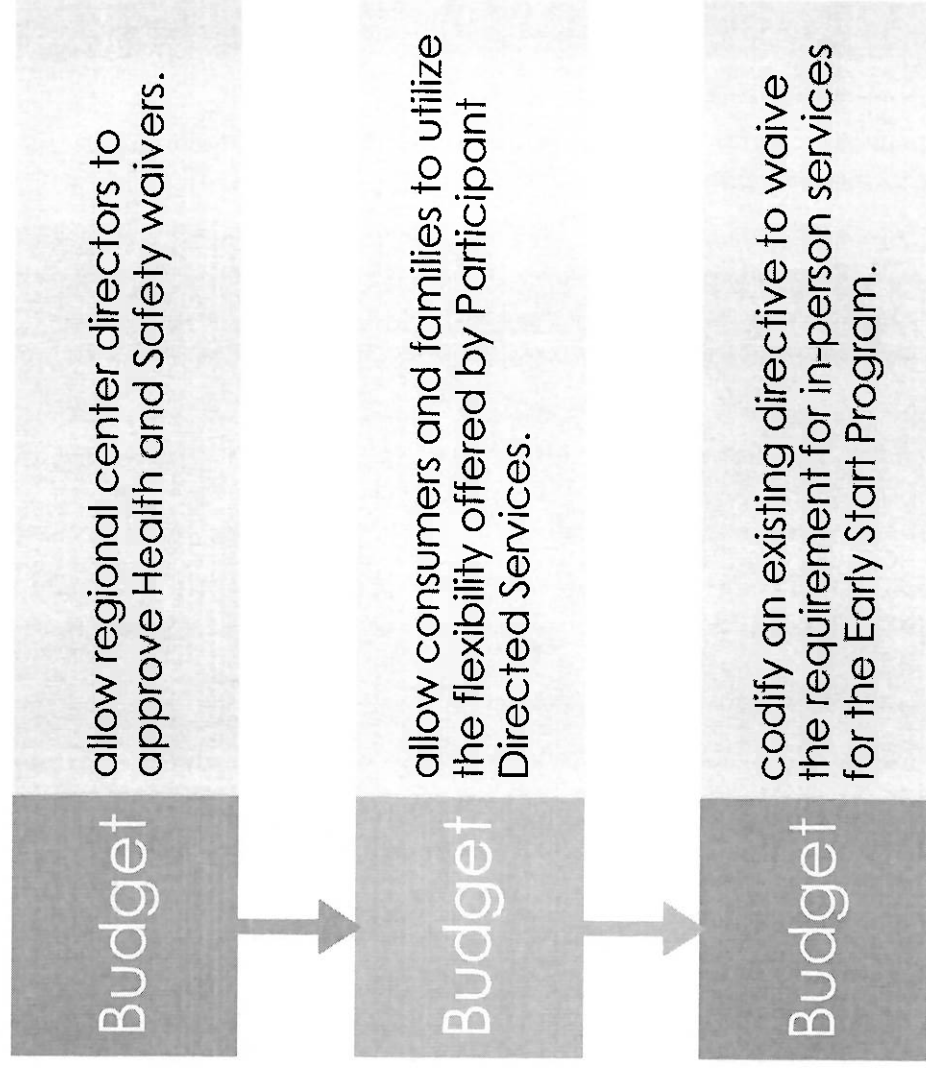
DEPARTMENT OF DEVELOPMENTAL SERVICES

- The 15 positions at RCs to support foster kids (AB 2083) will be ongoing. These were originally anticipated to be short-term positions.
- 1 position for each RC for emergency planning and preparation.
- Forensic Diversion: Increase of \$534,000 (\$363,000 GF) is for five forensic specialist positions to support the expanded multifaceted forensic diversion program.
- \$265M for POS for COVID response.
- Current Year net increase of \$386.9 million (5%) in the following areas Community Care Facilities, Support Services and In Home Respite
- BY Anticipates an increase of 28,612 new consumers as referrals return typical caseload growth.

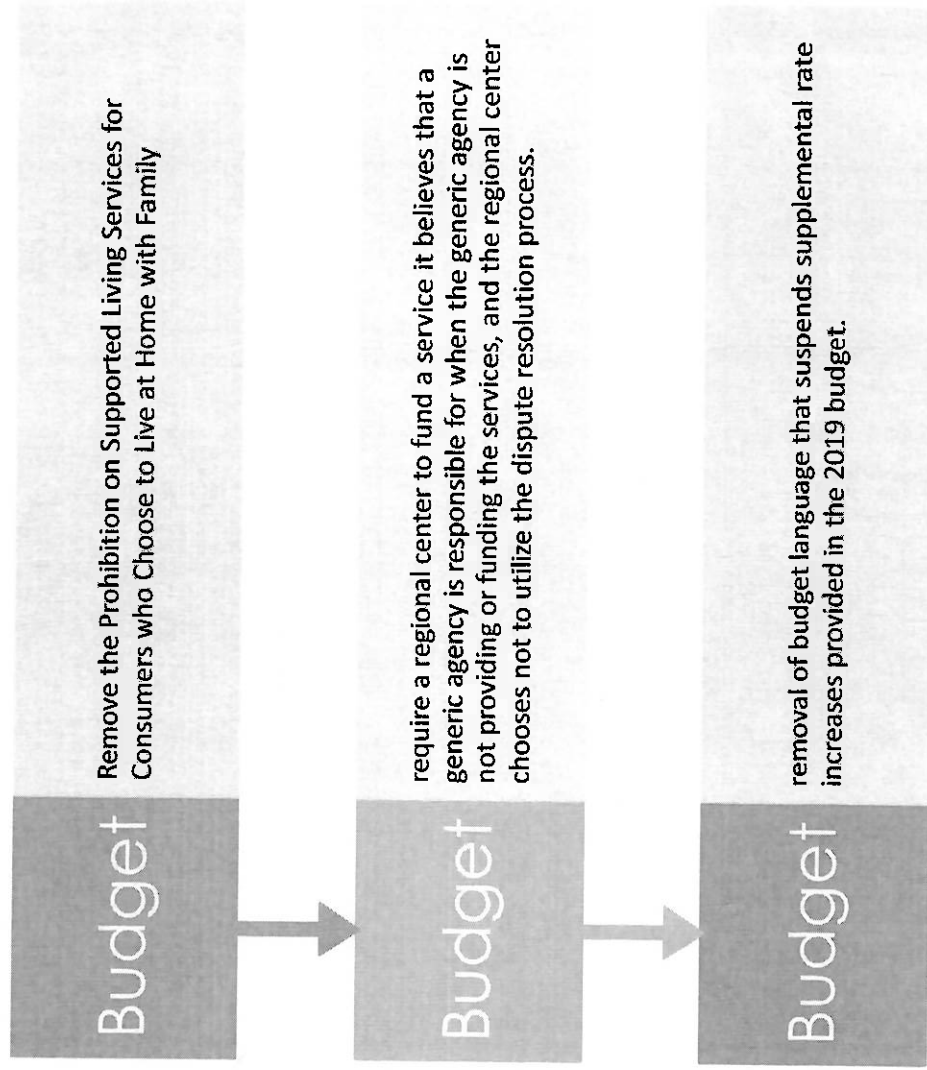
ASSEMBLY BUDGET HEARING – 2/17/2021

- Currently the state is reporting about 14% decrease in early start and a 2.6% increase instead of 4.3%
- Vaccine strategy and distribution to the DDS consumer population, the providers in the system, and Regional Center staff.
- Codifying state directives
- Community Navigator – Family Resource Centers
- Disparities Project Independent Review
- Provider network capacity – the state lost 300 providers our region is still showing a net gain
- There is a concern that DDS Directives are not getting to the community and regional center staff and that regional centers are misinterpreting them.





SENATE BUDGET HEARING



SENATE BUDGET HEARING

Budget

give the Director of the DDS the ability to apply their discretion on a case-by-case basis to allow for the provision or extension of out-of-state services for more than six months when supported by a comprehensive assessment.

Budget

request \$55 million General Fund, to be matched with \$28.3 million in federal funds, ongoing to hire enough service coordinators to meet statutory caseload ratio targets.



Minutes for Finance Committee Meeting

03/03/2021 | 05:30 PM - 06:30 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Committee Members Present: Linda Collins (Chair and Treasurer), Dena Pfeifer, Connie Uychutin, Margaret Heinz

Committee Members Not Present: Alicia Schott (Informed Absence), Lisa Utsey (Informed Absence), Jose Lara

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

Public Present: Irene Hernandez (Interpreter), Lori Smith (Facilitator for Dena Pfeifer), Rachelle Munoz

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

A. Review and Approval of Meeting Agenda

Dena Pfeifer made a motion to approve the Meeting Agenda. Connie Uychutin seconded the motion. The Approval of the Meeting Agenda passed by unanimous approval.

B. Review and Approval of Finance Committee Meeting Minutes of 02/03/21

Dena Pfeifer made a motion to approve the Finance Committee Meeting Minutes of 02/03/21. Margaret Heinz seconded the motion. The Approval of the Meeting Minutes of 02/03/21 passed by unanimous approval.

C. Public Comment

None.

D. Approval of Contracts over \$250,000

Corina Ramirez explained the contracts and answered any questions by the committee members. Dena Pfeifer made a motion to approve the Contracts over \$250,000. Margaret Heinz seconded the motion. The Approval of Contracts over \$250,000 passed by unanimous approval. Connie Uychutin abstained.

E. Fiscal Department Update

Claudia Reed presented the Contract Status Report (CSR) and answered any questions by the committee members.

Dena Pfeifer made a motion to approve the CSR. Connie Uychutin seconded the motion. The Approval of the CSR passed by unanimous approval.

Claudia Reed presented Purchase of Service (POS) and Operations (OPS) Expenditure Reports and answered any questions by the committee members.

Claudia Reed presented the Popplewell donations.

Dena Pfeifer made a motion to approve the Popplewell donations. Connie Uychutin seconded the motion. The approval of the Popplewell donations passed by unanimous approval.

F. Next Meeting - Wednesday, 04/07/21, 5:30 PM via Zoom Video Conference

Meeting adjourned at 610 PM.



Minutes - Finance Committee Meeting

04/07/2021 | 05:30 PM - 06:30 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Committee Members in Attendance: Linda Collins, Treasurer, Dena Pfeifer, Jose Lara, Connie Uychutin, Margaret Heinz, Lisa Utsey

Committee Members not in Attendance: Alicia Schott (informed absence)

Staff in Attendance: Doug Bonnet, Christine Couch, Tony Anderson, Melissa Stiles

Public Present: Irene Hernandez, Interpreter, Rachelle Munoz (Facilitator for Dena Pfeifer)

Meeting called to order at 6:30 PM by Linda Collins.

A. Review and Approval of Meeting Agenda

Linda Collins announced that CFO Claudia Reed will not be in attendance. Linda will present Claudia's reports with the help of Melissa Stiles, General Ledger Manager.

Dena Pfeifer made a motion to approve the Meeting Agenda. Jose Lara seconded the motion. The Meeting Agenda was approved unanimously.

B. Review and Approval of Finance Committee Meeting Minutes of 03/03/21

Dena Pfeifer made a motion to approve the Finance Committee Meeting Minutes of 03/03/21. Lisa Utsey seconded the motion. The Finance Committee Meeting Minutes of 03/03/21 were approved unanimously.

C. Public Comment

Linda Collins – please keep Alicia Schott and her daughter Cassie and the doctors in your prayers.

D. Approval of Contracts over \$250,000

None this month to approve.

E. Fiscal Department Update

1. Contract Status Report – Linda Collins and Melissa Stiles presented and answered any questions that the committee had.

Dena Pfeifer made a motion to approve the Contract Status Report (CSR). Lisa Utsey seconded the motion. The Contract Status Report (CSR) was approved unanimously.

2. Purchase of Services (POS) and Operations (OPS) Reports – Linda Collins and Melissa Stiles presented and answered any questions that the committee had. Melissa Stiles did too.
3. Restricted Donations – Linda Collins presented and answered any questions that the committee had.

Jose Lara made a motion to accept the restricted donations. Dena Pfeifer seconded the motion. The Restricted Donations were approved unanimously.

F. Next Meeting - Wednesday, 05/05/21, 5:30 PM, via Zoom Video Conference

Meeting adjourned at 6:00 PM.



Minutes for Meeting Book - Executive Committee Meeting

03/03/2021 | 06:30 PM - 07:30 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Committee Members Present: Margaret Heinz (President), Linda Collins, Dena Pfeifer, Lynda Mendoza

Committee Members Not Present: Mohamed Rashid (Informed Absence)

Staff Present: Tony Anderson, Doug Bonnet, Bud Mullanix

Public Present: Lori Smith (Facilitator for Dena Pfeifer), Irene Hernandez (Interpreter)

Meeting Called to Order at 630pm.

A. Review and Approval of Meeting Agenda

Meeting Agenda was approved unanimously.

B. Review and Approval of Executive Committee Meeting Minutes of 02/03/21

Dena Pfeifer made a motion to approve the Executive Committee Meeting Minutes of 02/03/21. Linda Collins seconded the motion. The approval of the Executive Committee Meeting Minutes of 02/03/21 passed unanimously.

C. Public Comment

None.

D. Items for Approval

None.

E. Items for Discussion

Executive Directors Report

Testing and Vaccinations Plan

- The plan was completed on Friday February 26th and sent to DDS on March 1st first thing in the morning
- The plan includes a review of our testing so far, and report indicates that we have had 6 events and that about 45 people has tested positive from our events.
- The plan highlights about 21 different activities VMRC has been engaged with since December 2020 (just prior to the approval of the vaccinations).
- We include a county specific approach to getting vaccination information and reserving vaccination appointments. While the state is transitioning all vaccination appointments to the Blue Shield www.MyTurn.ca.gov website some counties are still using their own method so we recommend both.
- A Vaccination letter is expected to come out soon indicating regional center consumers would all be eligible for vaccination however there is some question if the department will actually be able to be this broad in the scope.
- Also our zip codes may be identified as high risk and may allow our consumers to get expedited access to the vaccine at or around March 15th.

Cultural and Linguistic Competence

- Continuing our CLC Committee and adding some outside stakeholders.
- Our next step is to inform the organization of the work completed so far and plans for the next steps.
- We are holding focus groups with independent community groups and receiving input from them. It's a unique process where we ask a representative a few questions but they have their own meeting without us then their leaders report back to us.
- We have an internal workgroup that recruits interested employees each month to help highlight information about different holidays or recognitions that have a cultural element to it.
- We added questions regarding cultural competence in our strategic plan survey and issues came up for us to address in strategic planning (one of the issues is to develop a Diversity Policy for the organization including questions in the interviews, descriptions in the job descriptions, and vendor packet questions.
- Two projects the Cultural Specialist is working on, with support of the CLC Committee are the Information Booklet and the Interpreter/Translator Training project.

PPE was distributed in throughout the month of February by our transportation providers.

- This project was mostly successful but for reasons unknown to us currently, Stanislaus County orders more than doubled the other counties.
- We have worked with our transportation providers to arrange for them to bring much needed deliveries of PPE and other items and allows them to bill under the Alternative Services model.

Notable Consumer Incidents/Complaints

This week I received two death reports of consumers who passed away on January 17th and January 18th.

A consumer who was awaiting placement in our upcoming Enhanced behavioral Support Homes was reported dead while in the care of one of our providers. The family suspects the incident was not fully forthcoming and has requested an autopsy from the Modesto Coroner's office.

Vendor Issues

Transportation Broker

- We have completed the contracting negotiations for R&D the Transportation Contract broker and they have begun their work with the transportation providers in our area.
- The already presented at the CLASP meeting and will be introducing themselves to our staff and community.
- They are helping transportation providers to navigate the Alternative Services policy

We have two Vendor Appeals coming up next week both involving care homes.

Self-Determination Updates

Self-Determination was a big topic in the legislative budget hearings this year. Both discussed the slow rollout.

The Senate openly questioned whether or not people were actually interested in this program.

There is proposed legislation that will create a private Self-Determination program that will contract directly with DDS going around the regional centers.

Other Matters

The Lobby

Construction has begun in the lobby to be ready for when our Stockton office reopens someday. We are building a children's section and will have 2 receptionists in the lobby.

F. President's Report

Thank you to everyone who helped put together the Celebration of Life for Donna Bailey.

ARCA academy on March 13th on diversity. I highly recommend all board members to attend, or at least attend the replay.

Food pantry delivery in Modesto was interesting and a cool experience. Thank you to Presentation for doing this.

One of our Board Member's daughter had major surgery yesterday. I'm going to put something together in terms of a dinner for the family.

G. Next Meeting - Wednesday, 04/07/21, 6:30 PM via Zoom Video Conference

Meeting adjourned at 7:30 PM.



Minutes - Executive Committee Meeting

04/07/2021 | 06:30 PM - 07:30 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Committee Members in Attendance: Margaret Heinz, Dena Pfeifer, Linda Collins, Mohamed Rashid, Lynda Mendoza

Committee Members not in Attendance: None

Staff in Attendance: Doug Bonnet, Christine Couch, Tony Anderson, Bud Mullanix

Public Present: Irene Hernandez, Interpreter

Meeting called to order at 6:30 PM

A. Review and Approval of Meeting Agenda

Margaret motioned to add an amendment to the agenda under Section E – Union and Other Issues of Retirement and Restructuring. The agenda was approved unanimously.

B. Review and Approval of Executive Committee Meeting Minutes of 03/03/21

The Executive Committee Meeting Minutes of 03/03/21 were approved unanimously.

C. Public Comment

None.

D. Items for Approval

1. Tony reviewed the new job description for the Application Support Technician position in the IT Department and answered any questions that the committee members had.

Margaret Heinz asked for a motion to approve the Application Support Technician position. Dena Pfeifer made a motion to accept the Application Support Technician position in the IT department. Mohamed Rashid seconded the motion. The Application Support Technician position in the IT Department was approved by unanimous approval.

E. Items for Discussion

1. Executive Director's Report

These Days it's **all vaccines all the time**. We are running two 3-Day Clinics
We had a lot of problems today registering people for the vaccination clinics, as we kept getting notices that the clinics were filled. By the end of the day today it looks like that worked it's way through. Valley Mountain Regional Center Modesto

4/13/2021	77
4/14/2021	29
4/15/2021	22

Valley Mountain Regional Center Stockton
1st dose Clinic Dates and Times (Pfizer)
4/23/21 9am-4pm (Friday)
4/24/21 9am-4pm (Saturday)
4/25/21 9am-4pm (Sunday)

Robert sent out instructions today describing the how to get transportation to the vaccination clinics

New Conflict of Interests Policy

Christine , Bud, and I reworked the Conflict of Interest Policy and Procedure following a training by Phil Perez from DDS on COI.

1. COI completed by each employee and returned to HR upon hire, annually (by Aug 1st), and upon new duties or change in circumstance
2. The Conflict Resolution Plan (CRP) will be attached to the Form 6016 to be completed in case there is a present or perceived conflict.
3. The executive director of VMRC shall review the conflict-of-interest statement of each employee within 10 days of receipt of the statement.
4. The Executive Director will sign the DS 6016 and indicate whether or not the statement identifies a present or potential conflict-of-interest.
5. If the employee does NOT have a perceived or actual conflict the DS 6016 form will be returned to HR.
6. If the employee identifies a perceived or actual conflict on their Form 6016 they should complete the Form 6016, date it and sign it and complete the Conflict Resolution Plan.
7. The completed plan shall be signed by the employee and their supervisor and sent to the Human Resources.

DDS Involvement

1. Upon receipt of a Form 6016, and the CRP from the Human Resources Department, the Compliance Manager will record the receipt of the form, inform the Executive Director to ensure the form 6016 is posted on the VMRC transparency page of the website, obtain the Executive Director's
2. review and signature, and make a determination of whether or not the plan has met the requirements by law.

3. If the Compliance Manager approves the plan they will sign it and forward the Form 6016 and the Conflict Resolution Plan to: OCO@dds.ca.gov. If the plan does not meet the legal standard the
4. Compliance Manager will return the plan to the supervision with directions on what is missing from the plan.
5. The Department of Developmental Services will make a final determination of the Conflict-of-Interest Conflict Resolution Plan and will inform the VMRC Compliance Manager of their decision.
6. The Compliance Manager will inform the Executive Director of the DDS decision and if approved the Executive Director will ensure the Form 6016 and Conflict Resolution Plan will be removed from the website.
7. The Compliance Manager will send the Form 6016, Conflict Resolution Plan, and the DDS decision to VMRC Human Resources, the supervisor and the employee.
8. If DDS does not approve we will follow the guidance from the department until a final resolution can be made.

Therap - SIR Update

Our Therap project that will help us manage and automate our Special Incidents Reports and provide a resource to help our providers improve their reporting and maintain a record of their SIRs has taken a significant step today in being able to move forward. The remaining barrier for this program was that we had no way to integrate this data with SANDIS and without this it was going to require double entries on a lot of our information. Therap has now committed to building a "script" to interface with SANDIS and this should move the project forward very quickly.

2. Notable Consumer Incidents/Complaints

Enhanced Family Support During the Pandemic

DDS is hearing from community groups that regional centers are rolling back the enhance supports to fast. We have heard in public forums that families are concerned about this but that it hasn't happened yet at VMRC. We have said that there will be no automatic rescinding of services all authorizations are based on person-centered identified needs based on the individual's circumstances.

Early Start/Child Find

1. While intakes in Early Start are improving, the Early Start enrollment is still not approaching expected trends statewide. DDS will be
2. There is a need for additional discussion on what else can we do to identify the children who should be enrolled in the program but are not.
3. ARCA staff will follow-up with Brian to schedule a targeted conversation on this topic.

3. Vendor Issues

PPP Attestation Forms/Process

1. DDS will send us a directive to not hold payment for March services due to the PPP attestation.
2. Providers should complete the e-billing certification to allow for billing for March services.
3. This certification for the PPP attestation will be disregarded.
4. In the end there will probably be some type of attestation required because CMS has given direction to DDS to get these if the state wants federal reimbursement.

Future Directives

1. In-Person Monitoring - DDS will start their monitoring activities face to face
2. Day Service Attendance - DDS is planning to send out guidance that will return the decision-making authority to the individual planning teams for in-person Day Program services

3. Residential Visitation - DDS will send out a directive like the DSS one on visits to care homes focused on following the more restrictive state or local requirements.

4. Self-Determination Updates

1. Liz Diaz has been asked to be a speaker at the upcoming Self-Determination Conference
2. I have been asked to serve on a weekend panel at the Self-Determination Conference
3. ARCA has decided to maintain the Self-Determination discipline group
4. Action plan from the SDP Special Events Committee:
 - a. Self Determination Speakers Bureau with Self Determination materials to present at trainings, presentations and outreach events.
 - b. RFP) Self Determination Program “hand over hand” service
 - c. Self Determination presentation at a future Coalition of Local Area Service Providers
 - d. VMRC SDAC to host quarterly Self Determination Meet and Greets to check in with participants
 - e. Stand-alone presentation on the Self Determination Budget and Spending Plan process and record for future viewing.

5. Other Matters

The Lobby Construction is moving along nicely.





6. Union and Other Staff Issues

Tony Anderson and Bud Mullanix presented the proposed restructuring of the the Director of Consumer Services position. Cindy Mix is retiring in May 2021, and Tony is proposing to divide the Director of Consumer Services Position into 2 positions, 1 being the Director of Consumer Services (Adults) and the other the Director of Consumer Services (Children). The position of Assistant Clinical Director will be eliminated. Tara Sisemore-Hester, who is currently the Assistant Clinical Director, will move into the new Director of Consumer Services (Children), and will bring with her Intake, Early Start, Education Specialist, and Autism Specialist and will oversee the Children's and Adolescent's Units (ages 3-17), as well as Self-Determination.

The Director of Consumer Services (Adults) will oversee Transition and Adults teams, as well as the Deflection Unit, After Hours and BMRC.

The Cultural Specialist will now report to the Director's Office.

This is for discussion only, and will be voted on by the full board at the Board Meeting on 04/19/21.

Job Description for new position "[Corporate Application & Reporting Specialist](#)" (for Vote)

Job Description for new position "[Director of Consumer Services \(Adults\)](#)" (for review)

Job Description for new position "[Director of Consumer Services \(Children\)](#)" (for review)

Vacant - Director of Consumer Services (Adults)				Tara - Director of Consumer Services (Children)		Directors Office
		Splint Responsibilities		Early Start		
Deflection Unit (LSRT) - Adults		Program Managers		Education Specialist		Spec Asst to the Director
Transition Case Management 15/17-23		ARCA Chief Counselors Meeting		Self-Determination		Cultural Specialist
Adult Case Management 23 - ...		Committees (Exceptions and Popplewell recommendations)		Children and Adolescents Case Management 3-14/17		Disparity Projects and Cultural and Linguistic Competence
BMRC - Karen		Reporting (Performance Contract)		Intake		Compliance Manager
After Hours		Rhonda *		Autism Specialist		Legal Counsel
		IT/Case Management Interface - ESES, Aticus, SANDIS, Therap, etc.				
		Cindy *				

F. President's Report

I am very excited about the vaccination clinic. I can't wait to help.

Is there a possibility that we would open it up to a broader spectrum? I have contacted everyone from our school district in terms of teachers and special education directors.

Meal deliveries are continuing through Presentation pantry. Gaby Lopez is doing a wonderful job organizing this. Please let me know if anyone wants to participate. Then next one is on April 17th.

Most schools are back in session, some with hybrid, every district is doing it a bit differently. I am so excited and my students are to be back.

G. Next Meeting - Wednesday, 05/05/21, 6:30 PM via Zoom Video Conference

Meeting Adjourned at 7:30 PM.

**VALLEY MOUNTAIN REGIONAL CENTER
MINUTES OF CONSUMER SERVICES COMMITTEE MEETING
Monday, March 1, 2021**

=====

PRESENT: Committee Members: Dena Pfeifer, Chair; Lori Smith, Dena's Facilitator; Crystal Enyeart; Daime Hoornaert
VMRC: Brian Bennett; Christine Couch; Cindy Mix; Cindy Strawderman; Claire Lazaro; Douglas Bonnet; Olivia Held; Robert Fernandez; Tara Sisemore-Hester; Tony Anderson
Guests: Irene Hernandez, translating; Lisa Culley FRN; Dena Hernandez, SCDD

ABSENT: Mohamad Rashid; Linda Collins

=====

Dena Pfeifer, Chairperson, called the meeting to order at 4:03 p.m.

1.0 PUBLIC COMMENT

No public comment

2.0 REVIEW OF MINUTES

M/S/C (Enyeart/Hoornaert): Approve the minutes of February 1, 2021 as written.

3.0 SAC6 UPDATE

Crystal Enyeart shared the following:

- February 3rd Sac 6 members meet and worked together on the "End of Life Training."
- On February 5th Sac 6 had our Friday Zoom Chat / Area meeting. This Zoom Chat topic was "Meeting the Sac 6 Leadership Team". Each of the Sac 6 members introduced themselves and shared a little bit about their roll and what some of their responsibilities are with being a Sac 6 Council member.
- February 12th Friday Zoom Chat was collaborated with PCS of Stockton and it was a Valentines dance. Individuals wore red and pink and danced.
- February 18th Sac 6 members Jessica and Dena #1 meet with Supported Life Planning Team and discussed this year's conference.
- February 19th Friday Zoom Chat topic was about CHOICES Conference and what this year's Conference is going to be like.
- Sac 6 Chairperson Catrina Castro applied to be on the DDS CAC Committee to represent Sac 6. She was chosen to be our representative on the DDS CAC Committee.

Upcoming meetings:

- February 26th Zoom Topic is going to be on American Red Cross Training. We can have 70 individuals on the training who will receive an Emergency preparedness backpack for attending the training.
- Our monthly leadership Meeting is scheduled for February 25 with Tony Anderson.
- Our next Sac 6 Board meeting is March 14, 2021 which will be done via zoom.
- We are in the process of working out our March Friday Zoom Chat Topics make sure to check out the VMRC website for Zoom links.

4.0 **CLASP UPDATE**

Daime Hoornaert shared the following:

- Our current paid member ship is 85. It is continuing to grow.
- On our last meeting we had a presentation from R&D Transportation. They are a broker that will be coordinating transportation services for the Regional Center
- We voted and approve the 2021 holiday schedule for day program and transportation. We were asked to maybe start looking to make the calendar on the fiscal year holiday schedule in place of the actual year. Debbie Beyette suggested it as it helps with the fiscal department.
- The Residential Service Provider Group are having the same issues. Many homes continue to need staff. They are starting to receive staff and resident vaccinations but are reporting that staff are really not buying into the vaccine. So, they are up in the air with that.
- VMRC continues to have their weekly Friday meetings
- The Day Program network continue to discuss the latest DDS directives and any Community Care Licensing pins. They share updates on what programs are doing.
- The next meeting, they are going to look at the clinical team to talk about how the vaccine access will assist with opening programs.
- Our next meeting will be March 22nd at 10:00 am.

5.0 **PRESENTATION:**

Olivia Held, VMRC Education Specialist provided a presentation on **EDUCATION SERVICES OVERVIEW & UPDATE**

6.0 **CLINICAL**

Claire Lazaro Shared the following:

- Continues to do our COVID-19 TESTING. February was at Stockton office. Very few at Modesto office
 - February 5th - 32 tested - all negative
 - February 19th - 29 tested - 4 were positive, the rest negative
 - February 26th - 20 tested - all negative

- Plan to do it once a month due to high no show rate and few registrants
- Presented at CSU for a lecture on Autism. Shared information on what VMRC does and what is CAPTAIN.
- Finished the Planning for the Strategic Planning on Consumer Health Focus Group. Will await when Kinetic Flow - Ami - will be done with the document and present it to the board. Then we will schedule follow up meeting to start putting the plan into action.
- Presented the Remote Oral Health Support Project at the CAPTAIN Cadre meeting and showed our testing site to them.
- The Remote Oral Health Support Project is still in progress, working on Karissa training on the Teledentix intra oral camera. Then working on having a dentist be vendorized. And when the care homes are not that busy with vaccine clinics, will start contacting them again to see if they are interested to participated in the pilot project.
- We had the last part of the Coalition for Compassionate Care of California (CCCC) Let's Talk Workshop Training done virtually via Zoom on February 23 and 24th.
- End-of-Life Training Webinar to staff - collaboration with Self-Advocacy Council 6, Family Resource Network, SCDD North Valley Hills Office and VMRC on March 24th, 2021 at 1 pm. To help support our consumers until their last day of living.
- Updated the Quarantine/isolation guide for care homes. To reflect the latest CDC guidelines on quarantine as well as CCL PINs on infection control, mitigation measures, isolation, quarantine.
- CDC National Forum on COVID-19 Vaccine:
 - Basically, what I learned is that they are addressing the 3 C's of Vaccination: Complacency, Convenience and Confidence. A lot of focus on building trust in the community. They will listen to those people that they trust, community leaders, faith-based organization leaders. Have stories of those individuals locally and the community know about their experience in vaccination. Respect where the person is in their journey to vaccination because some of them had experience mistrust due to the stories from the Tuskegee trial on syphilis long time ago. And their skepticism stems from that. Build and strengthen relationships with the community leaders, use technology (low and high tech) to reach people. Identify the barriers to getting the vaccine and address them. Utilize data in the process. Combat misinformation and disinformation with honest and transparent information, science, and facts. Be humble in the dialogues and discussions with community leaders. The federal government is hoping to send mobile clinics and pop-up clinics, support through FEMA, and 300 million vaccines by fall.
- Shared information in Health Advisory on how to get the vaccines. Remember that the Provider Bulletin from CDPH regarding March 15th is something that they are saying approved for distribution to the group they mentioned on that date. But it doesn't mean that the local county public health offices are ready to give vaccines to that group on March 15th. You will have to check with your local county public health offices. Also check your PCPs, they might be offering vaccines by that time. A lot of the doctors' offices are counting on the J&J vaccine because of the easy storage - only needs refrigeration.

- A lot of questions before as to when our consumers living independently or with their families will get vaccinated. Based on the Provider Bulletin from CDPH, it looks like they have included our consumers in Phase 1b.
- I would like to share the information from DREDF - Disability Rights Education and Defense Fund
 - **What adverse outcomes are listed for the High-Risk Disability Group?**
 - These are the adverse outcomes listed in the February 12, 2021 provider bulletin:
 - The individual is likely to develop severe life-threatening illness or death from COVID-19 infection
 - Acquiring COVID-19 will limit the individual's ability to receive ongoing care or services vital to their well-being and survival
 - Providing adequate and timely COVID care will be particularly challenging as a result of the individual's disability
 - **What are some examples of people with "developmental or other severe high-risk disability" who are "likely to develop severe life-threatening illness or death from COVID-19 infection"?**
 - The CDPH has not given any guidance yet on what this means. Based on what we know so far, we think that the following people may fall into this description:
 - People with developmental or intellectual disabilities.
 - Developmental disabilities include autism, cerebral palsy, muscular dystrophy, spina bifida, and additional disabilities acquired before age 22
 - People with schizophrenia.
 - People receiving Regional Center services.
 - People receiving In-Home Supportive Services.
 - People receiving other kinds of Home- and Community-Based Services.
 - Disabled people who rely on paid or unpaid in-home caregiving.
 - A person with a significant disability that places them at high risk for life-threatening outcomes or death from COVID-19, even if the disability is not specifically listed anywhere or studied yet.
 - A person with multiple pre-existing conditions that in combination put them at high risk for life-threatening outcomes or death from COVID-19. These might include conditions analyzed in the Fair Report, and less severe cases of the conditions listed for the Health Conditions Group.
 - **What are some examples of people with "developmental or other severe high-risk disability" for whom "acquiring COVID-19 will limit the individual's ability to receive ongoing care or services vital to their well-being and survival"?**
 - The CDPH has not given any guidance yet on what this means. Based on what we know so far, we think that the following situations may fall into this

description (which overlap with one another and with categories discussed previously):

- A disabled person relies upon in-home care providers to live in their community if the disabled person acquires COVID, these providers will not enter the home.
- A disabled person relies upon public transit, taxis, rideshare, or a supporter's car to get to necessary medical tests or medical care if the disabled person acquires COVID, they will not be able to get transportation to access necessary care.
- A disabled person needs regular treatment from outpatient facilities (e.g., aqua-therapy, radiation, physical therapy) to treat cancer, or to maintain current levels of functioning, or to alleviate chronic pain if the disabled person acquires COVID, their treatment will be postponed or cancelled.
- **What are some examples of people with “developmental or other severe high-risk disability” for whom “providing adequate and timely COVID care will be particularly challenging as a result of the individual’s disability”?**
 - The CDPH has not given any guidance yet on what this means. Based on what we know so far, we think that following situations may fall into this description (which overlap with one another and with categories discussed previously):
 - A disabled person has difficulty keeping a mask on their face due to I/DD if they needed COVID treatment in the hospital, they would have trouble keeping an oxygen mask on and maintaining their oxygen saturation.
 - A disabled person is nonverbal if they acquired COVID or needed COVID treatment, they would not be able to communicate about the onset of symptoms or the worsening of the disease.
 - A disabled person needs to be accompanied by a supporter in the hospital to access medical treatment if the disabled person needed COVID treatment, it would be difficult to get the supporter into the hospital and to keep supporter safe (because the disabled person has COVID), and the disabled person would have difficulty accessing effective treatment.
 - A disabled person relies upon a CPAP or BiPAP due to their disability if they needed COVID treatment, they would require a specialized negative-pressure unit so that they could continue to use their own CPAP or BiPAP. These units are not available in all hospitals.
 - Disabled people and higher weight people already face bias by physicians.[\[17\]](#) During COVID-19, this baseline reality has been exacerbated by the prospect that people with disabilities and higher weight people will be denied lifesaving care during spikes in hospitalizations under “crisis standards of care.” We believe that these barriers should be considered as part of why accessing COVID care would be particularly challenging for a disabled or higher weight person.
- **What kind of documentation will I need to show that I am in the Health Conditions Group or the High-Risk Disability Group for scheduling an appointment or receiving a vaccine?**

- The CDPH has not given any guidance on this yet, and practices may vary widely among counties, vaccine providers, and vaccine sites.^[18] In some other states that have started vaccinating people younger than 65 with certain medical conditions, people are providing some kind of documentation or signing a certification. But we do not know yet how it will work in California. You may want to have “proof” ready just in case. This could include
 - Your personal statement about why you fit into one of the groups
 - A statement from a family member, household member, or supporter about why you fit into one of the groups
 - Medical records or insurance documents showing your medical status
 - A letter or form from your doctor stating your medical status
 - It is possible that healthcare providers or healthcare-related organizations and agencies will provide template letters or forms for patients who have one or more of the listed statuses
 - Documentation showing that you receive Regional Center services
 - A Notice of Action, timesheet, payroll statement, or other document showing that you receive In-Home Supportive Services
- But as of today, we do not know what will be required in different places or contexts.

If you are already a member or a regular consumer of a vaccine provider (e.g., Kaiser, Walgreens, Federally Qualified Health Center) that has your medical records, and the records establish that you have one of the listed health conditions, or that you fit into the high-risk disability group, you should check that the provider has access to your health records and explicitly ask if you need to bring additional documentation with you.

- From <<https://dredf.org/faq-covid-19-vaccines-and-californians-with-disabilities/>>
- Continuing on regular tasks of giving consents to consumers needing one, whether it is for COVID-19 VACCINE, or hospital procedures, or those critically ill, and following up with the positive consumers or exposed to COVID-19.

Tara Sisemore-Hester shared the following:

OFFICE	# ES CASES PROCESSED	# ES CASES PROCESSED	# MADE ELIGIBLE	% ELIGIBLE
ALL				
STOCKTON	108	81	71	88%
MODESTO	74	65	57	88%
SAN ANDREAS	<u>9</u>	<u>4</u>	<u>3</u>	<u>75%</u>
Total	191	150	131	87%

OFFICE	# 3+ CASES PROCESSED ALL	# 3+ CASES PROCESSED	# MADE ELIGIBLE	% ELIGIBIL
STOCKTON	31	31	24	77%
MODESTO	21	19	13	68%
SAN ANDREAS	<u>9</u>	<u>8</u>	<u>4</u>	<u>50%</u>
Total	61	58	41	74%

Tara also shared:

- We have done a lot of outreach for all of our offices. Our staff is incredibly busy, especially in the Stockton office. We are now looking to increase the numbers for Modesto. We do have an outreach committee to do trainings, we've been joining the Dept of Social Services, different groups, Medical professionals. Doing presentation especially in Early Start. We have been handing out our outreach flyers. So far it has paid off.
- Resource Development has assisted with bring in a new Early Start Comprehensive Program, a Durable Medical Equipment provider & a new Early Autism provider in the last month.

7.0 **RESOURCE DEVELOPMENT**

Robert Fernandez shared the following:

- We had our Residential Services orientation on February 18th. We had 19 providers attending whether they are brand new or existing providers developing residential options for consumers. This was thru Zoom.
- We have continued to have PPE distribution. So far it is going well with the online system. If the consumer can not do it themselves or have no internet access, they can have a friend, family member conservator or Service Coordinator assist them with this.
- We had 26 existing providers who submitted HCBS grant requests. We had set our deadline for Wednesday last week. We were required to review them and submit to DDS last Friday. We will not know who will receive the grants until DDS releases the information.

Brian Bennett shared the following:

- Our first Children's enhanced behavior support home was issued a license on Friday. We are waiting for DDS to certify the actual program design, which is the next step in the process. Then we can have a good look of moving residents into the home sometime in March.
- March is going to be a very busy Month. We have a lot of things happenings.
 - March 10th will be our first of 3 emergency disaster preparedness trainings. April 14th and then again May 12th. Notifications should be sent out this week for providers to sign up. We will have CCL, Office of Emergency Services, SAC6 & State Council.

- We will also resume the Special Report Trainings for vendors. Katina Richison will be providing this training to vendors with the QA liaisons. This is a shift in how this was done previously. March 24th & March 29th. Some tentative dates for training for staff in March as well. We will also have 2 training dates for Vendors in Aprils.
- Also, in March the QA team will resume annual reviews. We will start doing these remotely. We have one scheduled some time this week. We have some brave providers who are eager to get this process done. Because of the pandemic, we actually have a couple liaisons who have never done an annual review.
- We feel with these training, we will have fewer alerts

8.0 QUALITY ASSURANCE

8.1 Alerts: 1/16/21 – 2/15/21 there were 14 open alerts; 116 closed & 13 pending.

- We have been very busy. QA liaisons are continuing to be following up on these alerts during the pandemic. They are doing the investigations whether by zoom or in the homes.

9.0 CASE MANAGEMENT

Cindy Mix shared the following reports:

- Caseload Ratios:
 - Total Lanterman Consumers—13,534 minus 178 (Deflection) =13,356
 - Overall Agency Caseload Ratio—13,356 consumers divided by 164 Service Coordinators = **1:81**
 - *Self-Determination staff not calculated—13,356 minus 37 = 13,319 consumers divided by 161 SCs = **1:83***
- Transfer Status report as of February 18, 2021:
 - There has been a total of 40 consumer files received and 38 consumer files sent out
- POS Exception Report for January:
 - There were a total of 198 Purchases of Service Exceptions with Respite being the largest number at 97, followed by Patch at 24.
- SIR Report:
 - For the last month, Emergency Room Visits and COVID 19 virus topped the report at 33 each, followed by Medication Errors/Vendor Care & Death at 16 each.
- Fair Hearing Report: Christine Couch shared the following information:

Cindy Mix Also Shared the following information:

- Service Coordinators have been making contact with all consumers during the past month:
 - to see if they have any needs related to COVID
 - providing vaccination information to them and/or to obtain vaccine info from them for those 16 years of age and older.
 - documenting the date of vaccine, brand, adverse reactions, whether they decline, and if they need assistance, DDS receiving a monthly report of progress
 - providing letters to caregivers of eligible consumers to assist in them obtaining the vaccine
 - all SCs received an Excel spreadsheet with their caseload, talking points, vaccination information for the county they serve, and a T19 template to complete for the file
 - hired two previous staff members temporarily to assist with unfilled caseloads
 - equipping our vendors with vaccine information to distribute
 - need to make clear that VMRC is not administering the vaccine
- Fiscal audit exit meeting occurred on Friday, 2/26. Issues pertaining to TCM were rectified.
- Jessica Coronel has been promoted to Modesto Transition Manager and Sara Darby has been promoted to Program Manager of the Foster Grandparent/Sr. Companion program. We have backfilled 4 SCs and 2 OTs over the past month.
- The assigned Client Rights Advocate for VMRC's area has resigned and they hope to fill the position soon. For the time being, referrals are going to Sandra Graham in the OCRA office.
- Self-Determination Program now has 37 fully in the program with 36 in process. Upcoming orientations—Monday, 3/29, 1pm-4pm and Saturday, 4/3, 10am-1pm. PCT trainings in March are completely full.
- VMRC received funding through the CARES Act for technology and the Family Resource Network is assisting the regional center with PROJECT DATA (Digital and Technology Assistance), a program to provide consumers and families with access to equipment and internet services. Consideration given to VMRC consumers and those meeting income requirements. Contact FRN at 209-472-3674.
- A Cafecito will be held with CBO ICC and interested parents on 3/18 at 4pm to discuss issues and answer questions.
- OIG (Office of Inspector General) has been comparing our SIRs against MediCal billings. Starting in March, we will receive reports from DDS and will need to follow up with any necessary SIRs.
- A public meeting focusing on POS Disparities will be held via Zoom on 3/25 at 2pm. The meeting date was posted on the website today and a flyer will be posted on various social media sites.

REVIEW OF: Conference Service Standard

M/S/C (Pfeifer/Hoornaert): Approval of the Conference Service Standard which will now go onto the board for further approval.

10.0 TRANSPORTATION

Brian Bennett shared the following:

- VMRC has been working with a transportation broker company called R&D Transportation Services since December. We have come to an agreement with them and executed their Transportation Services Brokerage contract on Friday. Still working on the final part of the vendorization, but they will be assuming all of our transportation support needs in terms of scheduling & routing. We are excited to have them on board. They did a great presentation at CLASP and will be giving a presentation to our board at the April meeting. They are in the process of scheduling meeting with all of our transportation providers to explain their roles. They will also meet with our care homes who provide transportation. Any medical transport services. Right now, Robert & I are still working with Service Coordinators on any transportation needs.

Robert Fernandez:

- With this transition in transportation, there will be questions that come up. We will do the best to answer them. There may be some hiccups, but we will get thru this.

11.0 NEXT MEETING

Monday, April 5, 2021, 4:00 p.m.

DIAL-IN NUMBER: 1-669-900-6833

Meeting ID: 912 6700 7341 – Passcode: 108771

The meeting was adjourned at 5:01 p.m.

Recorder: Cindy Strawderman

**VALLEY MOUNTAIN REGIONAL CENTER
MINUTES OF CONSUMER SERVICES COMMITTEE MEETING
April 5, 2021**

=====

PRESENT: Committee Members: Dena Pfeifer, Chair; Lori Smith, Dena's Facilitator; Crystal Enyeart
VMRC: Christine Couch; Cindy Mix; Cindy Strawderman; Claire Lazaro; Douglas Bonnet; Robert Fernandez; Tara Sisemore-Hester; Tony Anderson
Guests: Irene Hernandez, translating; Lisa Culley FRN; Dena Hernandez, SCDD; Marie Marchese, R&D Transportation; Anel Renteria, R&D Transportation; Leticia Leon, R&D Transportation; Mayra Montejano, R&D Transportation; 209-XXX-5883

ABSENT: Mohamad Rashid; Linda Collins, Daime Hoornaert

=====

Dena Pfeifer, Chairperson, called the meeting to order at 4:01 pm.

1.0 PUBLIC COMMENT

There were no public comments, however Dena Hernandez provided the following information for the minutes:

- CHOICES Conference May 14, 2021 10am-12 noon will be virtual, and the registration is open. Eventbrite registration link: <https://www.eventbrite.com/e/choices-institute-2021-tickets-148103299957> The info was in the Health Advisory last week. It is free for the first 500 participants and includes a free commemorative t-shirt honoring Wilma Murray.
- Wanted to share that the donation from Junior League of San Joaquin to purchase diapers and wipes for families in need in San Joaquin County was a hit on Saturday, March 27. Thank you to Family Resource Network and VMRC for collaborating with SCDD to get this done. It was a wonderful day!
- SCDD North Valley Hills appreciates being included as a community partner in the upcoming Vaccine Clinics in Modesto and Stockton. Thank you to Tony, Claire, and team for making this happen as well as the DRAIL team. Including the community partners is a great idea as there is strength in numbers! Thank you!

2.0 REVIEW OF MINUTES

There was not a quorum of members to approve the minutes from the March 1, 2021 meeting. This will be held over until the next meeting.

3.0 **SAC6 UPDATE**

- On March 5th Sac 6 had their Friday Zoom Chat. This Zoom Chat topic was on “Self Determination Program Update” by Sac 6 Council member Kerstin Williams and SCDD North Valley Hills office Dena Hernandez.
- On March 10, 2021 Sac 6 Chairperson Catrina Castro presented at the VMRC Emergency Disaster Preparedness Training for vendors.
- On March 11th Sac 6 consultant Dena Pfeifer and Sac 6 Vice Chairperson Jessica Quesada attended a meeting via zoom for the Statewide Self Advocacy Conference planning team committee. This year’s Statewide Self Advocacy Conference will be via zoom on May 7, 2021.
- March 12 Friday Zoom Chat topic was on “How to use Technology by Doug Bonnet and Project Data info presented by Lisa Culley from the Family Resource Network.
- March 13th sac 6 had their Board Meeting. This meeting was via zoom and we discussed upcoming area meetings and speckers.
- March 17th Sac 6 Consultant Lisa Utsey meet with the “End of Life” Committee to finalize the presentation that will be presented as a training on VMRC staff on March 24th via zoom.
- March 19th Friday Zoom Chat was all about celebrating St. Patrick’s Day. Everyone was encouraged to come in their festive wear and enjoy some games of BINGO!
- March 24th Lisa Utsey gave her presentation to the VMRC service coordinators on “End of Life” the goal of this training is to help service coordinators by giving them tools and tips on how to have a conversation with individuals about their wishes during their last days of life.
- March 25th Sac 6 had their month Leadership meeting with Sac 6 Liaison Christine Couch and Tony Anderson. Here we discussed upcoming zoom topics for April and other business matters.
- March 26th Friday Zoom Chat was on “Covid- One year later presented by Tony Anderson and Clair Lazaro from VMRC

Upcoming events:

- Sac 6 will be having their yearly Goals Committee meeting on April 17th via zoom.
- In April Sac 6 will be presenting at the VMRC Transitions Fair’s for San Joaquin County and Stanislaus Counties.
- April 14th Sac 6 will be presenting again at the VMRC Emergency Disaster Preparedness Training for vendors.
- We are in the process of working out our April Friday Zoom Chat Topics make sure to check out the VMRC website for Zoom links.
- Make sure you check the website for the Chatter Letter Sac 6 will be putting up in April.

4.0 **CLASP UPDATE**

Daime Hoornaert was not at the meeting but she provided the following information for the minutes:

- Current Membership: 94 paid members and growing
- CBS Update: Anna Simms presented a Power Point presentation on HCBS Final Rule.
- VMRC Clinical: Claire gave an update on how to get people vaccinated in their counties
- CLASP Nominating committee will be developing a slate for 2021-2022 CLASP Leadership positions. Any CLASP member interested will contact the Nominating committee.
- The Provider Conference committee is looking for interested CLASP members to help with planning.
- Day Program Workgroup: Programs are working on getting approval on their CCL 808 form, which is A PLAN FOR EPIDEMIC OUTBREAK SPECIFIC TO COVID - 19 MITIGATION PLAN REPORT.

5.0 **PRESENTATION**

Marie Marchese; Anel Renteria; Leticia Leon; & Mayra Montejano all of R&D Transportation Brokers provided a presentation of their services to VMRC

6.0 **CLINICAL**

Claire Lazaro shared the following information:

- In our last Health Advisory VMRC announced that we have partnered with community agencies to hold vaccination clinics in Stockton & Modesto this month. The registration links are <https://www.vmmc.net/vmmc-vaccination-clinic/>. This are registration only drive through event. When you click on the link you will see Albertsons as they are part of Safeway. 16 years old and over can register. Transportation can be arranged for the clinics.

County	1 st dose Clinic date	2 nd dose clinic date	Time	# appts/ day	Vaccine
Modesto	4/13/21	5/4/21	10am-5pm	240	Pfizer
	4/14/21	5/5/21	10am-5pm	240	Pfizer
	4/15/21	5/6/21	10am-5pm	240	Pfizer
Stockton	4/23/21	5/14/21	9am-4pm	390	Pfizer
	4/24/21	5/15/21	9am-4pm	390	Pfizer
	4/25/21	5/16/21	9am-4pm	390	Pfizer

- We have our new Staff Psychologist. Dr. Roxanne Wright just started this April. She is well versed in competency evaluations.
- We had our end-of-life training. This was for VMRC staff in collaboration with SAC6 – Lisa Utsey presented; FRN - Lisa Culley presented; Dena Hernandez from SCDD as well as myself and Christine Couch. We had about 28 staff members in attendance.

- Claire presented at SAC6, at one of their zoom chats, on COVID over the year.
- CAPTAIN is holding their focus group for the Disparity grant; I will be participating as one of their facilitations. This will be for those families that speak Tagalog.
- Claire did a podcast for Therapeutic Pathways on Autism as a parent. It has not been released yet, possibly will be released in May.

Tara Sisemore Hester shared the following intake statistics:

OFFICE	# ES CASES PROCESSED ALL	# ES CASES PROCESSED	# MADE ELIGIBLE	% ELIGIBLE
STOCKTON	117	92	80	87%
MODESTO	101	80	72	90%
SAN ANDREAS	<u>147</u>	<u>10</u>	<u>10</u>	<u>100%</u>
Total	232	182	162	89%
OFFICE	# 3+ CASES PROCESSED ALL	# 3+ CASES PROCESSED	# MADE ELIGIBLE	% ELIGIBIL
STOCKTON	28	24	19	79%
MODESTO	12	9	9	100%
SAN ANDREAS	<u>12</u>	<u>10</u>	<u>8</u>	<u>80%</u>
Total	52	43	36	84%

Tara also shared the following information:

- At the May Consumer Services, I will be providing further data as March has not yet been processed yet. We know that there are babies out there that have not been served because of the COVID pandemic. We are hoping as the word gets out, we will have more intakes.
- We have an intake Coordinator in Stockton tiring, Debbie Winchell, at the end of April. She has been with VMRC over 25 years. We are sad to see her leave but have posted her position and will be interviewing 4/15.
- We have IEP training on 4/29 from 9-12. Karen Henkel will be giving the training. It is open to anyone. In my section of the Health Advisory information was provided.

7.0 **RESOURCE DEVELOPMENT**

Robert Fernandez provided the following information

- We received 3 CPP grants. We have posted on our website for RFP's.
<https://www.vmrc.net/rfps/>

- Two of the grants received will focus on developing two children's homes. One in the Calaveras or Tuolumne counties, male or female, ages 12-17. The other, identical, in San Joaquin or Stanislaus counties.
- Self Determination RFP, focus on someone or an agency that can assist with the Self Determination program. Identifying independent facilitators and financial management services.
- We also have 4 Clinical related RFP's on our website. Early Start Autism Intervention Program (ESAIP); Behavior Instructional Services (BIS); Occupational Therapy Services (OT); and Functional Vision Assessments.
- Brian was going to share the Quality Assurance Interview Protocol for Adults Receiving Services; however, we do not have the quorum to proceed.
- HCBS – April 30th we will find out from DDS which HCBS provides will receive grants. This year we are hoping to get 20+

8.0 QUALITY ASSURANCE

- 8.1 **Alerts:** Brian Bennett was not at the meeting; however, the following Alert information was provided in the packet: From the period between 2/16/21 through 3/15/21 there were 20 open alerts; 119 closed & 20 pending.

9.0 TRANSPORTATION

Robert Fernandez had nothing to report as R&D Transportation Brokers shared their presentation. It has been great working with them.

10.0 CASE MANAGEMENT

Cindy Mix shared the following Reports:

- Caseload Ratios:
 - Total Lanterman Consumers—13,634 minus 179 (Deflection) =13,455
 - Overall Agency Caseload Ratio—13,455 consumers divided by 161.5 Service Coordinators = **1:83**
 - *Self-Determination staff (3) not calculated—13,455 minus 39 = 13,416 consumers divided by 158 SCs = **1:85***
- A listing of the Lanterman Teams was also provided as promised:
 - SA – Stockton Adults – Erin Goudreau
 - SD – Stockton Deflection – Neidra Clayton
 - SG – Stockton Adults – Mary Ann Gonzalez
 - SN – Stockton Adults – Karen Jensen

Minutes of Consumer Services Meeting

Date: Monday, April 5, 2021

Page 6

- ST – Stockton Transition – Dave Vodden
- SC – Stockton Children's – Liz Diaz
- SK – Stockton Children's – Julie de Diego
- SQ – Stockton Self Determination – Liz Diaz
- SS – Stockton Children's – Angie Shear
- SY – Stockton Children's – Danielle Wells
- AD – Stockton Children's – Cindy Jimenez
- AM – San Andreas – Rhonda Trout
- MA – Modesto Adults – Lena Dobson
- MG – Modesto Adults – Jacinta Groves
- MT – Modesto Transition – Jessica Coronel
- MK – Modesto Children's – Amy Browning
- MY – Modesto Children's – Pam Kidroske
- Transfer Status report as of February 18, 2021:
 - There has been a total of 86 consumer files received and 75 consumer files sent out for the period of January 1, 2021 through March 24, 2021
- POS Exception Report for January:
 - There were a total of 181 Purchases of Service Exceptions with Respite being the largest number at 90, followed by Patch at 14.
- SIR Report:
 - For the last month, the top SIR's were:

<u>Special Incident Types</u>	<u>Count</u>
EMERGENCY ROOM VISIT	58
COVID 19 VIRUS	20
AGGRESSIVE ACT TO STAFF	17
ALLEGED PHYSICAL ABUSE-VND CARE	16
LAW ENFORCEMENT INVOLVEMENT	15
LARCENY	14
MEDICATION ERROR-VND CARE	13
FAIL TO PROV MEDICAL CARE-VND CARE	13
DEATH	10
AGGRESSIVE ACT TO SELF	10

Case Management Update:

- More than 6,000 letters were mailed out to consumers ages 16 and over re: vaccine eligibility that was to be effective 3/15. Service Coordinators continue to follow up to provide information, obtain status, and document vaccination dates and type.
- Public POS Disparity/Expenditure meetings have taken place. On 3/25 an English meeting was held and on 3/30, the Spanish version. Another is scheduled for 5/28 with Sac-6.

- A Cyber-Cafecito was held on 3/18, facilitated by Interagency Community Collaborative (ICC) and Gaby Lopez, Cultural Specialist. Barriers were discussed and a Q&A session held. Future meetings are being scheduled and will most likely be addressing different age groups.
- Our Self-Determination Program now has 38 consumers fully in the program. Orientations continue to occur and the Advisory Committee, along with our Resource Development staff have developed a Request for Proposal (RFP) in hopes of finding a resource to assist families in guiding them through the SD process, help them better understand the program and identify Independent Facilitators. The deadline for submissions is 4/30/21 and we hope to have an entity identified before SD is open to everyone interested on 7/1/21. The RFP can be found in the recent Health Advisory and on VMRC's website. Statewide there are 524 enrolled in the program. ARCA is evaluating the amount of regional center staff it is taking to set up individuals in the program, as well as various challenges in the accounting systems being used.
- We continue to receive donations from the Presentation Pantry for food items. Staff volunteers recently delivered 60 bags of groceries to needy families, making the total number delivered during COVID at over 600.
- A Diaper Drive was held on 3/27 at the Sherwood Exec. Center's North Parking Lot in conjunction with FRN and SCDD and donations from the Stockton Junior League. It was a great success and another is being planned for 4/24.
- DDS is evaluating the need for surge placements and looking at warm shutdowns in Porterville and Fairview.
- DDS is working with Columbus re: statewide staffing options for emergency situations within the system. They will develop a pool of staff to deploy as needed. DSPs, LVNs, RBT, etc. There will be a North and South hub which is yet to be determined. A point person from each regional center will also be named in the future.
- MediCal Claims for our consumers that did not result in a Special Incident Report were listed by OIG and sent to us to review and determine if an SIR was needed. We have 152 that are being investigated.
- Grass Roots Day at the capitol is scheduled for April 20th.
- Cindy Mix recently announced her retirement effective 5/21/21.

11.0 **FAIR HEARINGS**

Christine Couch shared, that since the information that was provided in the packet,

- We had 2 open Lanterman eligibility cases. We were able to resolve the one adult case at the informal meeting. We were not able to resolve the child's case. We will be prepping this one for State Level Hearing in May.

- The two service request cases for respite reimbursement. We were able to resolve before the state level hearing. Now we have a new service request that we received for a 2nd opinion on an evaluation. That one is going straight to a State level hearing as they were not interested in an informal. So, we will be prepping this one as well for state level.
- There are currently no pending complaints. We were able to resolve the complaint from last month in the IFSP meeting without utilizing the formal complaint process.
- We were able to resolve two vendor appeals informally, without the need for the formal appeal hearing

12. **NEXT MEETING**

Monday May 3, 2021, 4:00 p.m.

DIAL-IN NUMBER: 1-669-900-6833

Meeting ID: 912 6700 7341 – Passcode: 108771

The meeting was adjourned at 5:00 pm.

Recorder: Cindy Strawderman

Valley Mountain Regional Center

Contract Status

AS OF: January 31, 2021

	POS	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC Total
Current Fiscal Year 2020							
Contract Year B-1	33,789,885	253,549,473	287,339,358	249,675	197,474	447,149	484,702
Spent to Date	19,939,872	134,108,939	154,048,811	64,177	-	64,177	258,879
Unspent	13,850,013	119,440,534	133,290,547	185,498	197,474	382,972	225,823
Last Fiscal Year 2019							
Contract Year A-6	34,180,853	233,400,535	267,581,388	597,168	1,700,050	2,297,218	458,422
Spent to Date	33,093,046	230,200,624	263,293,670	597,168	833,790	1,430,958	398,099
Unspent	1,087,807	3,199,911	4,287,718	-	866,260	866,260	60,323
Second Prior Fiscal Year							
2018 Contract Year E-4	30,458,851	195,698,837	226,157,688	529,488	1,352,647	1,882,135	451,782
Spent to Date	30,458,851	193,992,261	224,451,112	529,488	1,277,912	1,807,400	445,366
Unspent	0	1,706,576	1,706,576	0	74,735	74,735	6,416

POS EXPENDITURES

January 31, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Community Care Facility	52,673,535	39,809,585		90,000,000	58.5%
ICF/SNF FACILITY	66,218	70,395		500,000	13.2%
Day Care	750,889	701,581		1,500,000	50.1%
Day Training	21,465,149	21,434,063		40,000,000	53.7%
Supported Employment	997,654	1,008,505		2,200,000	45.3%
Work Activity Program	281,379	316,273		700,000	40.2%
Non-Medical Services-Professional	462,040	282,652		600,000	77.0%
Non-Medical Services-Programs	13,323,839	14,440,908		22,000,000	60.6%
Home Care Services-Programs	541,433	726,461		1,500,000	36.1%
Transportation	695,605	1,598,370		3,500,000	19.9%
Transportation Contracts	3,787,069	8,987,675		20,367,025	18.6%
Prevention Services	7,889,449	8,656,333		15,000,000	52.6%
Other Authorized Services	13,652,781	12,359,274		25,000,000	54.6%
P&I Expense	23,408	22,909		65,000	36.0%
Hospital Care	268,750	268,750		550,000	48.9%
Medical Equipment	214,749	165,709		480,000	44.7%
Medical Care Professional Services	2,470,577	2,345,708		4,637,448	53.3%
Medical Care-Program Services	17,698	20,758		70,000	25.3%
Respite-in-Home	16,313,206	8,284,569		24,000,000	68.0%
Respite Out-of-Home	310,596	284,806		800,000	38.8%
Camps		29,654		80,000	0.0%
	136,206,024	121,814,941	-	253,549,473	53.7%
CPP				197,474	0.0%
Total Purchase of Service	136,206,024	121,814,941	-	253,746,947	53.7%

ICF SPA RECEIVABLES \$ 3,136,177

OPERATIONS EXPENDITURES

January 31, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Salaries and Wages	13,741,556	11,173,682		22,000,000	62.5%
Temporary Help	242	19,144		20,000	1.2%
Fringe Benefits	3,000,640	2,870,328		6,000,000	50.0%
Contracted Employees	47,925	59,122		75,000	63.9%
Salaries and Benefits Total	16,790,363	14,122,276	-	28,095,000	59.8%

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Facilities Rent	1,252,628	1,125,255		2,380,461	52.6%
Facilities Maintenance	329,058	313,679		577,000	57.0%
Information Technology	963,147	877,835		1,250,000	77.1%
General Office Expense	96,319	116,752		261,250	36.9%
Operating Expenses	164,293	199,857		340,000	48.3%
Equipment	34,673	99,258		138,791	25.0%
Professional Expenses	317,216	252,946		1,000,000	31.7%
Office Expenses	31,079	33,347		131,760	23.6%
Travel and Training Expenses	93,195	278,379		350,000	26.6%
Foster Grandparent/Senior Companion Expenses	258,879	251,288		484,702	53.4%
CPP Expense	64,177	282,411		249,675	25.7%
Total Operating Expenses	20,395,027	17,953,283	-	35,258,639	57.8%

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

Valley Mountain Regional Center

Contract Status

AS OF: February 28, 2021

	OPS	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC Total
Current Fiscal Year 2020							
Contract Year B-1							
Spent to Date	33,789,885	253,549,473	287,339,358	249,675	197,474	447,149	484,702
Unspent	19,939,872	134,108,939	154,048,811	74,967	-	74,967	292,647
	13,850,013	119,440,534	133,290,547	174,708	197,474	372,182	192,055
Last Fiscal Year 2019							
Contract Year A-6							
Spent to Date	34,180,853	233,400,535	267,581,388	597,168	1,700,050	2,297,218	458,422
Unspent	33,093,046	230,200,624	263,293,670	597,168	833,790	1,430,958	398,099
	1,087,807	3,199,911	4,287,718	-	866,260	866,260	60,323
Second Prior Fiscal Year							
2018 Contract Year E-4							
Spent to Date	30,458,851	195,698,837	226,157,688	529,488	1,352,647	1,882,135	451,782
Unspent	30,458,851	193,992,261	224,451,112	529,488	1,277,912	1,807,400	445,366
	0	1,706,576	1,706,576	0	74,735	74,735	6,416

OPERATIONS EXPENDITURES

February 28, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Salaries and Wages	16,386,054	13,846,177		22,000,000	74.5%
Temporary Help	242	20,016		20,000	1.2%
Fringe Benefits	3,737,372	3,600,603		6,000,000	62.3%
Contracted Employees	58,071	70,843		75,000	77.4%
Salaries and Benefits Total	20,181,739	17,537,639	-	28,095,000	71.8%

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Facilities Rent	1,410,346	1,276,426		2,380,461	59.2%
Facilities Maintenance	380,983	394,700		577,000	66.0%
Information Technology	1,116,971	1,011,776		1,250,000	89.4%
General Office Expense	136,297	167,146		261,250	52.2%
Operating Expenses	196,951	227,110		340,000	57.9%
Equipment	36,250	101,144		138,791	26.1%
Professional Expenses	340,922	309,911		1,000,000	34.1%
Office Expenses	35,730	38,160		131,760	27.1%
Travel and Training Expenses	109,675	373,236		350,000	31.3%
Foster Grandparent/Senior Companion Expenses	292,647	305,211		484,702	60.4%
CPP Expense	74,967	319,354		249,675	30.0%
Total Operating Expenses	24,313,478	22,061,813	-	35,258,639	69.0%

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

POS EXPENDITURES

February 28, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Community Care Facility	60,549,098	45,873,848		90,000,000	67.3%
ICF/SNF FACILITY	73,162	78,087		500,000	14.6%
Day Care	918,252	801,824		1,500,000	61.2%
Day Training	24,367,468	24,567,562		40,000,000	60.9%
Supported Employment	1,149,177	1,156,795		2,200,000	52.2%
Work Activity Program	325,100	356,334		700,000	46.4%
Non-Medical Services-Professional	555,875	342,871		600,000	92.6%
Non-Medical Services-Programs	14,869,330	16,710,640		22,000,000	67.6%
Home Care Services-Programs	619,846	814,295		1,500,000	41.3%
Transportation	773,969	1,820,148		3,500,000	22.1%
Transportation Contracts	3,808,600	10,850,689		20,367,025	18.7%
Prevention Services	9,080,566	9,884,792		15,000,000	60.5%
Other Authorized Services	15,595,729	14,272,073		25,000,000	62.4%
P&I Expense	26,829	26,058		65,000	41.3%
Hospital Care	303,750	305,000		550,000	55.2%
Medical Equipment	226,168	166,911		480,000	47.1%
Medical Care Professional Services	2,875,811	2,679,801		4,637,448	62.0%
Medical Care-Program Services	22,517	22,312		70,000	32.2%
Respite-in-Home	19,396,197	9,849,860		24,000,000	80.8%
Respite Out-of-Home	347,365	316,971		800,000	43.4%
Camps		30,504		80,000	0.0%
	155,884,809	140,927,375	-	253,549,473	61.5%
CPP				197,474	0.0%
Total Purchase of Service	155,884,809	140,927,375	-	253,746,947	61.4%

ICF SPA RECEIVABLES \$ 3,136,177

Date	Donor	Amount
02/05/21	Frontstream	525.00
	Total Fund Balance 1/28	\$ 21,073.80

Date	Donor	Amount
03/09/21	Charities Aid Foudation	\$ 40.00
	United Way of SJC-Bud Mullanix	51.00
	Charity on Top Foundation	50.00
03/25/21	PayPal Donation	96.80
	PayPal Donation	970.70
	PayPal Donation	96.80
	AT&T Employee	45.00
		<hr/> \$ 1,350.30
	Total Fund Balance 3/24/21	\$ 22,524.10

Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below on April 2021 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 April 2021 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 Communication Station Inc, PV1282	\$ 2,341,823
2 Community Anchor Services, SV0028	\$ 420,000
3 OpenDoor Services, HV0479	\$ 684,000
4 OpenDoor Services, HV0122	\$ 1,416,000
5 OpenDoor Services, HV0137	\$ 2,198,350
6 OpenDoor Services, HV0138	\$ 980,000
7 OpenDoor Services, HV0347	\$ 868,217
8 OpenDoor Services, HV0395	\$ 2,260,364
9 OpenDoor Service, HV0466	\$ 600,000
10 Steps Intervention, PV1291	\$ 840,000
11 Trust Management Services, PA0337	\$ 700,000
12 UCP San Joaquin, S29405	\$ 840,000
13 UCP San Joaquin, H29232	\$ 720,000
14 UCP San Joaquin, HV0009	\$ 1,650,445
15 UCP San Joaquin, HV0398	\$ 456,000
16 UCP San Joaquin, H29312	\$ 1,608,582
17 UCP San Joaquin, H29413	\$ 435,418
18 UCP San Joaquin, HV0264	\$ 670,140
19 UCP San Joaquin, HV0159	\$ 1,029,738
20 UCP San Joaquin, PV0937	\$ 311,777
21 UCP San Joaquin, HV0418	\$ 725,000
22 Bright Futures 1, HV0427	\$ 894,548
23 Bright Futures 2, HV0428	\$ 886,916
24 Bright Futures 3, HV0498	\$ 815,498
25 Khan Guest Home, LLC, HV0448	\$ 847,522
26 Shadman House, PV1763	\$ 360,000
27 Shadman House, HV0472	\$ 886,916
28 Steps Home, HV0446	\$ 886,916

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



Job Description

Job Title: Corporate Application & Reporting Specialist

Reports To: Information Technology Director

General Statement of Duties

Provide strategic management for applications and solutions used in the organization along with technical support and problem resolution related to these applications. Develop and create procedure of its usage and related documentation. Identify what applications need improvements to enhance business operations and collaborate closely with different business partners within the organization to help implement these changes and workflows. Manage application vendors to forecast licensing requirements and application enhancements. Test and communicate these changes and enhancements to the organization and provide training as necessary. Build reports for the applications responsible for.

Working Condition and Physical Requirement:

- The majority of duties are performed in the office
- Must have reliable transportation and be able to travel locally and out of town regularly
- The ability to sit at a work station for up to 5 hours at a time
- Adequate manual dexterity and coordination to operate standard office equipment (i.e. computer, telephone, fax machine, etc.)
- Excellent oral and written skills are essential.
- The ability to read, write and comprehend large amounts of written material, use the telephone, and communicate via electronic mail is required on a daily basis.
- The ability to lift, push and pull and carry up to 25 pounds.
- The ability to bend, stoop and crawl
- The ability to reach including reaching at heights above the shoulders

Key Responsibilities – Essential Functions:

- ❖ SANDIS7 – used by majority of staff to enter clients' confidential information that are transmitted to DDS.
 - Troubleshoot and guide how to use SANDIS7
 - Communicate to SANDIS for any escalation and making suggestions to benefit organization.
 - Send announcement for any new enhancement and features

- Query reports
 - Caseload transfers
 - Resetting password and disable/enable access
 - Reassign unfilled caseload when requested
- ❖ AS400/iSeries – used for UFS (green screen), for SANDIS7 profile creation, check runs for Fiscal and DDS StateWide Search.
- Creating new SANDIS account
 - UFS (green screen) to reverse any unit that was transmitted from SANDIS to DDS
 - SpoolFlex to configure printers set in SANDIS and for Fiscal
 - Record locked and queue monitoring
 - Caseload labels printing
 - Resetting StateWide Search users' password if needed
- ❖ O365 – Collaboration
- Microsoft Teams for collaboration and use as a form of communication
 - Data compliance and security reporting
 - Document and provide instructions for any features that are useful and will benefit users to ease their work by using Outlook, Excel, Word, PowerPoint, etc.
 - OneDrive for Business to request files, share files using a link and restore files from previous or older version.
 - Assign license to users to be able to use application and revoke license from account that are no longer active to free up the license and reassignment
- ❖ PandaDoc – sending documents, that requires electronic signatures.
- Add new users and assigning license
 - Provide support and training if user need assistance how each feature works
- ❖ Zoom – for virtual meetings or webinars.
- Provide support when users are having issue getting in to their account
 - Provide trainings needed when users needed assistance using the application and/or have questions.

Assigning and revoking license

Minimum Position Requirements:

- Ability to organize and execute a complex plan
- Superior analytical skills
- Ability to troubleshoot complex situations

- Understand basic applications
- Ability to read, write and speak English
- Reliable transportation, a driver's license, the ability to meet VMRC's minimum driver acceptability criteria is required and current auto insurance that meets or exceeds minimum state standards is required for this position.
- Bachelor's Degree and/or combination of education and experience

Credentials and Experience:

- Two or more years experience analysis and support of applications

Special Requirements: Willing to work overtime, holidays and weekend as required by the agency at all three locations. Participate in on call support.



Job Description

TITLE: Director of Consumer Services (Children)

REPORTS TO: Executive Director

General Statement of Duties: The Director of Consumer Services (Children) is responsible to oversee Valley Mountain Regional Center's children programs including:

1. Early Start Case Management
2. Education Specialist
3. Self-Determination Program
4. Children's Case Management (3-15 years old)
5. Intake
6. Autism Specialist

Encouraging consistency between procedures in each office. The Director of Consumer Services (Children) serves as liaison between the Department of Developmental Services, Education, (APS, IHSS, MH, etc.) and VMRC about all Adult programs and its multi-agency implementation. and VMRC about all children's programs and its multi-agency implementation. In addition, the Associate Director Children's program is responsible for the agency's Early Start consumers and Lanterman consumers.

Working Condition and Physical Requirement:

- The majority of duties are performed in the office and out in the community.
- Must have reliable transportation and be able to travel locally and out of town regularly.
- The ability to sit at a work station for long periods of time.
- Frequent standing and walking throughout offices, service provider facilities and other agencies.
- Adequate manual dexterity and coordination to operate standard office equipment (i.e. computer, telephone, fax machine, etc.)
- The ability to read, write and comprehend large amounts of written material such as reports and regulations, use the telephone, and communicate via electronic mail is required on a daily basis.
- Excellent oral and written skills are essential.

Key Responsibilities – Essential Functions

- Supervise all Children's activities in all 3 offices.
- Ensure compliance with Early Start and Lanterman timelines.
- Work with DDS on data gathering and reporting
- Maintain internal Children's statistics

Director of Consumer Services (Children) Job Description

- Attend local and state-level trainings and meetings regarding trends and evidence-based practices in the field of infant-toddler intervention.
- Educate and work collaboratively with managers regarding changes in regulations, ongoing issues and implementation of changes and policies. Ensure compliance with agency and state policy, regulations and standards.
- Serve as liaison to DDS Early Start Department and to the State Department of Education for all communication regarding Early Start rules, regulations, services, etc.
- Consult with Program Managers as they meet with local partners on issues regarding collaboration and Memorandums of Understanding (MOU's).
- Provide technical assistance to new and existing Early Start vendors.
- Monitor ES vendors regarding quality of service and work collaboratively with Community Resources to assure compliance. Communicate compliance to Clinical Director.
- Work collaboratively with VMRC's Resource Development team to identify needed Early Start and Children's services and modes of delivery.
- Serve as the local approval authority for all children's case management issues and decisions not requiring outside department involvement.
- Coordinate public relations activities for the assigned geographic area, with a particular emphasis on providing well-planned child find efforts and on connecting the efforts across counties and across agencies.
- Participate in the fair hearing process for early start and children's issues.
- Participate with employees and managers in problem solving and determine resolution to complex problems regarding Early Start services.
- Comply with VMRC Policies and Procedures.
- Plan, direct, supervise and coordinate the work of the Early Start teams including management and supervision of staff.
- Evaluate staff as required and consult with HR on performance issues.
- Provide ongoing training to new and existing staff assigned to Early Start and all children's services.
- Other job-related duties as assigned.

Supervision Responsibility

Direct Reports:

Early Start Program Managers, Children's Case Management Program Managers, Intake Managers (Early Start and Lanterman Act referral), Education Specialist, Self Determination, and the Autism Specialist.

Joint Responsibilities with the Director of Consumer Services (Adults)

- Hold Weekly (or as needed) Program Managers Supervision Meeting
- Attend the ARCA Chief Counselors Meeting
- Participate in the committees to review POS Exceptions and Popplewell recommendations
- Reporting to DDS (Performance Contract, Case Load Ratios, etc.)

Director of Consumer Services (Children) Job Description

Minimum Position Requirements:

BA/BS degree (graduate degree preferred) in public administration, social work, counseling, nursing, psychology, or related field and at least five (5) years of increasingly responsible professional or administrative experience related to Early Start, including at least two years of supervisory experience. Experience should include significant work with/for young children with developmental and/or health disabilities. Knowledge of California's Early Start Program and Regional Center experience preferred.



Job Description

TITLE: Director of Consumer Services (Adults)

REPORTS TO: Executive Director

General Statement of Duties: The Director of Consumer Services (Adults) is responsible to oversee Valley Mountain Regional Center's adult programs including:

1. Adult Case Management teams
2. Deflection Team (including Legal Services Review Team and After Hours)
3. Transition Case Management Teams
4. Behavioral Management Review Committee
5. Day to day management of the Clerical team

Encouraging consistency between procedures in each office. The Director Consumer Services (Adults) serves as liaison between the Department of Developmental Services, Department of Rehabilitation, Education, other local county government services (APS, IHSS, MH, etc.) and VMRC about all Adult programs and its multi-agency implementation. In addition, the Director of Consumer Services (Adults) is responsible for the agency's consumers and Lanterman consumers.

Working Condition and Physical Requirement:

- Most duties are performed in the office and out in the community.
- Must have reliable transportation and be able to travel locally and out of town regularly.
- The ability to sit at a workstation for long periods of time.
- Frequent standing and walking throughout offices, service provider facilities and other agencies.
- Adequate manual dexterity and coordination to operate standard office equipment (i.e., computer, telephone, fax machine, etc.)
- The ability to read, write and comprehend large amounts of written material such as reports and regulations, use the telephone, and communicate via electronic mail is required daily.
- Excellent oral and written skills are essential.

Key Responsibilities – Essential Functions

- Supervise all Adult activities in all 3 offices.
- Ensure compliance with DDS and Lanterman timelines.
- Work with DDS on data gathering and reporting
- Maintain internal Adult statistics
- Attend local and state-level trainings and meetings regarding trends and evidence-based practices in the field of Adult and Transition intervention.

Director of Consumer Services (Adults) Job Description

- Educate and work collaboratively with managers regarding changes in regulations, ongoing issues and implementation of changes and policies. Ensure compliance with agency and state policy, regulations, and standards.
- Serve as liaison between VMRC and the State Department of Developmental Services
- Serve as liaison between VMRC and the Association of Regional Center Agencies Chief Counselors group.
- Consult with Program Managers as they meet with local partners on issues regarding collaboration and Memorandums of Understanding (MOU's).
- Provide technical assistance to new and existing vendors regarding case management.
- Serve as the local approval authority for all case management issues and decisions not requiring outside department involvement.
- Coordinate public relations activities for the assigned geographic area, with a particular emphasis on providing well-planned child find efforts and on connecting the efforts across counties and across agencies.
- Participate in the fair hearing process for any Adult, Deflection or Transition issues.
- Participate with employees and managers in problem solving and determine resolution to complex problems regarding Adult Programs.
- Comply with VMRC Policies and Procedures.
- Plan, direct, supervise and coordinate the work of the Adult, Deflection and Transition teams including management and supervision of staff.
- Evaluate staff as required and consult with HR on performance issues.
- Provide ongoing training to new and existing staff.
- Other job-related duties as assigned.

Joint Responsibilities with the Director of Consumer Services (Children)

- Hold Weekly (or as needed) Program Managers Supervision Meeting
- Attend the ARCA Chief Counselors Meeting
- Participate in the committees to review POS Exceptions and Popplewell recommendations
- Reporting to DDS (Performance Contract, Case Load Ratios, etc.)

Supervision Responsibility

Direct Reports: Adult Case Management Teams, Deflection Team (After Hours), Transition Case managers, BMRC, Oversight for day to day for Clerical team

Minimum Position Requirements:

BA/BS degree (graduate degree preferred) in public administration, social work, counseling, nursing, psychology, or related field and at least five (5) years of increasingly responsible professional or administrative experience related to Adult and Transition Services, including at least two years of supervisory experience. Experience should include significant work with/for adults with intellectual or other developmental disabilities.