



Board of Directors Meeting

Wednesday, December 22, 2021, 6:00 PM

Via Zoom Video Conference

<https://us06web.zoom.us/j/82056138937?pwd=VmhTMHRoeEh4L1dTSdDpVktvZ2dQZz09>

Webinar ID: 820 5613 8937 Passcode: 009232

US: +1 669 900 6833

For accommodations, please contact Doug Bonnet at 209-955-3656, or by email at DBonnet@vmrc.net. Spanish translation is included and is available without requesting.



Meeting Book - Board of Directors Meeting

Board of Directors Meeting

A. Call to Order, Roll Call, Reading of the Mission Statement The Mission of Valley Mountain Regional Center (VMRC) is to support people with developmental disabilities as they enrich their lives through choices and inclusion. VMRC is committed to securing quality, individualized services in collaboration with families and the community.		Margaret Heinz
B. Review and Approval of the Meeting Agenda	Action Item	Margaret Heinz
C. Review and Approval of the Board of Directors Meeting Minutes of 10/27/2021	Action Item	Margaret Heinz
D. Presentation - National Core Indicators (NCI Presentation) 1. Public Comment on National Core Indicators (NCI) Presentation Each member of the public will have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given. Comment will only be on National Core Indicators (NCI) Presentation.		George Lewis, Tara Sisemore-Hester and Christine Couch
E. Public Comment Each member of the public will have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.		Margaret Heinz
F. Consent Calendar Items 1. Finance Committee Meeting Minutes of November and December 2021 2. Executive Committee Minutes of November and December 2021 3. Consumer Services Committee Meeting Minutes of November 2021 4. Legislative Committee Meeting Minutes of November and December 2021	Action Item	Margaret Heinz
G. Committee Reports 1. VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP) 2. Self-Determination Advisory Committee (SDAC) 3. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6) 4. Finance Committee		Candice Bright Mariela Ramos Crystal Enyeart Alicia Schott
a. Approval of Contract Status Reports (CSRs) for November and December 2021 b. Purchase of Services (POS) and Operations (OPS) Expenditures for November and December 2021	Action Item	

c. Approval of Contracts Over \$250,000 from November 2021	Action Item	
d. Presentation of Audit of VMRC Financial Statements for Year Ending June 30, 2020		Kemper CPA Group LLP
1. Approval of Audit of VMRC Financial Statements for Year Ending June 30, 2020	Action Item	
5. Consumer Services Committee		Suzanne Devitt
a. Approval of Social/Recreation and Camp Services Service Standard	Action Item	
6. Legislative Committee		Lynda Mendoza and Candice Bright Linda Collins
7. Bylaws Committee		
8. Special Events Committee		Tina Vera
9. Bylaws Committee		Lynda Mendoza Tony Anderson
H. Executive Director's Report		
1. Performance Contract Presentation		
2. Public Comment on Performance Contract Each member of the public will have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given. Comment will only be on Performance Contract.		
3. Approval of Performance Contract	Action Item	
I. Other Matters		Margaret Heinz
J. Board Member Activities and Reports		Margaret Heinz
K. President's Report		Margaret Heinz
1. Special Assistant to the Director Job Description	Action Item	
2. Division Manager of Consumer Services (Children) Job Description	Action Item	
3. Fiscal Rate Specialist Job Description	Action Item	
4. Cultural Specialist Manager Job Description	Action Item	
5. Report of Executive Committee and Board of Directors Closed Session Minutes of 12/08/21, 12/15/21 and 12/22/21.		
L. Next Meeting - Wednesday, February 23, 2022, 6:00 PM, Location TBD		Margaret Heinz
M. Adjournment		Margaret Heinz



Minutes for Board of Directors Meeting

10/27/2021 | 06:00 PM - 08:00 PM - (GMT-08:00) Pacific Time (US & Canada)

Via Zoom Video Conference

Board Members Present: Margaret Heinz, President, Erria Kaalund, Lynda Mendoza, Vice-President, Candice Bright, Dr Yan Li, Tom Toomey, Lisa Utsey, Anthony Owens, Robert Balderama, Steve Russell, Suzanne Devitt, Gabriella Castillo, Jessica Quesada

Board Members Not Present: Crystal Enyeart informed absence, Alicia Schott informed absence, Emily Grunder informed absence, Tina Vera informed absence, Ken Britter, Linda Collins, Secretary

VMRC Staff Present: Doug Bonnet, Christine Couch, Brian Bennett, Bud Mullanix, Melissa Stiles, Gabriela Lopez, Tara Sisemore-Hester, Emelia Vigil, Mary Duncan, Tony Anderson

Public Present: Rachelle Munoz, Irene Hernandez (interpreter), Dena Hernandez, Alma Janssen, Lisa Culley, Angela Lewis

The Meeting was Called to Order at 6:00 PM by Margaret Heinz, Board President.

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

The Mission Statement was read together. We do have a quorum tonight based on roll call.

B. Review and Approval of the Meeting Agenda – Action Item

Lisa Utsey made a motion to approve, Erria Kaalund seconded. Motion passes unanimously.

C. Review and Approval of the Board of Directors Meeting Minutes of 08/25/21 – Action Item

Tom Toomey made a motion to approve the minutes of 8-25-2021. Lisa Utsey seconded the motion. The motion passes unanimously.

D. Presentation - Board Training Plan, Tony Anderson

See the attached PowerPoint. The presentation explained the new changes in the Contract with DDS related to the board, reviewed the Training Plan Requirements, and Reviewed the draft plan.

Public Comment on the Board Training Plan – none

Dr Li made the motion to approve the board training plan. Candice Bright seconded the motion. No discussion. The board training plan was approved unanimously.

E. Consent Calendar Items – Action Item

Erria Kaalund seconded the motion to approve the Consent Calendar Items. No discussion. The consent calendar items were approved unanimously.

1. Finance Committee Meeting Minutes of September and October 2021
2. Executive Committee Meeting Minutes of September and October 2021
3. Consumer Services Committee Meeting Minutes of September

F. Public Comment



VMRC Board Meeting Public Comment Information
Dena Hernandez Regional Manager
SCDD North Valley Hills
10.27.21

- ❖ SCDD North Valley Hills would like to thank Claire Lazaro & VMRC for hosting the Flu Clinics in Stockton & Modesto and inviting SCDD to volunteer!
- ❖ Want to remind all that SCDD.ca.gov website is chalked full of info for upcoming trainings and events- please check it out! SCDD is also working on a free online training portal and I will share as it gets developed.

- ❖ Lastly- the CHOICES 2022 will be Friday, May 20, 2022 from 10am-12 noon it will be a virtual event on zoom again and it will be free and include a free t-shirt. The theme is from our 2020 cancelled conference “Everyday CHOICES, Everyday Heroes” and our keynote speakers will be self-advocates from our region who were going to speak at the 2020 conference. CHOICES is hoping to encourage “Watch Parties” so folks attending their day program can attend the conference with their peers. The CHOICES Committee is working on details and we will share as details are available.

G. Committee Reports

1. **VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP) Candice Bright, CLASP Appointee:** The September meeting minutes are posted on the VMRC website. The October 25 meeting minutes:
Meeting Minutes
Monday October 25, 2021, at 10am
Via Zoom
 1. Welcome and Introductions.
 - Meeting called to order at 10:00 am by Melanie Gonzalez
 2. Announcements/ Action Items
 3. Approval of Meeting Minutes
 - September minutes were approved 1st Daime Hoornaert by 2nd by Joseph Craven
 4. Treasurer's Report
 - Chris Martin reported that there is \$12970.30 in the CLASP account.
 5. Membership Report
 - CLASP is currently up to 62 paid members for the new year.
 6. VMRC Reports & ED Report
 - HCBS Update: Anna Sims
 - i. Approaching compliance HCBS deadline March 17, 2023.
 - ii. DDS is having a round of grant funding, see health advisory or website for information.
 - iii. Anna posted virtual office hours to help with grant information, see health advisory to sign up.
 - iv. HCBS compliance trainings coming up, check out the website.
 - Robert Fernandez:
 - i. No Report
 - Debbie:
 - i. No report
 - Enos:

- i. October is National Disability Month, check health advisory for success stories.
- ii. CIE incentive programs has changed, payments have been doubled.
- Christine:
 - i. Announced Rhonda's replacement of Josie Craig for foothills.
 - ii. Working on Social Rec Service Standards will go to consumer services in November. If you have any input, please let Christine know.
 - iii. If anyone has a consumer who is in the anti-bully movement, Christine would like to interview them.
- Tara:
 - i. No report
- Brian:
 - i. Moving forward with new position in Resource, Deaf or Hard of Hearing Resource Specialist- will help with focusing on an underserved community.
 - ii. Getting CPP/CRDP Plan to DDS in November, will post project request on website soon.
 - iii. Spending a lot of time answering questions regarding vaccine mandate.
- Katina:
 - i. Alert info report- 26 alerts 14 delivery of care, 3 record keeping, 2 staffing, 2 untimely sir reporting, 2 food, 2 violation of rights.
 - ii. Some vendors have been reassigned that were on Linda's case load, if need info call Katina.
- Doug:
 - i. Completed Flu Shot clinics last month.
 - ii. Claire is working on November Dates for COVID vaccine clinics with Safeway.
 - iii. Self Determination Meet and Greet tonight on Zoom at 5 on 10/25/21, find info on calendars page.
 - iv. Board meeting this week on Zoom. Coalition of Local Area Service Providers
 - v. PCT training coming up.
 - vi. Mobile Dental Clinics for Medi-Cal in November, registration on website.
 - vii. Visit website calendar page to see all events <https://www.vmmc.net/calendars/2021-10/>
 - viii. Sign up for the Health Advisory for latest information <https://www.vmmc.net/sign-up-page/>
- Claire:
 - i. No Report
- Tony:
 - i. Vaccination Mandate is causing issues with vendors. Making workforce shortage worse.
 - ii. Working on slowly phasing people back into the building.
 - iii. Numbers are improving on COVID, seeing about 30 positives per week.
 - iv. Performance contract input is needed, sent survey out. Please fill out here: <https://www.surveymonkey.com/r/C63GBHP>

- v. State is moving to Performance incentives, not sure when it will be out.
 - vi. Board meetings will hopefully be public by January.
 - vii. OIG Report is causing issues with DDS. Katina is reviewing now.
 - viii. Working on hiring staff in various areas.
7. R&D Transportation Update: Myra Montejano
- i. Have many unmet service needs.
 - ii. Commercial Transport Providers are working on recruiting drivers, routes being added each week.
 - iii. If you are interested in providing transportation, please contact to get vendored for transportation at.
 - iv. If you need an update on a specific consumer, contact R&D customer service. R&D Transportation, Myra Montejano - (209) 362-2199 x 208, myram@rdtsi.com R&D Customer Service Department - (209) 362-2199. R&D Contracts and Vendorization Department - (209) 362-2199 x 242 vendorcontracts@rdtsi.com
 - v. If a provider wants to provide transportation in the interim, contact Amber at R&D to become vendored. vendorcontracts@rdtsi.com or R&D 1(888)695-8848
8. CLASP Representative Reports
- VMRC Board – Candice Bright
 - i. Next meeting October 27th via Zoom.
 - Finance– Connie Uychutin
 - i. Purchase of Service (POS) Expenditures- POS expense percentage of the total budget was 17.6%.
 - ii. Operations (OPS) Expenditures- OPS expense percentage of the total budget was 24.3%.
 - iii. Summary: Finances are on track.
 - iv. Contracts over \$250,000 – 1 contract was renewed and approved.
 - v. Popplewell Fund Balance – No report
 - vi. See website for full report.
 - Consumer Services - Daime Hoornaert
 - i. Meeting every other month on Wednesday at 4:45, next meeting on November 3rd.
 - Legislation - Candice Bright
 - i. Next Meeting 11/10/21 at 9 am.
 - Nominating- Daime Hoornaert
 - i. No report
 - By-Laws- Rita Redondo
 - i. No updates
 - Social Media/Special Events – Kirsten Shadman
 - i. New rep is Kirsten Shadman.

ii. CLASP has a public page in FB & IG, if you want to post something there, send to Kirsten via email: ksea9@aol.com

1. Instagram: @CLASP.VMRC

2. Facebook: <https://www.facebook.com/CLASP.VMRC> and

3. Our private member group: "CLASP - VMRC (MEMBER GROUP)" -

<https://www.facebook.com/groups/2310077552557091> When joining our private member group, please be sure to answer the membership questions to be approved into the group.

- Choices – Ignacio Chavez

i. Not many updates right now, will be free and on zoom again this year.

ii. The website will be changing soon.

- Provider Conference - Candice Bright

i. We will not be holding a conference this year, will start planning for next year soon.

- Residential Home Workgroup- No representative

i. Will be updates soon.

- Day Program Workgroup- Sonya Fox-Watson

i. Staffing issues were discussed.

ii. Next meeting on 12/2/21 @ 8:15 am.

9. State Council on Developmental Disabilities/North Valley Hills Office Report- Chris Martin for Dena Hernandez

- SAC6 & PCS are hosting a Zoom Halloween and Costume Party 10/29/21 at 11. See attached flyer.

10. Items for discussion

- Potential Job Fair for DSP's- CLASP and VMRC are working on getting one together. If interested in participating contact Melanie.

- Social Recreation process- Already covered

- Updates on PIN's & DDS Directives- attend weekly meetings on Fridays to find out latest information. Link on website.

11. Unmet needs-

- None

12. Old business-

- None

13. Closed Session- NO CLOSED SESSION today

Adjournment at 11:04 am- Next meeting: November 22nd @ 10 am via Zoom

2. **Self-Determination Advisory Committee (SDAC) Mariela Ramos, Committee Chair.** Mariela was not present tonight so Tony Anderson gave the report. The board also approved the budgeted position "Participant Choice Specialist". I've been meeting with our team in the Self-

Determination Program and we have been reviewing all the new procedures necessary to manage the changes in this program. We have 3 employees and will be adding 3 more due to the budget requirements. Tara Sisemore-Hester oversees this program. She shared that Tony is overseeing an internal strategic planning sessions that has been very helpful for the team. Katie Hornberger is the acting DDS SDP Ombudsperson and is offering training.

3. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6) Crystal Enyeart, SAC6 Appointee – Lisa Utsey reported on behalf of Crystal Enyeart:

Sac 6 report to the VMRC Board, October 2021

August 26th Sac 6 had their monthly Leadership with VMRC Executive Director and VMRC Liaison to Sac6. Here we discussed September Friday Chat Zoom topics, Wallet Cards, and how the VMRC Committee meetings are going for members. Wallet cards are cards, so that Adults who receive VMRC services can carry a card to share with medical providers that they can have a support person with them to help them make medical decisions about the care they are receiving. They will be available on the website to be downloaded or SC can provide to people.

August 27th Sac 6 Zoom chat was on Home & Community base setting by Anna Sims. This was a great topic, and lots of plain language material was presented. It was easy to understand the information regarding the new changes that will be taking place.

September 8th Sac 6 partnered with DTI (Disability Thrive Initiative) Rights and Advocacy, to get the word out about the importance of Advocacy and having our voices heard. Sac 6 Board members gave a PowerPoint presentation on the importance of Self Advocacy and how and why it's important to them. There were over 220 participants on the webinar. Tony Anderson also presented, thank you Tony!

September 8th Sac 6 had their Friday practice Zoom Chat. At our practice meetings we decide who will present and what part of the script. As of September 22nd, we've have had 70 practice chats since COVID began.

September 10th Sac 6 Friday Zoom Chat topic was on Direct Professional Week, presented by Tony Anderson.

September 11th Sac 6 had their Board Meeting. Here we voted on approving our goals for the year and other important topics.

September 14th our Sac 6 Consultant Lisa Utsey attended the ARCA Webinar which was on early child development and services.

September 17th Lisa U. also attended the ARCA monthly meeting while the rest of us Sac 6 members presented on the Friday Zoom Chat with our special presenter Christine Couch from VMRC. This topic was Remembrance Day. We took a moment to honor all those we have lost this year that we represent. Also, to remember those who have passed while living in an institution, that are buried in mass grave sites. Sac 6 helped share information for individuals to register and helped register people for the webinar, hosted by DRC on September 20th.

October 1st Friday Zoom Chat topic was National Hispanic/American Heritage month.

October 8th- Friday Zoom Chat topic was Employment Awareness Month with Enos Edmerson-- VMRC Employment Specialist. He shared lots of information about employment and who people can contact if they are interested in working.

October 14th Lisa U assisted with working the VMRC & Safeway Flu vaccine drive thru at the Modesto site, as well as getting her Flu shot.

October 15th – Friday Zoom Chat topic was Come and Learn About Down Syndrome Awareness Month with Dena #1 Pfeifer SAC6 Member and the Buddy Walk. Dena shared her personal story, her accomplishments, and her family with us. It was a very touching story about how she is living her life her way!

October 22nd- Friday Zoom Chat topic was CALABLE Lots of information was given. A CalABLE account is an investment and savings account available to eligible Individuals with disabilities. ABLE Accounts are made possible by the federal Achieving a Better Life Experience ("ABLE") Act of 2014. ABLE Accounts allow individuals with disabilities to save and invest money without losing eligibility for certain means-tested public benefits programs, like Medicaid and Social Security Income ("SSI").

Upcoming events:

October 29th - Friday Zoom Chat topic was collaboration with PCS R.A.P Dance
Look for our Fall Chatter Article on the VMRC Sac6 page.

Sincerely,

Crystal Enyeart

SAC6 representative to the VMRC Board and Consumer Services.

4. Finance Committee Alicia Schott, Treasurer

a. Approval of Contract Status Reports (CSRs) for September and October Action Item:

Melissa Stiles gave the report. Finance Committee/Margaret Heinz made the motion to approve the CSRs. Tom Toomey seconded the motion. NO discussion. The approval of the contract status reports was approved anonymously.

b. Purchase of Services (POS) and Operations (OPS) Expenditures for September and October 2021 Melissa Stiles reviewed the POS and OPS expenditures.

c. Acceptance of Restricted Donations to the Popplewell Fund Action Item: Doug Bonnet explained the new Popplewell Committee process. Margaret Heinz/Popplewell Committee made the motion to approve the acceptance of the restricted donations to the Popplewell Fund. Anthony Owens seconded the motion. NO discussion. The balance and donations were approved unanimously.

d. Approval of Contracts over \$250,000 Brian Bennett, Community Services

Action Item Margaret Heinz/Finance Committee made the motion to approve the contracts over \$250,000. Lynda Mendoza seconded the motion. Candice Bright abstained. NO discussion. The approval of contracts over \$250,000 was approved.

5. Legislative Committee Lynda Mendoza and Candice Bright, Committee Co Chairs: the next meeting is November 10, 2021.

6. Nominating Committee Linda Collins, Chair: Doug Bonnet gave the report. There are 2 openings. We are accepting applications. The committee will try to meet in December.

7. **Bylaws Committee Linda Collins, Secretary and Chair:** Tony Anderson gave the report. The committee will meet this year. They have some recommendations that Matthew helped them put together.
8. **Special Events Committee Tina Vera, Chair:** No report.

H. Executive Director's Report

1. Performance Contract: this year we're getting feedback from the community through survey monkey and it is the feedback we've received over the past 5 years. We will have a presentation at the December meeting to review the final report.
2. **Vaccinations:** **CONSUMERS:** 43% Vaccinated with 8% needed the next shot, 2nd highest vaccination rate for seniors at 88% and for those 50-64 at 81%, but only 13% of children 12-15. **VMRC:** We now have 301 vaccinated staff - 80% of the workforce, we currently have 18 religious exemption requests - everyone must be vaccinated by November 30, 2021, We currently are testing all unvaccinated employees weekly **PROVIDERS:** Most regional center service providers are now required to ensure their staff are fully vaccinated by Nov 30, 2021. Some providers have reported they are navigating this requirement successful but several others are reporting large employee vacancies and resignations associated with the mandatory vaccinations.
3. Social Recreation Service Standard will be discussed at the Consumer Services meeting, chaired by board member Dr. Suzanne Devitt – Tara reported that she and Christine are working with a committee and finished up our draft today. We are very excited to be able to provide these services to people.
4. As you know the board approved the Emergency Response Coordinator position and Doug is in the process of organizing the recruitment with Bud – Doug will work with Tara and Christine, along with Bud to manage emergencies. Doug will have a staff person on his team as well to support emergency coordination.
5. The board also approved the budgeted position "Participant Choice Specialist". I've been meeting with our team in the Self-Determination Program and we have been reviewing all the new procedures necessary to manage the changes in this program. We have 3 employees and will be adding 3 more due to the budget requirements.
6. Deaf Service and Hard of Hearing position - another approved position that we are working on right now. Brian Bennett is working with HR to post the position both internally and externally. On Friday, November 5 there will be an information session about the position.
7. Board Comp letter - Jose is ex officio board member
8. Today DDS just announced another extension of the directives set in place to protect health and safety of people with developmental disabilities including HS Waivers, Alternative Services, Early start, etc.
9. And finally, we had an email phishing attack for a few hours in September targeting our compliance manager. We have isolated the exposure and sent notices to 130 people. A few days later we were hit from a malicious email using a real email address of one of our vendors. We are currently working with DDS and our Cyber Security Insurance company to review protocols and notices. We were in the process of implementing multi-factor authentication which would have prevented these events. If have a large investment in IT and IT security and confident that the actual exposure extremely low and potentially no sensitive information was viewed.
10. We are starting to work on the recruitment for the 5 Enhanced Caseload Service Coordinators. We received a spreadsheet of all the consumers we serve who are non-

white and or monolingual. The next step in developing these positions will be to create the caseloads of 40 individuals then we'll workout the supervision responsibilities.

I. Other Matters Dr. Devitt shared that the last meeting on September 1, 2021 heard many of the agenda items. Due to time issues, other agenda items were not addressed. The agenda for the November 3 meeting is on the webpage.

J. Board Member Activities and Reports - none

K. President's Report – The Executive Committee made the motion to approve the three job descriptions. Dr Russell seconded the motion. No discussion, the motion passed unanimously.

- 1. Approval of Enhanced Caseload Service Coordinator Job Description Action Item**
- 2. Approval of Director of Administration Job Description Action Item**
- 3. Approval of Participant Choice Specialist Job Description Action Item**

Margaret shared about the extension of the DDS directives.

Last month at the October ARCA webinar, we had 7 VMRC board members attending. She has a prize for Erria Kaalund for participating! Margaret was proud that Tara was a presenter. The November 9/10 training is about school services for school aged children.

LA School District got everyone vaccinated without any lost jobs.

She encouraged everyone to get their booster at Safeway or CVS!

Thanks for participating in the flu shot clinic. They are amazing and accessible for the community.

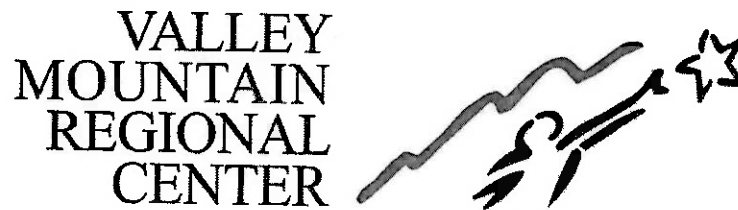
The Health Advisories are appreciated!

The board had a closed session earlier and they will receive an email from Kinetic Flow. More information is coming as necessary.

Amazing woman, Sarah Blakely, recently gave her employees an amazing gift – Margaret believes VMRC employees deserve amazing gifts too!!

L. Next Meeting - Wednesday, December 22, 2021, 6:00 PM, Location TBD

M. Adjournment at 742pm



Valley Mountain Regional Center
Board Training Curriculum (2021-2022)

The Valley Mountain Regional Center Board of Directors meets for Board Meetings 7 times per year (February, April, June, July, August, October, and December) on the 4th Wednesday of every other month. All these meetings are preceded by a 1-hour training to the Board on a topic of relevance. VMRC staff, management, senior leaders, community partners and stakeholders put on the training. We also utilize contractors for special projects required by the regional center, or other designated experts in a field or topic relevant to the board governance of the agency, to put on these trainings.

In addition to the 7 trainings provided, the Board also meets one Saturday per year for an annual Board Retreat. On this day board members receive updates by senior management and legal counsel on the business of the regional center and their roles, responsibilities, and expectations as a board member. Board members are also given the opportunity to ask questions of their senior management.

Board members are also invited, and encouraged to attend, the Association of Regional Center Agencies (ARCA) bi-monthly Web Academies. This past year those topics included, "How Services and Supports Meet the Needs of Infants and Toddlers", "Decoding Regional Center Purchase of Service Data", "Diversity Part 2", and Diversity Part 1". ARCA reports that their ongoing Web Academy series has been a "great success!"

Upon becoming a new board member, individuals go through an extensive onboarding with the Executive Director and the Special Assistant to the Executive Director. VMRC provides Board Members access to an extensive digital library to learn about things like the Lanterman Act, Board Member Responsibilities, Code of Ethics, Bylaws, Mission Statement, Performance Contract, Organization Chart, VMRC Fact Sheets, and other important information that will be of value to them while serving on the board. Also included in the onboarding is a 1 on 1 sit down with the Executive Director, as well as a tour of our main facility and introductions to various staff members.

Board Members are also encouraged to sign up to volunteer to go on visits to our vendored day programs and care homes to learn about the services that these organizations provide. Board Members then report to the board at the next board meeting about what they learned and saw at each visit. In 2020 and 2021, Board Members were also invited to and participated in events like PPE Distribution, COVID-19 Testing and COVID-19 Vaccination Clinics to help keep our community and consumers and families safe against COVID-19.

VMRC asks that each Board Member volunteer to be on at least 1 sub-committee of the Board of Directors. Typically, we encourage each board member to try and participate on 2 committees, one in which they have some prior knowledge or expertise, and one in which they would like to learn more about.

Valley Mountain Regional Center Curriculum

Our curriculum is designed to meet current Regional Center Board of Director training requirements pursuant to Welfare and Institutions Code (W&I) Section 4622(g) and reflected in our contract language for 2021-22 with the Department of Developmental Services.

Training Format

Trainings and Education sessions have been, and if necessary due to COVID-19 restrictions, will continue to be provided in a virtual format via Zoom Video Conferencing.

The curriculum is divided into 7 training segments. Each session will be 60 minutes in length. The sessions will include a power point presentation, possible handouts, and open Question and Answer sessions throughout. Sessions will be trainer led and/or in combination with staff on the various subject matter expert issues. Training sessions will be conducted to be compliant with the DDS requirements for fiscal year 2021/2022. Each session will occur up to 60 minutes prior to the Board of Directors meeting.

Trainer Qualifications

Matthew F. Bahr is an attorney and currently counsel for the three regional centers (CVRC, KRC and VMRC). He has conducted Board Trainings for the last 10 years for Central Valley Regional Center and has now included Kern and Valley Mountain Regional Center. Mr. Bahr successfully completed the Special Contract Language training requirement for a regional center in 2018 and 2019. Mr. Bahr trains RC staff on mandatory policy requirements and has provided vendor trainings as well. Additional Mr. Bahr is involved in and advises on all aspects of regional center activities, from Board of Director Bylaw revisions and Executive Director Selection to case management, vendor, and Human Resource issues.

Curriculum

Segment 1: Legal Issues and VMRC Forensic Team – July 2021

Segment 2: Legal Issues and VMRC Due Process/Fairness – August 2021

Segment 3: Regional Center Board Governance (role of board members and facilitators) - October 2021

Segment 4: Regional Center Board Governance (management and evaluation of the Executive Director)
- December 2021

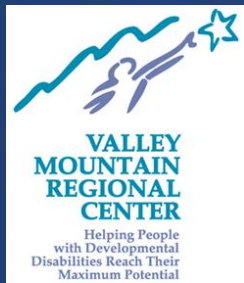
Segment 5: Linguistic and Cultural Competency - February 2022

Segment 6: Conflict of Interest and Whistleblower Policies - April 2022

Segment 7: Public Board Training - June 2022



National Core Indicators (NCI) Valley Mountain Regional Center



Children Family Survey 2018/19

What Is National Core Indicators (NCI)?



Each year, NCI asks people with intellectual and developmental disabilities (IDD) and their families about the services they get and how they feel about them. NCI uses surveys so that the same questions can be asked to a large group. The NCI Child Family Surveys are mailed to families in many states.

Child Family Survey



The Child Family Survey is a survey that is mailed to families with children ages 3-18 years old living with them who receive at least one service from a regional center, in addition to case management. The survey is mailed to all available and valid family addresses who meet the criteria, participation is voluntary and confidential. The survey asks families about information and planning; access and community connection; choice and control; and family involvement.



Who answers the questions on a Child Family Survey?

The questions on the Child Family Survey are answered by someone who lives with a child who gets services from the state (like a parent or other family member). In California, all families who have a child with IDD in the home who gets regional center supports, are asked to do this survey.

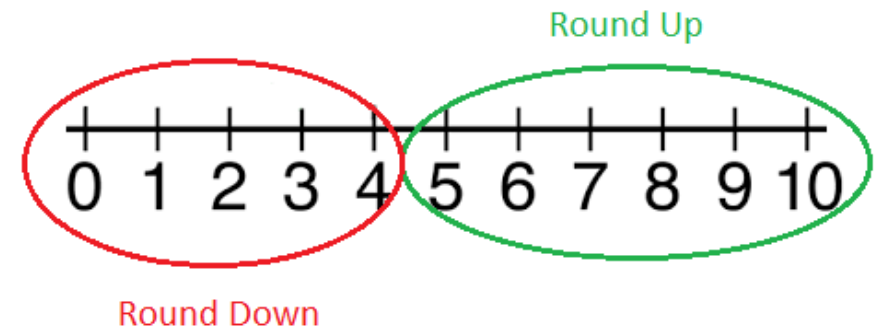
What is this report?



We use words and figures to show the number of yes and no answers we got. Some of our survey questions have more than a yes or no answer. In fact, some ask people to pick: “always,” “usually,” “sometimes,” or “seldom/never.” For this report, we count all “always” or “usually” answers as yes. All others we count as no. (If you want to see the full range of answers separately, you can find those here: <https://www.dds.ca.gov/rc/nci/>)



- For this report we round percentages to the nearest ten percent. To round, we look at the last digit in a number. If the digit is 5 or more, we “**round up**” to the next highest number with a zero. If the digit is 4 or less, we “**round down**” to the next lowest number with a zero.
- For example: If 87% of people say they feel safe at home, we “**round up**” 90%. If 12% of people say they have a paid job, we “**round down**” to 10%.



Important to know



These questions were answered by someone who lives with the child receiving services and knows them well—usually a parent.

In this report, “child” means the child in the household who’s receiving services from the state. “You” is the person who answered the question. The person who answers questions is not the person with a disability.

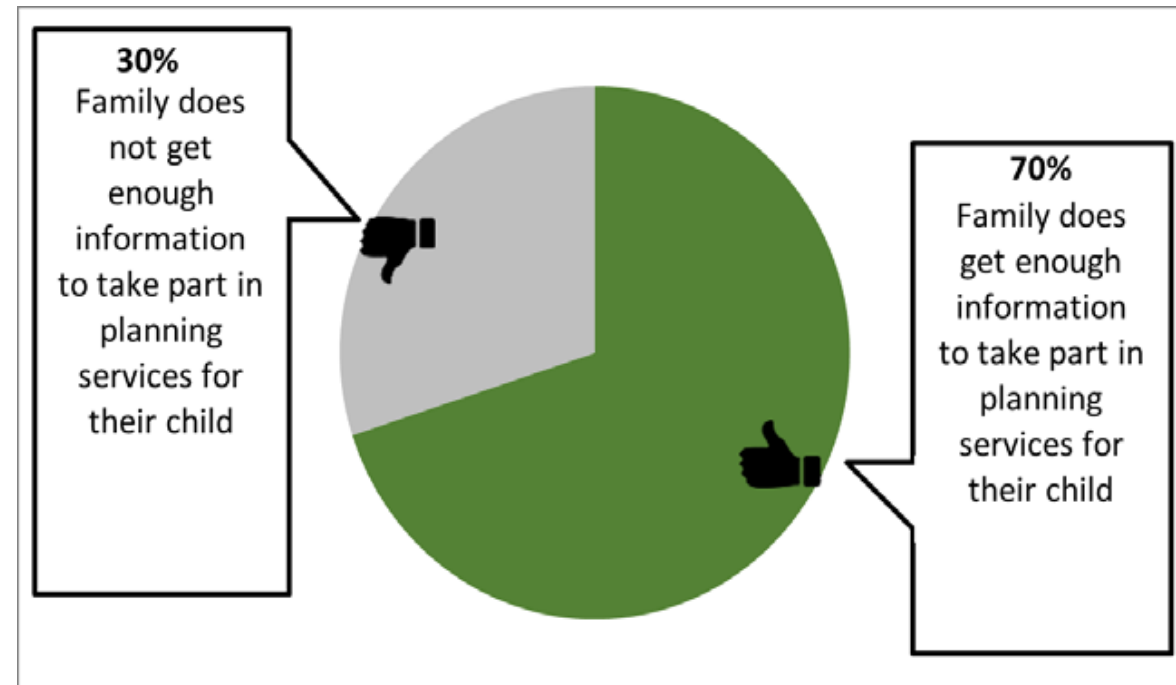
NCI asked families about the information they get to help plan services.



Do you get enough information to take part in planning services for your child?



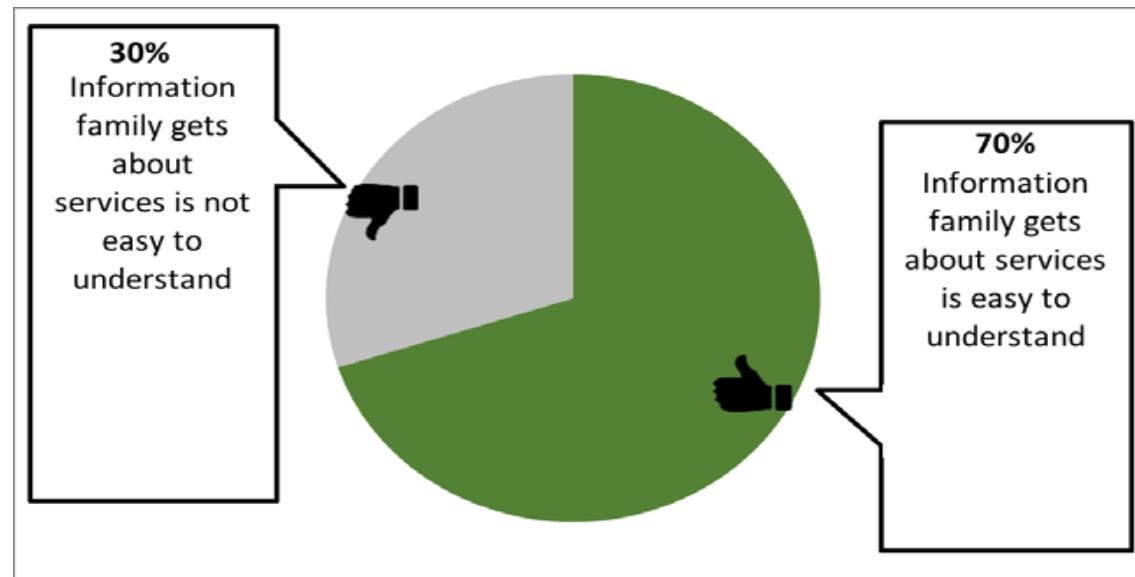
NCI tells us **7** out of every **10** people said **they always or usually get enough information to take part in planning services for their child.**



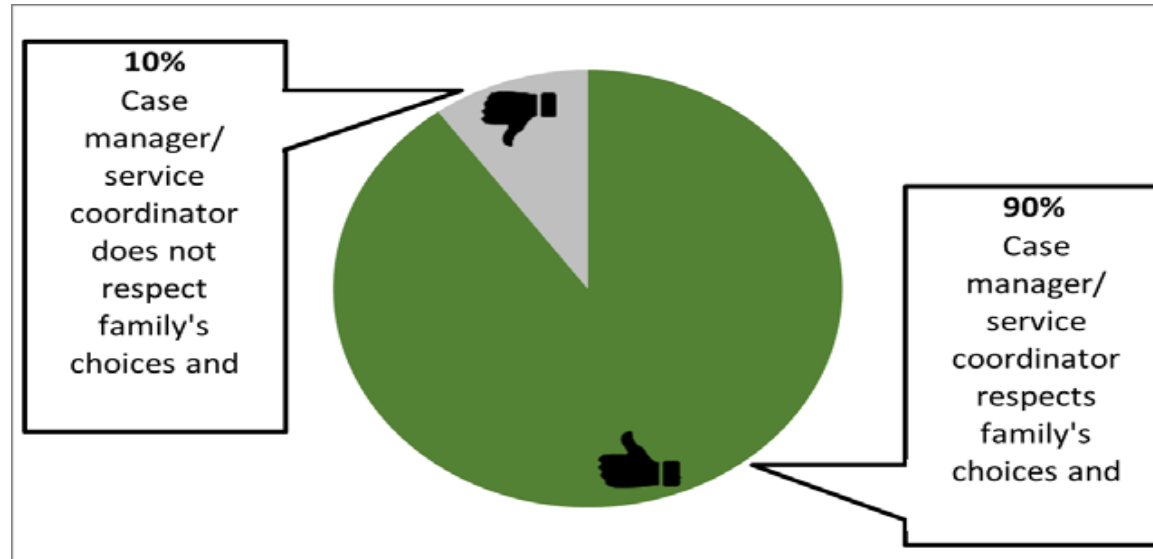
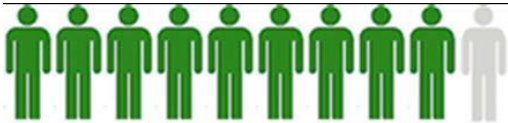
Is the information you get about services easy to understand?



NCI tells us **7** out of every **10** people said **the information they get about services is always or usually easy to understand.**

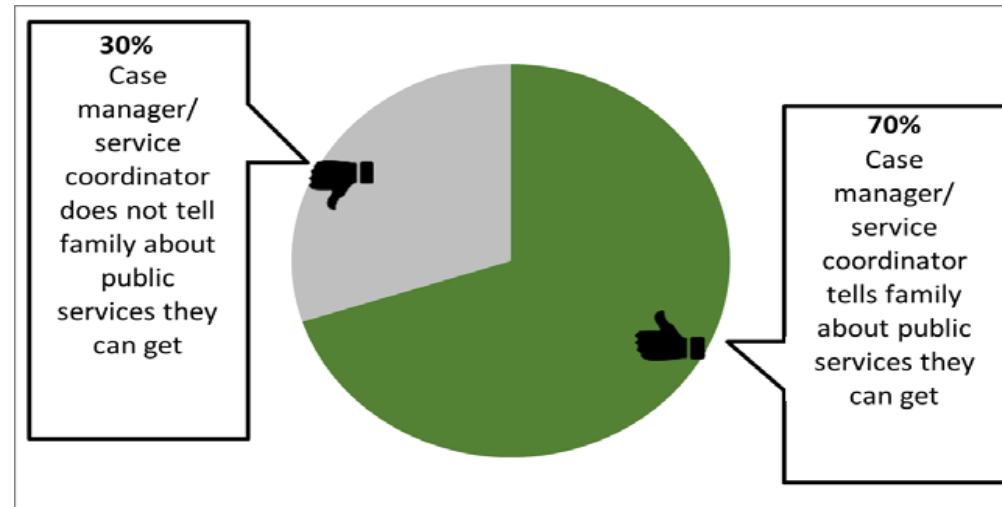


Does the case manager/service coordinator respect your family's choices and opinions?



NCI tells us **9** out of every **10** people said **the case manager/service coordinator always or usually respects the family's choices and opinions.**

Does your case manager/service coordinator tell you about other public services your family can get? Like food stamps or SSI.

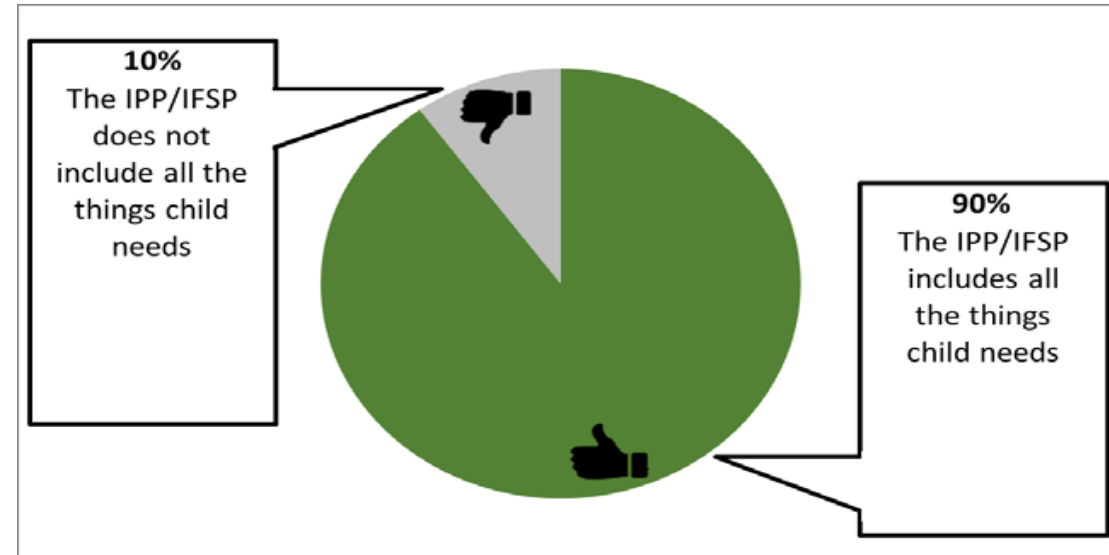
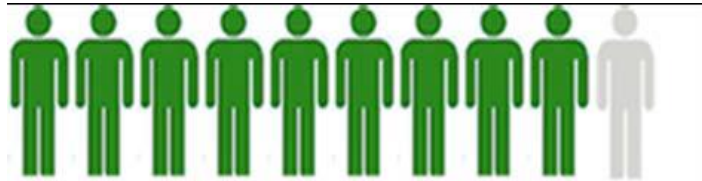


NCI tells us **7** out of every **10** people said **the case manager/service coordinator always or usually tells them about public services the family can get.**

Children receiving services have an Individual Program Plan (IPP) or an Individual Family Service Plan (IFSP). The IPP/IFSP should include things the child wants and needs. NCI asked families about their child's IPP/IFSP.

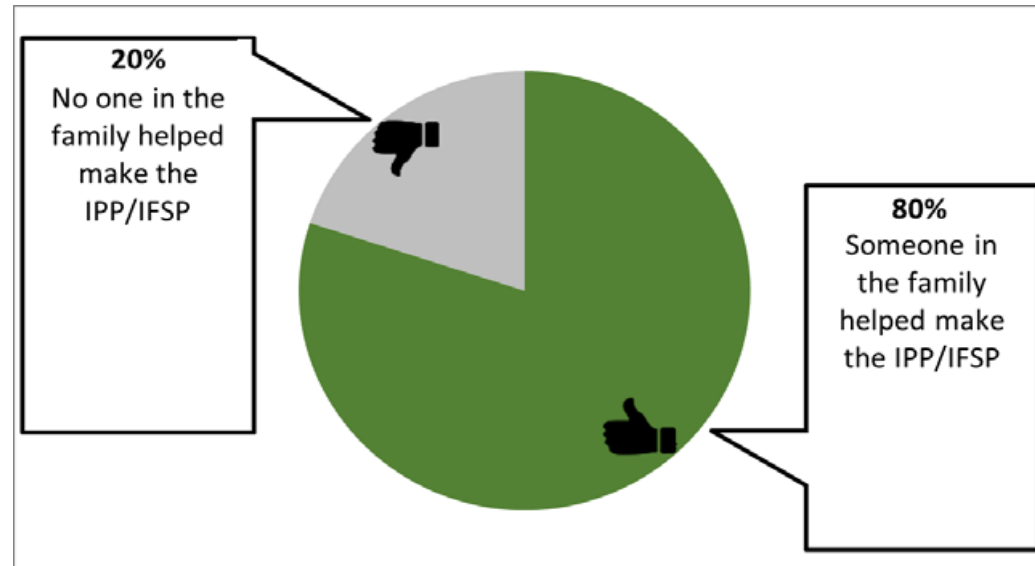


Does the IPP/IFSP include all the things your child needs?



NCI tells us **9** out of every **10** people said **the IPP/IFSP includes all the things their child needs.**

Did someone in your family help make the IPP/IFSP?



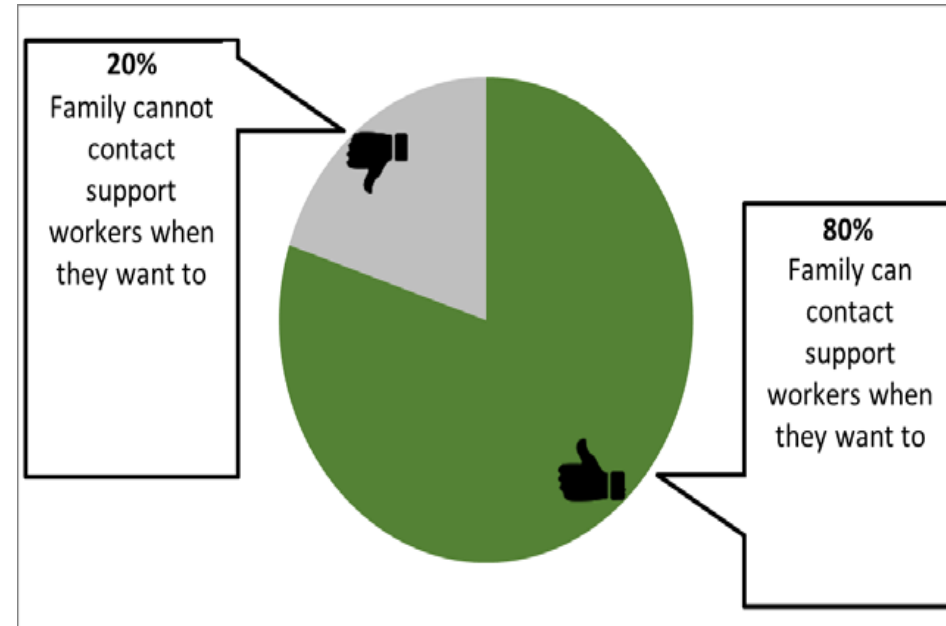
NCI tells us **8** out of every **10** people said **someone in the family helped make the IPP/IFSP.**



Sometimes people want to talk with their support workers and case manager/service coordinators. NCI asked if families could contact support workers and case manager/service coordinators when they wanted to.

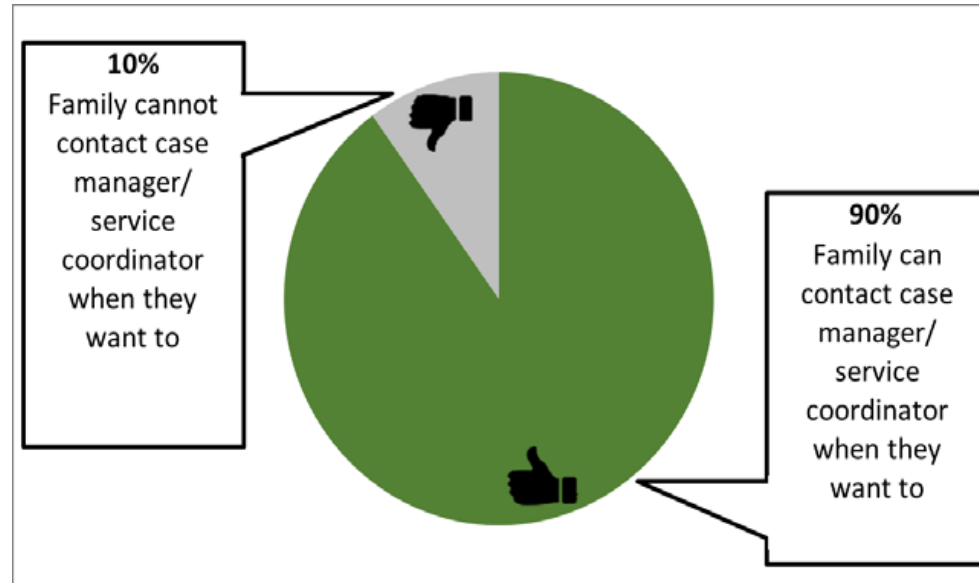
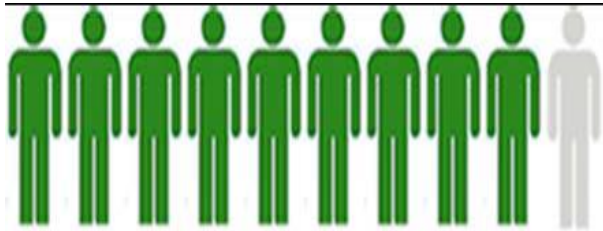


Can you contact support workers when you want to?



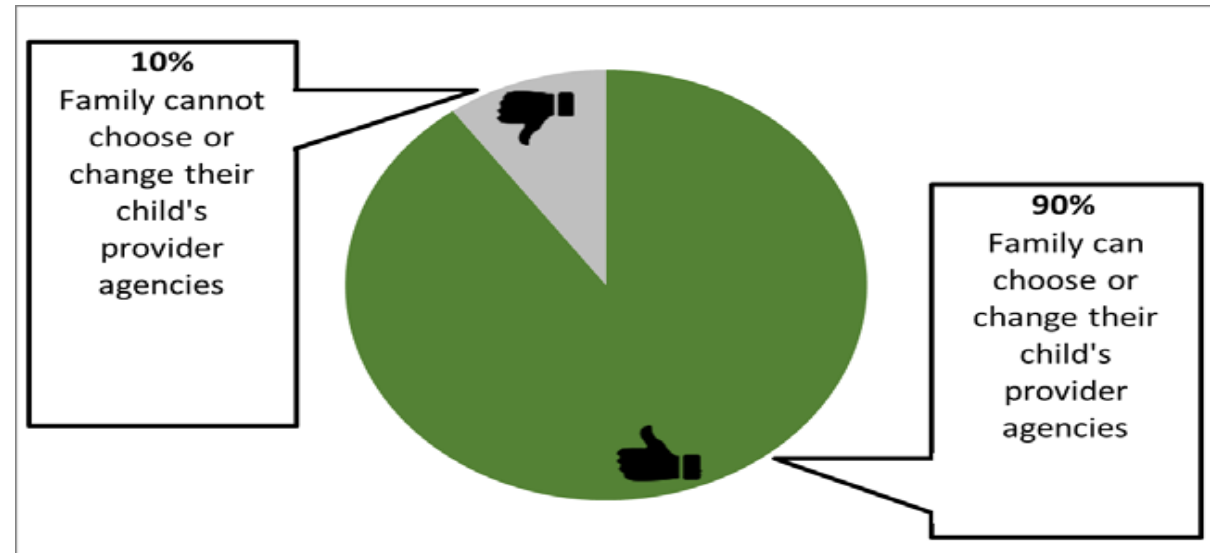
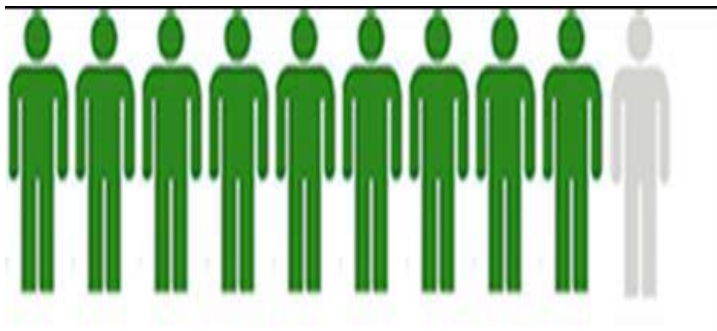
NCI tells us **8** out of every **10** people said **they can always or usually contact support workers when they want to.**

Can you contact your child's case manager/service coordinator when you want to?



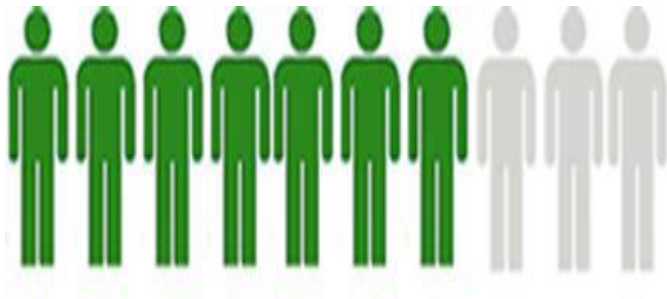
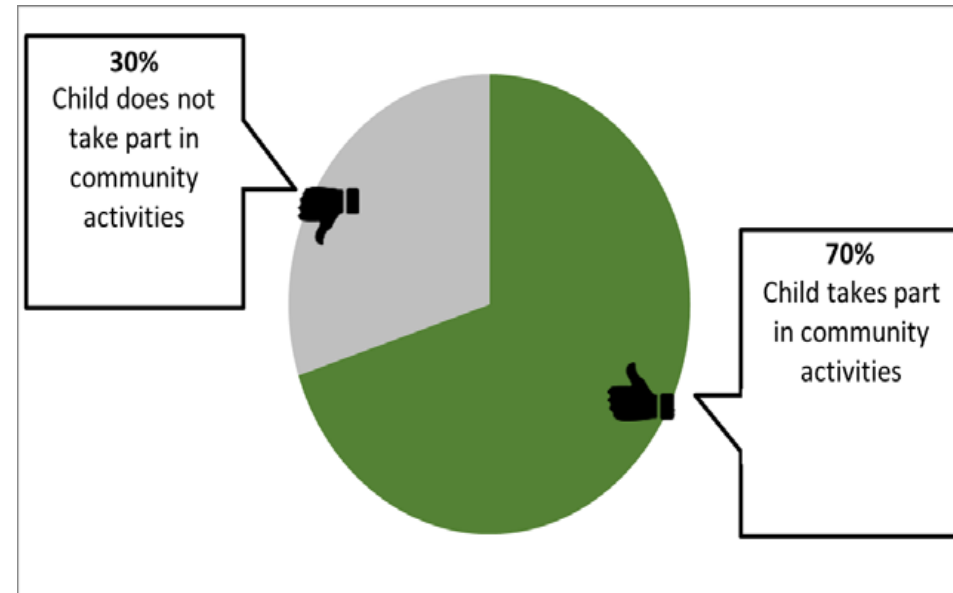
NCI tells us **9** out of every **10** people said **they can always or usually contact the child's case manager/ service coordinator when they want to.**

Can your family choose or change your child's provider agencies?



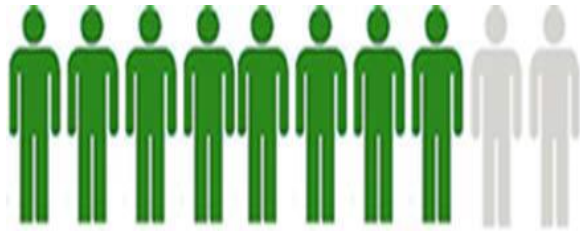
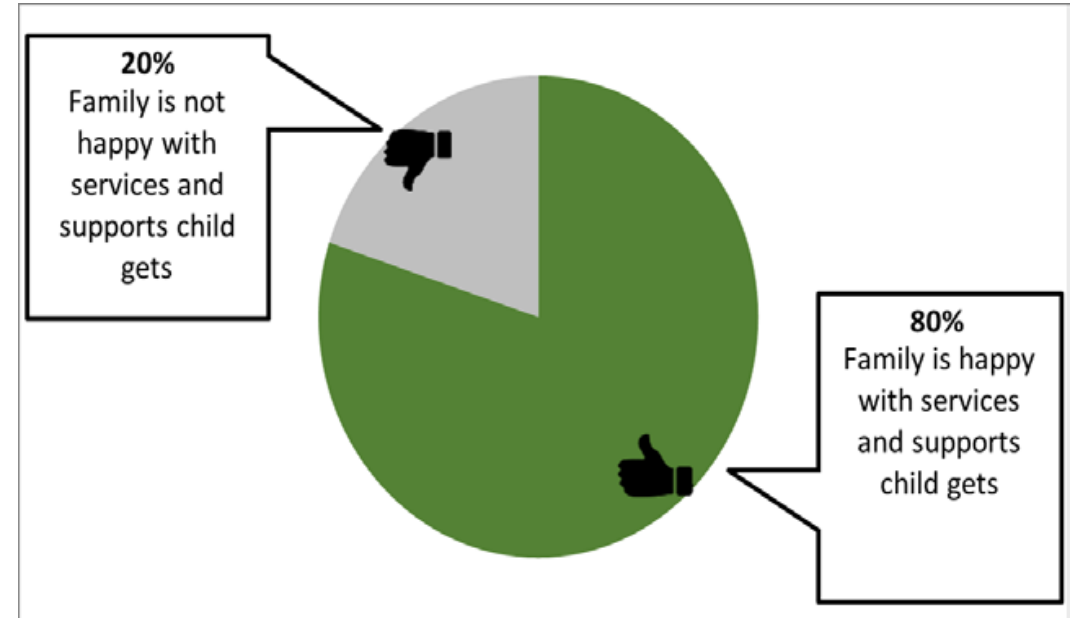
NCI tells us **9** out of every **10** people said **they can always or usually choose or can change their child's provider agencies.**

Does your child take part in community activities?



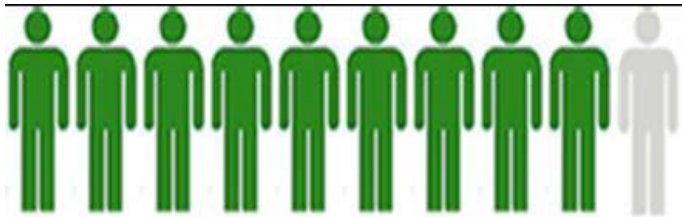
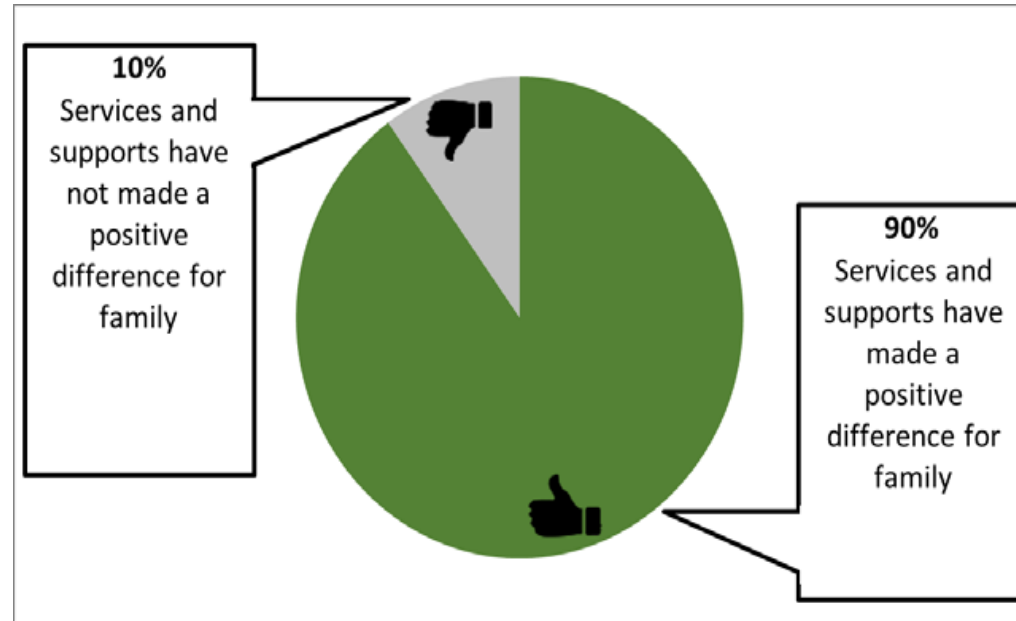
NCI tells us **7** out of every **10** people said **their child takes part in community activities.**

Are you happy with the services and supports your child gets?



NCI tells us **8** out of every **10** people said **they are always or usually happy with their child's services and supports.**

Have services and supports made a positive difference for your family?



NCI tells us **9** out of every **10** people said **services and supports** have made a **positive difference** for their family.



NCI[®]

NASDDDS & HSRI

THANK YOU!

- **What We Have Learned from the**
- **National Core Indicators**
- **Child Family Survey**
- **Results from Families Across Valley Mountain Regional Center (VMRC) User-Friendly Version, 2018-19**





Minutes for Finance Committee Meeting

11/10/2021 | 05:30 PM - 06:30 PM - Pacific Time (US & Canada)

Via Zoom Video

Committee Members Present: Alicia Schott (Treasurer), Lisa Utsey, Linda Collins, Connie Uychutin, Margaret Heinz

Committee Members Not Present: Jose Lara

Staff Present: Tony Anderson, Doug Bonnet, Corina Ramirez, Claudia Reed, Melissa Stiles, Christine Couch

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

The meeting was called to order at 5:30 PM by Alicia Schott.

A. Review and Approval of Meeting Agenda

Lisa Utsey made a motion to approve the Meeting Agenda. Linda Collins seconded the motion. The Meeting Agenda as approved unanimously.

B. Review and Approval of Finance Committee Meeting Minutes of 10/13/21

Linda Collins made a motion to approve the Finance Committee Meeting Minutes of 10/13/21. Lisa Utsey seconded the motion. The Finance Committee Meeting Minutes of 10/13/21 were approved unanimously.

C. Public Comment

None.

D. Approval of Contracts over \$250,000

Corina Ramirez presented all of the contracts over \$250,000 that are up for renewal in January 2022 and February 2022. Corina also answered any questions that the committee members had.

Linda Collins made a motion to approve the contracts over \$250,000 as presented. Lisa Utsey seconded the motion. The contracts over \$250,000 were approved unanimously as presented. Connie Uychutin abstained.

E. Fiscal Department Update

1. Claudia Reed presented the Contract Status Report and answered any questions that the committee members had.

Linda Collins made a motion to approve the Contract Status Report. Lisa Utsey seconded the motion. The Contract Status Report was approved unanimously.

2. Claudia Reed presented the Purchase of Service Expenditures and answered any questions that the committee members had.
3. Claudia Reed presented the Operations Expenditures and answered any questions that the committee members had.

F. Next Meeting - Wednesday, December 8, 2021, 5:30 PM, Via Zoom Video

The meeting was adjourned at 6:23 PM.



Minutes for Finance Committee Meeting

12/08/2021 | 05:30 PM - 06:30 PM - Pacific Time

Via Zoom Video Conference

Committee Member Present: Margaret Heinz, Linda Collins, Connie Uychutin, Lisa Utsey

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

Staff Present: Tony Anderson, Doug Bonnet, Claudia Reed, Christine Couch, Brian Bennett

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

Margaret Heinz, in the absence of Treasurer Alicia Schott, called the meeting to order at 5:30pm.

A. Review and Approval of Meeting Agenda

Lisa Utsey made a motion to approve the Meeting Agenda. Connie Uychutin seconded the motion. The Meeting Agenda was approved unanimously.

B. Review and Approval of Finance Committee Meeting Minutes of 11/10/21

Lisa Utsey made a motion to approve the Finance Committee Meeting Minutes of 11/10/21. Connie Uychutin seconded the motion. The Finance Committee Meeting Minutes of 11/10/21 were approved unanimously.

C. Presentation of Audit of VMRC Financial Statements for Year Ending June 30, 2020

Sue Cipponeri of Kemper CPA Group presented to the committee the Financial Statements and Independent Auditor's Report for the year ended June 30, 2020 and answered any questions that the committee members had. Lisa Utsey made a motion to accept the Auditor's Report. Connie Uychutin seconded the motion. The Auditor's Report was approved unanimously.

D. Public Comment

None.

E. Approval of Contracts over \$250,000

None this month.

F. Fiscal Department Update

1. Contract Status Report (CSR) – Claudia Reed presented to the committee the Contract Status Report and answered any questions that the committee members had. Lisa Utsey made a motion to approve the Contract Status Report. Connie Uychutin seconded the motion. The Contract Status Report was approved unanimously.
2. Purchase of Service (POS) Expenditures – Claudia Reed presented the POS Expenditures report to the committee and answered any questions that the committee members had.
3. Operations (OPS) Expenditures – Claudia Reed presented the OPS Expenditures report to the committee and answered any questions that the committee members had.

G. Next Meeting - Wednesday, January 12, 2022, 5:30 PM, Stockton Cohen Board Room AND via Zoom. The meeting will be “hybrid”.



Minutes for Executive Committee Meeting

11/10/2021 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

Via Zoom Video

Committee Members Present: Lynda Mendoza (Vice President filling in for President), Alicia Schott (Treasurer), Linda Collins (Secretary)

Committee Members Not Present: Margaret Heinz (President – Informed Absence), Dr. Suzanne Devitt (Chair Consumer Services Committee – Informed Absence)

Staff Present: Tony Anderson, Doug Bonnet, Bud Mullanix, Christine Couch, Tara Sisemore-Hester, Claudia Reed

Public Present: Irene Hernandez (Interpreter)

Lynda Mendoza called the meeting to order at 6:30 PM.

A. Review and Approval of Meeting Agenda

Alicia Schott made a motion to approve the Meeting Agenda. Linda Collins seconded the motion. The Meeting Agenda was approved unanimously.

B. Review and Approval of Executive Committee Meeting Minutes of 10/13/21

Alicia Schott made a motion to approve the Executive Committee Meeting Minutes of 10/13/21. Linda Collins seconded the motion. The Executive Committee Meeting Minutes of 10/13/21 were approved unanimously.

C. Public Comment

None.

D. Items for Approval

None.

E. Items for Discussion

1. Executive Director's Report – Tony Anderson

1. Performance Contract public surveys in November as well.
2. We currently are testing all unvaccinated employees weekly
3. 85% vaccinated, 28 exemptions, 46 unknowns, 3 terminated and 5 quit. Our other central valley regional centers are reporting 70% in CVRC (the only require vaccine for staff who see consumers) and Kern is now at 50% vaccination.
4. We are ranked number 2 in the state for consumers 65 and older, 2nd for those 50-64 years old, 4th most for 16-49 years old. 12-15 year olds ranked right in the middle.
5. We are now at 50% capacity in the building, still on track to be fully opened by January.
6. Major Program Initiatives
 - Emergency Response Services and Coordinator position
 - Deaf and Hard and Hearing Community Service Liaison
 - Enhanced Caseloads Low to No POS
 - Reworking our self-determination positions - Participant Choice Specialists
 - Creating Early Childhood Caseload 0-5
7. Vaccination clinics - doing a survey to see if parents are interested.
8. 350 a month intake - 71 more a month than pre-pandemic
9. All the Strategic Planning Committees are in full stride and preparing for the February outcomes reports to the board.

2. Notable Consumer Incidents/Complaints – Tony Anderson

1. We still do not have resolution of the potential fiduciary clients abuse case being investigated by the Stockton police department.
2. As of now the case is being considered by the district attorney

3. Vendor Information – Tony Anderson

1. We are discussing organizing a Job Fair with our providers maybe in conjunction with vaccination clinics or something else.

4. Self-Determination Updates – Tony Anderson

- We received our first complaint on Wednesday from DDS inquiring why it is taking so long to process Self-Determination requests.
- We received guidance from DDS last Thursday evening and we used it to develop our job descriptions for the Participant Choice Specialist.
- We posted our job announcements last Friday and we have 3 candidates so far for the three new Participant Choice Specialists positions. Two from Modesto and 1 from Stockton.
- The team is working on a promotional video to highlight the program and talk about the benefits of the new position.

5. Other Matters - Tony Anderson

Email breach: We had two email breaches. The first one involved our compliance manager and the second came from one of our community providers. The second breach involved 14 staff who opened the affected email. Our options were to open each email to look for names of impacted consumers, which would have included, about a weeks' worth of work for all these individuals, or send a mass mailing to all consumers, letting them know of the potential exposure. We opted to send the letters to everyone which includes:

17,198 total consumers

Status 0 739

Status 1 2494

Status 2 13,964

=====

Modesto 6079

San Andreas 1204

Stockton 9908

Other 7 We are researching these now

=====

2568 Spanish speaking

6. Personnel and Union Update – Tony Anderson and Bud Mullanix

- Bud and Claudia will present on this.
- Union Negotiations have been completed.
- Last we reported to the committee the financial picture was not clear and the CFO advised no increases in salaries this time because the fiscal report showed we did not have the funds.
- CFO reported in negotiations that if funds were available we would offer an increase.
- We need to increase wages because we are on the bottom ranking is salaries and we will need to hire at least 50 people of the 2022-2024 fiscal years.

E. President's Report

Lynda Mendoza asked Doug Bonnet if there was anything to report from President Margaret Heinz. Doug Bonnet reported that Margaret Heinz did not have anything to Doug to report.

F. Next Meeting - Wednesday, December 8, 2021, 6:30 PM, Via Zoom Video Conference



Minutes for Executive Committee Meeting

12/08/2021 | 06:30 PM - 07:30 PM - Pacific Time

Via Zoom Video Conference

Committee Members Present: Margaret Heinz (President), Lynda Mendoza (Vice President), Suzanne Devitt

Committee Members Not Present: Alicia Schott (informed absence), Linda Collins

Staff Present: Tony Anderson, Doug Bonnet, Bud Mullanix, Christine Couch, Tara Sisemore-Hester

Public Present: Irene Hernandez (Interpreter)

Margaret Heinz called the meeting to order at 6:30pm.

A. Review and Approval of Meeting Agenda

Lynda Mendoza made a motion to approve the Meeting Agenda. Suzanne Devitt seconded the motion. The Meeting Agenda was approved unanimously.

B. Review and Approval of Executive Committee Meeting Minutes of 11/10/21

Suzanne Devitt made a motion to approve the Executive Committee Meeting Minutes of 11/10/21. Lynda Mendoza seconded the motion. The Executive Committee Meeting Minutes of 11/10/21 was approved unanimously.

C. Public Comment

None.

D. Items for Approval

1. Special Assistant to the Director Job Description – Tony Anderson presented to the committee the proposed changes to the job description of Special Assistant to the Director and answered any questions that the committee members had. The main new duties are the oversight of the Emergency Response Coordinator. Lynda Mendoza made a motion to approve the Special Assistant to the Director Job Description. Suzanne Devitt seconded the motion. The Special Assistant to the Director Job Description was approved unanimously.
2. Division Manager of Consumer Services (Children) Job Description – Tony Anderson presented to the committee the proposed job description of the Division Manager of Consumer Services (Children) job description and answered any questions that the committee members had. Suzanne Devitt made a motion to approve the Division Manager of Consumer Services (Children) job description. Lynda Mendoza seconded the motion. The Division Manager of Consumer Services (Children) Job Description was approved unanimously.
3. Fiscal Rate Specialist Job Description – Tony Anderson presented to the committee the proposed job description of Fiscal Rate Specialist and answered any questions that the committee members had. Lynda Mendoza made a motion to approve the Fiscal Rate Specialist job description. Suzanne Devitt seconded the motion. The Fiscal Rate Specialist Job Description was approved unanimously.
4. Cultural Specialist Manager Job Description – Tony Anderson presented to the committee the proposed job description of Cultural Specialist Manager and answered any questions that the committee members had. Suzanne Devitt made a motion to approve the Cultural Specialist Manager job description. Lynda Mendoza seconded the motion. The Cultural Specialist Manager Job Description was approved unanimously.

E. Items for Discussion

1. Executive Director's Report – Tony Anderson

Performance Contract: I'll be publishing the recorded version of the performance contract plan and presenting a summary at the board meeting.

All our staff either were vaccinated (340) or filed a declination because of a health concern or a personally held religious belief (43). In total 89% are vaccinated and the 11% not vaccinated will be testing for COVID-19 every week.

We are now at 75% capacity in the building, still on track to be fully opened by January, however, last week we had to close the building for cleaning after we had an exposure in the building in Stockton.

Major Program Initiatives

- Emergency Response Services and Coordinator position - we're hoping to have the hiring decision by early January.
- Deaf and Hard and Hearing Community Service Liaison - Brian Bennett has selected a highly qualified candidate who just has to pass the ASL certified test.
- Enhanced Caseloads Low to No POS - The supervisor position is being reviewed today.
- Reworking our self-determination positions - the team interviewed several great candidates for the Participant Choice Specialists and is making the offers now.
- Creating Early Childhood Caseload 0-5. First step is to hire the manager of this new division in Children's Services, this position is being reviewed tonight.

Vaccination clinics - doing a survey to see if parents are interested but so far not very many people have said they were interested.

All the Strategic Planning Committees are in full stride and preparing for the February outcomes reports to the board.

2. Notable Consumer Incidents/Complaints – Tony Anderson

We still do not have resolution of the potential clients abuse case being investigated by the Stockton police department. Christine Couch provided the investigators with more documents requested.

This week for the first time in a while we did not report any deaths due to COVID-19.

3. Vendor Information – Tony Anderson

We are beginning to see our FMS vendors scaling back significantly. Some continue to deny services to our consumers for now because the FMS is too booked.

Some people are about to lose their services for a month or two because they can't get the FMSs.

4. Self-Determination Updates – Tony Anderson

- We provided DDS extensive clarification regarding the rumors that we are not doing anything for Self-Determination until January. It is not and our team has several meetings everyday with consumers and families on their Self-Determination plan.
- SCDD orientation 5 modules regional center can still do some training if they want

5. Other Matters – Tony Anderson

- We just had our bi-annual meeting with the managers last week to provide updates on the departments and give our first training on implicit bias. The training was well received.

6. Personnel and Union Update – Bud Mullanix

- A meeting today with the Union President went well. There are no issues or grievances, and everyone seems happy.

- We are up to 386 total staff, and we have 9 that are in backgrounds. We have added over 80 people so far this year, not all new employees, but 80 hires to fill backfills along with new hires.
- Our turnover rate has slowed down, and a few retirees effected this.

F. President's Report – Margaret Heinz

- Thank you to everyone who contributed to the Thanksgiving Meal deliveries. We delivered 74 premade full turkey dinner meals to our families in the 5 counties with funding from the Popplewell Fund.
- The recent ARCA Academy was once again very good. I encourage all board members to do their best to continue to attend these academies.
- The ARCA meetings for board Presidents will begin to resume in person.

G. Executive Committee Closed Session for Executive Director Performance Review

The Executive Committee, along with Bud Mullanix and Doug Bonnet, met in closed session to discuss the Executive Director Performance Review.

H. Next Meeting - Wednesday, January 12, 2022, 6:30 PM, Stockton Cohen Board Room AND via Zoom. This will be a “hybrid” meeting.



Minutes for Consumer Services Committee Meeting

11/03/2021 | 04:45 PM

Via Zoom Video

Committee Members Present: Suzanne Devitt (Chair), Margaret Heinz, Erria Kaalund, Tina Vera, Anthony Owens, Lisa Utsey, Michael Owens, Daime Hoornaert (CLASP), Crystal Enyeart (SAC6), Jose Lara, Dora Contreras, Sara Howard (SCDD)

Committee Members Not Present: Linda Collins, Tina Vera

Staff Present: Tony Anderson, Doug Bonnet, Christine Couch, Tara Sisemore Hester, Brian Bennett, Katina Richison, Robert Fernandez, Jason Toepel, Gaby Lopez, Libby Contreras, Michelle Poaster

Public Present: Irene Hernandez (Interpreter), Rachelle Munoz (Facilitator), Amy Reign, Lisa Culley, Dena Hernandez, Myra Montejano (R&D), Rubi Saldana

Suzanne Devitt, Chair, called the meeting to order at 4:45 PM.

A. Call to Order, Welcome, Roll Call

Doug Bonnet took roll. A quorum was established.

B. Review and Approval of the Meeting Agenda – Action Item

Lisa Utsey made a motion to approve the Meeting Agenda. Michael Owens seconded the motion. Daime Hoornaert is the CLASP appointee, not Candice Bright. Doug Bonnet made the amendment to the agenda. The Meeting Agenda was approved unanimously.

C. Review and Approval of the Consumer Services Committee Meeting Minutes of 09/01/21 – Action Item

Crystal Enyeart made a motion to approve the Consumer Services Committee Meeting Minutes of 09/01/21. Lisa Utsey seconded the motion. The Consumer Services Committee Meeting Minutes of 09/01/21 were approved unanimously.

D. Presentation - Social Recreation Service Standard

Tara Sisemore-Hester and Christine Couch presented the draft of the Social/Recreation and Camp Services service standard and answered any questions and took comments from the Committee members.

Lisa Utsey said she is very excited that recreational opportunities are coming back.

Michael Owens said he had never heard of social recreation before, but it sounds like something that people would want.

Sarah Howard mentioned that she knows self-advocates who have done camping and enjoyed it a lot.

Brian Bennett says that he is looking forward to everyone's input, and that the policy is not too restrictive. Resource Development has work to do in developing the types of services.

Anthony Owens commented that he loves the idea, especially with everyone being isolated due to COVID. Anthony asked about COVID guidelines? Brian responded that all state and local guidelines will be followed that are in place.

Christine explained the way that new service standards are made, which include public forums for input, which we are doing right now.

Daime asked if we can change wording so it is all "people" and not "consumers"? Christine agreed to the change.

Dora Contreras asked when we last had recreation? Christine commented that it went away in 2009. Dora asked how else we would get the word out to the community? Tara informed Dora that we developed an Outreach Plan. Doug explained that we submitted our Outreach Plan to DDS by December 15th. The plan included training to Program Managers and Service Coordinators. We also have 3 meetings gathering public comment....1 is today, 1 is December 8th at the Executive Committee Meeting, and the third meeting is at the Board of Directors Meeting on December 22nd at 6pm. Doug also explained that we are reaching out to other community-based organizations and other community partners like SAC6, FRN, SCDD, ICC, SNAP to provide information to them. We will also reach out to LEA CAC meetings. We have other staff that are on some local county commissions like CSCC and First 5 to share this information. We will use every medium that we have as well to share this information (website, weekly Health Advisory via Constant Contact email,

Facebook, Twitter, Instagram, YouTube). We will also work with El Concilio, APSARA, NAACP and FRRC.

Can we define planning team? We can use a foot note to define planning team.

Dora Contreras asked what a generic resource for a social or recreation activity. Brian mentioned that activities put on by the city, special Olympics are some examples.

1. Public Comment on Social Recreation Service Standard

No public comments on the standard.

2. Acceptance of Social Recreation Service Standard – Action Item

Erria Kaalund made a motion to accept the Social Recreation Service Standard. Sarah Howard seconded the motion. The Social Recreation Service Standard was approved unanimously with the changes noted above.

E. Public Comment

Dora Contreras – I think we are going at this too fast. There is a lot of detail that we need to discuss. I don't like to push items through for approval.

F. Intake, Early Start, and Case Management Update

Tara presented the intake numbers and how they are very high in Early Start and Lanterman in all offices. Our Intake Coordinators are working hard to meet timelines. We have a staff retiring in intake Early Start in December. We did an Outreach effort to increase Early Start referrals and it worked well. Our on-line referral process for Early Start is going well. We hope to have Lanterman referral process online soon too.

Our caseload numbers are getting higher again due to more referrals and more transfer ins. We have hired new Service Coordinators and backfill hirings to try to improve the caseload ratios.

Christine presented the high transfer numbers. More people are transferring into our area than moving out of our area. This is a common them historically with us. We are serving just around 16,000 consumers in all 5 counties, which puts us in the middle to large size regional centers. Christine presented that respite continues to be our largest POS Exception request. PATCH and Personal Assistant also receive many POS exception requests. We have had some Social Recreation Exceptions.

G. Fair Hearings Update

Jason Toepel shared the Fair Hearing data from July 1. We have had 8 Fair Hearing Requests, 6 are resolved and 2 are pending state level hearing. Four of them were resolved prior to an informal hearing. Two were resolved in informal hearing.

The categories were eligibility, insurance co-pays, respite, personal assistant and one regarding SSP restoration.

H. SAC6 Update

August 26th Sac 6 had their monthly Leadership with VMRC Executive Director and VMRC Liaison to Sac6. Here we discussed September Friday Chat Zoom topics, Wallet Cards, and how the VMRC Committee meetings are going for members. Wallet cards are cards, so that Adults who receive VMRC services can carry a card to share with medical providers that they can have a support person with them to help them make medical decisions about the care they are receiving. They will be available on the website to be downloaded or SC can provide to people.

August 27th Sac 6 Zoom chat was on Home & Community base setting by Anna Sims. This was a great topic, and lots of plain language material was presented. It was easy to understand the information regarding the new changes that will be taking place.

September 8th Sac 6 partnered with DTI (Disability Thrive Initiative) Rights and Advocacy, to get the word out about the importance of Advocacy and having our voices heard. Sac 6 Board members gave a PowerPoint presentation on the importance of Self Advocacy and how and why it's important to them. There were over 220 participants on the webinar. Tony Anderson also presented, thank you Tony!

September 8th Sac 6 had their Friday practice Zoom Chat. At our practice meetings we decide who will present and what part of the script. As of September 22nd, we've have had 70 practice chats since COVID began.

September 10th Sac 6 Friday Zoom Chat topic was on Direct Professional Week, presented by Tony Anderson.

September 11th Sac 6 had their Board Meeting. Here we voted on approving our goals for the year and other important topics.

September 14th our Sac 6 Consultant Lisa Utsey attended the ARCA Webinar which was on early child development and services.

September 17th Lisa U. also attended the ARCA monthly meeting while the rest of us Sac 6 members presented on the Friday Zoom Chat with our special presenter Christine Couch from VMRC. This topic was Remembrance Day. We took a moment to honor all those we have lost this year that we represent. Also, to remember those who have passed while living in an institution, that are buried in mass grave sites. Sac 6 helped share information for individuals to register and helped register people for the webinar, hosted by DRC on September 20th.

October 1st Friday Zoom Chat topic was National Hispanic/American Heritage month.

October 8th- Friday Zoom Chat topic was Employment Awareness Month with Enos Edmerson– VMRC Employment Specialist. He shared lots of information about employment and who people can contact if they are interested in working.

October 14th Lisa U assisted with working the VMRC & Safeway Flu vaccine drive thru at the Modesto site, as well as getting her Flu shot.

October 15th – Friday Zoom Chat topic was Come and Learn About Down Syndrome Awareness Month with Dena #1 Pfeifer SAC6 Member and the Buddy Walk. Dena shared her personal story, her accomplishments, and her family with us. It was a very touching story about how she is living her life her way!

October 22nd- Friday Zoom Chat topic was CALABLE Lots of information was given. A CalABLE account is an investment and savings account available to eligible Individuals with disabilities. ABLE Accounts are made possible by the federal Achieving a Better Life Experience (“ABLE”) Act of 2014. ABLE Accounts allow individuals with disabilities to save and invest money without losing eligibility for certain means-tested public benefits programs, like Medicaid and Social Security Income (“SSI”).

Upcoming events:

October 29th - Friday Zoom Chat topic was collaboration with PCS R.A.P Dance
Look for our Fall Chatter Article on the VMRC Sac6 page.

I. Coalition of Local Area Service Providers (CLASP) Update

Daime Hoornaert – CLASP Appointee

Membership is at 62 paid members. We are always looking to add more.

Service Providers are concerned about the shortage of drivers. R&D has been assisting with the vendorization process.

Ongoing discussions about latest CCL pins and DDS directives. Vendors concerned about losing staff for not being vaccinated.

Discussion of development of a job fair for vendors.

We appreciate all of the VMRC reports.

- 1) Current Membership: 62 paid members.
- 2) R&D Transportation-There continues to be a shortage of drivers for contracted transportation. Individuals wanting to return to their program have been waiting up to a month or more to get on a route. R&D is helping with the vendorization process for vendors who are interested in providing transportation.
- 3) CLASP continues to have ongoing discussion regarding: The Latest CCL PINS and DDS Directives.
- 4) Per DDS Directive: As of November 30, 2021, all DSP's are to be fully vaccinated. Vendors are concerned about losing staff who choose not to get vaccinated. The percentage of unvaccinated staff vary by vendor.
- 5) There was a discussion on a Potential Job Fair for DSP's. Interested vendors will be contacting CLASP President, Melanie Gonzales.
- 6) CLASP continues to appreciate VMRC staff reports on:
 - HCBS News,
 - Resource Development Projects
 - Quality Assurance Updates
 - Consumer Services
 - Clinical
 - Ex. Director updates

Employment information-Employment Specialist, Enos Edmerson, was asked about VMRC's Employment Data sheet. It was developed to assist in tracking accurate employment information for individual's served by VMRC. Day Program vendors are inquiring if it still needs to be completed at the time of the annual meeting. EJ is looking into it and will get back to CLASP.

Next CLASP meeting via Zoom is November 22, 2021 @ 10:00.

J. Clinical Update

No Clinical Update this month.

Tony Anderson and Doug Bonnet said VMRC is looking into hosting some COVID-19 shot clinics at VMRC for children ages 5 – 12.

K. Resource Development Update

Brian Bennett – We have several projects at various stages of development. Three projects EBSH for adults January, TBI EBSH home is April 2022, Child CC Home target is end of December 2021.

Working on RFP for Center for START services training model. Will come out in November.

HCBS Grant Deadline is November 11, Friday.

Transportation RFP got a lot of interest. Many providers are stepping in to provide transportation services short term.

Libby Contreras has posted 9 Requests for Proposals specific to Early Start.

We have a current job posting that went out both internally and externally for a Deaf and Hard of Hearing Specialist. The position is intended to help in the RD area and enhance our existing services to be able to accommodate those who are deaf and hard of hearing. Also, to develop those services. Hosting an informational session about the job this Friday, from 1pm – 2pm.

Robert Fernandez – we will be adding a new Senior Community Services Liaison.

2 other homes – we have 2 CPP Children's Residential Homes in Development.

L. Quality Assurance Update

Katina Richison – presented the Alert report from 08/16 to 10/15 of 2021 and answered any questions that the committee members had. Katina reviewed the categories of each Alert and what percentage of the Alerts have been closed. She also reported any technical assistance provided and had 1 substantial adequacy.

M. Transportation Update

Myra Montejano of R&D Transportation – We have received some feedback from our RFP for Transportation providers that we will be following up with. Thank you to residential homes and day programs for helping assist with transportation during this time of need. We have 12 combined who have become vendored for transportation. PPE is still available for order via the VMRC website.

N. Next Meeting, Wednesday, January 5, 2022, 4:45 PM, Location TBD

O. Adjournment

Meeting adjourned at 6:35 PM.



Minutes for - Legislative Committee Meeting

11/10/2021 | 09:00 AM - 11:00 AM

Via Zoom Video Conference

Committee Members Present: Lynda Mendoza (Co-Chair), Candice Bright (Co-Chair), Margaret Heinz, Dena Hernandez, Karyn Gregorious, Katrina Castro

Committee Members Not Present: Robert Balderama

Staff Present: Tony Anderson, Doug Bonnet

Public Present: None

Meeting Called to Order at 9:00 AM by Lynda Mendoza

The committee reviewed the "New Laws Impacting the Intellectual and Developmental Disability (IDD) Community".

Assignments are as follows:

Slide 1 – Lynda Mendoza – Intro

Slide 2 – Tony Anderson – How a Bill Becomes a Law

Slide 3 – Karyn Gregorious – Children

Slide 4 – Karyn Gregorious – Diversity

Slide 5 – Lynda Mendoza – Civil Recognitions

Slide 6 – Robert Balderama – Civil Rights

Slide 7 – Katrina Castro – Community Access

Slide 8 – Dena Hernandez – Community Safety

Slide 9 – Dena Hernandez – Employment

Slide 10 – Doug Bonnet – Health

Slide 11 – Candice Bright – Housing

Slide 12 – Candice Bright – Mental Health
Slide 13 – Margaret Heinz – Education
Slide 14 – Tony Anderson/Candice Bright
Slide 15 – Doug Bonnet – Board Governance
Slide 16 – Tony Anderson – Budget Initiatives
Slide 17 – Tony Anderson – Policy Changes in the Budget
Slide 18 – Lynda Mendoza – Close Out

The presentation is set to be recorded for the public on Thursday, 12/16/21, at 9:00 AM.

The next Legislative Committee Meeting will be on Tuesday, 12/14/21, at 1:00 PM, to prepare for the 12/16/21 presentation.



Minutes for - Legislative Committee Meeting

12/14/2021 | 01:00 AM - 2:30 PM

Via Zoom Video Conference

Committee Members Present: Candice Bright (Co-Chair), Dena Hernandez, Karyn Gregorious, Katrina Castro

Committee Members Not Present: Robert Balderama, Lynda Mendoza, Margaret Heinz

Staff Present: Tony Anderson, Doug Bonnet

Public Present: None

Meeting Called to Order at 1:00 PM by Candice Bright.

The committee reviewed the "New Laws Impacting the Intellectual and Developmental Disability (IDD) Community" once again to prepare for the presentation on 12/16/21.

Assignments are as follows:

Slide 1 – Lynda Mendoza – Intro

Slide 2 – Tony Anderson – How a Bill Becomes a Law

Slide 3 – Karyn Gregorious – Children

Slide 4 – Karyn Gregorious – Diversity

Slide 5 – Lynda Mendoza – Civil Recognitions

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Slide 18 – Lynda Mendoza – Close Out

The presentation is set to be recorded for the public on Thursday, 12/16/21, at 9:00 AM.

Valley Mountain Regional Center

Contract Status

AS OF: September 30, 2021

	OPS	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC Total
Current Fiscal Year 2022							
Contract Year C	30,613,841	225,906,271	256,520,112				
Spent to Date	10,796,968	59,888,071	70,685,039	31,242	152,660	183,902	99,374
Unspent	19,816,873	166,018,200	185,835,073	(31,242)	(152,660)	(183,902)	(99,374)
Last Fiscal Year 2021							
Contract Year B-1	33,789,885	253,549,473	287,339,358	249,675	197,474	447,149	484,702
Spent to Date	33,619,781	246,294,921	279,914,703	117,508	152,660	270,168	464,462
Unspent	170,104	7,254,552	7,424,655	132,167	44,814	176,981	20,240
Second Prior Fiscal Year							
2020 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	867,074	3,199,911	4,287,718	-	866,260	866,260	60,323

Valley Mountain Regional Center

Contract Status

AS OF: October 31, 2021

	OPS	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC Total
Current Fiscal Year 2022							
Contract Year C-1							
Spent to Date	30,613,841	253,549,471	284,163,312	424,595	1,022,115	1,446,710	484,702
	13,689,932	81,352,832	95,042,764	42,224	152,660	194,884	117,888
Unspent	16,923,909	172,196,639	189,120,548	382,371	869,455	1,251,826	366,814
Last Fiscal Year 2021							
Contract Year B-1							
Spent to Date	33,789,885	253,549,473	287,339,358	249,675	197,474	447,149	484,702
	33,619,781	246,294,921	279,914,703	117,508	152,660	270,168	464,462
Unspent	170,104	7,254,552	7,424,655	132,167	44,814	176,981	20,240
Second Prior Fiscal Year							
2020 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
	33,093,046	230,200,624	263,293,670	597,168	833,790	1,430,958	398,099
Unspent	867,074	3,199,911	4,287,718	-	866,260	866,260	60,323

POS EXPENDITURES

September 30, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Community Care Facility	23,191,629	22,008,827		90,000,000	25.8%
ICF/SNF FACILITY	21,736	30,840		500,000	4.3%
Day Care	327,195	334,489		1,300,000	25.2%
Day Training	9,122,471	9,342,310		33,076,651	27.6%
Supported Employment	412,090	434,476		1,760,000	23.4%
Work Activity Program	125,430	138,973		560,000	22.4%
Non-Medical Services-Professional	271,289	108,488		480,000	56.5%
Non-Medical Services-Programs	5,944,871	6,206,441		18,000,000	33.0%
Home Care Services-Programs	331,882	224,343		1,200,000	27.7%
Transportation	292,112	379,967		2,800,000	10.4%
Transportation Contracts	1,127,579	3,071,243		16,293,620	6.9%
Prevention Services	3,804,551	3,486,264		14,000,000	27.2%
Other Authorized Services	6,564,825	5,771,226		20,000,000	32.8%
P&I Expense	11,539	9,613		52,000	22.2%
Hospital Care	115,000	115,000		440,000	26.1%
Medical Equipment	37,660	50,401		384,000	9.8%
Medical Care Professional Services	975,758	1,077,385		5,000,000	19.5%
Medical Care-Program Services	3,556	4,858		56,000	6.3%
Respite-in-Home	7,079,459	6,012,559		19,300,000	36.7%
Respite Out-of-Home	125,298	132,655		640,000	19.6%
Camps	2,140			64,000	3.3%
	59,888,071	203,213,301	-	225,906,271	26.5%
CPP	152,660	729,813			#DIV/0!
Total Purchase of Service	60,040,731	203,943,115	-	225,906,271	26.6%

ICF SPA RECEIVABLES \$ 3,136,177

OPERATIONS EXPENDITURES

October 19, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Salaries and Wages	7,018,938	6,617,202		21,916,841	32.0%
Temporary Help	1,152			20,000	5.8%
Fringe Benefits	1,798,086	1,462,642		4,000,000	45.0%
Contracted Employees	27,169	18,281		60,000	45.3%
Salaries and Benefits Total	8,845,345	8,098,125	-	25,996,841	34.0%

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Facilities Rent	640,806	605,798		1,900,000	33.7%
Facilities Maintenance	193,394	149,981		450,000	43.0%
Information Technology	733,809	233,952		800,000	91.7%
General Office Expense	63,291	57,802		165,000	38.4%
Operating Expenses	75,775	86,885		252,000	30.1%
Equipment	8,364	7,638		100,000	8.4%
Professional Expenses	156,414	216,049		700,000	22.3%
Office Expenses	18,996	11,031		100,000	19.0%
Travel and Training Expenses	60,774	40,731		150,000	40.5%
Foster Grandparent/Senior Companion Expenses	99,374	104,333		-	#DIV/0!
CPP Expense	31,242	20,033		-	#DIV/0!
Total Operating Expenses	10,927,584	9,632,358	-	30,613,841	35.7%

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

October 31, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Community Care Facility	31,385,187	29,284,622		94,000,000	33.4%
ICF/SNF FACILITY	30,503	43,178		500,000	6.1%
Day Care	457,415	455,698		1,700,000	26.9%
Day Training	12,179,994	12,764,828		36,076,651	33.8%
Supported Employment	558,877	578,109		1,760,000	31.8%
Work Activity Program	162,550	174,625		560,000	29.0%
Non-Medical Services-Professional	423,626	177,972		1,500,000	28.2%
Non-Medical Services-Programs	8,093,705	8,238,850		25,000,000	32.4%
Home Care Services-Programs	449,719	304,760		1,700,000	26.5%
Transportation	432,639	430,631		2,800,000	15.5%
Transportation Contracts	1,620,855	3,100,165		14,293,620	11.3%
Prevention Services	5,089,562	4,610,456		15,263,200	33.3%
Other Authorized Services	9,109,362	7,697,124		27,000,000	33.7%
P&I Expense	16,682	12,501		52,000	32.1%
Hospital Care	153,750	153,750		700,000	22.0%
Medical Equipment	49,718	85,427		384,000	12.9%
Medical Care Professional Services	1,368,011	1,442,387		5,000,000	27.4%
Medical Care-Program Services	4,603	4,990		56,000	8.2%
Respite-in-Home	9,609,375	8,522,492		24,500,000	39.2%
Respite Out-of-Home	154,562	151,008		640,000	24.2%
Camps	2,140			64,000	3.3%
	<u>81,352,832</u>	<u>78,233,573</u>	-	<u>253,549,471</u>	<u>32.1%</u>
CPP	152,660	729,813		1,022,115	14.9%
Total Purchase of Service	<u>81,505,492</u>	<u>78,963,386</u>	-	<u>254,571,586</u>	<u>32.0%</u>

ICF SPA RECEIVABLES \$ 3,136,177

OPERATIONS EXPENDITURES

November 18, 2021

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Salaries and Wages	8,939,189	8,389,882		23,916,841	37.4%
Temporary Help	1,152	242		20,000	5.8%
Fringe Benefits	2,105,945	1,866,534		4,684,766	45.0%
Contracted Employees	50,549	27,212		75,000	67.4%
Salaries and Benefits Total	11,096,835	10,283,870	-	28,696,607	38.7%

	Year to Date	Prior Year to Date	Changes to Budget	Budget	% of Total Budget
Facilities Rent	801,007	757,247		1,900,000	42.2%
Facilities Maintenance	312,260	195,853		750,000	41.6%
Information Technology	970,428	500,009		1,500,000	64.7%
General Office Expense	113,151	73,605		350,000	32.3%
Operating Expenses	96,970	107,853		300,000	32.3%
Equipment	13,517	22,448		100,000	13.5%
Professional Expenses	195,467	229,957		700,000	27.9%
Office Expenses	23,654	14,791		100,000	23.7%
Travel and Training Expenses	66,633	47,882		250,000	26.7%
Foster Grandparent/Senior Companion Expenses	117,888	149,769		484,702	24.3%
CPP Expense	42,224	35,745		424,595	9.9%
Total Operating Expenses	13,850,044	12,419,029	-	35,555,904	39.0%

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

Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below on Decemer 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 **December 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 Kavere Services Pacific Lifeskills HV0499 113	\$ 1,050,000
2 Kavere Services Bridgeton HV0317 113	\$ 988,996
3 Kavere Services Monique HV0318 113	\$ 659,331
4 Kavere Services Pinetown HV0473 113	\$ 817,418
5 Kavere Services Princeton HV0450 113	\$ 988,996
6 Kavere Services Pine Brook HV0413 113	\$ 830,000
7 Keshner House HV0412 113	\$ 859,089
8 Service First of Northern California S29440 896	\$ 2,460,000
9 Service First of Northern California HV0092 055	\$ 424,876
10 Villa Teresa Memory Care HV0441 113	\$ 551,446
11 ABOve the Clouds PV1719 116	\$ 820,208
12 Family Therapeutic Services SV0027 896	\$ 1,400,000
13 Howard Training Center HV0306 515	\$ 600,000
14 Howard Training Center Catering & Specialty HV0206 954	\$ 307,562
15 Howard Training Center Production Unlimited HV0205 954	\$ 412,795
16 Howard Training Center Community Employment HV0203 950	\$ 889,203
17 Howard Training Center Golden Opportunities HV0157 855	\$ 393,117
18 Howard Training Center Home At Last H29489 904	\$ 330,810
19 Howard Training Center Transportation H29428 880	\$ 337,491
20 Howard Training Center H29188 510	\$ 660,311
21 Jacktone Road Care Home HV0533 113	\$ 621,151
22 The Golden Touch SV0026 896	\$ 624,000

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

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

Lynda Mendoza, Board Secretary

Date

VALLEY MOUNTAIN REGIONAL CENTER, INC.

**FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITOR'S REPORT**

FOR THE YEAR ENDED JUNE 30, 2020

VALLEY MOUNTAIN REGIONAL CENTER, INC.

TABLE OF CONTENTS

INDEPENDENT AUDITOR'S REPORT	1-3
FINANCIAL STATEMENTS	
Statement of Financial Position	4
Statement of Activities	5
Statement of Functional Expenses	6
Statement of Cash Flows	7
Notes to Financial Statements	8-21
SUPPLEMENTARY INFORMATION	
Schedule of Expenditures of Federal Awards	22
Notes to Schedule of Expenditures of Federal Awards	23
INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH <i>GOVERNMENT AUDITING STANDARDS</i>	24-25
INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE REQUIRED BY UNIFORM GUIDANCE	26-27
SCHEDULE OF FINDINGS AND QUESTIONED COSTS	28-29



INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Valley Mountain Regional Center, Inc.
Stockton, California

Report on the Financial Statements

We have audited the accompanying financial statements of Valley Mountain Regional Center, Inc. (the Center) (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit opinion.

Basis for Qualified Opinion

As discussed in Note 6, the Center is using an actuarial valuation provided by the California Public Employees' Retirement System (CalPERS), calculated in accordance with Governmental Accounting Standards Board 68, Accounting and Financial Reporting for Pensions, to estimate the Center's unfunded projected pension obligation and the related pension expense in the accompanying statement of financial position and statement of activities, respectively, that, in our opinion, does not conform to accounting principles generally accepted in the United States of America (GAAP) under the Financial Accounting Standards Board (FASB) standards. The amounts by which this departure affects the liabilities, net deficit, beginning net deficit, expenses, change in net deficit and footnote disclosures of the pension obligation of the Center have not been determined as it is not practicable to quantify.

Opinion

In our opinion, except for the effects of the matters described in the Basis for Qualified Opinion paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of Valley Mountain Regional Center, Inc. as of June 30, 2020, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 27, 2021, on our consideration of Valley Mountain Regional Center, Inc.'s internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering Valley Mountain Regional Center, Inc.'s internal control over financial reporting and compliance.

Kemper CPA Group LLP

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Modesto, California
September 27, 2021

VALLEY MOUNTAIN REGIONAL CENTER, INC.

STATEMENT OF FINANCIAL POSITION
JUNE 30, 2020

ASSETS

Cash and cash equivalents	\$ 12,866,129
Contracts receivable - State of California	10,882,145
Receivables from Intermediate Care Facility vendors	2,630,853
Due from state - accrued vacations and other employee benefits	1,642,184
Restricted cash	98,029
Deposits and other assets	<u>103,137</u>

TOTAL ASSETS	<u><u>\$ 28,222,477</u></u>
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LIABILITIES AND NET ASSETS

LIABILITIES

Accounts payable	\$ 24,812,622
Accrued vacation and other employee benefits	2,351,467
Retirement health care plan obligation	768,170
Unfunded pension liability	<u>16,107,569</u>

TOTAL LIABILITIES	<u>44,039,828</u>
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NET DEFICIT

Without donor restrictions	(15,915,380)
With donor restrictions	<u>98,029</u>
	<u>(15,817,351)</u>

TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 28,222,477</u></u>
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The accompanying notes are an integral part of these financial statements.

VALLEY MOUNTAIN REGIONAL CENTER, INC.**STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2020**

NET ASSETS WITHOUT DONOR RESTRICTIONS**SUPPORT AND REVENUE WITHOUT DONOR RESTRICTIONS**

Contracts - State of California	\$ 258,630,581
Intermediate Care Facility supplemental services income	4,560,190
Interest income	48,098
Other income	185,643
	<hr/>
Total support and revenue	263,424,512

EXPENSES

Program services:	
Direct consumer services	253,123,643
Supporting services:	
General and administrative	9,031,799
	<hr/>
Total expenses	262,155,442

**CHANGES IN NET ASSETS WITHOUT DONOR RESTRICTIONS FROM
OPERATIONS**

1,269,070

NONOPERATING INCOME (EXPENSE)

Other components of net periodic OPEB costs	62,692
Pension related charges other than net periodic pension cost	(2,021,517)
OPEB related charges other than net periodic OPEB cost	(1,517,905)

TOTAL NONOPERATING INCOME (EXPENSE)

(3,476,730)

CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS

(2,207,660)

NET ASSETS WITH DONOR RESTRICTIONS**SUPPORT AND REVENUE WITH DONOR RESTRICTIONS**

Contributions	44,257
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CHANGE IN NET ASSETS WITH DONOR RESTRICTIONS

44,257

CHANGE IN NET ASSETS

(2,163,403)

NET DEFICIT AT BEGINNING OF YEAR

(13,653,948)

NET DEFICIT AT END OF YEAR\$ (15,817,351)

The accompanying notes are an integral part of these financial statements.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

**STATEMENT OF FUNCTIONAL EXPENSES
FOR THE YEAR ENDED JUNE 30, 2020**

	Program services	Supporting services	
	Program	General and administrative	Total expenses
EXPENSES			
Salaries and wages	\$ 17,784,245	\$ 2,089,097	\$ 19,873,342
Employee health and retirement benefits	4,565,387	536,174	5,101,561
Payroll taxes	264,638	31,080	295,718
Staff travel	363,218	42,658	405,876
Total salaries and related expenses	22,977,488	2,699,009	25,676,497
Purchase of services:			
Residential services	76,249,278	-	76,249,278
Day program	41,433,789	-	41,433,789
Other purchased services	112,370,730	-	112,370,730
Communication	-	78,948	78,948
General office expenses	-	555,670	555,670
Data processing expenses	-	2,211,572	2,211,572
Printing	-	22,906	22,906
Insurance	-	74,905	74,905
General expenses	-	284,865	284,865
Facility and equipment rent	-	1,905,343	1,905,343
Equipment and facility maintenance	-	587,928	587,928
Consultant fees	92,358	274,726	367,084
ARCA dues	-	80,458	80,458
Equipment purchases	-	72,266	72,266
Board expenses	-	14,436	14,436
Legal fees	-	105,377	105,377
Interest expense	-	7,944	7,944
Travel and meals	-	55,446	55,446
TOTAL EXPENSES	\$ 253,123,643	\$ 9,031,799	\$ 262,155,442

The accompanying notes are an integral part of these financial statements.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

**STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2020**

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets without donor restrictions	\$ (2,163,403)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
(Increase) decrease in:	
Contracts receivable	(5,076,342)
Receivable from Intermediate Care Facility vendors	(217,587)
Due from state - accrued vacation and other employee benefits	345,188
Deposits and other assets	(22,171)
Increase (decrease) in:	
Accounts payable	5,622,166
Accrued vacation and other employee benefits	(230,749)
Other post retirement employee benefits obligation	1,725,764
Unfunded pension liability	1,221,869
Net cash provided by operating activities	<u>1,204,735</u>

NET CHANGE IN CASH 1,204,735

CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR 11,759,423

CASH AND CASH EQUIVALENTS AT END OF YEAR \$ 12,964,158

Reconciliation of cash accounts

Cash and cash equivalents	\$ 12,866,129
Restricted cash	<u>98,029</u>
	<u><u>\$ 12,964,158</u></u>

SUPPLEMENTAL DISCLOSURES

Cash payments for interest	<u><u>\$ 7,944</u></u>
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The accompanying notes are an integral part of these financial statements.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 1 - Summary of Significant Accounting Policies

Nature of Organization

Valley Mountain Regional Center, Inc. (the Center) was incorporated on December 13, 1973 as a California nonprofit corporation. The Center was organized in accordance with the provisions of the Lanterman Developmental Disabilities Services Act (the Act) of the Welfare and Institutions Code of the State of California. In accordance with the Act, the Center provides diagnostic evaluations, client program management, and lifelong planning services for persons with developmental disabilities and their families. The areas served include San Joaquin, Stanislaus, Amador, Calaveras, and Tuolumne Counties.

The Act includes governance provisions regarding the composition of the Center's board of directors. The Act states that the board shall be comprised of individuals with demonstrated interest in, or knowledge of, developmental disabilities, and other relevant characteristics, and requires that a minimum of 50% of the governing board be persons with developmental disabilities or their parents or legal guardians; and that no less than 25 % of the members of the governing board shall be persons with developmental disabilities. In addition, a member of a required advisory committee, composed of persons representing the various categories of providers from which the Center purchases client services, shall serve as a member of the regional center board. To comply with the Act, the Center's board of directors includes persons with developmental disabilities or their parents or legal guardians, who receive services from the Center and a client service provider of the Center.

The Center contracts with the State of California Department of Developmental Services (DDS) to operate a regional center for the developmentally disabled and their families. Under the terms of these contracts, funded expenditures are not to exceed \$270,337,028 for the 2019-2020 contract year. As of June 30, 2020, actual net expenditures under the 2019-2020 contract were \$255,499,428.

As discussed above, the Center operates under contracts with the DDS. Contract revenue is funded on a cost reimbursement basis as expenses are paid. However, the accounting standards require the Center to recognize and accrue expenses when incurred. The net deficit reported as of June 30, 2020 on the statement of financial position is primarily the result of the accruals of the Center's post-retirement benefit plans. For retirement pension benefits and other post retirement health-care benefits, accounting standards require the Center to recognize a liability that equals the unfunded benefit obligations related to the plans or an asset when the fair market value of the plan's assets are greater than the projected benefit obligation. Plan expenses under the post-retirement benefit plans are reimbursed under the DDS contract as the Center funds the plan. Although the Center expects that the plan costs will ultimately be funded over future years, plan funding will depend on continued funding by the DDS.

Basis of Accounting

The Center prepares its financial statements in accordance with accounting principles generally accepted in the United States of America (U.S. GAAP), which involves the application of accrual accounting: consequently, as noted above, revenue and gains are recognized when earned and expenses and losses are recognized when incurred, regardless of the timing of cash flows.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 1 - Summary of Significant Accounting Policies (Continued)

Basis of Presentation

Net assets and revenues, expenses, gains, and losses are classified based on the existence or absence of donor-imposed restrictions. Accordingly, net assets of the Organization and changes therein are classified and reported as follows:

Net Assets without donor restrictions - Net assets that are not subject to donor-imposed stipulations and may be expended for any purpose in performing the primary objectives of the Organization. The Organization's board may designate assets without restrictions for specific operational purposes from time to time.

Net Assets with donor restrictions - Net assets subject to donor-imposed stipulations that may or will be met, either by actions of the Organization and/or passage of time. Other donor restrictions are perpetual in nature, whereby the donor has stipulated the funds be maintained in perpetuity.

Cash and Cash Equivalents

The Company considers all short-term investments with an original maturity of three months or less to be cash equivalents.

Revenue Recognition

The Center coordinates through outside providers, diagnostic and assessment of eligible services to persons with developmental disabilities and their families. The Center pays for these services and is reimbursed the same from DDS. The Center recognizes grants revenue from DDS as services are provided and costs incurred. Depending on the date of service, claims related to the DDS grant are classified and charged to the appropriate contract as follows:

- Current year
- Prior year
- Second prior year

The Center is also a sub-recipient to DDS with regards to the following federal grants:

U.S. Department of Education

The special education - Grants for infants and families provides grants to States to assist them to implement and maintain a Statewide, comprehensive, coordinated, multidisciplinary, interagency system to make available early intervention services to infants and toddlers with disabilities and their families.

U.S. Corporation for National and Community Service

The Foster Grandparent Program (FGP) provides grants to qualified agencies and organizations for the dual purpose of engaging persons 55 years of age or older, with limited incomes, in volunteer service to meet critical community needs; and to provide a high-quality volunteer experience that will enrich the lives of the volunteers. Program funds are used to support Foster Grandparents in providing supportive, person to person service to children with exceptional or special needs or in circumstances identified as limiting their academic, social, or emotional development.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - Summary of Significant Accounting Policies (Continued)

Revenue Recognition (Continued)

Intermediate care facility (ICF) revenue are reimbursements from Medicaid for day treatment and transportation services provided to patients. The Center recognizes intermediate care facility revenue as services are provided. Included in other revenue is ICF processing income, which represents the fees earned from providing administrative functions for intermediate care facility providers, such as preparing billings, submitting claims and paying the ICFs for services. ICF processing income is computed as 1.5% of the total billings processed by the Center on behalf of the ICF providers during the fiscal year. During the year ended June 30, 2020, the Center recognized ICF processing income totaling \$68,775.

Contributions are recognized when cash, securities or other assets, and unconditional promise to give, or notification of a beneficial interest is received. Conditional promises to give are not recognized until the conditions on which they depend have been substantially met. Contributions that are promised but not received and are not expected to be collected within one year are discounted at an appropriate discount rate commensurate with the risks involved and the present value is booked as contribution income. Amortization of any such discounts is recorded as additional contribution revenue in accordance with donor-imposed restrictions, if any, on the contributions. All contributions are considered to be available for unrestricted use unless specifically restricted by the donor. Contributions received that are designated for future periods or restricted by the donor for specific purposes are reported as net asset with donor restrictions. When a donor's stipulated time restriction ends or purpose restriction is accomplished, net asset with donor restrictions are reclassified to net assets without donor restrictions and reported in the statements of activities as net assets released from restrictions. Net assets which have restrictions stipulated by the donor that the corpus be invested in perpetuity and only the income be made available for operations are recorded as net assets with donor restrictions.

Use of Estimates and Assumptions

Management uses estimates and assumptions in preparing financial statements in accordance with accounting principles generally accepted in the United States of America. Those estimates and assumptions affect the reported amounts of assets and liabilities, the disclosure of contingent assets and liabilities, and the reported revenues and expenses. Actual results could vary from the estimates that were assumed in preparing the financial statements.

Post-Retirement Health Care Plan

The Center is required to recognize the funded status of the post-retirement health-care benefit plan, measured as the difference between plan assets at fair value and the benefit obligation, in the statements of financial position, with an offsetting charge or credit to net assets. Gains or losses and prior service costs or credits that arise during the period but are not recognized as components of net period benefit cost will be recognized each year as a separate charge or credit to net assets. Such liability and related benefit expenses required to be recognized by the accounting standards are accrued expenses incurred in the performance of the DDS contracts. Such expenses are compensable costs incurred under the terms of the DDS contracts. Such expenses will become billable and reimbursable under the terms of the DDS contracts when they are actually paid.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 1 - Summary of Significant Accounting Policies (Continued)

Obligation for Retirement Pension Benefits

The Center is required to recognize in the statements of financial position, the funded status of the California Public Employees Retirement System (CalPERS) pension plans, measured as the difference between plan assets at fair value and the pension benefit obligation with an offsetting charge or credit to net assets. Gains or losses and prior service costs or credits that arise during the period but are not recognized as components of net period benefit cost will be recognized each year as a separate charge or credit to net assets. Such liability and related benefit expenses required to be recognized by the accounting standards are accrued expenses incurred in the performance of the DDS contracts. Such expenses will become billable and reimbursable under the terms of the DDS contracts when they are actually paid. As discussed further in Note 6, the Center used an actuarial valuation provided by the CalPERS that does not conform to GAAP under the Financial Accounting Standards Board (FASB) standards.

Allocation of Functional Expenses

The statement of functional expenses allocates expenses to the program and supporting service categories based on a direct-cost basis for purchase of services and salaries and related expenses. Operating expenses are allocated to supporting services, except for consultant fees, which are allocated on a direct-cost basis.

Tax Status

The Center has received tax-exempt status from the Internal Revenue Service and California Franchise Tax Board under Section 501(c)(3) of the Internal Revenue Code and Section 23701(d) of the Revenue and Taxation Code, respectively.

The Center is subject to potential income tax audits on open tax years by any taxing authority in the jurisdiction in which it operates. The statute of limitations for federal and California purposes is generally three and four years, respectively.

Subsequent Events

Management has evaluated subsequent events and transactions that occurred after the balance sheet date up to September 27, 2021, the date that the financial statements were available to be issued.

NOTE 2 - Contracts Receivable - State of California

The Center's major source of revenue is from the state of California. Each fiscal year, the Center enters into a new contract with the state for a specified funding amount subject to budget amendments. Revenue from the state is recognized monthly when a claim for reimbursement of actual expenses is filed with the state. These reimbursement claims are paid at the state's discretion either through direct payments to the Center or by applying the claims reimbursements against advances already made to the Center.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

NOTE 2 - Contracts Receivable - State of California (Continued)

As of June 30, 2020, DDS had advanced the Center \$61,948,417 under the regional center contracts. For financial statement presentation, to the extent there are claims receivable, these advances have been offset against the claims' receivable from DDS contracts.

Contracts receivable	72,830,562
Contract advances	<u>(61,948,417)</u>
Net Contracts Receivable	<u>\$ 10,882,145</u>

NOTE 3 - Short-Term Borrowings

During the fiscal year ending June 30, 2020, the Center had a revolving line of credit agreement with a bank which is available from November 31, 2019 and expired October 31, 2020, whereby it could borrow up to a maximum \$15,000,000. Borrowings are secured by substantially all assets of the Center with interest payable monthly at the bank's Prime Rate (rate 4.75% at June 30, 2020). There was no balance outstanding as of June 30, 2020. The line of credit is renewable each year.

NOTE 4 – Net Assets with Donor Restrictions

Net assets with donor restrictions were generated by donations designated to be used for the Awesome Spot Playground at Beyer Park, an inclusive playground to be built in Modesto, California, appropriately designed to allow children with disabilities the opportunity to be included in play spaces. Assets are maintained in a separate restricted cash account.

NOTE 5 - Post-Retirement Health Care Plan

The Center sponsors a post-retirement health care plan through the California Public Employees' Retirement System (PERS) for its employees. The actuarial cost method used for determining the benefit obligations is the Projected Unit Benefit Cost Method. Under this method, the actuarial present value of projected benefits is the value of benefits expected to be paid for current active employees and retirees. The Accumulated Post-Retirement Benefit Obligation (APBO) is the actuarial present value of benefits attributed to employee service rendered prior to the valuation date. The APBO equals the present value of projected benefits multiplied by a fraction equal to service to date over service at full eligibility age.

The Periodic Benefit Cost is the actuarial present value of benefits attributed to one year of service. This equals the present value of benefits divided by service at expected retirement.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

NOTE 5 - Post-Retirement Health Care Plan (Continued)

The actuarial assumptions are summarized below:

<i>Valuation Date</i>	June 30, 2020
<i>Discount Rate</i>	
Used to determine Net Periodic Benefit Cost	3.55%
Used to determine Benefit Obligations	2.80%
<i>Long-term Rate of Return on Plan Assets</i> <i>calculated as the expected geometric and arithmetic return over a 50 year period</i>	
Used to determine Net Periodic Benefit Cost	6.25%
Used to determine Benefit Obligations	6.25%
General inflation	2.75%
<i>Annual Benefit Increases</i>	Contributions toward medical premiums are assumed to increase 3.00% per year.
<i>Health Cost Trend</i>	
Health care cost trend rate assumed for next year	6.00%
Rate to which the cost trend is assumed to decline (the ultimate trend rate)	4.25%
Year that the rate reaches the ultimate trend rate	2072

The Center is required to recognize an expense each year equal to the Net Periodic Post-Retirement Benefit Cost. The unfunded accumulated benefit obligation for the plan upon its initial valuation was \$2,548,000, an amount which the Center elected to amortize over the average expected future service of its current employees (approximately 17 years).

The Center recognizes the post-retirement health care plan liability as the unfunded APBO in its financial statements. All previously unrecognized actuarial gains or losses are reflected in the statements of financial position. The plan items not yet recognized as a component of periodic plan expenses, but included as a separate charge to net assets, are:

Unrecognized net initial (asset)/obligation	\$ 399,088
Unrecognized actuarial (gain) or loss	850,742
	<u>\$ 1,249,830</u>

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2020

NOTE 5 - Post-Retirement Health Care Plan (Continued)

The pension-related changes other than net periodic pension cost decreased net assets without donor restrictions by \$1,455,213 for the year ended June 30, 2020.

Net periodic post-retirement cost consists of the following components:

Service cost	\$ 270,551
Interest cost	238,253
Expected return on plan assets	(454,439)
Transition cost	153,494
Net periodic post-retirement benefit cost	<u>\$ 207,859</u>

The net periodic benefit cost expected to be charged to expense for the year ended June 30, 2021, is \$208,824.

The following table provides a reconciliation of the changes in the plan's benefit obligations and funded status:

Reconciliation of Benefit Obligation/Asset

Change in benefit obligation	
Obligation at beginning of year	\$ 6,374,678
Service cost	270,551
Interest cost	238,253
Assumption change gain	944,081
Experience (gain) loss	397,927
Benefits paid	<u>(122,505)</u>
Benefit obligation at end of year	<u>8,102,985</u>
Change in plan assets	
Fair value of plan assets at beginning of year	7,332,272
Actual return on plan assets	125,048
Benefits paid	<u>(122,505)</u>
Fair value of plan assets at end of year	<u>7,334,815</u>
Funded status-net liability	<u>(768,170)</u>
Net amount recognized in the statements of financial position	<u>\$ (768,170)</u>

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 5 - Post-Retirement Health Care Plan (Continued)

Plan Assets

The plan's assets are reported at fair value. Fair value is defined as the price that would be received to sell an asset or paid to transfer a liability in an orderly transaction between market participants at the measurement date. Accounting standards have established a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value.

The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to measurements involving significant unobservable inputs (Level 3).

The three levels of the fair value hierarchy are as follows:

- Level 1 inputs are quoted prices (unadjusted) in active markets for identical assets or liabilities that the Center has the ability to access at the measurement date.
- Level 2 inputs are inputs other than quoted market prices included in Level 1 that are observable for the asset or liability, either directly or indirectly.
- Level 3 inputs are unobservable inputs for the asset or liability.

The level in the fair value hierarchy within which a fair measurement in its entirety falls is based on the lowest level input that is significant to the fair value measurement in its entirety. There have been no changes in the methodologies used for the year ended June 30, 2020.

The following table sets forth by level, within the fair value hierarchy, the plan's assets at fair value as of June 30, 2020:

	Total	Level 1	Level 2	Level 3
Asset category				
Cash and cash equivalents	\$ 242,049	\$ 242,049	\$ -	\$ -
Mutual funds				
Equity	4,525,581	4,525,581	-	-
Fixed income	2,567,185	2,567,185	-	-
Total	<u>\$ 7,334,815</u>	<u>\$ 7,334,815</u>	<u>\$ -</u>	<u>\$ -</u>

The investment objective of the plan is to provide a rate of return commensurate with a moderate degree of risk of loss of principal and return volatility. A trustee administers the plan assets and investment responsibility for the assets is assigned to outside investment managers. The assets of the plan are periodically rebalanced to remain within the desired target allocations.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 5 - Post-Retirement Health Care Plan (Continued)

Variability of Estimated APBO

Actual future costs may vary significantly from the estimates used in calculating the APBO for a variety of reasons. Retiree medical costs are especially difficult to estimate due to the uncertainty of future medical costs.

Cash Flow Estimates for Future Benefit Payments

The following estimated benefit payments are expected to be paid on a fiscal year basis:

<u>For the Year Ending June 30,</u>	
2021	\$ 208,824
2022	220,075
2023	229,816
2024	248,185
2025	261,987
2026-2030	1,550,232

NOTE 6 - Retirement Plan

The Center contributes to the California Public Employees' Retirement System (CalPERS), an agent multiple-employer public employee retirement system that acts as a common investment and administrative agent for participating public entities within the state of California. Substantially all of the Center's employees participate in CalPERS.

The Public Employee's Retirement Law (Part 3 of the California *Government Code* sec. 20000, et seq.) establishes benefit provisions for CalPERS. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS annual financial report may be obtained from the CalPERS Executive Office, 400 Q Street, Sacramento, California 95811 and at www.calpers.ca.gov.

The provisions of FASB ASC 715-30, *Retirement Benefits, Defined Benefit Plans*-Pension require the Center to recognize in its statement of financial position a liability that equals the unfunded projected pension obligation related to its participation in the CalPERS pension plan measured as of the current fiscal year end. For the year ended June 30, 2020 the Center estimated and recorded an unfunded projected pension obligation of \$16,107,569 using an actuarial valuation provided by CalPERS with a valuation date of June 30, 2019. In addition, the valuation was prepared in accordance with Governmental Accounting Standards Board (GASB) 68, *Accounting and Financial Reporting for Pensions*, and does not conform to GAAP under the FASB standards.

The impact on liabilities, net assets, beginning net assets, expenses, change in net assets, and footnote disclosures of the pension obligation for the year ended June 30, 2020 has not been determined. The following footnote disclosures present amounts from the GASB 68 report as of a valuation date of June 30, 2019 and do not conform to requirements of FASB ASC 715.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 6 - Retirement Plan (Continued)

CalPERS uses the Entry Age Normal Cost Method to fund benefits. Under this method, projected benefits are determined for all members and the associated liabilities are spread in a manner that produces level annual cost as a percent of pay in each year from the age of hire to the assumed retirement age. The cost allocated to the current fiscal year is called the normal cost.

The actuarial accrued liability for active members is then calculated as the portion of the total cost of the plan allocated to prior years. The actuarial accrued liability for members currently receiving benefits, for active members beyond the assumed retirement age, and for members entitled to deferred benefits, is equal to the present value of the benefits expected to be paid. No normal costs are applicable for these participants. The excess of the total actuarial accrued liability over the market value of plan assets is called the unfunded actuarial accrued liability. Funding requirements are determined by adding the normal cost and an amortization of the unfunded liability as a level percentage of assumed future payrolls.

Assumptions

The CalPERS Board of Administration adopted changes to the demographic assumptions based on the most recent experience study. The most significant of these is the improvement in post-retirement mortality acknowledging the greater life expectancies in membership and expected continued improvements. The actuarial assumptions and methods used in CalPERS public agency valuations are approved by the Board of Administration upon the recommendation of the Chief Actuary.

A summary of principal actuarial assumptions used, provided in the Annual Valuation Report prepared by the CalPERS Actuarial Office, is as follows:

Valuation Date	June 30, 2019
Actuarial cost method	Entry Age Normal Cost Method
Amortization method	Level dollar amount
Asset valuation method	Market value of assets
Actuarial assumptions	
Discount rate	7.00% (net of expenses)
Salary increases	Varies by category, entry age and duration of service
Payroll growth	2.750%
Inflation	2.500%

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

NOTE 6 - Retirement Plan (Continued)

Funding Progress

The Schedule of Funding Progress below, provided by the CalPERS Actuarial Office, shows the recent history of the actuarial accrued liability, the market value of assets, the funded ratio and the annual covered payroll.

Valuation Date	Accrued Liability	Market Value of Assets	Unfunded Liability	Funded Ratio	Annual Covered Payroll
6/30/2015	\$ 61,576,364	\$ 55,675,521	\$ 5,900,843	90.4%	\$ 12,158,358
6/30/2016	\$ 68,123,000	\$ 56,860,517	\$ 11,262,483	83.5%	\$ 13,401,286
6/30/2017	\$ 79,651,954	\$ 65,506,980	\$ 14,144,974	82.2%	\$ 16,848,845
6/30/2018	\$ 87,264,022	\$ 72,378,322	\$ 14,885,700	82.9%	\$ 17,441,207
6/30/2019	\$ 93,324,077	\$ 77,216,508	\$ 16,107,569	82.7%	\$ 18,475,425

Asset Category

The asset allocation shown below, provided by the CalPERS Actuarial Office, reflects the CalPERS fund in total as of June 30, 2019. CalPERS adheres to an Asset Allocation Strategy which establishes asset class allocation policy targets and ranges and manages those asset class allocations within their policy ranges. CalPERS recognizes that strategic asset allocation is the dominant determinant of portfolio risk and return. The assets of the Center's plan are part of the PERF and are invested accordingly.

The asset allocation shown below reflects the values of the Public Employee's Retirement Fund (PERF) in its entirety as of June 30, 2019.

Asset Class	Current Allocation	Target Allocation
Public Equity	50.2%	50.0%
Private Equity	7.1%	8.0%
Global Fixed Income	28.7%	28.0%
Liquidity	1.0%	1.0%
Real Assets	11.0%	13.0%
Inflation Sensitive Assets	0.0%	0.0%
Trust Level	2.0%	0.0%
	<u>100%</u>	<u>100%</u>

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

NOTE 6 - Retirement Plan (Continued)

The following table provides a reconciliation of the changes in the plan's funded status:

Reconciliation of Benefit Obligation

Benefit obligation at June 30, 2018	\$ 93,324,077
Change in plan assets	
Fair value of plan assets at June 30, 2018	72,378,322
Change in receivables for service buybacks	(9,216)
Employer contributions	1,795,079
Employee contributions	1,231,361
Benefits paid	(2,692,596)
Refunds	(173,583)
Service Credit Purchase (SCP) payments and interest	9,787
Administrative expenses	(81,400)
Miscellaneous adjustments	165
Net investment return	4,758,589
Fair value of plan assets at June 30, 2019	77,216,508
Plan net pension liability, June 30, 2019	<u>\$ 16,107,569</u>

Contributions

Employee contributions are approximately 7% of salaries and wages. The Center is required to contribute the remaining amount necessary to fund benefits for its employees, using the actuarial basis adopted by the CalPERS Board of Administration.

The net periodic benefit cost charged to expense for the year ended June 30, 2020 \$1,415,181.

The net periodic benefit cost expected to be charged to expense for the year ended June 30, 2021, is \$1,443,031.

NOTE 7 - Credit Risk, Commitments and Contingencies

Credit Risks

At June 30, 2020 and at various times during the year, the Center maintained cash balances in its financial institutions in excess of federally insured limits. As of June 30, 2020, the uninsured portion of the cash balance was \$12,476,641.

Commitments

The Center is obligated under certain operating leases for office equipment, field, and main office facilities. The lease terms expire in various years through 2033. The terms of the leases provide for payment of minimum annual rentals, insurance, and property taxes. In the event the DDS does not renew its annual support contract, the leases described above become cancelable by the Center.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2020

NOTE 7 - Credit Risk, Commitments and Contingencies (Continued)

Future minimum rental commitments for facilities are as follows:

For the Year Ending June 30,	
2021	\$ 1,476,576
2022	1,089,107
2023	483,001
2024	181,765
2025	185,400
Thereafter	<u>1,567,980</u>
	<u>\$ 4,983,829</u>

Total office equipment and facilities rental expense for the year ended June 30, 2020 was \$1,885,669.

Contingencies

In accordance with the terms of the contract with DDS, an audit may be performed by an authorized DDS representative. Should such audit disclose any unallowable costs, the Center may be liable to DDS for reimbursement of such costs. In the opinion of the Center's management, the effect of any disallowed costs would be immaterial to the financial statements on June 30, 2020, and for the year then ended.

The Center is dependent on continued funding provided by DDS to operate and provide services for its clients. The Center's contract with DDS provides funding for services under the Lanterman Act. In the event that the operations of the Center result in a deficit position at the end of any contract year, DDS may reallocate surplus funds within the State of California system to supplement the Center's funding. In the event that the state determines that the Center has insufficient funds to meet its contractual obligations, the state shall make its best efforts to secure additional funding and/or provide the Center with regulatory relief.

The Center retains approximately 79.8% of its labor force through Social Services Union Local 1021, Service Employees International Union. This labor force is subject to a collective bargaining agreement and, as such, renegotiation of such agreement could expose the Center to an increase in hourly costs and work stoppages. The agreement was renewed on November 1, 2018, and covers the period through November 1, 2021.

The Center is involved in various claims and lawsuits arising in the normal conduct of its operations. The Center's management believes it has adequate defenses and insurance coverage for these actions and, thus, has made no provision in the financial statements for any costs relating to the settlement of such claims.

VALLEY MOUNTAIN REGIONAL CENTER, INC.

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2020

NOTE 7 - Credit Risk, Commitments and Contingencies (Continued)

In March 2020, the World Health Organization declared the outbreak of a novel coronavirus (COVID-19) as a pandemic that continues to spread throughout the United States. Management is currently evaluating the impact of the COVID-19 pandemic and has concluded that while it is reasonably possible that the virus could have a negative effect on the Center's financial position, results of its operations and cash flows, the specific impact is not readily determinable as of the date of these financial statements. The financial statements do not include any adjustments that might result from the outcome of this uncertainty.

NOTE 8 – Liquidity and Availability of Financial Assets

The Organization's goal is generally to maintain financial assets to meet 30 days of operating expenses (approximately \$21,800,000). As part of its liquidity plan, excess cash is invested in short term investments, including money market and savings accounts.

Financial assets available for general expenditure within one year of the statement of financial position date, comprise the following:

Cash and cash equivalents	\$ 12,866,129
Contracts receivable - State of California	10,882,145
Receivables from Intermediate Care Facility vendors	<u>2,630,853</u>
	<u>\$ 26,379,127</u>

NOTE 9 – Related Party

The Organization purchases services from a company that is owned by a member of the Organization's board of directors. These services were obtained through a competitive award process and, in the opinion of management the services obtained are favorable to the Organization. During the fiscal year ended June 30, 2020, the Organization paid the vendor \$1,832,931 for these services.

SUPPLEMENTARY INFORMATION

VALLEY MOUNTAIN REGIONAL CENTER, INC.**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2020**

Federal Grantor/Pass Through Grantor Program or Cluster Title	Federal CFDA Number	Grant Identification Number	Federal Expenditures
U.S. Department of Education			
Passed through State of California			
Department of Developmental Services			
Special Education - Grants for Infants and Families	84.181	H181A190037	\$ 2,671,604
U.S. Corporation for National and Community Service			
Passed through State of California			
Department of Developmental Services			
Foster Grandparents/Senior Companion Cluster			
Foster Grandparent Program	94.011	19SFPCA002	<u>205,062</u>
Total Federal Awards			<u>\$ 2,876,666</u>

VALLEY MOUNTAIN REGIONAL CENTER, INC.

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
JUNE 30, 2020**

NOTE A – Basis of Presentation

The accompanying schedule of expenditures of federal awards (Schedule) includes the federal award activity of Valley Mountain Regional Center, Inc. under programs of the federal government for the year ended June 30, 2020. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of Valley Mountain Regional Center, Inc., it is not intended to, and does not, present the financial position, changes in net assets, or cash flows of Valley Mountain Regional Center, Inc.

NOTE B – Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting and based on state contract budget allocations. Such expenditures are recognized following cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

NOTE C – Indirect Cost Rate

Valley Mountain Regional Center, Inc. has elected to use the 10% de minimis indirect cost rate allowed under the Uniform Guidance.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT
OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

To the Board of Directors
Valley Mountain Regional Center, Inc.
Modesto, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Valley Mountain Regional Center, Inc. (a nonprofit organization), which comprise the statement of financial position as of June 30, 2020, and the related statements of activities, functional expenses and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 27, 2021, in which we expressed a qualified opinion.

Basis for Qualified Opinion

The Center is using an actuarial valuation provided by the California Public Employees' Retirement System (CalPERS) to estimate the Center's unfunded projected pension obligation and the related pension expense in the accompanying statement of financial position and statement of activities, respectively, that, in our opinion, does not conform to accounting principles generally accepted in the United States of America (GAAP) under the Financial Accounting Standards Board (FASB) standards. The amounts by which this departure affects the liabilities, net deficit, beginning net deficit, expenses, change in net deficit and footnote disclosures of the pension obligation of the Center have not been determined as it is not practicable to quantify.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Valley Mountain Regional Center, Inc.'s internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Valley Mountain Regional Center, Inc.'s internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Valley Mountain Regional Center, Inc.'s financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Kemper CPA Group LLP

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Modesto, California
September 27, 2021



INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE REQUIRED BY UNIFORM GUIDANCE

To the Board of Directors
Valley Mountain Regional Center, Inc.
Modesto, California

Report on Compliance for Each Major Federal Program

We have audited Valley Mountain Regional Center, Inc.'s compliance with the types of compliance requirements described in the OMB Compliance Supplement that could have a direct and material effect on each of Valley Mountain Regional Center, Inc.'s major federal programs for the year ended June 30, 2020. Valley Mountain Regional Center, Inc.'s major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of Valley Mountain Regional Center, Inc.'s major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Valley Mountain Regional Center, Inc.'s compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of Valley Mountain Regional Center, Inc.'s compliance.

Opinion on Each Major Federal Program

In our opinion, Valley Mountain Regional Center, Inc. complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2020.

Report on Internal Control Over Compliance

Management of Valley Mountain Regional Center, Inc. is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered Valley Mountain Regional Center, Inc.'s internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Valley Mountain Regional Center, Inc.'s internal control over compliance.

A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness* in internal control over compliance is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* in internal control over compliance is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Kemper CPA Group LLP

Kemper CPA Group LLP
Certified Public Accountants and Consultants

Modesto, California
September 27, 2021

VALLEY MOUNTAIN REGIONAL CENTER, INC.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2020**

Summary of Audit Results

Financial Statements

Type of auditor's report:	Qualified
Internal control over financial reporting:	
Material weakness(es) identified?	No
Significant deficiency identified that are not considered to be material weakness(es)?	No
Noncompliance material to financial statements noted?	No

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	No
Significant deficiency identified that are not considered to be material weakness(es)?	No
Type of auditor's report issued on compliance for major programs:	Unmodified
Any audit findings disclosed that are required to be reported in accordance with 2 CFR section 200.516(a)?	No
Identification of major programs:	
CFDA #84.181 Special Education - Grants for Infants and Families	
Dollar threshold used to distinguish between Type A and Type B programs was	\$750,000
Auditee qualified as low-risk auditee?	No

FINDINGS - FINANCIAL STATEMENTS AUDIT	None
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FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT	None
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VALLEY MOUNTAIN REGIONAL CENTER, INC.

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2020**

CURRENT YEAR:

I. Financial Statement Audit

None

II. Major Federal Awards Program Audit

None

STATUS OF PRIOR YEAR:

I. Financial Statement Audit

None

II. Major Federal Awards Program Audit

None

DRAFT

VALLEY MOUNTAIN REGIONAL CENTER SERVICE STANDARD

SOCIAL/RECREATION and CAMP SERVICES

Philosophy and Purpose

It is the philosophy of VMRC that people with developmental disabilities have access to age appropriate social/recreational activities, including camping services and associated travel expenses. VMRC believes that such activities are an important and necessary part of all people's lives. These activities help to ensure a person's emotional well-being, promote, and develop friendships, and enhance social skills. As such, VMRC will promote the participation of people with developmental disabilities in meaningful, preferred social/recreational activities.

The purpose of social/recreation services is to meet the person's need for socialization and access to recreational activities. VMRC is aware that people with developmental disabilities are often socially isolated and may not have opportunities for social interaction and recreation with a wide circle of friends and acquaintances, including people without disabilities.

Definition

Social/recreation services include those supports and services that allow the person to socialize with friends or spend structured or unstructured time engaged in recreational activities. Emphasis will be on activities in settings that promote community inclusion and engagement. Typically, people access and participate in social/recreational activities through their families, residential services, schools, or day programs.

Benefits of social / recreational activities in -

- Children – promote social growth and development.
- Adults – prevent isolation, encourage development of social skills, learn social boundaries; form long-lasting relationships; promote community engagement.

Eligibility

The Planning Team as defined in Welfare and Institutions Code 4512 (j), which includes the person served, reviews the need for socialization and for recreation and develops a statement of goals based upon the needs, preferences, and life choices of the person. The Team considers several factors that support or inhibit the achievement of the person's goals (e.g., the person's own abilities, family, friends, residential care facility, and community resources). Use of generic resources should be exhausted.

(“Planning team” means the individual with developmental disabilities, the parents or legally appointed guardian of a minor consumer or the legally appointed conservator of an adult consumer, the authorized representative, including those appointed pursuant to subdivision (a) of Section 4541, one or more regional center representatives, including the designated regional center service coordinator pursuant to subdivision (b) of Section 4640.7, any individual, including a service provider, invited by the consumer, the parents or legally appointed guardian of a minor consumer or the legally appointed conservator of an adult consumer, or the authorized representative, including those appointed pursuant to subdivision (a) of Section 4541, and including a minor’s, dependent’s, or ward’s court-appointed developmental services decisionmaker appointed pursuant to Section 319, 361, or 726.)

Eligible –

- People who live with family or independently, who do not attend day program; OR,
- People who live with family or independently, who attend day programs, but do not have social/recreation as part of their ISP. Example – persons who are in day programs for vocational/employment training.

Expanded Planning Team considerations –

- People who live in licensed care homes, FHA, ICF, SNF, where the Service Provider is responsible for providing social/recreational activities.
- People who attend day program where social/recreation is included in their ISP.
- People who can access social recreational activities through natural or generic supports, i.e., church groups, school, youth centers, etc.

Implementation:

It is VMRC’s intent to advocate and supply information to the person served, their family members, and service provider on social/recreational activities. This can be achieved by providing supports and services targeted to the unique needs of each person, as identified by the planning team.

Exceptions and Appeals Process

As with all VMRC purchased services, if the Planning Team determines that sufficient support exists to request an exception to these standards, a Purchase of Service Exceptions request should be submitted.

VMRC recognizes that there may be occasions when a decision is made by VMRC that may not satisfy the consumer or his/her legally authorized representative. When the person or his/her legally authorized representative believes a VMRC decision is illegal, discriminatory, or not in their best interest, an appeal can be made to challenge that decision. All processes shall be in compliance with Welfare and Institutions Code, Section 4700-4730.

(Social/recreation standard – DRAFT 10/27/2021/11/4/2021)

Valley Mountain Regional Center Performance Contract



Board and Community Presentation
Wednesday December 22, 2021

Community Living and Family Supports

1. People living in institutional settings
2. Number and percent of minors residing with families
3. Number and percent of adults residing in independent living
4. Number and percent of adults residing in supported living
5. Number and percent of adults residing in Adult Family Home Agency homes
6. Number and percent of adults residing in family homes (home of parent or guardian)
7. Number and percent of minors living in facilities serving > 6
8. Number and percent of adults living in facilities serving > 6

Number and percent of RC caseload in DC

1. Complete placements in the developed “Paulson Community”, a three pod, 5-bed each delayed-egress adult facility (currently there are 11 consumers served and the provider is reviewing referrals).
2. Develop off-site programming for consumers residing in the “Paulson Community”.
3. Ongoing CPP meetings with Case Management and Resource Development to review progress of CPP activities.
4. Maintain After-Hours Response System services and provide ongoing training for vendors and staff for utilization purposes. (VMRC averages about 47 hours a month of After Hours support.)
5. Increase collaboration with San Joaquin County Mental Health and facilitate access to local mental health services as needed by dually diagnosed consumers by finalizing a Memo of Understanding.
6. Collaborate with Stanislaus Behavioral Health Recovery Services, utilizing the finalized Memo of Understanding and attend meetings held with mutual staff every 2 months to ensure access to local mental health services.
8. Legal Services Review Team meets as needed to address forensic consumer issues and consumers at risk of re-arrest and/or developmental center placement.
9. Perform psychotropic medication reviews for consumers exhibiting behaviors that put them at risk of placement in more restrictive settings.
10. Continue collaborative work, that may include training, with local law enforcement and protective oversight agencies. Creation of programming to involve police officers in care home visitation. Maintain Memoranda of Understanding, if applicable.
11. Request for proposal and implementation of Center for Start Services (4 year contract).
12. Continue development of new residential facilities serving adults with significant behavioral and emotional challenges.
13. Develop more psychiatric services as demand dictates, including the addition of contracted professionals and/or mobile crisis services. Refer consumers as appropriate to psychiatry clinics to secure appropriate diagnosis and follow-up treatment.
14. Provide training to Service Coordinators in maintaining “high risk” consumers in the community, utilizing innovative, creative treatment related services/supports options.
15. Orientation provided to law enforcement/court staff as requested related to consumer involvement in the criminal justice system.
16. Case Management Specialists provide intense case management to consumers at highest risk for institutionalizations.
17. Continue to utilize Comprehensive Assessments to identify consumer community placement readiness.
18. Continue to reduce DC placements by achieving and maintaining less than 9 VMRC consumers in developmental centers.

Public Comments: Institutional Settings

- Be more supportive to families interested in keeping their loved one at home.
- ensure that appropriate respite and support services are available for families/care providers that want to keep consumers in the community
- organize protests
- More respite for live in caregivers. Maybe license more respite facilities. Better pay for caregivers
- For children with mild developmental disabilities, a lot of developmental structure should be put in place while they're in children's home. No structure at the early stage, development will be difficult.
- Increased funding for service providers in order to attract more staff, as well as to limit high staff turn over due to burnout and finding higher paying jobs in other fields.
- Make family more responsible for providing care
- I believe that the percentage for VMRC consumers is very low and that some of the placements are appropriate for certain individuals heal hand safety
- This is difficult with more and more care homes closing. Possibly find vendors in other areas already serving who would be willing to also do residential.
- Offer consumers more available intervention services.



Number and percent of minors residing with families

1. Provide family education and counseling through collaborative efforts with Family Resource Network, county Behavioral Health and Recovery Services, El Concilio, county SELPAs, Housing Authorities, and Managed Care Medi-Cal providers.
2. Participation in county interagency meetings to address the needs of children in our service area.
3. We are now actively involved in the San Joaquin County ACEs (Adverse Childhood Experiences) Aware training activities aimed at developing our clinical skills in intake to screen for trauma informed interactions.
4. Participation in sessions Person-Centered Planning and assistance in developing meaningful IPPs.
5. Meet and coordinate services with individual families and foster parents caring for minor consumers.
6. Work with county CPS and community children's service agencies to support minor consumers living with families.
7. Assess for respite, daycare, personal assistance, and behavioral needs, as well as other supports to maintain children in the family home. Review tools used for appropriateness on a regular basis.
8. Develop ILS resources to provide service to minors (16 and 17 year olds)
9. Encourage the use of Independent Living Services (ILS) in an effort to promote individual independence.
10. Provide nursing care/respite to families with medically fragile children. VMRC will pursue EPSDT (Early and Periodic Screening Diagnostic and Treatment) funding for these children.
11. Co-sponsor annual Early Start Symposium.
12. Refer siblings of consumers to Sib Shops offered by Family Resource Network. Promote expansion of program to include 14-18 year olds.
13. Offer environmental assessments and appropriate mobility equipment to enable consumers to live in their family home.
14. Offer child/adolescent psychiatric services for consumers not served by the mental health system.
15. Continue to offer group Parent Behavioral Training classes and Behavioral Instructional Services in English and Spanish to support parent education of positive behavioral interventions to reduce maladaptive behaviors and increase independence. Continue to offer remotely during COVID-19 Pandemic.
16. Increase wrap-around services for children living with families, using a combination of in-depth behavioral assessments, followed by a combination of work with consumer and parent training in the home to reduce problem behaviors and address sexual boundary awareness for adolescents.
17. VMRC Clinical Staff will continue to provide support and problem solving consultation to service coordinators, and work with Resource Development to secure behavioral services that are needed by all consumers, both children and adult. Private insurance, and managed care Medi-Cal will be utilized first, service coordinators will help guide consumers and families to these sources. VMRC will continue to provide crisis behavioral intervention as needed.
18. Identify potential homelessness and provide necessary resources. Work collaboratively with other social service agencies to provide homeless VMRC consumers with ongoing service.
19. Continue to incorporate emergency preparedness into planning team discussion and resultant objectives.
20. Implement Everbridge Notification system for information and follow up, as needed.
21. Assist consumers and families when transitioning to the Self Determination Program by offering monthly orientations and continuing an awareness campaign

Public Comments: Minors in Families

- Continue or increase supports for families
- see answer to number 2, but also make sure that short term out of home respite services are accessible for families who need to have up to a month of care for their loved ones
- provide wrap around services that promote this
- More training for family members on the care of these special children and adults. Help with medical and dental referrals for these children.
- Increase incentive to families (financial)
- Increased funding for service providers in order to attract more staff, as well as to limit high staff turn over due to burnout and finding higher paying jobs in other fields. Increased education for families regarding diagnoses, behavior, puberty, sexuality, and consumer rights.
- I think family should care for the children . It's an important part of their development
- Offer REAL support - more in home behavioral and educational help beyond what is expected from the school districts.
- It is never easy on parent to make the choice to have their child live in a care home. Increasing supports at home is probably the only way.
- Have more supports available for intervention. Therapy, counseling, life skills training etc.

Number and percent of adults residing in independent living

1. Survey case carrying staff to determine housing needs, followed by focus groups to discuss the survey findings in order to devise a plan for collaborative efforts with community partners in developing affordable and/or alternative housing options for consumers who choose to live on their own.
2. Offer Self-Advocacy support to consumers to promote their preferred living arrangement.
3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
4. Continue to offer environmental assessments and appropriate mobility equipment to enable consumers to live independently.
5. Continue to offer psychiatric services that are not provided by mental health generic resource to adult consumers in need for stabilization purposes.
6. Automated calling for emergency notification.
7. Maintain quality services by ensuring ILS/SLS providers have objectives and expectations as reflected in the IPP.
8. Ensure utilization of community generic resources such as CalFresh, CalAble, County IHSS and County Mental Health/Behavioral Services.
9. Use of public transportation and mobility training where offered to optimize independence.
10. Continue to incorporate emergency preparedness into planning team discussion and resultant objectives.
11. Implement Everbridge Notification system for information and follow up, as needed.
12. Assist consumers and families if transitioning to the Self Determination Program through an awareness campaign and monthly orientations offered.



Public Comments: Adults in Independent Living

1. Offer safer areas of town to offer housing
2. look into centralized services, say a 4 plex or small apartment building(less that 10 units) where there is a support person on site(living in one of the units) and the other units are available to consumers that need a small level of support. Those living communities could offer scheduled transportation to shopping, entertainment ect
3. Provide more transportation services with SLS, educate parents that their child would be fully supported, but anymore it is ard to make it financially
4. It's according to their level of abilities.
5. Develope developmental structures in minors (kids) that would enable them acquire the necessary skills for daily living at an early stage
6. Increased funding for vendors that support individuals in their own homes. Low wages mean
7. that a lot of good and caring staff either don't apply or don't stay for very long.
8. I feel those that can and WANT to live on their own should. It is a collective decision but it is an important step
9. Find affordable housing. Provide funding for their utilities.
10. With the decrease of DSP's in the field, this is near impossible. Without being able to properly pay a person and make less restrictions on organizations, there is no end in sight. So more funding, less restrictions.
11. Offer trainings and have more services available that teach life skills.

Number and percent of adults residing in supported living

1. Survey case carrying staff to determine housing needs, followed by focus groups to discuss the survey findings in order to devise a plan for collaborative efforts with community partners in developing affordable and/or alternative housing options for consumers who choose to live on their own.
2. Offer Self-Advocacy support [to consumers to promote their preferred living arrangement.](#)
3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
4. Continue to offer environmental assessments and appropriate mobility equipment to enable consumers to live independently.
5. Continue to offer psychiatric services that are not provided by mental health generic resource to adult consumers in need for stabilization purposes.
6. Automated calling for emergency notification.
7. Maintain quality services by ensuring ILS/SLS providers have objectives and expectations as reflected in the IPP.
8. Ensure utilization of community generic resources such as CalFresh, CalAble, County IHSS and County Mental Health/Behavioral Services.
9. Use of public transportation and mobility training where offered to optimize independence.
10. Continue to incorporate emergency preparedness into planning team discussion and resultant objectives.
11. Implement Everbridge Notification system for information and follow up, as needed.
12. Assist consumers and families if transitioning to the Self-Determination Program through an awareness campaign and monthly orientations offered.

Public Comments: adults residing in supported living

- Unsure
- continue to reach out to the communities about increasing the availability of these types of living communities and how best to encourage communities to offer this service
- Provide more transportation services with SLS, educate parents that their child would be fully supported, but anymore it is hard to make it financially
- Possibly as they will be apart of a community and have the support they need
- Put in a lot of daily living skill structures while they're in children homes.
- Increased funding for vendors that support individuals in their own homes. Low wages mean that a lot of good and caring staff either don't apply or don't stay for very long.
- Keep information out there that this is an option
- Grants for homes to open up for supported living. VMRC can develop a system that assists consumers with setting up these services in a REAL way. SC's do not offer this to their consumers and do not pursue it because they know that nothing is readily available. The real issue is affordable housing.
- With the decrease of DSP's in the field, this is near impossible. Without being able to properly pay a person and make less restrictions on organizations, there is no end in sight. So more funding, less restrictions.
- No answer

Number and percent of adults residing in Adult Family Home Agency homes

1. Work with Adult FHAs to develop new family home options to serve adults with behavioral challenges.
2. Develop new Adult Family Home Agency vendor option.
3. Increase the percentage of consumer parents retaining parental rights by assisting in AFHA supported services, i.e. 637 Waiver to allow adult consumers with children to be placed in Adult Foster Family Homes together.
4. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
5. Encourage completion of Health Passport information.
6. Incorporate emergency preparedness into planning team discussion and resultant objectives.
7. Implement Everbridge Notification system for information and follow up, as needed.
8. Assist consumers and families if transitioning to the Self Determination Program through the awareness campaign and monthly orientations offered.
9. Family Home Agency (FHA) Coordinator to support referrals and annual monitoring of FHA services.



Public Comment: adults residing in Adult Family Home Agency homes

- Reduce the number per room
- If there is a need for more facilities then VMRC needs to work with local community agencies to provide the support needed and incentive to develop/license these types of homes
- not sure what that is
- Yes, but I still think it's hard to take care of level 3-5 clients so caregivers should get more pay. As IHSS money goes into care for my son/client as SSI does not cover several expenses to care full time for him.
- I am not sure
- Increased funding for vendors that support individuals in their own homes. Low wages mean that a lot of good and caring staff either don't apply or don't stay for very long.
- Keep information out there to the community and provide more supportive information on the quality of home and providers
- make this an option and present it to consumers and their support teams. i have sat in IPP meetings for over 30 years and 99% of the time, a new living choice is not offered or suggested. VMRC SC's like to keep it simple and are pursuing this.
- With the decrease of DSP's in the field, this is near impossible. Without being able to properly pay a person and make less restrictions on organizations, there is no end in sight. So more funding, less restrictions.
- No answer



Number and percent of adults residing in family homes (home of parent or guardian)

1. Provide support services to families caring for adult family members in the family home.
2. Encourage the use of Independent Living Services (ILS) in an effort to promote individual independence.
3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
4. Work with county agencies to support adult consumers living with families during times of crisis.
5. Develop behavioral management program services to adults in the foothill counties to support them to live at home with their families, or to remain in their care homes.
6. Continue to develop wrap-around services for adult consumers residing in family homes which will include those with behavioral and medical concerns.
7. Provide nursing respite (LVN staff) through home health agencies for consumers who are medically fragile, pending availability and generic resource access. Assistance with NF Waiver applications to occur as long wait list exists.
8. Educate local hospitals of potential consumer behaviors and potential issues.
9. Encourage completion of Health Passport information.
10. Provide current information to consumers and families about available generic/community resources.
11. Review and monitor support needs to include ILS in the family home to support independent living skills.
12. [Develop self-advocacy resources in collaboration with community agencies to improve the process for residential transitions.](#)
13. Continue to provide environmental assessments and modifications/equipment for consumers with mobility issues who reside in family homes.
14. VMRC Clinical Staff will continue to provide support and problem solving consultation to service coordinators, and work with Resource Development to secure behavioral services that are needed by all consumers, both children and adult. Private insurance, and managed care Medi-Cal will be utilized first, service coordinators will help guide consumers and families to these sources. VMRC will continue to provide crisis behavioral intervention as needed.
16. Continue to provide training to staff on Supported Decision Making and Advanced Care Planning for End of Life transitions. From this training, VMRC have developed procedures included in the IPP, and have provided resources available for Service Coordinators. VMRC will provide, in collaboration with community partners, training on these topics for consumers, families and residential care providers in 202.
17. Have incorporated Advanced Health Care/End of Life Planning in IPP goals.
18. Incorporate the emergency preparedness into planning team discussion and resultant objectives.
19. Implement Everbridge Notification system for information and follow up, as needed.
20. Assist consumers and families if transitioning to the Self Determination Program through the awareness campaign and monthly orientations offered.
21. Develop all services with cultural competence in mind.

Public Comments: adults residing in family homes (home of parent or guardian)

- Continue to offer supports
- I think it is important to start the discussion with families early on about the long term care needs and impact of that care on the entire family. Ensure that families know what support is out there for them if they choose to keep their loved ones at home.
- don't know if increasing is necessarily a positive, many folks would do better with more independence
- Again, giving that home more finances and resources. Handicap transportation vehicles are \$60,000-\$100,000 to purchase. Very expensive
- Increase incentives(training as well as financial).
- Increased funding for vendors that support individuals in their own homes. Low wages mean that a lot of good and caring staff either don't apply or don't stay for very long.
- I courage family to provide an opportunity to care for their loved ones with support from the regional center
- Offer more supports and more respite hours
- More supports, as consumers age, parents age, and it becomes hard for them to do it on their own.
- Advocate better. Arrange for In Home Support Services or something alike to help support the parents.



Number and percent of minors living in facilities serving > 6

1. Continue existing policy of vrending residential facilities serving six or fewer persons. situations.
2. Develop policy for new children's residential services to serve no more than four (4) persons.
3. Facilitate development of small residential options at ongoing provider orientations and other classes.
4. Develop housing model options per the agency Strategic Plan for minor consumers, as needed.
5. Continue to develop children's facilities.
6. Scheduled individualized meetings with parents, advocates, community service agencies, and residential providers to develop better mechanisms for smooth transitioning to different living
7. Develop sexual awareness training opportunities for children's residential providers.
8. Continuance of the agency Residential Screening Committee meeting twice weekly and/or as needed to ensure appropriate placements.



Public Comments: Minors in Smaller in Homes with less than 6 kids

- Unsure
 - Partnering with communities to ensure VMRC has enough of these types of placements would be the first thing. Consider public education or service announcements to raise the awareness of the need for this type of services and why this is a good alternative for some of the consumers.
 - provide more monies to find more vendors
 - Making sure the care facilities have better daily activities, life growth trips and experiences for the clients. Assisting caregivers with getting equipment to care for clients faster
 - Increase funding to Care Providers.
 - Many facilities end of closing because of burn out or not enough staff, and it is difficult to find
- homes that can serve some clients, either because of behavioral problems, medical concerns, and/or a mixture of both. Increased funding would attract more programs.
- Once again I think the family and the community should come together for making this decision minors should be with family first but there are good living arrangements in six or fewer bed homes
 - no opinion
 - Not familiar with this aspect.
 - no answer



Number and percent of adults living in facilities serving > 6

1. Develop housing model options for adult consumers, as needed.
2. Continue existing policy of vrending residential facilities serving six or fewer persons, encouraging development of 4 beds maximum.
3. Develop policy for all new adult residential development to be four (4) beds maximum.
4. Encourage development of small residential options at provider orientation and other classes.
5. Continue implementation of the agency Residential Screening Committee to ensure appropriate placements.
6. Promote the development of supported living situations for consumers as an alternative to licensed living arrangements.
7. Continue implementation of Resource Development plan using Needs Assessment process.
8. Continue to monitor the approved large facilities to maintain “home-like environments”.



Public Comments: Adults in Smaller in Homes with less than 6 People

- Unsure
- see #8
- provide more monies to find more vendors make it easier for new homes to get licensed
- Shouldn't allow multiple care facilities owned by the same provider. Making sure clients are not just parked in front of TVs. Like SNF daily activities for clients to experience. Train clients for jobs They can get in each community.
- Increase funding to Care Providers
- Many facilities end of closing because of burn out or not enough staff, and it is difficult to find homes that can serve some clients, either because of behavioral problems, medical concerns, and/or a mixture of both. Increased funding would attract more programs.
- Make there more information and positive content about residential care homes that serve six or fewer and the importance of the family lifestyle that it provides and atmosphere how it can help them grow more in a community and develop more with their population
- make more available - stop funding 6 bed homes and make them all 4 bed or fewer, which i believe is happening now
- With the decrease of DSP's in the field, this is near impossible. Without being able to properly pay a person and make less restrictions on organizations, there is no end in sight. So more funding, less restrictions.
- no answer

Reducing Disparities

- Measures Related to Reducing Disparities and Improving Equity in Purchase of Services Expenditures (Percent of total annual purchase of service expenditures by individual's ethnicity and age: Birth to age two, inclusive; Age three to 21, inclusive; Twenty-two and older.)
- Number and percent of individuals receiving only case management services by age and ethnicity

Measures Related to Reducing Disparities and Improving Equity in Purchase of Services Expenditures

1. Prior fiscal year (FY) purchase of service data and Client Master File (CMF) will be generated to measure progress in reducing disparities and improving equity in purchase of service expenditures.
2. VMRC will seek methods to help better analyze POS expenditure data in an effort to better understand our underserved population's needs.
3. Continuation of the VMRC Cultural Specialist position and the Cultural and Linguistic Committee formed to address needs and to identify trends.
4. Outreach efforts within community to overcome potential cultural barriers when identifying appropriate services.
5. Work with community agencies to increase awareness of regional center services for minority populations served.
6. Work with service providers to identify support needs and develop bilingual resources and services to improve access to all cultural, ethnic, and language specific groups.
7. Service Coordination staff will receive training related to IPP development that ensures meaningful consumer and family participation.
8. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs for individuals.
9. Develop vendors who are culturally sensitive.
10. Provide culturally diverse volunteer opportunities for community members.
11. Additional respite will be offered to parents attending informational meetings.
12. Provide informational trainings pertaining to cultural understanding.
13. Case distribution will occur for bilingual staff to carry monolingual cases in an effort to further breakdown communication barriers.

Public Comments: Reducing Disparities and Improving Equity

1. All should be equal on ethnicity
2. I am not familiar with what disparities are currently present. my experience is that purchases are based on the needs of the client and I have not see ethnicity affect that
3. unsure
4. Help with food banks, clothing banks, and respite facilities for caregivers to have time to rejuvenate
5. I am not sure
6. Increase outreach in lower income areas, as quite a number of families do not hear about the Regional Center until their child is already in school
7. no opinion
8. Not familiar with this aspect.
9. Offer the same exact services or supports to every consumer and not say they don't have that available here. Its the regional centers responsibility to find the services or supports needed. They may not offer one consumer the same as another but those not offered might just be the best intervention for the consumer and the regional center employee may not know that.



Number and percent of individuals receiving only case management services by age and ethnicity

1. Prior FY Purchase of service data and regional, center caseload data
2. VMRC will work in partnership with local parent and community organizations such as (Catholic Charities, Apsara, Lao Family Community Empowerment, SACAAAR, Southeast Asian Agency, LGBTQ+, ICC, Special Needs Connection, LaFamilia Disparity Funds Program, Modesto Collaborative, Families First, and Family Resource Network) to develop and implement a series of information and training activities,
3. Outreach efforts within community to overcome potential cultural barriers when identifying appropriate services.
4. Work with community agencies to increase awareness of regional center services for minority populations served.
5. Ongoing parent training, orientation and informational sessions in participants' native language, when possible, and with interpretation at mutually agreed upon sites in the community.
6. Respite hours will be offered in order for parents to participate in informational meetings.
7. Provide informational trainings to staff pertaining to cultural understanding.
8. Ongoing internal review of the quality of documents translated by professional translation services.
9. Cultural Specialist will reach out to those consumers with no POS to discuss integrated resources such as disparity grant options. Follow up will occur with Service Coordinator.
10. Case distribution will occur for bilingual staff to carry monolingual cases in an effort to further breakdown communication barriers.



Public Comments: individuals receiving only case management services by age and ethnicity

1. Unsure
2. Consumer and community education
3. unsure
4. Hire and train social service externs to assist case managers
5. I am not sure
6. Outreach and education, possibly working closely with pediatricians/hospitals to disseminate information to families
7. offer more services
8. Not familiar with this aspect.
9. unknown

Public Policy Performance Measures Related to Employment

1. Number and percentage of consumers, ages 16-64 with earned income.
2. Average annual wages for consumers ages 16-64.
3. Annual earnings of consumers ages 16-64 compared to people with all disabilities in CA.
4. Number of adults who were placed in competitive, integrated employment following participation in a Paid Internship Program.
5. Percentage of adults who were placed in competitive, integrated employment following participation in a Paid Internship Program.
6. Average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the prior fiscal year.
7. Average wages and hours worked for adults engaged in competitive, integrated employment, on behalf of whom Incentive payments have been made.
8. Total number of \$1000, \$1250 and \$1500 incentive payments made for the fiscal year.
9. Percentage of adults who reported having Competitive Integrated Employment as a goal in his/her IPP.



Number and percentage of consumers, ages 16-64 with earned income.

1. Utilize Employment Development Department (EDD) data provided by DDS. Review changes in number and percentage of consumers ages 16-64 with earned income as reported to EDD.
2. Continue to collaborate with EDD, DOE, WorkNet, and DOR through our Local Partnership Agreements.
3. Finalize and implement strategy to transition WAPs to viable employment skills training programs with CIE goals.



Average annual wages for consumers ages 16-64.

1. EDD data, provided by DDS, and VMRC data to review/analyze --average annual wages as reported to EDD for consumers ages 16-64.
2. Continue to collaborate with EDD, DOE, WorkNet, and DOR through our Local Partnership Agreements.



Public Comments: Increase Average Annual Wages


- Strategic planning to line up with labor market
 - continue to foster alliances with community partners willing to employ consumers. Consider the development of grant programs that would give community partners an incentive to employ consumers
 - Minimum wage is a must. Find more businesses willing to hire small crews instead of relying on one-to-one job coaching
 - Work on building relationships with businesses to hire clients if capable of working a job daily.
 - Provide necessary job training to consumers
 - Perhaps the Service Coordinator could check in monthly with an employed consumer to make sure they are being offered hours at work and receiving their paychecks on time, for the correct numbers they worked. This would help them screen for appropriateness of another service to work with the employer and advocate for the consumer if needed. More education for Service Coordinators regarding these types of services as well. Additional job fairs hosted by the Regional Center so consumers can learn about various opportunities and make it easier for them too apply.
 - If they just have a part-time job at live in a facility or with family
- I don't think this is a very big issue but obviously if they're living on their own trying to establish a life of their own this would definitely be a bigger challenge that needs to be addressed
- First and foremost, VMRC and DDS must realize that REAL employment is not a desire for a higher percentage of individuals that can qualify and perform REAL jobs. All consumers who are performing REAL meaningful work should get paid the appropriate wage that any other individual without disabilities could perform. The way the system has gone about "pushing" employment has been a priority rather than trying to meet the REAL needs of individuals.
 - I don't see how VMRC could do anything about this.
 - Offer higher pay amounts or provide better incentives.

Annual earnings of consumers ages 16-64 compared to people with all disabilities in CA.

1. Utilize EDD data provided by DDS to analyze consumer wage data compared to people with all disabilities as reported to EDD.
2. Continue to collaborate with EDD and DOR through our Local Partnership Agreements.




Public Comments: Annual earnings of consumers ages 16-64

- Unsure
- This would most likely take political action to ensure equity. A grant type system may be able to be set up to supplement the earnings of these consumers
- Find more businesses willing to hire small crews instead of relying on one-to-one job coaching
- Tax credits exist, but small business people do not know how to apply for it. Train and educate the business community on advantages of hiring disabled clients able to work.
- Build up their capacity by providing necessary job training. 
- Perhaps the Service Coordinator could check in monthly with an employed consumer to make sure they are being offered hours at work and receiving their paychecks on time, for the correct numbers they worked. This would help them screen for appropriateness of another service to work with the employer and advocate for the consumer if needed. More education for Service Coordinators regarding these types of services as well. Additional job fairs hosted by the Regional Center so consumers can learn about various opportunities and make it easier for them too apply.
- I don't think this is a tremendous issue at this time
- qualify them for REAL work
- I don't see how VMRC could do anything about this.
- unknown

Number and Percentage of adults who were placed in competitive, integrated employment following participation in a Paid Internship Program.

1. Data collected manually from service providers by regional centers.
2. Collaborate with employers and vendors to develop new and additional internship programs with the goal of CIE Placement. Focus on employer/vendor partnerships to increase PIP development and promote the supports that VMRC and vendors can provide for an internship program to an employer. Additional trainings for vendors and staff on internship benefits and implementation.
3. Use incentive money to target jobs based on consumer interest.

Public Comments: placed in competitive, integrated employment following participation in a Paid Internship Program


- Continue following
 - I am not familiar with that program so cannot speak to it
 - Maybe go business by business to educate. Partner with local non-profits like Third City Coalition in Stockton, Huddle or Downtown Alliance, etc.
 - Excellent idea
 - Provide subsidies to would be employer and adequate training to would be employees
 - Perhaps the Service Coordinator could check in monthly with an employed consumer to make sure they are being offered hours at work and receiving their paychecks on time, for the correct numbers they worked. This would help them screen for appropriateness of another
- service to work with the employer and advocate for the consumer if needed. More education for Service Coordinators regarding these types of services as well. Additional job fairs hosted by the Regional Center so consumers can learn about various opportunities and make it easier for them too apply.
- 
- find more programs - make sure adults have appropriate training and actually qualify for these positions
 - Educate and advocate the community
 - no answer

Average hourly or salaried wages and hours worked per week for adults who participated in a Paid Internship Program during the prior fiscal year.

1. Data collected manually from service providers by regional centers.
2. Target development of Internship Programs that offer more than minimum wage rates.




Public Comments: Average hourly or salaried wages and hours worked per week

- Unsure
- see #16
- unsure
- Make wages minimum wage and again educate the business community on the advantages of each individual. Externships work
- Commensuration of training with good pay . 
- Perhaps the Service Coordinator could check in monthly with an employed consumer to make sure they are being offered hours at work and receiving their paychecks on time, for the correct numbers they worked. This would help them screen for appropriateness of another service to work with the employer and advocate for the consumer if needed. More education for Service Coordinators regarding these types of services as well. Additional job fairs hosted by the Regional Center so consumers can learn about various opportunities and make it easier for them too apply.
- This is a legal issue and not VMRC's responsibility but rather our governments issue
- I don't see how VMRC could do anything about this.
- no answer

Average wages and hours worked for adults engaged in competitive, integrated employment, on behalf of whom Incentive payments have been made.

1. Data collected manually from service providers by regional centers.
2. Increase the percent of adults, age 22 and above, who are working in Supported Employment/Competitive Employment. Utilize CDER personal outcomes data and refine the definition of each Day Program Types (DAYP) in SANDIS and continue to update annually.
3. Continue coordinated trainings for staff and vendors that pertains to Employment First and WIOA concepts and concerns with impact of income to SSI to encourage job exploration.

Public Comments: Average wages and hours worked for adults engaged in CIE, on behalf of whom Incentive payments have been made.

- Unsure
 - Maybe go business by business to educate. Partner with local non-profits like Third City Coalition in Stockton, Huddle or Downtown Alliance, etc.
 - That is individual analysis of each clients abilities, health, and willingness
 - Provide more training
 - Perhaps the Service Coordinator could check in monthly with an employed consumer to make sure they are being offered hours at work and receiving their paychecks on time, for the correct numbers they worked. This would help them screen for appropriateness of another service to
- 
- work with the employer and advocate for the consumer if needed. More education for Service Coordinators regarding these types of services as well. Additional job fairs hosted by the Regional Center so consumers can learn about various opportunities and make it easier for them too apply.
- no aware of this
 - I don't see how VMRC could do anything about this.
 - no answer

Total number of \$1000, \$1250 and \$1500 incentive payments made for the fiscal year.

1. Data collected manually from service providers by regional centers.
2. Develop new, or enhance existing employment opportunities
 - with employers for job placement and job coaching. Facilitate employer-vendor partnerships to increase CIE placements.
3. Develop additional Internship Programs with employers.
4. Increase vendor participation with the goal of CIE Placement.
5. Develop Local Partnership Agreement model and establish agreement.

Public Comments: Total number of \$1000, \$1250 and \$1500 incentive payments

- Not aware of incentive
 - Get rid of respite hours that are not being used
 - Write for grants, talk to big corporate business to support these clients.
 - I am not sure
 - Don't know.
-
- not aware of this program
 - Encourage more vendors to participate.
 - don't know



Percentage of adults who reported having Competitive Integrated Employment as a goal in his/her IPP.

1. National Core Indicators Survey data—3 year cycle.
2. VMRC will encourage discussion at IPP meetings and ensure documentation.



Public Comments: adults who reported having Competitive Integrated Employment as a goal in his/her IPP.

- Make consumers aware of incentives
- Maybe go business by business to educate and get more companies involved. Partner with local non-profits like Third City Coalition in Stockton, Huddle or Downtown Alliance, etc.
- Be realistic if clients abilities and set goals clients can meet
- Provide them with the necessary training to make them more competitive
- Don't know.
- You can't set this as a goal as you end up "pushing" employment on individuals whom employment is not a reality.
- Train SC's to talk about this at IPP meetings, offer training for vendors on actual ways to help with this not just tell them it's required. Vendors need direction, which is never given.





Valley Mountain Regional Center Job Description

Title: Special Assistant to the Director

Reports To: Executive Director

General Statement of Duties: The Special Assistant to the Director reports directly to the Executive Director of Valley Mountain Regional Center (VMRC) and provides a wide range of highly confidential duties. Primary responsibilities include using independent professional judgment and initiative in managing the agency's emergency response system, managing the internal and external communications of VMRC including community outreach and agencywide events, managing the overall operations of the board of directors, and providing leadership in support of the Executive Director and the initiatives of the Director's Office.

Emergency Response Coordination

The position oversees the coordination of VMRC's response to natural disasters and public health emergencies. The response system will be coordinated by the Emergency Response Coordinator, which is supervised by this position. The related communications component of each emergency will be implemented by this position. In the absence of the Emergency Response Coordinator, this position will be responsible for the duties under that position. Examples of specific activities aimed at managing the agency's emergency response system include:

1. Supervising the Emergency Response Coordinator
2. Managing all communications internally and externally related to the emergency response implementation.
3. Develop and ensure implementation of the emergency response plan.
4. With the Emergency Response Coordinator, manage the training needs of each impacted stakeholder identified in emergency response plan.

Internal Communications

This position is also responsible supporting the leadership team in the planning and execution of major organization-wide initiatives and must have strong interpersonal skills and a commitment to internal customer service. Good communication within VMRC and in supporting board engagement is key to organizational effectiveness leading to clear expectations and increased morale. The position will facilitate the development, renewals and maintenance of the administrative procedures (APs) and memoranda of understanding (MOUs). An example of specific activities aimed at achieving continuous effective internal communications include:

1. Serving on the Social Committees of each of our three offices (located in Stockton, Modesto, and San Andreas) to assist in organizing and promoting the morale boosting activities of each committee.

2. Serving as the chief contributor to the “VMRC InsideXchange” (the organization’s intranet system).
3. Organizing the logistics and content for the bi-Annual Management Meetings and the Bi-Annual All-Staff Meeting and Trainings, and the Board of Directors meetings and events (see Management of Board Operations below).
4. Work closely with Quality Assurance, Resource Development, and all other internal units and departments involved in providing trainings and events, to strategize the development and promotion strategies needed for success.
5. Supports the Senior Leadership team, consisting of the VMRC Department Heads.
6. The position tracks action items and decisions made in Sr. Leadership meeting.
7. Assists with the messaging of the organizational initiatives put forth by the Senior Leadership team.
8. Supports the Senior Leadership team, assisting with the prioritization of actions and information across departments that will ultimately drive employee engagement.

External Communications

This position is responsible for overseeing public relations and media relations that promote and protect the VMRC image and reputation and showcases the good work of the regional center as a “partner in disability services and supports”. It is important to be prepared in terms of messaging from VMRC to the community. Another important stakeholder includes the policymakers on a local, state, and national level and the position will have to (1) maintain current files of media contacts and legislative contacts, (2) prepare briefing and background materials, (3) draft media advisories, and (4) assist in Grass Roots Day preparations. In addition to creating and executing the external communications strategy the position will engage in the following activities:

1. Manage the VMRC website that informs and engages our community and employees and informs the public of all activities of the board of directors, its committees, and VMRC.
2. Publish a VMRC newsletter quarterly soliciting articles from VMRC staff and community stakeholders.
3. Coordinate and manage and participate in the work of the VMRC Social Media team.
4. Engage and collaborate with community stakeholders communications efforts including (1) Self-Advocacy Council 6, (2) Coalition of local Area Service Providers , (3) the Association of Regional Center Agencies, and (4) other local partners such as State Council on Developmental Disabilities North valley Hills Office, Disability rights California, Family Resource Network, etc.
5. Assist with information dissemination of Employment First, Cultural Diversity, Affordable Housing, Safety Net Initiatives, Home and Community based Services new Rules, and other state and local priorities as they develop.

Management of Board Administration

Working together with the board president, committee chairs, and the executive director to develop, compile, publish, and distribute agendas, minutes, and other reports and materials for each meeting of the board and its committees. Other relevant tasks for the management of board operations include:

1. Maintain two years of records of the board of directors and its committees (archives of board actions, attendance, agenda, and former rosters of board members.)
2. Attend all board and committee meetings and take minutes (if needed) and prepare meeting rooms including public accommodations and catering services for committees who meet during the meals hours.
3. Compile, photocopy and mail board and committee meeting packets and promote the meetings on the website, social media, etc.
4. Assist Board Members with travel arrangements and with reimbursements for travel & other expenses.
5. Manage the submission of all reports required by the Department of Developmental Services, under the responsibility of the director's office or the board of directors.

Working Condition and Physical Requirement: Majority of duties are performed in an office. They require the ability to sit or stand for long periods of time, to rearrange meeting room furniture to configure for meetings, and to operate office machines requiring manual dexterity and repetitive key entry. Ability to read and comprehend large amounts of written material, use the telephone, and communicate via electronic mail. Excellent verbal and written communication skills are essential. Must be able to travel locally and out-of-town, including occasional over-night stays.

Minimum Position Requirements:

Bachelors in Arts or Science degree in Communications, English, Business, Social Work, Psychology, Education, Organizational Development, Public Administration, or any related field. The following is a list of skills and abilities necessary to be successful in this position:

1. Knowledge of the laws and principles of the regional center system and the Lanterman Act
2. Knowledge of Person-Centered Thinking and its relation to the purpose of VMRC and the community based developmental services system.
3. Familiarity with the logistics of the operations of a board of directors with a robust committee structure.
4. Ability to establish and maintain effective relationships with others in a team-based environment
5. Ability to independently perform high-level administrative duties competently and with discretion;
6. Ability to organize a complex workload, research, organize and compile written reports and materials.
7. Advanced knowledge of Microsoft Office, including Outlook, Word, OneNote, PowerPoint, excel.

8. Working knowledge of at least the following social media platforms: (1) Facebook, (2) Twitter, (3) LinkedIn, (4) Instagram, and (5) YouTube.
9. Working knowledge of a variety of online business tools such as email marketing programs, survey tools, scheduling tools, meeting tools, etc.
10. Ability to write operational and program oriented grant proposals clearly and concisely.

Advanced Qualifications:

A Master's degree in Communications, English, Business, Social Work, Psychology, Education, Organizational Development, Public Administration, Marketing, Public Relations, or any related field is highly desirable. Four years' experience in an increasingly responsible management, leadership or administrative position and or 2+ years' experience as a "Clerk of the Board" for a government board or council.

Salary (Confidential Exempt Position):

Pay Scale: \$3495 pay period/\$31.25 an hour - \$4684 pay period/\$58.55 an hour



VMRC Job Description

Title: Division Manager of Consumer Services (Children)

Reports To: Director of Consumer Services- Children

General Statement of Duties:

The Division Manager of Consumer Services (Children) under the direction of the Director of Consumer Services (Children) is responsible provide general management to the programs of the Department of Consumer Services for Children. Specifically, this Division Manager will focus primarily on the creation, management, and supervision of the Early Childhood Services Division consisting of teams with caseloads serving children 0-5 years old. This Division Manager will oversee Valley Mountain Regional Center's statutory Early Start mandates, provisional eligibility requirements, and all other legal requirements as delineated in the Lanterman Developmental Disabilities Act and ensure successful transition for these children and their families from one Early Childhood program to the next, including transitions from proceeding the eligibility from these programs. The Division Manager serves as liaison between the Department of Developmental Services (DDS), Education (i.e. SELPAs, and School districts, etc.), and VMRC with regard to Early Start and its multi-agency implementation encouraging consistency between procedures in each office. The individual in this position serves as a contact person for Early Start Service providers and monitors vendored infant-toddler programs in VMRC's catchment area.

Working Condition and Physical Requirement:

- Most duties are performed in the office and out in the community.
- The ability to drive an automobile is required daily.
- Must maintain a valid driver's license and be able to travel locally and out-of-town regularly.
- Must be able to sit at a workstation for long periods of time.
- Must be able to frequently stand, walk, bend and reach throughout offices.
- Must be able to operate office machines requiring manual dexterity and coordination to operate standard office equipment (i.e., computer, telephone, fax machine, etc.)
- Must be able to read, write and comprehend large amounts of written material, use the telephone, and communicate via electronic mail daily.
- Excellent verbal and written skills are essential.

Supervision Responsibility

- Direct Reports: Early Start Program Managers
- Indirect Reports: Early Start Service Coordinators

Minimum Position Requirements:

BA/BS degree in a social science, business, public administration, communication, or similar field is required. At least 5 years' experience in a case carrying position at VMRC or another regional center; at least 5 years of experience with Early Start services, and at least 5 years' experience in management of Early Start services.

Key Responsibilities:

- Support the Director of Consumer Services (Children) as needed to cover meetings, department projects, etc, including Early Start, children's services, provisional eligibility,

intake, Self Determination, autism and education services.

- Manage and Lead the Early Start programs collaborating and sharing information with counties, state agencies and other specified entities to identify and coordinate services for Early Start
- Providing DDS with data, implementation updates and recommendations
- Participating in the ARCA Early Start Discipline Committee.
- Supervise Early Start activities in all three VMRC offices
- Ensure compliance with Early Start and Lanterman timelines.
- 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 with the Director of Consumer Services-Children as the 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 services and modes of delivery.
- Serve as the local approval authority for all Early Start 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 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 or Nursing.
- Other job-related duties as assigned

Intra-Agency Activities

- a. Provide training, support, and technical assistance to case management, clinical, and administrative staff and agency partners related to new clinical services or changes
- b. Act as a resource for agency staff and participate in planning team meetings as requested

Community Outreach Activities

- a. Provide training, support, and technical assistance to the community.
- b. Provide technical assistance to case management, clinical and Resource

Development team with the development of training materials, brochures, etc. for consumers, families, staff, and community outreach activities.

Complete other duties as assigned by supervisor

Date: December 2021

Position: Fiscal Rate Specialist

Location: Stockton

Reports to: Fiscal Manager

General Statement of Duties: Under general direction of the Fiscal Manager, the Rate Specialist will review a variety of complex vendor rates. Exercise initiative and independent judgement. This position must have a strong understanding of rate applications, rate structure, formulas and implementation of regulatory rate adjustments approved by Department of Developmental Services (DDS), Contract Compliance, Schedule of Maximum Allowances, and Usual and Customary criteria. This position was created under the Lanterman Act section 4519.10 to assist in the 5 year implementation of the state's uniform rate initiative. This effort will be initiated in fiscal year 2021-2022 and will consists of provider rate increases beginning in Fiscal Year 2021-22, a quality incentive program, incentives to enhance a person-centered outcomes-based system, and be completed by July 1, 2025 (this position exceeds the 2025 completion date).

Working Conditions and Physical Requirements:

- Most duties are performed in the office
- Must have reliable transportation and be able to travel locally and out of town
- The ability to sit at a workstation for long periods of time
- Frequent standing, walking bending, reaching, lifting throughout offices
- 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. Email and telephone communication is required daily
- Excellent oral and written skills are essential

Key Responsibilities – Essential Functions:

1. Reviews Vendor Status Notification (VSN) and Rate Approvals.
2. Ensure rate accuracy and compliance, including courtesy vendors.
3. Responsible for establishing and maintaining the rate table, sub-codes, rate guidelines.
4. Supports Fiscal Staff with rates and vendor information.
5. Provides rate/sub-code assistance to Resource Development for new vendorizations.
6. Generates various rate reports to coordinate with POS auth review.
7. Interprets and analyzes financial and statistical data.
8. Ensures proper documentation and rate support for DDS and CPA audits.
9. Responds to inquiries from staff, vendors and auditors related to rates.
10. Maintains familiarity with applicable regulations governing vendors and rate structures.

11. Performs special projects, participates in resolution of coding and/or rate related issues.
12. Respects confidentiality in discussing consumer, staff, vendor and fiscal matters.
13. Other job-related duties as assigned.

Minimum Education and Experience: A minimum of five years' experience in regional center Fiscal Accounting or Resource Development.



Date: December 1, 2021
(original February 3, 2020)

Position: Cultural Specialist Manager

Location: Stockton

Effective Change Date: January 2022

Reports To: Tony Anderson, Executive Director and Christine Couch, Director of Consumer Services (Adults)

Salary: \$38.95 - \$49.73 per hour

General Statement of Duties:

Organization and Communitywide Cultural and Linguistic Competence

Under the general supervision of the Executive Director, the Cultural Specialist Manager will create and manage cultural and diversity initiatives that help to ensure equitable access to and delivery of services and supports for all people with developmental disabilities and their families, pursuant to the provisions of the Lanterman Act and the mission, vision, values, and strategic objectives of VMRC. Specifically, this role: promotes cross-cultural training and communication support for improved service coordination, clinical and service provider levels to increase cultural competency; implements internal and external communication strategies that are both culturally and linguistically competent and promote and educate employees and the community on VMRC inclusion initiatives. Ensures community outreach projects, especially those for ethnic groups identified as potentially underrepresented or under-served by the Regional Center, are appropriately designed, and implemented. This position has duties throughout VMRC's five-county area but is mainly housed in Stockton.

Enhanced Caseloads for Low to No Services

Under the general supervision of the Director of Consumer Services (Adults), the Cultural Specialist Manager will manage and lead a small team consisting of a Senior Service Coordinator and specialized Service Coordinators with Enhanced Caseloads. The caseload will serve recently eligible consumers from ethnic communities who are Hispanic and or Non-English speakers to assist in the transition from intake to ongoing service coordination. These caseloads will serve 200 people in total.

Review and Authorize Applications for Health and Safety Waivers (Non-English Speaking Consumers)

The Department of Developmental services has targeted funding for improving language access, culturally competent services, and other needs as identified by people served, the community, and regional centers. This position will ensure the facilitation of applications for payments authorized to protect the health and safety of consumers, pursuant to Section 4681.6(a)(1), for non-English speaking individuals served. Activities include: specialized outreach and case management services toward identifying which individuals might have an unaddressed need for a health and safety waiver and assisting with guiding individuals through the application process to meet those needs. The Cultural Specialist Manager will track the number of individuals served through this effort and provide this information to DDS at least annually.

Working Conditions and Physical Requirements:

- Job duties are performed in the office and 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, walking bending, reaching, lifting up to 25 pounds throughout offices, 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

- Use research and data analysis to identify diversity and inclusion challenges as well as opportunities for development.
- Design and implement community outreach projects, especially for ethnic groups potentially under-represented or under-served by the regional center.
- Coordinate, enhance and participate in support groups to help families understand services provided by the regional center, generic resources, and other community agencies.
- Lead the regional center's POS Variance Data process to include facilitating a cross-functional planning workgroup, creating and/or editing and posting the meeting notices by the required deadline, coordinating the annual community meetings, reviewing and analyzing the data reports, creating and/or editing PowerPoint and/or other presentations and related handouts, coordinating the translation of related materials, creating and/or editing the annual POS Variance narrative report and submitting to DDS, ensuring data and narrative reports are posted to VMRC's website by deadlines set in regulations, ensuring VMRC is in compliance with the regulations related to POS Variance Data reporting, and acting as the liaison with DDS in this process.

- Develop and coordinate the agency's Promotora Project. Additional details on the Promotora Project can be found at https://www.researchgate.net/publication/278166402_Use_of_Promotoras_de_Salud_in_Interventions_with_Latino
- Develop benchmarks and metrics for measuring and implementing strategic interventions and organizational goals that help move diversity and inclusion forward.
- Provide vision, leadership and coordination for the development of diversity and inclusion policy and procedures within VMRC that supports access to the services and supports available to assist in the achievement of the outcomes identified in their individual person-centered plans.
- Build organizational effectiveness at all levels by providing cross cultural training and communications to support increases in cultural competence across the continuum of care.
- Serve as the subject-matter expert in bias awareness in developing and coordinating services.
- Facilitate workshops/training for all stakeholders designed to address issues related to cultural competence
- Identify, build and sustain strategic partnerships with local community agencies and various stakeholders to assist in outreach efforts designed to identify, educate and inform persons served and families.
- Attend key inclusion & diversity conferences and participate in training activities that will assist VMRC's strategic approach to reaching identified goals and objectives.
- Extensive travel to the five county service area and throughout the State of California.
- Perform other related duties as assigned.

Minimum Position Requirements:

- Bachelor's Degree in social work, psychology, human development, sociology, counseling or a related field and three years' experience in developmental disabilities or a related field. A Master's degree in a related field can be substituted for one year of experience.
- Two-years of experience working in programs providing services for individuals with developmental disabilities and at least one-year of experience conducting community outreach to diverse populations.
- Bilingual preferred.
- Familiar with the customs and traditions of a wide variety of cultures.
- Proven, progressive experience and demonstrated effectiveness leading projects and coordinating large meetings.
- Strong analytical skills and ability to translate metrics, research and trends into strategy.
- Experience with social media and demonstrated software competency. Proficiency in MS Word, Excel, PowerPoint, and Internet search tools.

- Demonstrated policy development and project management ability with problem-solving skills and a demonstrated ability to apply independent judgment in critical situations.
- Enthusiastic commitment to the vision, mission and core values of the Regional Center as well as compassion and respect for all clients and their families.
- Experience working with families from diverse cultural, linguistic and socioeconomic backgrounds; an understanding of family systems and human dynamics
- Outstanding public speaking, presentation and written communication skills
- Experience in developing and delivering training and group facilitation.

EQUAL OPPORTUNITY EMPLOYER