



## **Minutes for Board of Directors Meeting**

12/22/2021 | 06:00 PM - 08:00 PM

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, Dr. Steve Russell, Suzanne Devitt, Crystal Enyeart, Alicia Schott, Linda Collins, Secretary, Jessica Quesada, Tina Vera, Gabriella Castillo

**Board Members Not Present:** Ken Britter, Emily Grunder informed absence, Robert Balderama

**VMRC Staff Present:** Doug Bonnet, Christine Couch, Tony Anderson, Brian Bennett, Bud Mullanix, Melissa Stiles, Gabriela Lopez, Tara Sisemore-Hester, Claire Lazaro, Michelle Poaster, Emelia Vigil

**Public Present:** Rachelle Munoz (facilitator), Irene Hernandez (interpreter), Dena Hernandez, Alma Janssen, Lisa Culley, George Lewis, Chelsea Silveria Burgos, James Ford, Sue Cipponeri

**Margaret Heinz, President, called the meeting to order at 6:05 PM.**

### **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**

Lynda Mendoza made a motion to approve, Crystal Enyeart seconded. Motion passes unanimously.

### **C. Review and Approval of the Board of Directors Meeting Minutes of**

**10/27/2021 – Action Item**

Alicia Schott made a motion to approve, Erria Kaalund seconded. Motion passes unanimously.

#### **D. Presentation - National Core Indicators (NCI Presentation)**

George Lewis (SCDD North Valley Hills), Tara Sisemore-Hester (VMRC Director of Consumer Services Children), Christine Couch (VMRC Director of Consumer Services Adults) presented information on the Child Family Survey.

1. Public Comment on National Core Indicators (NCI Presentation) – no public comment

#### **E. Public Comment**

Dena Hernandez, SCDD, North Valley Hills Office: Great job George – represents SCDD so well. Thank you to board and staff for another year of stellar collaboration with our office and many others. Working together has really helped our 5 counties and community. Thank you to SAC6 as well. Our next regional advisory committee is on zoom on January 18, 2022. The meeting is open to the public and we are requesting Anna Sims to come and talk about HCBS. Happy Holiday.

#### **F. Consent Calendar Items – Action Item**

Lisa Utsey makes the motion. Tom Toomey seconded the motion to approve the Consent Calendar items. No discussion. The consent calendar items were approved unanimously.

1. Finance Committee Meeting Minutes of November and December 2021
2. Executive Committee Meeting Minutes of November and December 2021
3. Consumer Services Committee Meeting of November 2021
4. Legislative Committee Meeting Minutes of November and December 2021

#### **G. Committee Reports**

1. **VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP):** Candice Bright shared that there have been 2 CLASP meetings. A meeting on December 6, this was held earlier in the month in order to hold a vote on the holiday schedule. It passed in CLASP unanimously. CLASP had questions about vaccinations – consultants may or may not be vaccinated. Vendors continue to experience a lack of staff and turnover rates. The next meeting is January 24, 2022 at 10am.

2. **Self-Determination Advisory Committee:** Mariela Ramos was not present. Tara Sisemore Hester shared that there are 4 Participant Choice Specialist starting in the new year for a total of 6 staff. They met with the DDS Ombudsman today to review our SDP program. We are having approximately 16 meetings a month to get everyone into the program. Tony Anderson shared that we are very excited and committed to the SDP program. We are really excited to see the program move forward. We have two amazing existing Participant Choice Specialists who can share amazing and encouraging stories about our program. We received a lot of compliments from the DDS Ombudsman and that we don't have any complaints on the quality of services and dedication of the staff. What we are dealing with is all of the interest. This means that our managers are doing 3-4 meetings a day and are constantly working to move the program along. The perception is why is it clogged up? We feel that as well and want it to move faster, but we want it done correctly and without problems.

3. **Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6):** Crystal shared her report.

November 5, 2021, Sac 6 Friday Zoom Chat topic was presented by Jackie Armstrong an advocate out of Sacramento, and she talked about Employment

November 9, 2021, Lisa attended the ARCA Academy webinar that was on Early Child Development and different types and requirements to receive services.

November 10, 2021, Lisa U. attended the VMRC Finance Committee. Also Sac 6 Friday Zoom Chat topic was presented by Y.O.! Disabled & Proud with Statewide Youth Organizer, Jessica Riestra.

November 16, 2021, Sac 6 Chair attended the (DDS CAC) Development Department Services Consumer Advisory Committee meeting, at this meeting we had a guest speaker who is also an advocate share about their story of domestic violence.

November 12, 2021, Sac 6 had their Friday practice Zoom Chat this topic was from California Victim of Crime Resource Center on Fraud. Here the leaders came together to create a script for the following Fridays Zoom Chat. We all take turns with introductions and thanking speakers.

November 17, 2021, at 9am, Sac 6 members meet for our weekly practice zoom chat. Sac 6 Chairperson Catrina also attended the DDS CAC meeting, for the second day. Also, Sac 6

had their Finance Committee meeting later that evening. Here we talked about our budget and future area meetings.

November 18, 2021, Lisa U., and Catrina C. attended the Collection for Compassionate Care of California meeting. Here the group reviewed the layout of the packet, if it flowed and what can we do to change it to make it easier for Advocates to understand.

November 19, 2021, Consultant, Lisa U. attended the monthly (ARCA) Association of Regional Center Agencies monthly meeting. At this meeting they discussed the goal the group would be working on this year and how they are going to distribute the information. The goal is Low-income Housing resources. Also, other Sac 6 leaders had their Friday Zoom Chat and the topic presented was by CA Victim of Crime Resource Center Team.

November 24, 2021, Dena #1 from Valley CAPS PLUS and Dena #2 from SCDD North Valley Hills Office volunteered with VMRC to delivery Thanksgiving Dinners to those in need this Holiday Season.

December 2, 2021, Sac 6 had their monthly Leadership meeting with VMRC Executive Director and VMRC Liaison to Sac6. At this meeting Sac 6 leaders discussed business items such as, Friday Zoom Chats, policy for returning to the VMRC building to follow safety guidelines, etc.

December 3, 2021, Sac 6 had their Friday practice Zoom Chat and Katie Hornberger presented on her job at DDS.

December 10, 2021, Sac 6 had their Friday practice Zoom Chat which was presented by DRAIL Liliana Altamirano and Makyla DaPonte.

December 15, 2021, Lisa U. attended the VMRC Poppellwell Committee. This is the committee who makes decisions on how the Poppellwell donations are spent, such as the Holiday Dinners that were delivered.

December 16, 2021, Chairperson Catrina C., attended the VMRC Legislative Committee meeting. Catrina presented on the SB 65 (Skinner D) law.

December 17, 2021, Sac 6 collaborated with (R.A.P) Recreation for All people and (PCS) Person Centered Service in Stockton to host a Holiday Dance celebration for the Friday Zoom Chat.

Upcoming events:

January 7, 2022, Dena P. #1 will be presenting to the VMRC Senior grandparents.

January 20, 2021, Lisa U. will be presenting a presentation on End-of-Life Care for the Collection for Compassionate Care of California.

#### **4. Finance Committee**

Tony Anderson, Executive Director, formally introduced Melissa Stiles as the new Chief Financial Officer (CFO) to the Board of Directors. Melissa replaces former CFO, Claudia Reed, who retired on 12/17/21. Melissa Stiles formally became the new CFO on Monday, 12/20/21. In November, Melissa was hired and began working with Claudia on the transition.

- a. **Approval of Contract Status Reports (CSRs) for November and December 2021 – Action Item:** Melissa Stiles gave the report. Finance Committee/Alicia Schott made the motion to approve the CSRs. Tom Toomey seconded the motion. No discussion. The approval of the contract status reports was approved unanimously.
- b. **Purchase of Services (POS) and Operations (OPS) Expenditures for November and December 2021:** Melissa Stiles reviewed the POS and OPS expenditures.
- c. **Approval of Contracts over \$250,000 from November 2021 – Action Item:** Alicia Schott/Finance Committee made the motion to approve the 22 contracts over \$250,000. Erria Kaalund seconded the motion. Candice Bright abstained. No discussion. The approval of 22 contracts over \$250,000 was approved.
- d. **Presentation of Audit of VMRC Financial Statements for Year Ending June 30, 2020, Sue Kemper provided an overview of the Audit.**
  - i. Approval of Audit of VMRC Financial Statements for Year Ending June 30, 2020 – **Action Item:** Alicia Schott/Finance Committee made the motion to approve the audit of VMRC Financial Statements for Year Ending June 30, 2020. Erria Kaalund seconded the motion. No discussion. The approval of the Audit of VMRC Financial Statements for Year Ending June 30, 2020 was approved.

#### **5. Consumer Services Committee**

- a. **Approval of Social/Recreation and Camp Services Service Standard – Action Item:** Suzanne Devitt/Consumer Services Committee made the motion to approve the Social/Recreation and Camp Services Standard. Lisa Utsey seconded the motion. No discussion. The Social/Recreation and Camp Services Service Standard was approved.
6. **Legislative Committee:** Candice Bright shared they had a practice session on December 14 and recorded a presentation on December 16 about chaptered bills. Doug will post it on the website on the legislative committee page and on social media. No meetings scheduled.
7. **Bylaws Committee:** Linda Collins reported she is new to the committee and she and Tony will schedule a meeting in the new year.
8. **Special Events Committee:** Tina Vera reported that there are no updates.

## **H. Executive Director's Report**

1. **Performance Contract Presentation by Tony Anderson.** No questions or discussions from the board.
2. **Public Comment on Performance Contract** – no public comment
3. **Approval of Performance Contract – Action Item** Lisa Utsey made a motion to approve the Performance Contract. Candice Bright seconded the motion. No discussion. Motion passes unanimously.

## **I. Other Matters – no other matters**

## **J. Board Member Activities and Reports:**

Margaret Heinz shared about the Thanksgiving meal deliveries. It was fun and families were thankful. She encourages the board to volunteer for this activity.

- K. **President's Report – Margaret Heinz:** Thank you for the Health Advisories. She is impressed with the 90 that have been completed. Please wear a mask and be safe. DDS has sent out an extension of waivers. ARCA training on January 11 and rebroadcast on January 12.

1. **Special Assistant to the Director Job Description – Action Item:** The Executive Committee made the motion to approve the job description. Crystal Enyeart seconded the motion. No discussion. Motion passed unanimously.

2. **Division Manager of Consumer Services (Children) Job Description – Action Item:** The Executive Committee made the motion to approve the job description. Lisa Utsey seconded the motion. No discussion. Motion passed unanimously.
3. **Fiscal Rate Specialist Job Description – Action Item:** The Executive Committee made the motion to approve the job description. Crystal Enyeart seconded the motion. No discussion. Motion passed unanimously.
4. **Cultural Specialist Manager Job Description – Action Item:** The Executive Committee made the motion to approve the job description. Anthony Owens seconded the motion. No discussion. Motion passed unanimously.
5. **Report of Executive Committee and Board of Directors Closed Session Minutes of 12/08/21, 12/15/21, and 12/22/21:** Margaret Heinz presented a wonderful report on Tony Anderson. They are very thankful and will be offering an extended contract. Doug thanked Margaret, Bud and Ami from Kinectic Flow for putting together the 400 comments from participants.

**L. Next Meeting - Wednesday, February 23, 2022, 6:00 PM, Location TBD**

**M. Adjournment**