



# Board of Directors Meeting

Wednesday, April 27, 2022, 6:00 PM

Hybrid - VMRC Stockton Office Cohen Board Room and via Zoom Video Conference

702 N. Aurora Street

<https://us06web.zoom.us/j/89085309205?pwd=OGxIMlV1aF0T2NwN09DV0Rwd2lHQQT09> Webinar  
ID: 890 8530 9205 Passcode: 726057 One tap mobile: +16699006833

Stockton, CA, 95202

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



## Meeting Book - Board of Directors Meeting

### Board of Directors Meeting

<b>A. Call to Order, Roll Call, Reading of the Mission Statement</b> 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>B. Review and Approval of the Meeting Agenda</b>	Action Item	Margaret Heinz
<b>C. Review and Approval of the Board of Directors Meeting Minutes of 02/23/22</b>	Action Item	Margaret Heinz
BOD minutes February2022.pdf - 5		
<b>D. Presentation - Non-Medical Therapies and Educational Services Service Standards and Outreach Plans</b>		Claire Lazaro and Olivia Held
Non-Medical-Therapy-Service-Standard-2022_02_08.pdf - 12		
Educational-Services-Standard-DRAFT-002.pdf - 15		
<b>1. Public Comment on Presentation</b> Members of the public may have up to 3 minutes to comment on the information presented on the Non-Medical Therapy and Educational Services Service Standards and Outreach Plans. 6 minutes will be allowed if an interpreter is used.		
Non-Medical Therapy Presentation to the Board 2022_04_18.pdf - 17		
Ed Services PP final.pdf - 42		
<b>E. Public Comment</b> Each member of the public will have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.		Margaret Heinz
<b>F. Consent Calendar Items</b>	Action Item	Margaret Heinz
<b>1. Finance Committee Meeting Minutes of March and April 2022</b>		
Fin Com Minutes 03 09 22.pdf - 50		
Fin Com Minutes 04 13 22.pdf - 52		
<b>2. Executive Committee Meeting Minutes of March and April 2022</b>		
Exec Com Minutes 03 09 22.pdf - 55		
Exec Com Minutes 04 13 22.pdf - 58		
<b>3. Legislative Committee Meeting Minutes of March 2022</b>		
Leg Com Meeting Minutes, 03 24 22.pdf - 62		
<b>4. Consumer Services Committee Meeting Minutes of March 2022</b>		

5. Bylaws Committee Meeting Minutes of April 2022

Bylaws Comm Meeting Minutes and Reports 04 13 22.pdf - 74

6. Nominating Committee Meeting Minutes of April 2022

Nom Com Minutes 04 14 21.pdf - 80

G. Committee Reports

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

Candice Bright

2. Self-Determination Advisory Committee (SDAC)

Mariela Ramos

3. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6)

Crystal Enyeart

4. Finance Committee

Alicia Schott

a. Approval of Contract Status Reports (CSRs) for March and April 2022

Action Item

CSR for March 2022.pdf - 82

CSR for April 2022.pdf - 83

b. Approval of Contracts over \$250,000 for March and April 2022

Action Item

Contract Summary & Board Resolution 2022-04.pdf - 84

c. Purchase of Service (POS) Expenditures and Operations (OPS) Expenditures for March and April 2022

POS for March 2022.pdf - 85

POS for April 2022.pdf - 86

OPS for March 2022.pdf - 87

OPS for April 2022.pdf - 88

d. Presentation - VMRC Financial Statements 2020-2021

Action Item

Kemper CPA Group LLP

Issued Management Comment Letter 20-21.pdf - 89

Issued Letter to the Board.pdf - 91

Issued Financial Statements VMRC 20-21.pdf - 93

5. Consumer Services Committee

Suzanne Devitt

6. Legislative Committee

Lynda Mendoza and Candice Bright  
Linda Collins

7. Bylaws Committee

a. Approval of Amendments to the Bylaws

Action Item

Board Update, Bylaws Committee, 04 27 22.docx - 125

8. Nominating Committee

Linda Collins

9. Special Events Committee

Tina Vera

10. Popplewell Committee

H. Executive Director's Report

I. Other Matters

J. Board Member Activities and Reports

K. President's Report

1. Approval of IT Rate Specialist Job Description

Action Item

IT Rate Specialist JD.pdf - 127

2. Approval of Rate Specialist Resource Development Job Description

Action Item

Rate Specialist Resource Development- Job Description.pdf - 129

L. Next Meeting - Wednesday, June 22, 2022, 6:00 PM, Cohen Board Room and Via Zoom Video (Hybrid)

M. Adjournment

Margaret  
Heinz  
Tony  
Anderson  
Margaret  
Heinz  
Margaret  
Heinz  
Margaret  
Heinz

Margaret  
Heinz

Margaret  
Heinz



**Board of Directors Meeting**  
**Wednesday February 23, 2022**  
**6:00 PM to 7:30 PM**  
[Zoom Link](#)

**Elected Officers:**

Chair: Margaret Heinz, President  
 Lynda Mendoza, Vice President  
 Alicia Schott, Treasurer  
 Linda Collins, Secretary

	Agenda item	Action	Speaker
<b>A.</b>	<b>Call to Order – Lynda Mendoza, Vice President, called the meeting to order at 6:05 PM.</b>		
	<i>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.</i>		Lynda Mendoza, President
	<p>We do have a quorum tonight based on roll call.</p> <p>Board Members Present: Crystal Enyeart, Lynda Mendoza, Jessica Quesada, Anthony Owens, Tom Toomey, Linda Collins, Alicia Schott, Emily Grunder, Erria Kaalund, Lisa Utsey, Candice Bright, Robert Russell, Gabriela Castillo, Yan Li, Tina Vera, Ken Britter, Erria Kaalund</p> <p>Board Members Absent: Suzanne Devitt informed absence, Margaret Heinz informed absence, Robert Balderama,</p> <p>VMRC Staff Present: Tony Anderson, Tara Sisemore-Hester, Bud Mullanix, Brian Bennett, Melissa Stiles, Claire Lazaro</p> <p>Public Present: Isela Bingham Interpreter, Irene Hernandez Interpreter, Dena Hernandez SCDD, Rachelle Munoz facilitator, James Ford DDS, Lisa Culley FRN, Chelsea Silveira Burges BCBA,</p>		
<b>B.</b>	<b>Review and Approval of the Meeting Agenda - Lisa Utsey made a motion to approve, Crystal Enyeart seconded. Motion passes unanimously.</b>	<b>Action Item</b>	Lynda Mendoza, President
<b>C.</b>	<b>Review and Approval of the Board of Directors Meeting Minutes of 12/22, 2022<sup>1</sup> – Emily Grunder made a motion to approve, Anthony Owens seconded. Motion passes unanimously.</b>	<b>Action Item</b>	Lynda Mendoza, President

<b>D.</b>	<b>Public Comments</b>		
	Each member of the public will have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.	Information	Lynd Presi
	<ul style="list-style-type: none"> <li>❖ Dena Hernandez, SCDD: Thank you to Katina Richardson, Brian Bennett, Aaron McDonald, Christine Couch and team for conducting the two-day drive throughs for San Joaquin County residential care facilities to pass out at home Covid-19 testing and allowing SCDD to volunteer. It was a well run machine!!</li> <li>❖ SCDD received at home tests from Department of Public Health that are currently being handed out to folks with disabilities and families in our 5 counties. Thank you to our community partners for helping get these out to people! Self-Advocacy Council 6, Family Resource Network, Person Centered Services, Valley CAPS, UCP Stanislaus, DRAIL, and Family First Autism. SCDD hopes to get more if needed.</li> <li>❖ SCDD across the state will be hosting Community Conversations regarding the phasing out of subminimum wage in California (SB639). These will be virtual and have a variety of language interpretation available. Once the flyer is complete with all the dates and times- I will share it. SCDD North Valley Hills will be hosting ours on Tuesday, April 5, from 10am-12 noon. All the input from these conversations will be shared with the Stakeholder group who is putting a report together to give to the legislators by January 1, 2023.</li> <li>❖ SCDD North Valley Hills next Regional Advisory Committee will be held on Tuesday, March 29, 2022 on Zoom from 6pm-8pm. Link: Join Zoom Meeting <a href="https://us02web.zoom.us/j/82434264352?pwd=TDRXTjMvQ1M4Q2s1d1laN0sxcDB1UT09">https://us02web.zoom.us/j/82434264352?pwd=TDRXTjMvQ1M4Q2s1d1laN0sxcDB1UT09</a> Meeting ID: 824 3426 4352 Passcode: 800942</li> </ul>		
<b>E.</b>	<b>Presentation: Strategic Planning – insert the powerpoint here</b>	<b>Information</b>	Tony Exec
	<b>Strategic Planning: The Chairs of each strategic planning focus group will present of the status of the group's work in the baseline year.</b>		
	<ul style="list-style-type: none"> <li>• Consumer Health (Physical and Emotional) (Claire Lazaro)</li> <li>• Consumers Feel Empowered (&amp; Supported) (Christine Couch and Tara Hester-Sisemore)</li> <li>• Outreach, Connection, and Engagement (Brian Bennett and Doug Bonnet)</li> <li>• Organizational Culture (Bud Mullanix) <ul style="list-style-type: none"> <li>○ <a href="#">Development Workgroup Guide – Organizational Cultural</a></li> </ul> </li> <li>• Training (Tony Anderson) <ul style="list-style-type: none"> <li>○ <a href="#">Staff Working Document</a></li> <li>○ <a href="#">Consumers and Families Working Document</a></li> <li>○ <a href="#">Providers Working Document</a></li> </ul> </li> </ul>		

<b>F.</b>	<b>Consent Calendar – Linda Collins makes the motion. Emily Grunder seconded the motion to approve the Consent Calendar items. No discussion. The consent calendar items were approved unanimously.</b>	<b>Action</b>	Lynd Presi
	<p>1. <a href="#">Legislative Committee December 16, 2022: Video PowerPoint Presentation</a></p> <p>Lisa Utsey makes the motion. Tom Toomey seconded the motion to approve the Co Calendar items. No discussion. The legislative committee presentation is approved unanimously.</p>	Action	
	<p>2. Finance Committee Meeting Minutes of January 2022 (not available postpone approval to April 2022)</p> <p>3. Executive Committee Minutes of January 2022 (not available postpone approval to April 2022)</p> <p>4. Consumer Services Committee Meeting Minutes of January 2022 (not available postpone approval to April 2022)</p>	Postponed	
<b>G.</b>	<b>Committee Reports</b>		
	<p>1. VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP) – no attachment</p> <p>CLASP met on January 24, 2022. The meeting focused on VMRC reports. They discussed the residential home workgroup. They meet the first Wednesday of every month. Working on getting staff and PPE. Day Program workgroup met once in 2022, their next meeting is March 9. PINS and DDS directives were discussed. They are getting new directives regularly. The next CLASP meeting is Monday, February 28. There will be a lot of discussion about the new rates that came out.</p>	Information	Cand Advis Repre
	<p>2. Self-Determination Local Advisory Committee (SDLAC) – no attachment</p> <p>Mariela Ramos was not present tonight. Tony Anderson shared the local SDLAC met the other day and the committee discussed the use of the development funds from DDS and made some decisions on how to use some of the funds. They received some pushback from the community who didn't like the plan and then deliberated and made decisions to keep moving. 52 people in self-determination. 6 PCP in place. Significant changes in our organization to meet the demand of SDP. Liz is now only managing the SDP/PCP team.</p>	Information	Mari Chair
	<p>3. Consumer Advisory Council, Self-Advocacy Council Area 6 (SAC6)</p> <p>Sac 6 report to the VMRC Board, February 2022</p> <p>January 5, Sac 6 had their weekly practice zoom, to prepare for Sac 6 Friday Zoom Chat.</p> <p>January 7, Friday Zoom Chat topic was on Come and meet the new Sac 6 Officers and here about their new roles.</p> <p>January 10th, Sac 6 members provided a Clients Rights to a care home in Stockton via zoom. SCDD Office assisted Sac 6 with printing and mailing out the training material to the individuals.</p>	Information	Cryst

<p>January 12, Sac 6 consultant Lisa U. attended the VMRC Finance Committee meeting.</p> <p>January 14, Sac 6 members had their weekly Friday Zoom Chat, this topic was on Come and learn from Sac6 members, SCDD North Valley Hills Office and VMRC about the return of Camping, Social Recreation, and other services that the reginal center can pay for again.</p> <p>January 19, Sac 6 Consultant Lisa U attended the Poppelwell Fund committee.</p> <p>January 20th, Sac 6 members Catrina C., Steven H., and Lisa U. attended the Compassionate Care for all of California CCAC meeting. Lisa was the presenter and she presented on the importance of "Prepare for End-of-Life Care" to the members of the committee.</p> <p>January 21st, Lisa U. presented with Tony Anderson at the Association of Reginal center Agencies (ARCA) meeting to share all the work Sac 6 has been working on with VMRC.</p> <p>Also, on January 21st, Sac 6 had their weekly Friday Zoom Chat, this topic was on Come and meet the new VMRC Emergency Coordinator Aaron McDonald.</p> <p>January 26, Sac 6 had their weekly Leadership meeting with Executive Director and Liaison to VMRC. Here we talked about future topics for Zoom Chats.</p> <p>January 28, Lisa U attended a zoom meeting with DDS. Here they discussed the SIR reporting topics, and possible changes.</p> <p>Also, Sac 6 had their weekly Friday Zoom Chat, this topic was on come and meet the new State Council on Developmental Disabilities SCDD Self Determination Manger Joseph Hernandez.</p> <p>January 31st, Sac 6 Chairperson Dena#1 and Lisa U. consultant volunteered in Stockton at the VMRC COVID testing drive through. Also, later that day Sac 6 Goals committee members meet to review and discuss their annual goals.</p> <p>February 2nd Sac 6 Consultant Jessica Q volunteered at VMRC in Modesto for the COVID Testing Drive through Clinic.</p> <p>February 4, Friday Zoom Chat topic was on come and meet the new staff at Disability Rights California (DRC) presented by Sandra Graham.</p> <p>February 9th Sac 6 Consultant Lisa U. presented to Valley CAPS on the importance of planning for "End of Life Prepare for Care".</p> <p>February 10, Lisa U volunteered to distribute covid self-test kits at Valley Mountain reginal center in Stockton.</p> <p>February 11, Friday Zoom Chat was in collaboration with Person Centered Services in Stockton for a Valentines Dance.</p> <p>February 16, Sac 6 member Catrina C. attended the DDS Consumer Advisory Committee via zoom.</p>		
--	--	--



	<p>February 18th Friday Zoom Chat topic was on DRAIL's New Community Center presented by Kholoud Rashid.</p> <p>Upcoming events:</p> <p>Sac 6 will be having their Board Meeting on March 19, 2022.</p> <p>We will also be having Friday Zoom Chats during the month of March.</p> <p>Sincerely,</p> <p>Crystal Enyeart</p> <p>SAC6 representative to the VMRC Board and Consumer Services.</p>		
	4. Finance Committee		Alicia
	a. <a href="#">Approval of Contract Status Reports (CSRs) for February 2022</a> - Melissa Stiles gave the report. Finance Committee/Alicia Schott made the motion to approve the CSRs. Erria Kaalund seconded the motion. No discussion. The approval of the contract status report was approved unanimously.	Action	Alicia and M
	b. <a href="#">Purchase of Services (POS) and Operations (OPS) and February 2022</a> (same link as above)	Information	Melis
	c. Approval of Contracts Over \$250,000 from <a href="#">November 2021 and February 2022</a> - Alicia Schott/Finance Committee made the motion to approve the 22 contracts over \$250,000. Linda Collins seconded the motion. Candice Bright abstained. No discussion. The approval of contracts over \$250,000 was approved.	Action	Alicia and M
	5. Consumer Services Committee	Information	Suzan
	6. Legislative Committee – no attachment Candace reported that they have a powerpoint presentation that was approved earlier in the meeting. She attended the Senate Budget hearing.	Information	Lynda Cand
	7. Bylaws Committee – no attachment No report this meeting.	Information	Linda
	8. Special Events Committee – no attachment No special events on the calendar. No update at this time.	Information	Tina V
H.	<p><b>Executive Director's Report</b> – no attachment</p> <ol style="list-style-type: none"> <li>1. EVV - only 20% of the providers have enrolled. This is a problem. VMRC posted twice in the HA and multiple times on the social media and in their e-billing.</li> <li>2. Emergency Response Preparedness Resources - Emergency Response Services and Coordinator was hired (Aaron McDonald - he's doing outreach to community partners and has coordinated two drive through testing clinics and coordinated the disbursements for the COVID tests for licensed facilities in San Joaquin county)</li> <li>3. Enhanced Service Coordination (Low to No POS) - The supervisor position was approved by the board, the Senior Service Coordinator position was hired, 2</li> </ol>	Information	Tony Exec

	<p>of the 5 service coordinators have been hired, Christine and Gaby are working on building the case loads of transition age and children around 10-12 years old who live in Spanish speaking monolingual and bilingual families. They are continuing to recruit for the open positions and hope to be completed soon and operational by March 2022.</p> <ol style="list-style-type: none"> <li>4. Enhanced Service Coordination ratios - we anticipate hiring around 25-30 new staff under this initiative starting July 2022.</li> <li>5. Paid Internship Program and Competitive Integrated Employment - latest report from Enos Edmundson indicated these are bot increasing now that the rates have been increased.</li> <li>6. Providers Supplemental Rate Increases - This is supposed to be ready by April by recent estimates are that many rates are still going to worked out through the fiscal year and beyond. These providers will still need to be paid retroactively to April.</li> <li>7. Regional Center Performance Measures - We received funding for managing this initiative and I recently amended our project managers job description to remove almost all the case management related duties.</li> <li>8. Services for the Deaf Community - We are excited to announce we have hired Nicholas Bolger, this week. A little background he interviewed well. He is a huge link to the deaf community. Also, he knows of some the other Deaf and HOH specialists that were hired for some of the other regional centers, which is a GREAT resource! He is going to help our providers expand their services and help new Deaf and HOH providers vendor with us. In addition he will help our agency become more responsive and welcoming to our deaf and HOH community.</li> <li>9. Systemic Therapeutic Assessment Resources and Treatment (START) Teams - We have awarded a contract to YAI and we'll be meeting with them next week as we begin this exciting new service in our area.</li> </ol>		
I.	<p><b>Other Matters</b> – <a href="#">Amended Board Training Plan</a> (the previous plan was on a fiscal year and the amended plan is on a fiscal year per DDS feedback).</p> <p>Alicia Schott made a motion to approve, Erria Kaalund seconded. No discussion. Motion to approve the amended board training plan passes unanimously.</p>	Action	Lynd Presi
J.	<p><b>Board Member Activities and Reports</b> – no attachment</p> <p><b>No report</b></p>	Information	Lynd Presi
K.	<p><b>President's Report</b> – no attachment</p> <p><b>No report</b></p>	Information	Lynd Presi
L.	<p><b>Next Meeting:</b> Wednesday April 27, 2022, 6:00 PM Locations at Stockton VMRC office, 702 N. Aurora Street.</p>		Lynd Presi

<b>M.</b>	<b>Adjournment at 7:28pm</b>		Lynd Presi



## **VALLEY MOUNTAIN REGIONAL CENTER SERVICE STANDARD NON-MEDICAL THERAPY SERVICES**

### **Philosophy and Purpose**

It is the philosophy of VMRC that people with developmental disabilities have access to age appropriate non-medical therapy. VMRC believes that such activities are an important and necessary part of all people's lives. These activities help to alleviate the person's disability and aid in the social/persona/physical rehabilitation of the individual with developmental disability. As such, VMRC will promote the participation of people with developmental disabilities in meaningful, preferred non-medical therapies.

The purpose of non-medical therapy services is to meet the person's need for specialized services and supports, or special adaptations of generic services.

### **Definition**

Welfare and Institutions Code 4512 (b): "Services and supports for persons with developmental disabilities" means specialized services and supports or special adaptations of generic services and supports directed toward the alleviation of a developmental disability or toward the social, personal, physical, or economic habilitation or rehabilitation of an individual with a developmental disability, or toward the achievement and maintenance of an independent, productive, and normal life. The determination of which services and supports are necessary for each consumer shall be made through the individual program plan process.

Non-medical therapy services should be those supports and services that are supplemental to the primary intervention or treatment support of the consumer. The primary intervention should continue to be the evidence-based interventions related to the qualifying condition and developmental disability of the consumer.

Requested non-medical therapy services and providers should have verifiable certifications to implement any requested therapies. Service providers shall be credentialed and/or licensed as required by the State of California and/or the Department of Developmental Disabilities and/or a National Certification to practice in the field of therapy being offered.

### **Eligibility**

The Planning Team as defined in Welfare and Institutions Code 4512 (j), which includes the person served, reviews the need for non-medical therapy 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. Non-medical therapy includes services and supports directed toward the alleviation of a developmental disability.

("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.)

### **Implementation Process:**

It is VMRC's intent to follow Welfare and Institutions Code 4648 (a) (16): Notwithstanding any other law or regulation, effective July 1, 2009, regional centers shall not purchase experimental treatments, therapeutic services, or devices that have not been clinically determined or scientifically proven to be effective or safe or for which risks and complications are unknown. Experimental treatments or therapeutic services include experimental medical or nutritional therapy when the use of the product for that purpose is not a general physician practice.

Testimonials will not be considered a valid indication for non-medical therapy services.

Requested non-medical therapy services has to be identified through the IPP/IFSP process with the Planning Team, written out in the IPP/IFSP, and will have to be based on the qualifying condition and the substantial disability of the consumer.

Parent reimbursement purchases (for programs not vendored with the regional center) would have to meet the valid certifications of the service provider in order to get reimbursement.

Emotional support/therapy support animals will not be included.

The need for Certified Service Dog will be included in the IPP/IFSP, will come from certified training centers and will be provided to individuals with specific conditions related to the developmental disability.

VMRC will have an internal clinical team that will ascertain if the requested non-medical therapy is clinically determined or scientifically proven to be effective or safe, or for which risks and complications are unknown.

It is VMRC's intent to advocate and supply information to the person served, their family members, and service provider on non-medical therapy services. 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.

## **VALLEY MOUNTAIN REGIONAL CENTER SERVICE STANDARD – EDUCATIONAL SERVICES**

### **Philosophy and Purpose**

It is the philosophy of VMRC that people with developmental disabilities have access to age appropriate educational services. VMRC believes that such services are an important and necessary part of all people's lives. These services help to ensure a person reaches their highest educational potential. As such, VMRC will promote the participation of people with developmental disabilities in meaningful educational placements and related services.

### **Definition**

Welfare and Institutions Code 4512 (b): "Services and supports for persons with developmental disabilities" means specialized services and supports or special adaptations of generic services and supports directed toward the alleviation of a developmental disability or toward the social, personal, physical, or economic habilitation or rehabilitation of an individual with a developmental disability, or toward the achievement and maintenance of an independent, productive, and normal life. The determination of which services and supports are necessary for each consumer shall be made through the individual program plan process.

Educational Services are any services and supports related to education not available through the educational system and/or school district, as identified in the consumer's Individualized Program Plan (IPP) for school aged consumers. Educational systems and/or school districts are responsible for individualized services based on the need of the student and their right to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment (LRE). VMRC services are determined on an individualized needs basis and must be identified in the IPP as directly related to the qualifying diagnosis. Use of generic resource must be exhausted prior to VMRC considering funding.

### **Eligibility –**

The Planning Team as defined in Welfare and Institutions Code 4512 (j), which includes the person served, reviews the need for educational services 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 must 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.)

**Implementation:**

In conformance with California Welfare and Institution Code, VMRC is required to utilize generic services and supports when applicable and to identify and pursue all possible sources of funding including governmental entities, insurance and school districts. Regional center funds are not allowed to be used to supplant the budget of a school district. As such, it is VMRC's intent to advocate for and supply information to the person served and/or their family members on education services available through their school district. When generic resources have been exhausted and the Planning Team identifies an education service need that is not available through the educational system and/or school district, VMRC may provide supports and services targeted to the unique needs of each person.

Requested educational services and providers should have verifiable training, education, and/or skills necessary to provide the service being requested. When applicable they shall have verifiable licenses or certifications if required by law to provide the requested service.

**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.



# NON-MEDICAL THERAPY



Claire Lazaro, MD, MSN  
Clinical Director  
VMRC



# TOPICS

Philosophy and Purpose

Definition

Eligibility

Implementation Process

Exceptions and Appeals Process



# PHILOSOPHY AND PURPOSE

# Philosophy

help alleviate the person's disability and aid in the social/personal/physical rehabilitation of the individual with developmental disability



# Purpose

to meet the person's need for specialized services and supports, or special adaptations of generic services.





# DEFINITION





# Definition WIC 4512 (b)

- supplemental to the primary intervention or treatment support of the consumer.
- verifiable certifications
- credentialed &/or licensed



# Definition WIC 4512 (b)

- supplemental to the primary intervention or treatment support of the consumer.
- verifiable certifications
- credentialed &/or licensed





# Definition WIC 4512 (b)

- supplemental to the primary intervention or treatment support of the consumer.
- **verifiable certifications**
- credentialed &/or licensed



# Definition WIC 4512 (b)

- supplemental to the primary intervention or treatment support of the consumer.
- verifiable certifications
- **credentialed &/or licensed**





# ELIGIBILITY



# Eligibility

- ❖ Planning Team
- ❖ statement of goals based upon the needs, preferences, and life choices of the person
- ❖ use of Generic Resources should be exhausted.





# Eligibility

- ❖ Planning Team
- ❖ statement of goals based upon the needs, preferences, and life choices of the person
- ❖ use of Generic Resources should be exhausted.



# Eligibility

- ❖ Planning Team
- ❖ statement of goals based upon the needs, preferences, and life choices of the person
- ❖ use of Generic Resources should be exhausted.



# IMPLEMENTATION PROCESS

# Implementation Process

Welfare and Institutions  
Code 4648 (a) (16)





# Implementation Process

Individual Family Service  
Plan (IFSP)

Individualized Program  
Plan (IPP) process



# Implementation Process

Parent Reimbursement  
Purchases

Certified Service Dog  
Safety and Effective



# Implementation Process

Parent Reimbursement  
Purchases

Certified Service Dog

Safety and Effective



# Implementation Process

Parent Reimbursement  
Purchases

Certified Service Dog

Safety and Effective







# EXCEPTIONS & APPEALS PROCESS



# Exceptions & Appeals Process

## Purchase of Service Exceptions

Welfare and Institutions  
Code (WIC) Section 4700-  
4730

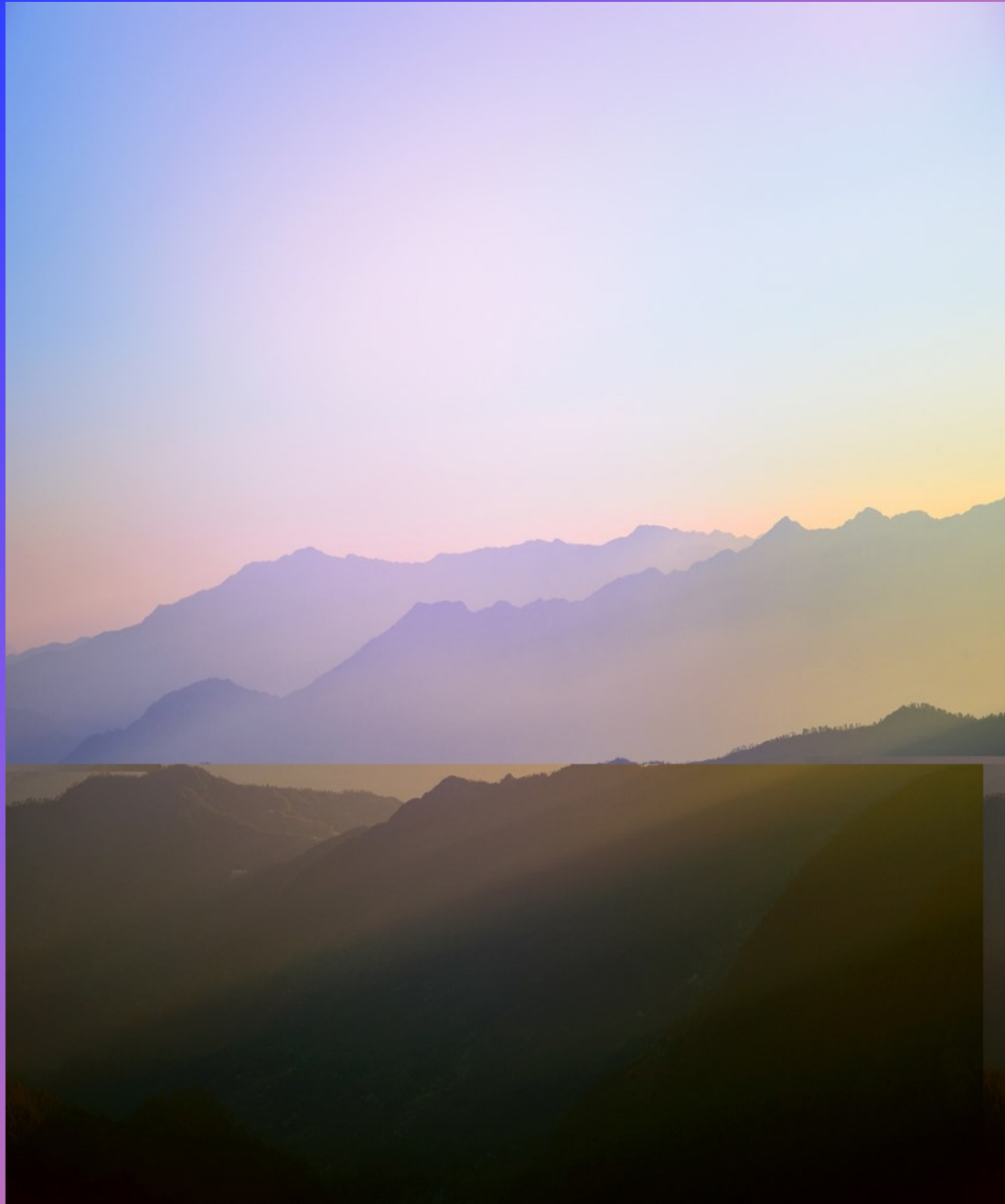


# Exceptions & Appeals Process

Purchase of Service  
Exceptions

Welfare and Institutions  
Code (WIC) Section 4700-  
4730





The way to get started is to quit talking and begin doing.

Walt Disney



+

o

.

# THANK YOU

Claire Lazaro, MD, MSN

CLazaro@vmrc.net

[www.vmrc.net](http://www.vmrc.net)



# Education Service Standard

Presented by Olivia Held, VMRC Education Specialist

# Philosophy & Purpose

---

People with developmental disabilities have access to age-appropriate educational services

---

Such services are an important & necessary part of all people's lives

---

Services help ensure a person reached their highest educational potential

---

VMRC will promote the participation of people with developmental disabilities in meaningful educational placements & related services





# Definition

- Welfare and Institutions Code 4512 (b): “Services and supports for persons with developmental disabilities” means specialized services and supports or special adaptations of generic services and supports directed toward the alleviation of a developmental disability or toward the social, personal, physical, or economic habilitation or rehabilitation of an individual with a developmental disability, or toward the achievement and maintenance of an independent, productive, and normal life. The determination of which services and supports are necessary for each consumer shall be made through the individual program plan process.

# Definition cont.

- Educational Services are any services and supports related to education not available through the educational system and/or school district, as identified in the consumer's Individualized Program Plan (IPP) for school aged consumers. Educational systems and/or school districts are responsible for individualized services based on the need of the student and their right to access a Free and Appropriate Public Education (FAPE) in the least restrictive environment (LRE). VMRC services are determined on an individualized needs basis and must be identified in the IPP as directly related to the qualifying diagnosis. Use of generic resource must be exhausted prior to VMRC considering funding.

# Eligibility

---

Planning team, which included the person served, reviews the need for education services

---

Develops a statement of goals based upon needs, preferences, and life choices of the person

---

Team will consider several factors that support or inhibit the achievement of the person goals (ex: person's own abilities, family, friends, residential care, community resources)

---

Use of generic resources **must be** exhausted



# Implementation

- In conformance with California Welfare and Institution Code, VMRC is required to utilize generic services/supports when applicable (including insurance, school districts, and governmental entities)
- Regional Center funds are not allowed to be used to supplant a school districts budget
- It is VMRC's intent to advocate for/supply information to the person service and/or their family on education services available through their school district
- VMRC may provide support/services targeted to the unique needs of the person served once generic resources have been exhausted
- Requested education services and providers should have verifiable training, education, and/or skills necessary to provide the requested service
- When applicable, they shall have verifiable licenses or certifications if required by law

# Examples

- Tutoring services
- Driver's Education
- STEM (Science, Technology, Engineering, and Mathematics) activities/camps





# Exceptions & 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.



## **Finance Committee Meeting**

Chaired by, Alicia Schott, Treasurer

March 9, 2022

5:30 pm Zoom Remote Meeting and In-Person

**Board Members Present:** Connie Uychutin, Jose Lara, Linda Collins, Lisa Utsey, Margaret Heinz, Alicia Schott (Happy Birthday)

**Board Members Not Present:**

**Informed Absences:**

**Staff Present:** Tony Anderson, Brian Bennett, Melissa Stiles, Christine Couch

**Public Present:** Rachelle Munoz, facilitator;

**A. Review and Approval of Meeting Agenda** – Lisa Utsey made a motion to approve the agenda. Linda Collins seconded the motion. The agenda passed unanimously.

**B. Review and Approval of the Finance Meeting Minutes of 2/9/22**– Lisa Utsey made a motion to approve the minutes. Connie Uychutin seconded the motion. The minutes passed unanimously.

**C. Public Comment - none**

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

Corina Ramirez, Resource Development .....Action Item: Corina reviewed the contracts listed below. The board asked questions and discussed the changes in the contracts. Lisa Utsey made a motion to approve all contracts presented. Linda Collins seconded the motion. Connie Uychutin abstained. Motion passes.

- Contract Board Approval Reports for contracts expiring in May & June 2022
- Trust Management Services – 5-yr Contract renewal
- Transitional Coaching & Development Institute – 5-yr Contract renewal
- Community Anchor Services – 5-yr Contract renewal
- STEPS Home – 5-yr Contract renewal
- Shadman House – 5-yr Contract renewal

The contract for Young Adult Institute, (YAI), a community crisis home, was presented to the committee. Merakey Allos, an enhanced behavioral supports home, was presented to the committee.

- Contract Summary and Board Resolution Report – Signature page

**E. Fiscal Department Update**

**Melissa Stiles, CFO**

**a. Contract Status Report (CSR) ..... Action Item**

Melissa Stiles reviewed the CSR as of January 31, 2022. Lisa Utsey made a motion to approve the CSR as presented. Linda Collins seconded the motion. The motion passed unanimously.

**b. Purchase of Service (POS) Expenditures..... Information**

Melissa Stiles reviewed the POS Expenditures.

**c. Operations (OPS) Expenditures..... Information**

Melissa Stiles reviewed the OPS Expenditures.

**F. Next Meeting - Wednesday, April 13, 2022, 5:30 PM, on Zoom and In-Person, Alicia Schott, Treasurer**



## **Minutes for Finance Committee Meeting**

04/13/2022 | 05:30 PM

Hybrid - VMRC Stockton Office Cohen Board Room and via Zoom Video Conference

**Committee Members in Attendance:** Jose Lara, Linda Collins, Margaret Heinz, Alicia Schott, Connie Uychutin, Lisa Utsey

**Committee Members Absent:** None

**Staff Present:** Melissa Stiles, Doug Bonnet, Christine Couch, Tony Anderson, Brian Bennett, Corina Ramirez, Tara Sisemore Hester

**Public Present:** Sue Kemper, Rachelle Munoz

**A. Review and Approval of Meeting Agenda** – Alicia reviewed the meeting agenda. Lisa Utsey made a motion to approve the agenda. Linda Collins seconded the motion. The agenda passed unanimously.

**B. Review and Approval of Finance Committee Meeting Minutes of 03/09/22** – Linda Collins made a motion to approve the minutes. Lisa Utsey seconded the motion. The minutes passed unanimously.

**C. Public Comment** – n/a

**D. Financial Audit** – Sue Kemper of Kemper CPA Group LLP presented the Issued Management Comment Letter 20-21, the Issued Letter to the Board and the Issued Financial Statements VMRC 20-21. She explained the qualified opinion due to CalPERS retirement system reports being a year behind. There are no material deficiencies or significant audit findings.

Lisa Utsey made a motion to approve the audit as presented. Jose Lara seconded the motion. The motion passes unanimously.

**E. Fiscal Department Update –**

1. Contract Status Report (CSR) ..... Action Item

Melissa Stiles reviewed the CSR as of February 28, 2022. Lisa Utsey made a motion to approve the CSR as presented. Jose Lara seconded the motion. The motion passed unanimously.

2. Purchase of Service (POS) Expenditures..... Information

Melissa Stiles reviewed the POS Expenditures as of February 28, 2022.

3. Operations (OPS) Expenditures..... Information

Melissa Stiles reviewed the OPS Expenditures as of February 28, 2022.

**F. Approval of Contracts over \$250,000** – Corina Ramirez presented the approval of contracts over \$250,000.

The Merakey contract with a facility rate adjustment by DDS was presented to the committee. The Contract Summary and Board resolution were presented to the committee. Lisa Utsey made a motion. Jose Lara seconded the motion. Connie Uychutin abstained from the vote. The motion passed.

**G. Next Meeting - Wednesday, May 11, 2022, 5:30 PM, VMRC Stockton  
Office Cohen Board Room and Via Zoom Video Conference (Hybrid)**



## **Executive Committee Meeting**

Chaired by, Margaret Heinz, President

March 9, 2022

6:30 pm Zoom Remote and In-Person Meeting

### **Attendees**

**Board Members Present:** Linda Collins, Lynda Mendoza, Margaret Heinz, Suzanne Devitt,

**Board Members Not Present:**

**Informed Absences:**

**Staff Present:** Tony Anderson, Christine Couch

**Public Present:** Irene Hernandez, Interpreter

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

Margaret Heinz reviewed the agenda. Lynda Mendoza made a motion to approve the agenda. Linda Collins seconded the motion. The motion passes with unanimous consent.

**B. Review and Approval of the Executive Meeting Minutes of 02/09/2022** – Linda Collins made a motion to approve the minutes of 2-9-2022. Lynda Mendoza seconded the motion. The motion passes with unanimous consent.

**C. Public Comment** – n/a

#### **D. Items for Discussion**

**Tony Anderson, Executive Director**

1. This week will be our 100th Health Advisory



2. Major Program Initiatives
  - Emergency Response Services and Coordinator position - filled by Aaron McDonald.
  - Deaf and Hard and Hearing Community Service Liaison - fill by Nicholas Bolger (we'll also be contracting with an ASL interpreters to support the employee.)
  - Enhanced Caseloads Low to No POS - The team has a supervisor, Gaby Lopez, a Senior SC, and now all but one of the SCs have been hired (four out of five).
  - The Self-Determination or Participant Directed Services Team is now fully hired.
  - We've completed the first new Early Childhood Caseloads (0-5 years) team and we are moving on to the next. We are also trying to position ourselves to be ready in case the state decides to change the ratio to 1-40 in the new fiscal year.
3. Phase Two of the Cultural Competency and the creation of a board committee.
4. POS data and community meeting and public forums.

## Notable Consumer Incidents/Complaints

1. Our consumer that we reported on last month who was long term homeless and now is gravely ill went back to the hospital and has now been transfer to a skilled nursing facility in Chico. He is on hospice at this time and Christine and her team are working on getting transportation for his wife to visit him regularly during his end of life treatment. The SNF in Chico has reached out to the Service Coordinator to discuss return to Lodi Memorial. The SC is working with Lodi Memorial.

## Vendor Issues

1. I'm getting questions weekly about how the state plans to stop alternative services. No update from DDS at this time.
2. There is a PIN from licensing that allows for an accommodation if someone can't wear a mask because of their disability then they don't have to. This is causing others to claim they can't wear the mask either. At some point no one will be wearing a mask.
2. In a recent meeting with day program providers, they reported that they have not been able to get their services back up to fully support our consumers. They feel that 75% of the problem is due to transportation barriers, 20% is hesitancy from consumers and families to return, and rest is associated with having enough staff. Though some reported that staff shortages are a bigger problem than this.
3. R&D, who works with about 5 other regional centers, reports that every regional center catchment area is struggling to return to services as before due to the major staff shortages. In the VMRC area programs are clearly seeing transportation as a barrier since commercial providers are experiencing the same staff constraints as their colleagues across the state.
4. Tony met with the CLASP leadership tomorrow to discuss a potential initiative to focus on the developmental services system provider network to promote their meaningful work employment opportunities and the regional centers and our employment opportunities. Tony had one initial meeting with the Alta regional center director, and she is meeting with her folks next. If all goes well, we'll get both together to see if we can advance a joint effort.

## Self-Determination Updates

- The Self-Determination or Participant Directed Services Team is now fully hired. The manager is now full time for the team, the budgeting manager has had their responsibilities streamlined, fiscal will engage the whole team so not to be depended on one person, and there are six Participant Choice Specialists on the team. Future plans for the program include a full time manager, part time manager, and full time dedicated fiscal staff.

## Union and Other Staff Issues

The two major areas for concern in HR are:

1. Recruiting, and
2. Gas Prices

Recruiting: The initiative with providers is an important potential step in being strategic and prepared for the enhance recruiting needs in the upcoming months. Bud is also, exploring the many current innovative recruiting techniques to bring people into VMRC. Ideas such as Sign on bonus's, Monthly stipend (100-150 mo) to assist with gas and expenses, etc. We are holding our own right now, but I am worried about the recruiting issue combines with overall cost and especially gas.

Gas Prices: Bud and Tony will be reviewing the different strategies companies are coming up with to mitigate this impact.

- E. President's Report - Margaret Heinz:** Thank you for everyone who attended the ARCA webinar last night, 3/8/2022. Emily Grunder wants to be on Leg and Consumer Services Committee. She is concerned about transportation needs. The board is interested in a tour of the new homes, the community crisis home and an EBSH.

**Next Meeting - Wednesday, April 13, 2022, 6:30 PM, on Zoom and In Person chaired by Margaret Heinz, President**



## **Minutes for Executive Committee Meeting**

04/13/2022 | 06:30 PM

Hybrid - VMRC Stockton Office Cohen Board Room and via Zoom Video Conference

**Committee Members Present:** Linda Collins, Lynda Mendoza, Jose Lara, Alicia Schott

**Committee Members Not Present:** Suzanne Devitt, informed absence

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

**Public Present:** None

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

Margaret Heinz reviewed the agenda. Linda Collins made a motion to approve the agenda. Alicia Schott seconded the motion. The motion passes with unanimous consent.

### **B. Review and Approval of Executive Committee Meeting Minutes of 03/09/22**

Margaret Heinz reviewed the minutes. Lynda Mendoza made a motion to approve the minutes of 03-09-2022. Alicia Schott seconded the motion. The motion passes with unanimous consent.

### **C. Public Comment – n/a**

### **D. Items for Approval**

1. Approval of IT Rate Specialist Job Description	Action Item
Bud Mullanix, HR Director	

IT Rate Specialist Job Description presented by Bud Mullanix. Lynda Mendoza made a motion to approve the IT Rate Specialist Job Description. Alicia Schott seconded the motion. The motion passes unanimously.

2. Approval of Rate Specialist Resource Development Job Description      Action Item

Bud Mullanix, HR Director

Rate Specialist Resource Development presented by Bud Mullanix. Lynda Mendoza made a motion to approve the Rate Specialist Resource Development Job Description. Alicia Schott seconded the motion. The motion passes unanimously.

## E. Items for Discussion

1. Performance Contract Forums
2. Caseload Ratio Public Forums
3. Office buildings are fully opened
4. Disparity hearings done. We set records with the most attendance this year at our meetings.
5. Language Access & Cultural Competence: The Department is requiring regional centers to annually submit a Language Access and Cultural Competency Plan:
  - a. Identify written communication to translate.
  - b. Orientations to groups
  - c. Regular language needs assessments
  - d. Coordination of interpretation and translation services.
  - e. Implement compliance for the availability, accuracy, readability, and cultural appropriateness of translations.
6. \$50 mil Oral Health in the budget this year for Health Financing - grants to build 10 or more clinics. I gave an interview to CalMatters reporter on Tuesday April 12th.
7. Grassroots Advocacy: We met with 8 legislators offices. Thank you to Lynda Mendoza for attending.

Budget:

- a. "Core Staffing Formula." Tie the cost-of-service coordination to a similar state position.
- b. Repeal of fees on families – The Annual Family Program Fee and Family Cost Participation Program are two fees charged to families receiving regional center services.
- c. Provider rate reform acceleration – We are asking policymakers to give the providers more of the promised rate increase now because of the exceedingly competitive job market and high cost of living.

### Asking Legislators to please Support 3 Bills

- a. 1. SB 882 (Eggman) – Senator Eggman's bill creates an advisory council to look at ways to improve interactions between law enforcement and people with developmental disabilities.
- b. 2. AB 2378 (Jacqui Irwin) – It creates a tax credit for hiring a qualified individual with a developmental disability as a meaningful incentive to hire a person with a developmental disability. It increases options for people served by the regional centers who want jobs.
- c. Senate Concurrent Resolution 91 (Melissa Hurtado) – Making May "Individuals with Developmental Disabilities Inclusion Month."

8. Transition fairs – Stanislaus April 29, San Joaquin April 27 and Calaveras County May 12.

### **Notable Consumer Incidents/Complaints**

We have a consumer in the hospital and Claire and have been reviewing the consumer's option very carefully. The physician is recommending no code because the consumer has been intubated twice before and he feels the consumer would not be a good candidate for compressions and she has a poor quality of life. The provider has expressed concerns about this and reports that the consumer has persevered through more severe health moments in her recent past. We were trying to get a sense of the consumer's wishes but due to very limited communication we are not about to get her feelings expressed. We did not agree with the physician's recommendation based on her history of successful recovery from more serious health concerns.

### **Vendor Issues**

1. After public transportation lifted distancing requirements (masking still required), R&D shared the new information that was received from Cal-OSHA regarding emergency temporary standards. Transportation service providers will be expected to revise their plans based on their agency's risk assessment with attention to this new information. - this will make a big impact on the transportation problem.
2. CLASP has agreed to the proposals I presented last month to pursue a potential initiative to focus on the developmental services system provider network to promote their meaningful work employment opportunities and the regional centers and our employment opportunities. Alta regional center is checking in with their broader provider community to see if there is widespread interest there.

### **Union and Other Staff Issues**

We are preparing for an all staff meeting that will occur in late July. Currently some staff are very worried about attending in-person. We are deliberating on how to make this a hybrid meeting.

### **Self-Determination Updates**

The Local Advisory Committee is now impacted by the reversion of Bagley Keene to pre-pandemic rules. While many have been advocating to continue with virtual meetings or the option of hybrid meetings, the VMRC Self Determination Advisory Committee meetings cannot be held as we have been during the state of emergency.

One of the rules requires that at least 50% of the members must be in person for the meeting to move forward. The public location info must be posted 10 days before a meeting which would be tomorrow by 5pm. If a member attends via conference call or zoom their address must be posted for the public. We are likely going to cancel the upcoming meeting.

### **Other Matters**

Partners in Policymaking:

On Friday April 22, 2022 we will be hosting an information session promoting a new project of Valley Mountain Regional Center, called Partners in Policymaking. I wanted to let you know before the information session in case you get phone calls asking for more information. We did not direct the public to contact you but sometimes people just want to double check with a trusted person at the regional center.

This project is funded by DDS under their disparities initiative and the purpose is to provide advocacy training for a small cohort of about 50 advocates. It's a very comprehensive advocacy program that has been around since 1986, it was founded by the Minnesota Governor's Council on Developmental Disabilities, it has been delivered all over our country and in several other countries as well, and it last served our region in 2008 (to learn more [check out the website](#)).

The project is designed for consumers and parents but there will be some opportunity for staff who would like to volunteer to support the program throughout the year. Partners will be free to the participants and volunteers but will require a major commitment from them as well. The program provides them with 128 hours of instruction and will be delivered in English and Spanish with interpretation for both languages, it occurs over eight monthly sessions, one weekend a month. There will be an application and interview process to select a diverse group. Participants may end up needing to amend their IPPs or their child's IFSP/IPP, to participate in the program so they may need to reach out to their regional center representative to assistance with this.

#### 6. Personnel and Union Update

390 employees with 8% turnover rate. We are actively recruiting.

7. President's Report: thank you for helping with the grassroots day! Margaret had the opportunity to attend the 2 disparity POS meetings. The Health Advisory continues to be a great source of information. Thank you Doug for supporting Margaret! Margaret appreciates everyone!

### **F. Next Meeting - Wednesday, May 11, 2022, 6:30 PM, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid)**



## **VMRC Legislative Committee Meeting**

**Thursday, 03/24/22, 12pm (Hybrid)**

**Present:** Tony Anderson, Doug Bonnet, Christine Couch, Tara Sisemore-Hester, Lynda Mendoza, Robert Balderama, Karryn Gregorius, Trina Castro, Emily Grunder, Dena Hernandez

**Not Present:** Margaret Heinz, Candice Bright

### **Meeting Called to Order at 12pm**

Tony shared screen to show Proposed Budget Presentation

Below are the assigned slides to each committee member for the Budget Presentation.

### **Overview – 3**

#### **Introduction – Lynda Mendoza**

1. Health – 4, 5, 6, 7, 8, 9, 10 – Doug and Candice
2. Mental Health – 11, 12, 13, 14 - Emily
3. Dental – 15 - Dena
4. Aging – 16, 17 - Karyn
5. IHSS – 18 - Robert
6. SSI/SSP – 19 - Catrina
7. Children and Special Education – 20,21 - Lynda
8. DDS – 22, 23, 24, 25, 26, 27, 28, 29 - Tony
9. Assembly and Senate – 30, 31 - Tony

**Grassroots Day is on Tuesday, April 5<sup>th</sup>, all day via Zoom. ARCA will set up our meetings and Doug will send out links to the committee and other staff.**

Doug will set up transportation for Robert and book a room for Robert to be picked up at 945am.

The next Legislative Committee Meeting will be held on Thursday, May 12<sup>th</sup>, from 12pm – 2pm, in a hybrid format. We will review the budget presentation and make any adjustments that we need to make after the May revise, which will have come out earlier in the week. We will reassign slides and decide in which format the Budget Presentation of 05/26 will be in (recorded, in-person, hybrid, etc...).

The Legislative Committee will hold it's Budget Presentation on Thursday, May 26<sup>th</sup>, from 12pm – 2pm. The format has not yet been decided on yet.

Doug will set up transportation for Robert and book a room for Robert to be picked up at 945am.



## **Minutes for Consumer Services Committee Meeting**

03/02/2022 | 04:45 PM

Via Zoom Video

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

**Committee Members Not Present:** Linda Collins (Secretary), Tina Vera

**Staff Present:** Tony Anderson, Vickie Fisher, Christine Couch, Tara Sisemore Hester, Brian Bennett, Katina Richison, Robert Fernandez, Lisa DeLaurenti, Olivia Held, Jason Toepel

**Public Present:** Irene Hernandez (Interpreter), Rachelle Munoz (Facilitator), Dena Hernandez, Anel Renteria (R&D),

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

### **A. Call to Order, Welcome, Roll Call**

Tony Anderson 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. Erria Kaalund 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 01/05/22 – Postponed Action Item**

To be reviewed when Doug Bonnet returns from leave.

### **D. Presentation - Non-Medical Therapies Service Standard**

Claire Lazaro presented the draft of the Non-Medical Therapies Service Standard and answered any questions and took comments from the Committee members.

Dora Contreras question: Can you give some examples of services that might be covered and if it includes alternative or holistic medicine?

Claire's answer: It is anything non-medical that is prescribed by your doctor. We did not choose any examples in the work group because we wanted to leave that up to the IPP team to discuss. But we did discuss things such as music therapy, equestrian therapy, art therapy. Question regarding holistic/alternative medicine should be referred to the medical needs of the consumer.

Jose Lara question: Does this need to be on the IPP and if so does a new IPP need to be done or can it be done with an amendment?

Claire answer: Clarified with Christine and Tara that it can be done with an amendment. Consumer's can contact their service coordinators anytime.

### **1. Public Comment on Non-Medical Therapies Service Standard**

Dora Contreras comment: Dora Contreras stated she felt this service standard was not clear enough for her to explain to her population or the people she works with.

### **2. Acceptance of Non-Medical Therapies Service Standard – Action Item**

Erria Kaalund made a motion to accept the Non-Medical Therapies Service Standard. Crystal Enyeart seconded the motion. The Non-Medical Therapies Service Standard was approved by a vote of 9-1, Dora Contreras abstained from the vote.

### **Presentation - Non-Medical Therapies Outreach Plan**

Claire Lazaro presented the draft of the Non-Medical Therapies Outreach Plan and answered any questions and took comments from the Committee members.

There will be training to program managers in their weekly meetings. 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, SAACR, FRRC, and LEAs, and Special needs in my city. Feel free to let us know if there are any other agencies you'd like us to notify.

### **1. Public Comment on Non-Medical Therapies Outreach Plan**

No public comments on the standard.

### **2. Acceptance of Non-Medical Therapies Outreach Plan – Action Item**

Lisa Utsey made a motion to accept the Non-Medical Therapies Outreach Plan. Crystal Enyeart seconded the motion. The Non-Medical Therapies Outreach Plan was approved by a vote of 9-1, Dora Contreras abstained from the vote.

### **Presentation – AB 637 Waiver**

Linda DeLaurenti, Family Home Agency Coordinator introduced herself and did a Power Point Presentation on this AB 637 proposal. Before she began, Brian explained that this is the process we have to go through as a regional center in order to support this family home provider agency with this change. It needs the support of this committee so there are no side deals but also give flexibility in these matters.

Brian statement: Prior to this person moving here they are subject to a department of justice background, criminal records check. The provider has an obligation to do that and show evidence to the department to receive their certification. That minimizes the risk of an unsavory person moving in.

Jose Lara question: How difficult would it be to remove someone if the fit isn't right?

Linda DeLaurenti answer: It is an FHA certified home and the consumer's best interest always taken into consideration. If there are issues the first step would be to have an IDT meeting with all of the team members to discuss the situation and come up with a solution. Jose expressed concerns about personality conflicts. Brian confirmed that compatibility is a main concern, and the consumer would be included in the acceptance process.

Suzanne Devitt question: Do we delve into if the home is an alcohol-free home?

Linda DeLaurenti answer: Cannot require that because it is an FHA home, but we don't want any illegal drug use. That would be included in the rental agreement.

Dora Contreras question: 1. How often have you had to use this waiver before? 2. Why does it need to be used now?

Linda DeLaurenti answer: 1. Used around 2004, for FHA (Family Home Agency) to allow adult consumer's that had children to be able to live in the family home with other consumers. 2. It is being used now due to a DDS Audit – 2 renters were in an FHA home (HAL – Home at Last, similar to a CA Mentor Home) that was not known by DDS or the previous liaison. The renters eventually moved out and now the home is asking if they can have 1 renter move into the house.

Dora Contreras comment: Doesn't know how to feel about the fact that we are making an exception for one person.

### **1. Public Comment on AB 637 Waiver**

Dena Hernandez: I appreciated Mr. Lara's comment earlier on the FHA items, and I want to caution to make sure that the folks that are currently living there are the main concern, I have a few ideas and I will email those to Linda.

### **2. Acceptance of AB 637 Waiver – Action Item**

Erria Kaalund made a motion to accept the AB 637 Waiver. Sara Howard seconded the motion. The AB 637 Waiver was approved by a vote of 8-2 with the amendment to be added: Protecting the consumer's rights of residency.

### **Presentation – Educational Services Service Standard – Action Item**

Tara Sisemore-Hester and Olivia Held presented the draft of the Educational Services Service Standard, gave examples and answered any questions and took comments from the Committee members.

Dora Contreras question: Can you explain “related back to school and education”, is it all relatable?

Tara Sisemore-Hester answer: For example, you go through the IEP process, and you want tutoring services, but it is not addressed in the IEP it is not something that is what would be called educational necessary, and the school district denies it, then we could consider it.

Dora Comment: Example: We have 4-5 families paying and driving to Tracy for tutoring, Tara advised to have those families reach out to their planning team to discuss. Olivia advised to make sure families let the IEP planning team know if tutoring is needed.

Jose Lara question: Would this tutoring also be for consumers that are out of the school system?

Olivia Held answer: This is for school age children only.

### **Educational Services Service Standard Outreach plan – Non- Action Item**

Tara Sisemore-Hester presented the Educational Services Service Standard Outreach plan, gave examples and answered any questions and took comments from the Committee members.

This plan is similar to the one Claire outlined for the non-medical services standard outreach plan. We are bringing it to the consumer service committee (03/02/22), our executive committee (03/09/22) and our board of directors (04/27/22). We will also share with FRN, State4 council on developmental disabilities, SAC6, ICC, SNAP, community advisory committee in all 5 counties, San Joaquin County counsel for quality education and care of children, San Joaquin County children's services coordinating commission, and First5 in all 5 counties. We will also work with El Concilio, APSARA, NAACP, SAACR, FRRC, and LEAs, and Special needs in my city.

### **1. Public Comment on Educational Services Service Standard**

No public comments on the standard.

## **2. Acceptance of Educational Services Service Standard – Action Item**

Lisa Utsey made a motion to accept the Non-Medical Therapies Outreach Plan. Erria Kaalund seconded the motion. The Non-Medical Therapies Outreach Plan was approved unanimously.

### **E. Public Comment**

1. Dena Hernandez Regional Manager- SCDD North Valley Hills:

I appreciated Mr. Lara's comment earlier on the FHA items, and I want to caution to make sure that the folks that are currently living there are the main concern, I have a few ideas and I will email those to Linda.

#### **SCDD Public Comment:**

- ❖ Thank you to Katina Richardson, Brian Bennett and team for conducting two-day drive throughs for San Joaquin residential care facilities to pass out at home Covid-19 testing and allowing SCDD to volunteer.
- ❖ SCDD received at home tests from Department of Public Health that are currently being handed out to folks with disabilities and families in our 5 counties. Thank you to our community partners for helping get these out to people! Self-Advocacy Council 6, Family Resource Network, Person Centered Services, Valley CAPS, UCP Stanislaus, DRAIL, and Family First Autism. SCDD hopes to get more if needed.
- ❖ SCDD across the state will be hosting Community Conversations regarding the phasing out of subminimum wage in California. These will be virtual and have a variety of language interpretation available. Once the flyer is complete with all the dates and times- I will share it. SCDD North Valley Hills will be hosting ours on Tuesday, April 5, from 10am-12 noon. All the input from these conversations will be shared with the Stakeholder group who is putting a report together to give to the legislators by January 1, 2023.

#### **Regional Offices Community Conversations on Zoom**

**Please Join any of these dates/times! Regional Office numbers included below.**

**ALL TIMES ARE Pacific Time (US and Canada)**

**MARCH 2022**

#### **Monday, March 14**

**North Coast: 707-463-4700 & North State: 530-895-4027 Regional Offices:**

3:00pm-5:00pm

English/Spanish/ASL/ Live Captioning

[Click here to register.](#)

Register in advance for this meeting:

[https://us02web.zoom.us/meeting/register/tZMsc-mugzMqHNP3l1Zu8boeKqDS2\\_fC-mle](https://us02web.zoom.us/meeting/register/tZMsc-mugzMqHNP3l1Zu8boeKqDS2_fC-mle)

**Orange County 714-558-4404 & Sequoia Regional Office: 559-222-2496**

10:00am-12pm



Vietnamese/English/Spanish

<https://bit.ly/CommunityConvoCIE>

\*\*\*\*\*

**Friday, March 18**

**San Bernardino Regional Office: 909-890-1259**

10:00am-12pm

English

<https://bit.ly/3LSUECZ>

\*\*\*\*\*

**Saturday, March 19**

**Sacramento Regional Office: 916-263-8134**

10:00am-12:00pm

English/Spanish/ ASL upon request/Captioning

<https://bit.ly/3GWW8bx>

\*\*\*\*\*

**Tuesday, March 22**

**Central Coast Regional Office: 408-324-2106**

4:30pm-6:30pm

English/Spanish

**Register in advance for this meeting:**

[https://us02web.zoom.us/meeting/register/tZwoduyvqTMuGtaBBeXphu\\_-vbGsTxxzbDfO](https://us02web.zoom.us/meeting/register/tZwoduyvqTMuGtaBBeXphu_-vbGsTxxzbDfO)

\*\*\*\*\*

**Wednesday, March 30**

**San Diego Imperial Regional Office: 619-688-3323**

3:00pm-5:00pm

English/Spanish/ASL

<https://us02web.zoom.us/j/89198325617?pwd=RXV2RTBBN1h5Rk0xY3BpZUxhS2RVZz09>

\*\*\*\*\*

**APRIL 2022**

**Tuesday, April 5**

**North Valley Hills Regional Office: 209-473-6930**

10:00am-12:00pm

English/Spanish interpretation upon request/Captioning

[Register in advance for this meeting:](#)

[https://us02web.zoom.us/meeting/register/tZArf-mqgiltG9ZcWPdg\\_PpDlcOGq7tthLyA](https://us02web.zoom.us/meeting/register/tZArf-mqgiltG9ZcWPdg_PpDlcOGq7tthLyA)

\*\*\*\*\*

**Friday, April 8**

**Los Angeles Regional Office: 818-543-4631**

10:00am-12:00pm

SPANISH ONLY

Join Zoom Meeting

<https://us02web.zoom.us/j/83952285461?pwd=akZZNzBIK3V3L2pJR2crY1BTQzE4dz09>

Meeting ID: 839 5228 5461

Passcode: 123902

\*\*\*\*\*

**Tuesday, April 12**

**San Bernardino Regional Office**

10:00am-12:00pm SPANISH ONLY

<https://bit.ly/33OpwTX>

\*\*\*\*\*

**Wednesday, April 13**

**North Bay: 707-648-4073 & Bay Area 510-286-0439 Regional Offices**

6:00pm-8:00pm

English/Spanish/Captioning

**Register in advance for this meeting:**

<https://us02web.zoom.us/meeting/register/tZEuceCgpjgoHdVjMSSiPNrraEbvvgny4jDQ>

After registering, you will receive a confirmation email containing information about joining the meeting.

\*\*\*\*\*

**Thursday, April 14**

**North Bay: 707-648-4073 & Bay Area 510-286-0439 Regional Offices**

10:00am-12:00pm

English/Spanish/Captioning

**Register in advance for this meeting:**

<https://us02web.zoom.us/meeting/register/tZ0ude-oqjwrHtEcO5bv1o3rh5uL9CWcRGBH>

After registering, you will receive a confirmation email containing information about joining the meeting.

- ❖ SCDD North Valley Hills next Regional Advisory Committee will be held on Tuesday, March 29, 2022, on Zoom from 6pm-8pm.

Link: Join Zoom Meeting

<https://us02web.zoom.us/j/82434264352?pwd=TDRXTjMvQ1M4Q2s1d1laN0sxcDB1UT09>

Meeting ID: 824 3426 4352

Passcode: 800942

Forgot to say that the May 20, 2022, CHOICES 2022 Conference for adults with disabilities registration link is live. The conference is FREE but must register to get the free t-shirt. The deadline to register is April 1, 2022  
<https://www.eventbrite.com/e/choices-2022-tickets-276105036597>

2. Irene Hernandez: No comment.

#### **F. Intake, Early Start, and Case Management Update**

1. Tara presented the intake numbers through January for all offices, February date just came out today. The intake numbers are up for both ES and Lanterman in all 3 offices. Assigning more cases than we have intake coordinators.
2. Online intake application for Lanterman cases is now available on our website, like we have for Early Start. Now families, the community, and perspective consumers can now go online to apply for services.
3. We have 2 positions in intake that we have advertised internally and externally.
4. POS Exception – In packet the team has – Key things – Social Rec exceptions being approved, examples shown. Tara expressed how proud she is of the ideas from the planning team, they really came up with really unique activities for our consumers.

Suzanne Devitt comment: Amazing variety, how fun.

Dora Contreras Question: Can you define what Parent led activities is (12-23-21 example)?

Christine to review and bring to the next meeting.

Dora Contreras Question: In IPP meetings, social rec is brought up, is it a class or activity that has to be with neurotypical people?

Tara Sisemore answer: Yes, the activity needs to be inclusive and in a community setting.

Dora Contreras Question: How is horseback riding for 1 part of this? Christine commented that it could be that it shows that way in the example because we are funding for only 1 consumer.

Christine to get clarification on this and report to the committee next meeting.

Dora Contreras comment: I think you need to get a good description for your SC's to better explain to families.

#### **G. SAC6 Update**

01/05/22 – Weekly Practice Zoom to practice for Friday's Zoom chat

01/07 – Zoom chat - Come on and meet the new SAC 6 officers and hear about their new roles

01/10 – SAC 6 members provided a clients rights to a care home via Zoom

01/12 – Lisa U attended the VMRC finance committee meeting via Zoom

01/14 – Zoom chat – Come and learn from SAC 6 SCDD North Valley Hills office and VMRC about the Social Rec, Camp, and other services VMRC can pay for

01/19 – Lisa U attended the Popewell Fund meeting

01/20 – Katrina C, Steven H, and Lisa U attended the compassion Care for all Californians Meeting. Lisa U also presented the importance of preparing for end-of-life care

01/21 – Lisa U presented with Tony Anderson at the ARCA meeting, all that SAC6 and VMRC have been working on

01/21 – Zoom chat – Come on and meet the new VMRC emergency coordinator, Aaron McDonald

01/26 – Weekly leadership meeting with VMRC to talk about future weekly chat topics

01/28 – Lisa U – Zoom meeting with DDS

01/28 – Zoom chat – Come and meet the new state councilman, Joseph Hernandez

01/31 – Dena and Lisa U volunteered at the VMRC COVID testing in Stockton

01/31 – Committee members met to review and discuss their annual goals

02/02 – Jessica Q – volunteered at the VMRC COVID testing in Modesto

02/04 – Zoom chat – Come on meet the new staff at the disability rights of California

02/09 - Lisa U presented the importance of end-of-life planning to Valley CAPS

02/10 – Lisa U volunteered at VMRC'S Stockton COVID test kit hand out

02/11 - -- Zoom chat – Collaboration with Person Centered Services

02/16 – Katrina C attended the DDS Consumer Advisory committee Zoom meeting

02/18 - -- Zoom chat – DRAILS new community

Upcoming:

03/19 - Board meeting and weekly Friday Zoom chats through the month of March

05/20 – CHOICES conference

6:30PM - Suzanne Devitt hands the meeting over to Margaret Heinz to finish – approved by the committee due to time constraints.

## **I. Resource Development Update**

Brian Bennett – 1. The regional center continues to work with Center for START Services. We would like to extend the participation in our Center for START services model and plan and begin actively recruiting. We will be reaching out to everyone before the next meeting for those that would like to participate.

2. Waiting for approval from DDS on the 2022 CPP plan so we can get started on some developments for specialized residential needs.

Robert Fernandez – 1. Update on 2 EBSH (adult) and 1 CCH (children's) homes, all are very close to opening within the next 2-3 months. 1 EBSH (children) home opened last year.

2. Our Hard of Hearing and Coordinator has been identified and should be starting in the next couple of weeks.

## **J. Quality Assurance Update**

Katina Richison – presented the Alert report from 12/16/21 to 02/15/22 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.

Incoming Alerts:

Delivery of Care 9

Environment 2

Health Related Concerns 2

Record Keeping 4

Untimely SIRs 16

Violation of Rights 4

Total 42 Alerts

Closed 5: Unsubstantiated 1, Technical assistance 2, unfounded 1, deferred 2

Open 37

Today we had no reports of positive case of COVID-19 in licensed care for staff or consumers.

## **J. Transportation Update**

Anel Renteria of R&D Transportation – 1. Reminder that PPE is still available, link to VMRC's website for requests given.

2. Seeing that programs that closed at the beginning of the year due to the COVID surge are now reopening.

3. Customer service department reaching out to the consumers with unmet needs to give update and confirm contact information. Also providing day programs with a roster of these individuals for their information.

Jose Lara Question: Are there going to be guidelines to how many can be on the bus now that transportation is opening up more.

Anel Renteria Answer: Social distancing is ongoing, bus cleaning between trips, drivers wear masks.

## **K. Fair Hearings Update**

Jason Toepel - No update, had to leave meeting due to time constraints

Tony did share that currently he know we only have one fair hearing in the works.

## **L. Coalition of Local Area Service Providers (CLASP) Update**

Daime Hoornaert – CLASP Appointee – 1. We had a presentation from DDS on the National Core Indicator Staff Stability Survey that is going to be sent out to all vendors. Went over some items that will be on the survey as well as some concerns that have already been identified from vendors. Encouraging vendors to attend the senate hearings tomorrow at 9am.

2. The negotiated rates have been posted on the website; some vendors are still confused about it so working together to understand the formulas. Code 113 was the only one that did not get a rate increase.

3. Next meeting: March 28<sup>th</sup> @ 10am via Zoom

## **M. Clinical Update**

Claire Lazaro – 1. Continue to follow-up with consumers that have tested positive for COVID.

2. Had drive through COVID testing clinics in our Stockton and Modesto offices.

3. We hired a new BCBA, Val Harris.

4. Our dental coordinator and Community Services team are working together in regard to our virtual dental home - Info session about this will be on March 28<sup>th</sup>.

5. Continuing to work with our Self Advocates and Coalition for Compassionate Care CA on the grant they were given.

6. Clinical and Intake teams are participating with research done by the MIND institute on telemedicine assessments vs. in-person.
7. Continue to do our monthly meeting with HPSJ to coordinate mutual clients with them.
8. Met with SJCBS, children and youth services, did a presentation on our eligibility criteria, services, and what we do and how we can collaborate with them.

**N. Next Meeting, Wednesday, May 4, 2022, 4:45 PM, Location TBD**

**O. Adjournment**

**Meeting adjourned at 6:50 PM.**



## **Minutes for Bylaws Committee Meeting**

04/13/2022 | 09:00 AM - (GMT-08:00) Pacific Time (US & Canada)

Hybrid - VMRC Stockton Office Cohen Board Room and via Zoom Video Conference

**Present:** Linda Collins, Lynda Mendoza

**Not Present:** Margaret Heinz, Cameron Rood, Candice Bright

**Staff:** Tony Anderson, Doug Bonnet, Jason Toepel

**Meeting Called to Order at 9:00 AM.**

### **A. Review the Bylaws**

The committee reviewed the current Bylaws.

### **B. Review any Proposed Changes to the Bylaws**

Section 7.01 Public Attendance – as proposed, see attached.

Section 8.01 Committee Meetings – add "by the board" after authorizing, see attached.

Section 8.03 Public Participation – as proposed, see attached.

Section 8.08 Executive Committee – as proposed, see attached.

Section 8.09 Nominating Committee – as proposed, see attached.

Section 8.10 Finance Committee – as proposed, see attached.

Section 8.11 Consumer Services Committee Meeting – add after the last sentence "Even though this committee is not vested with authority as described in Section 8.01, these meetings shall



remain open to the public because the committee's responsibilities to review Service Standards requires significant public input." See attached.

Section 8.12 Bylaws Committee – as proposed, see attached.

Section 8.13 Public Policy Committee – as proposed, see attached.

### **C. Next Steps**

These proposed amendments will be presented to the Board of Directors for discussion and approval at the April 27, 2022, Board Meeting.

### **D. Adjourn**

Meeting adjourned at 11:00AM.

**ARTICLE VII - BOARD MEETINGS**

**Section 7.01. Public Attendance.** Meetings of the Board of Directors are open and all persons shall be permitted to attend any Board meeting, except as otherwise provided herein.

**Section 7.02. Accessibility.** The Corporation shall not conduct any Board meeting, conference, or other function in any facility that prohibits the admittance of any person, or persons, on the basis of race, religious creed, color, national origin, ancestry, sex, disability, or any other characteristic listed or defined in Government Code §11135, as currently in effect or amended. All Board meetings shall be held in facilities accessible to persons with physical disabilities and/or virtually through an accessible video/audio platform.

**Section 7.03. Public Records.** Agendas and other writings or materials distributed prior to or during a Board meeting for discussion or action at the meeting shall be considered public records, except those materials distributed during, and directly related to, a closed meeting authorized under Section 7.14. Writings which are distributed prior to commencement of a Board meeting shall be made available for public inspection upon request prior to commencement of the meeting. Writings which are distributed during a Board meeting shall be made available for public inspection upon request prior to or at the time of their discussion at the meeting. A reasonable fee may be charged for a copy of a public record distributed pursuant to this Section.

**Section 7.04. Majority Action as Board Action.** Every act or decision done or made by a majority of the Directors present at a Board meeting duly held, with notice delivered to the Directors and the public, as specified in Section 7.06 and 7.07 at which a quorum is present, is the act of the Board of Directors, unless the law, the Articles of Incorporation of this Corporation, or these Bylaws require a greater number. A quorum shall consist of at least 50 percent plus (1) of the Directors currently serving on the Board or the Executive Committee.

**Section 7.05. Definition of Meetings.** As used in these Bylaws, and unless otherwise noted, the term "Board Meeting" includes all meetings and any Committee meeting of the Board when the Board Director or Committee exercises the authority delegated to it by the Board. Board meetings and Board Committee meetings are open meetings to the public, with the exception of closed sessions for limited scope subject matters specified in 7.13. This definition of "Board Meeting" does not apply to Board retreats planned solely for educational purposes.

**Section 7.06. Regular Meetings.** The Directors shall hold regularly scheduled Board meetings occurring at least (7) times each fiscal year. Board meetings can occur more often as needed. Directors shall no later than July 1, for every prospective term set the time and place of Board meetings. Board meeting dates, times and location may be modified or changed at the discretion of the Board. If the Board of Directors do not meet in a given month, the Executive Committee shall meet to conduct the business of the full Board, subject to open meetings requirements and public notice expressed in Sections 7.01 and 7.08.

**Section 7.07. Emergency Meetings.** In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of regional center services, an emergency meeting may be called without complying with the advanced notice requirements set forth in Section 7.08. "Emergency situation" means any activity which severely impairs public health, safety, or both, as determined by a majority of the members of the Board.



*Life with the Power of Choice and Possibilities*

**Section 8.01. Committee Meetings/~~Open Meeting Requirement.~~** Valley Mountain Regional Center Inc. Board Committee meetings are open public meetings ~~only if the Committee is vested with authority of the Board to make binding decisions on behalf of the Board or unless the Committee exercises its rights to hold a closed session, limited to closed session requirements expressed in Section 7.13 of VMRC' s Bylaws. Committee meetings that are not authorized to act on behalf of the Board are not required to hold open meetings.~~

**Section 8.02. Appointment of Standing Committee Members.** The President of the Board may, with approval of the Executive Committee, appoint persons with special interest or expertise as voting members of any standing Committee except the Executive Committee. Such members shall be limited to a term of one (1) year, unless reappointed.

**Section 8.03. ~~Public~~ Expert Participation.** At the discretion of the chairperson of a standing Committee, any person with a viewpoint or expertise deemed helpful to a task before the Committee may be invited to attend one (1) or more meetings of the Committee as a non-voting participant.

**Section 8.04. Limitation on Board Participation.** No standing or ad hoc Committee of the Corporation shall include, as voting members, a quorum of the Board of Directors. If at any time the number of Directors currently serving on the Board declines to a point where any Committee would comprise a quorum of the Board, the membership of such Committee(s) shall be reduced by removing the most junior member(s) of the Committee in terms of Committee membership, excluding the chairperson, until the number of voting Board members totals less than a quorum. When total Board membership increases, members thus removed from Committees may be reinstated.

**Section 8.05. Limited Authority of Committees.** No standing or ad hoc Committee of the Board shall take action for the Board unless authority is specifically delegated by action of the Board. Committees may take action by majority vote at meetings in which a quorum is present, unless the law, the Articles of Incorporation of this Corporation, or these Bylaws require a greater number. A quorum shall consist of 50 percent plus (1) of Committee members (Board Directors) currently serving on the Committee. Any action of a committee taken pursuant to the specific delegation described herein must be subsequently ratified at a Board meeting in order to be binding on the Corporation.

**Section 8.06. Specific Voting Rights.** Unless otherwise specified in this Article, representatives of organizations authorized or invited by the Corporation's Board of Directors to participate on standing or ad hoc Committees shall be voting members of those Committees except where prohibited by Welfare and Institutions Code §4622(k), or any other applicable law or regulation. Employees or contractors of such organizations shall not be voting members of any standing Committee and shall not exercise the proxy of any voting member.

**Section 8.07. Identification of Committees.** The Corporation's standing Committees shall be the Executive Committee, Nominating Committee, Finance Committee, Consumer Services Committee, Public Policy Committee and Bylaws Committee. The President may appoint other Committees or task forces as deemed necessary. Participation on standing Committees and ad hoc Committees is not limited to members of the Board of Directors.



*Life with the Power of Choice and Possibilities*

**Section 8.08. Executive Committee.** The Executive Committee exercises authority delegated to it by the Board. The Executive Committee shall consist of all the Officers of the Board of Directors and the Chairpersons of all standing Committees. ~~Its meetings are open to all Board members and the public.~~ The Executive Committee can hold closed sessions consistent with the authority of Welfare and Institutions Code Sections 4660 and 4663(a). The Executive Committee is empowered to direct the business of the Corporation on an emergency basis. The Executive Committee shall review and approve the performance and compensation of the Executive Director. The Executive Committee is responsible for reviewing all of the Corporation's personnel matters, policies, practices and personnel manuals or guides created, developed or proposed for changes or modifications, including those arising from any existing Bargaining Unit Contract.

The Executive Committee is responsible for assessing the training needs of the VMRC Board of Directors through feedback from Board members and other sources to assure California Corporate Law and Lanterman Act compliance occurs while the Board engages performance of its accepted responsibilities. The Executive Committee is tasked with creating and sustaining a Board training procedure intended to build a foundation of knowledge necessary for the Board's effective oversight of VMRC Inc. operations and contract obligations owed to the State Department of Developmental Services.

**Section 8.09. Nominating Committee.** The Nominating Committee exercises authority delegated to it by the Board. The Nominating Committee shall consist of a chairperson and at least four (4) other Directors appointed by the President. In addition, the State Council on Developmental Disabilities, North Valley Hills Office and the Coalition of Local Area Service Providers shall each be invited to participate in Committee endeavors. ~~Nominating Committee meetings are open to all Board members and the public.~~ The Nominating Committee can hold closed sessions consistent with the authority of Welfare and Institutions Code Sections 4660(b) and 4663 (a).

**Section 8.10. Finance Committee.** The Finance Committee shall consist of a chairperson, the Chief Financial Officer, and at least four (4) Directors appointed by the President. In addition, the Coalition of Local Area Service Providers shall be invited to appoint a representative. ~~Finance Committee meetings are open to all Board members and the public.~~ It is the responsibility of the Finance Committee to review and make recommendations to the Directors relative to financial policy, audit findings and recommendations, contracts and to monitor the Corporation's fiscal condition.

**Section 8.11. Consumer Services Committee.** The Consumer Services Committee shall consist of a chairperson, and at least four (4) members appointed by the President. In addition, the State Council on Developmental Disabilities, North Valley Hills Office and the Coalition of Local Area Service Providers may appoint a representative as a committee member. Consumer Services Committee meetings are open to all Board members ~~and the public.~~ It is the responsibility of the Consumer Services Committee to develop and recommend to the Board policy regarding purchase of service, case management, clinical services, quality assurance and contracting policy, needs assessment, resource development, affordable housing, transportation, POS balance grants, and to review service development projects.

**Section 8.12. Bylaws Committee.** The Bylaws Committee shall consist of a chairperson and at least three (3) other Directors, all appointed by the President. ~~Bylaw Committee meetings are open to all~~



*Life with the Power of Choice and Possibilities*

~~Board members and the public.~~ The President shall serve ex-officio on this Committee and will vote on change proposals only in the event of a tie. This Committee will convene at least once annually or as often as needed for the purpose of reviewing the Bylaws, Articles of Incorporation and Welfare and Institutions Code to confirm whether or not changes are required to sustain compliance with California Corporate Law, Statutory requirements and to meet the needs of the Board of Directors. It is the responsibility of the Bylaws Committee to receive feedback from informed professionals (including VMRC management, community leaders, legal counselor, parliamentarian, etc. depending on the issues).

**Section 8.13. Public Policy Committee.** The Public Policy Committee consist of a chairperson and at least three (3) other Directors and interested community stakeholders (at the discretion of the president), all appointed by the President. Public Policy Committee meetings are open to all Board members ~~and the public~~. The President shall serve ex-officio on this Committee and will vote on position recommendations to the Board only in the event of a tie.

The Public Policy Committee will establish a schedule of meetings sufficient to analyze proposed legislation impacting Consumers, Consumers' families, and stake holders, monitor recommendations from the Association of Regional Center Agencies (ARCA), recommend positions for the Board, inform our local community stakeholders, and local policymakers of the impact of these proposals or laws on people with developmental disabilities.

**Section 8.14. Ad Hoc Committees.** The President of the Board may appoint an Ad Hoc Committee in order to accomplish tasks that fall outside of the scope of responsibilities of standing Committees. Such appointments shall be for a specific purpose and period of time. At least (3) Directors must serve on any of these committees.

## ARTICLE IX - MISCELLANEOUS PROVISIONS

**Section 9.01. Effective Date.** These Bylaws shall become effective immediately upon their adoption. Amendments to these Bylaws shall become effective immediately upon their adopt ion unless the Board of Directors in adopting them as hereinafter provided, provide that they are to become effective at a later date.

**Section 9.02. Fiscal Year.** The fiscal year of the Corporation shall be from July 1through June 30, inclusive.

**Section 9.03. Parliamentary Authority.** The rules contained in Robert's Rules of Order Newly Revised, shall govern meetings of the Board and Committees as long as such rules are not inconsistent with or in conflict with these Bylaws, the Articles of Incorporations or with any provisions of law applicable to the Corporation.

**Section 9.04. Non-Voting Members.** This Corporation shall have no nonvoting members within the meaning of Nonprofit Corporation Law.

**Section 9.05. Gifts.** The Board may accept on behalf of the Corporation any contributions, gift, bequest, or devise for the charitable purposes of the Corporation.

**Section 9.06. Construction and Definitions.** Unless the context requires otherwise, the general provisions, rules of construction and definitions in the California Nonprofit Corporation Law shall govern



*Life with the Power of Choice and Possibilities*



## **Minutes for Nominating Committee Meeting**

04/14/2022 | 12:00 PM

Hybrid - VMRC Stockton Office Cohen Board Room and via Zoom Video Conference

**Committee Members Present:** Linda Collins (Chair), Lynda Mendoza, Dena Hernandez, Daime Hoornaert, Catrina Castro

**Committee Members Not Present:** Margaret Heinz (informed absence), Suzanne Devitt (informed absence)

**Staff Present:** Tony Anderson, Doug Bonnet

**Public Present:** Rachelle Munoz (Facilitator for Catrina Castro)

**Linda Collins called the meeting to order at 12:00 PM.**

### **A. Review Current Membership**

The committee reviewed the current Board of Directors roster. There are 2 current open positions. There are also 8 board members who's initial 3 year terms end 06/30/22. The committee voted unanimously to recommend these 8 board members, Alicia Schott, Kenneth Britter, Dr. Yan Li, Tina Vera, Dr. Steve Russell, Dr. Suzanne Devitt, Anthony Owens, and Erria Kaalund for a 2<sup>nd</sup> three-year term to begin 07/01/22. Linda Collins will contact all 8 board members to inquire about their interest in completing a second term.

### **B. Review Board Composition Requirements**

The committee reviewed the current board composition. All metrics have been met, except for Hispanic representation on the board. The board is out of compliance by 2 Hispanic board members.

### **C. Unmet Representation**

The committee reviewed the current applications submitted to the board. The committee agreed to schedule interviews for 6 of the candidates. Doug Bonnet will call the candidates and schedule interviews for either 05/17 between 3pm – 6pm, or 05/25 between 5pm – 8pm. These will be hybrid interviews, so the committee members and interviewees can attend in person or virtually.

### **D. Outreach Strategy**

The committee agreed, if the 2 board openings are not filled with the 6 interviewees, the committee will get together to discuss an Outreach Plan for filling the vacancies.

### **E. Next Meeting/Committee Schedule of Activities**

Dena Hernandez made a motion to keep the current slate of officers for the 2022/2023 fiscal year. Daime Hoornaert seconded the motion. The Nominating Committee voted unanimously to keep the same slate of officers for the 2022/2023 fiscal year to the Board for approval. Linda Collins and Linda Mendoza abstained.

Slate of Officers:

President – Margaret Heinz

Vice President – Lynda Mendoza

Treasurer – Alicia Schott

Secretary – Linda Collins

### **F. Adjourn**

Meeting adjourned at 1:30 PM.



# Valley Mountain Regional Center

## Contract Status

AS OF: January 31, 2022

	POS including						FG/SC
	OPS	Federal C	General Total	OPS CPP	POS CPP	CPP Total	Total
<b>Current Fiscal Year 2022</b>							
<b>Contract Year C-2</b>	40,037,203	283,738,876	323,776,079	486,684	1,022,115	1,508,799	484,702
Spent to Date	19,376,230	122,746,171	142,122,401	54,646	152,660	207,306	173,589
Unspent	20,660,973	160,992,705	181,653,678	432,038	869,455	1,301,493	311,113
<b>Last Fiscal Year 2021</b>							
<b>Contract Year B-3</b>	34,646,607	253,549,473	288,196,080	424,595	1,640,637	2,065,232	484,702
Spent to Date	33,346,290	246,437,227	279,783,518	204,540	1,602,074	1,806,614	464,462
Unspent	1,300,317	7,112,246	8,412,562	220,055	38,563	258,618	20,240
<b>Second Prior Fiscal Year</b>							
<b>2020 Contract Year A-7</b>	34,180,853	233,400,535	267,581,388	597,168	1,700,050	2,297,218	458,422
Spent to Date	34,175,857	230,233,398	264,409,255	597,168	833,790	1,430,958	398,099
Unspent	4,995.98	3,167,137	3,172,133	-	866,260	866,260	60,323

# Valley Mountain Regional Center

## Contract Status

AS OF: February 28, 2022

	POS including			OPS CPP	POS CPP	CPP Total	FG/SC Total
	OPS	Federal C	General Total				
<b>Current Fiscal Year 2022</b>							
<b>Contract Year C-2</b>							
Spent to Date	40,037,203	283,738,876	323,776,079	486,684	1,022,115	1,508,799	484,702
	27,215,371	163,528,941	190,744,312	85,638	152,660	238,298	224,245
Unspent	12,821,832	120,209,935	133,031,767	401,046	869,455	1,270,501	260,457
<b>Last Fiscal Year 2021</b>							
<b>Contract Year B-3</b>							
Spent to Date	34,646,607	253,549,473	288,196,080	424,595	1,640,637	2,065,232	484,702
	33,136,385	246,461,682	279,598,067	424,595	1,605,574	2,030,169	464,462
Unspent	1,510,222	7,087,791	8,598,013	(0)	35,063	35,063	20,240
<b>Second Prior Fiscal Year</b>							
<b>2020 Contract Year A-7</b>							
Spent to Date	34,180,853	233,400,535	267,581,388	597,168	1,700,050	2,297,218	458,422
	34,175,857	230,240,871	264,416,729	597,168	833,790	1,430,958	398,099
Unspent	4,995,98	3,159,664	3,164,660	-	866,260	866,260	60,323

## Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below in April 2022 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 in April 2022 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 Central Avenue SLS SV0035 896	\$ 1,440,000
2 Communication Station PV1282 116	\$ 2,460,000
3 Synergy Behavior Consultants, Inc. PV1740 048	\$ 1,400,000
4 Community Anchor Services SV0028 896	\$ 1,380,000
5 OpenDoor Services HV0137 055	\$ 2,198,350
6 OpenDoor Services HV0347 055	\$ 868,217
7 OpenDoor Services HV0138 055	\$ 1,100,000
8 OpenDoor Services HV0122 515	\$ 1,416,000
9 OpenDoor Services HV0395 515	\$ 2,260,364
10 OpenDoor Services HV0479 055	\$ 840,000
11 OpenDoor Services HV0466 515	\$ 680,000
12 Steps Intervention Services PV1291 116	\$ 1,080,000
13 Transitional Coaching and Development Institute HV0490 055	\$ 360,000
14 Trust Management Services PA0337 034	\$ 700,000
15 UCP San Joaquin H29232 510	\$ 720,000
16 UCP San Joaquin HV0159 510	\$ 1,029,738
17 UCP San Joaquin HV0264 055	\$ 670,140
18 UCP San Joaquin H29312 116	\$ 1,608,582
19 UCP San Joaquin H29413 862	\$ 435,418
20 UCP San Joaquin HV0009 510	\$ 1,650,445
21 UCP San Joaquin HV0418 055	\$ 725,000
22 UCP San Joaquin PV0937 062	\$ 311,777
23 UCP San Joaquin S29405 896	\$ 840,000
24 UCP San Joaquin HV0398 515	\$ 456,000
25 Beyond Behavior California, LLC PV3035 048	\$ 540,000
26 Bright Futures #3 HV0498 113	\$ 815,498
27 Bright Futures 1 HV0427 113	\$ 894,548
28 Bright Futures 2 HV0428 113	\$ 886,916
29 Khan Guest Home LLC HV0448 113	\$ 847,522
30 Shadman House PV1763 109	\$ 360,000
31 Shadman House HV0472 113	\$ 886,916
32 Steps Home HV0446 113	\$ 886,916
33 YAI HV0631 CCH	\$ 779,836
34 Merakey Delaware HV0628 EBSH	\$ 752,214

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

## POS EXPENDITURES

January 31, 2021

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Community Care Facility	54,926,907	52,673,535	100,000,000	54.9%
ICF/SNF FACILITY	43,468	66,218	500,000	8.7%
Day Care	794,733	750,889	1,700,000	46.7%
Day Training	21,769,926	21,465,149	41,766,256	52.1%
Supported Employment	1,030,573	997,654	2,500,000	41.2%
Work Activity Program	262,313	281,379	560,000	46.8%
Non-Medical Services-Professional	919,571	462,040	2,000,000	46.0%
Non-Medical Services-Programs	14,211,330	13,323,839	28,000,000	50.8%
Home Care Services-Programs	821,356	541,433	1,700,000	48.3%
Transportation	769,935	695,605	2,800,000	27.5%
Transportation Contracts	3,016,751	3,787,069	14,293,620	21.1%
Prevention Services	8,837,867	7,889,449	17,000,000	52.0%
Other Authorized Services	16,357,490	13,652,781	32,000,000	51.1%
P&I Expense	33,277	23,408	75,000	44.4%
Hospital Care	268,750	268,750	700,000	38.4%
Medical Equipment	221,615	214,749	384,000	57.7%
Medical Care Professional Services	2,449,892	2,470,577	5,000,000	49.0%
Medical Care-Program Services	16,401	17,698	56,000	29.3%
Respite-in-Home	16,878,545	16,313,206	32,000,000	52.7%
Respite Out-of-Home	264,798	310,596	640,000	41.4%
Camps	1,990		64,000	3.1%
	<b>143,897,487</b>	<b>203,213,301</b>	<b>283,738,876</b>	<b>50.7%</b>
CPP	152,660	729,813	1,022,115	14.9%
<b>Total Purchase of Service</b>	<b>144,050,147</b>	<b>203,943,115</b>	<b>284,760,991</b>	<b>50.6%</b>

ICF SPA RECEIVABLES                      \$            3,136,177

## POS EXPENDITURES

February 28, 2022

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Community Care Facility	62,219,644	60,549,098	100,000,000	62.2%
ICF/SNF FACILITY	72,429	73,162	500,000	14.5%
Day Care	889,362	918,252	1,700,000	52.3%
Day Training	24,788,611	24,367,468	41,766,256	59.4%
Supported Employment	1,174,886	1,149,177	2,500,000	47.0%
Work Activity Program	295,161	325,100	560,000	52.7%
Non-Medical Services-Professional	1,048,507	555,875	2,000,000	52.4%
Non-Medical Services-Programs	16,300,727	14,869,330	28,000,000	58.2%
Home Care Services-Programs	938,563	619,846	1,700,000	55.2%
Transportation	921,302	773,969	2,800,000	32.9%
Transportation Contracts	3,747,908	3,808,600	14,293,620	26.2%
Prevention Services	9,961,188	9,080,566	17,000,000	58.6%
Other Authorized Services	18,717,217	15,595,729	32,000,000	58.5%
P&I Expense	38,506	26,829	75,000	51.3%
Hospital Care	303,750	303,750	700,000	43.4%
Medical Equipment	246,696	226,168	384,000	64.2%
Medical Care Professional Services	2,757,030	2,875,811	5,000,000	55.1%
Medical Care-Program Services	18,553	22,517	56,000	33.1%
Respite-in-Home	18,792,244	19,396,197	32,000,000	58.7%
Respite Out-of-Home	294,666	347,365	640,000	46.0%
Camps	1,990		64,000	3.1%
	163,528,941	155,884,809	283,738,876	57.6%
CPP	152,660	729,813	1,022,115	14.9%
<b>Total Purchase of Service</b>	<b>163,681,601</b>	<b>156,614,622</b>	<b>284,760,991</b>	<b>57.5%</b>

ICF SPA RECEIVABLES                      \$            3,136,177

# **OPERATIONS EXPENDITURES**

February 17, 2022

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Salaries and Wages	15,136,087	13,741,556	26,800,000	56.5%
Temporary Help	25,646	242	100,000	25.6%
Fringe Benefits	3,341,416	3,000,640	4,800,000	69.6%
Contracted Employees	84,028	47,925	135,000	62.2%
<b>Salaries and Benefits Total</b>	<b>18,587,177</b>	<b>16,790,363</b>	<b>31,835,000</b>	<b>58.4%</b>

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	1,327,045	1,252,628	2,100,000	63.2%
Facilities Maintenance	448,648	329,058	750,000	59.8%
Information Technology	1,492,597	963,147	2,342,203	63.7%
General Office Expense	207,213	96,319	350,000	59.2%
Operating Expenses	168,028	164,293	325,000	51.7%
Equipment	26,512	34,673	100,000	26.5%
Professional Expenses	286,389	317,216	700,000	40.9%
Office Expenses	54,778	31,079	100,000	54.8%
Travel and Training Expenses	106,466	93,195	300,000	35.5%
Foster Grandparent/Senior Companion Expenses	201,890	258,879	484,702	41.7%
CPP Expense	73,047	64,177	486,684	15.0%
START	27,834	-	1,135,000	2.5%
<b>Total Operating Expenses</b>	<b>23,007,624</b>	<b>20,395,027</b>	<b>41,008,589</b>	<b>56.1%</b>

**Operating Expenses:** Telephone, Utilities

**Equipment:** Equipment Purchases, Equipment Contract Leases

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

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

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

# **OPERATIONS EXPENDITURES**

March 18, 2022

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Salaries and Wages	18,142,083	16,385,054	26,200,000	69.2%
Temporary Help	31,504	242	100,000	31.5%
Fringe Benefits	4,185,561	3,737,372	5,400,000	77.5%
Contracted Employees	96,291	58,071	135,000	71.3%
<b>Salaries and Benefits Total</b>	<b>22,455,439</b>	<b>20,181,739</b>	<b>31,835,000</b>	<b>70.5%</b>

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	1,487,247	1,410,346	2,100,000	70.8%
Facilities Maintenance	517,636	380,983	750,000	69.0%
Information Technology	1,635,570	1,116,971	2,342,203	69.8%
General Office Expense	230,574	136,297	350,000	65.9%
Operating Expenses	197,681	196,951	325,000	60.8%
Equipment	28,089	36,250	100,000	28.1%
Professional Expenses	334,872	340,922	700,000	47.8%
Office Expenses	62,286	35,730	100,000	62.3%
Travel and Training Expenses	126,807	109,675	300,000	42.3%
Foster Grandparent/Senior Companion Expenses	224,245	292,647	484,702	46.3%
CPP Expense	85,638	74,967	486,684	17.6%
START	139,170	-	1,135,000	12.3%
<b>Total Operating Expenses</b>	<b>27,525,254</b>	<b>24,313,478</b>	<b>41,008,589</b>	<b>67.1%</b>

**Operating Expenses:** Telephone, Utilities

**Equipment:** Equipment Purchases, Equipment Contract Leases

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

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

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





To the Board of Directors  
and Management of  
Valley Mountain Regional Center, Inc.

In planning and performing our audit of the financial statements of Valley Mountain Regional Center, Inc. as of and for the year ended June 30, 2021, in accordance with auditing standards generally accepted in the United States of America, we considered Valley Mountain Regional Center, Inc.'s internal control over financial reporting (internal control) as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, we do not express an opinion on the effectiveness of the Company's internal control.

However, during our audit we became aware of several matters that are opportunities for strengthening internal controls and operating efficiency. Exhibit A summarizes our comments and suggestions concerning those matters. This letter does not affect our report dated March 24, 2022, on the financial statements of Valley Mountain Regional Center, Inc..

We will review the status of these comments during our next audit engagement. We have already discussed many of these comments and suggestions with various Organization personnel, and we will be pleased to discuss them in further detail at your convenience, to perform any additional study of these matters, or to assist you in implementing the recommendations.

Sincerely,

*Kemper CPA Group LLP*

**Kemper CPA Group LLP**  
***Certified Public Accountants and Consultants***

Modesto, California  
March 24, 2022

**Exhibit A**  
**Observations and Recommendations**

---

**PRIOR YEAR COMMENTS REPEATED:**

**Attendance Reporting**

The Organization has policies in place for managers to approve the Time & Attendance of employees in their department. This policy is an important internal control procedure. It was noted during our testing of payroll, that not all managers are following this process and that a manager in accounting is required to approve the Time & Attendance in order to process payroll. However, by bypassing the department manager approval process, the potential for errors is increased. The accounting department may not know the details of actual hours worked, vacation or sick time taken, and “approved” overtime of individuals in other departments that are supervised by other managers.

We recommend the Organization require without exception that all managers approve the Time & Attendance of employees in their department.

*Status: In process, the Center is designing procedures to implement this recommendation.*

**PRIOR YEAR COMMENTS CLEARED:**

**Vendor Fiscal Monitoring**

Under Federal regulations, the Organization is required to determine if the vendors paid using federal funds are suspended, debarred or otherwise excluded from providing services. During our testing of federal awards, we noted several vendors in our sample did not have a current clearance report in the vendor’s file.

*Status: Not considered a finding based on review of 3<sup>rd</sup> party contract services.*

**Department of Developmental Services (DDS) Claims**

During our review of the DDS confirmation, we noted several claims shown as outstanding accounts receivable on the Organizations records that were shown as paid by DDS or not showing on DDS records as a claim received. Some of these claims were over a year old. In total these amounts were immaterial to the financial statements.

We recommend that all outstanding DDS claims be followed up on with DDS within a timely manner.

*Status: Implemented*



March 24, 2022

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

We have audited the financial statements of Valley Mountain Regional Center, Inc. for the year ended June 30, 2021, and have issued our report thereon dated March 24, 2022. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and, *Government Auditing Standards* and Uniform Guidance, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 7, 2021. Professional standards also require that we communicate to you the following information related to our audit.

#### Significant Audit Findings

##### *Qualitative Aspects of Accounting Practices*

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Valley Mountain Regional Center, Inc. are described in Note 1 to the financial statements.

We noted no transactions entered into by the Organization during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The financial statement disclosures are neutral, consistent, and clear.

##### *Difficulties Encountered in Performing the Audit*

We encountered no significant difficulties in dealing with management in performing our audit.

##### *Corrected and Uncorrected Misstatements*

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statements. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

*Disagreements with Management,*

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

*Management Representations*

We have requested certain representations from management that are included in the management representation letter dated March 24, 2022.

*Management Consultations with Other Independent Accountants*

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Organization's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

*Other Audit Findings or Issues''*

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Organization's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters'

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with U.S. generally accepted accounting principles, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This information is intended solely for the use of Board of Directors and Management of Valley Mountain Regional Center, Inc. and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

*Kemper CPA Group LLP*

Kemper CPA Group LLP  
***Certified Public Accountants and Consultants***

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

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

**FOR THE YEAR ENDED JUNE 30, 2021**

# 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, 2021, 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, 2021, 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 March 24, 2022, 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  
March 24, 2022

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

**STATEMENT OF FINANCIAL POSITION**  
**JUNE 30, 2021**

---

**ASSETS**

Cash and cash equivalents	\$ 14,589,508
Contracts receivable - State of California	7,641,934
Receivables from Intermediate Care Facility vendors	2,798,500
Due from state - accrued vacations and other employee benefits	2,808,003
Restricted cash	106,766
Deposits and other assets	45,903
Post retirement health care plan benefit	68,087

TOTAL ASSETS	<u>\$ 28,058,701</u>
--------------	----------------------

**LIABILITIES AND NET ASSETS**

**LIABILITIES**

Accounts payable	\$ 25,370,622
Accrued vacation and other employee benefits	3,988,703
Unfunded pension liability	18,484,897

TOTAL LIABILITIES	<u>47,844,222</u>
-------------------	-------------------

**NET DEFICIT**

Without donor restrictions	(19,892,287)
With donor restrictions	106,766

(19,785,521)

TOTAL LIABILITIES AND NET ASSETS	<u>\$ 28,058,701</u>
----------------------------------	----------------------

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, 2021**

---

**NET ASSETS WITHOUT DONOR RESTRICTIONS**

**SUPPORT AND REVENUE WITHOUT DONOR RESTRICTIONS**

Contracts - State of California	\$ 279,294,266
Intermediate Care Facility supplemental services income	3,894,177
Interest income	40,297
Other income	80,683
	<hr/>
Total support and revenue	283,309,423

**EXPENSES**

Program services:	
Direct consumer services	276,355,724
Supporting services:	
General and administrative	9,295,346
	<hr/>
Total expenses	285,651,070

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

(2,341,647)

**NONOPERATING INCOME (EXPENSE)**

Other components of net periodic OPEB costs	58,861
Pension related charges other than net periodic pension cost	(2,862,931)
OPEB related charges other than net periodic OPEB cost	1,168,810

**TOTAL NONOPERATING INCOME (EXPENSE)**

(1,635,260)

**CHANGE IN NET ASSETS WITHOUT DONOR RESTRICTIONS**

(3,976,907)

**NET ASSETS WITH DONOR RESTRICTIONS**

**SUPPORT AND REVENUE WITH DONOR RESTRICTIONS**

Contributions	8,737
---------------	-------

**CHANGE IN NET ASSETS WITH DONOR RESTRICTIONS**

8,737

**CHANGE IN NET ASSETS**

(3,968,170)

**NET DEFICIT AT BEGINNING OF YEAR**

(15,817,351)

**NET DEFICIT AT END OF YEAR**

\$ (19,785,521)

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, 2021**

	Program services	Supporting services	
	Program	General and administrative	Total expenses
<b>EXPENSES</b>			
Salaries and wages	\$ 20,344,775	\$ 2,392,268	\$ 22,737,043
Employee health and retirement benefits	5,072,324	596,344	5,668,668
Payroll taxes	248,346	29,198	277,544
Staff travel	133,836	15,735	149,571
Total salaries and related expenses	25,799,281	3,033,545	28,832,826
Purchase of services:			
Residential services	94,947,967	-	94,947,967
Day program	41,593,790	-	41,593,790
Other purchased services	113,808,207	-	113,808,207
Communication	-	82,562	82,562
General office expenses	-	474,340	474,340
Data processing expenses	-	1,892,514	1,892,514
Printing	-	10,912	10,912
Insurance	-	120,867	120,867
General expenses	-	452,549	452,549
Facility and equipment rent	-	2,084,272	2,084,272
Equipment and facility maintenance	-	654,678	654,678
Consultant fees	206,479	252,256	458,735
ARCA dues		80,458	80,458
Board expenses	-	4,291	4,291
Legal fees	-	97,359	97,359
Interest expense	-	11,611	11,611
Travel and meals	-	43,132	43,132
<b>TOTAL EXPENSES</b>	<b>\$ 276,355,724</b>	<b>\$ 9,295,346</b>	<b>\$ 285,651,070</b>

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, 2021**

---

**CASH FLOWS FROM OPERATING ACTIVITIES**

Change in net assets without donor restrictions	\$ (3,968,170)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
(Increase) decrease in:	
Contracts receivable	3,240,211
Receivable from Intermediate Care Facility vendors	(167,647)
Due from state - accrued vacation and other employee benefits	(1,165,819)
Deposits and other assets	57,234
Increase (decrease) in:	
Accounts payable	558,000
Accrued vacation and other employee benefits	1,637,236
Other post retirement employee benefits obligation	(836,257)
Unfunded pension liability	2,377,328
Net cash provided by operating activities	<u>1,732,116</u>

**NET CHANGE IN CASH** 1,732,116

**CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR** 12,964,158

**CASH AND CASH EQUIVALENTS AT END OF YEAR** \$ 14,696,274

**Reconciliation of cash accounts**

Cash and cash equivalents	\$ 14,589,508
Restricted cash	<u>106,766</u>
	<u><u>\$ 14,696,274</u></u>

**SUPPLEMENTAL DISCLOSURES**

Cash payments for interest	<u><u>\$ 11,611</u></u>
----------------------------	-------------------------

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

# VALLEY MOUNTAIN REGIONAL CENTER, INC.

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

---

### 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 \$295,110,240 for the 2020-2021 contract year. As of June 30, 2021, actual net expenditures under the 2020-2021 contract were \$277,461,054.

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, 2021 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, 2021

---

### 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, 2021

---

**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, 2021, the Center recognized ICF processing income totaling \$58,412.

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 is 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, 2021

---

**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 March 24, 2022, 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 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, 2021

---

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

As of June 30, 2021, DDS had advanced the Center \$60,877,980 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	\$ 68,519,914
Contract advances net of offsets as of June 30, 2021	<u>(60,877,980)</u>
Net Contracts Receivable	<u>\$ 7,641,934</u>

#### NOTE 3 - Short-Term Borrowings

During the fiscal year ending June 30, 2021, the Center had a revolving line of credit agreement with a bank which is available from November 1, 2020 and expired October 31, 2021, 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 4.25% at June 30, 2021). There was no balance outstanding as of June 30, 2021. 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, 2021

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

The actuarial assumptions are summarized below:

<i>Valuation Date</i>	June 30, 2021
<i>Discount Rate</i>	
Used to determine Net Periodic Benefit Cost	2.80%
Used to determine Benefit Obligations	2.90%
<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 1.20% per year.
<i>Health Cost Trend</i>	
Health care cost trend rate assumed for next year	5.25%
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	\$ 245,594
Unrecognized actuarial (gain) or loss	(164,574)
	<u>\$ 81,020</u>

**VALLEY MOUNTAIN REGIONAL CENTER, INC.****NOTES TO FINANCIAL STATEMENTS  
JUNE 30, 2021**

---

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

The pension-related changes other than net periodic pension cost increased net assets without donor restrictions by \$1,227,671 for the year ended June 30, 2021.

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

Service cost	\$ 391,414
Interest cost	228,772
Expected return on plan assets	(453,143)
Transition cost	153,494
Recognized net actuarial (gain) or loss	<u>12,016</u>
Net periodic post-retirement benefit cost	<u><u>\$ 332,553</u></u>

The net periodic benefit cost expected to be charged to expense for the year ended June 30, 2022, is \$234,818.

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	\$ 8,102,985
Service cost	391,414
Interest cost	228,772
Assumption change (gain) or loss	368,309
Experience (gain) loss	152,496
Benefits paid	<u>(169,057)</u>
Benefit obligation at end of year	<u>9,074,919</u>
Change in plan assets	
Fair value of plan assets at beginning of year	7,334,815
Actual return on plan assets	1,977,248
Benefits paid	<u>(169,057)</u>
Fair value of plan assets at end of year	<u>9,143,006</u>
Funded status-net benefit	<u>68,087</u>
Net amount recognized in the statements of financial position	<u><u>\$ 68,087</u></u>

# VALLEY MOUNTAIN REGIONAL CENTER, INC.

## NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

### 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, 2021.

The following table sets forth by level, within the fair value hierarchy, the plan's assets at fair value as of June 30, 2021:

	Total	Level 1	Level 2	Level 3
Asset category				
Cash and cash equivalents	\$ 118,859	\$ 118,859	\$ -	\$ -
Mutual funds				
Equity	6,290,388	6,290,388	-	-
Fixed income	2,733,759	2,733,759	-	-
Total	<u>\$ 9,143,006</u>	<u>\$ 9,143,006</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, 2021

---

### 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>	
2022	\$ 234,818
2023	236,120
2024	255,998
2025	274,282
2026	302,692
2027-2031	1,728,636

### 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](http://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, 2021 the Center estimated and recorded an unfunded projected pension obligation of \$18,484,897 using an actuarial valuation provided by CalPERS with a valuation date of June 30, 2020. 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, 2021 has not been determined. The following footnote disclosures present amounts from the GASB 68 report as of a valuation date of June 30, 2020 and do not conform to requirements of FASB ASC 715.



NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2021

---

**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, 2020
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, 2021

### 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
6/30/2016	\$ 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
6/30/2020	\$ 99,466,607	\$ 80,981,710	\$ 18,484,897	81.4%	\$ 19,669,198

#### *Asset Category*

The asset allocation shown below, provided by the CalPERS Actuarial Office, reflects the CalPERS fund in total as of June 30, 2020. 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, 2020.

Asset Class	Current Allocation	Target Allocation
Public Equity	53.0%	50.0%
Private Equity	6.3%	8.0%
Global Fixed Income	28.3%	28.0%
Real Assets	11.3%	13.0%
Liquidity	0.9%	1.0%
Inflation Sensitive Assets	0.0%	0.0%
Trust Level	0.2%	0.0%
	<u>100%</u>	<u>100%</u>

# VALLEY MOUNTAIN REGIONAL CENTER, INC.

## NOTES TO FINANCIAL STATEMENTS JUNE 30, 2021

---

### 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, 2020	\$ 99,466,607
Change in plan assets	
Fair value of plan assets at June 30, 2019	77,216,508
Change in receivables for service buybacks	(3,610)
Employer contributions	2,213,028
Employee contributions	1,329,612
Benefits paid	(3,180,926)
Refunds	(60,059)
Service Credit Purchase (SCP) payments and interest	3,720
Administrative expenses	(60,335)
Net investment return	3,523,772
Fair value of plan assets at June 30, 2020	80,981,710
Plan net pension liability, June 30, 2020	<u>\$ 18,484,897</u>

#### *Contributions*

Employee contributions are approximately 7.63% 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, 2021 \$1,734,154.

The net periodic benefit cost expected to be charged to expense for the year ended June 30, 2021, is \$1,499,138.

### NOTE 7 - Credit Risk, Commitments and Contingencies

#### *Credit Risks*

At June 30, 2021 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, 2021, the uninsured portion of the cash balance was \$13,678,219.

#### *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, 2021

---

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

Future minimum rental commitments for facilities are as follows:

For the Year Ending June 30,	
2022	\$ 1,991,711
2023	1,385,605
2024	1,084,369
2025	1,088,004
2026	1,104,247
Thereafter	<u>5,766,529</u>
	<u>\$ 12,420,465</u>

Total office equipment and facilities rental expense for the year ended June 30, 2021 was \$1,998,267.

#### ***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, 2021, 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 83% 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, 2021

---

### 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 \$23,800,000). 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	\$ 14,589,508
Contracts receivable - State of California	7,641,934
Receivables from Intermediate Care Facility vendors	<u>2,798,500</u>
	<u>\$ 25,029,942</u>

## SUPPLEMENTARY INFORMATION

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
FOR THE YEAR ENDED JUNE 30, 2021**

---

<b>Federal Grantor/Pass Through Grantor Program or Cluster Title</b>	<b>Federal CFDA Number</b>	<b>Grant Identification Number</b>	<b>Federal Expenditures</b>
<b>U.S. Department of Education</b>			
<b>Passed through State of California</b>			
<b>Department of Developmental Services</b>			
Special Education - Grants for Infants and Families	84.181	H181A190037	\$ 2,647,680
<b>U.S. Corporation for National and Community Service</b>			
<b>Passed through State of California</b>			
<b>Department of Developmental Services</b>			
Foster Grandparents/Senior Companion Cluster			
Foster Grandparent Program	94.011	19SFPCA002	<u>222,217</u>
<b>Total Federal Awards</b>			<b><u>\$ 2,869,897</u></b>

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

**NOTES TO SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS  
JUNE 30, 2021**

---

**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, 2021. 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 not 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, 2021, 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 March 24, 2022, 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  
March 24, 2022



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, 2021. 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, 2021.

## 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  
March 24, 2022

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2021**

---

**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

<b>FINDINGS - FINANCIAL STATEMENTS AUDIT</b>	None
--	------

<b>FINDINGS AND QUESTIONED COSTS - MAJOR FEDERAL AWARD PROGRAMS AUDIT</b>	None
---	------

**VALLEY MOUNTAIN REGIONAL CENTER, INC.**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS  
FOR THE YEAR ENDED JUNE 30, 2021**

---

**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

## **Bylaws Committee Update**

### **Board of Directors Meeting**

**Wednesday, 04/27/22**

**Linda Collins, Secretary and Committee Chair**

The Bylaws Committee met at the VMRC Stockton office and via Zoom on Wednesday, 04/13/22 at 9am. We reviewed the current Bylaws and are proposing 9 amendments.

Section 7.01 Public Attendance – Propose changing to “Meetings of the Board of Directors are open and all persons shall be permitted to attend any Board meeting, except as otherwise provided herein” from “All persons shall be permitted to attend any Board meeting, except as otherwise provided herein.”

Section 8.01 Committee Meetings/Open Meeting Requirements – Propose changing to “Committee Meetings/Open Meeting Requirement. Valley Mountain Regional Center Inc. Board Committee meetings are open public meetings only if the Committee is vested with authority of the Board to make binding decisions on behalf of the Board or unless the Committee exercises its rights to hold a closed session, limited to closed session requirements expressed in Section 7.13 of VMRC' s Bylaws. Committee meetings that are not authorized to act on behalf of the Board are not required to hold open meetings.” From “**Committee Meetings/Open Meeting Requirement.** Valley Mountain Regional Center Inc. Board Committee meetings are open public meetings, unless the Committee exercises its rights to hold a closed session, limited to

closed session requirements expressed in Section 7.13 of VMRC' s Bylaws.”

Section 8.03 Public Participation – Propose changing to “Expert Participation. From **“Public Participation.**

Section 8.08 Executive Committee – Propose striking the statement “Its meetings are open to all Board members and the public.”

Section 8.09 Nominating Committee – Propose striking the statement “Nominating Committee meetings are open to all Board members and the public.”

Section 8.10 Finance Committee – Propose striking the statement “Finance Committee meetings are open to all Board members and the public.

Section 8.11 Consumer Services Committee Meeting – Propose to add after the last sentence “Even though this committee is not vested with authority as described in Section 8.01, these meetings shall remain open to the public because the committee’s responsibilities to review Service Standards requires significant public input.”

Section 8.12 Bylaws Committee – Propose striking the statement “Bylaws Committee meetings are open to all Boad members and the public.”

Section 8.13 Public Policy Committee – Propose striking “and the public.”





**Job Title: Information Systems Technician Rate Specialist**

**Reports To: Information Technology Director**

**General Statement of Duties:** Under general direction of the IT Director, the IT Rate Specialist will support the Fiscal and Resource Development teams with the review of complex vendor rates. 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). In addition, this role will also support the IT team working with them to achieve critical IT objectives as needed.

**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
- The ability to lift, push and pull and carry up to 25 pounds.
- The ability to bend, stoop and crawl
- The ability to reach including reaching at heights above the shoulders

### **Key Responsibilities – Essential Functions:**

- Facilitate rate updates such as Minimum Wage Rate Adjustment requests, DDS-directed rate increases/changes, Alternative Service Rates, Courtesy Vendorization rate updates, etc. Also assists with rate update projects by collaborating with Fiscal Manager and/or Fiscal Analyst, research rate history, median rates.
- Assist with the Fiscal Impact Report by placing rate adjustment information on document and sharing with Fiscal Manager/CFO.
- Rate Study Implementation: Report back to DDS/Burns for information requested, work with Fiscal to communicate updated rate information, etc.
- Responsible for implementation of rate increases pursuant to Trailer Bill Section 25: Section 4519.10, which includes a quality incentive program, to be completed by July 1, 2025. Other rate directives may also be included.
- Collaborate efforts with the Rate Specialist in Accounting.
- Print checks after each check run.
- Assist Fiscal with AS400 data flow and technical needs.
- Equipment set up for new employees
- Upload rate reports back to DDS/Burns for information requested
- Technical support for end-users through the help desk
- Supports Fiscal Staff with rates and vendor information
- Assist with IT projects and tasks as needed
- Other job-related duties as assigned.

**Minimum Position Requirements:** Bachelor's degree in Human Services or related field and one (1) year related experience, OR Bachelor's degree in a non-human services related field and three (3) years experience in a IT related or Fiscal related role. This position will support Fiscal but also assist the VMRC IT Team. . Knowledge of AS400 is very important.

### **Pay Scale: Hourly Rate**

Step 1: \$27.68 hr  
Step 2: \$29.06 hr  
Step 3: \$30.51 hr  
Step 4: \$32.04 hr  
Step 5: \$33.65 hr  
Step 6: \$35.32 hr  
Step 7: \$37.09 hr

Annual is \$57,574 - \$77,147



## Job Description

Rate Specialist	27.68	29.06	30.51	32.04	33.65	35.32	37.09
-----------------	-------	-------	-------	-------	-------	-------	-------

**Title : Resource Development Rate Specialist (RDRS)**

**Reports to: Division Manager, Resource Development**

**General Statement of Duties:** Under general direction of the Division Manager, Resource Development , the Resource Development Rate Specialist (RDRS) will support the Resource Development and Fiscal teams with the review of complex vendor rates. The RDRS shall 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:**

- Assist in updating Sandis & Laserfiche with approved Health & Safety Waivers.
- Create new Vendor Status Notifications, share with Fiscal Dept.

- Facilitate rate updates such as Minimum Wage Rate Adjustment requests, DDS-directed rate increases/changes, Alternative Service Rates, Courtesy Vendorization rate updates, etc. Also assists with rate update projects by collaborating with Fiscal Manager and/or Fiscal Analyst, research rate history, median rates, maintaining rate templates on K drive.
- Assist with the Fiscal Impact Report by placing rate adjustment information on document and sharing with Fiscal Manager/CFO.
- Rate Study Implementation: heading project and directing team on implementing updates for vendors, participating in DDS meetings, report back to DDS/Burns for information requested, work with Fiscal to communicate updated rate information, etc.
- Maintaining the Specialized Facility Rate documents and Certification of Rates documents on the P drive for Case Management & Fiscal.
- Annual rate changes for Money Management vendors, IHRA mileage, U&C rate updates and other service categories released via DDS website/directives.
- Support the Resource Development team with changes to public transit tickets for consumers
- Financial Statements: send out annual reminders on behalf of CFO, post information on website, as needed, sort UFS spreadsheet forwarded by CFO from DDS, create/save/maintain/review/follow-up on new tracking sheets for current fiscal year, update tracking sheet as reports are approved by CFO, send certain reports to DDS (over 2mil), submit reports to OA for scanning/filing including direction on which vendor number(s) the report is for, checking quality of scanned documents in files, filing exemption letters as forwarded by CFO, researching previous reports received, research previous exemption letters possibly granted.
- Review Bus Ticket report provided by Fiscal & communicate changes needed to applicable support staff (replacements, cancellations, etc.).
- Create and submit bus ticket orders for all offices.
- Completes, submits, and tracks monthly bus ticket orders for all offices.
- Be a “bus vendor liaison” to be the point of contact for bus vendors when there are changes to vendorization, rates, services, etc.

**Minimum Education and Experience:** A minimum of three years’ experience in regional center Fiscal, Accounting or Resource Development. experience in an increasingly responsible clerical or secretarial position using PC based software such as Word, Excel, Access, or similar software. Familiarity with use of SANDIS