



Finance Committee Meeting

Wednesday, September 14, 2022, 5:30 PM

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

702 N. Aurora Street

[https://us06web.zoom.us/j/85014182752?](https://us06web.zoom.us/j/85014182752?pwd=SFVHT2I3R1RaeW1Yb2hCUUF5Z0QwUT09&from=addon)

[pwd=SFVHT2I3R1RaeW1Yb2hCUUF5Z0QwUT09&from=addon](https://us06web.zoom.us/j/85014182752?pwd=SFVHT2I3R1RaeW1Yb2hCUUF5Z0QwUT09&from=addon), Meeting ID: 850 1418 2752,
Passcode: 581590, One tap mobile +16694449171

Stockton, CA, 95202

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



Meeting Book - Finance Committee Meeting

Finance Committee Meeting

- | | |
|--|--------|
| A. Review and Approval of Meeting Agenda Alicia Schott | Action |
| B. Review and Approval of Finance Committee Meeting Minutes of 08/10/22 Alicia Schott | Action |
| C. Approval of Contracts over \$250,000 Corina Ramirez | Action |
| D. Fiscal Department Update Melissa Stiles | |
| 1. Contract Status Report (CSR) | Action |
| 2. Purchase of Service (POS) Expenditures | |
| 3. Operations (OPS) Expenditures | |
| E. Next Meeting - Wednesday, October 12, 2022, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid) Alicia Schott | |



Minutes for Finance Committee Meeting

08/10/2022 | 05:30 PM - 06:30 PM

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

Committee Members Present: Alicia Schott, Apriely Sisk, Jose Lara, Margaret Heinz, Connie Uychutin, Lisa Utsey

Committee Members Absent: Linda Collins

VMRC Staff Present: Tony Anderson, Doug Bonnet

Others Present: None

Alicia Schott, Treasurer, called the meeting to order at 5:30 PM.

A. Review and Approval of Meeting Agenda

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

B. Review and Approval of Finance Committee Meeting Minutes of 07/13/22

Lisa Utsey made a motion to approve the Finance Committee Meeting Minutes of 07/13/22. Jose Lara seconded the motion. The Finance Committee Meeting Minutes of 07/13/22 were approved unanimously.

C. Approval of Contracts over \$250,000

There are no Contracts over \$250,000 to review this month.

D. Fiscal Department Update

1. Contract Status Report (CSR)

Melissa Stiles, CFO, presented the Contract Status Report (CSR) and answered any questions that the committee had. Lisa Utsey made a motion to approve the Contract Status Report (CSR). Connie Uychutin seconded the motion. The Contract Status Report (CSR) was approved unanimously.

2. Purchase of Service (POS) Expenditures

Melissa Stiles, CFO, presented the Purchase of Service (POS) Expenditures and answered any questions that the committee had.

3. Operations (OPS) Expenditures

Melissa Stiles, CFO, presented the Operations (OPS) Expenditures and answered any questions that the committee had.

E. Discussion Regarding Finance Committee Meeting Schedule

The committee has decided to ask Brian Bennett and Corina Ramirez from the Resource Development department to only present 1 month of Contracts over \$250,000 per month. And they are requesting that it be for the contracts that expire at the end of the following month. Doug will notify Brian and Corina of this request.

F. Next Meeting - Wednesday, September 14, 2022, 5:30 PM, Hybrid (VMRC Stockton Office Cohen Board Room and Zoom Video Conference)

Meeting adjourned at 5:43 PM.

Valley Mountain Regional Center

Contract Status

AS OF: July 30, 2022

| | OPS | POS including Federal C | General Total | OPS CPP | POS CPP | CPP Total | FG/SC Total |
|---------------------------------|------------|----------------------------|---------------|---------|-----------|-----------|-------------|
| Current Fiscal Year 2023 | | | | | | | |
| Contract Year D | 32,082,943 | 283,738,876 | 315,821,819 | 486,684 | 1,022,115 | 1,508,799 | 484,702 |
| Spent to Date | 7,990,119 | 19,972,393 | 27,962,512 | 2,065 | 152,660 | 154,725 | 23,706 |
| Unspent | 24,092,824 | 263,766,483 | 287,859,307 | 484,619 | 869,455 | 1,354,074 | 460,996 |
| Last Fiscal Year 2022 | | | | | | | |
| Contract Year C-2 | 40,037,203 | 283,738,876 | 323,776,079 | 486,684 | 1,022,115 | 1,508,799 | 484,702 |
| Spent to Date | 38,215,999 | 255,696,495 | 293,912,494 | 319,566 | 167,556 | 487,122 | 344,238 |
| Unspent | 1,821,204 | 28,042,381 | 29,863,585 | 167,118 | 854,559 | 1,021,677 | 140,464 |
| Second Prior Fiscal Year | | | | | | | |
| 2021 Contract Year B-3 | 34,646,607 | 253,549,473 | 288,196,080 | 424,595 | 1,640,637 | 2,065,232 | 484,702 |
| Spent to Date | 33,980,086 | 248,031,504 | 282,011,590 | 424,595 | 1,605,574 | 2,030,169 | 464,462 |
| Unspent | 666,521 | 5,517,969 | 6,184,490 | (0) | 35,063 | 35,063 | 20,240 |

POS EXPENDITURES

July 30, 2022

| | Year to Date | Prior Year to Date | Budget | % of Total Budget |
|------------------------------------|-------------------|--------------------|--------------------|-------------------|
| Community Care Facility | 7,976,971 | 7,410,937 | 91,661,509 | 8.7% |
| ICF/SNF FACILITY | 10,767 | 7,688 | 450,000 | 2.4% |
| Day Care | 88,338 | 101,504 | 1,530,000 | 5.8% |
| Day Training | 3,063,534 | 2,878,917 | 37,589,630 | 8.1% |
| Supported Employment | 119,063 | 132,865 | 2,250,000 | 5.3% |
| Work Activity Program | 30,170 | 40,501 | 504,000 | 6.0% |
| Non-Medical Services-Professional | 76,928 | 75,326 | 1,800,000 | 4.3% |
| Non-Medical Services-Programs | 1,902,132 | 1,844,132 | 25,200,000 | 7.5% |
| Home Care Services-Programs | 118,959 | 106,296 | 1,530,000 | 7.8% |
| Transportation | 180,292 | 79,964 | 2,520,000 | 7.2% |
| Transportation Contracts | 143,650 | | 12,864,258 | 1.1% |
| Prevention Services | 1,090,432 | 1,148,470 | 15,300,000 | 7.1% |
| Other Authorized Services | 2,628,078 | 1,815,381 | 29,300,000 | 9.0% |
| P&I Expense | 6,061 | 2,926 | 67,500 | 9.0% |
| Hospital Care | - | 38,750 | 630,000 | 0.0% |
| Medical Equipment | 2,698 | 13,074 | 345,600 | 0.8% |
| Medical Care Professional Services | 294,962 | 302,100 | 4,500,000 | 6.6% |
| Medical Care-Program Services | 1,150 | 1,309 | 50,400 | 2.3% |
| Respite-In-Home | 2,148,038 | 2,251,994 | 28,800,000 | 7.5% |
| Respite Out-of-Home | 60,714 | 53,621 | 750,000 | 8.1% |
| Camps | 29,460 | 2,140 | 500,000 | 5.9% |
| CPP | 152,660 | 729,813 | - | #DIV/0! |
| Total Purchase of Service | 20,125,053 | 19,037,705 | 258,142,897 | 7.8% |
| ICF SPA RECEIVABLES | \$ 3,136,177 | | | |

OPERATIONS EXPENDITURES

Aug 19, 2022

| | Year to Date | Prior Year to Date | Budget | % of Total Budget |
|------------------------------------|------------------|--------------------|-------------------|-------------------|
| Salaries and Wages | 4,309,979 | 2,619,817 | 21,421,181 | 20.1% |
| Temporary Help | - | - | 80,000 | 0.0% |
| Fringe Benefits | 2,278,075 | 1,028,031 | 4,820,000 | 47.3% |
| Contracted Employees | 16,758 | 13,690 | 108,000 | 15.5% |
| Salaries and Benefits Total | 6,604,812 | 3,661,538 | 26,429,181 | 25.0% |

| | Year to Date | Prior Year to Date | Budget | % of Total Budget |
|--|------------------|--------------------|-------------------|-------------------|
| Facilities Rent | 332,382 | 320,403 | 1,680,000 | 19.8% |
| Facilities Maintenance | 268,316 | 73,133 | 600,000 | 44.7% |
| Information Technology | 448,630 | 312,379 | 1,873,762 | 23.9% |
| General Office Expense | 103,668 | 15,422 | 280,000 | 37.0% |
| Operating Expenses | 35,251 | 28,805 | 260,000 | 13.6% |
| Equipment | 7,934 | 4,814 | 80,000 | 9.9% |
| Professional Expenses | 105,407 | 97,274 | 560,000 | 18.8% |
| Office Expenses | 4,490 | 4,949 | 80,000 | 5.6% |
| Travel and Training Expenses | 51,395 | 15,028 | 240,000 | 21.4% |
| Foster Grandparent/Senior Companion Expenses | 23,706 | 23,801 | - | - |
| CPP Expense | 2,065 | 8,367 | - | - |
| START | 27,834 | - | - | - |
| Total Operating Expenses | 8,015,890 | 4,565,913 | 32,082,943 | 25.0% |

Operating Expenses: Telephone, Utilities
 Equipment: Equipment Purchases, Equipment Contract Leases
 Professional Expenses: Accounting Fees, Advertising, ARCA Dues, Bank Fees, Consultants, Insurance, Interest, Legal Fees, Fees, Licenses and Miscellaneous
 Office Expenses: Consumer Medical Record Fees, Postage and Shipping, Printing
 Travel and Training Expenses: Board of Director Expense, Travel Admin, Travel Consumer Services