



Finance Committee Meeting

Wednesday, November 9, 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/84077480309?](https://us06web.zoom.us/j/84077480309?pwd=bVdobkVodS9FclZHeE1mSTk1Yll2dz09&from=addon)

[pwd=bVdobkVodS9FclZHeE1mSTk1Yll2dz09&from=addon](https://us06web.zoom.us/j/84077480309?pwd=bVdobkVodS9FclZHeE1mSTk1Yll2dz09&from=addon), Meeting ID: 840 7748 0309, Passcode: 963597, One tap mobile +16699006833

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 the Finance Committee Meeting Minutes of 10/12/22
Alicia Schott | Action |
| C. Approval of Contracts over \$250,000
Corina Ramirez | Action |
| D. Fiscal Department Update
Melissa Stiles | Action |
| 1. Contract Status Report (CSR) | Action |
| 2. Purchase of Service (POS) Expenditures | |
| 3. Operations (OPS) Expenditures | |
| E. Next Meeting - The Finance Committee Meeting for December Will Not Take Place. The Reports Will be Given at the December, 14, 2022, 6:00 PM Board Meeting.
Alicia Schott | |



Minutes for Finance Committee Meeting

10/12/2022 | 05:30 PM - 06:30 PM

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

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

Committee Members Not Present: None

VMRC Staff Present: Tony Anderson, Doug Bonnet, Brian Bennett, Melissa Stiles

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

A. Review and Approval of Meeting Agenda

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

B. Review and Approval of Finance Committee Meeting Minutes of 09/14/22

Connie Uychutin made a motion to approve the Finance Committee Meeting Minutes of 09/14/22. Margaret Heinz seconded the motion. The Finance Committee Meeting Minutes of 09/14/22 were approved unanimously.

C. Approval of Contracts over \$250,000

Brian Bennett presented the Contracts over \$250,000 that are up for renewal at the end of November 2022 and answered any questions that the committee members had. Contracts are attached to the agenda.

Jose Lara made a motion to approve the Contracts over \$250,000. Lisa Utsey seconded the motion. Connie Uychutin abstained. The Contracts over \$250,000 were approved unanimously.

D. Fiscal Department Update

1. Contract Status Report – Melissa Stiles presented the Contract Status Report (CSR) and answered any questions that the committee members 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 presented the Purchase of Service (POS) Expenditures and answered any questions that the committee had.
3. Operations (OPS) Expenditures – Melissa Stiles presented the Operations (OPS) Expenditures and answered any questions that the committee members had.

E. Next Meeting - Wednesday, November 9, 2022, 5:30 PM, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid)

Contract Board Approval Report

Contracts Expiring:
12/31/2022

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0515	Aim Higher, Inc. ADC	510	Adult Development Center

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,104,000	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate

\$62.43 per consumer, per day; \$1,149.37/cons/mo for Alt Svcs only.

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$1,104,000	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$62.43 per consumer, per day; \$1,149.37/cons/mo for Alt Svcs only.

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0199	ARC San Joaquin Vocational Services-GP	950	Supported Employment-Group

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$255,575	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate

\$44.10 per hour for Group Services

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$255,575	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$44.10 per hour for Group Services

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0061	ARC San Joaquin Starting Out	515	Behavior Management Program

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,214,783	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate

\$96.48 per consumer per day; \$1,848.13/cons/mo for Alt Svcs only

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$1,214,783	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$96.48 per consumer per day; \$1,848.13/cons/mo for Alt Svcs only

Contract Board Approval Report

Contracts Expiring:
12/31/2022

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0014	ARC San Joaquin Starting Out	510	Adult Development Center

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$933,815	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate

\$80.76 per consumer per day; \$1,495.29/cons/mo for Alt Svcs only

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$933,815	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$80.76 per consumer per day; \$1,495.29/cons/mo for Alt Svcs only

VendorNumber	VendorName	SrvcCode	VendorCategory
PV3105	Behavioral & Educational Consulting ESAIP	48	Client/Parent Support Behavior Intervention Training

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$210,000	1/1/2022	12/31/2022	Tara Sisemore-Hes	Consumer Svcs

Rate

\$84.63/hr

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	128.57%
\$480,000	1/1/2023	12/31/2023	Auto Renew Amend	Increase NTE\$		

PropRate

\$84.63/hr

VendorNumber	VendorName	SrvcCode	VendorCategory
PV1431	Butterfly Effects ESAIP Program	48	Client/Parent Support Behavior Intervention Training

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$960,000	1/1/2022	12/31/2022	Tara Sisemore-Hes	Consumer Svcs

Rate

\$85.26 per hour

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$960,000	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$85.26 per hour

Contract Board Approval Report

Contracts Expiring:
12/31/2022

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0295	Delta Star Home Care - Mercer	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$548,512	1/1/2022	12/31/2022	Brian Bennett	RD

Rate
\$9,141.87/cons/mo, inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$548,512	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate
\$9,141.87/cons/mo, inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0534	Horizon Day Program	103	Specialized Health, Treatment & Training Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$476,343	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate
\$260.81 per consumer, per day or \$43.47 per consumer, per hour

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	202.30%
\$1,440,000	1/1/2023	12/31/2023	Auto Renew Amend	Extend Contract		

PropRate
\$260.81 per consumer, per day or \$43.47 per consumer, per hour

VendorNumber	VendorName	SrvcCode	VendorCategory
PV1308	Inspired Behavioral Solutions, Inc. ESAIP	48	Client/Parent Support Behavior Intervention Training

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,500,000	1/1/2022	12/31/2022	Tara Sisemore-Hes	Consumer Svcs

Rate
\$84.63 per hour

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$1,500,000	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate
\$84.63 per hour

Contract Board Approval Report

Contracts Expiring:
12/31/2022

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0415	Paradise Residential Care Paradise Residential Care, LL	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$455,000	1/1/2022	12/31/2022	Brian L Bennett	Community Svcs

Rate

\$8,405.50/cons/mo inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$455,000	1/1/2023	12/31/2023	Auto Renewal	Extend Contract		

PropRate

\$8,405.50/cons/mo inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
PV2112	REACH Behavioral Solutions, LLC	48	Client/Parent Support Behavior Intervention Training

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,500,000	1/1/2022	12/31/2022	Tara Sisemore-Hes	Consumer Svcs

Rate

\$84.63/hr

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	20.00%
\$1,800,000	1/1/2023	12/31/2023	Auto Renew Amend	Increase NTE\$		

PropRate

\$84.63/hr

Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below 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 Stockton, CA 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 Aim Higher, Inc, HV0515 510	\$ 1,104,000
2 ARC San Joaquin, HV0014 510	\$ 933,815
3 ARC San Joaquin, HV0061 515	\$ 1,214,783
4 ARC San Joaquin, HV0199 950	\$ 255,575
5 Behavioral & Educational Consulting, PV3105 048	\$ 480,000
6 Butterfly Effects, PV1431 048	\$ 960,000
7 Delta Star Home Care, HV0295 113	\$ 548,512
8 Horizon Day Program, HV0534 103	\$ 1,440,000
9 Inspired Behavioral Solutions, PV1308 048	\$ 1,500,000
10 Paradise Residential Care, HV0415 113	\$ 455,000
11 REACH Behavioral Solutions, PV2112 048	\$ 1,800,000

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

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

Lynda Mendoza, Board Secretary

Date

Valley Mountain Regional Center

Contract Status

AS OF: Sep 30, 2022

	Grant & Other			POS including		General Total	CPP			FG/SC Total
	OPS	Allocated Funds	Federal C	POS including Federal C	General Total		OPS CPP	POS CPP	CPP Total	
Current FY 2023										
Contract Year D-1	43,667,697	329,702	312,173,740	356,171,139	243,332	100,000	343,332	560,300		
Spent to Date	12,746,656	-	38,610,369	51,357,025	4,555	72,660	77,215	59,525		
Unspent	30,921,041	329,702	273,563,371	304,814,114	238,777	27,340	266,117	500,775		
Prior FY 2022										
Contract Year C-3	38,610,964	2,476,300	285,284,990	323,776,079	486,684	2,021,393	1,508,799	497,593		
Spent to Date	38,572,325	386,767	257,325,142	293,912,494	327,165	394,977	487,122	344,428		
Unspent	38,639	2,089,533	27,959,848	29,863,585	159,519	1,626,416	1,021,677	153,165		
2nd Prior FY 2021										
Contract Year B-4	34,646,607	-	253,549,473	288,196,080	469,833	3,016,620	3,486,453	484,702		
Spent to Date	33,988,522	-	244,399,181	278,387,703	469,833	2,630,316	3,100,149	465,777		
Unspent	658,085	-	9,150,292	9,808,377	-	386,304	386,304	18,925		

POS EXPENDITURES

September 30, 2022

25%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Community Care Facility	25,204,533	23,191,629	118,000,000	21.4%
ICF/SNF FACILITY	40,223	21,736	450,000	8.9%
Day Care	289,155	327,195	1,530,000	18.9%
Day Training	10,156,309	9,122,471	45,000,000	22.6%
Supported Employment	396,691	412,090	2,250,000	17.6%
Work Activity Program	105,087	125,430	504,000	20.9%
Non-Medical Services-Professional	283,072	271,289	1,449,482	19.5%
Non-Medical Services-Programs	6,312,991	5,944,871	30,000,000	21.0%
Home Care Services-Programs	384,551	331,882	2,500,000	15.4%
Transportation	660,044	292,112	3,000,000	22.0%
Transportation Contracts	1,498,000	1,127,579	12,864,258	11.6%
Prevention Services	3,896,132	3,804,551	17,000,000	22.9%
Other Authorized Services	8,419,214	6,564,825	38,700,000	21.8%
P&I Expense	18,208	11,539	100,000	18.2%
Hospital Care	-	115,000	630,000	0.0%
Medical Equipment	74,665	37,660	345,600	21.6%
Medical Care Professional Services	1,038,115	975,758	4,300,000	24.1%
Medical Care-Program Services	2,629	3,556	50,400	5.2%
Respite-in-Home	7,215,560	7,079,459	32,000,000	22.5%
Respite Out-of-Home	148,468	125,298	1,000,000	14.8%
Camps	33,092	2,140	500,000	6.6%
	<u>66,176,738</u>	<u>59,888,071</u>	<u>312,173,740</u>	<u>21.2%</u>
CPP	152,660	729,813	100,000	152.7%
Total Purchase of Service	<u>66,329,398</u>	<u>60,617,885</u>	<u>312,273,740</u>	<u>21.2%</u>

ICF SPA RECEIVABLES \$ 3,136,177

OPERATIONS EXPENDITURES

Oct 18, 2022

29%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Salaries and Wages	7,494,956	7,018,938	28,000,000	26.8%
Temporary Help	-	1,152	80,000	0.0%
Fringe Benefits	2,745,451	1,798,086	8,285,767	33.1%
Contracted Employees	31,524	27,169	108,000	29.2%
Salaries and Benefits Total	10,271,931	8,845,345	36,473,767	28.2%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	664,765	640,806	2,000,000	33.2%
Facilities Maintenance	348,682	193,394	900,000	38.7%
Information Technology	840,591	733,809	2,000,000	42.0%
General Office Expense	190,861	63,291	600,000	31.8%
Operating Expenses	63,334	75,775	260,000	24.4%
Equipment	10,443	8,364	80,000	13.1%
Professional Expenses	264,760	156,414	560,000	47.3%
Office Expenses	22,272	18,996	80,000	27.8%
Travel and Training Expenses	69,017	60,774	240,000	28.8%
Foster Grandparent/Senior Companion Expenses	89,000	99,374	560,300	15.9%
CPP Expense	4,555	31,242	243,332	1.9%
Total Operating Expenses	12,840,211	10,927,584	43,997,399	29.2%

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