



Board of Directors Meeting

Wednesday, December 14, 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/81824484147?pwd=d2pkOHd1RUx4NkJKV1lFblEYejRjZz09>, Webinar ID:
818 2448 4147 Passcode: 518370, +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 - Board of Directors Meeting

Board of Directors Meeting

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

Margaret Heinz

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.

B. Review and Approval of the Meeting Agenda

Action

Margaret Heinz

C. Review and Approval of the Board of Directors Meeting Minutes of 10/26/22

Action

Margaret Heinz

D. Presentation 1 - Performance Contract

Tony Anderson

1. Public Comment on Performance Contract

Margaret Heinz

Each member of the public may have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.

E. Presentation 2 - National Core Indicators (NCI)

George Lewis

1. Public Comment on National Core Indicators (NCI)

Presentation

Margaret Heinz

Each member of the public may have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.

F. Public Comment

Margaret Heinz

Each member of the public may have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given.

G. Consent Calendar Items

Action

Margaret Heinz

1. Finance Committee Meeting Minutes of November 2022

Margaret Heinz

2. Executive Committee Meeting Minutes of November 2022

Margaret Heinz

3. Consumer Services Committee Meeting Minutes of November 2022

H. Committee Reports

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

Liz Herrera-Knapp

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, Melissa Stiles, and Corina Ramirez

a. Presentation and Approval of Contract Status Reports for November and December of 2022 Action
Melissa Stiles

b. Presentation of Purchase of Service (POS) Expenditures and Operations (OPS) Expenditures for November and December 2022
Melissa Stiles

c. Presentation and Approval of Contracts Over \$250,000 for November and December 2022 Action
Corina Ramirez

5. Consumer Services Committee
Suzanne Devitt

6. Legislative Committee
Lynda Mendoza

7. Bylaws Committee
Lynda Mendoza

8. Nominating Committee
Linda Collins

9. Popplewell Review Team
Erria Kaalund

I. Executive Director's Report
Tony Anderson

1. Closed Session

J. Other Matters
Margaret Heinz

K. Board Member Activities and Reports
Margaret Heinz

L. President's Report
Margaret Heinz

1. Senior Receptionist Job Description Approval Action
Margaret Heinz

2. Front Desk Receptionist Job Description Approval Action
Margaret Heinz

3. Administrative Clerk Job Description Approval Action
Margaret Heinz

M. Next Meeting, Wednesday, February 22, 2023, 6:00 PM, Hybrid (In-Person and via Zoom Video Conference)
Margaret Heinz

N. Adjournment
Margaret Heinz



Minutes for Board of Directors Meeting

10/26/2022 | 06:00 PM - 08:00 PM

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

Board Members Present: Robert Balderama, Liz Herrera Knapp, Margaret Heinz, Jose Lara, Lisa Utsey, Ken Britter, Crystal Enyeart, Emily Grunder, Brandy DeAlva, Tom Tooney, Anthony Owens, Erria Kaalund, Jessica Quesada, Dr. Suzanne Devitt, Dr. Steve Russell, Gabriella Castillo

Board Members Not Present: Alicia Schott informed absence, Dr. Li, Linda Collins, Lynda Mendoza, Tina Vera

VMRC Staff Present: Tony Anderson, Doug Bonnet, Christine Couch, Bud Mullanix, Tara Sisemore-Hester, Claire Lazaro, Gabriela Lopez, Brian Bennett

Public Present: James Ford, Irene Hernandez, Rachelle Munoz, Chelsea Silveira Burgos, George Lewis, Lisa Culley, Anthony Angeles, Julian Alvarez,

Margaret Heinz, President, called the meeting to order at 6:04pm

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

Doug Bonnet took the roll. A quorum was established. Margaret thanked everyone for showing up both in person and online.

B. Review and Approval of the Meeting Agenda - Action

Lisa Utsey motioned to approve the meeting agenda with amendments. Erria Kaalund seconded the motion. The meeting agenda was approved unanimously with amendments.

C. Review and Approval of the Board of Directors Meeting Minutes of 08/24/22 - Action

Crystal Enyeart made a motion to approve the Board of Directors Meeting Minutes of 8/24/22. Emily Grunder seconded the motion. The Board of Directors Meeting Minutes of 8-24-22 was approved unanimously.

D. Presentation - CA START Program

Anthony Angeles and Julian Alvarez presented on the CA START Program.

E. Public Comment

Tumboura Hill: former VMRC employee, worked here for 12 years. He turned that experience into something he could support the consumer community with. He has a business providing advocacy and education to consumers with the changes coming.

George Lewis: from SCDD. On behalf of Dena Hernandez tonight. Shared about the NCI, 14th cycle. This includes the face to face surveys, will be hybrid. Letters have gone out for about 400 people. These people have been randomly selected. This is voluntary. They can share their opinions about how services are provided. You can see more information on the DDS website about national core indicators.

F. Consent Calendar Items – Action

1. Finance Committee Meeting Minutes of September and October 2022
2. Executive Committee Meeting Minutes of September and October 2022

Emily Grunder made a motion to approve the Consent Calendar items. Tom Toomey seconded the motion. The Consent Calendar items were approved unanimously.

G. Committee Reports

1. VMRC Professional Advisory Committee, Coalition of Local Area Service Providers (CLASP)
Liz Herrera-Knapp presented:

CLASP Rep Board Report

10/26/22

- Last meetings were held Monday 9/26/22 and Monday 10/24/22 via zoom from 10am-12pm
- At the 9/26/22 Nick Bolger, the VMRC Deaf and Hard of hearing specialist gave an overview of his position at VMRC.

- During the 10/24/22 meeting Barry Jardini the CDSA Executive Director presented to our membership and answered questions from providers.
- We are currently working on our new Mission Statement
- Working on provider conference slated for Spring 2023
- We discussed Alternative Services in relation to the end of the State of Emergency as well as Tailored Day.
- We currently are beginning to discuss and work on the Holiday Schedule
- A group of CLASP members began meeting and discussing concerns with Transportation and R&D-the contracted company to coordinate transportation services. These members drafted a letter to the Board and presented it at the Consumer Services meeting. As a result, VMRC has contracted an outside consultant to investigate provider and consumer concerns related to transportation. Additionally, Tony Anderson provided a response letter to the CLASP membership detailing the current steps being made toward a resolution.
- There is a residential workgroup meeting monthly via zoom. To join meetings contact KC Shadman kcshadman@gmail.com
- Day Program work group continues to meet contact Sonya Fox-Watson SFox@CVTCinc.net
- Please continue to add and follow us on social media @CLASP.VMRC on Instagram and <https://www.facebook.com/CLASP.VMRC> on FaceBook
- Next meeting is Nov 21st 10am via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/81482581677?pwd=Y3h1WSthd3lseW9vbWpHR0RLdjc4Zz09>

Meeting ID: 814 8258 1677

Passcode: 892300

One tap mobile

+16699006833

2. Self-Determination Advisory Committee (SDAC), Mariela Ramos – Mariela was not present. Tony gave an update. We have a subcommittee that focuses on special events. SDAC has received funding from DDS for various activities that would improve services. SDAC has been unable to utilize these funds. They are trying to find ways now to promote SDAC with activities. There is a provider giving hand over hand support to those who need additional support.
3. Consumer Advisory Council, Self-Advocacy Council 6 (SAC6) Crystal Enyeart
Sac 6 report to the VMRC Board, October 2022

September 10th, Sac 6 had their quarterly Board meeting via zoom.

September 14th Sac 6 consultant Lisa U. attended the VMRC Finance Committee via zoom.

September 22nd Sac 6 leadership meet with Tony Anderson and Christine Couch for their monthly meeting.

September 28th, Lisa U. attended the VMRC Popplewell Committee via zoom.

September 29th Lisa U. volunteered at the VMRC Clinic in Modesto. She handed out at home Covid Antigen test. She also received her Flu shot.

Sac 6 member sent in articles about events they have done, and it will be in our Fall Chatter Letter. We will be handing it out at the Disability Resource Fair on October 29th.

October 12th Lisa U. attended the VMRC Finance meeting for October, this is a monthly meeting she attends.

4. Finance Committee, Alicia Schott. Melissa Stiles presented the report for Alicia.
 - a. Approval of Contract Status Reports (CSR) for September and October 2022 – **Action**
 - i. Lisa Utsey made a motion to approve the CSR for September and October 2022. Tom Toomey seconded the motion. The CSR for September and October 2022 were approved unanimously.
 - b. Approval of Contracts over \$250,000 for November 2022 – **Action**. Brian presented the contracts.
 - i. The Finance Committee presented as a motion to approve the contracts over \$250,000 for November 2022. Erria Kaalund seconded the motion. Liz Herrera Knapp abstained. The contracts over \$250,000 for November 2022 were approved.
 - c. Purchase of Services (POS) Expenditures and Operations (OPS) Expenditures for September and October 2022 – presented by Melissa Stiles.
5. Consumer Services Committee, Suzanne Devitt
 - a. Approval of Non-Medical Therapy Service Standard – **Action**. Claire Lazaro presented the service standard.

- a. Suzanne Devitt on behalf of the Consumer Services Committee presented the motion to approve the Non-Medical Therapy Service Standard. Emily Grunder seconded the motion. The Non-Medical Therapy Service Standard was approved unanimously.
6. Legislative Committee, Lynda Mendoza. Tony presented that the committee is working on their report.
7. Bylaws Committee, Linda Collins. Doug Bonnet shared that the committee hasn't met since the last board meeting. They will meet annually to review the bylaws closer to April or May.
8. Nominating Committee, Linda Collins. Doug Bonnet shared that the committee hasn't met since the last board meeting. The board is at full capacity, per the bylaws. They always accept applications. They submitted the annual board composition study to DDS which explains the demographics, characteristics and expertise of the board members.
9. Popplewell Review Team, Erria Kaalund. Erria shared that the committee met on 10-28-22. The name is changing from committee to Popplewell Review Team. Due to the urgency of the needs of the funds, therefore the disbursement is needed quickly. An email will be sent requesting approval by Christine Couch, Tara Sisemore Hester and Margaret Heinz. The review team will meet regularly to discuss the balance and the disbursements. If there is any question about the use of the funds, there will be an emergency meeting to discuss the disbursements. The review team did approve Thanksgiving Meals to be distributed among all 5 counties to approximately 60 people. They also approved 2 disbursements for immediate needs of clothing due to unexpected moves. The next meeting will be November 15 and then every other month going forward.

H. Executive Director's Report

Transportation - DDS is working on setting up the meeting with Transportation providers and brokers to see if they have ideas for what can be done to address the workforce issues.

Training stipends will be out by the end of year DSP regional centers will have up to two months to make these payments after the training has been completed. DSPs is all DSPs regardless of the incentive program targets.

Tuition for regional centers is taking a little longer than anticipated but they're still working on it - should be done soon.- still working on it.

There is a code for the \$8000 payments. QIP1

Little Hoover Commission: On Oct 13th the Commission met and received testimony from invited panelists of advocates (consumers, families, parents, and providers). Some of the public testimony included:

they feel regional centers are not supportive of SDP,
not consistent across regional centers,
there are challenges getting social recreation.
And finally regional centers should do more to make it easier to access generic resources.

Tomorrow the commission will be meeting again and will include a rounded panel consisting of advocates including the Association of Regional Center Agencies. I have been invited to participate in the last commission meeting and they asked if I'd report on the activities we have been engaged in with out diverse community.

We were awarded the first ever "Growing Unity Inclusion Diversity and Equity" award by the Stockton Chamber of Commerce for our efforts in Diversity, Equity and Inclusion. Doug commemorated the event on social media and we received several recognitions from our congressional and state representatives.

I. Other Matters - none

J. Board Member Activities and Reports – Alicia and Margaret visited the White Lane home and people are moving in this week. This is California's first EBSH for people with acquired brain injuries. This home will serve 4 individuals.

Thanksgiving dinner deliveries – Margaret encouraged board members to support the deliveries.

K. President's Report – Margaret shared a thank you to Brian Bennett for the board training received this evening. She attended the ARCA Strategic Planning meeting with Tony last week in San Diego. Remember the Disability Resource Fair this Saturday. Please attend if you are able and get to know the vendors. Little Hoover Commission resumes tomorrow. Disability Voices United reported that the disparities are not improving enough as they expected.

1. Approval of Facilities Assistant Job Description – **Action**. Melissa Stiles presented this job description. Emily Grunder made a motion to approve. Lisa Utsey seconded the motion. The facilities assistant job description passes unanimously.
2. Approval of Family Wellness Navigator Job Description – **Action** Claire Lazaro presented the job description. Robert Balderama made a motion to approve. Erria

Kaalund seconded the motion. The family wellness navigator job description passes unanimously.

L. Next Meeting – Typically on the 4th Wednesday but this December falls on the 28th. We are looking to move it to December 14. Emily Grunder made a motion to move the December board meeting to December 14. Tom Toomey seconded the motion. The motion to move the December board meeting to December 14 passes unanimously.

M. Adjournment at 7:48pm



Public Meeting: Performance Contract 2022-23

Tony Anderson, Executive Director
Valley Mountain Regional Center

Agenda in Three Sections

Home and Community Based Services
Reducing Disparities and Improving Equity
Employment Outcomes

Home and Community Based Services

1. decrease the number of people in institutions
2. increase the number of children living with their families
3. increase the number of adults in independent living
4. increase the number of adults in supported living
5. increase the number of adults in Adult Family Home Agency homes
6. increase the number of adults living with their families
7. decrease the number of kids living in facilities serving more than 6 children
8. decrease the number of adults living in facilities serving more than 6 people

Reducing Disparities and Improving Equity

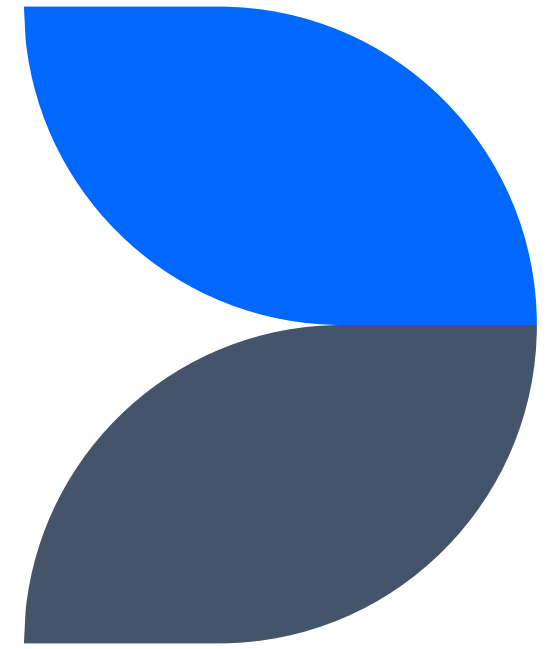
1. Percent of total annual purchase of service expenditures by individual's ethnicity and age:
 - Birth to age two, inclusive.
 - Age three to 21, inclusive.
 - Twenty-two and older.
2. Number and percent of individuals receiving only case management services by age and ethnicity

Employment Outcomes

1. Increase the number of people getting paid for work.
2. Increase the yearly wages of people with disabilities.
3. Decrease the difference in wages between people with developmental disabilities compared to people with all other disabilities in CA.
4. Increase the number of adults who got regular jobs after being in the Paid Internship Program.
5. Increase the wages and weekly hours worked a year after being in the Paid Internship Program.
6. Increase the wages and hours worked in regular jobs as a result of incentive payments made on their behalf.
7. Increase “30-day”, “6 month” and “12 month” incentive payments to encourage employment.
8. Increase the number of working aged adults with an IPP goal of getting a job.

Home and Community Based Services

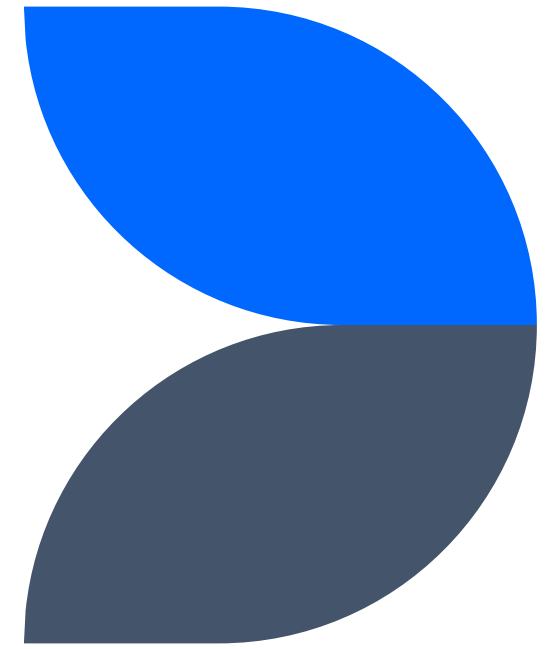
decrease the number of people in
institution



- | | | |
|---|---|---|
| 1. Maintain placements in the developed “ Paulson Community”, a three pod, 5-bed each delayed-egress adult facility. | consumers exhibiting behaviors that put them at risk of placement in more restrictive settings. | placement readiness. |
| 2. Maintain off-site programming for consumers residing in the “ Paulson Community”. | 10. Continue collaborative work with local law enforcement and protective oversight agencies. Creation of programming to involve police officers in care home visitation. Maintain Memoranda of Understanding, if applicable. | 17. Continue to reduce DC placements by achieving and maintaining less than 9 VMRC consumers in developmental centers. |
| 3. Ongoing CPP meetings with Case Management and Resource Development and Department of Developmental Services to review progress of CPP activities. | | 18. Develop an Adult and Children’s Enhanced Behavior Supports Home to minimize reliance on or use of Developmental Center placement. |
| 4. Maintain After-Hours Response System services and provide ongoing training for vendors and staff for utilization purposes | 11. Continue development of new residential facilities serving adults with significant behavioral and emotional challenges. | Public Comment |
| 5. Increase collaboration with San Joaquin County Mental Health and facilitate access to local mental health services as needed by dually diagnosed consumers by finalizing a Memo of Understanding. | 12. Develop more psychiatric services as demand dictates, including the addition of contracted professionals and/or mobile crisis services. Refer consumers as appropriate to psychiatry clinics to secure appropriate diagnosis and follow-up treatment. | 1. Continue the work the Regional Centers are doing. Only people who are a threat to the community should remain in an institution. |
| 6. Collaborate with Stanislaus Behavioral Health Recovery Services, utilizing the finalized Memo of Understanding and attend meetings held with mutual staff every 2 months to ensure access to local mental health services. | 13. Provide training to Service Coordinators in maintaining “high risk” consumers in the community, utilizing innovative, creative treatment related services/supports options. | 2. yes everyone should have a home |
| 7. Twice monthly and/or as needed Problem Solving Team meetings to address emerging issues with individual consumers. | 14. Orientation provided to law enforcement/court staff as requested related to consumer involvement in the criminal justice system. | |
| 8. Legal Services Review Team meets as needed to address forensic consumer issues and consumers at risk of re-arrest and/or developmental center placement. | 15. Case Management Specialists provide intense case management to consumers at highest risk for institutionalizations. | |
| 9. Perform psychotropic medication reviews for | 16. Continue to utilize Comprehensive Assessments to identify consumer community | |

Home and Community Based Services

increase the number of children
living with their families



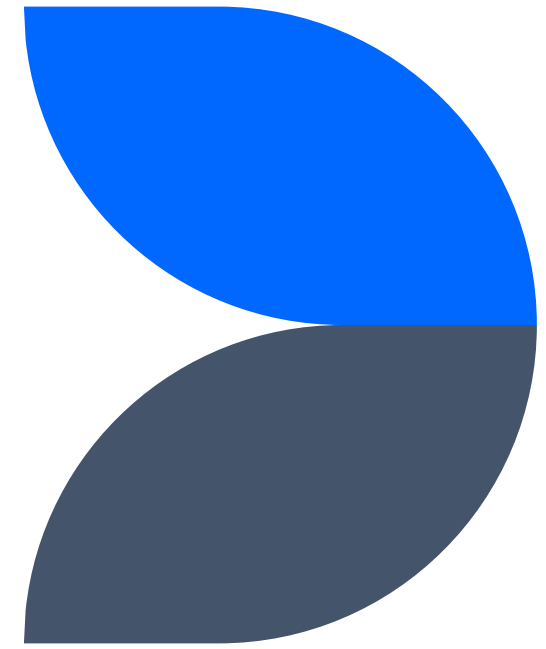
1. Provide family education and counseling through collaborative efforts with Family Resource Network, county Behavioral Health and Recovery Services, El Concilio, county SELPAs, Housing Authorities, and Managed Care Medi-Cal providers.
2. Participation in county interagency meetings to address the needs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

Public Comment

1. VMRC can continue to provide additional support (once a quarter may not be sufficient) if it is safe for the child to return home.
2. everyone should live with family if they can

Home and Community Based Services

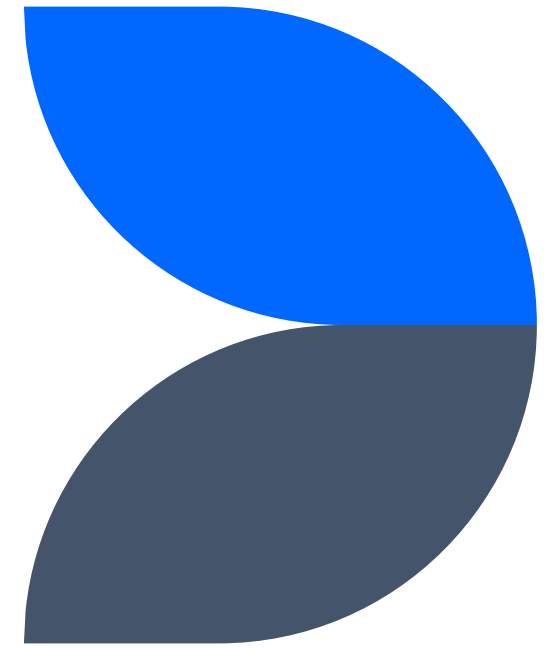
increase the number of adults in
independent living



- | | | |
|--|---|--|
| <ol style="list-style-type: none"> 1. Survey case carrying staff to determine housing needs, followed by focus groups to discuss the survey findings in order to devise a plan for collaborative efforts with community partners in developing affordable and/or alternative housing options for consumers who choose to live on their own.. 2. Offer Self-Advocacy support for better access to living arrangement of choice via educating consumers to assist in voicing their opinions. 3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs. 4. Continue to offer environmental assessments and appropriate mobility equipment to enable consumers to live independently. 5. Offer psychiatric services that are not provided by mental health to adult consumers in need for stabilization purposes. 6. Automated calling for emergency notification. 7. Maintain quality services by ensuring | <ol style="list-style-type: none"> 8. Ensure utilization of community generic resources such as CalFresh, CalAble, County IHSS and County Mental Health Services. 9. Use of public transportation and mobility training where offered to optimize independence. 10. Continue to incorporate emergency preparedness into planning team discussion and resultant objectives. 11. Implement Everbridge Notification system for information and follow up, as needed. 12. Assist consumers and families if transitioning to the Self Determination Program through an awareness campaign and monthly orientations offered. 13. Request funding support from the Department of Developmental Disabilities for a Housing Specialist, to develop and enhance non licensed residential housing options in our five county region. | <p>Public Comments</p> <ol style="list-style-type: none"> 1. The Regional Center is set-up as a safety net for the clients they provide services for. If video meetings are all that is provided then I believe the service is worthless. Independent living services have been unstable for several years so having more people living on there own without support is dangerous for all but the highest functioning clients. 2. yes this is what we strive for |
|--|---|--|

Home and Community Based Services

1.increase the number of adults in
supported living



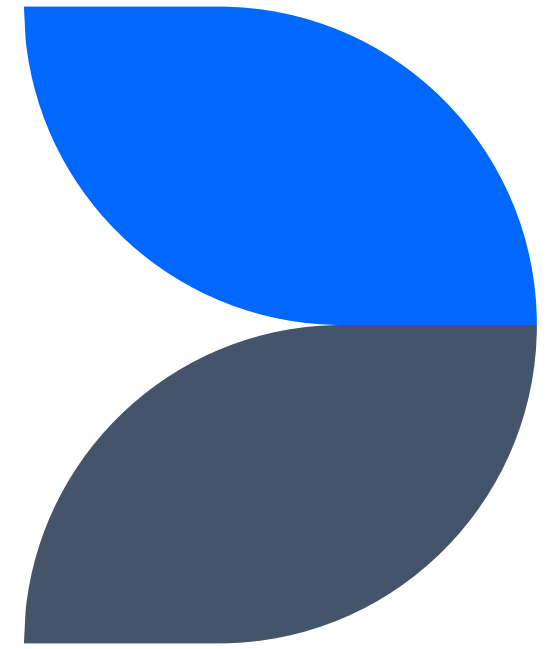
- | | | |
|--|--|---|
| <ol style="list-style-type: none"> 1. Survey case carrying staff to determine housing needs, followed by focus groups to discuss the survey findings in order to devise a plan for collaborative efforts with community partners in developing affordable and/or alternative housing options for consumers who choose to live in the community with supports. 2. Provide orientation trainings to vendors and direct support staff with tools to better serve consumers receiving SLS. 3. Continue involvement in annual informational seminar to discuss current trends and best practices for SLS providers in an effort to better serve consumers. 4. Offer Self-Advocacy support to access living arrangement of choice. 5. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs. 6. Maintain quality services by ensuring SLS providers have clear objectives and expectations as reflected in the IPP. 7. Develop plans to assist in roommate identification to increase affordability | <ol style="list-style-type: none"> 8. and attain positive profile matches. Incorporate emergency preparedness into planning team discussion and resultant objectives. 9. Encourage completion of Health Passport information. 10. Implement Everbridge Notification system for information and follow up, as needed. 11. Assist consumers and families if transitioning to the Self Determination Program through the awareness campaign and monthly orientations offered. 12. Develop “enhanced” Supported Living options to better support persons who have dual diagnosis, for individuals that need increased supports and supervision. | <ol style="list-style-type: none"> 2. achievable only if we have the helpers |
|--|--|---|

Public Comments

1. This should be a client driven service not what the state or regional center want. Quality programs that have a proven recorder are necessary for this to be

Home and Community Based Services

increase the number of adults in
Adult Family Home Agency homes



- | | | |
|--|--|---|
| 1. Work with Adult FHAs to develop new family home options to serve adults with behavioral challenges. | Determination Program through the awareness campaign and monthly orientations offered. | 2. yes |
| 2. Increase the percentage of consumer parents retaining parental rights by assisting in AFHA supported services, i.e. 637 Waiver to allow adult consumers with children to be placed in Adult Foster Family Homes together. | 8. Support Family Home Agency recruitment efforts by promoting their needs in agency newsletter, hosting information sessions for the public and interested providers in all five VMRC counties. | 3. Believe parents when they complain to you about these homes and fix the complaints |

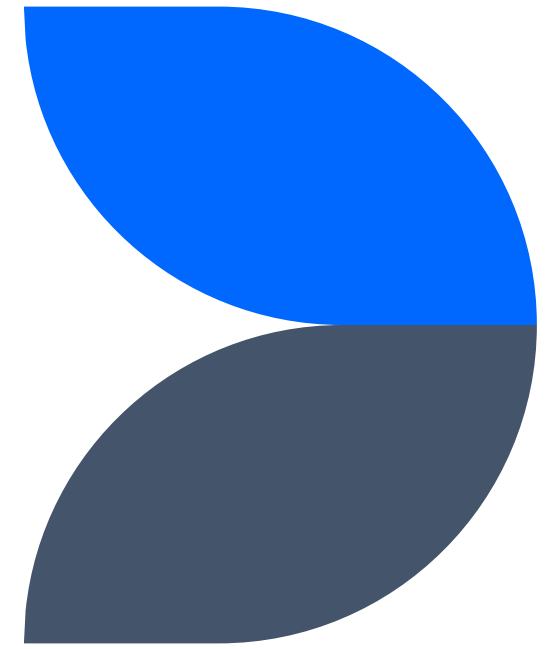
3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
4. Encourage completion of Health Passport information.
5. Incorporate emergency preparedness into planning team discussion and resultant objectives.
6. Implement Everbridge Notification system for information and follow up, as needed.
7. Assist consumers and families if transitioning to the Self

Public Comments

1. I believe this should be client driven. Many clients have supportive families and want to move out of the family home for personal growth and to gain independence. Many like the group homes because they live with their friends not additional parents. Advertising on the public radio and other areas is outrageous and put clients at risk of abuse.

Home and Community Based Services

increase the number of adults living
with their families



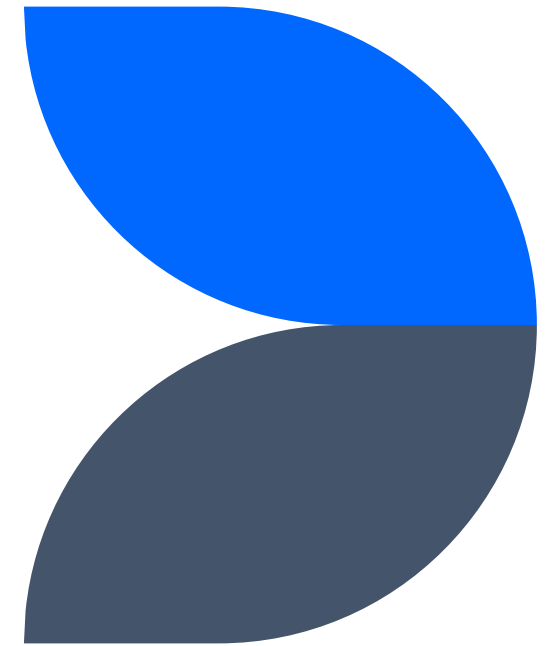
1. Provide support services to families caring for adult family members in the family home.
2. Encourage the use of Independent Living Services (ILS) in an effort to promote individual independence.
3. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs.
4. Work with county agencies to support adult consumers living with families during times of crisis.
5. Develop behavioral management program services to adults in the foothill counties to support them to live at home with their families, or to remain in their care homes.
6. Continue to develop wrap-around services for adult consumers residing in family homes which will include those with behavioral and medical concerns.
7. Provide nursing respite (LVN staff) through home health agencies for consumers who are medically fragile, pending availability. Assistance with NF Waiver applications to occur as long wait list exists.
8. Educate local hospitals of potential consumer behaviors and potential issues.
9. Encourage completion of Health Passport information.
10. Provide current information to consumers and families about available generic/community resources.
11. Review and monitor support needs to include ILS in the family home to support independent living skills.
12. Self-Advocacy resources and pertinent community agency collaboration will be utilized to develop improved process for residential transition.
13. Continue to provide environmental assessments and modifications/equipment for consumers with mobility issues who reside in family homes.
14. VMRC clinical staff will develop procedures and work with Service Coordinators to secure behavioral services that are needed by all consumers, both children and adult. Private insurance, and managed care Medi-Cal will be utilized first, service coordinators will help guide consumers and families to these sources. VMRC will continue to provide crisis behavioral intervention as needed.
15. Continue to provide training to staff on Supported Decision Making and Advanced Care Planning for End of Life transitions. From this training, VMRC will develop procedures and have resources available for Service Coordinators. VMRC will provide, in collaboration with community partners, training on these topics for consumers, families and residential care providers in 2020.
16. Incorporate Advanced Health Care/End of Life Planning in IPP goals, as well as emergency preparedness into planning team discussion and resultant objectives.
17. Implement Everbridge Notification system for information and follow up, as needed.
18. Assist consumers and families if transitioning to the Self Determination Program through the awareness campaign and orientations offered.
19. Develop all services with cultural competence in mind.

Public Comments

1. Sometimes this isn't always going to be the right choice but if they can then this is a great option.
2. A worthy goal. Maybe pay Families what you advertise to pay some stranger on the street (non-family member) on the radio to keep their children/siblings in the family home
3. yes if they can
4. Provide transportation

Home and Community Based Services

decrease the number of kids living in
facilities serving more than 6 children



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

opportunities for children's residential providers.

8. Continuance of the agency Residential Screening Committee meeting twice weekly and/or as needed to ensure appropriate placements.

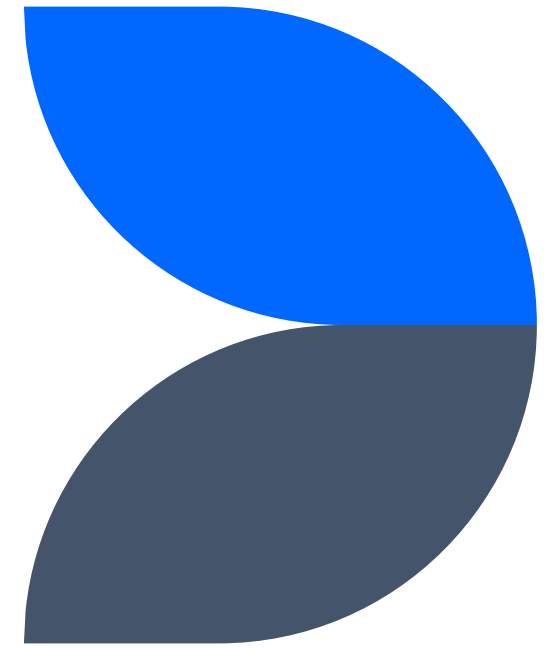
they are. they need to be with their peers

Public Comments

1. A worthy goal for children. Outreach and for opening of new smaller homes while maintaining the quality and pay for the larger homes that are already open. Decreasing pay and placement in larger homes that are providing service currently breaks trust and may cause a decrease in service to their residents.
2. Im not a Dr but I don't think it would be a good idea to move the children . I would keep them as

Home and Community Based Services

decrease the number of adults living in
facilities serving more than 6 people



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

Needs Assessment process.

8. Continue to monitor the approved large facilities to maintain “home-like environments”.

Public Comments

1. This is a choice that our people choose to live, and this is their right
2. I do not feel this should be a goal. Everything is said to be client driven and many clients prefer larger homes due to the variety they provide. Lots of excitement, actives and friends. My daughter loves her larger home as she believes she is living her best life. She's living with a group of people she loves and enjoys spending time with (she compares it to her brother's college dorm living). She has lots of options for activities, outings and

different people to "hangout with", which frequently isn't an option in smaller homes. She has a family and doesn't want/need to replace hers. The number of residents doesn't make a facility an institution, the staff and how it is run determines the difference. I've visited six bed facilities that made me think they were an institution, and I wouldn't want to anyone to live there.

3. This is their family and they choose to live in this environment why would you take their choice away

Reducing Disparities and Improving Equity

1. Percent of total annual purchase of service expenditures by individual's ethnicity and age:

- Birth to age five, inclusive.
- Age six to 21, inclusive.
- Twenty-two and older.

1. Prior fiscal year (FY) purchase of service data and Client Master File (CMF) will be generated to measure progress in reducing disparities and improving equity in purchase of service expenditures.

2. VMRC will seek methods to help better analyze POS expenditure data in an effort to better understand our underserved population’s needs.

3. Continuation of the VMRC Cultural Specialist position and the Diversity, Equity and Inclusion Committee formed to address needs and to identify trends.

4. Outreach efforts within community to overcome potential cultural barriers when identifying appropriate services.

5. Work with community agencies to increase awareness of regional center services for minority populations served.

6. Work with service providers to identify support needs and develop bilingual resources and services to improve access to all cultural, ethnic, and language specific groups.

7. Service Coordination staff will receive training related to IPP development that ensures meaningful consumer and family participation.

8. Participation in Person-Centered Planning sessions and assistance in developing meaningful IPPs for individuals.

9. Develop vendors who are culturally sensitive.

10. Provide culturally diverse volunteer opportunities for community members.

11. Additional respite will be offered to parents attending informational meetings.

12. Provide informational trainings pertaining to cultural understanding.

13. Case distribution will occur for bilingual staff to carry monolingual cases in an effort to further breakdown communication barriers.

14. Provide Enhanced Case Management to people and their families, with low to no POS expenditures, to increase knowledge of and access to regional center services and supports.

Public Comment 0-5

1. Decrease the Intake time lines and assignment to Case Management with set time for the first Family Contact-with monitoring by the Supervisor

2. Mac meetings

3. Birth to 5

Public Comment 6 and older

1. Decrease the Intake time lines and assignment to Case Management with set time for the first Family Contact-with monitoring by the Supervisor

2. billboards

3. Find out how to better let others know of your services such as having the IEP team leaders know all about VMRC so that they can pass on the information.

Reducing Disparities and Improving Equity

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

- | | | |
|---|---|---|
| <ol style="list-style-type: none"> 1. Prior FY Purchase of service data and regional, center caseload data 2. VMRC will work in partnership with local parent and community organizations such as (Catholic Charities, Apsara, Lao Family Community Empowerment, SACAAR, Southeast Asian Agency, LGBTQ+, ICC, Special Needs Connection, LaFamilia Disparity Funds Program, Modesto Collaborative, Families First, and Family Resource Network) to develop and implement a series of information and training activities, 3. Outreach efforts within community to overcome potential cultural barriers when identifying appropriate services. 4. Work with community agencies to increase awareness of regional center services for minority populations served. 5. Ongoing parent training, orientation and informational sessions in participants' native language, when possible, and with interpretation at mutually agreed upon sites in the community. 6. Respite hours will be offered in order for parents to participate in informational meetings. | <ol style="list-style-type: none"> 7. Provide informational trainings to staff pertaining to cultural understanding. 8. Ongoing internal review of the quality of documents translated by professional translation services. 9. Cultural Specialist will reach out to those consumers with no POS to discuss integrated resources such as disparity grant options. Follow up will occur with Service Coordinator. 10. Case distribution will occur for bilingual staff to carry monolingual cases in an effort to further breakdown communication barriers. | <p>providers need to realize their service is once again being monitored.</p> <ol style="list-style-type: none"> 2. no 3. Hire more 4. we need to be able to pay staff a competitive salary so the vendors can hire/keep staff 5. More funding is needed for day programs |
|---|---|---|

Public Comments

1. Following Covid shut down I believe VMRC needs to be more actively monitoring cases and service providers. Everyone stepped back during Covid and are now taking baby steps to return to pre-covid status. I believe that puts Clients at risk for neglect and abuse, which VMRC support helps prevent. Some Families will need to be handled gently to regain their trust. Service

Improve Employment Outcomes *Increase the number of people getting paid for work.*

1. Utilize Employment Development Department (EDD) data provided by DDS. Review changes in number and percentage of consumers ages 16-64 with earned income as reported to EDD.
2. Continue to collaborate with EDD, DOE, WorkNet, and DOR through our Local Partnership Agreements.
3. Recommend SCDD SB639 Plan and assist with implementing a strategy to transition WAPs to viable employment skills training programs with CIE goals.

Public Comment

1. Expand programs that provide supported employment
2. yes

Improve Employment Outcomes *Increase the yearly wages of people with disabilities.*

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

Public Comments

1. Time studies are a fair way to do this but have been looked down upon
2. yes they should get raises

Improve Employment Outcomes

Decrease the difference in wages between people with developmental disabilities compared to people with all other disabilities in CA.

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

Public Comments

1. Competitive employment is a hard sell if someone can't perform at the rate of a non-disabled employee. Tax breaks help but productivity is what most employers measure by.
2. yes they love to work

Improve Employment

Outcomes *Increase the number of adults who got regular jobs after being in the Paid Internship Program.*

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

Public Comments

1. School programs have been very successful. it would be great to piggyback off their programs.
2. yes

Improve Employment

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

1. Data collected manually from service providers by regional centers.
2. Collaborate with vendors to develop new, or enhance exiting paths of employment opportunities to CIE from Internship placements with employers.
3. Facilitate employer-vendor partnerships to increase job development and job coaching to facilitate CIE Placements.
4. No Public Comment

Improve Employment

Outcomes *Increase the wages and weekly hours worked a year after being in the Paid Internship Program.*

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

Public Comment

1. yes doing a good job should be rewarded

Improve Employment

Outcomes *Increase the wages and hours worked in regular jobs as a result of incentive payments made on their behalf.*

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

Public Comments

I like rewards

Improve Employment Outcomes Increase *increase the total number of \$2000, \$2500, and \$3000 Incentive payments made for the fiscal year..*

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

Improve Employment

Outcomes *Increase the number of working aged adults with an IPP goal of getting a job*

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



Thank you

Public Comments:

<https://www.surveymonkey.com/r/7KLP8BT>

GEORGE LEWIS

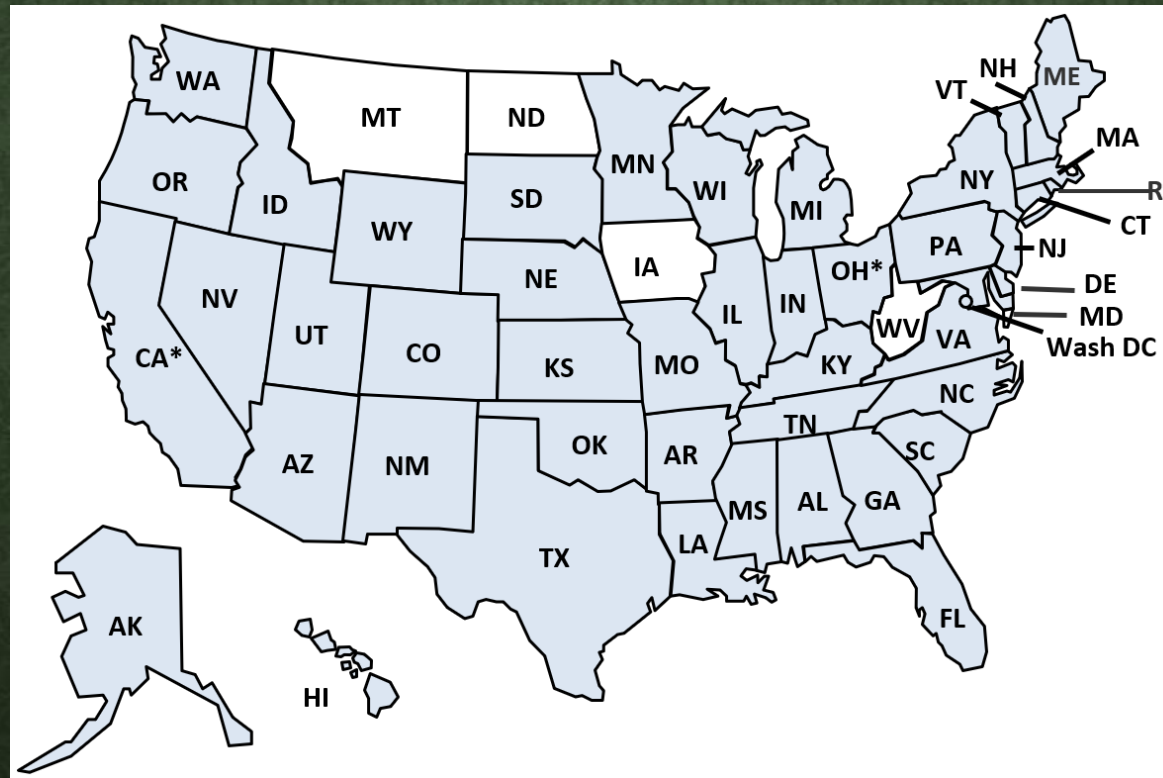
NORTH VALLEY HILLS REGIONAL OFFICE

State Council on
Developmental Disabilities



NCI SURVEYS NATIONAL CORE INDICATORS

46 STATES





**HAVE
YOU
HEARD
OF NCI
SURVEYS
BEFORE?**



PURPOSE OF NCI

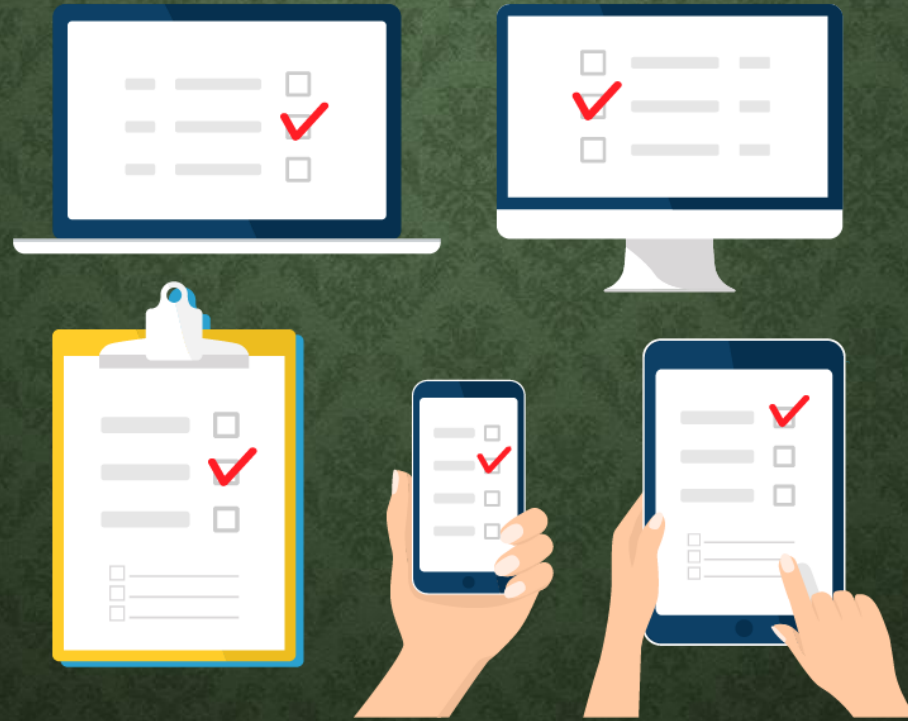
MEASURES

- Self-Determination
- Service Coordination & Access
- Relationships & Community Inclusion
- Rights, Choices, & Decision-making
- Employment Status & Goals
- Health, Welfare, & Safety

DEPARTMENT OF DEVELOPMENTAL SERVICES



HOW WE COLLECT THE DATA





MAILING OUT THE SURVEYS

ADULT FAMILY SURVEY

- Mailed to families with an adult family member living AT HOME.
- Lives with you at the same physical address
- 18 years and older

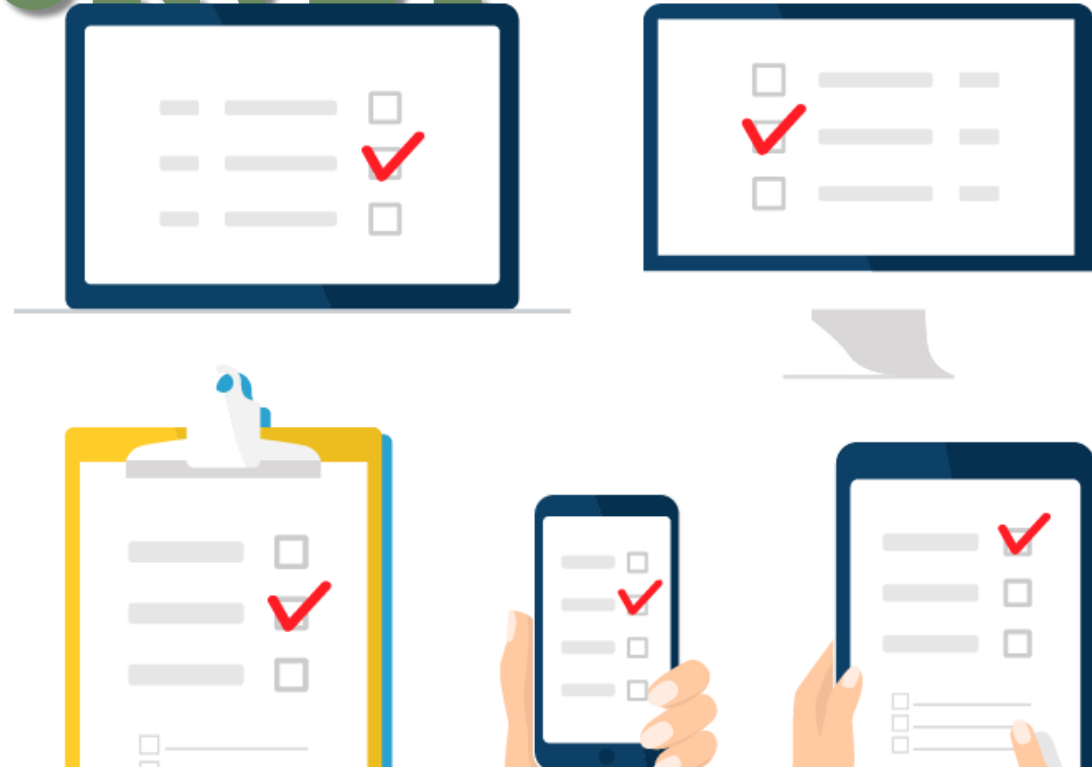
FAMILY/GUARDIAN SURVEY

- Mailed to families with an adult family member living OUTSIDE of the home.
- Examples would be Independent Living, Licensed facility, Supported Living, others
- 18 years and older

CHILD FAMILY SURVEY

- Mailed to families with a child living AT HOME.
- Lives with you at the same physical address
- 17 years and younger

WHEN YOU RECEIVE THE SURVEY



IN PERSON SURVEY

- **Current Cycle: In-Person Survey (IPS)** During this cycle, a random sample of individuals 18 years or older, receiving at least one regional center funded service in addition to case management will be surveyed. Respondents will be given the option to have their survey conducted face-to-face at their preferred location or remotely using Zoom Healthcare, a HIPPA compliant video conferencing platform.

QUICK FACTS

- ▶ Voluntary
- ▶ Not a TEST
- ▶ Confidential
- ▶ Services does not change

Regional Center NCI Reports

www.dds.ca.gov/rc/nci/reports/

NCI DOMAIN DASHBOARDS

WWW.DDS.CA.GOV/RC/NCI/NCI-DOMAIN-DASHBOARDS/



QUESTIONS?

GEORGE LEWIS

NORTH VALLEY HILLS REGIONAL OFFICE

george.lewis@scdd.ca.gov

(209) 473-6940





Minutes for Finance Committee Meeting

11/09/2022 | 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, Lisa Utsey

Committee Members Not Present:

VMRC Staff Present: Melissa Stiles, Doug Bonnet, Tony Anderson, Christine Couch, Brian Bennett, Corina Ramirez

A. Review and Approval of Meeting Agenda

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

B. Review and Approval of the Finance Committee Meeting Minutes of 10/12/22

Margaret Heinz made a motion to approve the Finance Committee Meeting Minutes of 10-12-2022. Lisa Utsey seconded the motion. The Finance Committee Meeting Minutes of 10-12-2022 were approved unanimously.

C. Approval of Contracts over \$250,000

Corina Ramirez presented the contracts over \$250,000 that are up for renewal at the end of December 31, 2022. Corina, Brian Bennett and Christine Couch answered questions from the board committee. Margaret Heinz 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.

D. Fiscal Department Update

1. Contract Status Report – Melissa Stiles presented the Contract Status Report (CSR) as of September 30, 2022 and answered any questions that the committee members had. Melissa explained there is a new column to show the grant monies that are designated for specific grants.

Lisa Utsey made a motion to approve the Contract Status Report (CSR). Margaret Heinz 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 - 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.



Minutes for Executive Committee Meeting

11/09/2022 | 06:30 PM - 07:30 PM

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

Committee Members Present: Margaret Heinz, Alicia Schott, Linda Collins

Committee Members Not Present: Lynda Mendoza, Suzanne Devitt

VMRC Staff Present: Doug Bonnet, Christine Couch, Tony Anderson, Bud Mullanix

Public Present: Isela Bingham

A. Review and Approval of Meeting Agenda

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

B. Review and Approval of Executive Committee Meeting Minutes of 10/12/22

Linda Collins made a motion to approve the Executive Committee Meeting Minutes of 10-12-2022. Alicia Schott seconded the motion. The Executive Committee Meeting Minutes of 10-12-2022 were approved unanimously.

C. Public Comment

n/a

D. Items for Approval – Bud Mullanix explained and reviewed the job descriptions for Senior Receptionist, Front Desk Receptionist and Administrative Clerk and answered any questions that the committee members had. Linda Collins made the motion to approve the Senior Receptionist, Front Desk Receptionist and Administrative Clerk Job Descriptions. Alicia Schott seconded the motion. Senior Receptionist, Front Desk Receptionist and Administrative Clerk Job Descriptions were approved unanimously.

1. Senior Receptionist Job Description
2. Front Desk Receptionist Job Description
3. Administrative Clerk Job Description

E. Items for Discussion

Executive Director's Report

- Performance Contract first public hearing is Nov 30th, second one is on December 14th.
- Oct 29th Disability Resource fair - Doug
 - 1400 in attendance
 - 80 Vendors
 - \$35,000 raised by sponsorships
- Health Fair:
 - Health Fair Attendees: 141
 - Vaccines: 102
 - Standard dose Flu: 47
 - High dose flu: 10
 - Pneumococcal: 6 (3 PCV 20 and 3 PPSV23)
 - Tdap: 6
 - Shingles: 3
 - Hepatitis B: 5
 - COVID-19: 25
 - Diabetes
 - A1c: 39
 - Blood Glucose: 38
 - Cholesterol: 38
 - Blood Pressure: 74
 - Help with Patient Assistance Program/Drug Coupons: 2
 - Medicare Part D Reviews: 73 (of which 18 were VMRC consumer packets that were completed onsite)
 - Comprehensive Medication Reviews: 39
 - Bone Mineral Density tests: 21
 - Falls Risk Screening tests performed: 21
- Health Advisory will not be done 11/25, 12/30, 01/06 and the new name will be announced on Friday 01/13

- Little Hoover Commission tomorrow at 11 am: Tony will present to the commission, along with Gloria Wong of ELARC, Aaron Caruthers from SCDD, and Nancy Bargeman from DDS. This will be held on zoom. Tony will share his report with the board after he gives his presentation.
- We currently have about 350 providers that are not in compliance with the Home and Community Based Services settings rules and they must all be in full compliance by mid March otherwise we will no longer be able to pay them. We are planning to contract and hire for the activities to bring these programs up to compliance.

Notable Consumer Incidents/Complaints

Last month we had an incident where our male consumer shot and killed his mother in law then killed himself. His wife who is also our consumer and the daughter of the mother in law, and one of the children is also our consumer, witnessed this incident. Christine Couch will provide a report on the follow-up and answer any questions from the committee. Case management has met with the wife and she has accepted increased services and a referral to Early Start for the youngest child.

Vendor Issue

Our resource developmental team is working hard on two AB 637 applications. The first application is to address the fact that psychologists from the Alta region are all paid more because they received a 637 approval to pay more to address the untimely assessments in Early Start. We have a current complaint in our Early Start about untimely psychological assessments. The second application has to do with the difficulties in getting consumers back to day programs using 880 transportation codes with day programs and licensed homes.

Union and Other Staff Issues

We are currently in reopener negotiations. Bud reported that the union asked for exploration of additional dental plans; establish consistent salary steps for all positions; asked about .05 cents above the federal mileage reimbursement rate; requested a COLA of 8.5%. Bud, Tony and Melissa are exploring ideas for presentation at the next meeting.

Recruiting Update

- Yesterday 5 new starts
- 21st have 2 more starting
- Lots of interviews going on...DEI Manager today.
- Working with Christine, Jacinta, Lena to set up 5-7 interviews.
- 17th Family Wellness Navigator interview and Admin for R&D
- 29th Facilities for Dee

- Working on setting up lots of children's interviews.
- Lots of new hires being trained by Senior SCs this week.
- Bud feels we are doing well. Averaging about 8 new starts per month.
- We are still also planning our job fair.
- Of the 70 SCs we have to add, we should be at about low 20's by end of month.
- Bud praised our PMs that they are very responsive to HR and right on top of it, they want these positions filled as bad as we do.

Self-Determination Updates

- SDP Update
 - There is a conference coming up in Friday, December 2, 2022 from 8:30 am – 4:30 pm

I'll be moderating a session called "On Board the SDP Train: Getting Traditional Services Providers Excited About the Program" **Session description:** Part of sustaining the SDP is getting traditional services providers excited about the program. Our panel discusses how we can make that happen.

Liz Diaz will participate in the session **"Fixing FMS Frustrations"**

Session description: Using an FMS (financial management service) is required in the SDP. But there have been many issues -- from long waiting lists to poor customer service to participants and families not understanding the process to delayed payments by regional centers to the FMS. This breakout session includes a discussion of solutions for many of those issues.

Michelle Poaster will participation in the session "Ensuring Successful Partnerships with Independent Facilitators" **Session description:** A good independent facilitator can be your biggest ally, but we hear reports of IFs not having enough training or giving up on their client in the middle of the process. There is also a shortage of experienced IFs. This session offers perspectives on finding qualified IFs and building good partnerships with them

F. President's Report

Margaret Heinz shared the 134th Health Advisory is amazing and she is thankful for the team putting those together. The Disability Resource Fair was impressive! Many board members attended which she is thankful for their participation. To all of VMRC staff, thank you for your hard work; we appreciate you and all of your work. There were so many VMRC staff present, smiling and

interacting with everyone. The UOP team that was present was unbelievable. A significant thank you to everyone who supported the event with their sponsorships. The Health Fair had 141 people in attendance, with many receiving many supportive services, all free of charge.

Don't forget December 3 Board Retreat at Wine & Roses!

The Little Hoover Commission – if you follow it, we have Tony speaking tomorrow. The hearings previous to tomorrow have been comments on what is not working. Tony is giving a response tomorrow to what people have said, Regional Center plans and moving forward.

Margaret received a call from a person who receives our services who is concerned about their zoom services ending.

Margaret received a call from the person who is responding to the concerns we have heard about transportation. She is grateful for the attention to the matter and feels confident in the persons response.

G. Next Meeting - There Will Not Be an Executive Committee Meeting in December. The Executive Committee Reports Will be Given at the December 14, 2022, 6:00 PM Board Meeting



Minutes for Consumer Services Committee Meeting

11/02/2022 | 05:15 PM - 06:45 PM

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

Committee Members Present: Dr. Suzanne Devitt, Jose Lara, Sarah Howard, Erria Kaalund, Anthony Owens, Lisa Utsey, Liz Herrera Knapp, Margaret Heinz, Crystal Enyeart, Dora Contreras,

Committee Members Not Present: Linda Collins, Tina Vera, Daime Hoornaert

VMRC Staff Present: Tony Anderson, Doug Bonnet, Christine Couch, Gabriela Lopez, Robert Hernandez, Jason Toepel, Katina Richison, Brian Bennett, Tara Sisemore-Hester, Claire Lazaro, Libby Contreras

Public Present: George Lewis, Irene Hernandez, Rachelle Munoz, Anel Renteria, Myra Montejano

A. Call to Order, Welcome, Roll Call

Called to order at 5:15pm. Doug Bonnet took roll. A quorum was established.

B. Review and Approval of the Meeting Agenda

Lisa Utsey made a motion to approve the meeting agenda. Erria Kaalund seconded the motion. The meeting agenda was approved unanimously.

C. Review and Approval of the Consumer Services Committee Meeting Minutes of 09/06/22

Lisa Utsey made a motion to approve the meeting minutes of September 6, 2022. Margaret Heinz seconded the motion. Dr. Suzanne Devitt abstained. The meeting minutes were approved unanimously.

D. Presentation - Department of Rehabilitation (DOR)

See attached presentation by Joe Stancil.

E. Public Comment

George Lewis, SCDD: Quality Assessment Project, cycle 14. 400 individuals from VMRC will be contacted by mail or phone call to participate in the National Core Indicators project. This is a voluntary project.

F. Intake, Early Start, and Case Management Update

Tara Sisemore Hester reviewed the numbers that are continuing to increase. The IDEA Specialist started last week and the Education Specialist was just announced as an internal promotion. Early Start continues to restructure the teams. The board of directors asked questions about referrals to early start as well as about the Specialist positions.

Christine Couch reviewed the POS exceptions data, the Consumer File Transfer Status data, and the Special Incident Reporting data.

G. Self Advocacy Council Area 6 (SAC6) Update

Sac 6 report to Consumer Services Committee, November 2022

September 10th, Sac 6 had their quarterly Board meeting via zoom.

September 14th Sac 6 consultant Lisa U. attended the VMRC Finance Committee via zoom.

September 22nd Sac 6 leadership meet with Tony Anderson and Christine Couch for their monthly meeting.

September 28th, Lisa U. attended the VMRC Popplewell Committee via zoom.

September 29th Lisa U. volunteered at the VMRC Clinic in Modesto. She handed out at home Covid Antigen test. She also received her Flu shot.

Sac 6 member sent in articles about events they have done, and it will be in our Fall Chatter Letter. We will be handing it out at the Disability Resource Fair on October 29th.

October 12th Lisa U. attended the VMRC Finance meeting for October, this is a monthly meeting she attends.

Sincerely,

Crystal Enyeart

SAC6 representative to the VMRC Board and Consumer Services.

H. Resource Development Update

Robert Fernandez reported the EBSH/TBI (Acquired Brain Injury) on White Lane, service provider Telecare is active and open as of last week. The first person just moved in. EBSH/Children's Home in Stanislaus County is being developed; Turning Point of Central California is the selected service provider. The housing development organization Brilliant Corners and VMRC is looking for the children's home in Stanislaus County. A CPP project, Chrissie's Fishies, has been vendored and open in Stockton (indoor & heated) and Modesto (unknown about the pool) at this time, with a goal of finding services in the other counties. They provide services to individuals with autism and other RC qualifying conditions, on swimming and water safety supports to members of the household. The Administrative Assistant for Resource Development is no longer with VMRC and they are filling the position. Erica Lamb has been promoted as VMRCs Rate Specialist – primary duties include dealing with the rates, in addition as working as a contact person in dealing with public transportation providers.

Brian Bennett shared that the Telecare came from the CPP plan. Go to the request for proposal section on the website to give feedback and comments on the projects we are proposing for the year. They are enhanced Supported Living Services; 2 in San Joaquin, 1 in Stan and 1 in foothills. We are also proposing an adult community crisis home. And the third is a 4 bed residential home for persons with court restrictions. You can email Brian with your comments about the proposals thru November 7.

There is also a brand new RFP for social/recreation – to develop opportunities targeted for people 5-21 years old. We are trying to recruit providers who are already doing social/recreation with people who do not receive regional center services. He is hosting an information session about the proposed projects on November 9, more information is in the Health Advisory.

I. Quality Assurance Update

Katina Richison shared that QA has been busy following up on alerts and SIRS. She reviewed the data.

J. Transportation Update

Myra Montejano shared that the transportation forum is every second Thursday of the month at 10am. They are actively working thru unmet service needs in 3 out of the 5 counties. They have seen an increase in residential homes coming to the table to provide transportation and inquiring about vendorization. They are working with existing providers to implement service and increase services as well as new routes. Also, they are communicating with programs ,especially those individuals who have not been routed on transportation. They have been sharing lists of individuals who are pending service or those who are currently routed on transportation. They are in the middle of a survey with any individual who is actively pending transportation.

Anel Renteria shared that the survey is to confirm if transportation is still needed and that the information received from the service coordinator is up to date.

You can call the customer service department for any questions.

K. Fair Hearing Update

Jason Toepel shared the fair hearing update by reviewing the data in the packet. Many of the issues have been resolved since our last meeting.

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

Doug Bonnet shared the report on behalf of Daime and Liz.

- Last meetings were held Monday 9/26/22 and Monday 10/24/22 via zoom from 10am-12pm
- At the 9/26/22 Nick Bolger, the VMRC Deaf and Hard of hearing specialist gave an overview of his position at VMRC.
- During the 10/24/22 meeting Barry Jardini the CDSA Executive Director presented to our membership and answered questions from providers.

- We are currently working on our new Mission Statement
- Working on provider conference slated for Spring 2023
- We discussed Alternative Services in relation to the end of the State of Emergency as well as Tailored Day.
- We currently are beginning to discuss and work on the Holiday Schedule
- A group of CLASP members began meeting and discussing concerns with Transportation and R&D-the contracted company to coordinate transportation services. These members drafted a letter to the Board and presented it at the Consumer Services meeting. As a result, VMRC has contracted an outside consultant to investigate provider and consumer concerns related to transportation. Additionally, Tony Anderson provided a response letter to the CLASP membership detailing the current steps being made toward a resolution.
- There is a residential workgroup meeting monthly via zoom. To join meetings contact KC Shadman KCShadman@gmail.com
- Day Program work group continues to meet contact Sonya Fox-Watson SFox@CVTCinc.net
- Please continue to add and follow us on social media @CLASP.VMRC on Instagram and <https://www.facebook.com/CLASP.VMRC> on FaceBook
- Next meeting is Nov 21st 10am via Zoom:

Join Zoom Meeting

<https://us06web.zoom.us/j/81482581677?pwd=Y3h1WSthd3lseW9vbWpHR0RLdjc4Zz09>

Meeting ID: 814 8258 1677

Passcode: 892300

One tap mobile

+16699006833

M. Clinical Update

Claire Lazaro shared that September 15 was a Coalition for Compassionate Care of California training on end of life, advance care planning, through a grant they received. It was called Let's Talk! ACRC also received the training. Service Coordinators are using the Thinking Ahead booklet, which has been updated, from the website. We are meeting with staff to get feedback on the training and booklet. There is an IPP objective for service coordinators to use to help with the discussion. We encourage the team to talk positively about living their lives to the fullest and staying in charge of their lives by informing the team about their wants and preferences. There were monthly meetings with the Coalition which Claire, Christine and self-advocates, Lisa Utsey, Crystal Enyeart, Catrina Castro, Steven Herrera joined the meetings and assisted with the updated materials. The website to access the materials, <https://coalitionccc.org/CCCC/CCCC/Resources/People-With-Developmental-Disabilities-Resources.aspx?hkey=7db2eeb5-41a4-4bdd-86b1-2c6bb85ac1ff>

Weston Perry has joined the team as the Wellness Coordinator. He is meeting with community organizations to learn about resources. They are in the process of hiring the Family Wellness Navigator.

In September they had a vaccination clinic at the Modesto office. There were 45 people that got vaccinated. 24 received covid vaccines and 20 received the flu vaccines, as well as high dose for seniors.

For October we had our Disability Fair and Health Fair. The Durable Medical Equipment fair was outside as well. The dental screening was provided as well. There were 141 attendees at the Health Fair.

N. Next Meeting is Wednesday, January 4, 2023, 5:15 PM, Hybrid (VMRC Stockton Office Cohen Board Room and via Zoom)

Valley Mountain Regional Center

Contract Status

AS OF: Sep 30, 2022

	OPS	Grant & Other Allocated Funds	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC 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

Valley Mountain Regional Center

Contract Status

AS OF: Oct 31, 2022

	OPS	Grant & Other Allocated Funds	POS including Federal C	General Total	OPS CPP	POS CPP	CPP Total	FG/SC 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	479,272	257,325,142	293,912,494	327,165	394,977	487,122	344,428
Unspent	38,639	1,997,028	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%
	66,176,738	59,888,071	312,173,740	21.2%
CPP	152,660	729,813	100,000	152.7%
Total Purchase of Service	66,329,398	60,617,885	312,273,740	21.2%

Page 80 of 96

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

POS EXPENDITURES

October 31, 2022

				33%
	Year to Date	Prior Year to Date	Budget	% of Total Budget
Community Care Facility	35,241,974	31,385,187	116,000,000	30.4%
ICF/SNF FACILITY	52,306	30,503	450,000	11.6%
Day Care	395,322	457,415	1,530,000	25.8%
Day Training	13,895,285	12,179,994	45,000,000	30.9%
Supported Employment	566,847	558,877	2,250,000	25.2%
Work Activity Program	141,619	162,550	504,000	28.1%
Non-Medical Services-Professional	413,911	423,626	1,449,482	28.6%
Non-Medical Services-Programs	8,579,847	8,093,705	30,000,000	28.6%
Home Care Services-Programs	548,888	449,719	2,500,000	22.0%
Transportation	1,194,398	432,639	4,000,000	29.9%
Transportation Contracts	2,224,483	1,620,855	12,864,258	17.3%
Prevention Services	5,148,744	5,089,562	17,000,000	30.3%
Other Authorized Services	11,488,257	9,109,362	38,700,000	29.7%
P&I Expense	25,804	16,682	100,000	25.8%
Hospital Care	-	153,750	630,000	0.0%
Medical Equipment	75,541	49,718	345,600	21.9%
Medical Care Professional Services	1,389,157	1,368,011	4,300,000	32.3%
Medical Care-Program Services	3,617	4,603	50,400	7.2%
Respite-in-Home	10,089,133	9,609,375	32,000,000	31.5%
Respite Out-of-Home	489,637	154,562	2,000,000	24.5%
Camps	33,092	2,140	500,000	6.6%
	91,997,864	81,352,832	312,173,740	29.5%
CPP	152,660	729,813	100,000	152.7%
Total Purchase of Service	92,150,524	82,082,646	312,273,740	29.5%

Page 82 of 96

ICF SPA RECEIVABLES \$ 3,136,177

OPERATIONS EXPENDITURES

Nov 18, 2022

37.5%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Salaries and Wages	9,663,582	8,939,189	28,000,000	34.5%
Temporary Help	3,008	1,152	30,000	10.0%
Fringe Benefits	3,381,357	2,105,945	8,285,767	40.8%
Contracted Employees	44,692	50,549	108,000	41.4%
Salaries and Benefits Total	13,092,639	11,096,835	36,423,767	35.9%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	830,956	801,007	2,000,000	41.5%
Facilities Maintenance	406,444	312,260	900,000	45.2%
Information Technology	1,139,725	970,428	2,000,000	57.0%
General Office Expense	221,496	113,151	600,000	36.9%
Operating Expenses	84,432	96,970	230,000	36.7%
Equipment	17,659	13,517	80,000	22.1%
Professional Expenses	290,311	195,467	670,000	43.3%
Office Expenses	26,358	23,664	80,000	32.9%
Travel and Training Expenses	77,105	66,633	210,000	36.7%
Foster Grandparent/Senior Companion Expenses	118,932	117,888	560,300	21.2%
CPP Expense	9,525	42,224	243,332	3.9%
Total Operating Expenses	16,315,582	13,850,044	43,997,399	37.1%

Operating Expenses: Telephone, Utilities

Equipment: Equipment Purchases, Equipment Contract Leases

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

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

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

Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below 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

Contract Board Approval Report

Contracts Expiring:
1/31/2023

VendorNumber	VendorName	SrvCode	VendorCategory
HV0499	Kavere Services Pacific Lifeskills	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,050,000	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$18,935.00 per consumer, per month inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$1,050,000	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$18,935.00 per consumer, per month inclusive of SSI

VendorNumber	VendorName	SrvCode	VendorCategory
HV0317	Kavere Services - Bridgeton	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$988,996	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$988,996	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

VendorNumber	VendorName	SrvCode	VendorCategory
HV0318	Kavere Services - Monique	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$659,331	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$659,331	2/1/2022	1/31/2023	Auto Renewal	Extend Contract		

PropRate

\$30,821.99 per consumer per month, inclusive of SSI; respite rate \$1,012.55 per day

Contract Board Approval Report

Contracts Expiring:
1/31/2023

VendorNumber	VendorName	SrvCode	VendorCategory
HV0473	Kavere Services - Pinetown Crisis Step-Down	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$817,418	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$15,831.30 per month, per consumer, inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$817,418	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$15,831.30 per month, per consumer, inclusive of SSI

VendorNumber	VendorName	SrvCode	VendorCategory
HV0450	Kavere Services - Princeton	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$988,996	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$30,821.99 per month, inclusive of SSI; Respite rate \$1,012.55 per day.

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$988,996	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$30,821.99 per month, inclusive of SSI; Respite rate \$1,012.55 per day.

VendorNumber	VendorName	SrvCode	VendorCategory
HV0413	Kavere Services-Pine Brook	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$830,000	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$15,851.31/cons/mo inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$830,000	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$15,851.31/cons/mo inclusive of SSI

Contract Board Approval Report

Contracts Expiring:
1/31/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0412	Keshner House	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$859,089	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$20,462.46/cons/mo inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$859,089	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$20,462.46/cons/mo inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
S29440	Service First of N. California SLS	896	Supported Living Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$2,460,000	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$30.95/hr + \$45.42/\$58.40/day for Transitional Apartment Program

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$2,460,000	2/1/2022	1/31/2023	Auto Renew Amend	Increase NTE\$		

PropRate

\$30.95/hr + \$45.42/\$58.40/day for Transitional Apartment Program

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0092	Service First of N. California Options Learning Center	55	Community Integration Training Program

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$424,876	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs

Rate

\$18.60/cons/hr NTE 69 hrs/mo; \$800.58/cons/mo for Alt svcs only

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$424,876	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		

PropRate

\$18.60/cons/hr NTE 69 hrs/mo; \$800.58/cons/mo for Alt svcs only

Contract Board Approval Report

Contracts Expiring:
1/31/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0441	Villa Teresa Memory Care	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$551,446	2/1/2022	1/31/2023	Brian L Bennett	Community Svcs
Rate				
Negotiated rate \$8,728.34/cons/mo incl of SSI				

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$551,446	2/1/2023	1/31/2024	Auto Renewal	Extend Contract		
PropRate						
Negotiated rate \$8,728.34/cons/mo incl of SSI						

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 Kavere Services - Pacific Lifeskills HV0499 113	\$ 1,050,000
2 Kavere Services - Bridgeton HV0317 113	\$ 988,996
3 Kavere Services - Monique HV0318 113	\$ 659,331
4 Kavere Services - Pinetown HV0473 113	\$ 817,418
5 Kavere Services - Princeton HV0450 113	\$ 988,996
6 Kavere Services - Pine Brook HV0413 113	\$ 830,000
7 Keshner House HV0412 113	\$ 859,089
8 Service First of N. California S29440 896	\$ 2,460,000
9 Service First of N. California HV0092 055	\$ 424,876
10 Villa Teresa Memory Care HV0441 113	\$ 551,446

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

Senior receptionist

18.64	19.56	20.55	21.57	22.63	23.78	24.98	26.24
-------	-------	-------	-------	-------	-------	-------	-------

Senior Receptionist

Working under the Direction of the Director of Administration this will be the most senior position within the Receptionist Department. This key role will be to not only provide excellent customer service to all of this who utilize its services but also for the training, development, and oversight for those working within the department. This role is critical for oversight and assisting the Front Desk Receptionist pertaining to meeting and greeting visitors, assisting with answering phones, questions, and the overall customer introduction to VMRC. In addition, will also be working with and monitoring the Administrative Clerk who will be responsible for duties such as mail, security monitoring, copies, and assisting with other administrative duties within or outside of the department.

Receptionist Job Responsibilities:

- Coordinate the activities of the reception team
- Ensure that every phone call is handled in a courteous and professional manner and that all visitors are appropriately attended to
- Responsible for directing inquiries accordingly
- Ensure the safe keep of information displayed for member use and update it regularly
- Ensure the efficient processing of incoming and outgoing mail as it regards to VMRC
- Responsible for arranging couriers, deliveries, pick-ups, vendors, etc.
- Liaise with suppliers to the ordering or delivery of items required by VMRC
- Maintain the reception and mail areas is an organized fashion
- Ensure that the entry premises are kept tidy and clean at all times. Ensure the maintenance of the front office, entrance foyer, staff area, and mail room

- Responsible for checking the state of stationery and equipment in the reception area and if found to be malfunctioning, the facilities should be informed to fix it
- Ensure compliance with all company policies, procedures, and guidelines
- Ensure records are kept properly so that they can be easily retrieved for review when needed by relevant personnel
- Provide support, mostly administrative to other members of staff according to the directives of the Director
- Monitor interior and exterior report any thing or anyone that seems to be an issue and contact 911 if it is a health and welfare situation.
- Train and be functional and be able to teach others on Lobby Guard, VMRC badging system
- Communicate with mail resources on office closures and holiday schedules

Receptionist Qualifications / Skills:

- Telephone Skills
- Verbal Communication
- Listening
- Professionalism
- Customer Focus and satisfaction
- Organization
- Excellent communicator
- Excellent Team Player
- Informing Others
- Handles Pressure
- Outlook Email
- Microsoft Word and Excel
- Receptionist experience
- Lead role providing direction or oversight of others.

Education, Experience, and Licensing Requirements:

- University/college degree is an asset
- Familiarity with phone systems
- Previous experience with Microsoft Office software preferred
- Experience in a customer service and/or receptionist role to where customer service and customer satisfaction was a top goal.

17.28	18.14	19.05	20.00	21.00	22.07	23.16	24.33
-------	-------	-------	-------	-------	-------	-------	-------

Front Desk Receptionist

Working under the Direction of the Director of Administration and under the guidance of the Senior Receptionist, this role is critical for meetings, greeting, answer phones, questions and the overall customer introduction to VMRC.

Receptionist Job Responsibilities:

- Serves visitors by greeting, welcoming, and directing them appropriately.
- Notifies VMRC staff of visitor arrival.
- Maintains telecommunications (phones, paging and security system).
- Informs visitors by answering or referring inquiries.
- Directs visitors by maintaining VMRC employee and department directories.
- Maintains security by following procedures, monitoring, and instructing on how to use Lobby Guard, logbooks, and issuing visitor badges.
- Operates telecommunication system by following manufacturer's instructions for house phone and console operation.
- Keeps a safe and clean reception area by complying with procedures, rules, and regulations.
- Supports continuity among reception and other work teams by documenting and communicating actions, irregularities, and continuing needs.
- Contributes to team effort by accomplishing related results as needed.
- Solid administrative skills such as; email, memo's, scanning, fax, copying, filing, in order to assist staff and visitors when needed.
- Team player in terms of working on a team of three and supporting other areas within the department during an absence or someone is away from the department.

Receptionist Qualifications / Skills:

- Telephone Skills
- Verbal Communication
- Listening
- Professionalism
- Customer Focus and satisfaction
- Organization
- Excellent communicator
- Excellent Team Player
- Informing Others
- Handles Pressure
- Outlook Email
- Microsoft Word and Excel

Education, Experience, and Licensing Requirements:

- University/college degree is an asset
- Familiarity with phone systems
- Previous experience with Microsoft Office software preferred
- Experience in a customer service and/or receptionist role to where customer service and customer satisfaction was a top goal.

Administrative Clerk

15.70	16.47	17.30	18.17	19.08	20.02	21.03	22.08
-------	-------	-------	-------	-------	-------	-------	-------

Job Summary:

Working with the reception team under the direction of the Administrative Director and guidance of the Senior Receptionist you will perform a variety of clerical, recordkeeping, and customer service tasks to assist with the smooth operation of VMRC. These duties will range from assisting in the receptionist area, answering phones, mail, copies, office supply, monitoring security monitors and assisting with other administrative tasks as needed within and outside of the department as requested.

Supervisory Responsibilities:

- None.

Duties/Responsibilities:

- Greets and directs clients and visitors.
- Answers phone calls and emails.
- Performs data entry and filing
- Receives, records, and distributes packages and mail.
- Monitor security monitors and report anything that looks suspicious
- Copies, collates, and otherwise prepares reports for mailings, meetings, and other correspondence.
- Monitors and takes inventory of office supplies and reports to purchasing
- Assist the receptionist staff during breaks and lunches
- Performs other related duties as assigned.
- Train and be functional with Lobby Guard our VMRC badging system

Required Skills/Abilities:

- Ability to greet visitors, clients, and colleagues in a friendly and courteous manner.
- Ability to use a multiline phone system
- Ability to proofread.
- Proficient in Microsoft Office Suite
- Basic understanding of office equipment.
- Basic understanding of clerical procedures and systems such as recordkeeping and filing.
- Ability to work independently and identify and solve problems.
- Ability to organize and prioritize work.

Education and Experience:

- High school graduate.
- 1 year of clerical work experience.

Physical Requirements:

- Prolonged periods sitting at a desk and working on a computer.

- Must be able to lift up to 15 pounds at times.