



VMRC Board of Directors Meeting

Wednesday, October 25, 2023, 6:00 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room and via Zoom Video Conference

702 N. Aurora Street

<https://us06web.zoom.us/j/83098537028?pwd=RXpld1V4cGRaVlVnckZxc1EvS2hUT09>, Webinar ID: 830 9853 7028 Passcode: 871944, Or One tap mobile: +16694449171

Stockton, CA, 95202

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



Meeting Book - VMRC Board of Directors Meeting

Board of Directors Meeting

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

B. Review of the Meeting Agenda
Dr. Suzanne Devitt

C. Review and Approval of the Board of Directors Meeting minutes of 08/23/23
Dr. Suzanne Devitt

Action

D. Presentation - 2024 Board Training Plan
Tony Anderson

E. Public Comment
Dr. Suzanne Devitt

Each member of the public may have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given. Public comment can address items on the agenda that have been properly noticed for action and/or items that are not on the agenda, however, items not on the agenda can not be responded to or discussed in the public board meeting because they are not properly noticed items (7 days advance notice).

F. Consent Calendar Items
Dr. Suzanne Devitt

Action

1. Finance Committee Meeting Minutes of September and October 2023

2. Executive Committee Meeting Minutes of September and October 2023

G. Committee Reports

1. VMRC Professional Advisory Committee, Coalition of Local Agency Service Providers (CLASP)
Liz Herrera Knapp

2. Self-Determination Advisory Committee (SDAC)
Vivian Nicolas

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

4. Finance Committee
Alicia Schott and Melissa Stiles

a. Approval of Contract Status Report (CSR) for September and October 2023 brought forth as a motion from the Finance Committee
Alicia Schott and Melissa Stiles

Action

b. Approval of Contracts over \$250,000 for September and October 2023 brought forth as a motion from the Finance Committee
Alicia Schott and Melissa Stiles

Action

5. Consumer Services Committee
Jose Lara

6. Legislative Committee
Lynda Mendoza

7. Bylaws Committee
Linda Collins

8. Nominating Committee
Linda Collins

9. Popplewell Review Team
Erria Kaalund

10. Diversity, Equity, Belonging and Inclusion (DEBI) Committee
Mark Crear

H. Executive Director's Report
Tony Anderson

I. Closed Session

Section 7.14. Closed Sessions. The Board, Executive Committee, and Nominating Committee may hold closed sessions. However, prior to and directly after holding any closed session, the VMRC Board or Committee Chairperson shall state the specific reason or reasons for the closed session. In the closed session, the Board or Committee may consider only those matters covered in its statement. Substantive content within the scope of closed session(s) may include (1) or more of the following:

1. Real estate negotiations.
2. The appointment, employment, evaluation of performance, or dismissal of a VMRC employee. VMRC BYLAWS
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3. Real estate negotiations.
4. The appointment, employment, evaluation of performance, or dismissal of a VMRC employee.
5. Employee salaries and benefits.
6. Labor contract negotiations.
7. Pending litigation, when discussion in open session concerning those matters would prejudice the Corporation's position in the litigation. Litigation shall be considered pending when any of the following circumstances exist:
 - a. An adjudicatory proceeding has been formally initiated, wherein the Corporation is a party.
 - b. A point has been reached where, based on existing facts and circumstances and the advice of legal counsel, it is determined that there is a significant exposure to litigation against the Corporation.
 - c. Based on existing facts and circumstances, the Corporation has decided to initiate or is deciding whether to initiate litigation.
8. Any matter specifically dealing with a particular consumer of the Corporation must be conducted in a closed session, except where it is requested that the issue be discussed publicly by the consumer, the consumer's conservator, or the client's parent or guardian where the client is a minor.

J. Other Matters
Dr. Suzanne Devitt

K. Board Member Activities and Reports
Dr. Suzanne Devitt

L. President's Report
Dr. Suzanne Devitt

- | | |
|---|--------|
| 1. System of Care Coordinator Job Description brought forth as a motion by the Executive Committee
Dr. Suzanne Devitt | Action |
| 2. Community Outreach and Events Manager Job Description brought forth as a motion by the Executive Committee
Dr. Suzanne Devitt | Action |
| 3. Benefits Counselor Job Description brought forth as a motion by the Executive Committee
Dr. Suzanne Devitt | Action |

M. Next Meeting - December 13, 2023, 6:00 PM, Hybrid (In-Person

and via Zoom Video Conference)
Dr. Suzanne Devitt

N. Adjournment
Dr. Suzanne Devitt



Minutes for VMRC Board of Directors Meeting

08/23/2023 | 06:00 PM - 08:00 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room and via Zoom Video Conference

Board Members Present: Lisa Utsey, Jessica Quesada, Crystal Enyeart, Robert Balderama, Alicia Schott, Tom Toomey, Erria Kaalund, Margaret Heinz, Linda Collins, Liz Herrera Knapp, Jeff Turner, Brandy DeAlba, Jody Burris, Suzanne Devitt, Anthony Owens, Dr. Li, Gabriela Castillo, Dr. Russell

Board Members Not Present: Lynda Mendoza (informed absence), Emily Grunder (informed absence), Jose Lara (informed absence)

VMRC Staff Present: Doug Bonnet, Tony Anderson, Christine Couch, Gabriela Lopez, Brian Bennet Aaron McDonald, Evellyn Ledezma Solis, Angie Shear, Melissa Stiles, Mary Duncan, Bud Mullanix, Claire Lazaro

Public Present: Rachelle Munoz (facilitator), Irene Hernandez (interpreter), Isela Bingham (interpreter), Dena Hernandez, James Ford, Eddie Esquivel, Erick Thurmond, Quality Assured Training Tumboura Hill, Michele

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

Meeting called to order at 6:00pm. Suzanne Devitt led the reading of the Mission Statement. Doug Connect took the roll. A quorum was established.

B. Review of the Meeting Agenda

Suzanne Devitt reviewed the agenda.

C. Review and Approval of the Board of Directors Meeting minutes of 07/26/23

Linda Collins made a motion to approve the Board of Directors Meeting Minutes of 07/26/23. Lisa Utsey seconded the motion. Liz Herrera Knapp abstained. The Board of Directors Meeting Minutes of 07/26/23 was approved.

D. Presentation - Caseload Ratio Plan of Correction Public

Presentation by Tony Anderson

See attached presentation

Board Members shared:

Robert Balderama – it's important that we appreciate you for your honesty. Transparency is very important to everyone. You and your staff work very hard and I appreciate it.

Linda Collins- staff have hope now. New staff in training gives hope and it's a really good thing for everyone.

Jeff Turner – for next time, it would help me understand it better if you explained it in terms of how many people we need.

1. Public Comment on Caseload Ratio Plan of Correction

Each member of the public may have 3 minutes for comment. If an interpreter is needed, 6 minutes will be given. Public comment at this time will only be taken in regards to the Caseload Ratio Plan of Correction.

Quality Assured Training, Tumboura Hill – I'm happy that you have increased the caseload. I participated and helped out a little bit, I saw that a couple years back and I'm glad we are turning the corner. How faast will SC's be trained on HCBS compliance, it's a big issue impacting SC's and vendors. There is a lack of training for vendors that supports more than 50% of funding.

Tony Anderson responded, 9-12 months of training to get someone up to speed. HCBS is a subgroup of all they need to learn about. It's closely tied to Person Centered Thinking. This is something you can get on a certain level but it takes a lot more training, continuous training for someone to get what it really is. This is more global and takes many years. HCBS and Person Centered Thinking is inseparable, so I would say to really get it will take some time. We are providing that training right now, they will get it on a workable level within the timeframe, 9-12 months, but it will be ongoing as it is meaningful.

Dena Hernandez, SCDD North Valley Hills Office – Thank you Tony for that report. She has been with this region for about 25 years. Every year it's been the same about building up ratios. I know you have all been dedicated to doing this and this is the closest it has ever been. The transparency is very refreshing. From hands on experience with the new employees, I've been in the training with 100 new staff in the room that got to hear from the community partners. Thank you Bud and Team, it is impressive. \$600,000 that went back, where did it go back to? How much money in total went back from all RCs?

Tony Anderson responded that \$20million statewide was returned to DDS. Ours was only \$600,000.

E. Public Comment

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

items on the agenda that have been properly noticed for action and/or items that are not on the agenda, however, items not on the agenda can not be responded to or discussed in the public board meeting because they are not properly noticed items (7 days advance notice).

Dena Hernandez, SCDD North Valley Hills – Tony and Doug I emailed recruiting ideas to you that you can share with Bud and team. Thank you for the board members that don't know. SAC6 held their Area Meeting last Friday in San Andreas. The VMRC staff were there to help. Doug and Aaron shared information and training to about 110 people. Christine Couch for coordinating the volunteers from VMRC to help with the event. Please feel free to join us at the events that the SAC6 members are holding.

Quality Assured Training, Tumboura Hill – I want to reiterate the importance of HCBS Compliance. There are three directives from DDS to ensure vendor compliance. The regional Center is responsible according to the federal code, for the person centered planning process. This is very important. The board should take a close look and educate themselves on it. This is not a brand new concept. It's important that everyone is aware.

F. Consent Calendar Items

1. Finance Committee Meeting Minutes of July 2023
2. Executive Committee Meeting Minutes of July 2023

Lisa Utsey made a motion to approve the consent calendar items. Crystal Enyeart seconded the motion. Motion passes unanimously.

G. Committee Reports

1. VMRC Professional Advisory Committee, Coalition of Local Agency Service Providers (CLASP)
Liz Herrera Knapp

Next Meeting is CLASP Membership Meeting is on August 28th at 10:00am via Teams:

Meeting ID: 265 280 332 802

Passcode: MdDJTk

Registration is Currently Open for our 2023 Provider Conference: "Moving Forward":

October 24th, 2023 8:00am – 4:30pm

Robert Cabral Agricultural Center, 2101 E Earhart Ave., Stockton, CA 95206

Providers receive 6 hours of Continuing Education Units.

Conference Information

Page: <http://events.r20.constantcontact.com/register/event?llr=pnnut8zab&oeidk=a07ejv3sehp4db55c5f&oseq=>

Conference Registration Page:

<https://events.r20.constantcontact.com/register/eventReg?oeidk=a07ejv3sehp4db55c5f&oseq=&c=&ch=>

Information for Sponsorship:

<https://www.vmmc.net/wp-content/uploads/2023/06/Sponsorship-Letter-2023.pdf>

Spaces are limited! There will be no ONSITE Reservation.

2. Self-Determination Advisory Committee (SDAC)
Vivian Nicolas, no report

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

SAC6 report to VMRC Board, July 2023

July 3rd, Sac6 member Robert worked the SAC6 office hours in the Stockton VMRC office.

July 5, 2023 - Sac6 had their weekly practice Zoom Chat to prepare our script.

July 7, 2023 – Sac6 member Lisa U. presented on the Friday Zoom Chat about the “Planning for End of Life Care” This is such an important but hard topic to talk about. Also, Sac6 Chairperson Dena attended the VMRC Senior grandparent talent Show at VMRC in Stockton.

July 12, 2023 - Sac6 consultant Lisa attended the VMRC Finance meeting followed by the VMRC Executive committee meeting in person.

July 17, 2023 - Lisa U attended the DEBI Committee meeting. This was Lisa first meeting.

July 21, 2023, Lisa, and I had the honor of attending the annual VMRC Board member dinner. I presented on “Getting involved with your Reginal Center.”

July 26, 2023, Lisa U attended the family wellness meeting via zoom and Popplewell committee meeting via zoom.

Upcoming events:

July 27, 2023 – We will be having our monthly leadership meeting.

August 18, 2023, we will be hosting an Area Meeting at Turner Park in San Andreas from 10am to 2pm, where we will have guest speakers and a lunch.

October 7, 2023- VMRC Disability Awareness Fair at the Modesto VMRC parking lot from 11am to 3pm.

Sincerely,

Crystal Enyeart

SAC6 representative to the VMRC Board and Consumer Services.

4. Finance Committee

Alicia Schott and Melissa Stiles

a. Approval of Contract Status Report (CSR) for August 2023 brought forth as a motion from the Finance Committee.

Action

Lisa Utsey seconded the motion. The motion was approved unanimously.

b. Approval of Contracts over \$250,000 for August 2023 brought forth as a motion from the Finance Committee.

Action

Lisa Utsey seconded the motion. Liz Herrera Knapp abstained. The motion was approved.

5. Consumer Services Committee

Jose Lara, no report. The Committee has not met. The next meeting is September 5th at 5pm.

6. Legislative Committee

Lynda Mendoza, no report.

7. Bylaws Committee

Linda Collins, no report. They will meet in the Spring.

8. Nominating Committee

Linda Collins reported that we have a full board. Nothing new to report at this time. Doug added that we have 5 board members terming out this year. The committee will be busy this spring.

9. Popplewell Review Team

Erria Kaalund reported the committee will meet in October.

10. Diversity, Equity, Belonging and Inclusion (DEBI) Committee

Liz Herrera Knapp

-Last Meeting was 8/21/23 hybrid 6:30pm

-the DEBI Committee Hosted a Potluck for those that were present.

-Mark Crear, DEI Manager, did a training for the committee.

-The committee is discussing a new meeting schedule and will likely have meetings every other month.

-Stay tuned!

H. Executive Director's Report

Tony Anderson reported that regional centers and DDS are working on standardized forms. One of the highlights is a standard packet on Early Start that everyone will receive in the Early Start program.

Our website is icon driven and has been released!

Trailer Bill Language is coming out very soon. This is from DDS and they explain all of the trailer bills. The Legislative Committee will present this.

Managers' training is tomorrow, August 24. Chris Littlefield is presenting.

Friday, August 25 is the all staff conference, held annually. There will be breakout sessions.

I. Other Matters - none

J. Board Member Activities and Reports - none

K. President's Report

Suzanne shared that she did an onboarding with ARCA. It was interesting to learn more about the organization. She attended the ARCA meetings virtually last week. She learned a lot about their role and the bigger picture. Her next meeting is in October.

L. Next Meeting - Wednesday, October 25, 2023, 6:00 PM, Hybrid (In-person and via Zoom)

M. Adjournment at 7:11pm.



Minutes for VMRC Finance Committee Meeting

08/09/2023 | 05:34 PM - 06:30 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room

Committee Members Present: Alicia Schott, Suzanne Devitt, Lisa Utsey, Margaret Heinz, Connie Uychutin, Apriely Sisk,

Committee Members Not Present: Linda Collins (informed absence), Jose Lara (informed absence)

VMRC Staff Present: Christine Couch, Tony Anderson, Brian Bennett, Melissa Stiles, Claire Lazaro, Cristina Torres, Donna Sioson

Support: Rachelle Munoz, facilitator

A. Call to Order, Roll Call, Review of Meeting Agenda

Alicia Schott called the meeting to order at 5:33pm. Roll was taken and a quorum was established. The Meeting Agenda was reviewed with no changes.

B. Review and Approval of the Finance Committee Meeting Minutes of August 9, 2023

Lisa Utsey made a motion to approve the Finance Committee Meeting Minutes of 8/9/2023. Margaret Heinz seconded the motion. The Finance Committee Meeting Minutes of 8/9/2023 were approved unanimously.

C. Approval of Contracts over \$250,000

Brian Bennett reviewed the Contracts over \$250,000 that expire October 31, 2023, and answered any questions that the Finance Committee members had.

Lisa Utsey made a motion to approve the Contracts over \$250,000 as presented.

Margaret Heinz seconded the motion. Connie Uychutin abstained. The Contracts over \$250,000 were approved.

D. Fiscal Department Update

1. Melissa Stiles reviewed the Contract Status Report (CSR) and answered any questions that the committee members had.

Apriely Sisk made a motion to approve the Contract Status Reports as presented.

Lisa Utsey seconded the motion. The Contract Status Report was approved unanimously.

2. Melissa Stiles reviewed the Purchase of Service (POS) Expenditures and answered any questions that the committee members had.
3. Melissa Stiles reviewed the operations (OPS) Expenditures and answered any questions that the committee members had.

E. Next Meeting - Wednesday, October 11, 2023, 5:30 PM Hybrid (Stockton Office Cohen Board Room and Via Zoom Video Conference)

F. Adjournment



Minutes for VMRC Finance Committee Meeting

10/11/2023 | 05:30 PM - 06:30 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room and via Zoom Video Conference

Committee Members Present: Alicia Schott, Lisa Utsey, Linda Collins, Connie Uychutin, Margaret Heinz

Committee Members Not Present: Jose Lara, Suzanne Devitt

VMRC Staff Present: Doug Bonnet, Melissa Stiles, Tony Anderson, Christine Couch, Corina Ramirez, Tara Sisemore-Hester

Others Present: Rachelle Munoz

A. Call to Order, Roll Call, Review of Meeting Agenda

Alicia Schott called the meeting to order at 5:30pm. Roll was taken and a quorum was established. The Meeting Agenda was reviewed with no changes.

B. Review and Approval of the Finance Committee Meeting Minutes of September 13, 2023

Connie Uychutin made a motion to approve the Finance Committee Meeting Minutes of 09/13/2023. Lisa Utsey seconded the motion. The Finance Committee Meeting Minutes of 9/13/2023 were approved unanimously.

C. Approval of Contracts over \$250,000

Corina Ramirez reviewed the Contracts over \$250,000 that expire 11/30/2023 and answered any questions that the Finance Committee members had. We are waiting for additional information from DDS regarding the 055 service code services.

Lisa Utsey made a motion to approve the Contracts over \$250,000 as presented. Linda Collins seconded the motion. Connie Uychutin abstained. The Contracts over \$250,000 were approved.

D. Fiscal Department Update

1. Melissa Stiles reviewed the Contract Status Report (CSR) as of August 31, 2023 and answered any questions that the committee members had.

Connie Uychutin made a motion to approve the Contract Status Reports as presented. Linda Collins seconded the motion. The Contract Status Report was approved unanimously.

2. Melissa Stiles reviewed the Purchase of Service (POS) Expenditures. She noted the change to respite expenditures to \$4,495,549. She answered any questions that the committee members had.
3. Melissa Stiles reviewed the Operations (OPS) Expenditures and answered any questions that the committee members had.

E. Next Meeting - Wednesday, November 8, 2023, 5:30 PM Hybrid (Stockton Office Cohen Board Room and Via Zoom Video Conference)

F. Adjournment



Minutes for Executive Committee Meeting

08/09/2023 | 06:30 PM - 07:30 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room

Committee Members Present: Margaret Heinz, Dr. Suzanne Devitt, Lisa Utsey, Brandy De Alba, Alicia Schott

Committee Members Not Present: Jose Lara (informed absence)

VMRC Staff Present: Christine Couch, Tony Anderson, Evelyn Solis, Brian Bennett, Claire Lazaro, Donna Sioson, Tara Sisemore Hester, Gabriela Lopez

Public Present: Isela Bingham, Interpreter and Irene Hernandez, Interpreter; Rachelle Munoz, Facilitator

A. Call to Order, Roll Call, Review of Meeting Agenda

Brandy De Alba called the meeting to order at 6:33pm. A quorum was established. The agenda was reviewed with no changes.

B. Review and Approval of the Executive Committee Meeting Minutes of August 9, 2023

The Executive Committee Meeting Minutes of 08/09/2023 were approved unanimously.

C. Items for Approval

1. System of Care Coordinator Job Description – Tony Anderson and Brian Bennett answered questions about the job description from the board.
 - a. Alicia Schott made a motion to approve the System of Care Coordinator Job Description. Lisa Utsey seconded the motion. The motion was approved unanimously.

D. Public Comment - none

E. Items for Discussion

Executive Director's Report

1. Definition of Medical and Dental for Generic Services Trailer Bill Language (TBL) is still being worked on but this is where we'll be able to fund for services that usually need denials for approvals.
2. Underspent Purchase Of Service funds (POS) conversation on using unspent POS funds for additional start-up.
3. Contract Negotiation
 - a. DDS has several concepts it would like to discuss during contract negotiation and will propose dates for early October to begin these conversations.
4. AB 1147 (Addis) - now a two-year bill.
5. Home and Community-Based Alternatives (HCBA) Waiver positions
6. Medi-Cal Redetermination - During the pandemic, counties did not disenroll people from Medi-Cal, but redetermination is being started again.
7. Common Data Definitions - The August TBL (AB 138) requires more consistent data collection on topics related to race/ethnicity.
8. October 7th Disability Resource Fair – we will add Board of Directors positions to their name badges for the resource fair.
9. Oct 24th Vendor Group Conference - tickets still available about 100 tickets sold so far:
<http://events.r20.constantcontact.com/register/event?llr=pnnut8zab&oeidk=a07ejv3sehp4db55c5f&oseq=>
10. We're all celebrating National DSP Week -
<https://www.dds.ca.gov/initiatives/workforce-initiatives/>
11. We're working on our new website: www.vmrc.net
12. Media - Sponsors of AB1147 have been working with some local papers now to get public support for their bill. A recent story came out that focused on two consumers in our region that were not completely true.

Notable Consumer Incidents/Complaints

We are still growing at 285 eligible a month. Tara Sisemore-Hester shared that eligible children continue to grow at a phenomenal rate. Christine Couch shared an incident from the weekend that involved four individuals who live in licensed residential care who reported allegations of abuse. The After-Hours Response Staff and Community Services team quickly responded and insured safety and the removal of the alleged perpetrator. The team is working with investigative agencies to maintain safety pending outcomes.

Vendor Issues

13. Rate Policy Issues Timing

a. Conversations regarding the timing of rate model implementation elements have continued with representatives from advocates.

b. Advocates have proposed related to equivalencies for RBT and CNA staff it will pass along to DDS.

c. There is consideration being given to how to balance an interest in a small percentage of individuals (~10%) wanting to receive at least some of their services remotely with data-tracking needs and monthly in-person visits by service providers.

Union Issues

New contract is coming soon.

Self-Determination Updates

14. Participant Choice Specialists - these positions are anticipated to end in the budget but we're putting together the argument for continuing these positions statewide.

Other Matters

15. The SSI Savings Penalty Elimination Act would raise the SSI asset limit to \$10,000 for individuals and index it to inflation moving forward. It would also raise the limit for married couples to \$20,000 to help correct a harmful marriage penalty. This bill is sponsored by the ARC.

16. Bureau of Labor Statistics (BLS), an agency of the U.S. Department of Labor. But there is a bill in Congress that asks BLS to recognize DSPs as a profession, with a consistent job classification. This bill is sponsored by ANCOR.

17. LACC Grant - Benefits Counselors and an Outreach Coordinator - are jobs being developed through the grant funding.

F. President's Report

Thank you to staff for their dedication to serving individuals and their families. She appreciates all that the staff do to maintain safety, enhance lives, and support needs. She also expressed thanks to the board members for the commitment to the agency.

G. Next Meeting - Wednesday, October 11, 6:30 PM, Hybrid (Stockton Office Cohen Board Room and via Zoom Video Conference)

H. Adjournment at 7:16pm



Minutes for VMRC Executive Committee Meeting

10/11/2023 | 06:30 PM - 07:30 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room and via Zoom Video Conference

Committee Members Present: Lisa Utsey, Linda Collins, Alicia Schott, Margaret Heinz, Brandy De Alba, Suzanne Devitt

Committee Members Not Present: Jose Lara (informed absence)

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

Public Present: Rachelle Munoz (facilitator), Irene Hernandez (interpreter), Isela Bingham (interpreter)

A. Call to Order, Roll Call, Review of Meeting Agenda

Brandy De Alba called the meeting to order at 6:31pm. A quorum was established. The agenda was reviewed with no changes.

B. Review and Approval of the Executive Committee Meeting Minutes of September 13, 2023

Margaret Heinz made the motion to approve the Executive Committee Meeting Minutes of September 13, 2023 and Lisa Utsey seconded the motion. The Executive Committee Meeting Minutes of 09-13-2023 were approved unanimously.

C. Items for Approval

1. Community Outreach and Events Manager Job Description – Bud Mullanix and Doug Bonnet presented the job description.
 - a. Lisa Utsey made a motion to approve the Community Outreach and Events Manager Job Description. Linda Collins seconded the motion. The motion was approved unanimously.
2. Benefits Counselor Job Description – Bud Mullanix and Christine Couch presented the job description.
 - a. Alicia Schott made a motion to approve the Benefits Counselor Job Description. Suzanne Devitt seconded the motion. The motion was approved unanimously.

D. Public Comment n/a

E. Items for Discussion

Executive Director's Report

1. We're still recovering from the Disability Resource Fair - we had over 1000 people and a good time was had by all. We appreciate the board members who attended and supported the event.
2. We're starting to have our recruitment strategy meetings and will probably begin our internal job fairs starting in January. We anticipate hiring another 50+ staff and may reach the 600 mark by the end of the year.
3. We'll be rolling out the internship program for Direct Support Professionals (DSP) in a few months and we met today with providers to discuss our process for the stipend program.
4. National Disability Employment Month - NDEM
5. DRAIL Conference, Tuesday, October 17
 - a. 9am – 4pm, Modesto Centre Plaza
6. Tony speaking at the Supported Life Conference about DSP Collaborative Project on October 21.
7. Tony speaking for University of Delaware National Leadership Institute next Monday, October 16 in Napa.
8. Special Needs in My City this Saturday, October 14th. VMRC is a sponsor at the \$2500 level. VMRC will have a booth and Family Wellness will have a booth.
9. Saturday the 13th is the last day for the Governor to sign bills. This will then kick off the public policy work to review the bills.
10. South Stockton Resident Summit, October 19 and 20, 2023. VMRC is a sponsor at the \$2500 level. VMRC will volunteer and attend the summit.
11. Positive comments from the last survey sent out were shared with everyone.

Notable Consumer Incidents/Complaints

We are still growing at 260 eligible a month.

Vendor Issues

10. Brian – in person meeting with the Intermediate Care Facilities (ICF) providers in person on October 19th, Cohen Board Room with the Health Plan of San Joaquin (HPSJ), 11am – 1230pm.
11. Rate Policy Issues Timing
 - a. Conversations regarding the timing of rate model implementation elements have continued with representatives from advocates.
 - b. Advocates have proposed related to equivalencies for RBT and CNA staff it will pass along to DDS.
 - c. There is consideration being given to how to balance an interest in a small percentage of individuals (~10%) wanting to receive at least some of their services remotely with data tracking needs and monthly in-person visits by service providers.
12. CLASP (Coalition of Local Area Service Providers) Conference, Tuesday, October 24, Ag Center
13. Oct 26-Nov 7th Promotion of a job fair in

Self-Determination Updates

Participant Choice Specialists - these positions were anticipated to end in the budget but they were extended through the year and efforts are underway to make them permanent statewide.

Other Matters

14. The SSI Savings Penalty Elimination Act would raise the SSI asset limit to \$10,000 for individuals and index it to inflation moving forward. It would also raise the limit for married couples to \$20,000 to help correct a harmful marriage penalty.
15. Bureau of Labor Statistics (BLS), an agency of the U.S. Department of Labor, that gives standard definitions of jobs, but there is none for DSP. Currently, there is a bill in Congress that asks BLS to recognize DSPs as a profession. ANCOR (the national providers association) is sponsoring this bill.

Union Issues and Personnel

16. Complaint from SEIU on the Participant Choice Specialist position duties.
17. Wage re-opener begins this month.
18. Benefits fair with providers for the staff was a great event.
19. 523 current employees. We had 6 terminations in August and 1 in September.

F. President's Report

Dr. Suzanne Devitt shared a big thank you for the resource fair. It was well attended and super fun! Great vendors, music and dancing. Tomorrow she visits the San Andreas office.

G. Next Meeting - Wednesday, November 8, 6:30 PM, Hybrid (Stockton Office Cohen Board Room and via Zoom Video Conference)

H. Adjournment

Valley Mountain Regional Center
Contract Status
AS OF: July 31, 2023

	OPS	Grant & Other Allocated Funds	Wellness Grant	POS including Federal C	General Total	OPS CPP	START	POS CPP	FG/SC Total
Current FY 2023									
Contract Year E	34,487,609			299,633,407	334,121,016	-			
Spent to Date	4,997,813			25,945,251	30,943,064	1,068			40,378
Unspent	29,489,796			273,688,157	303,177,953	(1,068)			(40,378)
Prior FY 2023									
Contract Year D-2	47,741,601	626,914		338,893,808	387,262,323	490,914		2,278,313	560,300
Spent to Date	46,167,882	-		317,753,451	363,921,332	490,914	-	152,660	440,682
Unspent	1,573,719	626,914		21,140,357	23,340,991	-	-	2,125,653	119,618
2nd Prior FY 2022									
Contract Year C-4	39,192,861	759,403	1,845,089	289,521,453	331,318,806	486,684	1,135,000	1,224,831	497,593
Spent to Date	39,048,616	475,226	280,995	258,690,766	298,495,604	486,684	724,700	409,461	344,428
Unspent	144,245	284,177	1,564,094	30,830,687	32,823,202	(0)	410,300	815,370	153,165

Valley Mountain Regional Center

Contract Status

AS OF: Aug 31, 2023

	OPS	Grant & Other Allocated Funds	Wellness Grant	POS including Federal C	General Total	OPS CPP	START	POS CPP	Fg/SC Total
Current FY 2023									
Contract Year E	34,487,609			299,633,407	334,121,016	-			
Spent to Date	8,550,688			56,703,993	65,254,681	1,978			84,801
Unspent	25,936,921			242,929,414	268,866,335	(1,978)			(84,801)
Prior FY 2023									
Contract Year D-2	47,741,601	626,914		338,893,808	387,262,323	490,914		2,278,313	560,300
Spent to Date	46,277,350	-		319,849,417	366,126,767	490,914	-	159,414	440,682
Unspent	1,464,251	626,914		19,044,391	21,135,556	-	-	2,118,899	119,618
2nd Prior FY 2022									
Contract Year C-4	39,192,861	759,403	1,845,089	289,521,453	331,318,806	486,684	1,135,000	1,224,831	497,593
Spent to Date	38,940,781	475,226	315,995	258,750,508	298,482,510	486,684	724,700	409,461	344,428
Unspent	252,080	284,177	1,529,094	30,770,945	32,836,296	(0)	410,300	815,370	153,165

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 California Mentor, HV0089 904	\$ 2,100,000
2 Community Compass, SV0015 896	\$ 720,000
3 Community Compass, HV0088 515	\$ 1,440,000
4 Futures Explored, HV0551 094	\$ 720,000
5 Hana Hou Alliance, LLC., HV0315 113	\$ 555,777
6 Keyholders 360 Inc., SV0031 896	\$ 1,200,000
7 Storer Transportation, HV0142 875	\$ 6,120,000
8 Storer Transportation, H00627 875	\$ 3,696,056
9 Vocational Coaching & Development Institute, HV0420 055	\$ 1,046,240
10 Vocational Coaching & Development Institute, HV0397 515	\$ 291,491

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.

Lisa Utsey, Board Secretary

Date

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 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 Accredited Respite Services, HL0621 862	\$ 2,400,000
2 AMVA Corp, Paulson-Sierra, HV0577 113	\$ 1,393,539
3 AMVA Corp, Paulson-Stanislaus, HV0411 113	\$ 1,507,809
4 AMVA Corp, Paulson-Yosemite, HV0576 113	\$ 1,457,655
5 AMVA Corp, Apique Behavioral Svcs, HV0610 103	\$ 1,439,671
6 Applied Behavior Consultants, HV0255 805	\$ 1,515,322
7 Applied Behavior Consultants, H24291 048	\$ 836,701
8 ARC Amador/Calaveras, H29329 510	\$ 876,000
9 ARC Amador/Calaveras, HV0201 952	\$ 264,000
10 ARC Amador/Calaveras, H29436 055	\$ 780,000
11 Behavioral & Educational Strategies & Training, PV0250 048	\$ 1,231,603
12 Behavioral & Educational Strategies & Training, HV0387 805	\$ 900,000
13 Behavioral & Educational Strategies & Training, PV0046 048	\$ 3,766,530
14 Behavioral & Educational Strategies & Training, PV1478 116	\$ 608,412
15 Creating Behavioral & Educational Momentum, SV0029 017	\$ 1,980,000
16 Genesis Behavior Center, PV1008 048	\$ 600,000
17 Genesis Behavior Center, PV0628 048	\$ 287,700
18 Cole Vocational Services, HV0211 055	\$ 2,400,000
19 Human Services Projects, HV0257 102	\$ 674,296
20 Kadiant, PV0783 048	\$ 2,844,000
21 Kadiant, PV0195 048	\$ 1,916,495
22 Kadiant, HV0339 805	\$ 396,000
23 Kadiant, HV0288 805	\$ 529,070
24 Maxim Healthcare Services, HV0507 862	\$ 1,200,000
25 Pacific Homecare Services, HV0235 862	\$ 33,000,000
26 Aveanna Healthcare, HA0515 862	\$ 4,200,000
27 Therapeutic Pathways, PV0914 048	\$ 2,160,000
28 Therapeutic Pathways, P75300 048	\$ 2,615,703
29 United Access Transportation, LLC, HV0526 875	\$ 693,919

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.

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Lisa Utsey, Board Secretary

Date



VMRC Job Description

27.66	29.05	30.50	32.01	33.62	35.31	37.04
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Title: System of Care Coordinator (Children's Residential Support Navigator)

Reports To: Community Services Manager-Resource / Clinical Development
(Libby Contreras)

General Statement of Duties:

The System of Care Coordinator will act as VMRC's representative in the implementation of AB 2083, which requires each county to develop and implement a memorandum of understanding (MOU), setting forth the roles and responsibilities of entities, including those that serve children and youth in foster care who have experienced severe trauma by addressing systemic barriers to the traditional provision of interagency services. The System of Care Coordinator will have an important role in coordinating with local partners in identifying and securing the appropriate level of services to meet the needs of children and youth in foster care who are served by the regional center. When a child or youth is in placement crisis and the local placement team has exhausted all placement options at the local level, the Foster Youth and Residential Support Navigator will provide technical assistance and support to the service coordinator and our partnering agencies.

Working Condition and Physical Requirement:

- The majority of duties are performed in the office and out in the community.
- The ability to drive an automobile is required on a daily basis.
- You must maintain a valid driver's license and be able to travel locally and out-of-town regularly.
- Must be able to sit at a work station for long periods of time.
- Must be able to frequently stand, walk, bend, and reach throughout offices.
- Must be able to operate office machines requiring manual dexterity and coordination to operate standard office equipment (i.e., computer, telephone, fax machine, etc.)
- Must be able to read, write and comprehend large amounts of written material, use the telephone, and communicate via electronic mail on a daily basis.
- Excellent verbal and written skills are essential.

Minimum Position Requirements:

BA/BS degree in a social science, public administration, communication, or similar field is required. At least 4 years' experience in a case-carrying or administrative position at VMRC or another regional center; or at least 4 years of experience in a case-carrying, clinical support services or administrative position in a human or social service organization (e.g., Mental Health, Social Services, etc.) including at least 1 year experience in developmental services; or at least 4 years of experience in a direct service or administrative position in an organization providing services to dependent persons including at least 1 year experience in developmental services; or a combination of these experiences adding up to at least 4 years' experience including at least 1 year experience in developmental services.

Key Responsibilities:

- Will be the lead regional center staff responsible for coordinating activities to implement AB 2083, which includes:
Collaborating and sharing information with counties, state agencies and other specified entities to identify and coordinate services for foster children and youth served by regional centers, who have experienced severe trauma
- Coordinating available placement and service options for foster children and youth served by RC's
- Participating on interagency leadership, advisory, and placement teams as specified in W&I Code sections 16521.6 (a)(2)(A) and (B);
Providing expertise and guidance to regional center staff on service coordination for foster children and youth served by regional centers who have experienced severe trauma;
- Providing DDS with data, implementation updates and recommendations;
- Participating in state-coordinated trauma-informed behavior support trainings and engaging and contributing to DDS coordinated technical assistance and collaborative opportunities.
- **Intra-Agency Activities**
 - a. Act as a resource for agency staff and participate in planning team meetings as requested
 - b. Participate in residential screening of children who are referred for Enhanced Behavior Supports Home and / or Community Crisis Home supports
 - c. Participate in "transition" meetings for children entering or exiting EBSH and / or CCH settings
 - d. Support resource development with identification of potential unmet residential needs for foster youth
- **Community Outreach Activities**
 - a. Provide training, support, and technical assistance to the community.
 - b. Participate in Amador, Calaveras, Tuolumne, San Joaquin, and Stanislaus county with staffing cases and participating in placement meetings, to support regional center foster youth.
- **Complete other duties as assigned by supervisor**

VMRC support's Diversity, Equity and Inclusion for all staff, We have a zero tolerance for Discrimination and Harassment in our agency.



Community Outreach and Events Manager

Pay Scale: Non-Bargaining

2,411.72	30.15	2,532.98	31.66	2,659.68	33.25	2,792.71	34.91	2,932.07	36.65	3,079.58	38.49	3,325.73	41.57
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SUMMARY

The Community Outreach and Events Manager, working under the direction of the Special Assistant to the Executive Director, shall coordinate VMRC's strategic and targeted outreach and engagement to community organizations and community events in VMRC's 5 county catchment areas.

Essential Duties

The Community Outreach and Events Manager will be responsible for expanding VMRC's engagement and outreach throughout the service area. This individual will coordinate attendance at community events with outside organizations and the internal outreach team.

- Plan and coordinate to attend community engagement activities designed to identify, educate, and inform clients and non-clients and their families about VMRC's support and services.
- Attend community events with the internal outreach team.
- Track all community events the agency participates in, including their dates, locations, times, staff in attendance, and type of event.
- Manage all outreach materials and distribute accordingly to outreach teams for events.
- Manage all promotional materials and distribute them accordingly to outreach teams for events.
- Work to identify, build and maintain strategic partnerships with local community agencies and various stakeholders to help promote VMRC's mission, vision, and values.
- Support the planning, organization, and implementation of special events, including recruitment and supervision of volunteers, and day-of-event management.
- Maintains social media accounts, including Facebook, Twitter (X), Instagram, YouTube, Linked In, as well as any future accounts, in partnership with the agency social media team.

- Maintains VMRC's Screen fluence subscription and content for the monitors in the lobbies of all offices.
- Participates in content to be placed on VMRC's website, www.vmrc.net, as well as the VMRC Weekly Newsletter.
- Supports other agency events not coordinated by Community Outreach and Events Specialist by assisting, participating, and covering for the VMRC website, VMRC social media, and VMRC Weekly Newsletter.
- Other duties as assigned.

Education/Experience:

- Bachelor's Degree and a minimum of 3 years of experience is required.
- Experience working with community members from diverse cultural, linguistic, and socioeconomic backgrounds.
- Understanding community organization and development of community networks for achievement of desired outcomes.
- Ability to communicate effectively verbally, in writing, and via electronic networks, including excellent creative writing skills, with individuals and groups from a variety of educational and socioeconomic backgrounds.
- Working knowledge of developmental disabilities, family support systems, and community-based resources to address special needs of clients.
- Ability to manage multiple projects and work collaboratively with multi-disciplinary team members, including individuals with developmental disabilities, family members, service providers, and staff.
- Current California driver's license and State-required insurance required when using personal vehicle on Center business and a driving record acceptable to the organization and/or its insurance carrier.
- Capacity to be flexible and work in a changing environment.
- Computer skills are sufficient to meet production demands of the job, including Microsoft Office and software for public information and learning management.
- Availability/flexibility to work varied hours including occasional evenings, nights, and weekends.
- Knowledge of emergency procedures of the Regional Center.

Knowledge And/or Abilities:

- Knowledge of individuals with developmental disabilities.
- Knowledge of regional center programs.
- Effective communication techniques.
- Ability to plan and schedule your own work.
- Formulates and implements project goals and objectives.
- Organizes meetings and events.
- Effective oral presentation skills.

- Effective writing skills in English and a language other than English (Spanish/Asian Languages).
- Interact with others from a wide variety of cultural and social backgrounds.
- Knowledge of word processing software (Microsoft Word) is required.
- Working knowledge of Excel and Power Point Presentations.



Job Description Draft

TITLE: Benefits Counselor

REPORTS TO: Director of Adult Case Management

General Statement of Duties:

Under the direction of the Director of Adult Case Management, the **Benefits Counselor** is responsible for assisting families and consumers in VMRC's 5-county area through a temporary, grant-funded project. This position supports the delivery of services to regional center consumers, ensuring that the consumer's Individual Program Plan or the Individual Family Services Plan, and its objectives are pursued by assisting in accessing community resources while ensuring cultural and linguistic competence. The position is a limited term, grant-funded opportunity for up to 40 hours a week and up to 24 months, with the potential for full time permanent assignment. The **Benefits Counselor** is responsible for understanding and addressing the services and support needs, considering cultural and linguistic barriers to services and supports, and identifying the unmet needs of the individual. The Benefits Counselor will assist the individual and their families to gain knowledge of services, and access available generic resources that appropriately meet their needs through a referral process. The **Benefits Counselor** will work in conjunction with the Service Coordinators to provide education and resources on topics related to community resources.

Minimum Position Requirements:

- Bachelor's degree in human services related field with (1) year of related experience.
- Must be bilingual—fluent in Spanish/English (verbal and written)
- A Driver's License is required, and you must meet our driver acceptability criteria.
- Experience working in a California Regional Center is highly desirable, but not required.

Key Responsibilities – Essential Functions

1. Through referrals from the assigned Service Coordinator, assist to identify needed community resources to support the individual's IPP/IFSP goals.
2. Research community service options to provide culturally sensitive resources that the individual and family may obtain.
3. Provide advocacy, education and other support for families and individuals in an effort to ensure all generic services and community resources are available to them.
4. Assist individuals and families by providing guidance to navigate the various systems in understanding and accessing those resources through completion of necessary application processes, potential due process, and ongoing reassessments.

5. Coordinate computer access and provide training to consumers and families in the use of electronic equipment in their homes and regional center offices to ensure remote meetings, services, and generic services.
6. Collect, synthesize, and report statistical data as requested.
7. Participate on internal and external committees with the Cultural Specialist for purposes including public education, improving internal agency functions and promoting positive communication with external agencies.
8. Participate in training to increase knowledge and skills in the field of developmental services and other related areas.
9. Participate in community outreach and engagement events to build partnerships with community resources.

Working Condition and Physical Requirement:

- Duties will be performed in the home of the person with a disability, the four regional center offices, and within the communities of the five counties served.
- Must have reliable transportation and be able to travel.
- The ability to read, write and comprehend large amounts of written material such as reports and regulations.
- Use of the telephone, and communication via electronic mail is required daily.
- Excellent oral and written skills are essential.

Salary Range:

\$25.09 hour to \$33.62 (seven steps)