



## **Executive Committee Meeting Minutes**

01/08/2020 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

### **Attendees (9)**

**Committee Members Present:** Margaret Heinz, Board President, Mohammad Rashid, Vice- President, Lynda Mendoza, Secretary, Dena Pfeifer and Facilitator, Chair Consumer Services Committee, Linda Collins, Chair Finance Committee

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director

**Public Present:** Mariela Ramos

**Margaret Heinz, Board President, called the meeting to order at 6:32pm**

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

Margaret Heinz proposed moving the President's Report to the beginning of the agenda.

The proposal to move the President's Report to the beginning of the agenda, as well as the rest of the agenda are approved by unanimous consent.

### **B. President's Report – Margaret Heinz**

Please make sure that public reports accommodations that they need for a meeting within 3 days in advance. Tony and I will be attending ARCA meeting on Jan 23rd and Jan 24th in Sacramento.

In February we have the Board Training, the ARCA academy. Three board members are interested in attending.

### **C. Review and Approval of Executive Committee Meeting Minutes of 12/04/19 – Page 3**

Margaret Heinz asked for a motion to approve the Executive Committee Meeting minutes of 12/04/19. Linda Collins made a motion to approve the minutes. Lynda Mendoza seconded the motion. The minutes were approved unanimously.

#### **D. Public Comment**

None.

#### **E. Items for Approval**

None.

#### **F. Items for Discussion – Tony Anderson**

##### **1. Executive Director's Report**

A few of the highlights since the Dec 4th exec committee meeting:

I met with Vernell Hill, local provider and affordable housing developer to discuss an upcoming project in Stockton. Following this meeting I connected with consultants who have information for how Valley Mountain Regional Center might be able to secure affordable rental units for our consumers for the life of the project.

We are planning for our All-Staff meeting scheduled for January 17th. Board member Linda Collins and other parents have agreed to join us and speak on a panel and we have secured a presentation from Denny Amundsen, one of the founding leaders in our developmental services system in California. We hope for this to be an inspiring day culminating in recognitions for staff who have met longevity milestones.

We're conducting several "listening sessions" throughout the organization. These will be informal open feedback sessions that will occur prior to the Kinetic Flow surveys.

Last month the board approved the Kinetic Flow contract to implement the third of three surveys targeting the staff, management, Community Providers, and families and consumers. A final report is anticipated by mid-year (June 2020).

##### **2. Notable Consumer Information**

We have a consumer who is in the hospital with a similar condition that she was in last year when the hospital threatened to get a court order if we wouldn't agree to palliative care. We opted for more treatment (no family was identified to assist with the decision) and she ended up getting better and we were able to place her into an ICF-DDN. We were unable to develop an informed end of life plan as her cognitive abilities wouldn't allow her to make an informed decision. Her quality of life has been very poor for the past year and last month we gave consent for the Trach and G-tube. We now have agreement to continue treatment with her medical team but we share an ethical concern that she now requires continuous sedation for extended periods to control behaviors so that she can receive treatment.

We have a consumer who will be traveling with his parent on an airplane but we have expressed our concerns and recommendations not to take this risk. We assess that this is too dangerous for the consumer and others due to behavioral challenges. However, in the end the consumer and his parent has decided to move forward with this trip.

### **3. Vendor Information**

We have two vendors who have disputes with one another and have lodged a series on complaint against each other. Complaints have been submitted to DDS and to us VMRC and by law we both must investigate each complaint. While we'll continue to try to mediate between the two parties some of our responses are prescriptive and we'll maintain a focus on the impact this is having on our consumers and we will ensure and protect their rights.

### **4. Self-Determination Update**

We just received the A3 amendment to our contract the regional center system statewide received \$3.1M. The full year amount is prorated based on the timing of transitions for participants from the pilot project and therefore reflects 10 months, not the \$3.7M annualized amount.

Language from the Amendment:

The Department of Development Services (Department,) consistent with statute [Welfare & Institutions Code §4685.8(g)] and in conjunction with stakeholders, has determined that this allocation is for the following two purposes:

- RC Operations/Salary: \$1,575,840 in 2019-20 to offset the costs to the RC in implementing the SDP. Allocation amount was divided equally between all 21 RCs.
- Participant Supports: \$1,492,593 in 2019-20, in collaboration with the local volunteer advisory committees, to assist selected participants in their transition into the SDP. This funding allocation was proportionate to participants at each RC. Additional details on this portion of funding will be communicated in a letter forthcoming from the Department.

### **5. Other Matters**

The governor's budget proposals are due to come out this Friday, rumor has it the governor might release tomorrow. I'll be spending the weekend analyzing the budget and starting to put together the report for the committee.

### **6. Personnel and Union Update**

See pages 7 and 8.

**G. Next Meeting - Wednesday, February 5, 2020, 6:30 PM, VMRC Stockton Office, Cohen Board Room**



# Valley Mountain Regional Center Executive Committee Meeting

01/08/20, 6:30 PM

VMRC Stockton Office, Cohen Board Room

702 N. Aurora Street

Stockton, CA, 95202

Dial-in Number: 1-866-299-7945, Conference Passcode: 7793177#

Executive Committee: Margaret Heinz, Lynda Mendoza, Linda Collins, Dena Pfeifer



## Meeting Book - Valley Mountain Regional Center Executive Committee Meeting

### Valley Mountain Regional Center Executive Committee Meeting Agenda

A. Review and Approval of Meeting Agenda  
Margaret Heinz

Committee Action

B. Review and Approval of Executive Committee Meeting Minutes of  
12/04/19  
Margaret Heinz

Committee Action

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C. Public Comment

D. Items for Approval  
Margaret Heinz

Committee Action

E. Items for Discussion

1. Executive Director's Report  
Tony Anderson

2. Notable Consumer Information  
Tony Anderson

3. Vendor Information  
Tony Anderson

4. Self-Determination Update  
Tony Anderson

5. Other Matters  
Tony Anderson

6. Personnel and Union Update  
Bud Mullanix

2020 Recruiting Report for Jan.pdf

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F. President's Report  
Margaret Heinz

G. Next Meeting - Wednesday, February, 5, 2020, 6:30 PM, VMRC  
Stockton Office, Cohen Board Room



## **Executive Committee Meeting Minutes**

12/04/2019 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

### **Attendees (10)**

**Committee Members Present:** Margaret Heinz, Board President, Mohamed Rashid, Vice-President, Lynda Mendoza, Secretary, Linda Collins, Chair Finance Committee, Dena Pfeifer and Facilitator, Chair Consumer Services Committee

**Staff Present:** Tony Anderson, Executive Director, Doug Bonnet, Assistant to the Executive Director, Bud Mullanix, Human Resources Director

**Public Present:** Mariela Ramos

### **Margaret Heinz, President, called the meeting to order at 6:30 PM**

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

Margaret Heinz requested one change to the agenda. The request is that the Executive Director's Report by Tony Anderson be moved up on the agenda to just after the approval of the agenda. Linda Collins made a motion to move the Executive Director's Report up on the agenda. Dena Pfeifer seconded the motion. Approved unanimously.

#### **Executive Director Report – Tony Anderson**

I am attending the movie premiere of "Carol of the Bells" in Lodi tonight with filmmaker Joey Travolta and Liz Zastrow.

Last month we attended the annual National Association of State Directors of Developmental Disability Services (NASDDDS) in Washington DC. The main lessons were that the new rules on the Home and Community Based waiver settings will be a major focus this year but person-center decision making will be the predominate factor.

We had four staff (including myself) attend the very successful Self-Determination conference in Los Angeles in November. I spoke at the conference on How Self-Determination Impacts Employment of people with developmental disabilities.

Cindy Mix and several program managers did a great job working to update and amend our respite assessment tool and policy. They listened closely to several advocates who were requesting modifications and incorporated several of the ideas that came forward. They presented a draft to the Consumer Services committee, held a focus group over several hours, met with a community group privately, held a public forum for additional feedback, made more changes and most recently presented a final draft to the Consumer Services committee for their approval next month. If approved it will go the full board for a vote and then sent off to DDS for approval. Our experience with approvals for service standard changes is that it can take several months to over a year to get approval.

I completed the report by the California State Council for Developmental Disabilities (SCDD), "Strategic Framework for Housing for People with Intellectual/Developmental Disabilities" as the first step in preparing the survey to staff on the impact of the affordable housing crisis in our region. These are some of the initial steps to developing a VMRC Strategic Plan to address affordable housing needs.

Completed the presentation and report for the board Legislative Committee on the new laws passed in 2019. Our committee presentation will be in January 2020.

After an extensive review process to analyze our information technology department and the services that began last fiscal year Claudia Reed and I agreed to make significant structural changes to the department. The department will remain under the supervision of the Chief Financial Officer and will be managed by Sarah Tenisi and Carlo Cacciatore who will be replacing the leadership of Gordon Hofer. Mr. Hofer has been offered another key role in our organization and we are awaiting his decision.

## **B. Review and Approval of Executive Committee Meeting Minutes of 11/06/19**

Margaret asked for a motion to approve the Executive Committee Meeting Minutes of 11/06/19.

Mohamed Rashi made a motion. Dena Pfeifer seconded the motion. Approved by unanimous consent.

## **C. Public Comments**

None.

## **D. Items for Approval**

### **1. Kinetic Flow Contract - Tony Anderson**

This is a 3 year contract to do 3 surveys. Kinetic Flow will survey our staff, our community and our providers. Two surveys have been completed, they will do a third.

Margaret Heinz asked for a motion to approve the Kinetic Flow Contract. Lynda Mendoza made a motion. Linda Collins seconded the motion. Approved by unanimous consent.

### **2. Union Contract – page 8 - Bud Mullanix**

We had meetings at the end of the 2nd year of the contract. The contract was to increase 1.5%, but the Union wanted 2.5%. Management and the Union negotiated back and forth and both parties have agreed to 1.75% increase (a total of \$60,000).

Margaret Heinz asked for a motion to approve the Union Contract. Lynda Mendoza made a motion. Mohamed Rashid seconded the motion. Approved by unanimous consent.

#### **E. Items for Discussion**

1. Executive Director's Report - Tony Anderson (moved up on the agenda)
2. Notable Consumer Information – Doug Bonnet for Tony Anderson

This month we had three incidents with consumers in the hospital going through end of life treatment. Advanced planning continues to be a serious short fall for us with none of the consumers having an advanced directive or any type of indication that they were provided supported decision making guidance to make these important decisions. Nevertheless, our case managers, program managers, clinical staff and service providers and hospital partners provided tremendous person-centered support to provide the most compassionate care during their end of life moments.

3. Vendor Information – Doug Bonnet for Tony Anderson

Doug Bonnet has been working very closely with the Resource Development team in promoting the requests for proposals to attract vendors who provide services we are in need of especially in the clinical services department. Tara Sisemore-Hester and Claire Lazaro have also worked closely with Resource Development to build up the capacity for clinical services.

4. Self-Determination Update – Doug Bonnet for Tony Anderson

On November 22nd DDS selected the next round of Self-Determination participants but VMRC has not been notified yet of who has been selected. Currently we have two individuals who are actively fully participating in the Self-Determination program.

5. Other Matters - None
6. Personnel and Union Update – pages 10 – 12 - Bud Mullanix
7. Training Manager – page 13 – Bud Mullanix

Bud Mullanix presented the instructional design of the new Training Manager position. Bud asked for a waiver of the 30 days which will allow us to offer the position to Gordon in case he decides to accept the offer.

Margaret Heinz asked for a motion to approve the training manager and a 30 day waiver. Lynda Mendoza made a motion. Mohamed Rashid seconded the motion. Approved by unanimous consent.

#### **F. President's Report - Margaret Heinz**



On February 22<sup>nd</sup> there is an ARCA Board Training in Sacramento. Tony is going to Carol of the Bells (young man adopted, lost his adoptive parents, looking for family in his life, found out his mother was DD, getting to know her). The movie is done by Joey Travolta and the majority of the crew are people with developmental disabilities. This film is playing at the Lodi Theatre for the week.

Tony and Margaret were talking about employee morale. All employees of VMRC will be given a half day off for the holidays.

**Committee agreed to move to closed session.**

**G. Closed Session**

**H. Next Meeting - Wednesday, January 8, 2020, 6:30 PM, VMRC Stockton Office, Cohen Board Room**

Meeting adjourned at 710pm.

Valley Mountain Regional Center

Positions to be filled 12-4-19

Positions to be back filled 12-4-19

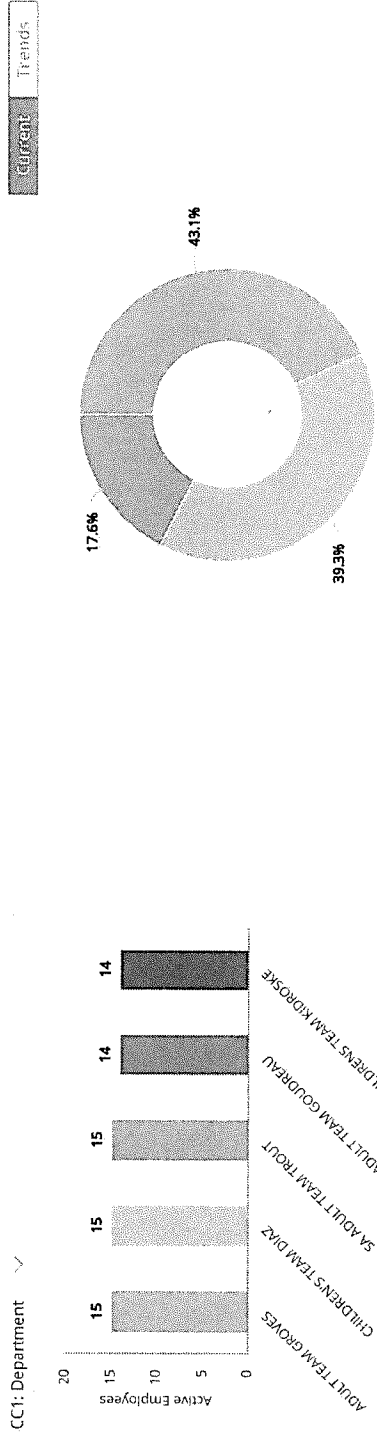
NEW POSITIONS			Posted	Sourcing	Interview	Background	
TBH	HRT01	Human Resources	Trainer				X
TBH	SKOT06	Stockton	Sr Office Tech				
TBH	SKOT07	Stockton	Office Tech				
TBH	STRXS01	Stockton	Education Specialist				X
TBH	SKRXSOT06	Stockton	Clinical Senior Office Tech				
TBH	MDBLRS01	Modesto	Bi-Lingual Referral Specialist				X
TBH	MDSCEST110	Modesto	Service Coordinator Early Start Team One				
TBH	MDSCEST111	Modesto	Service Coordinator Early Start Team One				
TBH	MDSCEST112	Modesto	Service Coordinator Early Start Team One				
TBH	MDSCT310	Modesto	Service Coordinator Team Three				
TBH	MDSCT513	Modesto	Service Coordinator Team Five				
TBH	SACES02	San Andreas	Service Coordinator Early Start				
TBH	SKSCTSD203	Stockton	SD Service Coordinator Team Two				
TBH	SKCMST304	Stockton	Senior Case Management Specialist				
TBH	SKCMST306	Stockton	Senior Case Management Specialist				
TBH	SKSCT512	Stockton	Service Coordinator Team Five				
TBH	SKSCT712	Stockton	Service Coordinator Team Seven				
TBH	SKSCT713	Stockton	Service Coordinator Team Seven				
TBH	SKPMT601	Stockton	Program Manager				
TBH	SKSCT601	Stockton	Senior Service Coordinator				
TBH	SKSCT601	Stockton	Service Coordinator				
TBH	SKSCT602	Stockton	Service Coordinator				
TBH	SKSCT603	Stockton	Service Coordinator				
TBH	SKSCT604	Stockton	Service Coordinator				
TBH	SKSCT605	Stockton	Service Coordinator				
TBH	SKSP04	Stockton	Special Projects-SIR	X	X		N/A
TBH	SKSCSL03	Stockton	Senior Community Services Liaison	X	X		
TBH	SKRDTIFY	Stockton	RD Trauma Informed for Foster Youth				
TBH	SKSCSL01	Stockton	Senior Community Services Liaison	X	X		
TBH	SKSCSL02	Stockton	QA Monitor and Auditor (Senior CSL)	X	X		
TBH	SKSCEST208	Stockton	Service Coordinator ES Team Two				

# Data Insights

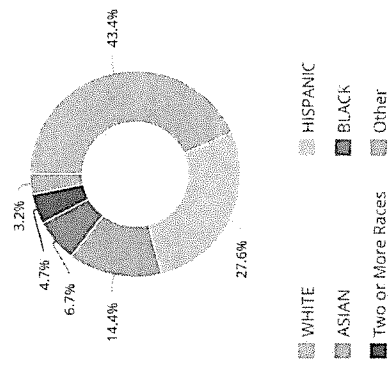
January 2019 - December 2019

Headcount <sup>①</sup>	Hired <sup>②</sup>	Termed <sup>③</sup>	Turnover Rate <sup>④</sup>	Average Tenure <sup>⑤</sup>
341	34	30	8.8%	8.9 (Years)
As of December 2019				

## Active Employees By Department



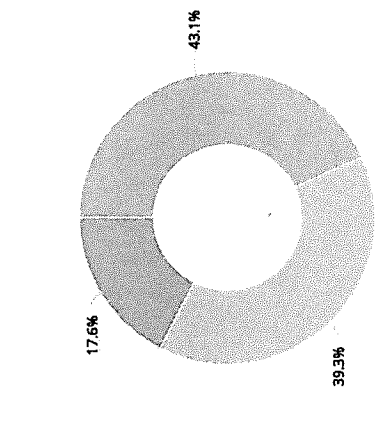
## Ethnicity



## Insights Status

Last data update took place at 12/22/19, 2:58 AM.

## Generation



## Pay Type



## Gender

