



Valley Mountain Regional Center Executive Committee Meeting

Executive Committee: Margaret Heinz, President,
Mohamad Rashid, Vice President, Linda Collins, Treasurer,
Lynda Mendoza, Secretary, Dena Pfeifer, Consumer
Services Chair

Wednesday, 09/02/20, 6:30 PM

Via Zoom Video Conference

<https://zoom.us/j/91927918340?pwd=ckdUWGNaV3ZTVzdwaWROaEtjbXUyUT09>

Meeting ID: 919 2791 8340, Password: 776289

Call in Number: 1-669-900-6833

For Spanish Translation, Dial 1-866-299-7945, Participant Code 7793177#



Meeting Book - Valley Mountain Regional Center Executive Committee Meeting

Executive Committee Meeting Agenda

A. Review and Approval of Meeting Agenda Action Item
Margaret Heinz

B. Review and Approval of Executive Committee Meeting Minutes of Action Item
08/05/20
Margaret Heinz

Exec Com Minutes 08 05 20.pdf

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C. Public Comment
Margaret Heinz

D. Items for Approval
Margaret Heinz

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

Data_Insights_Overview_2020-07-29_at_09_28AM.pdf

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Copy of 202-2021 Recruiting-Staffing.xlsx

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F. President's Report
Margaret Heinz

G. Next Meeting - Wednesday, October 7, 2020, 6:30 PM, via Zoom
Video Conference



Executive Committee Meeting Minutes

08/05/2020 | 06:30 PM - 07:30 PM - Pacific Time (US & Canada)

Committee Members Present: Lynda Mendoza, Dena Pfeifer, Margaret Heinz, Linda Collins

Informed Absence: Mohamed Rashid

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

Public Present: Carlos Hernandez (meeting interpreter), Lori Smith

Margaret Heinz called the meeting to order at 6:30 PM

A. Review and Approval of Meeting Agenda

Dena motions, Lynda seconds, unanimous consent

B. Review and Approval of Executive Committee Meeting Minutes of 07/01/20

Lynda motions, Dena seconds, unanimous consent

C. Public Comment

D. Items for Approval

E. Items for Discussion

1. Executive Director's Report – Tony Anderson

Throughout July we hosted several presentations to review the outcomes from the Kinetic Flow surveys. We held one for the managers only, one for all staff, one for families and consumers, one for the provider community, and one for our self-advocates during the SAC6 Friday Zoom Chats. All presentations were well attend except for the families events. Next steps for the strategic plan is to have a presentation during the board of directors meeting this month then I will move forward with facilitating our next plan for VMRC.

I am now attending four meetings a month with our provider community. The first is the regular planning meeting with our leadership team of the CLASP, then the regular membership meeting of CLASP and then two subgroups one focused on day programs and the other focused on residential services. There is a lot happening in our service system due to the state's response to COVID-19 and our regional center implementation of several new and changing rules.

I received a status report with Claudia Reed our CFO and Beverly Davis our contractor working to create policies and testing procedures to keep our regional center in compliance with HIPAA laws and requirements. The project implementation proposal is about 60% complete and should be ready for first review in 2-3 months.

Organizing a few new workgroups:

- Reinventing Day Services/Non-residential Services
- Funding for Technology and Internet Access
- Strategic Planning

2. Notable Consumer Information – Tony Anderson

The month of July was our worst month regarding exposures to COVID-19. From March through May we had 5 confirmed cases and through June the number was 21. But in the month of July our total has increased to 77 meaning 73% of our cases occurred in the month of July. One of the regular activities of VMRC is to have our Risk Management team review all deaths of our consumers but we have instituted a separate process for deaths related to COVID-19 to get a focused analysis of everything we are doing to prevent the exposures and spread of this dangerous virus.

3. Vendor Information – Tony Anderson

See above section.

4. Self-Determination Update – Tony Anderson

Our Self-Determination team led by Cindy Mix, her program managers Liz Diaz and Angie Sheer, and three Service Coordinators David Narbona, Tania Candelaria, and Michele Poaster will be participating in a meeting with DDS and a few other regional centers to advise the department on our positive experiences and successes with Self-Determination.

5. Other Matters – Tony Anderson

We held our bi-annual all staff meeting on Wednesday July 29th to provide updates for the staff a deliver agency-wide messaging on our priorities and any new policies, training on team work and self-care while working at home, and a celebration of longevity milestone for many of our staff. The recognition of longevity also included a few words of wisdom from a few of the following 30 year staff:

1. Nicole Weiss
2. Nikki Gillespie
3. Catherine “Cathy” Johnson
4. Maria Melgarejo

This event was held online and was a huge success because of the hard work of our entire IT team, several managers who helped test out the process, and Doug Bonnet who managed the entire event. Here's an overview of the day:

9:50 AM – 10:00 AM	Join Waiting Room
10:00 AM – 10:05 AM	Tech Brief with Doug
10:05 AM -10:25 AM	Welcome from Tony
10:25 AM -10:30 AM	Dance Break/Grab a Coffee/Tea /Bathroom Break
10:30 AM – 11:00 AM	One Year Later - Celebrating our Coronations w/ Chris Littlefield
11:00 AM – 11:30 AM	Epic Virtual Scavenger Hunt (Bring Computer, Phone, and Paper & Pen)
11:30 AM - 12:00 PM	Lunch
12:00 PM -12:50 PM	Being Resilient & Self Care in Times of Uncertainty (Bring your Lunch, Paper, & Pen)
12:50 PM - 1:00 PM	Dance Break/Grab a Coffee/Tea /Bathroom Break
1:00 PM to 1:30 PM	Service Awards and Closing

6. Personnel and Union Update – Bud Mullanix

Bud discussed Doug's job description:

1. Although we had a good understanding of the duties we did not understand how much time and effort would need to be demonstrated to be successful.
2. Doug's performance as a whole exceeds expectations
3. Even though he does not manage staff he does manage many large projects
4. There have been additional duties added to his job description since it was originally developed.
5. See as a value member to the senior leaders and has worked hard to build trust and rapport
6. Actual duties and performance exceeds his current job responsibilities and pay scale
7. Change the job description to add, "This position will be responsible for researching and applying for grant funding to support special projects of Valley Mountain Regional Center not funded in the state's budget allocation to VMRC."
8. Change his salary scale to be in line with the Program Manager job.

Linda Collins made a motion to increase Doug's salary with the change of duty. Dena Pfeifer seconded the motion. Doug's salary increase with the change of duty was approved unanimously.

8 staff tested positive COVID-19, 2 required hospitalization, all are recovered. The precautions that we are doing are paying off.

We are at 357 employees, had 4 start this week. We have 6 more in background. Will be at 363 by our next meeting.

Staff meeting with HR today. This week we got lots of calls from staff who are parents and are stressed out due to having to do digital learning and work from home.

Margaret do you have anything that you have that we can send out to our staff on that? If you happen to have anything that you can share please let me know?

Margaret – I wish I had all of the answers, but I don't. The school districts should be sharing information on this. I suggest for staff that they can flex their hours a lot to help their children.

Bud – I'm worried about 2 things...1 people wanting to go part time, or people leaving all together worrying about educating their child.

F. President's Report – Margaret Heinz

My topic was going to be on education. See above.

If you know a parent, teacher, special education teacher, please give extra TLC at this time. Everyone is nervous from parents, teachers and students. Even my district does not have answers and hasn't gotten back to me yet. It will be a big learning curve. Lots of TLC, accommodations and adjustments if you can.

Thank you for the Health Advisories. I share them all over the place.

Thank you Christine for the Fair Hearing survey.

ARCA board delegates meet regularly. We are really a couple of steps ahead. Thank you Tony for keeping us ahead.

Education parallels our day programming.

G. Next Meeting – Wednesday, September 2, 2020, 6:30 pm via Zoom Video Conference

Active Filters:

Headcount ⓘ

353

As of July 2020

Hired ⓘ

44

Termed ⓘ

33

Growth Rate ⓘ

3.2%

Turnover Rate ⓘ

9.7%

Average Tenure ⓘ

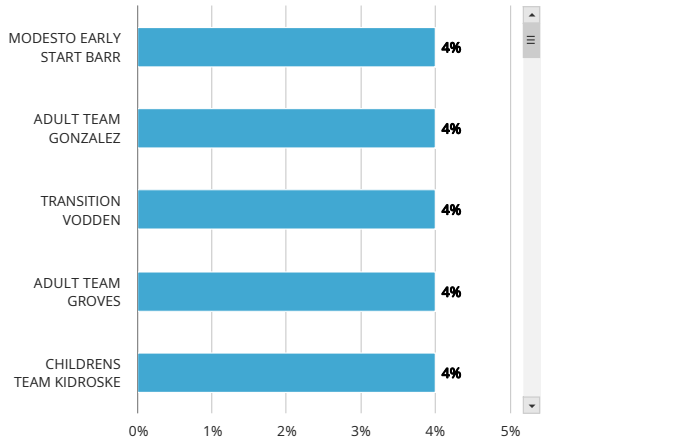
8.9

(Years)

Active Employees

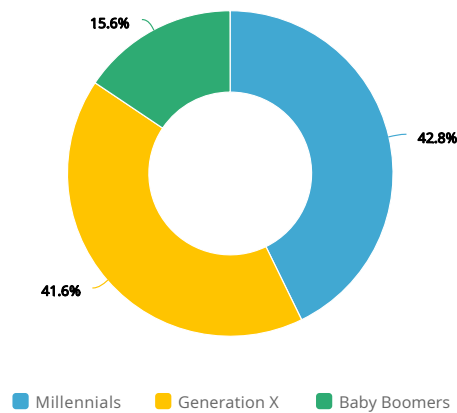
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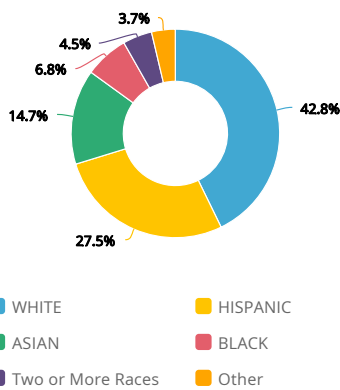


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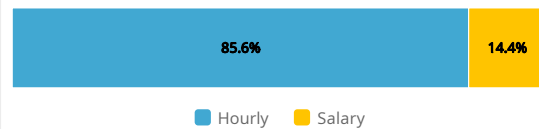
Current Trends



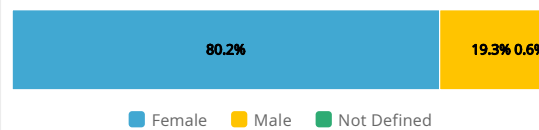
Ethnicity



Pay Type



Gender



Insights Status

Last data update took place at 7/29/20, 2:58 AM.

New positions requested

		# Emp	
POS	Fiscal Assistant	2	Debbie
CM	Service Coordinators	2	?
CM	Case Aides	7	?
Clinical	Administrative Assistant	1	?
Intake	Senior Intake Coordinator	1	Tara
Early Start	ES Service Coordinator	1	Nikki
Clinical	BCBA	1	Claire

Bring forward some of last years unfilled positions

CM	Service Coordinators	10	only 4
CM	Senior Service Coordinator	1	Cindy J
CM	Program Manager	1	Cindy Mix
RD	Foster Grandparents	1	?
Fiscal	Fiscal Assisatn	1	Debbie
Clinical	Service Coordinator	1	Tricia
CM	Service Coordinator	1	Mary Ann
CM	Service Coordinator	1	Angie
CM	Service Coordinator	1	Amy

BACKFILL		Sourcing	Interview
Stockton	Service Coordinator Team Four	x	x
Modesto	Service Coordinator Team One	x	
Modesto	Service Coordinator Team Four	x	x
Stockton	Service Coordinator Team Seven	F	
Modesto	Senior Service Coordinator Team Five	x	
Stockton	Service Coordinator Children's	x	x
Stockton	Community Service Liaison (1)	x	
Stockton	Service Coordinator Adult	x	x
Modesto	Service Coordinator Children's	x	
Modesto	Service Coordinator Adult	x	
Stockton	Service Coordinator Children's	x	
San Andreas	Senior Service Coordinator	x	
San Andreas	Service Coordinator	x	x
San Andreas	Service Coordinator	x	x
San Andreas	Service Coordinator	x	x
San Andreas	Service Coordinator	x	x
Stockton	ES Service Coordinator	x	
Modesto	Senior Office Tech	x	
Stockton	Case Management Specialist	x	x
Stockton	Case Management Specialist	x	x

Stockton	Service Coordinator	X	X
Stockton	Senior Community Service Liaison RD	X	X
Stockton	Cultural Specialist	X	X
Stockton	Service Coordinator	X	X
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	X
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Modesto	Service Coordinator	X	
Modesto	Service Coordinator	X	X
Modesto	Service Coordinator	X	X
Modesto	Service Coordinator	X	X
Modesto	Service Coordinator	X	X
Modesto	Service Coordinator	X	X
Stockton	Fiscal Assistant	X	X
Stockton	Service Coordinator	X	X
Stockton	Service Coordinator	X	X
Modesto	Service Coordinator Adult	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	X
Stockton	Service Coordinator	X	X
Modesto	Service Coordinator	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Stockton	Senior Office Tech	X	
Modesto	Service Coordinator	X	
Stockton	Community Service Liaison (1)	X	X
Stockton	Service Coordinator	X	X
Modesto	Senior Service Coordinator	X	X
Modesto	Intake Coordinator	X	
San Andreas	Service Coordinator	X	
Modesto	Office Tech/ Receptionist	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Stockton	Service Coordinator	X	
Modesto	Service Coordinator	X	

4 open BF's for SC and the 6 SC's starting below that equals the 10 in the report. 😊

5 open backfills including carry over from last year

Background Offer \$	EE Name	Replacement	Manager	
x	Olivia Held	Yang Lor	Mary Ann Gonzalez/ Stk	Filled
	Erica White	Yesneia Melcor	Lena Dobson/Mod	Filled
x	Jennifer Stone	Weston Perry	Neidra Clayton/Mod	Filled
	Ashley Sterling	Nissie Ambion	Karen Jendsen/Stk	filled
	Anna Sims	Elsabeth Johnson	Pam Kidroske/Mod	filled
N/A	Alexander Ponce	Albert Garcia	Danielle Wells/Stk	Filled
	Linda, Wanda, Josh Kaiyah/Erick		Patricia Green/Stk	Filled 2
x	Erica Barajas		Mary Ann Gonzalez/ Stk	Filled
	Miriam Brambila (P Teresa Dixon		Amy Browning/Mod	Filled
	Stephanie Chinsam Lue Thao		Lena Dobson/Mod	Filled
	Monica Cazares	SunJum Hadal	Julie De Diego/Stk	Filled
	Jenna Settlemoir	Josie Craig	Rhonda Trout	Filled
x	Brittney Coleman	Timothy Bulger	Rhonda Trout	Filled
x	Johanna Powell	Logan Malavey	Rhonda Trout	Filled
x	Josie Craig	Casey Robertshaw	Rhonda Trout	Filled
x	Karen Cloyd (April)	Kim Reiner	Rhonda Trout	Filled
	Olivia Held	Jaslyn Valencia	Tricia Simmons	Filled
	Lily Mendoza	Margaret Romo	Chrissy Lopez/ Mod	Filled
	Maria Garcia	Tim Mangrich	Nicole Weiss	Filled
	Alissa Agbulos	Chris Pillsbury	Nicole Weiss	Filled

	Janelle Van Dyk	Malik Turner	Angie Shear	Filled
	Jason Toepel	Jessica Gonzalez	Robert Fernanadez	Filled
	Carlos Hernandez	Gabby Lopez	Cindy Mix	Filled
	Tim Mangrich	Nicole Marjon	Mary Ann Gonzalez/ Stk	Filled
	Chris Pillsbury	Alicia Loza	Mary Ann Gonzalez/ Stk	Filled
	Erick Hernandez	Ja'Ree Clayton	Erin Gouldreau	Filled
x	Pa Yang/Bianca Mo	Sarah B/Azucena V	Danielle Wells/Stk	Filled
	Rukaiyah Jones	Malik Turner	Angie Shear	Filled
	Jessi Dhillon	Grace Rehman	Mary Ann Gonzalez/ Stk	Filled
	Gabby Lopez	Nicky Brenes	Pam Kidroske/Mod	Filled
	Teresa Dixon	Katie S	Neidra Clayton/Mod	Filled
x	Elizabeth Johnson	Matthew Threet	Neidra Clayton/Mod	Filled
x	Michele Poaster	Annabel Oshana	Pam Kidroske/Mod	Filled
x	Victor Gonzalez 1/2	Vanessa Astorga	Pam Kidroske/Mod	Filled
	Prajot Kaur	Stephanie Sommerfie	Linda Barr/ Mod	Filled
	Paoshoua Vue		Debbie Beyette	
	Brieann Santos	Kayla Vang	Nikki Gillespie	Filled
x	Jessica Gonzalez	Brianna Gall	Danielle Wells/Stk	Filled
	Julie Vangvichit	Katie S	Lena Dobson/Mod	Filled
	Roxanne Morales	Vanessa Alexander	Julie De Diego/Stk	Filled
	Nicky Brenes	Jacklynn Dunn	Linda Barr/ Mod	Filled
x	Grace Rehman	Sherri Jones	Tricia Simmons	Filled
x	Jose Vasquez	Benjamin Gonzalez	Angie Shear	Filled
	Jenny Proce	Vanessa Designa	Linda Barr/ Mod	Filled
	Nerieda Brisceno	Michelle Romero	Nikki Gillespie	Filled
		Deanna Wageman	Liz Diaz/ Stk	Filled
	Carrie Vsquez	Ray Baguio	Corina Ramirez/RD	Filled
	Katie S	Renato Gutierrez	Neidra Clayton/Mod	Filled
		Katie Murphy	Patricia Green/Stk	Filled
	Kalleann Sokbour	Jessica Zamora	Danielle Wells/Stk	Filled
	Danielle Johnson	Jessica Swope	Linda Barr/ Mod	Filled
	Jessica Swope Barri	Destiny Edwards	Kazu Enoki/ Mod	Filled
	Kimberly Rainier	Brett Bunge	Rhonda Trout	Filled
	Marciela Rodriguez	Brenda Collins	Cindy Strawderman	Filled
	Hortensia Perez	Ais Her	Liz Diaz/ Stk	Filled
	Johanna Powell		Tricia Simmons	Filled
	Johanna Powell		Angie Shear	
	Destiny Edwards		Amy Browning/Mod	