



Executive Committee Meeting

Wednesday, August 10, 2022, 6:30 PM

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

702 N. Aurora Street

<https://us06web.zoom.us/j/83113012823?pwd=RFF2eCtkUGVKbVB1YktkenhhYnJMZz09>, Meeting ID: 831 1301 2823, Passcode: 789690, One tap mobile +16699006833

Stockton, CA 95202, 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 - Executive Committee Meeting

Executive Committee Meeting

A. Review and Approval of Meeting Agenda Action
Margaret Heinz

B. Review and Approval of Executive Committee Meeting Minutes of 07/13/22 Action
Margaret Heinz

C. Public Comment
Margaret Heinz
Each member of the public may have 3 minutes for comment. If a translator is needed, 6 minutes will be given.

D. Items for Approval
Margaret Heinz

1. Family Wellness Coordinator Approval Action
Tony Anderson/Bud Mullanix/Claire Lazaro

2. Diversity, Equity, and Inclusion (DEI) Specialist Action
Tony Anderson

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
Tony Anderson and Bud Mullanix

F. President's Report
Margaret Heinz

G. Next Meeting - Wednesday, September 14, 2022, 6:30 PM, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid)
Margaret Heinz



Minutes for Executive Committee Meeting

07/13/2022 | 06:30 PM - 07:30 PM

Via Zoom Video Conference

Committee Members Present: Margaret Heinz, Lynda Mendoza, Suzanne Devitt

Committee Members Absent: Linda Collins, Alicia Schott

VMRC Staff Present: Doug Bonnet, Tony Anderson, Christine Couch, Bud Mullanix, Tara Sisemore-Hester

Public Present: Irene Hernandez – Interpreter

A. Review and Approval of Meeting Agenda

Margaret Heinz reviewed the agenda. Lynda Mendoza made a motion to review the agenda. Suzanne Devitt seconded the motion. The motion passes with unanimous consent.

B. Review and Approval of Executive Committee Meeting Minutes of 06/08/22

Margaret Heinz reviewed the minutes. Suzanne Devitt made a motion to approve the minutes of 06-8-2022. Lynda Mendoza seconded the motion. The motion passes with unanimous consent.

C. Public Comment

n/a

D. Items for Approval

Fiscal Self-Determination Specialist Approval

Action

Tony Anderson and Bud Mullanix reviewed the new position. Lynda Mendoza made a motion to approve the Fiscal Self-Determination Specialist position. Suzanne Devitt seconded the motion. The motion passes with unanimous consent.

E. Items for Discussion

Executive Director's Report

1. Disparities Grant \$100,000: Partners in Policymaking

PIP “teaches people with disabilities and family members the power of advocacy to positively change the way people with disabilities are supported, viewed, taught, live and work.

The focus of the partnership expands from one with legislators and local politicians, the regional center, and education officials, to community groups and educators and providers.

This proposal is different from even the standard Partners in Policymaking Program because it will be held primarily in Spanish so that our monolingual Spanish speaking families are the primary focus instead of the group needing additional accommodations.

In the end of the project participants will gain information and knowledge of the whole community system, they will learn why and how services and service systems were created and how advocates participate in their oversight and how they work to change them when needed. Curriculum The training will be an eight months (one weekend a month) intensive experience with participants often making lifelong connections with other advocates and policymakers of various levels. Some of the topics of the program will include the following:

- a. History of the Disability Community/Advocacy Movement
- b. Inclusive Education
- c. Service Coordination (Case Management and Self-Directed Services)
- d. Person-Centered Planning and Person-Centered Thinking
- e. Supported, Competitive, & Customized Employment
- f. Supported Living/Home of Your Own
- g. Community Organizing, Advocacy, and Meeting with Public Officials
8. Having a Vision for the Future
- h. State Legislation and Federal Legislation and the Processes
- i. Parliamentary Procedures for Boards, Commissions, Councils, Committees, etc.
- j. Serving on Boards
- k. Assistive Technology, Positioning, and Behavior
- l. Media and Communications Skills
- m. Graduation Ceremony and How to Maintain an Advocacy Network into the Future

2. The Language Access & Cultural Competence Plan \$285,000: LAC Plan

We submitted this plan last week and at this phase in the initiative our focus is on assessing the needs and creating the positions that will help us increase access of all information we provide to the community and our consumers and families and improve our cultural competency as a regional center. We propose hiring a Diversity, Equity, and Inclusion manager, language access liaisons, and consultant to help us bridge the gap between VMRC and our communities of color, culture, and faith, disability, etc.

3. Family Wellness Grant \$1,598,466 (two years): VMRC Family Wellness Pilot Project
Family wellness services will include but need not be limited to early identification of stressors, opportunities to build networks for peer support, help developing effective and positive caregiving strategies, and warm hand-offs to applicable resources. We plan to hire a coordinator, licenses therapist, clerical support to manage and measure the implementation of this wellness project.

4. Performance Measures: Person-Centered Thinking, Diversity and Implicit Bias Training,

Notable Consumer Incidents/Complaints

BM moved from College Hospital after several years to our new home, Delaware by Merakey.

Unfortunately, he had an aggressive episode against staff and law enforcement was involved. He was held at behavioral health for 3 days and then released back to the care home. He is currently stable.

Mikey is planning a move to the ACRC on approximately August 1. He is conserved by DDS and has an involved parent who is not pleased with our services and timelines.

The restructure for children's teams continues and parents are very excited and thankful for the change.

Vendor Issues

We have a provider who applied for a level and rate change last November 2021 was approved for the change on March 1, 2022. There are several reasons why this application took so long but none of these reasons are under dispute. She is requesting to be paid back to January 1, 2022. She said she should be reimbursed for providing the higher level more expensive level of service since she did it from the beginning of her application according to her. In reviewing her records she did not even meet the basic standard for the lower level home. Her request under 4731 was denied and she is appealing to DDS and using an attorney to sue.

Union and Other Staff Issues

Defer to Bud.

Self-Determination Updates

- Self-Determination Advisory Committee to the Director Co-Chair - Appointed by the Director of the Department of Developmental Services.
- The FMS costs are no longer coming from the consumer's budget.
- We will be meeting with our Fiscal Management Services providers to take a look at how things are working for our consumers and what changes we may need to pursue to make improvements.
- We have one FMS who has stopped taking referrals and we will meet with them after the others to determine what changes might need to be implemented to bring them back on line.

Other Matters

Together with our provider community we are currently working in a collaboration with the Alta regional center and some of their providers on a project to promote the value and contributions of people with disabilities and their families. Our goals are to:

- Change the stereotypes about the workforce
- Have people working with us not just for the paycheck and that this career choice will not be a binary decision, such as choosing between making a living wage and working a job you'll love and make a difference.
- Promote and show the value of our community
- Pass on the things that are working for some organization to other organizations
- Promote the social justice component of the work we do and show the community how positive this is.
- Attract more qualified applicants and have less vacant positions. We'll not just fill positions, but we'll attract and hire mission career employees.
- People will be stay in the field longer
- Make our jobs front of mind for people in early career times of their lives.
- Achieve equal acknowledgement of our careers as other well-established professions like education.
- Make sure people don't just know the job, but they know the profession.
- Deliver and effective public message that will ensure the public will hold our families and people with disabilities in high regard.

Personnel and Union Update

No issues right now, working very collaboratively with the union.

Ended at 411 staff, with 90 hires and a loss of 53. Growth rate 10%; turnover rate was 13% with a lot of retirements. Average tenure is over 8 years.

F. President's Report

Board retreat in December. Board dinner is Friday night. ARCA Executive Director's assessment completed on Amy. Reviewed IHSS workers receiving additional training on emergency services.

DDS has grants available for ideas on employment – check it out.

A family contacted her and shared their wonderful story of completed home modifications which has allowed their son to remain in the family home.

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Job Description

TITLE: Family Wellness Coordinator

REPORTS TO:

Compensation: \$85,000 (Need to calculate steps)

Step 1-3 out of 7 steps

Step 1 \$85,000 Step 2 \$89,250 Step 3 \$93,712 Annual/Exempt

General Statement of Duties: *Family Wellness Coordinator*

Supervision Direct report - Family Wellness Navigator Reports to - Clinical Director

Family Wellness coordinator work to assist the Project Manager/Clinical Director with the coordination of resources, equipment, meetings, and information. They organize projects with the goal of getting them completed on time and within budget.

Job Description

The Family Wellness Coordinator who will be in charge of assisting the Project Manager/Clinical Director in organizing our Family Wellness Project. This task involves monitoring project plans, schedules, work hours, budgets, and expenditures, organizing and participating in stakeholder meetings, and ensuring that project deadlines are met in a timely manner.

To be successful as a family wellness coordinator, you will need to be able to work on tight deadlines, be competent in using Microsoft Office applications such as Word and Excel, and have exceptional verbal, written, and presentation skills. A bachelor's degree in a related field of study and at least three (3) years of relevant experience is required for consideration.

Duties and Responsibilities:

- Maintaining and monitoring project plans, project schedules, work hours, budgets, and expenditures.
- Organizing, attending, and participating in stakeholder meetings.
- Documenting and following up on important actions and decisions from meetings.
- Preparing necessary presentation materials for meetings.
- Ensuring project deadlines are met.
- Determining project changes.

Page 1 of 2
LAST REVISION: MAY 2022

This job description describes key responsibilities and duties and is subject to periodic revision.

VMRC Job Description – Care Coordinator

- Providing administrative support as needed.
- Undertaking project tasks as required.
- Developing project strategies.
- Ensuring projects adhere to frameworks and all documentation is maintained appropriately for each project.
- Assess project risks and issues and provide solutions where applicable.
- Ensure stakeholder views are managed towards the best solution.
- Chair and facilitate meetings where appropriate and distribute minutes to all project team members.
- Create a project management calendar for fulfilling each goal and objective.
- Other duties as assigned.

Requirements:

- Bachelor's degree in business or related field of study.
- Three years of experience in a related field.
- Exceptional verbal, written, and presentation skills.
- Ability to work effectively both independently and as part of a team.
- Experience using computers for a variety of tasks.
- Competency in Microsoft applications including Word, Excel, and Outlook.
- Knowledge of file management, transcription, and other administrative procedures.
- Ability to work on tight deadlines.