



# Finance Committee Meeting

Wednesday, May 10, 2023, 5:30 PM

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

702 N. Aurora Street

Stockton, CA, 95202

[https://us06web.zoom.us/j/81929027071?](https://us06web.zoom.us/j/81929027071?pwd=SzF4UWw0YTNOVXNMbml1dkhLOFBNQT09&from=addon)

[pwd=SzF4UWw0YTNOVXNMbml1dkhLOFBNQT09&from=addon](https://us06web.zoom.us/j/81929027071?pwd=SzF4UWw0YTNOVXNMbml1dkhLOFBNQT09&from=addon), Meeting ID: 819 2902 7071,  
Passcode: 846017, One tap mobile +16699006833



## Meeting Book - Finance Committee Meeting

### Finance Committee Meeting

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

Alicia Schott

#### B. Review and Approval of Executive Committee Meeting Minutes of 04/12/23

Alicia Schott

Action

#### C. Approval of Contracts over \$250,000

Corina Ramirez

Action

#### D. Fiscal Department Update

Melissa Stiles

##### 1. Contract Status Report (CSR)

Action

##### 2. Purchase of Service (POS) Expenditures

##### 3. Operations (OPS) Expenditures

#### E. Next Meeting - Wednesday, June 14, 2023, 5:30 PM, VMRC

Stockton Office Cohen Board Room and via Zoom Video

Conference (Hybrid)

Alicia Schott



## Minutes for Executive Committee Meeting

04/12/2023 | 06:30 PM - 07:30 PM

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

**Committee Members Present:** Jose Lara, Margaret Heinz, Lynda Mendoza, Alicia Schott, Suzanne Devitt, Linda Collins

**Committee Members Not Present:** None

**VMRC Staff Present:** Doug Bonnet, Christine Couch, Tony Anderson, Evelyn Ledesma Solis, Bud Mullanix, Mark Crear

**Public Present on zoom:** Irene Hernandez (interpreter), Erynn (QATA), Mello (QATA), Quality Assured Training and Advocacy Hill, 19166, Monica, Jarieu (QATA), Margarita King

**Public Present in person:** Isela Bingham (interpreter)

Margaret Heinz, President, called the meeting to order at 6:30pm.

### A. Review of Meeting Agenda

The committee reviewed the agenda. No Comments.

### B. Review and Approval of Executive Committee Meeting Minutes of 03/08/23 – Action

The committee reviewed the Executive Committee Meeting Minutes of 03-08-2023. Alicia Schott made a motion to approve the Executive Committee Meeting Minutes of 03-08-2023. Lynda Mendoza seconded the motion. The Executive Committee Meeting Minutes of 03-08-2023 were approved unanimously.

### C. Public Comment

none

## D. Items for Approval

none

## E. Items for Discussion

### 1. Executive Director's Report

- San Joaquin County Child Abuse Prevention Symposium was today I moderated a panel of VMRC staff and Doreen Bestolarides, focused on child abuse prevention of children with developmental disabilities. Doug is on the organizing committee and has been a commission on the Children Service Coordinating Commission for many year.
- The 2023 CHOICES Conference is back and will be held on April 14th at the SJ County Office of Education. I have a five minute limited to my welcome speech and they say they will hold me to it.
- AB 1147 is a bill that would make several changes to the regional centers. Our association, ARCA, does not have a position on the bill so it's very important that we not make public expressions of support or opposition at this time because it may be perceived as us negotiating around ARCA. If the bill is still around this summer we can get a presentation training from ARCA to understand the content and process issues for tis proposal.
- The Little Hoover Commission has still not published their report but we anticipate this will be published soon and public policy changes are expected. The lead for the report says, "Lawmakers have invested significantly to strengthen various aspects of the state's developmental disabilities system in recent years, including providing funding to improve the system's information technology infrastructure, data collection efforts, and service access and equity. Much of this work is ongoing, yet questions remain..."
- Our HCBS evaluator Anna Simms reported that all the providers in our region have come into compliance with Home and Community Based Services setting rules as required by Medicaid. Anna and her team did an amazing job and we are happy to report that no consumer had their services disrupted.
- After significant negotiations and analysis we have decided to end our contract with Tenisi and Bud will contract with an experienced IT professional that will support the team and our IT department. - This is not a staff issue but if Bud and the contractor feel we have a good match we may develop a job description which will come to the executive committee.

### Notable Consumer Incidents/Complaints

TMS Issue– Christine Couch, Director of Case Management Services shared the new policy of the payee, Trust Management Services (TMS). TMS will not support an account balance in excess of \$2000. The accounts that have a balance greater than \$2000 are due to the stimulus funds received over the last two years. TMS expects these stimulus funds to be spent no later than April 27, 2023.

### Vendor Issue

The next events for the DSP Collaborative with Alta are two job fairs. Here's the commercial we're planning to run on television:

<https://www.dropbox.com/scl/fo/lirsebm8qr2h1xemkewbz/h?dl=0&preview=DSP+Expo+30+s+ec+commercial+v2.mp4&rlkey=a0mbuu6vtoar9so2xqjb310w1>

### Union and Other Staff Issues

We want to make the employment specialist position an exempt status position. The negotiations are still ongoing. Personnel and Union Update – Bud Mullanix, Director of Administration Services shared that the current staffing is 488 with the 10 new staff starting. We are working collaboratively with the union on some projects.

### **Self-Determination Updates**

- SDP Update
- I recently moved the SDP team into the Adult Case Management Department. Liz Diaz now reports to Christine Couch (Tara now has the San Andreas office management under her department).
- Regional centers shall require only the documents provided in the enclosed packet for all potential vendors interested in providing Self-Directed Supports. Any deviation from the use of this packet requires advance approval from the Department. The packet includes the following documents:
  - Checklist
  - Qualifications and Agreement Form
  - Financial Management Services Qualifications and Agreement Form
  - Application
  - Disclosure Statement
  - Conflict of Interest Form
  - Business Associate Agreement/HIPAA Form
  - HCBS Provider Agreement Form
  - W-9 Request for Taxpayer Identification Number and Certification

### **F. President's Report**

Margaret thanked Tony Anderson, Claire Lazaro and Doug Bonnet for their hard work on the 23<sup>rd</sup> Annual Child Abuse Symposium. The panel included Delores Bestolarides, Dr. Roxanne Wright and Val Harris.

ARCA Academy, April 29, 2023 is happening and many board members are attending. Tony and Doug will join them on Friday for dinner, with Gaby and Christine supporting board members. Margaret shared this is a great learning opportunity and a great collaboration between regional centers.

### **G. Next Meeting - Wednesday, May 10, 2022, 6:30 PM, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid)**

# Contract Board Approval Report

Contracts Expiring:  
6/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
PV3035	<b>BEYOND BEHAVIOR CA</b> Beyond Behavior California,	048	Client/Parent Support Behavior Intervention Training

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$540,000	7/1/2022	6/30/2023	Tara Sisemore-Hes	Early Start

Rate
\$84.63/hr

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	
\$720,000	7/1/2023	6/30/2024	Auto Renew Amend	Increase NTE\$		33.33%

PropRate
\$84.63/hr

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0427	<b>BRIGHT FUTURES 1</b>	113	Specialized Residential Facility (Habilitation)-DSS-Lice

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$894,548	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$15,978.50 per cons per mo, inclusive of SSI

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	
\$894,548	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		0.00%

PropRate
\$15,978.50 per cons per mo, inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0498	<b>BRIGHT FUTURES 3</b>	113	Specialized Residential Facility (Habilitation)-DSS-Lice

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$815,498	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$15,851.30 per consumer, per month, inclusive of SSI

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	
\$815,498	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		0.00%

PropRate
\$15,851.30 per consumer, per month, inclusive of SSI

# Contract Board Approval Report

Contracts Expiring:  
6/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0448	KHAN GUEST HOME, LLC	113	Specialized Residential Facility (Habilitation)-DSS-Lice

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$847,522	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$12,736.38/cons/mo, inclusive of SSI

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$847,522	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		

PropRate
\$12,736.38/cons/mo, inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
PV1763	SHADMAN HOUSE "Patch"	109	Supplemental Residential Program Support

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$360,000	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$20.27 per hour

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$360,000	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		

PropRate
\$20.27 per hour

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0472	SHADMAN HOUSE	113	Specialized Residential Facility (Habilitation)-DSS-Lice

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$886,916	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$15,851.30 per consumer, per month, inclusive of SSI

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$886,916	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		

PropRate
\$15,851.30 per consumer, per month, inclusive of SSI

# Contract Board Approval Report

Contracts Expiring:  
6/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0446	STEPS HOME Omelagah, Inc.	113	Specialized Residential Facility (Habilitation)-DSS-Lice

## Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$886,916	7/1/2022	6/30/2023	Brian L Bennett	Community Svcs

Rate
\$15,851.30 per consumer per month, inclusive of SSI

## Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$886,916	7/1/2023	6/30/2024	Auto Renewal	Extend Contract		

PropRate
\$15,851.30 per consumer per month, inclusive of SSI



Contract Summary and Board Resolution

Valley Mountain Regional Center's Board of Directors reviewed the contracts below and passed the following resolution:

**RESOLVED THAT** in compliance with VMRC's BOD Contract Policy, the contracts listed below between VMRC and stated vendors were reviewed and approved by the VMRC BOD in Stockton, CA and Board hereby authorized any Officer of the corporation to execute the Agreement without material changes but otherwise on such terms deemed satisfactory to such Officer.

1 Beyond Behavior CA, PV3035 048	\$	720,000
2 Bright Futures 1, HV0427 113	\$	894,548
3 Bright Futures 3, HV0498 113	\$	815,498
4 Khan Guest Home, HV0448 113	\$	847,522
5 Shadman House, PV1763 109	\$	360,000
6 Shadman House, HV0472 113	\$	886,916
7 STEPS Home, HV0446 113	\$	886,916

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.

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Lynda Mendoza, Board Secretary

Date

# Valley Mountain Regional Center

## Contract Status

AS OF: March 31, 2023

	OPS	Grant & Other Allocated Funds	POS Including Federal C	General Total	OPS CPP	START	POS CPP	CPP Total	Fg/SC Total
<b>Current FY 2023</b>									
Contract Year D-1	43,667,697	329,702	312,173,740	356,171,139	243,332	-	100,000	343,332	560,300
Spent to Date	33,577,464	97,479	220,832,199	254,507,142	22,598	-	152,660	175,258	269,998
Unspent	10,090,233	232,223	91,341,541	101,663,997	220,734	-	(52,660)	168,074	290,302
<b>Prior FY 2022</b>									
Contract Year C-4	39,192,861	2,747,349	289,378,596	331,318,806	486,684	1,135,000	1,224,831	2,846,515	497,593
Spent to Date	39,048,616	412,051	258,690,766	298,151,433	486,684	417,510	409,461	1,313,655	344,428
Unspent	144,245	2,335,298	30,687,830	33,167,373	(0)	717,490	815,370	1,532,860	153,165
<b>2nd Prior FY 2021</b>									
Contract Year B-4	34,646,607	-	253,549,473	288,196,080	469,833	-	3,016,620	3,486,453	484,702
Spent to Date	34,639,144	-	244,399,625	279,038,769	469,833	-	2,818,779	3,288,612	465,777
Unspent	7,463	-	9,149,848	9,157,311	-	-	197,841	197,841	18,925

## POS EXPENDITURES

March 31, 2023

	Year to Date	Prior Year to Date	Budget	75.0% % of Total Budget
Community Care Facility	85,586,760	69,932,212	118,000,000	72.5%
ICF/SNF FACILITY	62,182	72,429	450,000	13.8%
Day Care	902,884	1,004,938	1,530,000	59.0%
Day Training	30,925,237	28,234,581	44,000,000	70.3%
Supported Employment	1,292,085	1,341,854	2,250,000	57.4%
Work Activity Program	309,697	334,151	504,000	61.4%
Non-Medical Services-Professional	892,490	1,284,833	1,449,482	61.6%
Non-Medical Services-Programs	19,325,002	18,603,474	27,000,000	71.6%
Home Care Services-Programs	1,184,063	1,063,583	2,500,000	47.4%
Transportation	3,999,040	1,079,129	6,000,000	66.7%
Transportation Contracts	5,308,014	4,644,196	10,864,258	48.9%
Prevention Services	12,305,703	11,481,428	17,000,000	72.4%
Other Authorized Services	28,161,743	21,466,975	38,700,000	72.8%
P&I Expense	59,713	43,024	100,000	59.7%
Hospital Care	-	342,500	630,000	0.0%
Medical Equipment	259,760	272,570	445,600	58.3%
Medical Care Professional Services	3,244,640	3,174,951	4,300,000	75.5%
Medical Care-Program Services	9,696	19,508	50,400	19.2%
Respite-in-Home	25,998,099	21,198,493	34,400,000	75.6%
Respite Out-of-Home	970,627	331,104	1,500,000	64.7%
Camps	34,761	1,990	500,000	7.0%
	<u>220,832,199</u>	<u>185,927,923</u>	<u>312,173,740</u>	<u>70.7%</u>
CPP	152,660	729,813	100,000	152.7%
<b>Total Purchase of Service</b>	<u><b>220,984,859</b></u>	<u><b>186,657,736</b></u>	<u><b>312,273,740</b></u>	<u><b>70.8%</b></u>
ICF SPA RECEIVABLES	\$ 3,136,177			

**OPERATIONS EXPENDITURES**

April 18, 2023

	Year to Date	Prior Year to Date	Budget	79.5% % of Total Budget
Salaries and Wages	22,212,518	20,143,470	28,000,000	79.3%
Temporary Help	20,544	31,703	65,000	31.6%
Fringe Benefits	5,498,140	4,210,600	7,485,767	73.4%
Contracted Employees	125,537	99,839	153,000	82.1%
<b>Salaries and Benefits Total</b>	<b>27,856,739</b>	<b>24,485,612</b>	<b>35,703,767</b>	<b>78.0%</b>

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	1,692,535	1,653,438	2,000,000	84.6%
Facilities Maintenance	673,648	587,664	900,000	74.8%
Information Technology	1,643,680	1,774,899	2,200,000	74.7%
General Office Expense	456,740	292,780	595,000	76.8%
Operating Expenses	195,099	212,995	260,000	75.0%
Equipment	31,715	29,450	80,000	39.6%
Professional Expenses	721,807	367,675	985,000	73.3%
Office Expenses	50,225	70,206	80,000	62.8%
Travel and Training Expenses	255,276	138,149	340,000	75.1%
Foster Grandparent/Senior Companion Expenses	269,998	249,404	560,300	48.2%
CPP Expense	22,598	90,328	243,332	9.3%
<b>Total Operating Expenses</b>	<b>33,870,060</b>	<b>29,952,600</b>	<b>43,947,399</b>	<b>77.1%</b>

**Operating Expenses:** Telephone, Utilities

**Equipment:** Equipment Purchases, Equipment Contract Leases

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

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

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