



VMRC Finance Committee Meeting

Wednesday, August 9, 2023, 5:30 PM

Valley Mountain Regional Center, Stockton Office, Cohen Board Room

702 N. Aurora Street

Stockton, CA, 95202

[https://us06web.zoom.us/j/87205273680?](https://us06web.zoom.us/j/87205273680?pwd=WnpaZ1F5dmRkY2l1Yzk4bFRiYjhrZz09&from=addon)

[pwd=WnpaZ1F5dmRkY2l1Yzk4bFRiYjhrZz09&from=addon](https://us06web.zoom.us/j/87205273680?pwd=WnpaZ1F5dmRkY2l1Yzk4bFRiYjhrZz09&from=addon), Meeting ID: 872 0527 3680, Passcode:
297395

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



Meeting Book - VMRC Finance Committee Meeting

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

B. Review and Approval of the Finance Committee Meeting Minutes of July 12, 2023
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 Services (POS) Expenditures

3. Operations Expenditures

E. Next Meeting - Wednesday, September 13, 2023, 5:30 PM Hybrid
(Stockton Office Cohen Board Room and Via Zoom Video Conference)
Alicia Schott

F. Adjournment
Alicia Schott



Minutes for Finance Committee Meeting

07/12/2023 | 05:30 PM - 06:30 PM

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

Committee Members Present: Alicia Schott, Lisa Utsey, Connie Uychutin, Jose Lara, Dr. Suzanne Devitt, Apriely Sisk

Committee Members Not Present: Margaret Heinz (informed absence), Linda Collins (informed absence)

VMRC Staff Present: Melissa Stiles, Corina Ramirez, Tony Anderson, Doug Bonnet, Brian Bennett

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

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

B. Review and Approval Finance Committee Meeting Minutes of 06/14/23

Lisa Utsey made a motion to approve the Finance Committee Meeting Minutes of 06/14/23. Jose Lara seconded the motion. The Finance Committee Meeting Minutes of 06/14/23 were approved unanimously.

C. Approval of Contracts over \$250,000

Corina Ramirez and Brian Bennett reviewed the Contracts over \$250,000 that expire August 31, 2023 and answered any questions that the Finance Committee Members had.

Letty Leon of R&D Transportation answered any questions about the MV Transportation contract being renewed.

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

The MV Contract was not on the resolution page but is included the approvals tonight. Corina will get Doug a new resolution page to include for the 07/26 Board Meeting for final approval.

D. Fiscal Department Update

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

Connie Uychutin made a motion to approve the Contract Status Reports as presented. Jose Lara 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, August 9, 2023, VMRC Stockton Office Cohen Board Room and Via Zoom Video Conference (Hybrid)

Contract Board Approval Report

Contracts Expiring:
9/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
H15677	Blue Mountain Transit	875	Transportation Companies

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$1,404,000	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate
\$1.96 per actual mile; \$11.63 per bus aide per hour

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$1,404,000	10/1/2023	9/30/2024	Auto Renewal	Extend Contract		

PropRate
\$1.96 per actual mile; \$11.63 per bus aide per hour

VendorNumber	VendorName	SrvcCode	VendorCategory
SV0016	Camello Supported Living Services	896	Supported Living Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$720,000	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate
\$35.03/HR

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$720,000	10/1/2023	9/30/2024	Auto Renewal	Extend Contract		

PropRate
\$35.03/HR

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0460	J Ballelos Comm Integration Progm CITP	55	Community Integration Training Program

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$720,000	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate
\$96.78/cons/day

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	8.33%
\$780,000	10/1/2023	9/30/2024	Auto Renew Amend	Increase NTE\$		

PropRate
\$96.78/cons/day

Contract Board Approval Report

Contracts Expiring:
9/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
HV0414	Linden Grove, LLC	113	Specialized Residential Facility (Habilitation)-DSS-Lice

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$981,792	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate
\$15,851.31 cons/mo, inclusive of SSI

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$981,792	10/1/2023	9/30/2034	Auto Renewal	Extend Contract		

PropRate
\$15,851.31 cons/mo, inclusive of SSI

VendorNumber	VendorName	SrvcCode	VendorCategory
PV2224	Ms Chrissie's Fishies	102	Individual or Family Training

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$313,834	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate
\$435.88 per session (10 total, 30-minute classes)

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$313,834	10/1/2023	9/30/2024	Auto Renewal	Extend Contract		

PropRate
\$435.88 per session (10 total, 30-minute classes)

VendorNumber	VendorName	SrvcCode	VendorCategory
PV0527	PEDS-Prof Evals & Developmental Svc	116	Early Start Specialized Therapeutic Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$3,800,000	10/1/2022	9/30/2023	Tara Sisemore-Hes	Early Start

Rate
\$134.35/hr-Home Visits; \$222.54/discipline-Intake Elig Evals & clinical specialist asmts; \$273.48/Intake Elig Eval w/FAMA; \$290.77 per ASD Eval; \$228.21/OOA; \$134.95 hrm NTE 7 hrs/ for AAC; \$376.61/PT-OT DME Eval; \$0.505/m; \$431.06/SIA

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	0.00%
\$3,800,000	10/1/2023	9/30/2024	Auto Renewal	Extend Contract		

PropRate
\$134.35/hr-Home Visits; \$222.54/discipline-Intake Elig Evals & clinical specialist asmts; \$273.48/Intake Elig Eval w/FAMA; \$290.77 per ASD Eval; \$228.21/OOA; \$134.95 hrm NTE 7 hrs/ for AAC; \$376.61/PT-OT DME Eval; \$0.505/m; \$431.06/SIA

Contract Board Approval Report

Contracts Expiring:
9/30/2023

VendorNumber	VendorName	SrvcCode	VendorCategory
SV0030	Sierra Environmental & Social Svcs SESS, Inc.	896	Supported Living Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$2,400,000	10/1/2022	9/30/2023	Brian L Bennett	Community Svcs

Rate

\$34.36/hour; \$0.32 per mile for approved out of area appts.

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	
\$2,580,000	10/1/2023	9/30/2024	Auto Renew Amend	Increase NTE\$		7.50%

PropRate

\$34.36/hour; \$0.32 per mile for approved out of area appts.

VendorNumber	VendorName	SrvcCode	VendorCategory
PV1796	Teamwork Speech Therapy	116	Early Start Specialized Therapeutic Services

Current Contract:

NTE	EffecDate	ExpDate	ResponsibleStaff	ResponsibleDept
\$400,000	10/1/2022	9/30/2023	Tara Sisemore-Hes	Early Start

Rate

\$129.53/hr-Home Visits; \$171.17/discipline-Intake Elig Evals & Clinical Spec Asmnts; \$199.68/Intake Elig Eval w/Family Asmnt; \$0.505/mile-Home Visits.

Proposed Contract:

PropNTE	PropEffDate	PropExpDate	Action:	ActionReason:	Increase/Decrease in NTE \$:	
\$564,000	10/1/2023	9/30/2024	Auto Renew Amend	Increase NTE\$		41.00%

PropRate

\$129.53/hr-Home Visits; \$171.17/discipline-Intake Elig Evals & Clinical Spec Asmnts; \$199.68/Intake Elig Eval w/Family Asmnt; \$0.505/mile-Home Visits.

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 Blue Mountain Transit, H15677 875	\$ 1,404,000
2 Camello Supported Living Services, SV0016 896	\$ 720,000
3 J Ballelos, HV0460 055	\$ 780,000
4 Linden Grove, LLC., HV0414 113	\$ 981,792
5 Ms Chrissie's Fishies, PV2224 102	\$ 313,834
6 PEDS, PV0527 116	\$ 3,800,000
7 Sierra Environmental & Social Svcs, SV0030 896	\$ 2,580,000
8 Teamwork Speech Therapy, PV1796 116	\$ 564,000

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

Valley Mountain Regional Center

Contract Status

AS OF: June 30, 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 D-2	47,741,601	626,914	-	338,893,808	387,262,323	490,914	-	2,278,313	560,300
Spent to Date	44,471,194	-	-	313,825,686	358,296,880	29,738	-	152,660	404,682
Unspent	3,270,407	626,914	-	25,068,122	28,965,443	461,176	-	2,125,653	155,618
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	445,276	221,960	258,690,766	298,406,618	486,684	696,866	409,461	344,428
Unspent	144,245	314,127	1,623,129	30,830,687	32,912,188	(0)	438,134	815,370	153,165
2nd Prior FY 2021									
Contract Year B-6	34,646,607	-	-	256,489,577	291,136,184	469,833	-	3,016,620	484,702
Spent to Date	34,646,607	-	-	244,455,239	279,101,846	469,833	-	3,016,620	465,777
Unspent	-	-	-	12,034,338	12,034,338	-	-	-	18,925

OPERATIONS EXPENDITURES

July 19, 2023

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Salaries and Wages	31,040,392	25,356,976	33,000,265	94.1%
Temporary Help	18,645	31,703	65,000	28.7%
Fringe Benefits	6,387,675	5,809,130	7,485,767	85.3%
Contracted Employees	208,347	118,200	213,000	97.8%
Salaries and Benefits Total	37,655,059	31,316,009	40,764,032	92.4%

	Year to Date	Prior Year to Date	Budget	% of Total Budget
Facilities Rent	2,025,509	1,985,820	2,050,000	98.8%
Facilities Maintenance	808,962	757,819	900,000	89.9%
Information Technology	2,096,426	2,303,811	2,200,000	95.3%
General Office Expense	461,686	357,022	595,000	77.6%
Operating Expenses	254,843	268,976	310,000	82.2%
Equipment	40,771	38,610	80,000	51.0%
Professional Expenses	284,258	175,775	535,000	53.1%
Consultants	405,986	335,689	450,000	90.2%
Office Expenses	70,516	86,303	80,000	88.1%
Travel and Training Expenses	367,178	165,970	404,486	90.8%
Foster Grandparent/Senior Companion Expenses	404,682	344,238	560,300	72.2%
CPP Expense	29,738	315,941	490,914	6.1%
Total Operating Expenses	44,905,614	38,451,983	49,419,732	90.9%

Operating Expenses: Telephone, Utilities

Equipment: Equipment Purchases, Equipment Contract Leases

Professional Expenses: Accounting Fees, Advertising, ARCA Dues, Bank Fees, 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

VMRC FY 2023 OVERVIEW

Department	Hours	Wages
ADMINISTRATION	447.75	25,754.46
CONSUMER SERVICES- ADULT	1,174.53	57,493.87
CONSUMER SERVICES- CHILDREN	2,445.47	123,958.70
CLINICAL SERVICES	166.50	7,257.53
COMMUNITY SERVICES	193.00	10,329.26
Fiscal Services	860.00	34,943.07
TOTAL	5,287.25	259,736.89

