

KERN REGIONAL CENTER

3200 N. Sillect Avenue • Bakersfield, CA 93308 • (661) 327-8531

Board of Directors Meeting

6:00 p.m. – 7:30 p.m.

KRC Malibu Conference Room

3300 N. Sillect Ave.

Bakersfield, CA 93308

MINUTES

May 23, 2017

Present Board Members:

Kurt Van Sciver

Ismael Romero

Laurie Hughey

Araceli Gonzalez

Veronica Quezada

Oscar Axume

Quanah Mason

GENERAL BUSINESS

1. Executive Session

- A. See Board President Report.

2. Call to Order and Introductions

The meeting was called to order at approximately 6:00 p.m. by Kurt Van Sciver. It was determined that a quorum was present.

3. Approval/Additions to Agenda

- A. Regular Meeting of the Board of Directors Agenda dated May 23, 2017.
M/S/C - (Hughey/Romero) to approve the Agenda with modifications as follow: add item 6A: Election of Officers and item 7A: Motion to sign the preliminary allocations contract. 7-0-0.

4. Meeting Minute Approval

- A. Minutes of the Regular Meeting of the Board of Directors held April 25, 2017.
M/S/C - (Quezada/Mason) to approve Minutes. 7-0-0.

5. Public Input

- a) **Cindy Martinez, Service Coordinator** – Referrals for baskets will be collected around mid-October; they hope to have more referrals and be able to serve more

families this year as we have less vacant caseloads. Units will donate baskets for the raffle; this helps raise funds. The committee is accepting donations.

- b) **Araceli Gonzalez, Board Member, Consumer** – Araceli spoke of her struggles as a consumer and urged the public, board and community to treat consumers with respect. Araceli requested that the new director be someone the heart for the this type of job; Araceli requested that the same be kept in mind when hiring new service coordinators and other staff. Araceli also requested that the Kern Regional Center offer more workshops for consumers and families.
- c) **Alicia Renteria, Parent** - Ms. Renteria is the mother of a 26 year old consumer of the Regional Center and agrees with Araceli. Ms. Renteria was assigned a new social worker 7 months ago and has never been reached out to in those seven months. The only services she currently has are those through the school.

UNFINISHED BUSINESS

REPORTS

6. Board President Report

- a. The Board met tonight in Executive Session.
 - b. First item discussed, during a conference call with DDS, was the Special Contract Language.
 - c. The second item discussed was a whistleblower complaint received by the Board.
 - d. Tracy Brown has resigned due to a family member's health issues. Her time serving on the Board is greatly appreciated.
 - e. The Executive Director Search Committee is meeting this Thursday; they will be working with the Columbus consultants to facilitate the hiring of the new Director.
- A. Election of Officers
- a. Kurt Van Sciver has volunteered to continue as President.
 - b. Matthew Lagrand has volunteered to serve as officer; Treasurer.
 - c. Ismael Romero has volunteered to serve as Vice President.
 - d. Lorie Stewart has volunteered to serve as Secretary
 - e. Motion to assign the aforementioned as officers.
M/S/C - (Van Sciver/Axume) to approve the officers of the board as follows: Kurt Van Sciver as President; Ismael Romero as Vice President; Matthew Lagrand as Treasurer; Lorie Stewart as Secretary. 7-0-0.
 - f. Kurt asked Max to take a look at the comments made earlier in the night with regard to the services being provided to Consumers. Max and the Columbus team has taken notes and will be discussing the comments in the morning.

7. Financial Report

- A. Jon Gusman presented his financial report.
- a. Please see **Attachment 1**.
 - b. Kern's cash flow balance to date is at \$18.67 million.
 - c. Kern received its March claim payment in May with an offset of 45%.
 - d. April claim payment in June will be offset by 55%, per the Department of Developmental Disabilities.

- e. At this time it is not anticipated that Kern will have to use its line of Credit as the new fiscal year approaches. Budget is expected to be submitted on June 12th and cash advances should be released to the Regional Centers by Mid-July.
- f. Kern will continue to monitor its cash closely and will work with DDS if there is any kind of anticipated shortfall in the near future.
- g. Fiscal year 16/17 Operations C2 Contract Amendment was received in the month of May.
- h. Amongst the items allocated for Kern were ABX2-1 disparities in the amount of \$137,000. \$35,000 was received for caseload growth. The Foster Grandparent Program received an increase of about \$3,500. There was also a miscellaneous item in the amount of \$350,000 for the Columbus organization.
- i. Kern also received remainder of its monies for the Community Placement Plan in the amount of \$243,000.
- j. Altogether for operations in this C2 Contract Amendment Kern received \$769,000. To date, Kern has received a total of \$20 million through the C2 Contract Amendment.
- k. Kern projected balance for Operations remains the same at \$395,000.
- l. Kern budget for Fiscal Year 16/17 Purchase of Service C2 Contract amendment included \$577,000 for Senate Bill 3, minimum wage.
- m. In compliance with Home and Community Base Services Regulations in the amount \$425,000.
- n. Kern also received monies for its Community Placement Plan in POS in the amount of \$218,000.
- o. Altogether Kern received \$1.2 million from the C2 Contract Amendment for POS.
- p. To date Kern has received \$161 million through the C2 Contract Amendment for POS.
- q. Kerns projected balance for POS is \$7.4 million; that is up from \$6.1 million reported last time.
- r. There is no update to the Statewide POS deficit for Regional Centers that was reported last time in the amount of \$6.85 million.
- s. The total consumer caseload count is expected to grow by 554 consumers for a total of 318,391 consumers.
- t. The May Revision estimated a total budget for Fiscal Year 17/18 of \$6.4 billion dollars; that is a 4.1% increase over FY 16/17.
- u. The May revision provided \$3.7 million increase in operations; \$2.4 million for caseload growth. \$1.3 million to fund a ½ position psychologist per RC to assess children with autism spectrum disorder.
- v. The May revision in POS for FY 17/18 had a \$39.7 million decrease due to caseload and utilization.
- w. DDS will be releasing the Preliminary Allocations for FY 17/18 in late May. Jon requests a motion of the Board to have the Board President sign the Preliminary Allocations for FY 17/18 upon arrival.
M/S/C - (Van Sciver/Hughey) to have the Board President sign the Preliminary Allocations Contract Amendment for FY 17/18 upon arrival. 8-0-0.
- x. Kern is currently under audit with DDS. The fiscal years being audited are FY 14/15 and FY 15/16.

8. Interim Director Report

- a. Max Jackson and Robert Riddick are sharing responsibilities. This will be the last public time Robert serves as Interim Director. Kern has come a long way since Robert stepped in in May of 2015. Robert Riddick and Lynn Fjeld will continue to work with Columbus in the coming months.
- b. The Department worked with Regional Centers to provide a safety net for consumers who leave the Developmental Centers.
- c. For the Psychologist mentioned in the May Report, there must be a referral from a Psychologist for the service; it is not a self-referral.
- d. The implementation of the CMS rule has been postponed until 2022.
- e. Regional Center Operations and Service Provider Rates are under review with the Developmental Services Task Force. They will make recommendations in June/July.

9. Vendor Advisory Committee

- a. The Vendors Advisory Committee met today and discussed various issues.
- b. The Columbus Group was introduced to the Vendors of Kern.
- c. Vendors were provided a budget update, changes in regulations.
- d. Cherylle Mallinson provided a draft form of the transportation policy for vendors to review and provide feedback; Cherylle's new staff was introduced to the vendors.
- e. The Vendor Advisory Committee will come up with a training curriculum for vendors and is looking for volunteers for the committee.
- f. Roy Rocha discussed his program visits and is very adamant about bringing back social recreation.
- g. Vendor Luncheon will be November 9th at the Double Tree. This will be the 26th year of the Vendor Luncheon. There will be Vendor Booths, Raffles, and Staff Recognitions.
- h. The next meeting will take place July 25th.

10. Staff Report

A. Columbus Group

- a. The Columbus Group enjoys being at Kern Regional Center and has had very positive interactions with the staff.
- b. Columbus is planning a total make over on how Kern does business, starting with an employee generated systems and ideas of their work to ensure Kern is providing better service to the community.
- c. Jim Freyvogel, Kim Hancock and Max Jackson have met with over 70 people individually and have obtained feedback from them as well as Unit groups. The individuals show enthusiasm in moving forward.
- d. Some basic principles on how Kern will operate is total transparency and honesty, no broken promises, everyone gets treated with professional respect.
- e. Ed Romero, Program Manager and Shared Vision Mission and Values Team Member, the goal is to create a shared vision that will guide the changes in how we do business here. They have also developed a working draft of Kern's Values and Mission.
- f. Hanh Mireles presented the Core Value Statement. **Please see attachment 2.**

- g. The value statement encourages a consumer-first attitude. The people that serve our consumers will be committed to professionalism, high moral character and ethical principal.
- h. The values and mission statement will be circulated throughout the Regional Center and the Community.
- i. Columbus wants to hear from the community if you are having problems with services.
- j. Consumers and Families will be brought it to join workgroups at Kern Regional Center.

B. Self Determination/Cherylle Mallinson -

- a. Auditors have pulled approximately 95 vendor contracts as part of the 2017 DDS Audit.
- b. The next Self Determination meeting is scheduled for June 12th at 5:00 pm in the Malibu Room. A translator will be available. Cherylle requested that reservations for a translator be made in advance.
- c. Armondo Cordova is the new Home and Community Based Services Program Evaluator. The programs are Aimes Homes, AS One, BARC, Pathpoint, SVS, Homes of Hope. They will be meeting at Kern on May 30th to talk about grant proposals and contract.
- d. Welfare and Institutions Code added §4870(d-g) to increase sustained competitive integrative employment placement for Regional Center providers. This allows consumers to be paid minimum wage or greater in a setting with others who do not have a developmental disability. §4870(D) authorizes funding to DDS for Paid Internship Program; The purpose of the program is to increase the vocational skills and abilities of consumers who chose to participate in an internship via the IPP process. Goals for this program include accusation for experience and skills for future paid employment or for the internship itself to lead to a full time/part time paid employment in that same job. Ashley Howard, Client Employment Specialist, is working with four providers on this program.
- e. On April 24, 2017, NAPD sent KRC written notification that by June 5, 2017, they will no longer continue to provide transportation services to and from day programs. This affects approximately 160 consumers. Lynn Clark, Community Services Specialist, has taken the lead and is working with Routing Logistics and existing transportation providers to work on a solution. NAPD has agreed to extend services to June 19th. Seven new bus lines will be added to the fleet.

C. Contract Approval

- a. Three Requests for Proposals for non-housing, nonprofit organization attached.
- b. The four bedroom children's facility was awarded to CNS Homes.
- c. The four bed residential adult facility was awarded to Mission Springs.
- d. The four bed residential specialized residential facility went to Endless Opportunities.
- e. The Non-Profit Organization homes are the four bed enhanced behavior support home, awarded to Mars Group; the four bed specialized residential facility for adults, awarded to California Mentor; the crisis community home, partnering with Inland Regional Center, awarded to Aimes Homes.
- f. Three projects over \$250,000, were awarded to ResCare. These will require Board approval. There are two adult residential facilities for persons with

health care needs and a day program. The start up is up for each of the adult residential facilities for persons with health care needs is up to \$200,000 and the start up for the day program is up to \$300,000. Start up is to be used within the first 2 years.

- g. Motion to approve the contract for ResCare.

M/S/C - (Hughey/Axume) to approve the contract for ResCare. 8-0-0.

D. Community Placement Plan

- a. Nine individuals have been moved out of the Developmental Center. Kern has less than 30 days to place the 10th consumer.
- b. 16/17 award letter

E. Caseload Ratio

- a. Laura Hughes reported that she has held public presentations for the Caseload Ratio. The first being at the last Board meeting. There was also a public hearing.
- b. Two ideas proposed at the caseload ratio meeting is 1) providing a monetary incentive for the service coordinators; 2) to establish a cooperative partnership with the educational institutions in town which would include BC and Cal State. This would benefit students needing internship hours.
- c. Laura reminded the public that since January of 2017, 22 Service Coordinators have been hired and 3 Program Managers were hired.
- d. Laura requested a motion to accept the letter regarding the caseload ratio so that the letter can be sent to DDS.

M/S/C - (Hughey/Romero) to approve the Caseload Ratio letter to be sent to DDS. 8-0-0.

F. Disparity Report

- a. The Disparity report was presented at the February Board Meeting. Karina Proffer and Laura Hughes then held a meeting in Bishop and in Delano.
- b. Karina will be working directly with service coordinators to put together a questionnaire. The questionnaire will be provided to DDS to show why consumers/families are unable to utilize their services.
- c. Doctor Cassandra Joubert will be providing trainings to assist with cultural competency.

11. Client Representative

- a. Roy Rocha visited Inclusion Films. Roy spoke with over 30 consumers who will be providing letters in support of social recreation. Roy will be starting a new project once school starts back up. His project will include visiting Special Ed Departments in Schools to help them learn about services that they can obtain through the Kern Regional Center.

NEW BUSINESS

GOOD AND WELFARE

- a. Meeting is adjourned at approximately 7:55 p.m.

The next Regular Meeting of the Board of Directors is scheduled for Tuesday, August 22, 2017, at 6:00 p.m. in the Malibu Conference Room at the Kern Regional Center.

Note: Requests for a disability related modification or accommodation, including auxiliary aids or services, in order to attend or participate in a meeting should be made to the Administrative Assistant during regular business hours at 661-852-3360.

Respectfully submitted: _____
Eva Rocha

Action Items:

M/S/C - (Hughey/Romero) to approve the Agenda with modifications as follow: add item 6A: Election of Officers and item 7A: Motion to sign the preliminary allocations contract. 7-0-0.

M/S/C - (Quezada/Mason) to approve Minutes of the Regular Meeting of Board of Directors held April 25, 2017. 7-0-0.

M/S/C - (Van Sciver/Axume) to approve the officers of the board as follows: Kurt Van Sciver as President; Ismael Romero as Vice President; Matthew Lagrand as Treasurer; Lorie Stewart as Secretary. 7-0-0.

M/S/C - (Van Sciver/Hughey) to have the Board President sign the Preliminary Allocations Contract Amendment for FY 17/18 upon arrival. 8-0-0.

M/S/C - (Hughey/Axume) to approve the contract for ResCare. 8-0-0.

M/S/C - (Hughey/Romero) to approve the Caseload Ratio letter to be sent to the Department of Developmental Services. 8-0-0.

KERN REGIONAL CENTER
 BUDGET AND EXPENSE REPORT
 FY 2016/2017
 AS OF APRIL 30, 2017

| | Col. 1 | Col. 2 | Col. 3 | Col. 4 | Col. 5 | Col. 6 | Col. 7 | Col. 8 |
|---------------------------------------|-----------------------------------|---------------------|-------------------|--|---|------------------------------|-----------------------------------|-------------------------------------|
| (1) - OPERATIONS | Preliminary Allocation - C Series | C-1 Allocation | C-2 Allocation | Total Allocation To Date thru C-2 Allocation - Col.1 + Col. 2 + Col. 3 | Operations By Claim to State July to Apr 2017 | Projected - May to June 2017 | Total Projected - Col. 5 + Col. 6 | Projected Balance - Col. 4 - Col. 7 |
| GENERAL | | | | | | | | |
| Salaries and Benefits | \$ 13,269,648 | \$ 2,177,088 | 172,266 | \$ 15,619,002 | \$ 11,508,575 | \$ 2,647,268 | \$ 14,155,843 | |
| Operating Expenses | 3,051,457 | 350,000 | 3,401,457 | 3,401,457 | 3,278,016 | 1,301,076 | 4,579,092 | |
| TOTAL PERSONNEL SERVICES | 13,269,648 | 5,228,545 | 522,266 | 19,020,459 | 14,786,591 | 3,948,344 | 18,734,935 | 285,524 |
| Less: Interest Income | | | | | (53,761) | 8,761 | (45,000) | 45,000 |
| Less: ICF SPA Fees (see Note 2) | | | | | (44,134) | (15,866) | (60,000) | 60,000 |
| Less: Other Income | | | | | (15,028) | 10,028 | (5,000) | 5,000 |
| SUBTOTAL GENERAL | \$ 13,269,648 | \$ 5,228,545 | \$ 522,266 | \$ 19,020,459 | \$ 14,673,669 | \$ 3,951,266 | \$ 18,624,935 | \$ 395,524 |
| Percentage | | | | 100% | 77.15% | 20.77% | | 2.08% |
| COMMUNITY PLACEMENT PLAN (CPP) | | | | | | | | |
| Salaries & Benefits | \$ 533,950 | \$ 243,363 | \$ 777,313 | \$ 777,313 | \$ 325,801 | \$ 451,512 | \$ 777,313 | |
| Operating Expenses | 28,525 | 28,525 | 28,525 | 28,525 | 55,025 | (26,500) | 28,525 | |
| SUBTOTAL CPP | \$ - | \$ 562,475 | \$ 243,363 | \$ 805,838 | \$ 380,826 | \$ 425,012 | \$ 805,838 | \$ - |
| FOSTERGRANDPARENT (FGP) | | | | | | | | |
| Salaries & Benefits | \$ 59,043 | \$ 3,511 | \$ 62,554 | \$ 62,554 | \$ 62,516 | \$ 38 | \$ 62,554 | |
| Operating Expenses | 112,977 | 112,977 | 112,977 | 112,977 | 83,700 | 29,277 | 112,977 | |
| SUBTOTAL FGP | \$ - | \$ 172,020 | \$ 3,511 | \$ 175,531 | \$ 146,216 | \$ 29,315 | \$ 175,531 | \$ - |
| GRAND TOTAL OPERATIONS | \$ 13,269,648 | \$ 5,963,040 | \$ 769,140 | \$ 20,001,828 | \$ 15,200,711 | \$ 4,405,593 | \$ 19,606,304 | \$ 395,524 |
| Percentage | | | | 100% | 76.00% | 22.03% | | 1.98% |

Note 1: The "Projected Balance" is an estimate of the difference between KRC's funding allocation from DDS (col. 4), and Total Projected (col. 7)

Note 2: The Intermediate Care Facility State Plan Amendment (ICF SPA) administrative fees are included in this fiscal year as an offset to current year expenditures. The fees are 1.5% of current year day program and transportation costs for KRC clients that resided in ICF's.

KERN REGIONAL CENTER
 BUDGET AND EXPENSE REPORT
 FY 2016/2017
 AS OF APRIL 30, 2017

| | Col. 1 | Col. 2 | Col. 3 | Col. 4 | Col. 5 | Col. 6 | Col. 7 | Col. 8 |
|---------------------------------------|-----------------------------------|----------------------|---------------------|---|---|------------------------------|-----------------------------------|-------------------------------------|
| (2) - PURCHASE OF SERVICES | Preliminary Allocation - C Series | C-1 Allocation | C-2 Allocation | Total Allocation To Date thru C-1 Alloc - Col.1 + Col. 2 + Col. 3 | Operations By Claim to State - July to April 2017 | Projected - May to June 2017 | Total Projected - Col. 5 + Col. 6 | Projected Balance - Col. 4 - Col. 7 |
| GENERAL | | | | | | | | |
| Out of Home Care | \$ 27,596,864 | \$ 6,491,275 | \$ 166,983 | \$ 34,255,122 | \$ 28,777,117 | \$ 7,047,163 | \$ 35,824,280 | \$ (1,569,158) |
| Day Programs | 21,393,226 | 7,419,872 | 162,389 | 28,975,487 | 23,945,811 | 5,740,260 | 29,686,071 | (710,584) |
| Other Services | 72,174,104 | 20,702,444 | 673,428 | 93,549,976 | 69,063,473 | 18,356,925 | 87,420,398 | 6,129,578 |
| SUBTOTAL GENERAL | 121,164,194 | 34,613,591 | 1,002,800 | 156,780,585 | 121,786,401 | 31,144,348 | 152,930,749 | 3,849,836 |
| Less: ICF SPA Funded | | | | | (2,716,255) | (877,305) | (3,593,560) | 3,593,560 |
| TOTAL GENERAL | \$ 121,164,194 | \$ 34,613,591 | \$ 1,002,800 | \$ 156,780,585 | \$ 119,070,146 | \$ 30,267,043 | \$ 149,337,189 | \$ 7,443,396 |
| Percentage | | | | 100% | 75.95% | 19.31% | | 4.75% |
| COMMUNITY PLACEMENT PLAN (CPP) | | | | | | | | |
| Out of Home Care | \$ 295,134 | \$ 218,512 | \$ 513,646 | \$ 492,290 | \$ 114,821 | \$ 607,111 | \$ (93,465) | |
| Day Programs | 198,010 | 36,432 | 198,010 | 36,432 | 45,370 | 81,802 | 116,208 | |
| Other Services | 3,996,996 | 146,411 | 3,996,996 | 146,411 | 4,498,367 | 4,644,778 | (647,782) | |
| TOTAL CPP | \$ 4,490,140 | \$ 218,512 | \$ 4,708,652 | \$ 4,708,652 | \$ 675,133 | \$ 4,658,558 | \$ 5,333,691 | \$ (625,039) |
| Percentage | | | | 100.00% | 14.34% | 98.94% | | -13.27% |
| TOTAL PURCHASE OF SERVICE | \$ 121,164,194 | \$ 39,103,731 | \$ 1,221,312 | \$ 161,489,237 | \$ 119,745,279 | \$ 34,925,601 | \$ 154,670,880 | \$ 6,818,357 |
| Percentage | | | | 100% | 74.15% | 21.63% | | 4.22% |
| GRAND TOTAL ALL BUDGETS | \$ 134,433,842 | \$ 45,066,771 | \$ 1,990,452 | \$ 181,491,065 | \$ 134,945,990 | \$ 39,331,194 | \$ 174,277,184 | \$ 7,213,881 |
| Percentage | | | | 100% | 74.35% | 21.67% | | 3.97% |

Note 1: The "Projected Balance" is an estimate of the difference between KRC's funding allocation from DDS (col. 4), and Total Projected (col. 7)

Note 2: Reimbursement for the estimated costs of day program and transportation for Intermediate Care Facility State Plan Amendment clients is not funded by DDS's Standard Agreement. The reimbursement to KRC will be provided from the SPA ICF's within the catchment area.



The Kern Regional Center Mission Statement

Striving to achieve equality, independence, and empowerment.

The Kern Regional Center Values

Our values are guided by our commitment to serve our clients and all who serve them.

Clients First

- *Respect clients' rights and choices.*
- *Treat clients with dignity and respect.*
- *Act in good faith and in the clients' best interest.*
- *Promote personal empowerment.*

We are committed to:

- *Exceeding clients' expectations.*
- *Delivering quality services in a timely manner.*
- *Valuing cultural diversity.*
- *Honesty, transparency and consistency.*
- *Professionalism, high moral character, and ethical principles.*
- *Continuous improvement and embracing challenges.*

Adopted by the Kern Regional Center Board of Directors on

June 22, 2017

Attachment 2