

Audit / Finance Committee Meeting Minutes

Kern Regional Center

May 29, 2014

[4:00pm](#)

Present: Susan Lara
Jeremy Shumaker
Ismael Romero
KRC Staff: Cherylle Mallinson, Director of Community Services Department

Absent: Lorie Stewart(excused)
Tracy Brown (excused)
Veronica Quezada

Meeting began by reviewing one contract at a time.

1) **Vendor: Creative Homes**, Andretta Stokes.

This is a specialized residential facility which is licensed for four, coed adult residents. Vendored in 2009. Rate is \$8,000 per month per client. Home currently houses 4 consumers and must have a Community Care Licensing (CCL) approved restricted healthcare plan in place. These residents were placed directly from a State Developmental Center , two males and two females. This home also addresses a variety of health care concerns for its residents. Two of the consumers attend a day program and two individuals receive in-home day program.

This is a two year contract through [6/30/2016](#). Vendor has met the 15% Administrative Cap Statement requirement, and their insurance requirements. Vendor has not yet completed an independent audit or review report but has submitted the engagement letter from their CPA. This home was created to provide community residential placement for consumers exiting the developmental center and the home's focus in on consumers who have restricted health care plans. Community Services department reports the consumers are being well served.

Motion to recommend contract for approval to the Board. (Shumaker / Romero)

2) **Issue of contract language for staff requirements of the DSP-1 Certification: (DSP – Direct Service Professional)**

History:

The original contract language can be found in all Start up under Service Code 113 that was based on the Lanterman closure under the Quality Management Advisory Group (QMAG). The staff qualification also justifies the higher 113 rates for services that look very similar to what CCF services and ARM rates are. Our providers are reporting that they are having a difficult time meeting this qualification afterthe home is open and in operation for some time because the labor is just not available easily.

At start up the home has time to hire and train because the home is not open yet. But once they are open they need staff to replace the one that just left but will need time for the training. The Community Services Department is recommending to consider the following change that will meet both our needs to obtain the higher qualified staff and the community.

Current Contract Language:

“All staff working in this specialized Residential Facility shall have at least one year experience working with developmentally disabled Consumers and be at least DSP-1 certified at the time of employment with the Facility. “

Recommended New Contract Language:

“All staff working in this specialized Residential Facility shall have the following qualifications: at least one year experience working with developmentally disabled Consumers and be at least DSP-1 certified at the time of employment with the Facility;**OR** at least one year experience working with developmentally disabled, obtain the DSP-1 certification with the first 6 months of employment, and during the first 6 months of employment until the employee has obtained the DSP-1 certification will not work alone with any consumer. “

Motion to recommend changing the contract language in section 2.8 around the DSP-1 Certification to better assist vendors in securing adequate trained staff. (Shumaker / Romero)

3) **Positive Purpose, LLC SRF**

Due to an Audit Finding by DDS regarding CCP rates, the committee tabled this contract until the vendor could meet with Positive Purpose to better inform them of the issue which could directly affect their rate.

4) **Vendor: Sails Start Up**

This contract for a day program was tabled to next month. Motion to table (Shumaker / Romero)

5) **Vendor: Sails Bakersfield, INC, Facility: Sails VIII**

This is a Specialized Residential Facility, service code 113. Rate is \$5,379 a month per client. Vendored in 1997, this home serves 4 male consumers' ages 8-17 years. Individuals in this facility can display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL, and have a forensic background. A priority of this home is deflection and placement for CPP consumers and consumers attend a day program.

This is a two year contract through [6/30/2015](#). This specific home is in good standing with KRC, but vendor has issues with CCL on other facilities. The vendor has met the 15% Administrative Cap Statement but we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon. Community Services Department reports clients are being well served.

Motion to recommend contract for approval to the Board (Shumaker / Romero)

6) **Vendor: Sails Bakersfield, INC. Facility: Sails Appletree**

This is a Specialized Residential Facility, service code 113. Rate is \$5,379 per month per client. Vendored since 2002, this home is licensed for 3 adult male consumers ages 18-59 years old. Individuals in this facility can be challenging and display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL and could have a forensic background. Consumers in this home attend a day program.

The contract is for 2 years through [6/30/15](#). Vendor is in good standing with KRC, but has issues with CCL on other facilities, not his one. The vendor has met the 15% Administrative Cap Statement but we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon.

Motion to recommend contract for approval to the Board (Shumaker / Romero)

7) Vendor: Sails Bakersfield, INC. Facility :Sails Chandler

This is a Specialized Residential Facility, service code 113. Rate is \$8,000 per month per client. Vendored since 2002, this home is licensed for 4 adult male consumers ages 18-59 years old. Individuals in this facility can be challenging and display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL and could have a forensic background. Consumers in this home attend a day program. Three of the 4 clients receive 1:1 staffing.

The contract is for 2 years through [6/30/15](#). Vendor is in good standing with KRC, but has issues with CCL on other facilities, not his one. The vendor has met the 15% Administrative Cap Statement but we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon.

Motion to recommend contract for approval to the Board (Shumaker / Romero)

8) Vendor: Sails Bakersfield, INC. Facility :Sails Stellar

This is a Specialized Residential Facility, service code 113. Rate is \$7,200 per month per client (Median Rate). Vendored since 2012, this home is licensed for 4 children ages 4-17, both female and male. Individuals in this facility can be challenging and display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL and could have a forensic background. They need constant visual monitoring and interaction. All consumers in this home attend school, and one child has diabetes and has health plan in place.

The contract is for 2 years through [6/30/15](#). Vendor is not in good standing with KRC at this time due to Quality Assurance Referrals by service coordinators but does have Corrective Action Plans in place written by the Community Services Department after citations from both CCL and KRC. The vendor has met insurance requirements. We do not have the 15% Administrative Cap Statement yet because home is so new, and we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon.

Motion to Table this contract as we need more information (Shumaker / Romero)

9) Vendor: Sails Bakersfield, INC. Facility :Sails Westchester

This is a Crisis Intervention Facility Agreement, Service Code 090. Rate is \$800 per day per consumer (Negotiated Rate). Vendored since 2003, this home has two beds vendored for children ages 4-17. Individuals in this facility may be in various types of crises and at times extremely can be challenging and

display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL and could have a forensic background and may require intensive assistance with their personal care. Contractor will provide crisis intervention, stabilization assessment and treatment planning services by a behavioral consultant with 24 hours of consumer's entry into the facility. Contractor will also provide a plan for transition services into a more permanent living situation. Priority given to deflection or CPP consumers.

The contract is for 2 years through [6/30/15](#). Vendor is in good standing with KRC, but has issues with CCL on other facilities, not his one. The vendor has met the 15% Administrative Cap Statement but we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon.

Motion to recommend contract for approval to the Board (Shumaker / Romero)

10) Vendor: Sails Bakersfield, INC. Facility :Sails Westbrook

This is a Crisis Intervention Facility Agreement, Service Code 090. Rate is \$800 per day per consumer (Negotiated Rate). Vendored since 2007, this home has two beds vendored for children ages 7-17. Individuals in this facility may be in various types of crises and at times extremely can be challenging and display behaviors such as physical aggression, verbal aggression, property destruction, resistiveness, tantrums, self-injurious behavior, AWOL and could have a forensic background and may require intensive assistance with their personal care. Contractor will provide crisis intervention, stabilization assessment and treatment planning services by a behavioral consultant with 24 hours of consumer's entry into the facility. Contractor will also provide a plan for transition services into a more permanent living situation.

The contract is for 2 years through [6/30/15](#). Vendor is in good standing with KRC for this home, but has issues with CCL on other facilities, not his one. The vendor has met the 15% Administrative Cap Statement but we are waiting for the Independent Audit or Review Report, CEO reports it should be completed soon.

Motion to recommend contract for approval to the Board (Shumaker / Romero)

Meeting Adjourned by [6:30pm](#)

Susan Lara
Chair, Audit / Finance Committee