

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

November 14, 2017

Present Board Members:

Kurt Van Sciver

Kevin Gosselin

Matthew LaGrand

Oscar Axume

Laurie Hughey

Quanah Mason

Veronica Quezada

Araceli Gonzalez

GENERAL BUSINESS

1. Executive Session

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 October 24, 2017.
M/S/C - (Mensch/Gosselin) to approve the Agenda with addition 7a –
Extension of Columbus Contract. 8-0-0.

4. Meeting Minute Approval

- A. Minutes of the Regular Meeting of the Board of Directors held October 24, 2017.
M/S/C - (Mason/Hughey) to approve Minutes. 7-0-2 (Quezada, Mensch).

5. Public Input

- a) **Cindy Martinez, Service Coordinator** – 17 Baskets were raffled for the Thanksgiving Baskets. Approximately \$5,000 were raised. There is currently a request for 221 Thanksgiving Baskets. Stinson's donated 300 boxes for the baskets. Monday, November 20th, the baskets will be handed out to the families.
- b) **Pam Woodruff** – Pam previously worked for Kern Regional Center. She spoke on Mark Mayer's qualifications and previous duties and expressed her disapproval of him being let go from the agency. Pam stated that 40+ individuals have left Kern Regional Center in the last couple of years.

- c) **Veronica Quezada and Nickole Mensch** – Veronica spoke on behalf of parents and some board members present; she expressed that Kern Regional Center’s website is not user friendly and requires work. The website is not being kept up to date with regular meetings and there is not bilingual options for Spanish speaking parents to navigate the website. Nickole also expressed that she has had difficulty with the website.
- d) **Matthew LaGrand** – Matthew is thankful for the work that the Board does for the clients. He plans to work side by side with Kevin Gosselin now that he is the Assistant ARCA Representative for the Board.

UNFINISHED BUSINESS

REPORTS

6. Board President Report

- a. There has been much action since the last Board Meeting. Kurt attended the Vendor Luncheon and it was a fantastic event.
- b. A Special Board Meeting was held on November 2nd to discuss the progress of the search for the new Executive Director. The Board has two possible firms as options if an Executive Director is not hired soon. The Board had three interviews scheduled; one interviewee pulled himself out. The remaining two interviews took place and the Board is very impressed with one of those individuals. The Board plans on bringing this individual back to meet the community, vendors, and staff prior to making a final decision. A date for this has not yet been set.
- c. The search was also discussed during an Executive Session this evening. There has been no decisions on this issue yet.
- d. Kurt thanked Kern Regional Center staff for their hard work and the tremendous progress that has been made.
- e. Kurt thanked the members of the Board for their time and effort throughout this process.

7. Financial Report

- A. Jon Gusman presented his financial report.
 - a. Please see **Attachment 1**.
 - b. Kern’s cash flow balance as of today is about \$23.1 million.
 - c. Kern received payment in the month of November in the amount of \$13.36 million for the claim of September that was billed to the State. Kern also received \$10.3 million for the cash advance on the D1 contract amendment.
 - d. For fiscal year 17/18 in operations, there is no change to the projected balance of \$594,000.
 - e. 33% of the year has expired through October 31, 2017.
 - f. Kern has received \$20.2 million through the D2 contract amendment.
 - g. Kern has spent 33% of its budget to date, in the amount of \$6.7 million.
 - h. The amount projected to be spent for the remainder of the fiscal year is about 64%, this is about \$12.5 million.
 - i. Kern projects to spend about 97% of its budget, which would be about \$19.6 million of its budget. This leaves a projected balance of about \$594,000.

- j. Jon is still working on the Purchase of Service projection that is due December 10th. Kern has spent 30.82% of its budget for the Purchase of Service in the amount of \$48.8 million.
- k. DDS is set to release contract amendments into the system as early as January of 2018.
- l. Jon is asking a Motion of the Board to have the Board President sign the D2 and the B5 contract amendments upon arrival.
 - i. **M/S/C** - (Mensch/Quezada) to approve motion allowing Kurt Van Sciver to sign D2 and B5 contract amendments. 8-0-0.

B. Columbus Contract Extension

- a. The original agreement was for 6 months through October 31st. Jon is requesting a 3 month extension to the contract which would extend the contract through January 31st of 2018. All other items remain the same. Solvency plan was added to be submitted to DDS by December 15th.
 - i. **M/S/C** - (Axume/Gosselin) to extend the Columbus Contract by 3 months. 8-0-0.

8. Interim Director Report

- a. The required tasks to be done from the Special Contract Language have all been completed, with the exception of the hiring of the Executive Director.
- b. The work ahead of the agency has to do with Fiscal Solvency. In the past month, Max has met with all of KRC staff to go over what needs to be done. A plan will be submitted to DDS by the 15th of December. The Board will have to approve the plan at the January Board Meeting. The plan will require a lot of hard work and some sacrifice on behalf of the employees in order to remain solvent.
- c. The Executive Director's position is the most critical thing Columbus is currently working on.
- d. Max explained that the work they are doing has been made easier by the work Robert Riddick and Lynn Fjeld have done at KRC and the way the staff has responded to the challenges Columbus has offered.
- e. Kern Regional Center was 1 of 5 Regional Centers to have completed the ABX surveys at 100%.

9. Vendor Advisory Committee

- a. The Get Acquainted Luncheon took place earlier this month. There were 347 individuals in attendance and the Laurie Hughey has received very positive feedback. The speaker was on a screen this time and people were interacting and responsive to the speaker. Nine recognitions were given to staff of KRC, Aimes and Chateaus. Inclusion Films put together the video presentation and had consumers doing presentations at the Luncheon.

10. Staff Report

A. Columbus Group

- a. Kim Hancock gave a status on the Whistleblower Policy and Procedure. The policy was submitted to DDS for approval. Once DDS approves, the policy will be brought back to the Board for Board Approval. KRC is looking at 3rd party

vendors for whistleblower tracking and will provide the Board with additional information once they have the information.

B. Self Determination

- i. The Self Determination meeting was held November 13th at KRC. The Committee discussed outreach efforts for the community.
- ii. The State has been doing a train the trainer. Three of KRC's Self Determination Committee members attended all five, with Rick Wood presenting at all five trainings. Five of KRC staff attended the training.
- iii. An all staff meeting/training was held this morning at KRC regarding Self Determination.
- iv. KRC has obtained tablets that will allow Service Coordinators to upload the self determination videos and share with families.
- v. January 22nd will be the next Self Determination meeting at KRC.

C. Community Placement Plan

- i. KRC is touring possible homes for purchase and have a possible buyable options with As One and Mars Group for a Crisis Home and an Advanced Behavior Support Home.

D. Disparity for 16/17 and 17/18 Application

- i. Cherylle Mallinson provided input and feedback across the state to stakeholders regarding the Disparity Grant. Kurt is doing an amazing job at analyzing the data and coming up with strategic approaches. Statistics show that there is about a 64% utilization rate.
- ii. KRC will have to re-apply for the grant this year and should hear back from the Department around December. For 17/18, Regional Centers as well as other Community Based Organizations are able to apply for this grant. By February 20th, KRC will have to provide feedback to the Department.

BOARD TRAINING

NEW BUSINESS

GOOD AND WELFARE

- a. Meeting is adjourned at approximately 7:10 p.m.

The next Regular Meeting of the Board of Directors is scheduled for Tuesday, January 23rd, 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 - (Mensch/Gosselin) to approve the Agenda with addition 7a – Extension of Columbus Contract. 8-0-0.

M/S/C - (Mason/Hughey) to approve Minutes. 7-0-2 (Quezada, Mensch).

M/S/C - (Mensch/Quezada) to approve motion allowing Kurt Van Sciver to sign D2 and B5 contract amendments. 8-0-0.

M/S/C - (Axume/Gosselin) to extend the Columbus Contract by 3 months. 8-0-0.

KERN REGIONAL CENTER
 BUDGET AND EXPENSE REPORT
 FY 2017/2018
 AS OF OCT 31, 2017

	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7
(1) - OPERATIONS	Preliminary Allocation - D Series	D-1 Allocation	Total Allocation To Date thru D-2 Allocation - Col.1 + Col. 2	Operations By Claim to State - July thru Oct 2017	Projected - Nov to June 2018	Total Projected - Col. 4 + Col. 5	Projected Balance - Col. 3 - Col. 6
GENERAL							
Salaries and Benefits	\$ 14,701,866	\$ 1,257,639	\$ 15,959,505	\$ 5,051,119	\$ 9,569,330	\$ 14,620,449	
Operating Expenses		3,504,480	3,504,480	1,493,959	2,865,904	4,359,863	
TOTAL PERSONNEL SERVICES	14,701,866	4,762,119	19,463,985	6,545,078	12,435,234	18,980,312	483,673
Less: Interest Income				(17,614)	(42,386)	(60,000)	60,000
Less: ICF SPA Fees (see Note 2)				(21,963)	(23,037)	(45,000)	45,000
Less: Other Income				(5,800)	800	(5,000)	5,000
SUBTOTAL GENERAL	\$ 14,701,866	\$ 4,762,119	\$ 19,463,985	\$ 6,499,701	\$ 12,370,611	\$ 18,870,312	\$ 593,673
Percentage			100%	33.39%	63.56%		3.05%
COMMUNITY PLACEMENT PLAN (CPP)							
Salaries & Benefits		\$ 480,613	\$ 480,613	\$ 135,914	\$ 344,699	\$ 480,613	
Operating Expenses		235,152	235,152	10,105	225,047	235,152	
SUBTOTAL CPP	\$ -	\$ 715,765	\$ 715,765	\$ 146,019	\$ 569,746	\$ 715,765	\$ -
FOSTERGRANDPARENT (FGP)							
Salaries & Benefits		\$ 59,043	\$ 59,043	\$ 25,856	\$ 33,187	\$ 59,043	
Operating Expenses		26,967	26,967	22,083	4,884	26,967	
SUBTOTAL FGP	\$ -	\$ 86,010	\$ 86,010	\$ 47,939	\$ 38,071	\$ 86,010	\$ -
GRAND TOTAL OPERATIONS	\$ 14,701,866	\$ 5,563,894	\$ 20,265,760	\$ 6,693,660	\$ 12,978,427	\$ 19,672,087	\$ 593,673
Percentage			100%	33.03%	64.04%		2.93%

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 FY 2017/2018
 AS OF OCT 31, 2017

	Col. 1	Col. 2	Col. 3	Col. 4	Col. 5	Col. 6	Col. 7
(2) - PURCHASE OF SERVICES	Preliminary Allocation - D Series	D-1 Allocation	Total Allocation To Date thru D-1 Alloc - Col.1 + Col. 2	Purchase of Service By Claim to State - July thru Oct 2017	Projected - Nov to June 2018	Total Projected - Col. 4 + Col. 5	Projected Balance - Col. 3 - Col. 6
GENERAL							
Out of Home Care	\$ 28,787,609	\$ 7,129,944	\$ 35,917,553	\$ 11,826,630	\$ 22,949,675	\$ 34,776,305	\$ 1,141,248
Day Programs	22,216,516	7,274,193	29,490,709	9,889,593	19,618,793	29,508,386	(17,677)
Other Services	71,522,176	20,198,665	91,720,841	28,261,234	59,063,122	87,324,356	4,396,485
SUBTOTAL GENERAL	122,526,301	34,602,802	157,129,103	49,977,457	101,631,590	151,609,047	5,520,056
Less: ICF SPA Funded				(1,249,500)	(2,344,060)	(3,593,560)	3,593,560
TOTAL GENERAL	\$ 122,526,301	\$ 34,602,802	\$ 157,129,103	\$ 48,727,957	\$ 99,287,530	\$ 148,015,487	\$ 9,113,616
Percentage			100%	31.01%	63.19%		5.80%
COMMUNITY PLACEMENT PLAN (CPP)							
Out of Home Care		\$ 256,718	\$ 256,718	\$ 71,000	\$ 185,718	\$ 256,718	-
Day Programs		-	0	6,851	(6,851)	0	-
Other Services		998,200	998,200	10,704	987,496	998,200	-
TOTAL CPP	\$ -	\$ 1,254,918	\$ 1,254,918	\$ 88,555	\$ 1,166,363	\$ 1,254,918	\$ -
Percentage			100.00%	7.06%	92.94%		0.00%
TOTAL PURCHASE OF SERVICE	\$ 122,526,301	\$ 35,857,720	\$ 158,384,021	\$ 48,816,512	\$ 100,453,893	\$ 149,270,405	\$ 9,113,616
Percentage			100%	30.82%	63.42%		5.75%
GRAND TOTAL ALL BUDGETS	\$ 137,228,167	\$ 41,421,614	\$ 178,649,781	\$ 55,510,172	\$ 113,432,320	\$ 168,942,492	\$ 9,707,289
Percentage			100%	31.07%	63.49%		5.43%

Note 1: The "Projected Balance" is an estimate of the difference between KRC's funding allocation from DDS (col. 3), and Total Projected (col. 6)

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.