

Board of Directors Meeting Agenda March 23, 2021

General Business		
1. Call to Order and Introductions	Action	Dr. Jasmeet Bains
2. Approval/Additions to Agenda	Action	Dr. Jasmeet Bains
3. Meeting Minute Approval February 23, 2021 (Attachment 1)	Action	Dr. Jasmeet Bains
4. Public Input	Info.	Et al
New Business		
5. Nominations and Voting for New Board Members a. Donald Tobias b. Ruth Watterson	Action	Dr. Jasmeet Bains
Unfinished Business		
6. None	Action	Dr. Jasmeet Bains
Reports		
7. Board President Report	Info.	Dr. Jasmeet Bains
8. Financial Report (Attachments 2 and 3)	Info.	Tom Wolfgram
9. Executive Director's Report	Info.	Dr. Michi Gates
10. VAC Report	Info	Shawn White
11. Staff Report a. KRC Board Policy C-9 Review (Attachment 4)	Info	Cherylle Mallinson
Good and Welfare		

Meeting Location and Time:

Via Zoom Webinar at 6:30 PM

<https://us02web.zoom.us/j/82739865747?pwd=TU94WVpNOVJlOUjdWejNrdUJTLzlXOT09>

Webinar ID: 827 3986 5747, Password: 043557

Dial in Number: 1-669-219-2599

Next Board Meeting: April 27, 2021

**Kern Regional Center
Board of Directors Meeting**

February 23, 2021

6:30 – 8:00 p.m.

Zoom Webinar

3200 N. Sillect Avenue ∞ Bakersfield, CA 93308 ∞ 661-327-8531

MINUTES

KRC BOARD MEMBERS PRESENT:

Oscar Axume, President
Jasmeet Baines, MD, Vice President
Kevin Gosselin
Ryan Jones
Nickolerene Mensch, Treasurer
Mark Tolentino
Martin Vasquez, Secretary
Simon Verdugo
Shawn White, VAC

KRC BOARD MEMBERS ABSENT:

None

STAFF PRESENT:

Kristine Khuu, Assistant Director of Client Services
Cherylle Mallinson, Director of Community Services
Celia Pinal, Director of Client Services
Tom Wolfgram, CFO
Michi Gates, Executive Director

GUESTS PRESENT:

Megan Mitchell
Edwin Pineda, DDS
Mitzi Villalon

INTERPRETER:

Marisol Resendiz

CALL TO ORDER

Oscar Axume, President, called the meeting to order at 6:33 PM. All Board Members were present.

APPROVAL/ADDITIONS TO AGENDA

Tom Wolfgram reported that there would be no hard copy Financial Report, so Attachment 2, as it appears on the agenda, should be deleted.

A motion was made to accept the agenda for the Board of Directors meeting dated February 23, 2021 with Attachment 2 deleted and the other attachments renumbered as appropriate.

M/S/C (Gosselin, Axume)

Ayes = 9; Nays = 0; Abstained = 0

Motion Carried

REVIEW OF MINUTES

All Board Members have reviewed the minutes of the previous meeting. A motion was requested to approve the minutes of the Board of Directors meeting held on January 26, 2021.

M/S/C (Mensch, Vasquez)

Ayes = 9; Nays = 0; Abstained = 0

Motion Carried



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PUBLIC INPUT

No public input was submitted in advance and no public input was presented at this meeting.

UNFINISHED BUSINESS

Oscar Axume, President

Nominations for Board of Directors President

Oscar Axume is stepping down as president effective the end of today's meeting, February 23, 2021. Jasmeet Bains has been nominated for the office of President and has accepted. No other nominations were brought forward. A motion was made to elect Dr. Jasmeet Bains for President of the Kern Regional Center Board of Directors.

M/S/C (Gosselin, Mensch)

Ayes = 9; Nays = 0; Abstained = 0

Motion Carried

The office of Vice President was left vacant with the movement of Dr. Baines to President of the Board. President Axume asked for nominations for the position of Vice President. Ryan Jones and Nickolerene Mensch were nominated. Mr. Jones expressed appreciation for the nomination, but declined. Ms. Mensch accepted the nomination. A motion was made for Nickolerene Mensch to be elected Vice President of the Kern Regional Center Board of Directors.

M/S/C (Gosselin, Tolentino)

Ayes = 9; Nays = 0; Abstained = 0

Motion Carried

The office of Treasurer was left vacant with the movement of Nickolerene Mensch to Vice President. President Axume requested nominations for Treasurer. Kevin Gosselin was nominated and, after clarification about the role, Mr. Gosselin accepted the nomination. A motion was made for Kevin Gosselin to be elected Treasurer of the Kern Regional Center Board of Directors.

M/S/C (Bains, Mensch)

Ayes = 9; Nays = 0; Abstained = 1

Motion Carried

BOARD PRESIDENT REPORT

Oscar Axume, President

President Axume expressed his appreciation for being able to serve as the President of the Board of Directors. He is looking forward to accomplishing great things this coming year as a fellow Board Member. He thanked everyone for their participation during an unprecedented year.

FINANCIAL REPORT

Tom Wolfgram, Chief Financial Officer

Mr. Wolfgram explained that the Financial Reports are not closed until the end of the month, creating an issue of delivering the report by the time the meeting packet is distributed for review before Board Meetings. To resolve this, the report for this meeting will be postponed. The January 2021 report will be reported at the next meeting and will follow thereafter each month, allowing the Financial Report to be part of the packet for review before each regularly-scheduled monthly meeting.

Without the actual hard copy report, Mr. Wolfgram provided a brief verbal overview of the financial data for informational purposes. The B2 has not been received, but it is expected this week. General Operations has



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been allocated \$25 Million. POS was allocated \$192 Million for a total of \$218 Million. The B2 report should provide some additional money to our present data.

Due to the change of officers within the Board of Directors, authorized signatures on the bank account will need to be changed. The newly-elected officers will be contacted to coordinate signing the required cards from the bank.

EXECUTIVE DIRECTOR'S REPORT

Dr. Michi Gates

COVID-19

Since March 2020, Kern Regional Center has had 417 clients and 413 Service Providers with a positive COVID-19 diagnosis. Statewide, there are 14,441 positive cases and 493 deaths. Early on in the pandemic, Kern Regional Center was #2 & #3 within the ranking of the 21 RCs; we are now #11.

The second surge seems to be subsiding. We are seeing a drastic decrease of positive cases in individuals and providers, however, it is important to remain very careful. It is going to take months for a significant number of the population to get vaccinated due to vaccine supply. It is important to continue to practice precautions, particularly with the new strains that are emerging. Even though the numbers are declining, we have seen an increase in deaths. Most of the infections are occurring in those living with family; there has been a decline of cases in care homes. Care homes were included in the earlier phases of the vaccine, so this could be the reason for the drop in cases.

Testing for COVID-19 has been a problem in many areas. Kern County has numerous testing sites, but getting test results back within 48 hours is a challenge. We are investigating hosting a testing site ourselves to facilitate quicker turnaround. The recent DDS Directive concerning vaccines instructed regional centers to concentrate on those individuals who are 65 years and older. Kern Regional Center has 303 individuals in that group. Some of those individuals are in care homes and have already received the vaccine. For those who have not received it, we are focused on ensuring they are registered to receive the vaccine and follow through to being vaccinated. On March 15, the vaccine will be available to a larger portion of our population. The new categories are rather broad, so, conceivably, all of our individuals could be eligible. It will be the Regional Center's task to ensure that all of our individuals who are eligible to receive the vaccine can get registered and have access to it. Kern Regional Center is in the process of identifying those who are most at risk, who may have difficulty accessing a vaccine site, and assisting those who may have trouble registering for the vaccine. We want to make sure we are taking a strong role in successful vaccination of our individuals. Dr. Gates said that Kern Regional Center will be running data internally to determine who should be prioritized for the vaccine. Kern Regional Center has been working with the Kern County Office of Emergency Services in order to expedite the vaccinations of individuals served by Kern Regional Center.

2021-22 BUDGET PROCESS

The 2021-22 Budget process is underway. It began in January 2021 with the Governor's release of his budget proposal. The Governor's proposal was better than anticipated due to greater than expected revenues for the State. The Assembly Sub 1 and the Senate Sub 3 committees on Developmental Services have met this week to do their initial review of the budget proposal. The current budget proposal maintains the regional center budgets without cuts and also allows for growth. Service Providers received a rate increase in 2019 that had a sunset date; the proposal will extend the sunset date another year. There was positive discussion at the Assembly and Senate to completely eliminate sunset dates. This is great news because our service providers do an extraordinary job.

Disparity continues to be an area of great concern. A Community Navigator position has been proposed to connect individuals and families with community and regional center resources as a strategy to reduce disparity. This position is being proposed as a way to bridge the gap between individuals, families and services



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by building more trust.

An Emergency Coordinator position for each Regional Center is also being proposed. The State has experienced so many disasters in the past few years that it was deemed necessary to have these positions. The Emergency Coordinators would work locally to provide a community response as well as together as a team for a Statewide response.

Intake numbers significantly dropped for Regional Centers during the pandemic, but particularly in the Early Start program. Early Start is very important and, when an individual is missed, it can have negative impacts on their life. This usually results in requiring more extensive services in the future. There is no hard data yet about the cause of the decline, but speculation is that the pandemic affected access to referrals, with schools closed and people being home.

The Board asked for clarification on how Kern Regional Center is continuing to communicate with the community about Early Start and other services. The Assistant Director of Client Services reports that Kern Regional Center continues to liaison with Valley Children's Hospital, local pediatricians, First 5, and other groups as way to get the word out. Pediatrician referrals dropped seemingly due to parents not being able to bring babies in for well-baby check-ups and other appointments during the pandemic, but connection and communication with pediatricians continue on a consistent basis.

Investments in Developmental Services Systems was addressed by the Assembly and Senate subcommittees. A proposal has been made to continue the suspension of fees for families such as the Annual Family Program Fee and the Family Cost Participation Program. Kern Regional Center would be in support of permanent suspension of fees. There was also discussion of personal assistance, independent living services, and supported employment participant directed service options being continued throughout the State of Emergency and possibly beyond. There is a proposal by ARCA and SEIU to add funding to allow Regional Centers to meet the mandated case load ratio, adding 850 Service Coordinator positions Statewide.

The next step in the budget process will be the May revision.

Self-Determination Program

Kern Regional Center had 95 individuals allotted for the Self-Determination Program, 75 have chosen to be in the program and 42 are actively enrolled in the Self-Determination program. Statewide, of the 2,500 allowed to be enrolled, there are less than 500 who have transitioned. Kern Regional Center has one of the higher percentages of transitions in the state, probably because we have been a pilot area for Self-Determination and have experienced providers. The target date to open up the program to everyone is June 7. There was some reluctance in the Senate session about whether the program should open that soon given the rollout has been slow and there are refinements that need to be done to make the program better. During the recent Self-Determination Committee meeting, emphasis was placed on proposals to make things work better and faster and not focusing on barriers. We heard examples of where planning teams are getting stuck in the process, specifically budget certification and spending plans. It is challenging for teams to come to agreement. A fast-track service is in place, so we do have facilitators who can help individuals who are interested in transitioning and helping them move as fast as they can. There are 21 individuals who are in process on one of those steps. If they can be transitioned by June 7, it will be a significant accomplishment.

Technology Infrastructure

Our IT infrastructure became particularly important when staff were forced to work at home due to COVID-19. Laptops were recently purchased to replace previously-issued iPADS. We are in the process of transitioning from our current network which is strained to its limits to the Cloud. Transitioning to the Cloud is happening unit-by-unit. As units transition, the present system will work more efficiently for those still using it.



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Staffing

Thank you to all Kern Regional Center staff, and many more, who play a role in hiring. We have been hiring a lot of Service Coordinators. Even though our intake numbers are down, we have had to hire for vacated positions, as well as added positions for growth. We have been hiring since September so that we can orient employees in smaller groups. A large portion of those needed positions have been filled and we hope to get the funding to hire more in the future. We have also hired a new Program Manager in order meet unit ratios. The Board asked about the size of case ratios after service coordinators are hired. Dr. Gates replied that we strive to get an overall ratio of 1:74. The quality of the services we provide are directly related to caseload size. If we can keep the caseloads per service coordinator in the 70s, we are better able to maintain quality supports for our individuals.

VENDOR ADVISORY COMMITTEE

Shawn White, Board Member

The VAC Committee did not meet for the month of February, so there is no report. The next meeting will be on March 23.

STAFF REPORT

Cherylle Mallinson, Director of Community Services

Employment First Policy

Ms. Mallinson presented the Employment First Policy, explaining that the policy is not a requirement, but it is consistent with the Lanterman Act. The purpose of her presentation is to get the Board of Directors' opinions, thoughts, and feedback on the document. She will be presenting this policy to the VAC Committee as well.

The policy addresses the employment of individuals with developmental disabilities. Some of the ways you can see this policy in action is through the Performance Contract and with PathPoint, who coordinates Competitive Integrated Employment and Paid Internship Programs. Kern Regional Center works with an Employment First Specialist, assigned by DDS, who assists in increasing the numbers of individuals with developmental disabilities that acquire employment. The plan is to present an understandable written form of the policy for the community, conduct a public meeting, circulate a draft of the Employment Performance Contract and then provide a final presentation to the Board of Directors in April 2021 for approval to make the document an official policy. At this time, Ms. Mallinson requests that the Board Members review the document and provide any feedback to her over the next few days.

ADJOURNMENT

With nothing further to discuss, President Oscar Axume adjourned the meeting at 7:35 PM.

The next meeting will take place on Tuesday, March 23, 2021 at 6:30 p.m.

Minutes respectfully submitted by Darlene Pankey



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KERN REGIONAL CENTER
OPERATIONS
FY 2020/2021
AS OF JANUARY 31, 2021

ATTACHMENT 2

	PROPOSED EXPENDITURE	YEAR TO DATE	07/31/20	08/31/20	09/30/20	10/31/20	11/30/20	12/31/20	01/31/21	2/29/2021	03/31/21	04/30/21	05/31/21	06/30/21	TOTAL	OVER/UNDER
OPERATIONS																
Salaries & Benefits	18,595,683	9,574,438	919,279	1,231,923	1,176,715	2,136,073	1,055,096	1,183,572	1,386,569						9,089,227	485,211
Operating Expenses	4,410,000	2,572,500	206,884	444,232	169,698	479,027	281,663	389,276	307,435						2,277,213	285,287
SUBTOTAL OPS	21,005,683	12,146,938	1,126,163	1,676,155	1,346,413	2,615,100	1,336,759	1,572,848	1,694,004						11,366,441	780,497
COMMUNITY PLACEMENT PLAN																
Salaries & Benefits	337,246	194,565		(629)		236,219	62,062	64,087	64,878							
Operating Expenses			16,828	14,432	24,120	10,620	29,752	16,064								
SUBTOTAL CPP			16,828	13,803	24,120	246,839	91,814	80,151	64,878							
FOSTER GRANDPARENT PROGRAM																
Salaries & Benefits	69,809	40,274	3,738	3,952	3,831	11,171	5,186	5,246	5,305						38,427	1,847
Operating Expenses	127,864	74,587	6,223	138	18,176	10,466	11,762	10,746	10,143						67,634	6,953
SUBTOTAL FGP	197,673	114,862	9,960	4,090	22,007	21,637	16,948	15,992	15,448						106,061	8,800
SENIOR COMPANION PROGRAM																
Salaries & Benefits	85,320	49,223	4,568	4,799	4,714	13,653	6,338	6,411	6,484						46,966	2,257
Operating Expenses	155,596	90,764	4,809	169	8,266	4,505	4,520	4,047	4,083						30,399	60,365
SUBTOTAL SCP	240,916	139,987	9,377	4,967	12,980	18,158	10,858	10,458	10,567						77,365	62,622
TOTAL OPERATIONS	21,444,282	12,401,787	1,162,329	1,699,016	1,404,519	2,901,714	1,456,378	1,679,448	1,784,896						12,088,301	508,052

KERN REGIONAL CENTER
PURCHASE OF SERVICE
FY 2020-2021
AS OF JANUARY 31, 2021

ATTACHMENT 3

PURCHASE OF SERVICES	July 2020	August 2020	September 2020	October 2020	November 2020	December 2020	January 2021	February 2021	March 2021	April 2021	May 2021	June 2021	2020-2021 Total
OUT-OF-HOME													
Community Care Facility	4,038,014	4,148,305	4,124,445	4,224,934	4,206,772	4,184,850	3,944,676						28,871,796
ICF/SNF Facility	102,026	95,775	100,820	94,772	93,800	101,781	78,449						667,423
TOTAL OUT OF HOME	4,140,040	4,244,080	4,225,265	4,319,706	4,300,572	4,286,631	4,023,125						29,539,219
DAY PROGRAMS													
Day Care	25,418	37,793	35,329	35,454	37,636	14,148	12,564						198,342
Day Training	2,695,402	2,560,491	2,581,549	2,641,443	2,384,971	2,511,656	1,792,854						17,168,366
Supported Employment	416,338	410,070	395,118	387,463	345,356	369,531	338,953						2,662,829
Work Activity Program	7,648	7,006		6,899	7,060	4,599	6,045						39,257
SUBTOTAL DAY PROGRAMS	3,144,806	3,015,360	3,011,986	3,071,259	2,775,023	2,899,934	2,150,416						20,068,794
OTHER SERVICES													
Non Medical Services Prof	399,324	386,597	380,107	410,413	365,218	382,154	337,235						2,641,048
Non Medical Services Prog	1,575,179	1,563,211	1,521,303	1,539,047	1,314,177	1,348,308	828,046						9,689,271
Home Care Services Prog	13,197	10,536	16,341	16,415	16,916	10,588	14,011						98,006
Transportation	521,306	482,400	476,544	498,300	431,968	473,645	91,188						2,975,351
Transportation Contracts	619,614	588,993	613,453	624,301	549,772	594,831	524,464						4,115,428
Prevention Services	518,483	485,955	473,395	479,988	422,232	449,527	369,334						3,198,914
Other Authorized Services	3,644,891	3,666,736	3,603,181	3,572,109	3,362,397	3,412,182	3,269,080						24,553,576
P & I Expense	7,755	10,320	11,180	9,536	10,084	9,517	8,893						67,265
Hospital Care	36,250												36,250
Medical Equipment	8,437	30,513	10,117	9,251	2,531	9,498	2,635						72,982
Medical Services Prof	148,167	157,325	155,326	146,882	160,097	156,146	146,234						1,072,177
Medical Services Prog	68,736	73,367	70,696	61,306	54,924	53,929	18,243						401,201
Respite Care - In Home	1,123,361	1,167,806	1,252,725	1,365,688	1,354,466	1,186,482	634,791						8,085,319
Respite Care - Out of Home	12,515	19,907	14,220	7,124	2,791	12,655	12,390						81,602
TOTAL OTHER SERVICES	8,697,215	8,643,666	8,578,588	8,743,360	8,047,575	8,101,462	6,276,544						57,088,410
TOTAL PURCHASE OF SERVICES	15,982,061	15,903,106	15,815,849	16,134,325	15,123,170	15,287,827	12,450,085						106,696,423
COMMUNITY PLACEMENT PLAN													
Community Care Facility	186,069	187,405	203,001	220,679	241,620	242,354	172,610						1,453,738
ICF/SNF Facility													-
Day Training													-
Non-Medical Services	425	478		956	478								2,337
Non-Medical Services-Programs													-
Other Authorized Services	1,015	1,440	2,113	2,451	2,363	1,550	2,102						13,034
Other Services													-
Medical Care - Prof	245	231	236	226									938
Community Care Facility					22,010	22,744							44,754
TOTAL COMMUNITY PLACEMENT PL	187,754	189,554	205,350	224,312	266,471	266,648	174,712						1,514,801
TOTAL PURCHASE OF SERVICE	16,169,815	16,092,660	16,021,199	16,358,637	15,389,641	15,554,475	12,624,797						108,211,224

KERN REGIONAL CENTER

BOARD OF DIRECTORS

POLICY

TITLE: Use of RFPs to Address Service NeedsPOLICY NO. C-9DATE SUBMITTED: 03/23/2021PAGE 1 OF 1**PURPOSE:** To provide ~~an umbrella~~ guidelines under which RFP procedures shall be used.**POLICY:** Kern Regional Center (KRC) has maintained procedures on the use of Request for Proposals (RFPs) for resource development purposes since 1999. This Board Policy provides ~~an umbrella~~ guidelines under which KRC shall implement RFP procedures.

1. KRC shall use the RFP process for identified resources development needs under each of the following circumstances (subject to Sections 5 and 6 below) ~~with the exception of the acceptance and review of unsolicited proposals which do come:~~
 - a. Any development where Start Up monies are available;
 - b. When KRC determines that the billings from a vendor are expected to exceed \$500,000 during the first 12 months after the vendor commences providing services; and
 - c. The development of residential facilities.
 - i.
2. If an applicant delivers an unsolicited proposal for services to KRC, then KRC may vendorize such applicant as long as it meets all applicable Title 17 vendorization requirements. However, per Title 17, KRC has no legal obligation to enter into contracts with any vendor, since vendorization alone does not guarantee utilization of such vendor's services. However, if KRC desires to enter into a contract with a new applicant who has submitted an unsolicited proposal for services, KRC may do so without complying with the RFP process, as long as KRC determines that the billings from such applicant during the first 12 months of service are expected to be less than \$500,000. ~~The RFP process shall be used in any circumstances where Start Up monies are available. The RFP process shall also be mandatory whenever the expected annual billings from a program would exceed \$120,000,~~
3. ~~RFP's shall be circulated through the KRC vendor email list and the KRC Vendor Voice list at a minimum and posted on the KRC website.~~ RFPs shall be posted on the KRC website and may be circulated using the KRC email lists. The RFP ~~procedures~~ provides specific details on proposal requirements and review processes.
4. This Board Policy and ~~the RFP Procedures~~ any current RFPs shall be posted and ~~are to be~~ maintained on the KRC website.
5. Under unusual circumstances, when the RFP process has been implemented but has not been successful in adequately identifying ~~resource development needs~~, vendor resources to meet the need, KRC may contract with a vendor on a case by case basis to ~~identify~~ secure needed resources through direct procurement. KRC may use direct procurement in any of the following circumstances:

- a. KRC has not identified a qualified vendor through the completion of the RFP process;
 - b. The service need ~~is~~ may be for consumer populations considered difficult to serve, which may include but not be limited to consumers exiting from or at risk of entering a State Developmental Center, or for services where resources are scarce; or
 - c. The services to be procured are based on specific KRC contract requirements.
6. If KRC identifies an emergency need for services, such as emergency vendorization under Title 17 Section 54324, KRC may authorize the service without following the RFP process, provided the vendor contract is approved by KRC's Executive Director.