



## KERN REGIONAL CENTER

*Striving to Achieve Equality,  
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### Board of Directors Meeting Agenda April 27, 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

Meeting Location and Time:

Via Zoom Webinar at 6:00 PM

<https://us02web.zoom.us/j/85249639904?pwd=cnQ3MlMvZ0ltVDdRd2luVzFVMitFOT09>

Webinar ID: 852 4963 9904, Password: 982153

Dial-In Number: 1 669 219 2599

*Next Board Meeting: May 25, 2021 at 6:00 PM*

**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 Wolfram, Chief Financial Officer*

Mr. Wolfram 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. Wolfram 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 FEBRUARY 28, 2021

ATTACHMENT 2

	PROPOSED EXPENDITURE	YEAR TO DATE	07/31/20	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	COVER/UNDER
OPERATIONS															
Salaries & Benefits	16,595,693	-	919,279	1,231,923	1,176,715	2,136,073	1,055,096	1,183,572	1,366,569	1,517,200				10,606,427	(10,606,427)
Operating Expenses	4,410,000	-	205,884	444,232	168,696	479,027	281,663	389,276	307,435	365,002				2,643,215	(2,643,215)
SUBTOTAL OPS	21,005,693	-	1,125,163	1,676,155	1,345,413	2,615,100	1,336,759	1,572,848	1,694,004	1,883,202				13,249,643	(13,249,643)
COMMUNITY PLACEMENT PLAN															
Salaries & Benefits	971,271	-		(629)	236,219	62,062	64,087	64,878	4,058						
Operating Expenses	236,352	-	16,828	14,432	24,120	29,752	16,064	16,878	20,764					430,675	(430,675)
SUBTOTAL CPP		-	16,828	13,803	24,120	29,752	80,151	81,756	24,822					563,255	(563,255)
FOSTER GRANDPARENT PROGRAM															
Salaries & Benefits	69,809	-	3,738	3,952	11,171	5,166	5,246	5,305	5,249						
Operating Expenses	127,664	-	6,223	138	18,176	11,762	10,746	10,143	9,047					43,677	(43,677)
SUBTOTAL FGP	197,673	-	9,960	4,090	21,617	16,948	15,992	15,448	14,296					120,358	(120,358)
SENIOR COMPANION PROGRAM															
Salaries & Benefits	85,320	-	4,568	4,789	13,653	6,338	6,411	6,484	6,416						
Operating Expenses	155,596	-	4,809	169	8,266	4,520	4,047	4,083	3,636					53,382	(53,382)
SUBTOTAL SCP	240,916	-	9,377	4,957	12,980	10,858	10,458	10,567	10,052					34,034	(34,034)
TOTAL OPERATIONS	21,444,282	-	1,162,329	1,699,016	1,404,519	2,901,714	1,456,378	1,679,446	1,784,896	1,932,372				14,020,672	(14,020,672)

KERN REGIONAL CENTER  
PURCHASE OF SERVICE  
FY 2020-2021  
AS OF FEBRUARY 28, 2021

ATTACHMENT 3

PURCHASE OF SERVICES	Jul 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
<b>OUT-OF-HOME</b>													
Community Care Facility	4,040,511	4,150,000	4,129,287	4,235,104	4,216,507	4,206,383	4,139,020	4,189,831					33,306,643
ICF/SNF Facility	102,026	95,775	100,820	94,772	93,800	101,781	78,449	76,302					743,725
<b>TOTAL OUT OF HOME</b>	<b>4,142,537</b>	<b>4,245,775</b>	<b>4,230,107</b>	<b>4,329,876</b>	<b>4,310,307</b>	<b>4,308,164</b>	<b>4,217,469</b>	<b>4,266,133</b>					<b>34,050,368</b>
<b>DAY PROGRAMS</b>													
Day Care	25,742	38,071	37,141	36,074	41,454	40,595	34,451	7,278					280,806
Day Training	2,697,305	2,562,363	2,582,215	2,644,921	2,389,696	2,572,919	2,140,851	2,041,519					19,631,789
Supported Employment	416,657	410,070	395,118	388,128	345,356	369,531	367,467	333,701					3,026,028
Work Activity Program	7,648	7,006		6,899	7,060	4,599	6,045	5,288					44,525
<b>SUBTOTAL DAY PROGRAMS</b>	<b>3,147,352</b>	<b>3,017,510</b>	<b>3,014,474</b>	<b>3,076,022</b>	<b>2,783,566</b>	<b>2,987,644</b>	<b>2,548,814</b>	<b>2,387,766</b>					<b>22,963,148</b>
<b>OTHER SERVICES</b>													
Non Medical Services Prof	399,464	386,737	360,676	414,139	373,285	394,945	389,514	323,972					3,042,732
Non Medical Services Prog	1,578,532	1,567,960	1,526,252	1,548,326	1,354,910	1,493,732	1,273,929	1,170,284					11,513,925
Home Care Services Prog	13,197	10,536	16,341	16,415	16,198	10,588	14,011	2,075					99,361
Transportation	521,643	483,655	482,955	500,669	434,370	479,274	441,513	442,439					3,786,518
Transportation Contracts	619,614	588,993	613,453	624,301	549,772	594,831	552,160	564,013					4,707,137
Prevention Services	518,483	486,244	473,498	480,014	422,944	453,945	422,800	457,341					3,715,269
Other Authorized Services	3,656,226	3,680,561	3,609,888	3,607,905	3,534,821	3,581,417	3,579,846	3,377,062					28,627,726
P & I Expense	7,755	10,320	11,180	9,536	10,084	9,517	8,893	9,151					76,436
Hospital Care	36,250												36,250
Medical Equipment	8,437	33,059	10,177	11,751	2,611	12,018	2,862	5,393					86,308
Medical Services Prof	148,167	157,325	155,326	146,882	160,678	156,146	153,110	108,370					1,188,004
Medical Services Prog	68,736	73,367	70,773	61,336	55,266	54,268	21,654	27,298					432,698
Respite Care - In Home	1,130,144	1,183,311	1,281,481	1,380,248	1,373,820	1,444,433	1,457,467	727,370					9,978,274
Respite Care - Out of Home	12,515	19,907	19,493	7,124	2,791	12,655	12,390	12,292					99,167
<b>TOTAL OTHER SERVICES</b>	<b>8,719,163</b>	<b>8,681,975</b>	<b>8,631,493</b>	<b>8,808,646</b>	<b>8,291,550</b>	<b>8,699,769</b>	<b>8,330,149</b>	<b>7,227,060</b>					<b>67,389,805</b>
<b>TOTAL PURCHASE OF SERVICES</b>	<b>16,009,052</b>	<b>15,945,260</b>	<b>15,876,074</b>	<b>16,214,544</b>	<b>15,385,423</b>	<b>15,995,577</b>	<b>15,096,432</b>	<b>13,880,959</b>					<b>124,403,321</b>
<b>COMMUNITY PLACEMENT PLAN</b>													
Community Care Facility	186,069	187,405	203,001	220,679	241,620	242,354	242,334	186,263					1,709,725
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	2,376	3,114	1,551	2,102	813					14,524
Other Services													-
Medical Care - Prof													-
Community Care Facility								892					892
<b>TOTAL COMMUNITY PLACEMENT PL</b>	<b>187,509</b>	<b>189,323</b>	<b>205,114</b>	<b>224,011</b>	<b>245,212</b>	<b>243,905</b>	<b>244,436</b>	<b>187,968</b>					<b>1,727,478</b>
<b>TOTAL PURCHASE OF SERVICE</b>	<b>16,196,561</b>	<b>16,134,583</b>	<b>16,081,188</b>	<b>16,438,555</b>	<b>15,630,635</b>	<b>16,239,482</b>	<b>15,340,868</b>	<b>14,068,927</b>					<b>126,130,799</b>



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 developmental 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.