



Board of Directors Meeting Agenda
Tuesday, August 27, 2024
6:00 – 7:00 p.m.

Kern Regional Center, 3200 N. Sillect Ave., Bakersfield CA 93308
Malibu Room

General Business			
1. Call to Order and Introductions		Ana Alonso, Vice-President	6:00 – 6:05 p.m.
2. Approval of Agenda	Action	Ana Alonso, Vice-President	6:05 – 6:07 p.m.
3. Approval of July 30, 2024 Board Minutes (Attachment 1)	Action	Ana Alonso, President	6:07 – 6:10 p.m.
4. Public Input	Action		6:10 – 6:15 p.m.
Reports			
5. Executive Director Report	Info.	Enrique Roman, Interim Executive Director	6:15 – 6:30 p.m.
6. Financial Reports a. POS Report for June 2024 (Attachment 2) b. Operations Report for June 2024 (Attachment 3)	Info.	Tom Wolfgram, CFO	6:30 – 6:40 p.m.
7. Facilities Construction Timeline (Attachment 4)	Info	Tom Wolfgram, CFO	6:40 – 6:45 p.m.
8. Vendor Advisory Committee Report	Info.	Tamerla Prince, VAC Representative	6:45 – 6:55 p.m.

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89833310469?pwd=dk5zeERwekdmaXZlIdVBmbFdHbHpWUT09>

Webinar ID: 898 3331 0469 Passcode: 106717

Dial-In Number: (213) 338-8477

The next KRC Board of Directors meeting is September 24, 2024, 6:00 – 7:30 PM

Attachment 1



**Kern Regional Center
Board of Directors Meeting
July 30, 2024**

This meeting was conducted as a hybrid meeting at Kern Regional Center, 3300 N. Sillect Ave., Bakersfield, California in the Malibu Room and using remote teleconferencing technology provided by Zoom.

Board of Directors Present:

Ana Alonso, Vice President; Carlos Isidoro, Board Member; Ryan Jones, Board Member; Tracey Mensch, President; Tamerla Prince, Vendor Advisory Representative; Donald Tobias, Board Member; Mark Tolentino, Board Member; Martin Vasquez, Secretary; Simon Verdugo, Board Member. A quorum (9) was established.

Board of Directors Absent:

Fernando Fermin, Treasurer; Ruth Watterson, Board Member

Kern Regional Center Staff Present:

Denise Arreguin, SC; Tomas Cubias, Assistant Director, Service Access & Equity; Michi Gates, Executive Director; Yesenia Mackie, Assistant Director, Client Services; Karey Morris, HR; Darlene Pankey, Executive Assistant; Celia Pinal, Director of Client Services; Enrique Roman, Director, Community Services; Eduardo Soriano, IT; Omelia Trigueros, PM; Tom Wolfgram, CFO

Attendees:

Maribel Baez; Raynel Beggs; Yesenia Bojorquez; Norma Carrillo; Socorro Carrillo; Jill Green; Cindy Cox, Support for Donald Tobias; Maria (no last name); Cynthia Marquez; John Noriega, Support for Simon Verdugo; Kristi, Positive Purpose; Susana Montoya; Teresa Olivares; Edwin Pineda, DDS; Jeffrey Popkin, Bakersfield ARC; Scott Rice; Maria Robles; Rene Sandoval; Norma Tuiasosopo; Sandra Van Scotter, SDP Advisory Committee; Manuel Velasquez; Mitzi Villalon; 661-205-8347 (no name given).

Interpreters: Nidya Madrigal-Navia, Spanish; Tera Thrasher, ASL; Jessica Alvarado Saravia, ASL

CALL TO ORDER: Tracey Mensch, President, called the meeting to order at 6:25 p.m. and introductions were made.

AGENDA APPROVAL: President Mensch asked for a motion to approve the agenda:

Moved by Prince and seconded by Tobias to:

Accept the agenda for the meeting of July 30, 2024.

PASSED: 9

APPROVAL OF MINUTES: President Mensch asked for a motion to approve the minutes of the board meeting held on May 28, 2024.

Moved by Prince and seconded by Verdugo to:

Approve the Kern Regional Center Board of Directors Meeting Minutes for May 28, 2024, as written.

PASSED: 9

APPOINT BOARD MEMBER, RUTH WATTERSON, TO SECOND TERM

Board Member, Ruth Watterson's first term ended on 4/27/24. President Mensch asked the Board Members for discussion and, if no objections, to approve Ruth Watterson for her second term as a board member, retroactive beginning 4/27/24 through 4/27/27.

Moved by Alonso and seconded by Verdugo to:

Approve that Ruth Watterson be instated for a second term as board member, retroactive beginning 4/27/24 through 4/27/27.

PASSED: 9 NAYES: 0 ABSTENTIONS: 0

APPOINT BOARD MEMBER, DONALD TOBIAS, TO SECOND TERM

Board Member, Donald Tobias's first term as a board member ended on 4/27/24. President Mensch asked the Board Members for discussion and, if no objections, to approve Donald Tobias for a second term as a board member, retroactive beginning 4/27/24 through 4/27/27.

Moved by Alonso and seconded by Tolentino to:

Approve that Donald Tobias be instated for a second term as board member, retroactive beginning 4/27/24 through 4/27/27.

PASSED: 9 NAYES: 0 ABSTENTIONS: 0

APPOINT BOARD MEMBER, RYAN JONES, TO THIRD TERM

Board Member, Ryan Jones's second term as a board member will end on 8/28/24. President Mensch asked the Board Members for discussion and, if no objections, to approve Ryan Jones for a third term as a board member, 8/28/24 through 8/28/25.

Moved by Verdugo and seconded by Tobias to:

Approve that Ryan Jones be instated for a third term as board member, 8/28/24 through 8/28/25.

PASSED: 9 NAYES: 0 ABSTENTIONS: 0

APPOINT BOARD MEMBER, MARK TOLENTINO, TO THIRD TERM

Board Member, Mark Tolentino's third term as a board member will end on 8/28/24. President Mensch asked the Board Members for discussion and, if no objections, to approve Mark Tolentino for a third term as board member, 8/28/24 through 8/28/25.

Moved by Alonso and seconded by Prince to:

Approve that Mark Tolentino be instated for a third term as board member, 8/28/24 through 8/28/25.

PASSED: 9 NAYES: 0 ABSTENTIONS: 0

REQUEST APPROVAL FOR DIRECT PROCUREMENT FOR LEVEL 4 CARE HOME > \$500,000

Mr. Roman presented a request to waive the RFP requirement to develop an adult, level 4I residential facility. A memo was presented to the Board of Directors a week prior to this meeting for review and details a request by Crestmont Loft and the operators of Le Petite Loft (children's level 4I facility) to develop an adult level 4I facility. The memo is attached to these minutes, labeled as Attachment 2.

Moved by Alonso and seconded by Tobias to:

Approve the waiver of the RFP requirement to develop an Adult, level 4I residential facility and allow Crestmont Loft to begin development of a new adult, level 4I residential facility.

PASSED: 7 NAYES: 0 ABSTENTIONS: 2

REQUEST APPROVAL FOR CONTRACT FOR MAXIM HEALTHCARE >\$250,000 FINANCIAL MANAGEMENT SERVICES

Mr. Roman presented a contract for approval to the Board of Directors concerning the development of a new Financial Management Services (FMS) provider, Maxim Healthcare Services. A memo and draft contract between Kern Regional Center and Maxim Healthcare Services was presented to the board members a week prior to this meeting for review and is attached to these minutes, labeled as Attachment 3.

Moved by Isidoro and seconded by Tobias to:

Approve the contract between Kern Regional Center and Maxim Healthcare Services, a contractor performing Financial Management Services for Kern Regional Center, to be in effect through June 30, 2027.

PASSED: 8 NAYES: 0 ABSTENTIONS: 1

PUBLIC INPUT

Teresa Olivares asked for clarification about the Financial Management Services and her questions were answered by Dr. Gates.

Sandra Van Scotter congratulated all the folks appointed to additional terms to the board. How does the public find out if there are openings on the board and how do they apply? Requests for applications can be sent to Darlene Pankey at dpankey@kernrc.org or requests for applications can also be obtained by logging onto the Kern Regional Center website at KRC.org.

PRESIDENT'S REPORT

President Mensch has been appointed as the Chairperson of the State Client Advisory Council and recently attended a meeting in Sacramento. She has also participated in KRCs New Hire Orientation, welcoming new KRC employees to their new positions. President Mensch thanked and welcomed all the board members to their new terms.

EXECUTIVE DIRECTOR REPORT

Dr. Michi Gates gave a report to the board on the following topics:

- Kern Regional Center received the final report on our HCBS services review. KRC did very well. There were a few minor findings; KRC scored 100% in most categories. She thanked Celia Pinal, Enrique Roman, and Ana Leheny for their dedication to bring excellence to this program.
- KRC is preparing for a DDS review of our Family Home Agencies (FHA). FHAs are living arrangements for adults, age 18 and older, who prefer to live in a family setting rather than in a group setting or living alone. KRC has three FHA providers – each provider is responsible for several FHAs. We are looking forward to working with DDS on this audit.
- KRC and Developmental Support Services Foundation (DSSF) recently worked together to conduct an art contest for our clients. It was a great success. A winner was chosen in each age category and awarded \$100. An overall “best in show” was awarded \$500. This project was well received, and plans are to have another art contest next year.
- KRC is working with DDS as a pilot regional center to implement the standardized Individual Program Plan (IPP) format. Service coordinators will start using the new standardized IPP template in January 2025.

FINANCIAL REPORT

Tom Wolfgram, CFO, provided the Financial Report for Purchase of Services and Operations as of May 31, 2024.

Purchase of Services

Total spent for month ending May 31, 2024: \$16,638,307

YTD: \$234,297,256

Considering there are approximately \$5 Million in unbilled services, and an expected expenditure in June of \$21 Million, Mr. Wolfgram anticipates a total expenditure of approximately \$260 Million spent this year for services. The vendors have up to 2 more years to bill.

Operations Report

Total expenses for month ending May 31, 2024: \$2,499,324

YTD: \$28,774,472

We have spent \$27.9 Million on general operations. We will end the year with approximately \$2 Million in unspent funds. We have 2 years to spend the surplus and out of these funds we will be purchasing furniture for the building expansion.

Copies of the Purchase of Services and Operations Reports are attached to these minutes and labeled as Attachments 4 and 5.

The Atrium building is almost complete. All the furniture is in. The IT wiring is done, phones are being connected, and an evacuation plan is being created. We are waiting for fire extinguishers and defibrillators to arrive. There are 75 new workstations for staff in the new building.

The Bishop office is almost ready. The wiring is all done and the furniture is in. There is some electrical work that is still pending, along with fire extinguishers and an evacuation plan. Tom will attempt to get more information from the contractors working on the project to help estimate an approximate timeline for being able to move into the office.

VENDOR ADVISORY COMMITTEE

Tamerla Prince reported

- Planning meetings are taking place for the Vendor Luncheon on November 8.
- Positive Purpose and KRC are working together on backpack donations and organization for our clients for "Back to School." The goal is to provide 500 backpacks. Donations of school supplies are being accepted at Positive Purpose and Kern Regional Center.

With nothing else to discuss, President Mensch adjourned the meeting at 7:35 p.m.

The next public Board of Directors meeting will be held on August 27, 2024, at 6:00 p.m.

Respectfully submitted,

Darlene Pankey
Executive Assistant

Attachment 2

KERN REGIONAL CENTER
PURCHASE OF SERVICE
FY 2023-2024
AS OF JUNE 30, 2024

PURCHASE OF SERVICES	July 2023	August 2023	September 2023	October 2023	November 2023	December 2023	January 2024	February 2024	March 2024	April 2024	May 2024	June 2024	2023-2024 Total
OUT-OF-HOME													
Community Care Facility	5,672,833	5,673,989	5,917,693	6,024,769	6,169,922	5,969,111	6,016,298	5,913,223	5,976,723	5,951,472	5,917,271	5,897,841	71,121,145
ICF/SNF Facility	261,173	267,743	259,571	273,195	280,046	303,179	301,631	269,191	273,863	232,030	219,064	192,664	3,133,350
TOTAL OUT OF HOME	5,934,006	5,941,732	6,177,264	6,297,964	6,449,968	6,292,290	6,317,929	6,182,414	6,250,586	6,183,502	6,136,335	6,090,505	74,254,495
DAY PROGRAMS													
Day Care	36,058	44,246	45,167	47,256	43,182	45,912	47,703	46,873	46,292	53,240	16,095	4,403	478,427
Day Training	3,418,217	3,821,009	3,510,732	4,029,008	3,668,947	3,379,012	3,702,418	3,260,085	3,285,916	3,307,415	3,232,363	2,929,876	41,544,998
Supported Employment	393,647	429,780	397,396	431,470	383,748	402,605	478,043	403,559	414,261	402,557	422,040	400,317	4,959,423
Work Activity Program		9,399	8,780		6,275	6,527	7,682	6,810	6,726	7,766		6,585	66,550
SUBTOTAL DAY PROGRAMS	3,847,922	4,304,434	3,962,075	4,507,734	4,102,152	3,834,056	4,235,846	3,717,327	3,753,195	3,770,978	3,672,498	3,341,181	47,049,398
OTHER SERVICES													
Non Medical Services Prof	226,407	320,208	328,394	394,215	383,022	438,880	542,451	573,466	677,873	702,962	716,128	705,102	6,009,108
Non Medical Services Prog	1,644,881	1,819,309	1,790,525	1,997,271	1,761,131	1,682,894	1,927,683	1,954,449	1,995,636	2,074,689	2,151,331	1,881,205	22,681,004
Home Care Services Prog	19,689	21,146	21,041	26,896	39,444	32,292	22,325	22,636	20,461	20,652	12,679	2,223	261,484
Transportation	454,130	519,813	460,909	515,292	464,693	478,020	522,685	473,713	474,183	520,747	505,827	446,021	5,836,033
Transportation Contracts	862,892	991,079	887,375	964,789	876,562	842,623	619,338	892,512	628,315	920,005	945,024	857,274	10,287,788
Prevention Services	764,097	866,230	774,013	863,503	809,773	757,096	838,514	813,515	803,642	811,933	808,676	718,371	9,629,363
Other Authorized Services	3,785,247	3,951,677	3,985,576	4,101,804	4,077,445	3,918,695	4,079,303	4,057,964	4,038,616	4,239,073	4,123,320	3,610,637	47,969,357
P & I Expense	9,943	9,775	9,943	10,447	9,775	9,641	10,645	10,645	10,393	9,633	10,341	9,810	120,991
Hospital Care													-
Medical Equipment	8,265	5,115	18,120	5,282	2,712	6,013	21,637	9,197	2,506	4,688	9,685	1,526	94,746
Medical Services Prof	221,391	233,336	199,182	230,069	235,483	224,030	199,465	217,438	234,298	160,499	163,932	111,828	2,430,951
Medical Services Prog	37,694	37,741	30,706	39,467	41,954	38,074	39,466	41,233	36,625	41,553	35,402	34,384	454,299
Respite Care - In Home	2,566,413	2,655,150	2,660,085	2,731,886	2,790,845	2,814,399	2,938,283	2,854,243	3,003,824	2,988,525	2,987,856	1,661,180	32,652,689
Respite Care - Out of Home	29,703	22,506	18,137	15,359	29,445	32,077	47,171	21,894	27,935	37,736	24,808	23,824	330,595
													-
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TOTAL OTHER SERVICES	10,630,752	11,453,085	11,184,006	11,896,280	11,522,284	11,274,734	11,808,966	11,942,905	11,954,307	12,532,695	12,495,009	10,063,385	138,758,408
TOTAL PURCHASE OF SERVICES	20,412,680	21,699,251	21,323,345	22,701,978	22,074,404	21,401,080	22,362,741	21,842,646	21,958,088	22,487,175	22,303,842	19,495,071	260,062,301
COMMUNITY PLACEMENT PLAN													
Community Care Facility	96,759	96,759	96,759	96,759	96,759	96,759	96,613	96,613	98,699				872,479
ICF/SNF Facility													-
Day Training													-
Non-Medical Services													-
Non-Medical Services-Programs	4,724	5,348	5,170	5,438	8,424	9,805	10,251	8,424	10,639				68,223
Transportation													-
Other Authorized Services													-
Other Services													-
Medical Care - Prof													-
TOTAL COMMUNITY PLACEMENT P	101,483	102,107	101,929	102,197	105,183	106,564	106,864	105,037	109,338	-	-	-	940,702
TOTAL PURCHASE OF SERVICE	20,514,163	21,801,358	21,425,274	22,804,175	22,179,587	21,507,644	22,469,605	21,947,683	22,067,426	22,487,175	22,303,842	19,495,071	261,003,003

Attachment 3

KERN REGIONAL CENTER
 OPERATIONS
 FY 2023/2024
 AS OF JUNE 30, 2024

	PROPOSED EXPENDITURES	YEAR TO DATE BUDGET	07/31/23	08/31/23	09/30/23	10/31/23	11/30/23	12/31/23	01/31/24	02/28/24	03/31/24	04/30/24	05/31/24	06/30/24	TOTAL	(OVER)UNDER
OPERATIONS																
Salaries & Benefits	27,164,701	27,164,701	1,889,926	2,581,320	1,934,030	1,496,236	1,898,468	1,859,150	1,860,282	2,567,992	2,074,777	2,011,995	1,644,777	2,778,452	24,597,406	2,567,295
Operating Expenses	6,932,500	6,932,500	788,702	195,452	785,089	376,454	481,678	521,215	431,499	554,576	843,980	388,145	786,009	613,161	6,776,159	156,341
SUBTOTAL OPS	34,097,201	34,097,201	2,688,628	2,776,772	2,719,119	1,872,690	2,380,146	2,380,365	2,291,781	3,122,568	2,916,757	2,400,140	2,430,786	3,391,613	31,373,565	2,723,636
COMMUNITY PLACEMENT PLAN																
Salaries & Benefits	1,312,553	1,312,553						50,890	48,337	66,098	39,945	26,024	21,649	70,401	323,346	989,207
Operating Expenses	1,049,203	1,049,203						75,210	24,119	74,810	(9,813)	18,814	28,673	17,877	229,691	819,512
SUBTOTAL CPP	2,361,756	2,361,756	-	-	-	-	-	126,100	72,457	140,908	30,133	44,838	50,323	88,278	553,037	1,808,719
FOSTER GRANDPARENT PROGRAM																
Salaries & Benefits	95,176	95,176	6,461	8,385	6,974	6,998	7,210	7,053	7,113	9,673	7,091	7,191	7,498	10,706	92,355	2,821
Operating Expenses	182,301	182,301	5,978	8,288	11,706	13,787	11,112	10,748	12,884	10,907	12,943	13,705	13,378	627	126,055	56,246
SUBTOTAL FGP	277,477	277,477	12,437	16,673	18,680	20,786	18,322	17,801	19,997	20,580	20,033	20,896	20,878	11,333	216,410	59,067
SENIOR COMPANION PROGRAM																
Salaries & Benefits	71,800	71,800	4,308	6,890	5,261	5,281	5,439	5,322	5,368	7,297	5,349	5,425	5,600	8,077	69,618	2,182
Operating Expenses	138,797	138,797	4,048	3,304	6,389	7,730	7,658	6,060	4,631	4,265	7,470	9,086	7,369	513	68,723	70,074
SUBTOTAL SCP	210,597	210,597	8,356	10,194	11,650	13,011	13,097	11,382	10,199	11,562	12,819	14,511	12,969	8,590	138,340	72,257
TOTAL OPERATIONS	36,947,031	36,947,031	2,709,421	2,803,640	2,749,450	1,906,480	2,411,765	2,535,648	2,394,435	3,295,616	2,981,742	2,480,385	2,514,956	3,499,814	32,283,352	4,663,679

Attachment 4

FACILITIES CONSTRUCTION TIMELINE

Anticipated completion date Construction Item

BISHOP

August 27th	Fire inspection/Evacuation plan completed
August 29th	Defibrillators installed
September 9th	Proposed move in date

BAKERSFIELD EXPANSION

August 23rd	Restroom tile complete
August 27th	Restroom cabinets installed
	Fire inspection/Evacuation plan completed
August 29th	Defibrillators installed
September 3rd	Plumbing completed
	Lactation room started
September 13th	Restrooms completed
	Lactation room completed
September 23rd	Proposed move in date