



ANNUAL REPORT 2023

Fontana Resources *at* Work

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EXECUTIVE DIRECTOR REPORT

Strategic Highlights

Expanding Programs

- Community Integrated Training Program is back in full swing with all the Group Leaders providing quality services in the community. No alternative services are needed, and all participants are enjoying the daily services provided.
- Discovery Program was slow in getting referrals due to vendor sources not fully trained on all aspects of program. Current meetings with DOR & IRC are confirming that FRW Discovery Program will be getting the needed referrals promised.
- Transportation is maintaining good clientele transporting to day service program & contract work sites. It has been difficult to keep enough drivers to fulfill the day to day needs.

Financial Highlights

Fontana Resources at Work FY2023 Audit on file. Viewable upon request. (Financial condensed report pg. 10.)

Operating Highlights

FRW continues to address the needs of our participants and the future of services. We have made further steps in moving in the direction of full community-based services. With COVID concerns under control, our CTP services are getting back to “normal” in the community.

“Hold the vision, trust the process.”

Management has participated in multiple opportunities to further employment and community participation. Although staffing is still a challenge to maintain a steady & knowledgeable workforce, FRW has still been able to maintain all programs without interruption.

With the implementation of the recent rate study, the first installment was implemented in April 2022 & the second in Jan 2023 the increase in service rates help. There is still a lot of work to do to keep legislation moving in the right direction to enhance programs across the board. FRW has been involved with the coalition to champion for the IDD population at the state level every year.

FRW is taking the following steps in the achievement of its goals.

- Fully transitioned out of sub-minimum wage certificate requirements in January FY 2022.
- Enhancing our training program, including a training link for staff on Website.
- Continuing to seek additional program opportunities to better serve our participants.

Joe Varela,
Executive Director
FY 2023

OPERATIONS REPORTS

Human Resources Annual Report 2023

In 2023, FRW experienced several staff changes which increased our turnover rate to 58%, as compared to 23% for 2022. One of the most exciting tasks for Human resources is recruiting new staff and leaders. As we embark on a new year with a new manager and staff, we look forward to where these new staff members can take us.

As we move into 2023, I would like HR to focus on the concept of transformational leadership which is a leadership style that can inspire positive change in others. How can we inspire new leadership concepts? Motivate, and energize our leaders, share resources and networks with each other more often. I'd like to explore how we can mentor and grow together. Maybe more training for our managers and placing managers in roles where they can succeed rather than convenience.

During our CARF accreditation process, HR had only one recommendation. Safety continues to be very strong with only one recordable incident which was caused by another party. This resulted in a slight MOD increase. Safety continues to remain strong with monthly safety meeting for all staff and participants.

All Administrative needs were met on time during this fiscal year.

Rodger Stott

Human Resources Manager

FRW

Production

Fiscal year 2023, production completed a badge order for 100,000 Army Marksman in March 2023 a month ahead of schedule. Currently, we are in the process of looking for some small jobs from different companies and hoping to receive another badge contract soon.

Danny Cervera,
Production Manager



Program Development and Training Annual Report Fiscal Year 2023

2022-23 The theme remains change in our field and within the company. The state is catching up to the changes brought on by WIOA (Workforce Innovations and Opportunity Act). This has resulted in new opportunities and growth within the system.

New Program design, addendums, changes to services.

- Discovery and Customized Employment has been approved by the Department of Rehabilitation for launch.
- Handbooks have been updated.
- Service Manual is updated and adapted.
- An advocacy group began as the company prepares for Grassroots.
- Adult Work Experience approved.

Training during 2022-2023

- Rapid turnover has made a lot of training redundant. Basic training has gone on every month.
- First Aid CPR training has been on going.
- Job Developer training.
- Case Manager Training
- Intake Training
- Newly trained ACRE Certification for Discovery specialist

Train the Trainer 2022-23 - new training I have completed.

- Training and Development Director Journey (24 hours of courses under this subject) - Source America
- Leadership Curriculum - Source America (24 hours of courses under this subject)

Outreach activities

- Overview of Adult Services training for Leroy Haynes School.
- Overview of Adult Services at FRW for Fontana Unified School District on several occasions.
- Participated in several resource fairs.

Other Activities

- Attend Legislative meetings for CDSA
- Became member of membership committee for CDSA
- Began Advocacy training for Grassroots in September 2023
- Wrote Grant for Training room.
- Built Training Room with resources.
- Continue to serve on Inland Empire Caucus
- Wrote Grant for Manager Training to be in August 2023
- Fundraising for Christmas events.

Continuing Endeavors

- LMS
- Self-Advocate Group
- Continue personal growth and training.
- Gain more training for staff enrichment from outside sources

Future Endeavors

- Develop plan for IPS
- Potential other programs and pilots.

Nicole Morris

Program Development and Training Manager

Transportation, Contract & Resource Management FY2023

This past fiscal year we were again met with some of the same challenges of the previous year. FRW continues its need for staff primarily in the transportation department (drivers), however the department continues its support to programs and participants. We continue to grow and maintain our fleet of 15 vehicles, we also renewed our contract with the department of Defense, Thrall Hall US Army Reserve Barracks. We continue to develop new programs to enhance the growth of our programs. This past year also came with the reinstatement of myself to Sr. Program Manager to assist our somewhat young management team.

Going forward the FRW team will continue to look for more opportunities for growth in program services, and to increase revenues.

Fontana Resources will continue the best Programs and supports for those we serve.

Respectfully submitted by,

Paul Porter
Sr. Program Manager



2023 Upgraded Fleet

5 Fusions, 1 Explorer, 1 Escape, 2 F-150

1 Transit Cargo Van, 1 Transit Lift Van, 2 Transit Connect

PROGRAM REPORTS

Employment Services Year End Report for Fiscal Year 2023

For the past fiscal year, we received approximately 26 referrals for Employment Services. There were 3 situational assessments received and completed. Referrals were for placement with 16 reaching employment. Out of our 15 participants, 8 have reached retention and are still employed, two are approaching 90 days, and one quit within two weeks because they wanted to return to school full-time. We continue to maintain a positive working relationship with both of our DOR offices, Ontario, and San Bernardino, as well as our local employers. For the fiscal year, employment services brought in over \$347,000 in funds. We are anticipating our numbers to be higher the up-coming year.

Our employer's list over the past year by partnering with Penn Emblem, Beef Jerky, Port View Preparatory, Amazon.

CALIFORNIA



400,485
Individuals
Served

\$9,203,175
Disability Services
Funding

2023 Annual Report- Community Programs

Summary: The CTP Program is the foundation of FRW. Our Discovery and Work Experience Programs will flourish in the year to come. FRW recently hired a new Case Manager, and Discovery Specialist in hopes we can watch each program grow. As Program Manager, I would like to see our CTP Program hire more group leaders for growing participants and moving back towards normalcy post COVID.

Statistics

Numbers at the beginning of the fiscal year: 30

CTP Numbers currently: 27

CTP Projected: 36

Discovery Program: 1

Work Experience Program: 2

Unfinished from previous year: Discovery had not been approved by DOR yet.

Plans for coming year: Approval of Discovery program and that it's expected to be approved in early this fiscal year. Rebecca Yunen, our Discovery Specialist since February 2023 is patiently waiting for the referrals to come in.

Training completed: As Community Program manager, I have recently completed Leadership Training along with other required Source America training. Vicki Williams Anaya and Rebecca Yunen attended X Force conference and Rebecca is now ACRE certified.

Training Planned: Soon I will have completed my ACRE Certification. Rebecca will have "Performance Based" ACRE Certification. Excel Training.

Respectfully,
Michelle Jordan
Community Program Manager



FINANCIAL STATEMENTS

Statement of Financial Position

FONTANA RESOURCES AT WORK
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2023

ASSETS	
CURRENT ASSETS	
Cash	\$ 1,453,534
Investments	862,356
Accounts receivable	151,108
Total Current Assets	<u>2,466,998</u>
PROPERTY AND EQUIPMENT	
Property and equipment	564,761
Less: accumulated depreciation	<u>(297,486)</u>
Total Property and Equipment	<u>267,275</u>
TOTAL ASSETS	<u><u>\$ 2,734,273</u></u>
LIABILITIES AND NET ASSETS	
CURRENT LIABILITIES	
Accounts payable	\$ 11,671
Accrued payroll	26,234
Accrued vacation	45,880
Total Current Liabilities	<u>83,785</u>
NET ASSETS	
Without donor restrictions	<u>2,650,488</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>\$ 2,734,273</u></u>

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Fontana Resources at Work as of June 30, 2022, and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

BOARD OF DIRECTORS

OFFICERS

Arby Fields, President
Dolores Armstead, Vice President
Zack Stewart, Treasurer
Amy Malone, Secretary

DIRECTORS

Draymond Crawford
Richard Granados
Jenna Guzman-Lowery
Artist Gilbert
Alison Bracy
David Canfield
Artina McIntosh
Ann Clark

AFFILIATIONS

AbilityOne
California Disability Services Association
SourceAmerica

VENDORING/ACCREDITATION

CARF
California Department of Rehabilitation
Department of Developmental Service
Inland Regional Center



STAFF

Joe Varela, Executive Director

Marina Chacon, Finance

Rodger Stott, Human Resources Manager

Paul Porter, Program, Contract & Resources Manager

Christina Benavidez

Reinhard Diazoni

Maisah Ramsey

Loren Wilkinson

Site Attendants:

Fidel Algarate,

Nicole Ortiz, Training & Program Development Manager

Eileen Thompson, Job Developer

Evelyn Felix, Case Manager

Job Coaches

Albert Castenada

James Clark

Mariana Vera

Mariavictoria Casey

Annel Garibay

Melissa Rodriguez

Carolina Vera

Fleet Services

Kyvetta Dupree

Michelle Jordan, Community Programs Manager

Rebecca Yunen, Discovery Specialist

Group Leaders:

Maggie Cuevas

Sara Evelynveere

Janeth Garcia

Matthew Guerrero

Maria Prado

Grace Rodriguez

Vicki Williams-Anaya

Danny Cervera, Production Manager

Trevor Carr

Kelson Collins

Ryan Mansfield

Charlie Rodriguez

Miguel Tejada



COMMUNITY PARTNERS

Fontana Chamber of Commerce

Inland Empire Regional Chamber of Commerce

Citizen's Business Bank



EMPLOYERS

Allard Engineering

Amazon

California Department of Food and Ag

California Department of Transportation-CalTrans

Casa Ramona

CW Resources - March Air Force Base

Defense Logistics Agency - Troop Support

FedEx

Fontana Teacher's Association

Kid's Connection

Macy's

Party Warehouse

Penco Precision, Inc.

Ring Can Corporation

Riverside County Fleet Services

Sunearth

Superior Grocers

TJ Maxx

Trauma & Healing Foundation

United Parcel Service

U.S. Army Reserve - Thrall Hall