

2017

annual
report

changing LIVES
through the
POWER of work



who we are

Vocational Improvement Program, Inc. is a private nonprofit organization dedicated to serving persons with disabilities with quality prevocational training and job placement services. Through meaningful work opportunities, clients are able to gain valuable job skills and achieve personal growth and independence. Established in 1986, VIP has grown to assist more than 700 individuals with disabilities annually through the support and guidance of 175 dedicated staff and an exceptional Board of Directors. Serving a vast area, VIP offices are located in Rancho Cucamonga, Hesperia, and San Bernardino.

our mission

It is the Mission of Vocational Improvement Program, Inc. to maximize the potential of individuals with disabilities.

our vision

It is the Vision of Vocational Improvement Program, Inc. to be the Provider of Choice for clients, referring sources, staff, and the business community in California.

board of directors

Below: Christopher Vicino, Member, and Penny Rubin, Secretary.



Right: Christopher J. McArdle, Member, and Ashok K. Madahar, MD, Chairman of the Board.



Below: Dusty Ware and Phil Roberts, Members.



Right: Kathy Sallis, Member.



Below: Dave Coggin, Member.



Left: Rich Williams, Treasurer, and longtime employee Leveanna Thomas, Assistant Director of Compliance.



Above: Van L. Cessna, Member; Wendy Rogina, CEO; and incoming Chairman, Tyler Pansé.



Above: M. Stephen Cho, ESQ, Member.



Above: Ernest Cisneros, Member.



executive management team

WENDY ROGINA
President/CEO
RICK ROGINA
Vice President/COO
ANTHONY AKERS
Director of Rehabilitation
MARIANN GUERRERO
Director of Program Services

JOEY HOLLAND
Director of Rehabilitation
KAREN JONES
Director of New Program & Staff Development
PATRICIA RIVERA
Director of Operations
JEFF ROGINA
Director of Production

MATTHEW ROGINA
Director of Finance
KENNY SOLANO
Director of Business Relations
JEFF SPECCHIO
Director of Production
SHIRLEY YAMANO
Director of Sales & Marketing

a message from our ceo and coo

Focused. Amazing. Motivated. Innovative. Leader. Years. These are just a few words that describe the VIP FAMILY. We have focused, amazing, and motivated individuals throughout the organization, innovative programs that have helped make us a leader, and years of experience providing the best quality employment services. Our outcomes are a direct reflection of VIP's outstanding Family and we are extremely proud and grateful to be working with such an exceptional group of people.

- This past year, VIP successfully converted to MITC, a workforce management solution. This system will not only eliminate the use of paper, but it will reduce administrative duties while being more efficient.
- We continued our commitment to staff training and added a Direct Service Professional Level Two class which offers a more intense and detailed curriculum regarding services and supports for persons with disabilities. Enrollment was high with 47 staff completing the course!
- In June, DDS conducted a Work Services Monitoring Review of files, documents, reports, and job sites. All outcomes were positive and VIP received commendable marks and comments. Outstanding job, Rehab Team!
- Our HR department has a new addition — Candace Jackson! Candace, a 13 year employee, was promoted to Assistant Director of HR and Safety and will be helping with recruitment, orientation, and onboarding of staff.
- VIP was awarded a grant from DDS/HCBS to open a new transition component of VIP's Work Services Program. ACE, Achieving Competitive Employment, was launched in October and specializes in vocational advancement and person-centered planning. ACE provides engaging activities and trainings as well as job readiness classes to address barriers which individuals with disabilities may face in securing competitive employment. ACE classes are held at each VIP location and are comprised of a comprehensive curriculum teaching successful workforce development topics including interview preparation, discovery, identification of job interests, work rules, job exploration, social skills, and safety.
- VIP's Employment Specialist, Terri Lo Piccolo, secured 44 new Individual Placements and our job coaches have done an impressive job helping our clients succeed! Meanwhile, the Sales Department, headed by Kenny Solano, brought in 34 new accounts which helped the Work Services Program increase 25 percent in revenue from the previous year. Jeff Specchio and Jeff Rogina, Directors of Production, and their dynamic staff worked hard and displayed the true meaning of teamwork throughout the year to achieve this awesome feat.
- After 16 years in our Corporate Office, it was time to relocate and expand our services to new headquarters. Plans to move to a larger facility just one mile south have been confirmed with a move in date of March 2018. The new office not only fosters a professional, comfortable, and collaborative work environment, it also has a significantly larger warehouse which will result in increased logistics and production capabilities.

In closing 2017, we are very proud and pleased with our accomplishments and outcomes and look forward to the exciting opportunities that the future will bring. We are confident that our VIP Family will be creative, efficient, and motivated as we continue to provide the highest quality services to all of our partners.

Respectfully,
Wendy and Rick Rogina • CEO and COO



messages from our chairmen of the board

It has been a pleasure serving as the Chairman of VIP's Board of Directors for the past two years. It has been a rewarding experience working with the Board, staff, and clients and I am very proud of our accomplishments and growth. Over the years I have witnessed the drive and determination of our clients and the true dedication of our staff and I am confident that VIP will continue to be a leader in the industry. I would like to congratulate Tyler Pansé who will be serving as the incoming Chairman of our Board. I know that he will diligently strive, along with the entire VIP team, to provide exemplary services to all of our customers.

Sincerely,
Ashok K. Madahar, MD • 2016/2017 Chairman of the Board

I would like to extend my sincere gratitude to Dr. Ashok Madahar who graciously dedicated his time as the Chairman of the Board. His leadership and guidance are greatly appreciated. I am extremely proud to be a part of VIP and the positive impact that our services have on the lives of individuals with disabilities and the community. Thank you to Wendy and Rick Rogina for their vision and inspiration and to the entire VIP team for their creativity and collaboration which have created growth and new opportunities for our clients. I look forward to serving as the Chairman of the Board of one of the most respected and trusted service providers in the industry.

Sincerely,
Tyler Pansé • 2018/2019 Chairman of the Board

program outcomes supported employment

VIP, Inc. created 59 new jobs.

Supported Employment IPs = 44

Supported Employment groups = 6

Direct Placement DR (DOR) = 9

Client earnings for Supported Employment clients:

Client earnings total = \$3,975,031

Average hourly wage in a group = \$8.05 per hour

Average hourly wage in an IP = \$10.97 per hour

Client earnings from Supported Employment AND

Work Services in 2017 totaled \$5.3 million.

FICA = \$421,864 • SDI/SUI = \$210,932

program outcomes work services

VIP provided Work Services to 92 new clients.

Rancho Cucamonga = 38

Hesperia = 20

San Bernardino = 34

VIP provided Work Services to a total of 388 clients at all three facilities.

Rancho Cucamonga = 154

Hesperia = 101

San Bernardino = 133

VIP, Inc. transitioned 14 clients from Work Services to Community Employment.

Rancho Cucamonga = 7

Hesperia = 1

San Bernardino = 6

Client earnings for Work Services clients:

Client earnings total = \$1,298,281

2017 satisfaction surveys survey results

clients

Supported Employment

98 percent top ratings.

Work Services

95 percent average top ratings from clients surveyed at all three locations.

referring agency counselors

99 percent top ratings from 185 surveys completed.

employers

99 percent top ratings from 37 surveys completed.

survey comments

from clients

"I love the full time hours in my group."

"I have support with finding a new job if I want one."

"I enjoy the types of jobs available."

"I enjoy the opportunity to fill in at group sites."

"The staff are great and we have lots of work."

"I have been with VIP for six years and I love going to work!"

"My job coach is very nice and always helps me."

from referring agency counselors

"Anthony is great! He always makes time for me to provide the information I need."

"VIP is professional and will assist in whatever is necessary."

"Working with VIP has been great. The staff is always willing to help our clients succeed."

from employers

"We truly appreciate the efforts put forth on our behalf."

"VIP has answered our labor requests time and time again."

"We could not be happier with VIP!"

"Thanks for being our partner — keep up the great work."

Brittania C. started working at Cal Poly Pomona in 2007.



be so GOOD
that they CAN'T
ignore you!



Left: VIP is proud of its commitment to succession planning and we are grateful that we are able to continually move forward with innovative changes that will benefit our services and clients.

Congratulations to following staff who were promoted to our management team in 2017: Jeff Rogina, Director of Production Operations and Logistics; Kenny Solano, Director of Business Relations; Tyler Blanchard, Assistant Director of Logistics; Candace Jackson, Assistant Director of Human Resources and Safety; Brenda McCarthy, Assistant Director of Production; Marlene Lemus, Assistant Director of Finance/Payroll; and Erin Nuñez, Assistant Director of Finance/AR and AP.

Right: VIP was honored to have Assemblymember Jay Obernolte, 33rd District, tour our Hesperia Production Facility. What an awesome way to learn about the employment skills of Californians with disabilities!



Left: The Executive Officers and the Board of Directors of the Rancho Cucamonga Chamber of Commerce joined VIP in October for an informative luncheon to learn about our valuable employment services and experience first hand the capabilities of our determined and dedicated workforce.

Right: The ACE Team, Lucia Mogan, George Howell, Mary Cabrera, and Jennifer Barclay worked with 75 clients at all three facilities in the program's inaugural year!



partners for progress

VIP, Inc. works with hundreds of business leaders throughout Southern California. VIP provides quality in-house packaging and assembly work as well as reliable on-site labor to fulfill employment demands in various industries. A few new partners who joined us in 2017 were E.L.F. Cosmetics, Heritage Candy Co., Overseas Food Trading, LTD., City of Covina, Riverside Convention Center, and JSD Studios. **AT YOUR BUSINESS OR OURS, VIP, INC. IS YOUR LABOR SOLUTION!**

(PARTIAL LISTING)

- Albertson's
- AMC Theaters
- Beardsley
- Bell Rock Growers
- Cal Poly Pomona
- Cal State San Bernardino
- CDS
- Charlotte Russe
- City of Covina
- Claremont Country Club
- ClosetMaid
- Corky's Kitchen & Bakery
- CornerStone Packaging
- Delca Corporation
- E.L.F. Cosmetics
- Frito-Lay
- Gate City Beverage
- Green Tidings, LLC
- Haney Company
- Hayes Bolt & Supply
- Heritage Candy Co.
- Home Depot
- Innovation Pet
- JSD Studios
- LeVecke Corporation
- Lowe's Home Improvement
- Lucille's Bar-B-Que
- McDonald's
- Medline Industries, Inc.
- Miguel's Jr.
- Nestlé Distribution Center
- Olive Garden
- Ouai Cosmetics
- Overseas Food Trading, LTD.
- Pacer Technology
- Pechanga Resort & Casino
- Phase Change Energy Solutions
- Pixi Beauty
- Rain Bird Corporation
- Riverside Convention Center
- Roland Corporation U.S.
- Sam's Club
- Smurfit Kappa
- Spotlight 29 Casino
- Sprouts
- Staples, Inc.
- States Logistics Services
- Think Pet Designs Inc.
- T.J. Maxx
- UNFI
- University of Redlands
- US Corrugated of LA
- Vanguard
- Vons
- Walmart Distribution
- Webb Family Enterprises

you get what you **WORK** for,
not what you *wish* for.



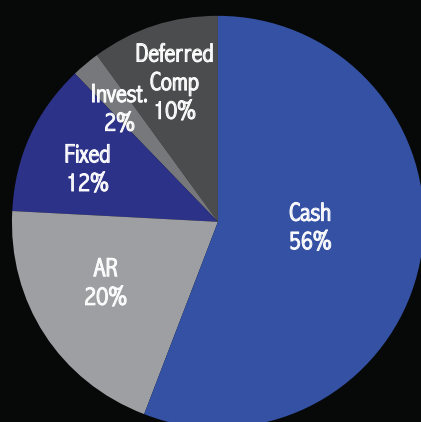
Left to right: Medline Industries, Inc. and LeVecke Corporation were honored with Outstanding Partnership awards at the Inland Empire Caucus Recognition Event that was hosted by Senator Connie Leyva, 20th District. Medline Industries, Inc., a global manufacturer and distributor of medical products, has been partnering with VIP since 2015. Medline employs 17 clients and five job coaches who maintain the facilities as well as unload trucks and sanitize and ship totes. LeVecke Corporation is a family-owned wholesale distributor of beer and wine and a rectifier of distilled spirits. Since the late 1990s, clients in VIP's three production facilities have labeled bottles for LeVecke's portfolio of products. VIP is very proud to be a part of LeVecke's 68 year history of commitment to quality and service. Thank you, Medline and LeVecke, for your outstanding partnerships and the amazing opportunities that you provide!

statement of financial position

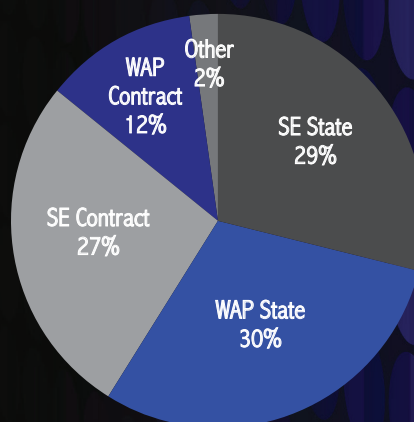
assets		
Total Current Assets	\$	7,738,554
Property and Equipment (net)	\$	1,057,206
Total Assets	\$	8,795,760
liabilities and net assets		
Total Current Liabilities	\$	506,920
Noncurrent Liabilities	\$	282,899
Total Liabilities	\$	789,819
Unrestricted	\$	7,996,498
Temp. Restricted	\$	9,443
Total Net Assets	\$	8,005,941
Total Liabilities and Net Assets	\$	8,795,760

statement of activities

revenues		
Program Revenue (SE State)	\$	8,511,654
Contract Revenue	\$	6,355,510
Other	\$	31,631
Total Revenues	\$	14,898,795
expenses		
Program Services	\$	12,769,553
Administration	\$	2,099,995
Total Expenses	\$	14,869,548
Total Revenues in Excess of Expenses	\$	29,247
other revenues		
Interest and Dividends	\$	8,445
Gain on Disposal of Asset	\$	3,700
Realized Gain on Investment	\$	-
Unrealized Gain on Investments	\$	381,428
Total Other Revenues	\$	393,573
Change in Net Assets	\$	422,820



assets



revenue

VIP, Inc. is a 501(c)(3) non-profit corporation dedicated to maximizing the potential of individuals with disabilities.

VIP, Inc. is proud to be awarded the highest level of accreditation by the Commission on Accreditation of Rehabilitation Facilities for the following programs:



- Organizational Employment Services: Job Development
- Community Employment Services: Employment Supports
- Employment Planning Services
- Organizational Employment Services

www.vipsolutions.com

www.vip-packaging.com

Follow our highlights and news throughout the year at
[facebook.com/VOCATIONALIMPROVEMENTPROGRAMINC](https://www.facebook.com/VOCATIONALIMPROVEMENTPROGRAMINC)

corporate office

Our new address effective March 2018!
9210 Rochester Court
Rancho Cucamonga, CA 91730
(909) 483-5924

high desert office

17292 Eucalyptus Street
Hesperia, CA 92345
(760) 948-1312

san bernardino office

1310 East Riverview Drive
San Bernardino, CA 92408
(909) 478-7537