Quality Education Services and Training, (QuEST)
P.O. Box 3659
Yuba City, CA 95991
Telephone: (530) 741-2140
Internet: crsquest.org

2025-2026 ANNUAL REPORT

A California Non-Profit Public Benefit Corporation

2025-2026 ANNUAL REPORT

MISSION STATEMENT

QuEST is an organization created to provide education, training, and support services to individuals with disabilities (clients). The QuEST Board of Directors is made up of individuals residing in our local communities of Yuba and Sutter counties.

QuEST provides services to ensure that individuals with disabilities have equal opportunities to live, learn, work, and participate in activities of their choice within their community.

QuEST feels that the extent to such rights is exercised by an individual with disabilities should be determined only by his or her own desires and special needs.

Values

Quality: Committed to excellence in service to clients.

Integrity: Dedication to conducting business in an honest and forthright manner.

Teamwork: Recognize the need to work in conjunction with our fellow workers.

Respect: Demonstrate the highest regard for the worth and rights of others.

Creativity: Practice continuous improvement through innovation and changes, as needed, to provide new opportunities for clients and staff.

BOARD OF DIRECTORS

President:
John Abe

Vice President:
Stephen Wilson

Secretary:
Alanna Propst

Board Member:
Rebecca Siron

Board Member:
Brian Abe

DIRECTORY

Administrative Office:

Location: 725 Walnut Street, Yuba City, CA 95991
Contact(s): Susan Abe, Executive Director
Telephone: (530) 741-2140

QuEST Administrative Office provides support, to all individuals with disabilities and workforce, based upon Mission Statement.

Work In an Industrial Setting (WISE)

Location: 935B Spiva Avenue, Yuba City, CA 95991
Contact(s): Ralph Bonham, Coordinator
Telephone: (530) 751-1652

QuEST Programs worksite is centrally located in rural community of Yuba City. QuEST is within walking distance to shopping malls, restaurants, an elementary school, community park, and a Fixed Route Bus Stop. QuEST currently provides assembly, janitorial, and recycling job skills training to maintain contracts. (Landscaping opportunities are seasonal and based on drought conditions).

2025-2026 ANNUAL REPORT

The Group Supported Employment base, for Maxwell Rest Area contract, is located within Assembly Contract worksite. QuEST provides round trip transportation, to and from Rest Area work site daily, on Interstate 5 for clients. QuEST currently provides employment opportunities for clients in an integrated community setting through janitorial and landscaping job skills training programs that support the continued operation of the Rest Area contract.

Business Opportunity

1. QuEST has been able to provide continuous and stable employment opportunities to clients for 30+ years.
2. QuEST began providing assembly services to Pacific Gas & Electric (PG&E) in 1995.
3. QuEST began providing assembly services to Pacific Bell, which is now AT&T, in 2003.
4. QuEST was awarded Maxwell Rest Area contract in 2018.

Financial Status:

1. QuEST has maintained stability during fiscal year 2025-2026, due to long term contracts.
2. Funding provided by Regional Center, has been significantly impacted by statewide rate reform, resulting in reduced revenue.
3. PG&E has determined QuEST is a "primary" Supplier, and contract demands should increase, based on fiscal year projections.

ANNUAL GOALS ACHIEVEMENTS

Effectiveness:

1. Goal is an average enrollment of 40 clients maintaining Assembly Contracts.
   Average monthly client enrollment equals 40 for 2025-2026.
   Work Activity Program achieved 100% of goal.

Efficiency:

1. Goal is to continue Client Attendance Incentive Program and maintain 85%, or above, average attendance.
   Average monthly client attendance, for all QuEST worksites, equals 85% for 2025-2026.
   Work Activity Program achieved 97% of goal.

2. Goal is clients spending, no less than 85% of enrolled time performing Assembly Contract work. Aggregate Percentage of paid work is calculated monthly, based on each client's daily attendance, and paid work hours.
   QuEST Assembly Client Monthly Reports, Aggregate Percentage of Paid Work, average equals 93% for 2025-2026.
   Work Activity Program achieved 100% of goal.

Program Evaluation:

1. Goal is to review Annual Client Evaluation Surveys to assist in determining the quality of services provided.

   Survey Question Number 2 - *Independence and Choices*
   A 12% increase in independence suggests clients are becoming more independent in their daily choices and activities.

   Survey Question number 4 - *Social Inclusion and Community Integration*
   A 21% decrease in social inclusion and community integration indicates clients may choose not to participate in community activities and build social connections. This may be due to inflation, possibly a preference for alone time, if living with family or roommates, and choosing to rest during non-working hours.

   Survey Question Number 6 – *Emotional Well Being*
   An 18% decrease in emotional well-being suggests that clients may be experiencing lower satisfaction with daily life. Contributing factors may include financial constraints due to inflation. Many Californians have expressed growing frustration with the state's current challenges.

Survey Question Number 7 - *Health Status*
A 25% decrease in health status indicates a change in overall well-being, which may be due to aging, medications, health condition, and/or reduced energy or endurance.
QuEST achieved 100% of goal.

Satisfaction:

1. Goal is for the Annual Client Survey to have, 90% Satisfaction rate, or above, for choices and opportunities at QuEST.
   2026 Annual Client Survey states 72% of clients, answered Yes to ten questions, about choices and opportunities.
   QuEST achieved 80% of goal.
2. Goal is for Annual Workforce Development and Management Survey to have, 90% Satisfaction rate, or above, for client choices and opportunities at QuEST.
   2026 Annual Workforce Development and Management Survey states 99%, of staff members, answered Yes to ten questions, about their environment and expectations at QuEST.
   QuEST achieved 100% of goal.
3. Goal is for Annual Contract Stakeholders Surveys to have 90%, or above, Satisfaction rate.
   QuEST distributed 2026 Annual Contract Stakeholder Surveys to contract representatives, and return rate was 0%. QuEST is meeting contract needs if there are no written issues or concerns.
   QuEST achieved 100% of goal.
4. Goal is for Annual Regional Center Stakeholders Surveys to have 90%, or above, Satisfaction rate.
   2026 Annual Regional Center Stakeholder Survey states 100% of Regional Center Service Coordinators, answered Yes to ten questions, about services provided for clients.
   QuEST achieved 100% of goal.

Safety:

1 Goal is to continue Safety Reward Certificate Program to maintain a safe working environment for all staff members and clients.
QuEST staff members receive a $50.00 Safety Reward check, for every 100 consecutive days, without an accident or injury at any work site. QuEST staff members received 6 Safety Reward checks in 2025-2026. QuEST had 628 consecutive days without an accident or injury at any worksite as of June 30th, 2026.
QuEST achieved 100% of goal.

Service Access:

1. Goal is to increase access to QuEST Assembly Program for eligible individuals referred by Regional Center.
   During fiscal year 2025–2026, Regional Center referred and placed 4 clients in the QuEST Assembly Program. The average referral-to-placement time was 6 days, demonstrating timely access to services for eligible individuals.
   QuEST achieved 100% of goal.

PERFORMANCE DATA

Accessibility:

QuEST has completed Americans with Disabilities Act (ADA) checklist, and reviewed Stakeholder Surveys for Accessibility barriers. QuEST updates and reviews Accessibility Plans Annually. Administrative Office moved to a new location, that is currently not accessible. An accessible ramp for entry into Administrative Office may be installed by 2027.

Client Complaints/Grievances:

There have been 0 Complaints or Grievances from clients in 2025-2026.

2025-2026 ANNUAL REPORT

Client Incident Reports:
There were 2 Client Incident Reports completed by Job Coaches in 2025-2026. There were 2 critical incidents.

Health and Safety:
There were 85 Record of Injury forms, 0 First Aid Claims, and 3 Worker's Compensation Insurance claims in 2025-2026. (A Record of Injury form is for a minor incident not requiring medical attention).

Staff Transition:
There were no staff members that transitioned in 2025-2026.

2026- 2027 ANNUAL GOALS

Effectiveness:
1. Goal is an average enrollment of 40 clients maintaining Assembly Contracts.

Efficiency:
1. Goal is to continue Client Attendance Incentive Program and maintain 85%, or above, average attendance.
2. Goal is clients spending, no less than 85% of enrolled time, performing Assembly Contract work.

Program Evaluation:
1. Goal is to review Annual Client Evaluation Surveys to assist in determining the quality of services provided.

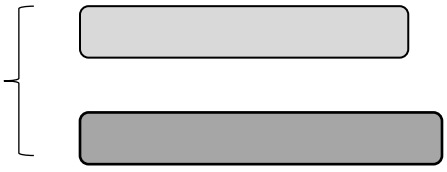
Satisfaction:
1. Goal is for the Annual Client Survey to have, 90% Satisfaction rate, or above, for QuEST.
2. Goal is for Annual Workforce Development and Management Survey to have, 90% Satisfaction rate, or above, for QuEST as an employer.
3. Goal is for Annual Contract Stakeholders Surveys to have 90%, or above, Satisfaction rate.
4. Goal is for Annual Regional Center Stakeholders Surveys to have 90%, or above, Satisfaction rate.

Safety:
1. Goal is to continue Safety Reward Program to maintain a safe working environment for all staff members and clients.

Service Access:
1. Goal is to increase access to Work Activity Program for eligible individuals referred by Regional Center.

2025-2026
Annual Goals Achievement

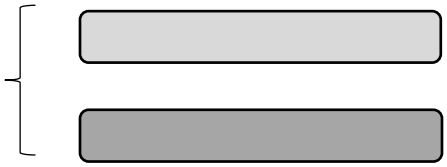
Annual Client Survey Satisfaction



Actual Percentage Rate 72%

Goal Percentage Rate **90%**

Average Client Assembly Program Enrollment

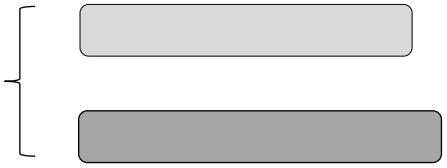


Actual Client Enrollment 40

Maximum Client Enrollment **40**

.

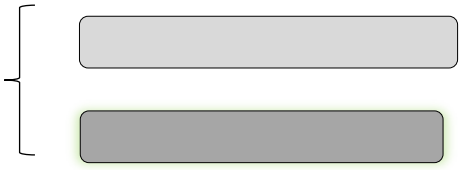
Average Client Monthly Attendance



Average Client Attendance 84%

Maximum Client Attendance **100%**

Enrolled Time Clients Perform Assembly Contract Work



Actual Percentage 93%

Percentage Goal **85%**

July 6th, 2026

2025-2026 ANNUAL REPORT

2025-2026 Annual Program Evaluation

QuEST provided vocational training services to 47 clients from July 1st, 2025, to June 30th, 2026.

Client Statistics:

The following statistics listed below were calculated by Case Magic internet cloud system, for fiscal year.

			Demographics		
Age:	Gender:	Language:	Ethnicity:	Living Situation:	Residence:
26 Age 20 - 39	35 Male	47 English	30 White	20 Parents/Guardi	26 Sutter County
17 Age 40 - 59	12 Female		8 Latino/Hispanic	17 Independently	21 Yuba County
4 Age 60+			6 African American	10 Residential Care	
			3 Other		

All clients are paid the current State of CA minimum wage.

Client Quality of Life Surveys:

QuEST Job Coaches completed 12 Case Magic Quality of Life Surveys to determine quality and satisfaction of services provided to clients. 3 Surveys were completed for Group Supported Employment clients, which is 50% enrollment. 12 Surveys were completed for Work Activity Program clients, which is 23% of enrollment.

The completed current and previous fiscal year results were evaluated and compared to determine quality of services provided for clients.

	2026		2025	
	Yes	No	Yes	No
1. *Activities of Daily Living* Are you able to feed yourself, get up and down, toilet and dress yourself?	100%		100%	
2. *Independence* Are you offered choices of what to wear, what to eat, places to go?	100%		83%	17%
3. *Interpersonal relationships* Do you have friends?	100%		98	2%
4. *Social Inclusion and Community Integration* Do you take part in activities within the town you live?	50%	50%	71%	29%
5. *Rights, Dignity, and Respect* Do people around you allow privacy, ask what you think, leave you alone when bathing?	100%		94%	6%
6. *Emotional Well Being* Do you feel happy	70%	30%	88%	12%
7. *Health Status* Do you feel well?	75%	25%	100%	
8. *Work Status and Possessions* Do you work and have possessions such as a radio, TV, or stereo?	100%		100%	

The percentages for 2025 and 2026 questions and answers were determined by review of completed Quality of Life Surveys domain score. If a client domain score is 3 - 4 strongest, it was Yes, if a client domain score is 1 -2 weakest, it was No.

2025-2026 ANNUAL REPORT

2025-2026 Annual Program Evaluation

Summary:

Survey Question Number 2 - *Independence and Choices*
A 12% increase in independence suggests clients are becoming more independent in their daily choices and activities.

Survey Question number 4 - *Social Inclusion and Community Integration*
A 21% decrease in social inclusion and community integration indicates clients may choose not to participate in community activities and build social connections. This may be due to inflation, possibly a preference for alone time if living with family or roommates, and choosing to rest during non-working hours.

Survey Question Number 6 – *Emotional Well Being*
An 18% decrease in emotional well-being suggests that clients may be experiencing lower satisfaction with daily life. Contributing factors may include financial constraints due to inflation. Many Californians have expressed growing frustration with the state's current challenges.

Survey Question Number 7 - *Health Status*
A 25% decrease in health status indicates a change in overall well-being, which may be due to aging, medications, health condition, and/or reduced energy or endurance.

All Quality-of-Life Surveys that have an overall domain score of 2 or less will be provided to QuEST Coordinator for review, to develop a plan to try and improve the client's life.

QuEST client's average monthly attendance equals 84% for July 2025 to June 2026.

QuEST continues to provide stable and steady employment for our client's workforce. QuEST clients are treated with dignity and respect. QuEST clients are proud of the "meaningful" work they do for "essential "contracts.

Draft: July 6th, 2026
Revised: August 6th, 2026, Based on Input from QuEST Coordinator

2025-2026 ANNUAL REPORT

2026 Client Survey Results

There was 47 Client Surveys distributed on April 2nd, 2026. There was 46 Client Surveys returned. The return rate is 98% (46/47).

Survey Questions:	Yes	No
Your Work		
1. Do you like your job at QuEST?* *(1 Survey Blank – Question Not Answered)	44	1
2. Do you know your job goals?	40	6
3. Do you want new job goals?	13	33
4. Do you want to change your work days or hours?	8	38
Your Home		
5. Do you like your home?	41	5
6. Do you want to live somewhere else?* *(2 Surveys Blank – Question Not Answered)	16	28
Your Life		
7. Do you spend time with family or friends? *(1 Survey Blank – Question Not Answered)	45	0
8. Do you buy things you want?	44	2
Your Rights		
9. Do you know your rights?* *(1 Survey Blank – Question Not Answered)	42	3
10. Do you know how to make a complaint or grievance?	35	11
Total Responses:	328	127
Percentages:	**72%**	**28%**

% Determined by Dividing Total Number of Responses to Total Number of Questions. Total Number of Questions equals 10.
For Example: Total Yes Responses = 372/ 460 (Total Questions = 10 X 16 Surveys Returned = 460) = 72%.

Things you like at QuEST? Assist Grips, nails, branding, molts, shrink wrap, taping, machine, boxes, pallet machine, janitorial and things like that, enjoy working with my hands. Working & sometimes hardly working, the opportunity to work, pay is good, flexible hours & jobs. happy with my job, workplace environment, activities, parties' occasion, parties & getting paid, friendly staff & co-workers, nice people to work with, hot lunch, friends & having a great day, vibes & friendly atmosphere, everyone is very understanding and easy to converse with, QuEST is the best.

Things you do not like at QuEST: Too many homeless nearby outside makes me uneasy, inclement weather, we don't have vacation time, the dust can be a bit irritating for me but I am able to deal with it fine, repetitive jobs, boxes, clean up, certain people can be annoying, certain things, Job Coaches driving me nuts, people giving me problems about stuff, people driving me crazy, negativity & complaining from other people, 49er fans, there is nothing I don't like here.

2026 Client Survey Results

Do you need help with anything? My goals, not at the moment, but I have been having some lousy numbers near the end to late day so maybe keep an eye on me, dealing with rude people, want to learn my ABC, more training so I can stay focused, two hand stuff, sometimes the machines if I am not on it a lot, sometimes depends on what it is, not that I can think of, not really, sometimes,

Comments/Suggestions: I want to do Art, I like to be creative, I used to do it in High School, want to graduate, shopping, bowling, dancing, more parties and getting hoodies or t shirts or something once in a while, newer warehouse, making something and approving my goals, everything is good, everything is perfect, I love QuEST and I love working there, QuEST rules and rocks forever, God bless.

2025-2026 ANNUAL REPORT

2026 Workforce Development Survey Results

There were 10 (ten) Workforce Development Surveys distributed to staff members on April 2nd, 2026. There were 10 (ten) Surveys returned. The return rate is 100% (10 / 10). Please review below 2026 Workforce Development Survey Results:

	Yes	No
1. Do you have the equipment, supplies, and technology you need to do your job effectively?	10	0
2. Do you feel teamwork supports clients in reaching their vocational goals?	10	0
3. Do you feel comfortable sharing ideas to improve client services?	10	0
4. Do you participate in client meetings?	9	1
5. Are clients treated with dignity and respect?	10	0
6. Do you feel you are treated with dignity and respect at work?	10	0
7. Do you feel safe and supported at your worksite?	10	0
8. Are you satisfied with your current work environment?	10	0
Total Responses =	79	1
Percentages:	**99%**	**1%**

(% Determined by Dividing Total Number of Responses to Total Number of Questions. Total Number of Questions = 8. For example: Total Yes Response equal 79, divided by 80 (Total Questions = 8 X 10 =80 Surveys Returned= 99%)

Staff Training Assessment:

Please note below, training that you would like to attend

1	Artificial Intelligence (AI)	1	Person Centered Planning
1	Communication	1	Task Analysis
0	Incident Reporting	2	Time Management
0	Other:_____		

Comments or Suggestions:

This company does an outstanding job supporting both staff and clients

Thank You!!!

Revised: April 1st, 2026

2026 Annual Contract Stakeholder Survey Results
How Are We Doing?

There were two (2) Annual Contract Stakeholder Surveys distributed, via email, to Assembly and Rest Area Contract representatives on April 3rd, 2026. There were zero (0) Surveys returned. The Return Rate equals 0%.

Please review below 2026 Annual Contract Stakeholder Survey Results:

		Yes	No
Contract Services:			
1.	Are the contract needs being met?	0	0
2.	Do you receive information about your contract requirements in a timely manner?	0	0
3.	Are you treated with dignity and respect?	0	0
4.	Are your emails and telephone calls returned in a timely manner?	0	0
5.	Are all conversations and documents kept confidential by QuEST?	0	0
Accessibility:			
6.	Are there any attitudinal barriers?	0	0
7.	Are there any architectural barriers?	0	0
8.	Are there any environmental barriers?	0	0
9.	Are there any communication barriers?	0	0
10.	Are there any technological barriers?	0	0
11.	Are there any transportation barriers?	0	0
12.	Have solutions been developed which may prevent contract service delays?	0	0

Please explain any identified barriers:
None.

Overall, what is your opinion of services provided by QuEST?
None.

Comments or Suggestions:
Assembly and Rest Area Contract representatives reported no issues or concerns, with the fulfillment of contract requirements, reflecting positively on the quality of work performed by the clients.

THANK YOU!!!

Revised: April 1st, 2026

2025-2026 ANNUAL REPORT

2026 Annual Stakeholder Survey Results

How Are We Doing?

There were twelve (12) Stakeholder Surveys sent, via email, to Alta CA Regional Center Service Coordinators on April 3rd, 2026. There were two (2) Stakeholder Surveys returned. The return rate is 17%. (2 / 12).

Please review 2026 Annual Stakeholder Survey results:

		Yes	No
1.	Are objectives and vocational goals for your clients clear and understandable?	2	0
2.	Are your clients making progress on objectives and goals?	2	0
3.	Are ISP meetings scheduled in a timely manner?	2	0
4.	Do all staff members, that work with your client, attend ISP meeting?	2	0
5.	Do you receive Shared Information, Special Incident Reports, and other documents in a timely manner?	2	0
6.	Are your emails and telephone calls returned in a timely manner?	2	0
7.	Are all conversations and documents kept confidential by QuEST?	2	0
8.	Are your clients treated with dignity and respect?	2	0
9.	Are you treated with dignity and respect?	2	0
10.	Is QuEST meeting the vocational needs of your clients?	2	0
	Total	20	0
		100%	**0%**

% Determined by Dividing Total Number of Responses to Total Number of Questions. Total Number of questions equal 10. For Example: Total Yes, Responses equal 20, Divided by 20 (Total Questions = 10 X 2 Surveys Returned) = 100%.

Comments/Suggestions:

QuEST is an outstanding program. Our clients are provided meaningful opportunities that support growth and success within our community. Staff demonstrate exceptional commitment and dedication to the individuals they serve.

QuEST is awesome! PD Ralph Bonham is great with clients and is highly responsive and respectful. All of the Job Coaches I have met are great as well. We are lucky to have this resource available to ACRC clients in the Yuba Sutter area.

THANK YOU!!!

Revised: April 1st, 2026

2025-2026 ANNUAL REPORT

2025-2026 Annual Complaint/Grievance Analysis Form

The Annual Complaint/Grievance Analysis Form is for fiscal year July 1st, 2025 through June 30th, 2026. A formal complaint is a written statement submitted by a client to a QuEST staff member, Executive Director, or Board of Director.

1	Have any complaints or grievances been reported verbally, or in writing?	**No**
2	Have any written grievances been provided to a QuEST staff member?	**No**
3	Have any written grievances been provided to Executive Director?	**No**
4	Have any written grievances been provided a QuEST Board of Director?	**No**
5	Is there a common complaint or grievance?	**No**
6	Does the complaint/grievance note client is aware of client's rights, policies, and procedures?	**No**
7	Does the complaint/grievance note staff members are aware of client's rights, policies, and procedures?	**No**
8	Were grievances responded to, in the time frame notated, in the grievance procedure?	**No**
9	Were grievance responses clearly stated?	**No**

Cause(s):
Complaint/Grievance Policy & Procedure and Client's Rights are reviewed with each client during their Annual Individual Service Plan (ISP) Meeting.

Trends:
QuEST staff members, Executive Director and Board of Director's have not received a written Complaint/Grievance from a client.

Actions for Improvement:
No reprisal, or barriers to services provided, for filing a Complaint or Grievance.

Anticipated Results:
Client and their Planning Team clearly understand there is no reprisal, and should not feel guilty, for filing a written Complaint /Grievance. A Complaint/Grievance may assist QuEST Administration and Work Services Programs to improve services for client(s).

Necessary Education of Workforce:
Staff Orientation includes Alta CA Regional Center Zero Tolerance Policy for Client Abuse or Neglect, Client Grievance Policy & Procedure, Department of Developmental Services (DDS) Client's Rights Flyer, and Emergency Behavior Management Intervention Policy and Procedure.

QuEST staff members complete Codes of Ethical Conduct Training annually which includes: Alta CA Regional Center Zero Tolerance Policy for Client Abuse or Neglect; CA Attorney General Whistleblower Policy and Procedure; QuEST Codes of Ethical Conduct Implementation Policy and Procedure; QuEST Codes of Ethical Conduct Policy and Procedure; QuEST Media Relations Policies and Procedures; QuEST Reporting Waste, Fraud, Abuse or Other Wrongdoing Policy and Procedure; and QuEST Violation of Ethical Codes of Conduct Policy and Procedure.

Preventative Actions Taken/Planned:
None.

Reporting Requirements:
None.

Date: July 6th, 2026

Completed By: Melody Robertson, Executive Secretary

2025-2026 ANNUAL REPORT

2025 - 2026 Annual Incident Report Analysis Form

This Annual Incident Report Analysis Form is for fiscal year July 1st, 2025 through June 30th, 2026.

1	Have any Incident Reports been completed in writing by QuEST Programs?	**Yes**
2	Are forms complete?	**Yes**
3	Is the type of incident/cause reported on the form? (2 Total: = Hospital Admission)	**Yes**
4	Are there any common incidents upon review of all forms?	**Yes**
5	Are their multiple incidents at one QuEST Program? (All Incidents occurred at Assembly Program)	**Yes**
6	Does the Incident Report note that client/staff member is aware of their rights, policies, and procedures?	**Yes**
7	Are actions taken/planned and anticipated results clearly stated?	**Yes**
8	Are preventative actions taken/planned and anticipated results clearly stated?	**Yes**
9	Have Incident Reports been forwarded to Administrative Office, Regional Center, or Worker's Compensation Insurance Agency, (if applicable)?	**Yes**
10	Are employees offered training to prevent further actions?	**Yes**

Cause(s):
There were 2 Client Special Incident Reports completed due to Hospital Admissions.

Critical Incidents:
There were 4 Critical Incidents, 2 Special Incident Reports, and 2 Record of Injury forms. 2 Special Incident Reports involved a seizure and a mental health crisis. 2 Record of Injury forms were completed for incidents involving choking and stroke-related symptoms.

Trends:
Due to competence, and prompt intervention, staff members successfully responded to incidents involving a choking emergency and stroke-related symptoms, helping to ensure the health, safety, and well-being of the individuals served.

Actions Taken for Improvement and Anticipated Results:
Staff members continue daily safety training.

Necessary Education and Training of Workforce:
All staff members maintain current CPR and First Aid Training Certificates. Program Coordinator is certified American Red Cross Instructor.

Preventative Actions Taken/Planned:
None.

Reporting Requirements:
QuEST staff members are "Mandated Reporters" and submit Special Incident Reports to Regional Center within 48 hours. If there is a work injury, that is not First Aid, it is reported to Worker's Compensation Insurance agency. If there is a Motor Vehicle Accident, it is reported to Vehicle Insurance agency.

Date: July 6h, 2026

Completed By: Melody Robertson, Executive Secretary

2025-2026 ANNUAL REPORT

2025-2026 Annual Safety Analysis Form

This Annual Safety Analysis Form is for July 1st, 2025 through June 30th, 2026.

1	Have Facility Reports for all QuEST programs been completed monthly?	**Yes**
2	Are all questions answered on Facility Reports?	**Yes**
3	Are there two signatures on completed Facility Reports?	**Yes**
4	Are different safety drills practiced at each QuEST Program during year?	**Yes**
5	Is time started, and time finished, of every safety drill noted on completed Facility Reports?	**Yes**
6	Are safety drills practiced at different times throughout program day?	**Yes**
7	Are safety drills completed within three minutes at each program?	**Yes**

Cause(s):
There are currently 13 Monthly Safety Drills to ensure health and safety. All staff members and clients participate in Monthly Safety Drill.

Trends:
Uneven parking lot outside QuEST Work Activity Program warehouse.

Actions for Improvement:
Landlord consistently notified.

Anticipated Results:
Repairs.

Necessary Education and Training of Workforce:
All staff members should maintain current CPR and First Aid Certification.

All staff members will review and complete, a signed acknowledgment, for Injury and Illness Prevention Program; Exposure Control Plan; Infectious Disease Outbreak Response Plan; and Workplace Violence Training annually.

Preventative Actions Taken/Planned:
QuEST has a Safety Reward Program. QuEST staff members receive $50.00 for every 100 consecutive days, without an accident or injury, at any program. QuEST staff members were issued 6 Safety Reward checks in 2025-2026. QuEST had 632 consecutive days, without an accident or injury as of June 30th, 2026(fiscal year end). The Safety Reward Program continues to be successful!!!

Reporting Requirements:
A Special Incident Report (SIR) for a client injury is submitted to Regional Center within 48 hours. A client or staff member illness or injury, that is not First Aid, is reported to QuEST Worker's Compensation Insurance Agency. If there is a Motor Vehicle Accident, involving staff members and clients, it is reported to QuEST Vehicle Insurance Agency. QuEST will follow advice and guidance of all regulatory agencies for an illness or injury.

Date: July 7th, 2026

Completed By: Melody Robertson, Executive Secretary

2025-2026 ANNUAL REPORT

2025-2026 Annual Workforce Transition Analysis Form

This Annual Staff Transition Analysis Form is for July 1st, 2025 through June 30th, 2026.

Average Number of QuEST Staff Members for Fiscal Year* (*Avg. based on July 2025 through June 2026 Agency Rosters)	22
Total Number of QuEST Staff Members Transitioned During Fiscal Year:	0
Transition Rate = 0	**0%**

Reason:	
Laid Off	0
Promotion	0
Resignations	0
Terminations	0
Transferred	0
Total	0

By Program:	
Administration	0
Rest Areas	0
WISE Program	0
Total	0

QuEST experienced a 36% increase, in Workforce Transition in 2024-2025. The increase in Staff Transition was due to loss of Dunnigan Rest Area contract in 2025.

QuEST experienced a 36% decrease, in Workforce Transition in 2025-2026. Staff members demonstrated continued commitment to the organization, and efforts to maintain consistent communication, training, and support contributed to a more stable workforce.

This positive trend indicates that QuEST has successfully strengthened workforce retention and organizational stability despite ongoing funding and service delivery challenges.

Revised: July 7th, 2026