

Frank D. Lanterman Regional Center

Administrative Affairs Committee

February 11, 2020

MINUTES

PRESENT

Mark Higgins, Chair
Jack Gilbertson
Marjorie Heller
Al Marsella
Juan Maldonado
Greg Schaffer
Dr. Tony Stein

NOT PRESENT

Sean Lee

STAFF

Barry Londer
Kaye Quintero
Melinda Sullivan

CALL TO ORDER

The meeting was called to order at 12:04 PM

REVIEW OF MINUTES

The minutes of January 14, 2020 were reviewed and will be modified to reflect the specific changes needed in the notes to the financial statements regarding equipment purchases and labor concentration. No other changes were suggested and the minutes were approved by consensus.

CHAIRPERSON'S REPORT

Mr. Higgins reported that the board of directors voted to accept the audited financial statements and the tax returns.

SELF DETERMINATION PROGRAM UPDATE

Ms. Quintero reported that the center received operations funding for the Self-Determination Program in the last fiscal year 2019-2020 contract allocation. One part is funding for the regional

center's efforts to assist clients in their transition into the program. The other part is to offset operations and salary costs related to the program's implementation. Ms. Quintero described what those operations and administrative efforts look like internally. Ms. Sullivan added that this implementation phase of the program is considered a slow rollout statewide.

Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Mr. Londer reported the center is currently in a positive cash flow position, and will have around \$17 million at the end of April. There is no anticipated need to draw on the line of credit at this time. He also reviewed the financial statements through December 31, 2019.

When reviewing the case load growth, the committee would like to know more details about the new clients. Ms. Sullivan reported that she will share this information with all at an upcoming meeting.

Fiscal Year to Date 2019-2020 (A-3)

In Operations (main contract) we have spent \$11,239,789 (47.1% of budget). In Purchase of Services (main contract), we have spent \$93,881,903 before we add late bills. Including projected late bills, we will have spent \$96,474,927 (48.1% of budget).

Fiscal Year 2018-2019 (E-4)

This month we recorded \$360 in OPS expenditures and \$22,777 in POS expenditures. To date, we have spent 99.1% of our OPS and 98.2% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

Fiscal Year 2017-2018 (D-4)

This month we recorded \$600 in OPS expenditures and \$19,772 in POS expenditures. To date, we have spent 99.9% of our OPS and 99.4% of our POS allocations. We have a very small surplus in OPS, as well as a small surplus in POS.

CALIFORNIA COMMUNITY FOUNDATION UPDATE

Mr. Londer reviewed the statement of activity through December 31, 2019. He added that a representative from the foundation will attend next month's meeting.

Mr. Londer reported the housing organization HOPE closed escrow on the property in our service area using approximately \$215,000 in funds authorized to be withdrawn from the endowment fund by the Board. He reminded the committee the Board authorized to spend up to \$450,000 for this property, and there will likely be additional withdrawals needed against this amount soon. Discussion followed.

OTHER

Mr. Londer announced his retirement.

NEXT MEETING

The next meeting is scheduled on March 10, 2020.

ADJOURNMENT

The meeting was adjourned at 1:02 P.M.

/gs