

FRANK D. LANTERMAN REGIONAL CENTER

Administrative Affairs Meeting

June 11, 2013

MINUTES

PRESENT

Marjorie Heller, Chair
Jack Gilbertson
Al Marsella
Dina Richman
Chris Scali
Ed Solis
Robert Wedemeyer

STAFF

Diane Anand
Patrick Aulicino
Karem Chacana
Barry Londer

NOT PRESENT

Larry De Boer

CALL TO ORDER

Ms. Heller called the meeting to order at 12:07 P.M.

APPROVAL OF MINUTES

The minutes of May 14, 2013 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

There was nothing to report.

COMPENSATION PROPOSAL

Ms. Karem Chacana presented the Lanterman compensation proposal. This four phase process began in 2011. The Center had engaged a consultant to coordinate this project. Activities included a review and evaluation of all job descriptions and a determination of the

competitiveness of the Center's compensation both in terms of salaries and benefits and internal equity. The review covered not only the activities of other regional centers but also the greater nonprofit community. The presentation covered background information, key findings and recommendations, and a financial analysis. The Committee had a discussion about the recommendations and the findings.

Mr. Scali made a recommendation to accept the recommendations that were contained in the proposal. Mr. Marsella seconded the motion and it was approved by consensus.

Ms. Richman made a motion to recommend revisiting the performance-based award program. Mr. Scali seconded the motion and it was approved by consensus. Mr. Wedemeyer abstained.

HEALTH INSURANCE REIMBURSEMENT

Mr. Aulicino reported that the Center is recommending reimbursing employees for funds they have paid towards their personal health care coverage in 2012-13. He explained that there are sufficient funds in operations remaining in 2012-13 to cover this after paying for needed expenses. Lastly, Mr. Aulicino reminded the committee that this does not change things on a go forward basis in July.

Mr. Scali made a motion to recommend that the Board accept the proposal to reimburse employees for the cost of their personal health insurance payments. It was seconded by Mr. Marsella and approved by consensus.

D-4 AND D-5 CONTRACT AMENDMENTS

Mr. Aulicino reported that the D-4 amendment provides expected operations funding for CPP related expenses for 2012-13, and the D-5 will provide some additional funds for POS. Both will be signed by the Board president and been sent to DDS.

PRELIMINARY ALLOCATION FOR 2013-14

Mr. Aulicino reported that DDS has released preliminary allocation figures for 2013-14. As in past years, they are based on a percentage of the total anticipated funds and are also related to how close centers come to their current year POS allocations. Contracts will be coming to the centers shortly with these preliminary amounts to be signed and returned. This will allow the state to issue cash advances once the budget is signed. Discussion followed.

CASH FLOW

Mr. Aulicino reviewed the cash flow projection that Mr. Londer put together for the period of June 10 to June 30, 2013. Based on these numbers, through the end of the year the Center may

have sufficient cash to avoid borrowing but that it will be very close. Depending on additional reimbursements and the timeliness of the advances for 2013-14, we could also have a problem in July. Mr. Aulicino added that the center is in better shape than some other regional centers; at least one had to borrow beginning in May.

REVIEW OF FINANCIAL STATEMENTS

Mr. Londer reviewed the financial statement activity through April 30, 2013.

Fiscal Year 2012-2013

In Operations (main contract), we have spent \$12,126,075. In Purchase of Services (main contract), we have spent \$85,965,006 before we add in projected late bills. Including projected late bills, we will have spent \$88,264,282.

In overall purchase of services, we expect to come close to spending what we have in our current allocation.

Fiscal Year 2011-2012 (C-9)

This month we recorded \$2,311 in OPS and \$13,792 in POS. TO date, we have spent 98.5% of our OPS and 99.7% of our POS allocations. We are currently projecting very small surpluses in both OPS and POS.

Fiscal Year 2010-2011 (B-5)

This month we recorded (\$8,781) in POS. To date, we have spent 99.9% of our OPS and 97.7% of our POS allocations. We are currently expecting a small surplus in OPS, and about a \$2.3 million surplus in POS, due to substantial cost savings and minimal caseload growth.

TAKING JULY OFF

The Committee will go dark in the month of July.

NEXT MEETING

The next meeting is scheduled for August 13, 2013.

ADJOURNMENT

The meeting was adjourned at 1:49 P.M.

/gs