

Frank D. Lanterman Regional Center

Administrative Affairs Committee

March 12, 2019

MINUTES

PRESENT

Dina Richman, Chair
Greg Schaffer
Al Marsella
Marjorie Heller
Jack Gilbertson
Dr. Tony Stein

NOT PRESENT

Sean Lee

GUEST

Juan Maldonado

STAFF

Patrick Aulicino
Barry Londer
Melinda Sullivan

CALL TO ORDER

The meeting was called to order at 12:05 PM

REVIEW OF MINUTES

The minutes of February 12, 2019 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Ms. Richman reported that since Mr. Aulicino is retiring, the Center has hired Ms. Kaye Quintero to be Associate Director of Administrative Services. She is currently the controller at Harbor Regional Center and will begin at Lanterman in April. Mr. Aulicino added that Ms. Richman was part of the interviewing panel.

INDEPENDENT AUDIT PROPOSAL FOR 2018-2019 AND 2019-2020

Mr. Aulicino reported that AGT has sent a proposal for two more years of a 5 year term engagement with the Center. This will allow additional stability during staff transition and the proposed increases are in line with our history with them. Mr. Aulicino added that Harbor Regional Center has recently hired them. The committee discussed.

The committee would like the proposal to clearly state that AGT will provide services for the 990 tax return and internal audit.

Ms. Heller made a motion to recommend the amended proposal to the board for final approval. It was seconded by Mr. Schaffer and approved by consensus.

RATE STUDY UPDATE

Mr. Aulicino reported that a few years ago, DDS hired an outside consultant to conduct a comprehensive study on provider rates. The committee received a synopsis of the proposal which was developed by ARCA.

The committee asked how they can help and Ms. Sullivan stated that the board of directors has sent out letters of support for provider rates. A letter writing campaign will begin soon and visits to legislators will also occur in April. Discussion followed.

Per the committee's request, everyone will receive the e-mail with the link to the entire 2,000 page report.

REVIEW OF FINANCIAL STATEMENTS

Cash Flow

Mr. Londer reported that by the end of May we should have \$11 million in the bank.

Fiscal Year 2018-2019 (E-1)

In operations (main contract) we have spent \$12,744,361. In Purchase of Services (main contract), we have spent \$98,970,685 before we add late bills. Including projected late bills, we will have spent \$101,326,799.

Fiscal Year 2017-2018 (D-3)

This month we recorded \$241,360 in OPS and \$67,147 in POS. To date, we have spent 97.8% of our OPS and 99.3% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

Fiscal Year 2016-2017 (C-5)

This month we recorded \$141,294 in OPS and \$458 in POS. To date, we have spent 98.0% of our OPS and 99.6% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

POS RECAP

Mr. Aulicino reported that projections for year have not changed substantially. We are projected to have a deficit of between \$5.8 and \$4.7 million.

SPACE ACQUISITION AND CONSTRUCTION UPDATE

Mr. Aulicino reported that the bulk of work on all floors is done. The new conference rooms have been set up and there is a large space in the third floor available for growth. We have used all of the tenant improvement monies. Private offices will receive new furniture and there are various small work orders to be fulfilled that were submitted by staff. Mr. Aulicino reported that we are expecting a proposal from our contractor within the next month. Lastly, we will have an updated regarding the 1st floor availability in September of this year.

NEXT MEETING

The next meeting is scheduled on April 9, 2019.

ADJOURNMENT

The meeting was adjourned at 12:46 PM

/gs