

**FRANK D. LANTERMAN REGIONAL CENTER**

**Administrative Affairs Meeting**

**November 12, 2013**

**MINUTES**

**PRESENT**

Ed Solis, Chair  
Larry DeBoer  
Marjorie Heller  
Al Marsella

**STAFF**

Patrick Aulicino

**GUESTS**

Jo Gibiser, Keenan and Associates

**NOT PRESENT**

Chris Scali  
Jack Gilbertson  
Dina Richman

**CALL TO ORDER**

Mr. Solis called the meeting to order at 12:06 PM.

**APPROVAL OF MINUTES**

The minutes of October 8, 2013 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

There was nothing to report.

**OVERVIEW OF INSURANCE COVERAGES**

Ms. Jo Gibiser, from Keenan and Associates reviewed the policies coordinated through her firm which are professional and general liability, directors and officers, and fiduciary responsibility and crime coverages. The Committee asked for some clarification on a few bullet points and Ms.

Gibiser provided the information. Mr. Aulicino added that there continues to be great communication with Ms. Gibiser regarding all coverages.

Mr. Aulicino also reviewed the coverage for property and non-owned auto and volunteer activities coordinated through Chapman Insurance. He explained that we have some coverage here because we weren't able to get non-owned auto through Keenan. He added that Chapman works with many regional centers and they are now a division of A.J. Gallagher.

After review and discussion, the Committee agreed that it might be wise to market the entire portfolio to both brokers next year for comparative purposes.

### **E-2 CONTRACT AMENDMENT**

Mr. Aulicino reported that we have received a letter informing us that the E-2 contract amendment will be mailed to us soon. This amendment principally covers the community placement plan (CPP) and an outline of the allocation has been shared with the Committee.

Mr. Aulicino added that the Lanterman Developmental Center closure date is set for December 2014 and we are projecting to have most of our clients moved by June 2014.

### **FUNDING THE WORK OF CALIFORNIA'S REGIONAL CENTERS**

Mr. Aulicino provided an overview of the report that ARCA put together titled "Funding the Work of California's Regional Centers." This report provides a history of the development of operations funding for regional centers and the scope of the underfunding.

The committee agreed that this is a great document and at their request, Mr. Aulicino will inquire about ARCA's plan to share this with legislators.

### **BRIEF OVERVIEW OF CLIENT REVENUE MANAGEMENT**

Mr. Aulicino reported that Lanterman is the payee for over 800 clients; most are adults living in residential placement. The funds that the Center receives are kept in a separate bank account and are managed by 1 Revenue Manager and 2 Revenue Coordinators. He explained briefly how clients and providers are paid. Mr. Aulicino reported that sometime at the beginning of 2014, Ms. Aurora Gomez, Revenue Manager, will attend the meeting to give a full presentation with more details regarding this process.

### **CALIFORNIA COMMUNITY FOUNDATION UPDATE**

Mr. Aulicino reviewed the California Community Foundation analysis that Mr. Londer put together for the Committee. He reported that the Center had initially received a contribution of

\$187,500 from an estate a few months ago. An additional contribution was made from the same source upon the settlement of the estate which resulted in a total contribution of \$600,000. Mr. Aulicino stated that staff from the California Community Foundation will be invited to make a presentation to the committee in early 2014 about the Foundation and how it manages funds.

### **REVIEW OF FINANCIAL STATEMENTS**

Mr. Aulicino reviewed the financial statements through the month of September 30, 2013.

#### *Fiscal Year 2013-2014 (E-1)*

In Operations (main contract) we have spent \$3,936,230. In Purchase of Services (main contract) we have spent \$25,927,985 before we add in projected late bills. Including projected late bills, we will have spent \$28,048,855.

#### *Fiscal Year 2012-13 (D-6)*

This month we recorded \$140,842 in OPS and \$214,394 in POS. TO date, we have spent 96.8% of our OPS and 99.7% of our POS allocations. We are currently projecting a small surplus in OPS and a small deficit in POS.

#### *Fiscal Year 2011-2012 (C-9)*

This month we recorded \$9,772 in POS. To date, we have spent 98.9% of our OPS and 99.7% of our POS allocations. We are currently expecting small surpluses in both OPS and POS.

### **NEXT MEETING**

The next meeting is scheduled for January 14, 2014.

### **ADJOURNMENT**

The meeting was adjourned at 1:30 P.M.

/gs