

FRANK D. LANTERMAN REGIONAL CENTER

Administrative Affairs Meeting

September 9, 2014

MINUTES

PRESENT

Ed Solis, Chair
Jack Gilbertson
Marjorie Heller
Al Marsella
Dina Richman
Jim Simonds
Anthony Stein

STAFF

Patrick Aulicino
Barry Londer
Melinda Sullivan

NOT PRESENT

Anila Guruji
Greg Schaffer

CALL TO ORDER

Mr. Solis called the meeting to order at 12:07 P.M.

APPROVAL OF MINUTES

The minutes of August 12, 2014 were reviewed and there should be a change on page 2, under cash flow. The first sentence should read as follows: Mr. Londer reported that last month we borrowed \$2.5 million for 5 days from the line of credit to pay the monthly POS on time. Pending the change mentioned, the minutes were approved by consensus.

CHAIRPERSON'S REPORT

There was nothing to report.

BUDGET UPDATE

Mr. Aulicino reported that we received our intent letter for the A-1 allocation. He reviewed in detail the allocations for both Operations and POS and compared them to what we had received for 13-14.

AUDIT ACTIVITIES UPDATE

Mr. Aulicino reported that our new auditors, Matson & Isom, will split their time with the center. They were here for 1 week already and will be back later this month. Mr. Aulicino stated that they were easy to work with. Additionally, Rob Griffith, the owner, stated that this was the best first week they have ever had with a new client.

DDS will come on October 13 and they will hopefully be done by Thanksgiving. Lastly, in the past Windes & McClaughry traditionally compared the previous year with the current year. Matson & Isom asked if the Center wanted that this year as well. Staff and the committee members concurred that we did indeed want this.

CASH FLOW

Mr. Londer reported that we are in good shape. We also expect to received an additional advance on the A-1 over what they gave us in preliminary allocation. Mr. Aulicino reported that ARCA is working with DDS so we can get a lump sum advance in the future as opposed to having it split in thirds as has been taking place for the past few years.. That would also help cash flow.

REVIEW OF FINANCIAL STATEMENTS

Mr. Londer reviewed the financial statement activity through July 31, 2014.

Fiscal Year 2013-2014

In Operations (main contract) we have spent \$1,750,561. In Purchase of Services (main contract) we have spent \$9,207,508 before we add late bills. Including projected late bills, we will have spent \$10,348,036.

Fiscal Year 2013-2014

This month we recorded \$413,534 in OPS and \$1,219,288 in POS. To date, we have spent 96.0% of our OPS and just over 100% of our POS allocations. We are currently projecting a small surplus in OPS, and a deficit in POS, which we expect to be funded by DDS.

Fiscal Year 2012-2013

This month we recorded (\$25,184) in POS. To date, we have spent 98.3% of our OPS and 99.9% of our POS allocations. We are currently expecting a small surplus in OPS and a small deficit in POS.

NEXT MEETING

The next meeting is scheduled for October 14, 2014.

ADJOURNMENT

The meeting was adjourned at 1:16 PM.

/gs