

FRANK D. LANTERMAN REGIONAL CENTER

Administrative Affairs Meeting

April 9, 2013

MINUTES

PRESENT

Marjorie Heller, Chair
Larry DeBoer
Jack Gilbertson
Al Marsella
Ed Solis-via conference call

STAFF

Diane Anand
Patrick Aulicino
Karem Chacana
Barry Londer
Melinda Sullivan

NOT PRESENT

Dina Richman
Chris Kearley
Chris Scali
Robert Wedemeyer

CALL TO ORDER

The meeting was called to order by Ms. Heller at 12:05 P.M.

APPROVAL OF MINUTES

The minutes of March 12, 2013 were reviewed. Chris Kearley was present at the meeting and it needs to be reflected in the minutes. Pending the correction, the minutes were approved by consensus.

CHAIRPERSON'S REPORT

There was nothing to report.

COMPENSATION PROPOSAL

Ms. Chacana reported that the Center has been working on a full compensation review, including wages, salaries, and employee benefits, since April 2011. Background information on the process used and information gathered was provided to the Committee. Recommendations are expected to come to the Committee by the end of the fiscal year.

CONTRACT AMENDMENTS

Mr. Aulicino reported that there are three contract amendments in the packet. The C-8 and the C-9 are from 2011-12. The C-9 restores all necessary funds except about \$5,000, but we expect this to be returned in a subsequent amendment. The D-2 is for 2012-13 and it has arrived very late this year. It includes a portion of the CPP allocation for the year and it contains \$3.8 million for POS service growth.

DRIVING POLICY

Ms. Chacana reported that at the previous meeting, the driving policy was reviewed and there were some language recommendations regarding distracted driving. Ms. Chacana reviewed the language with legal counsel and some changes were made to comport with the law. The revised driving policy will go to the Board for approval.

CASH FLOW

Mr. Aulicino reviewed the cash flow survey that was completed by ARCA in March. They conducted a survey asking all centers what the impact would be if centers received no additional reimbursements for the remainder of the year. However, he added that DDS has notified the Center that there will be additional reimbursements, but at a significantly lower amount.

Mr. Aulicino highlighted that there are two centers that do not have a revolving line of credit. He also reminded the Committee that the revolving line of credit has only been put into place in recent years as the State developed cash flow problems. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

Mr. Londer reviewed the financial statement activity through February 28, 2013.

Fiscal Year 201-2013

In Operations (main contract), we have spent \$9,855,340. In Purchase of Services (main contract), we have spent \$67,808,009 before we add in projected late bills. Including projected late bills, we will have spent \$70,223,214.

Fiscal Year 2011-2012 (C-9)

This month we recorded \$1,035 in OPS and \$90,307 in POS. To date, we have spent 98.5% of our OPS and 99.6% 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 did not record any expenditure in OPS and POS. To date, we have spent 99.6% of our OPS and 97.7% of our POS allocations. We are currently expecting a small surplus in OPS and about a \$2 million surplus in POS due to substantial cost savings, and minimal caseload growth.

2012-13 POS Recap

Mr. Aulicino reported that the POS update is based on the D-2 amendment and that the Center at this time is projecting expenses that are close to our allocation.

OTHER

Ms. Heller reported that she, Ms. Sullivan and Mr. Aulicino met with different local legislators in the last week to talk about issues affecting the Center. Some were already well informed about regional center services.

NEXT MEETING

The next meeting is scheduled for May 14, 2013.

ADJOURNMENT

The meeting was adjourned at 1:02 PM.

/gs