

Frank D. Lanterman Regional Center

Administrative Affairs Committee

February 14, 2023

MINUTES

PRESENT

Jack Gilbertson
Mark Higgins
Al Marsella
Marjorie Heller
Dr. Tony Stein

NOT PRESENT

Larry DeBoer, Chair
Allison Fuller
Lili Romero-Riddell

STAFF

Jennifer Ball
Kaye Quintero
Melinda Sullivan

GUESTS

Tom Huey, Windes
Jeffrey Ehlers, Windes
Aaron Phillips, Windes
Kara Fuhringer, Windes

CALL TO ORDER

The meeting was called to order at 12:03P.M. via Zoom.

REVIEW OF MINUTES

The minutes of January 10, 2023 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Chairperson was excused: there was no report.

REPORT FROM CPA FIRM

Mr. Tom Huey from Windes presented a draft of the audited financial statements. The committee had a few clarification questions that Mr. Huey addressed. Mr. Aaron Phillips reviewed the 990 corporate tax return. There were no changes suggested by the committee.

Dr. Stein made motion to accept the independent audit report and the tax return as drafted and recommend to the Board of Directors to accept. It was seconded by Mr. Marsella and was approved by consensus.

Ms. Heller would like to thank all of the accounting staff for their hard work.

C-4 CONTRACT AMENDMENT FY 2021-22

Ms. Quintero reported that we received a contract allocation for last fiscal year and the Operations allocation includes the special federal funds assigned by DDS to make improvements to the Early Start workforce. The POS allocation includes the additional funding needed to continue the provider rate reform implementation.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW

Ms. Ball stated that we are projected to have \$58,985,616 available at the end of April 30, 2023

Ms. Ball reviewed the financial statements through December 31, 2022.

Fiscal Year to date 2022-2023 (D-1)

In Operations (main contract) we have spent \$14,591,855 (43.1% of budget). In Purchase of services (main contract) we have spent \$122,449,343 before we add late bills. Including projected late bills, we will have spent \$ (36.9% of budget).

Fiscal Year 2021-2022 (C-4)

This month we recorded \$555,839 in OPS and \$947,620 in POS. To date we have spent 78.8% of our OPS and 90.6% of our POS allocations.

Fiscal Year 2020-21 (B-5)

This month we recorded \$168,780 in OPS and \$60,969 in POS. To date, we have spent 100% of our OPS and 99.1% of our POS allocations.

CA COMMUNITY FOUNDATION ENDOWMNET FUND UPDATE

Ms. Quintero reported that we earned over 4% this quarter. There was no other activity on the fund.

REVIEW OF DONATION AND RELATED ACCOUNTS

Ms. Ball reviewed the donation and related accounts. Mr. Higgins asked about the expenditures and the large balance for Holidays Are for Sharing. Ms. Sullivan clarified.

NEXT MEETING

The next meeting is scheduled on March 14, 2023.

ADJOURNMENT

The meeting was adjourned at 1:08PM

/gs