

Frank D. Lanterman Regional Center

Administrative Affairs Committee

April 11, 2023

MINUTES

PRESENT

Larry DeBoer, Chair
Jack Gilbertson
Marjorie Heller
Mark Higgins
Al Marsella
Dr. Tony Stein
Lili Romero-Riddell

NOT PRESENT

Allison Fuller

GUEST

Min Koah Tran

STAFF

Jennifer Ball
Kaye Quintero
Melinda Sullivan

CALL TO ORDER

The meeting was called to order at 12:02 P.M. via Zoom.

REVIEW OF MINUTES

The minutes of March 14, 2023 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Mr. DeBoer had nothing to report.

B-6 AMENDMENT FOR FY 2020-21

Ms. Quintero reported that DDS has issued an additional contract allocation for the 2020-21 fiscal year, which is a reduction in Community Placement Plan (CPP) and Community Resource Development Plan (CRDP) Funds. The deallocation of funding was expected given there were

unused funds allocated for client placements and start-up projects, and this will allow DDS to reallocate this funding in other areas.

SELF-DETERMINATION

Ms. Quintero reviewed POS expenditure data along with data from the traditional and participant directed service delivery models. Ms. Heller and Ms. Romero-Riddell had clarification questions and Ms. Sullivan added explanation of services.

INSURANCE BROKERAGE OPTIONS

Ms. Quintero and Ms. Sullivan reported that the Center is exploring the possibility of changing insurance brokers and would appreciate the committee's input. A summary of our current coverages along with a copy of a presentation given to us by a prospective broker was shared with the committee prior to the meeting. Ms. Sullivan explained why the Center has been considering these changes. Discussion followed.

Discussion included input from Dr. Stein, Mr. Higgins, and Mr. DeBoer on consideration to be given when selecting a broker. The evaluation of the Center's coverages provided in the prospective broker's presentation was reviewed and Ms. Quintero provided clarification on items in this section of the presentation. Ms. Quintero also shared broker information she obtained from several other Regional Centers. Ms. Sullivan closed by thanking the committee for their input and stated the Center will do more due diligence regarding this matter and will update the committee of any changes.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW

Ms. Ball stated that we are projected to have \$31,749,648 available at the end of June 30, 2023.

Ms. Ball reviewed the financial statements through February 2023.

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

In Operations (main contract) we have spent \$19,409,363 (57.4% of budget). In Purchase of services (main contract) we have spent \$166,945,430 before we add late bills. Including projected late bills, we will have spent \$173,556,119 (59.7% of budget).

Fiscal Year 2021-2022 (C-4)

This month we recorded \$188,133 in OPS and \$431,554 in POS. To date we have spent 83.2% of our OPS and 89.4% of our POS allocations.

Fiscal Year 2020-21 (B-5)

This month we recorded \$39 in OPS and \$64,451 in POS. To date, we have spent 100% of our OPS and 99.2% of our POS allocations.

NEXT MEETING

The next meeting is scheduled on May 9, 2023.

ADJOURNMENT

The meeting was adjourned at 12:55 PM

/gs