

**Frank D. Lanterman Regional Center**

**Administrative Affairs Committee**

**January 11, 2022**

**MINUTES**

**PRESENT**

Larry DeBoer, Chair  
Allison Fuller  
Jack Gilbertson  
Al Marsella

**NOT PRESENT**

Marjorie Heller  
Greg Schaffer  
Dr. Tony Stein

**STAFF**

Melinda Sullivan  
David Romer  
Kaye Quintero

**GUESTS**

Tom Huey, CPA, Windes  
Aaron Phillips, CPA, Windes

**CALL TO ORDER**

The meeting was called to order at 12:05 P.M. via Zoom.

**REVIEW OF MINUTES**

The minutes of November 9, 2021 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

No report was given.

## **REPORT FROM CPA FIRM: INDEPENDENT AUDIT REPORT AND TAX RETURN**

Mr. Huey presented the draft of the audited financial statements. The committee had some clarification questions for Mr. Huey.

**Ms. Fuller made a motion to recommend to the Board that it accept the independent audit report as drafted. This was seconded by Mr. Gilbertson and it was approved by consensus.**

Mr. Phillips presented the draft of the corporate tax return. One correction will be made to the return on the Form 990, Part I, #3, changing the number of independent voting board members from 17 to 16.

**Mr. Marsella made a motion to recommend to the Board that it approve the tax return as drafted with the recommended change above. This was seconded by Mr. Gilbertson and approved by consensus.**

## **POS PROJECTIONS FOR FY 2021-22**

Ms. Quintero reported that regional centers were required to submit their initial POS projections for this fiscal year on December 10. Ms. Quintero reviewed the statewide summary of the projections. For Lanterman, the allocation this fiscal year is about \$296 million and this is up from last year by just under 13%. Our current projection based on our first four months of actuals is currently reflecting a surplus, which is consistent across the state. Ms. Quintero will share further statewide updates later as we get further into the fiscal year.

## **REVIEW OF FINANCIAL STATEMENTS**

### **CASH FLOW**

Mr. Romer stated that we are projected to have \$38,588,427 available at the end of March 31, 2022.

Mr. Romer reviewed the financial statements through November 30, 2021.

#### *Fiscal Year to date 2021-2022 (C-1)*

In Operations (main contract) we have spent \$10,466,727 (38% of budget). In Purchase of services (main contract) we have spent \$104,337,014 before we add late bills. Including projected late bills, we will have spent \$108,756,024 (36.8% of budget).

#### *Fiscal Year 2020-2021 (B-3)*

This month we recorded \$39,458 in OPS and \$580,385 in POS. To date, we have spent 96% of our OPS and 98% of our POS allocations.

#### *Fiscal Year 2019 - 2020 (A-8)*

This month we reclassified \$82,618 in OPS resulting in a credit balance and recorded \$55,983 in POS. To date, we have spent 96% of our OPS and 98% of our POS allocations.

#### **NEXT MEETING**

The next meeting is scheduled on February 8, 2022.

#### **ADJOURNMENT**

The meeting was adjourned at 1:08 P.M.

/gs