

**FRANK D. LANTERMAN REGIONAL CENTER**

**Administrative Affairs Meeting**

**October 13, 2015**

**MINUTES**

**PRESENT**

Dina Richman, Chair  
Al Marsella  
Dr. Anthony Stein  
Jim Simonds  
Marjorie Heller

**STAFF**

Patrick Aulicino  
Barry Londer  
Melinda Sullivan  
Karem Chacana

**NOT PRESENT**

Jack Gilbertson  
Dr. Anila Gurujji  
Greg Schaffer

**CALL TO ORDER**

Ms. Richman called the meeting to order at 12:10 P.M.

**APPROVAL OF MINUTES**

The minutes of August 11, 2015 were reviewed and approved by consensus.

**CHAIRPERSONS REPORT**

There was nothing to report.

**OPERATIONS BUDGET AND STAFFING PLAN**

Mr. Aulicino reviewed the Operating Expense Budget report for 2015-2016 and the extraordinary notes. Ms. Melinda Sullivan reviewed the staffing plan, which included the planned addition of up to eleven new positions, most of which would be in service coordination to handle caseload growth.

***Ms. Heller made a motion to approve the operations budget and staffing plan and send to the Board for approval. Dr. Stein seconded the motion and it was approved by consensus.***

### **BUDGET UPDATE**

Mr. Aulicino reported that we received our B-1 allocation from the Department. The vast majority of funds still available for this year have been allocated. We have also received the A-4 amendment which should cover the majority of our POS deficit for last year. Mr. Aulicino and Mr. Londer reviewed the corrected A-4 POS summary.

### **REVIEW OF FINANCIAL STATEMENTS**

Mr. Londer reviewed the financial activity through August 31, 2015.

#### *Fiscal Year 2015-2016*

In Operations (main contract) we have spent \$3,043,592. In Purchase of Services (main contract), we have spent \$20,417,396 before we add late bills. Including projected late bills, we will have spent \$22,442,690.

#### *Fiscal Year 2014-2015*

This month we recorded \$174,473 in OPS and \$472,735 in POS. To date, we have spent 96.9% 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 2013-2014*

This month we spent \$465 in OPS and recorded (\$2,980) in POS. To date, we have spent 99.9% of our OPS and nearly 100.1% of our POS allocations. We are currently expecting a small surplus in OPS and a deficit in POS, which we expect to be funded by DDS.

### **CASH FLOW**

Mr. Londer reported that the B-1 allocation was approved which means we are set up to receive our next advance. We will end the calendar year with a balance of approximately \$8,063,885.

### **REVIEW OF DONATION AND KYRC BANK ACCOUNTS**

Mr. Londer reviewed activity in the donation and the KYRC accounts in detail.

### **NEXT MEETING**

The next meeting is scheduled for November 10, 2015.

### **ADJOURNMENT**

The meeting was adjourned at 1:07 P.M.

/gs