

Frank D. Lanterman Regional Center

Administrative Affairs Committee

April 11, 2017

MINUTES

PRESENT

Mark Higgins, Chair
Greg Schaffer
Dr. Tony Stein
Jack Gilbertson
Dina Richman
Jim Simonds

STAFF

Patrick Aulicino
Barry Londer

NOT PRESENT

Marjorie Heller
Al Marsella

CALL TO ORDER

Mr. Higgins called the meeting was called to order at 12:02 p.m.

REVIEW OF MINUTES

The minutes of February 14, 2017 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

There was nothing to report.

CALIFORNIA COMMUNITY FOUNDATION UPDATE

As requested, the committee received the 2015-2016 annual report. Mr. Londer reviewed highlights of that report and ancillary information that had been included in the packet. He noted that the Foundation transitioned their general investment consulting services from Cambridge Associates to Meketa Investment Groups. The committee requested clarification as to how

Lanterman's funds were invested relative to the endowment pool which Mr. Londer agreed to follow up on.

UFS REPLACEMENT PROJECT

Mr. Aulicino reported that the Uniform Fiscal System (UFS) was put in place by DDS in 1984 to collect regional center fiscal and client data. Fifteen years ago DDS initiated an effort called CADDIS (California Developmental Disabilities Information System) to develop a more current data system, but it was unsuccessful. Currently, regional centers have collectively begun a project to look for a replacement. The Association of Regional Center Agencies (ARCA) has selected a consultant, Nexlevel; this project is currently at the information gathering stage. Nexlevel will conduct interviews at all regional centers between March and August. They are scheduled to be at Lanterman in May. Once all interviews are complete they will see what off the shelf software might be available to meet our needs. The project will wrap up in January or February after demonstrations of preferred products have been conducted. Discussion followed.

D&O INSURANCE COVERAGE RENEWAL

Mr. Aulicino reported that we've had a number of claims over the past 10 years on our D&O insurance. It is time for the renewal and the good news is that there is only a 10% increase. He added that one of the deductibles will increase. The carrier is RSUI and the center has had a good relationship with them. Additionally, Keenan (our broker) checked with other carriers and were not able to find another entity that would provide comparable coverage for an equivalent cost.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW

Mr. Londer reported that we are projecting to have just under \$7 million in our main bank account by the end of June. If we don't receive an advance prior to the July 10 check run, we will need to access the line of credit.

Mr. Londer reviewed the financial statements through February 28, 2017.

Fiscal Year 2016-17 (C-1)

In Operations (main contract) we have spent \$12,797,967. In Purchase of Services (main contract), we have spent \$95,302,992 before we add late bills. Including late projected bills, we will have spent \$98,003,057.

Fiscal Year 2015-16 (B-3)

This month we recorded \$332 in POS. To date, we have spent 99.2% of our OPS and 99.0% of our POS allocations. We are currently projecting surpluses in both OPS and POS.

Fiscal Year 2014-2015 (A-6)

This month we recorded \$14,000 in POS. In total, we have spent nearly 100.0% of our OPS and POS allocations. We are currently projecting negligible surpluses in both OPS and POS.

POS UPDATE

Mr. Aulicino reported that current POS projections show a range between a small deficit and a small surplus.

NEXT MEETING

The next meeting is scheduled on May 9, 2017.

ADJOURNMENT

The meeting was adjourned at 12:50 P.M.

/gs