

Frank D. Lanterman Regional Center

Administrative Affairs Committee

May 9, 2017

MINUTES

**PRESENT**

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

**STAFF**

Patrick Aulicino  
Barry Londer

**GUEST**

Susan Welch, City National Bank

**CALL TO ORDER**

Mr. Higgins called the meeting was called to order at 12:05 P.M.

**REVIEW OF MINUTES**

The minutes of April 11, 2017 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

There was nothing to report.

**REPORT FROM CITY NATIONAL BANK**

Susan Welch, Senior Vice President at City National Bank attended and reviewed the bank's annual report and ratings. This year, City National Bank will be dispensing with the three month "bridge" loan for all regional centers and instead providing the revolving line of credit for the

entire twelve months. There will not be any fees and all other terms and conditions remain the same as prior year. Discussion followed.

**Dr. Stein made a motion to accept the credit line and recommend to the board for final approval. Ms. Heller seconded the motion and it was approved by consensus.**

### **C-2 AMENDMENT NOTICE LETTER**

Mr. Aulicino reported that we have received the C-2 amendment. Funds are being included for caseload growth and some other adjustments. The largest portion of the allocation is for projects designed to address disparity issues. \$1.3 million will be awarded to Lanterman to fund the following proposed projects; statewide automated phone system, Korean community health worker project, Spanish promotoras, IEP training and individual representation, and English literacy classes. Mr. Aulicino reviewed the amounts that each project will receive and gave more details about each project.

In Operations, we are getting money that we will be coordinating on behalf of ARCA through Children's Hospital to look at the causes of disparities system-wide. We are also receiving money for the balance owed to us for the CPP program.

In POS, we are receiving dollars related to the impact of rate increases of minimum wage and caseload growth.

### **CALIFORNIA COMMUNITY FOUNDATION UPDATE**

Mr. Londer clarified that the center's money is put into the pool and it is invested by the investment committee of the foundation to meet their asset allocation targets. Mr. Londer also reviewed the statement activity for the first quarter of 2017.

### **REVIEW OF FINANCIAL STATEMENTS**

#### **CASH FLOW**

Mr. Londer reported that based on the timing of when the advances are given to the center, we might be short and we may have to borrow from the line of credit in July. Discussion followed.

Mr. Londer reviewed the financial statements through March 31, 2017.

#### *Fiscal Year 2016-2017 (C-1)*

In Operations (main contract) we have spent \$14,356,811. In Purchase of Services (main contract), we have spent \$109,004,244 before we add late bills. Including late projected bills, we will have spent \$111,296,656.

#### *Fiscal Year 2015-16 (B-3)*

This month we recorded \$34,587 in OPS and \$76,986 in POS. To date, we have spent 99.4% of our OPS and 99.1 % of our POS allocations. We are currently projecting surpluses in both OPS and POS.

*Fiscal Year 2014-2015 (A-6)*

This month we recorded \$41,050 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.

**NEXT MEETING**

The next meeting is scheduled on June 13, 2017.

**ADJOURNMENT**

The meeting was adjourned at 12:48 PM.

/gs