

Frank D. Lanterman Regional Center

Administrative Affairs Committee

October 10, 2017

MINUTES

PRESENT

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

NOT PRESENT

Marjorie Heller

STAFF

Patrick Aulicino
Barry Londer
Melinda Sullivan

CALL TO ORDER

Ms. Richman called the meeting to order at 12:09 P.M.

REVIEW OF MINUTES

The minutes of September 12, 2017 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Ms. Richman had nothing to report.

ABX2-1 AND RENT SURVEYS

Mr. Aulicino reported that the ABX2-1 survey was completed and submitted. The committee reviewed and discussed it. Mr. Aulicino stated that the remaining money available for other administrative expenses was used for a new IBM computer. Ms. Sullivan underlined that the turnover for service coordination is decreasing now.

Mr. Aulicino reported that 98.90% of all service provider ABX2-1 surveys have been completed and submitted to the department. He praised staff for following up with vendors to submit their surveys.

Since the Department didn't allocate money for maintenance and related costs associated with rent, the statewide administrators' group came up with recommendations and the department accepted them. DDS had all regional centers complete revised rent surveys for 2017-18 and for 2018-19. We are currently waiting for a response. Discussion followed.

OPERATING BUDGET AND STAFFING PLAN

Mr. Aulicino reviewed the Operating Expense Budget report for 2017-18 and the accompanying notes. He and Ms. Sullivan reviewed the staffing plan, which included the planned addition of nine new positions. These positions include; 8 service coordinators and 1 housing developer. The librarian position will increase from part time to full time. A part time human resources assistant will also be added.

After review and discussion, Mr. Schaffer made a motion to approve the operations budget and staffing plan for Fiscal Year 2017-18 as drafted and submit to the Board of Directors for final approval. Dr. Stein seconded the motion and it was approved by consensus.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW

Mr. Londer reported that we will have just under \$19 million in the bank at the end of the year.

Fiscal Year 2017-2018 (D-1)

In Operations (main contract) we have spent \$3,231,886. In Purchase of Services (main contract), we have spent \$24,386,814 before we add late bills. Including projected late bills, we will have spent \$26,248,284.

Fiscal Year 2016-2017 (C-3)

This month we recorded \$126,473 in OPS and \$488,130 in POS. To date, we have spent 89.3% of our OPS and nearly 100.0% of our POS allocations. We are currently projecting a small surplus in OPS and a small deficit in POS, which is expected to be funded by DDS.

Fiscal Year 2015-2016 (B-4)

This month we recorded \$12,213 in POS. To date, we have spent 99.9% of our OPS and 99.2% of our POS allocations. We are currently projecting a negligible surplus in OPS and a small surplus in POS.

NEXT MEETING

The next meeting is scheduled on November 14, 2017.

ADJOURNMENT

The meeting was adjourned at 1:10PM

/gs