

Frank D. Lanterman Regional Center

Administrative Affairs Committee

September 12, 2017

MINUTES

PRESENT

Dina Richman, Chair
Jack Gilbertson
Greg Schaffer
Jim Simonds

NOT PRESENT

Marjorie Heller
Al Marsella
Dr. Tony Stein

STAFF

Patrick Aulicino
Barry Londer
Melinda Sullivan

CALL TO ORDER

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

REVIEW OF MINUTES

The minutes of August 8, 2017 were reviewed and approved by consensus.

CHAIRPERSON'S REPORT

Ms. Richman had nothing to report.

D-1 CONTRACT AMENDMENT

Mr. Aulicino briefly reviewed the *Explanation of items for Fiscal Year 2017-18 D-1 Amendment*. The Department has withheld maintenance and other items associated with rent from the initial allocation as there is a wide variation in terms of what has been included in surveys completed

by Regional Centers. Centers are being asked to redo their rent surveys using the new criteria; we expect that supplemental allocations will follow.

Mr. Aulicino also reviewed the 2016-17 to 2017-18 Budget Comparison sheet, showing differences in both the initial OPS and POS allocations from the prior year.

The D-1 contract amendment was signed by our board president Mark Higgins and we sent in the request for cash advance today.

LINE OF CREDIT BORROWING STATEWIDE

Mr. Aulicino reported that we had to borrow from the line of credit but our cost was under \$500. The committee reviewed a report of Regional Centers' lines of credit, their fees and discussed.

ABX 2-1 PROVIDER SURVEYS

Mr. Aulicino reported that many providers received rate increases via ABX2-1 last year. Legislation stated that all providers who got a rate increase have to fill out a survey to show how they spent the money or forfeit the increase. All surveys are due on October 1. There is a statewide portal to track the completion of surveys and the committee received the most updated report. Discussion followed.

CYBER LIABILITY ISSUE

Mr. Aulicino reported on a cyber liability issue from this past Spring. Although there had not been a claim, we did notice our insurance carrier which led to the securing of outside assistance. During the investigation, it was determined that personal information had not been breached and the investigators had no recommendations for improving our own systems. Discussion followed.

REVIEW OF FINANCIAL STATEMENTS

CASH FLOW

Mr. Londer reported that we are projecting to have over \$9 million on hand at end of November.

Fiscal Year 2017-2018 (D-1)

In Operations (main contract) we have spent \$1,588,972. In Purchase of Services (main contract), we have spent \$11,718,224 before we add late bills. Including projected late bills, we will have spent \$13,486,466.

Fiscal Year 2016-2017 (C-3)

This month we recorded \$261,113 in OPS and \$2,324,727 in POS. To date, we have spent 88.7% of our OPS and 99.7% 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 \$18,268 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.

OTHER

Ms. Richman reminded the committee to keep an eye out for potential committee members and to discuss potential candidates with either herself, Melinda, or Patrick.

NEXT MEETING

The next meeting is scheduled on October 10, 2017.

ADJOURNMENT

The meeting was adjourned at 1:04 P.M.

/gs