



## BOARD OF DIRECTORS MEETING

**DATE:** Wednesday, May 27, 2020

**TIME:** 6:00 PM

**PLACE:** **Zoom**

(Staff Generated – Please confirm with Frank Lara at  
(213) 252-4902 or [flara@lanterman.org](mailto:flara@lanterman.org) prior to meeting date for participation)

ACTION ITEM	ORDER	GENERAL SESSION AGENDA	
	1	CALL TO ORDER	Dina Richman
	2	PUBLIC INPUT/ANNOUNCEMENTS	Dina Richman
ACTION	3	APPROVAL OF MINUTES <ul style="list-style-type: none"> <li>April 22, 2020</li> </ul>	Dina Richman
	4	EXECUTIVE DIRECTOR'S REPORT <ul style="list-style-type: none"> <li>2019 Annual Administrative Report – Administrative Services</li> <li>Update on COVID-19</li> <li>May Revise</li> <li>Trailer Bill Language</li> </ul>	Melinda Sullivan Kaye Quintero
ACTION	5	ADMINISTRATIVE AFFAIRS COMMITTEE <ul style="list-style-type: none"> <li>City National Bank - Line of Credit</li> <li>Review of Financial Statements</li> </ul>	Mark Higgins Kaye Quintero
For Information Only	6	NOMINATING COMMITTEE <ul style="list-style-type: none"> <li>Proposed Slate of Officers and Directors</li> </ul>	Al Marsella
CLOSED SESSION	7 ACTION	EXECUTIVE SESSION <ul style="list-style-type: none"> <li>Approval of Minutes</li> <li>Personnel</li> <li>Litigation</li> <li>Real Estate</li> </ul>	Dina Richman Melinda Sullivan
	8	ADJOURNMENT	Dina Richman

**PLEASE NOTE THAT YOU WILL NOT FIND INSERTS FOR THE FOLLOWING BOARD TABS**

- Board Education
- ARCA
- Information/Announcements

# APPROVAL OF MINUTES



**LOS ANGELES COUNTY DEVELOPMENTAL SERVICES FOUNDATION**

**Board of Directors**

**April 22, 2020**

**MINUTES**

**PRESENT**

Dina Richman, Chair  
Elizabeth Beltran  
Dr. Anila Guruji  
Mark Higgins  
Kim Isaac  
Gloria Leiva  
Dr. Alex Li  
Yudy Mazariegos  
Louis Mitchell  
Jae Rhee  
Dr. Anthony Stein

**NOT PRESENT**

Danielle Dejean  
Jonathan Martinez  
John Poulos  
Ana Villasenor

**ADVISOR TO THE BOARD - PRESENT**

Larry DeBoer  
Al Marsella

**STAFF**

Karen Ingram  
Carmine Manicone  
Kaye Quintero  
Melinda Sullivan

**GUESTS**

Karina A. Andrade – El ARCA  
Brianna Reynoso – State Council on Developmental Disabilities  
Nikisia Simmons – DDS

**CALL TO ORDER**

Ms. Richman called the meeting to order at 6:05 PM. The meeting was conducted via Zoom.

## **AMENDMENT TO THE AGENDA**

The Board agreed by consensus to amend the agenda to add:

- Cancellation of the March 25, 2020 Board Meeting and POS Disparity Community Meeting

## **PUBLIC INPUT**

Karina Andrade – Wished to thank Lanterman for its efforts in keeping the vendor community updated with information and resources from the beginning of the COVID19 health crisis.

Brianna Reynoso – Advised the Board that the State Council has updated its website with resources for clients and families.

## **INTRODUCTIONS**

Ms. Sullivan introduced Mr. Carmine Manicone as the new Associate Director of Client and Family Services and he was welcomed by the Board.

## **ANNOUNCEMENTS**

No announcements made.

## **APPROVAL OF MINUTES**

The minutes of February 26, 2020 were approved by consensus

## **CANCELLATION OF THE MARCH 25, 2020 BOARD MEETING AND POS DISPARITY COMMUNITY MEETING**

**Dr. Li moved to ratify the Executive Committee's decision to cancel the March board meeting and the POS Disparity Community Meeting as a result of the COVID-19 health crisis, and in following the guidance of both the public health department and the Department of Developmental Services, Dr. Stein seconded the motion, and it passed unanimously.**

## **EXECUTIVE DIRECTOR'S REPORT**

### **Update on COVID-19**

Ms. Sullivan provided a timeline summary on actions taken from the onset of the COVID-19 pandemic. Ms. Sullivan provided information on the DDS directives, remote services, surge planning, COVID-19 statistics, and the challenges faced by the Center.

Questions and discussion followed.

### **The FY 20-21 Budget in California**

#### *For Information Only –*

Ms. Sullivan shared a copy of the memo from the State Assembly Budget Committee on the impact to the 2020-21 budget in California and how it will have to be adjusted to the realities of the impact COVID-19 has had on the State. Once the State begins to recover, it will have to adapt to a very different budget process given the pandemic. It will no longer be able to consider new priorities and ideas, with the exception of COVID-19 related costs, wildfire prevention, and homelessness funding. Also, the legislature may have to revisit some reductions to existing state programs.

### **AB 2024 (Holden)**

#### *For Information Only –*

Ms. Sullivan provided a copy of the support letter to Assemblymember Holden regarding AB 2024. AB 2024 addresses the unintended gap of the state minimum wage increases. The Board approved this action at the February Board meeting.

## **ARCA**

#### *For Information Only –*

### **Support Letter Regarding Worker's Compensation for Service Providers**

Ms. Sullivan provided a copy of the letter sent by ARCA to the Worker's Compensation Insurance Rating Bureau to support some changes in worker's compensation classifications for Service Providers due to the COVID-19 pandemic.

## **ADMINISTRATIVE AFFAIRS COMMITTEE**

### **Review of Financial Statements**

## Cash Flow

Ms. Quintero advised the Board that the Department will offset the May 10<sup>th</sup> payment by 48% and 50% on the payment we expect to receive around June 10<sup>th</sup>. The Center is currently projecting a need to access the line of credit with our large check run on June 10<sup>th</sup>. Ms. Quintero reported that many regional centers are in the same situation and DDS has been made aware of this. The Center's line of credit is \$25 million and accessible at any point.

Mr. Higgins reviewed the financial statement summary through February 29, 2020.

### *Fiscal Year to date 2019-202 A-4*

In Operations (main contract) we have spent \$14,932,845 (61.7% of budget). In Purchase of services (main contract) we have spent \$128,324,791 before we add late bills. Including projected late bills, we will have spent \$131,066,147 (65.3% of budget).

### *Fiscal Year 2018-2019 E-4*

This month we recorded \$500 in OPS and \$203,747 in POS. To date, we have spent 99.4% of our OPS and 98.3% of our POS allocations. We are currently projecting a small surplus in both OPS and POS.

### *Fiscal Year 2017-2018 D-4*

This month we recorded \$1,860 in OPS and \$23,778 in POS. To date, we have spent 99.9% of our OPS and 99.2% of our POS allocations. We have a very small surplus in OPS, as well as a small surplus in POS.

## **NOMINATING COMMITTEE**

### **Change to the Bylaws**

Mr. Marsella brought forward proposed language to amend the Bylaws to include the option of electing a 2<sup>nd</sup> Vice President in the event that there are only four members of the Executive Committee in a given year. The language was prepared by legal counsel and was reviewed and supported by the Committee.

**Dr. Stein moved to approve the amendment to the Bylaws by adding an optional 2<sup>nd</sup> Vice President position if needed, Ms. Mazariegos second the motion, and it passed unanimously.**

## **ADJOURNMENT FOR EXECUTIVE SESSION**

Mr. Higgins moved to suspend the General Session meeting at 7:05 PM for Executive Session to conduct business on Approval of Minutes, Personnel, Executive Director's Evaluation 2019-20, Litigation, and Real Estate Negotiations. Dr. Li seconded the motion, and it passed unanimously.

### **RECONVENE FOR GENERAL SESSION**

Ms. Isaac moved to reconvene the meeting at 7:20 PM for General Session, Mr. Mitchell seconded the motion, and it passed unanimously. The Board discussed Approval of Minutes, Personnel, Executive Director's Evaluation 2019-20, Litigation, and Real Estate Negotiations.

### **ADJOURNMENT**

The meeting was adjourned at 7:20 PM

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Elizabeth Beltran, Secretary

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## BOARD OF DIRECTORS

### ACTION LOG

April 22, 2020

	DESCRIPTION	ACTION	STATUS
	Amendment to the Agenda: <ul style="list-style-type: none"><li>• Cancellation of the March 25, 2020 Board Meeting and POS Disparity Community Meeting</li></ul>	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Approval of Minutes – <i>February 26, 2020</i>	<ul style="list-style-type: none"><li>• Approved</li></ul>	
	Cancellation of the March 25, 2020 Board Meeting and POS Disparity Community Meeting	<ul style="list-style-type: none"><li>• Ratified</li></ul>	
	Changes to the Bylaws	<ul style="list-style-type: none"><li>• Approved</li></ul>	

# EXECUTIVE DIRECTOR'S REPORT



## **ADMINISTRATIVE SERVICES DIVISION**

### **ANNUAL ADMINISTRATIVE REPORT**

**2019**

The Administrative Services Division of the Center consists of five distinct units - Accounting, Client Revenue Coordination, Information Systems, Contracts and Audits, and Operations Management. Each of these units has a manager. Staffing was reduced this year by one part-time position, from 25 positions in 2018 to 24 positions.

What follows are the highlights of accomplishments of each of the areas of the division, by unit.

#### **ACCOUNTING**

This unit consists of a manager (the Controller), an Accountant, one Accounting Associate II, one Accounting Associate Specialist, and four Accounting Associates. During this year, we had turnover in the Accounting Associate II position.

#### **BUDGETING AND TRACKING EXPENDITURES**

Each fiscal year, Purchase of Services (POS) expenditures are projected and an Operations budget is developed based upon the allocation received from DDS. These were developed and submitted to the Administrative Affairs Committee and the Board.

POS projections were estimated as a part of the budget process, and this information was also incorporated into monthly projection reports submitted to DDS beginning in the late fall. We continue to account for expenditures related to the closure of Lanterman Developmental Center (LDC) separately from regular Community Placement Plan (CPP) costs. We also continue to manage additional Early Start funds through the Family Resource Center (FRC) portion of our main contract.

Financial statements were prepared and distributed on a monthly basis, including detail for LDC and CPP expenditures as differentiated from the main contract. Financial activity relative to the Koch-Young FRC is also included on the monthly financial statements.

As part of the Operations budget, salary and benefit projections were prepared and updated during the fiscal year. In 2019, these projections included estimated costs expected as a result of the implementation of the collective bargaining agreement established in May. These projections, along with other projection data, were submitted to DDS for the May revision to the budget. All related annual federal and state agency reporting was completed, which included annual W-2 forms, employer payroll tax returns, and 1099 forms for payments made to contractors and service providers. The Administrative Affairs Committee reviewed the Center's tax return in January.

The Center has continued to monitor its POS funding process in line with current law and regulation through its Funding Committee. Internal audits of POS authorizations continue to be conducted periodically by Accounting staff and no systemic problems have been noted.

The Center's insurance program was reviewed with our brokers and was presented by our brokers to the Administrative Affairs Committee. This year, there were no significant increases in coverage costs and claims remained minimal. Our workers' compensation experience modification rate was lowered as a result of a lower number of claims.

## **PAYMENT PROCESSING**

The five Accounting Associates who coordinate POS payments process thousands of payments each month. Accounting staff also processed nearly 7,500 new or changed purchase orders each month. New in 2019 was the full implementation of the POS bridging system, which is an automated process to create or change POS service purchase orders. This significantly reduces manual data entry for staff. There continues to be two scheduled POS check runs per month and three for Operations payments. The majority of POS payments are made on the 10<sup>th</sup> of each month. POS invoices continue to be submitted by service providers through the use of the state's electronic billing website.

Payment processing this year involved staff efforts to implement a number of service provider rate increases. Specifically, there were rate increases effective May 2019 for community-based day programs, in-home respite, and community care facilities (aka "bridge funding"), as well as increases effective January 2020 for providers with rates set by DDS, rates negotiated by the Center and service providers, supported employment providers, and vouchered community-based services (per Senate Bill 81).

To equalize the workload among the Associates, the distribution of assignments is reviewed and adjustments are made on an ongoing basis. Different types of service providers require different support from Accounting, and thus each staff person is assigned a mixture of the different types of service providers to ensure each staff is able to meet provider needs.

During 2019, claims for payments needed outside of the regular check run schedules increased from 382 in the prior year to 417. Accounting staff continue to evaluate the frequency and timing of check runs in order to minimize the need to process payments off schedule. Accounting staff continue to keep overpayments to POS providers to a minimum, with most of these payments being related to audit activity.

Electronic Fund Transfer (EFT) is the method of payment used for the vast majority of POS providers, for some Operations vendors, and almost all employees for payroll and travel and other expense reimbursements. The Center continues to promote EFT as the preferred method of payment to simplify cash monitoring and minimize administrative costs related to issuing check payments.

Payroll continued to be processed on a bi-weekly basis utilizing Paylocity, to which we transitioned in July of 2015. The Paylocity system allows employees to manage their personal and benefits information on their own online or via the Paylocity device application. Employees also use the Paylocity system for timekeeping and to access pay statements.

All expenditures related to POS and Operations are claimed monthly to DDS, and contract advance requests are submitted timely where warranted.

## **CASH MANAGEMENT**

Throughout 2019, the Controller prepared regular projections of the Center's cash flow owing to the state's uncertain financial position, particularly in light of their delays in receiving expected Federal reimbursements. Working with City National Bank, we again secured a line of credit in order to be prepared for potential late signing of the state budget or potential delays in reimbursements throughout the year. At the beginning of the 2019-20 fiscal year in July, we accessed the line of credit up to approximately \$10 million over a one week period while awaiting receipt of contract advance funds. Interest expense on those borrowings amounted to approximately \$7,600. In fiscal year 2018-19, interest earnings amounted to almost \$113,000, a significant increase over the \$24,000 earned in the fiscal year prior. At this time, the minimal return offered through the interest bearing checking account exceeds what would be received through other investment options for comparable risk.

Bank accounts continue to be reconciled timely, and petty cash is reconciled and replenished monthly.

Cash flow continues to be impacted by the ICF SPA process, wherein the regional center is reimbursed by ICF providers for POS day program and transportation services expenditures vs. by DDS through the regular state claiming process. Reimbursement for these service expenditures usually takes about 3 to 4 months, whereas the regular state reimbursement process takes approximately 1 month. Reimbursements through the ICF SPA process totaled approximately \$1.2 million for fiscal year 2018-19, which is down slightly from the prior year.

## **OUTSIDE AUDITS**

The Center's independent auditors, Aiello, Goodrich, and Teuscher (AGT) once again issued an unmodified opinion for the 2017-18 fiscal year, with no specific audit findings or items of concern noted. In the fall of 2019, the auditors conducted their work on the 2018-19 report, which was delivered to the Administrative Affairs Committee in January 2020 with similar results. This marked the completion of the fourth consecutive audit report issued by AGT. We also received the final audit report from DDS for their audit of fiscal years 2016-17 and 2017-18. Findings were not of any major importance, with one small overpayment in the amount of \$3,660 related to the Center's administration of the Family Cost Participation Program (FCPP) being assessed. This amount was fully reimbursed to DDS.

## **BANKING AND OTHER ACTIVITIES**

The Center's banking relationship with City National Bank continues in a positive vein and bank services such as online banking services, automated fraud detection services, and account reconciliation services continue to serve us well. City National Bank representatives have been flexible and responsive to the needs of the Center with the development of the credit line.

The Accounting unit also monitors the results of endowment fund investment activity with the California Community Foundation. Separate accounts continue to be used at the Foundation for donor restricted and unrestricted contributions. The Administrative Affairs Committee continues to review the performance and management of the fund, and this year reviewed historical data related to the performance of the fund.

The Accounting unit has continued to focus on ways to improve and create efficiencies in their processes. In addition to the full implementation of the POS authorization bridging system, Accounting has increased their use of various program tools that allow staff to minimize manual data entry and entry mistakes. Accounting also continues to work on reducing paper consumption and storage needs by creating and accessing reports electronically, and regularly grooming offsite records for destruction as prescribed in the Center's document retention policy.

## **CONTRACTS AND AUDITS**

This unit began 2019 with one manager and 1.5 assistants, with the part-time position being eliminated after that individual retired. Staffing changes continued in this unit, with the full-time assistant leaving the Center mid-year. This position remained vacant for the remainder of the calendar year, and was filled in the beginning of 2020.

The manager of this unit coordinates all contract development and amendments, and at present there are approximately 95 open contracts. Contracts are secured for various POS service providers as well as Operations vendors. Notable open contracts include an Operations contract related to reducing disparities in client service delivery and three POS contracts to support service programs in meeting Home & Community Based Services (HCBS) waiver compliance.

A total of 14 final vendor audit reports were submitted to DDS for fiscal year 2018-19, exceeding the required 10 indicated in the Center's contract with DDS. No appeals were filed relative to any of the audits. Recovery of funds continues with one provider.

The unit continues to coordinate the Family Cost Participation Program (FCPP). This year, the unit completed a total of 141 assessments (as compared to 110 last year). Of those assessments completed, 58 had a share of cost ranging from 5% to 100%. Assessments were down as compared to 2018 due to an increase in clients securing Medi-Cal benefits. Service authorizations impacted by the FCPP are monitored regularly to ensure assessments are applied as required.

This unit also coordinates assessing of the Annual Family Program Fee (AFPF). For the fiscal year 2018-19, letters were sent to 785 families (down slightly from 810 in the prior year) and 497 were assessed a share of cost (up from 482 in the prior year). A total of \$33,800 has been collected for this effort as of December 31, as compared with \$53,600 for the prior year.

## **CLIENT REVENUE COORDINATION**

This unit manages \$10 million in trust for more than 800 individuals for whom the Center acts as representative payee. This unit also coordinates benefit applications and redeterminations. It consists of one manager and two staff.

A total of 51 Supplemental Security Income (SSI) and Social Security benefit applications were submitted this year, which is the same as in the last year. A total of 152 benefit redeterminations were submitted for the year, which is down from 329 in 2018. The number of client benefit accounts managed by the unit was 828 at the end of 2019, down four from the prior year.

Medi-Cal benefits applications were completed for 35 individuals (up from 28 in the prior year) and 214 benefit redeterminations were completed (up from 211 in the prior year). In addition, the unit responded to 1,919 inquiries from Social Security and other benefit agencies (down from 2,276 in 2018).

The portion of the cost of placement in a licensed residential home paid out of an individual's benefits is sometimes paid by the Center as a loan during the benefit application process. These loans are expected to be paid back when the benefits are awarded. In 2019, loans in the amount of \$29,150 were paid and later reimbursed from client benefits. The total loan balance at the end of 2019 was \$51,300.

As of the end of 2019, there are 64 clients in licensed residential care who are ineligible for SSI or other benefits. This is down from 88 clients in 2018. These individuals are not required to pay any portion of their cost of placement.

The Center continues to receive client benefit payments via direct deposit. Interest earnings increased in 2019, exceeding the amount of bank fees over the year. This allowed for the net interest earnings to be credited to the clients' accounts.

The unit continues to process payments for individual bills such as rent, cable, and utilities for many of our clients who live independently. Disbursements directly to clients for personal spending and incidentals are also processed regularly upon request, with receipts and/or other necessary documentation secured to ensure compliance with Social Security requirements.

Approximately 246 clients received state SSI supplementary payments in 2019, down from 265 in 2018. These payments are paid from POS funds and are disbursed to clients quarterly.

Client accounts are reviewed regularly to ensure balances do not exceed the \$2,000 resource limit set by both Social Security (for SSI recipients) and Medi-Cal. There were 114 clients with balances over \$2,000 (down from 138 in the prior year), almost all of which were not subject to the limit. Staff continues to work diligently with service coordinators to ensure balances remain below the resource limit, assisting with the development of spending plans as needed.

## **INFORMATION TECHNOLOGY**

These five individuals continue to manage and support all of the Center's computer-related activities. This unit's responsibilities include all facets of the midrange computer system, including client and financial data collection processes and various other system processes, as well as the center's network and personal computers that the Center uses in the conduct of its business.

A total of 90,787 purchase orders (up from 88,841), 4,949 invoices (up from 4,007), and 6,691 checks (down from 6,985) were processed in 2019. The latter figure is lower due to the continuing growth in EFTs as opposed to checks. The rollback between fiscal years took place on June 30 which continues to use a streamlined process that results in changeovers without significant incidents. The Center continues to use a laser invoice and check processing system which has also saved on printing costs in addition to streamlining the mailing process for such documents. Manual checks are printed in this manner as well. Authorizations continue to be principally sent to service providers via email.

The IT unit provides basic training to new staff in the Center's applications and additional, personalized assistance when needed. A total of 94 training sessions were held in 2019. Support continues to be provided as needed to staff working on a variety of applications related to all aspects of the Center's operations. The IT staff continues to be well versed in several computer systems and many customized applications to provide a high level of expertise to meet staff needs. An automated help-desk tracking system is in place and calls from staff average approximately 13 per day, down from about 15 last year.

The unit continues to ensure our various systems continue to function with a minimum of downtime for system problems or maintenance needs. It is important to note the Center employs nearly 230 individuals, all of whom have a designated personal computer that share resources but are able to work independently. The implementation of a lock-out system, to restrict network access after working hours, continues to function as designed. Other than normal time adjustment, this year an additional 177 schedule changes were required to implement the new Alternative Work Schedule plan. The changes took a great deal of effort since the changes required adjustments to be made over one weekend for activation on the following Monday morning.

Over the course of the year, 111 new Windows 10 computers were purchased as part of the Center's equipment replacement plan and to replace Windows 7 computers which will not be supported by Microsoft in 2020. Along with other previously purchased Windows 10 capable computers, the Center will be converting to Windows 10 and Office 2016 in 2020. The equipment replacement, software upgrade, and training will be done in 2020. Other purchases included additional scanners as we increase our capability to digitize client charts and replacement printers for broken units.

Support provided to the ATEC Lab, operated under contract by Goodwill of Orange County, included updating licenses for all software used and ordering new software when requested. This year, the firewall was replaced to continue protecting internet usage for this project. Ongoing support through IT staff and consultants occurs as needed.



The Center's efforts at document imaging are moving ahead and IT staff continues to provide some technical assistance as well as training of staff in how to use the scanners as well as insight into the development process. The process to scan client files started in 2017 and continues on schedule.

The manual for client master file maintenance (CMF) for the service coordination units has been revised as needed. New staff has been trained in the use of the MIS and other computer applications. IT staff continued to manage the interface with the bank for the electronic transmission of data, including the expansion of the availability of automatic deposits and e-billing. The unit also provides reports to Administrative and Programs and Services staff on various facets of service coordination and program expenditures. There is an ongoing and concerted effort to have as many reports as possible adapted to the PDF format which saves on printing and distribution costs. Thirteen (down from 27) new programs and reports were created and 51 (down from 90) were revised in response to requests. System-generated reports continue to be downloaded to spreadsheets to assist in data manipulation, and more programs to convert standard reports to PDF were created to aide in report storage (thus reducing paper report storage).

IT staff have been leading participants in the development in the Center's use of KEA, the Center's client information system. The focus this year has been on resolving a number of program issues encountered by staff, as well as resolving an issue related to the uploading and downloading of the IFSP document. Work is also continuing on adding IPP amendments and the annual review process.

## **OPERATIONS MANAGEMENT**

This unit has five full-time staff (including the manager) that supports the entire Center in meeting their facility and supply needs. Two new staff were hired this year to fill vacancies in the Receptionist and Operations Assistant I positions.

Reception functions continue to be the priority, especially dealing with an increasing number of clients served by the Center. The number of visitors averaged about 45 per day. The number of calls received by Reception each day averaged in the 200-250 range, down a bit from the prior year due to a slight increase in calls received through direct dialing to staff. The staff directory was revised on a monthly basis and distributed to all staff. Setup and training on the phone and security systems are completed by Operations staff for all newly hired employees. Approximately 68,500 pieces of outgoing mail were processed in 2019, a small increase from about 68,000 in the prior year.

This unit ensures facility maintenance is completed on a daily basis by working with building management for services such as cleaning, parking, storage needs, and repair and maintenance services. The unit also continues to maintain all non-computer office equipment. Supplies used in all office kitchens and copier rooms are maintained by Operations. Extensive cleaning continues to occur quarterly, refrigerators are cleaned out monthly, pest control services are completed monthly, and other cleaning and painting is done on an as-needed basis. Unit staff



also continues to coordinate conference room reservations and specialized room setups as needed; approximately 530 room reservations were processed this year.

Over 100 service work orders were processed for general repairs on staff workstations. Modifications were also made to workstations where needed, including the installation of ergonomic keyboard trays, specialized task chairs, document holders and telephone headsets. Seventeen ergonomic assessments were completed to ensure proper work area setup for staff with related concerns, which was an increase from six in the prior year. Eleven sit and stand desks were installed based on the assessments completed.

The unit continues to coordinate the off-site storage of records and putting in place a systematic review of what is contained therein. Orders for office equipment and supplies continue to be automated, with additional review of high-ticket items prior to ordering. A total of 446 supply orders were processed this year, an increase from 403 from prior year. New equipment is tagged and inventoried as required by DDS, and old equipment continues to be discarded properly. A physical inventory was conducted and no exceptions were noted.

This unit played a key role in the Center's restacking and configuration efforts, as we took on additional space with our lease amendment effective in July of 2018. This office expansion project and new furniture installation on two floors of the Center were both completed early this year.

Disaster preparedness supplies are maintained by the Operations unit in collaboration with an outside vendor. The test of the Center's public announcement system was conducted early this year at the end of the expansion project. An event to promote disaster preparedness called The Disaster Olympics was coordinated with the assistance of the Training and Development division, with emergency fact sheets being distributed to all staff. Building management provided training for all floor wardens and performed an evacuation drill for all tenants in the building. Operations staff also performs regular walkthroughs of the workplace to review possible safety and security concerns, and the Operations manager is a member of the Center's Safety Committee.

# **Department of Developmental Services**

## **2020 May Revision Highlights**



**Gavin Newsom  
Governor  
State of California**

**Mark Ghaly MD, MPH  
Secretary  
California Health and Human Services Agency**

**Nancy Bargmann  
Director  
Department of Developmental Services**

May 2020

## DEPARTMENT OF DEVELOPMENTAL SERVICES 2020 MAY REVISION HIGHLIGHTS

The Department of Developmental Services (Department) is responsible for administering the Lanterman Developmental Disabilities Services Act (Lanterman Act). The Lanterman Act provides for the coordination and provision of services and supports to enable people with developmental disabilities to lead more independent, productive, and integrated lives. The Early Start Program provides for the delivery of services to infants and toddlers at risk of having a developmental disability. The Department carries out its responsibilities through contracts with 21 community-based, non-profit corporations known as regional centers, two state-operated developmental centers, one state-operated community facility, and Stabilization, Training, Assistance and Reintegration (STAR) homes.

The number of individuals served by regional centers (consumers) is expected to increase from 348,187 in the current year to 366,353 in 2020-21. The ending population of individuals in state-operated residential facilities is estimated to be 302 on July 1, 2020.

### 2020 MAY REVISION SUMMARY

The 2020-21 May Revision includes \$9.2 billion total funds (\$5.5 billion General Fund [GF]) for the Department in 2020-21; a net increase of \$774.6 million (\$434.8 million GF) over the updated 2019-20 budget.

<b>FUNDING SUMMARY</b> <i>(Dollars in Thousands)</i>				
	<b>2019-20</b>	<b>2020-21</b>	<b>Difference</b>	<b>Percentage Change</b>
<b>BUDGET SUMMARY</b>				
Community Services	\$8,002,500	\$8,732,577	\$730,077	9.1%
State Operated Facilities	350,094	382,814	32,720	9.3%
Headquarters Support	103,114	114,877	11,763	11.4%
<b>TOTALS, ALL PROGRAMS</b>	<b>\$8,455,708</b>	<b>\$9,230,268</b>	<b>\$774,560</b>	<b>9.2%</b>
<b>GENERAL FUND</b>				
Community Services	\$4,659,112	\$5,056,571	\$397,459	8.5%
State Operated Facilities	303,527	333,860	30,333	11.5%
Headquarters Support	63,605	70,589	6,984	11.0%
<b>GF TOTAL, ALL PROGRAMS</b>	<b>\$5,026,244</b>	<b>\$5,461,020</b>	<b>\$434,776</b>	<b>8.7%</b>

For more detail, please refer to the Program and Funding Summary on page 7.  
Above figures do not include Capital Outlay.

## **COMMUNITY SERVICES PROGRAM**

### **2019-20**

The 2019-20 updated Regional Center budget includes \$8.0 billion (\$4.7 billion General Fund [GF]), a net increase of \$267.4 million (\$27.8 million GF decrease) as compared to the proposed Governor's Budget. This includes a projected \$260.1 million increase (\$24.7 million GF decrease) in Purchase of Services (POS) expenditures that reflect updated expenditures. The updated budget also includes an increase of \$7.3 million (\$3.1 million GF decrease) in Operations cost.

The 2019-20 updated budget as compared to the enacted budget reflects a net increase of \$204.4 million (\$42.1 million GF decrease).

The updated current year caseload projections reflect a net decrease of 1,860 consumers as compared to the Governor's Budget. The decrease is due to Early Start caseload growth coming in lower than projected.

### **Regional Center Operations**

The Operations budget reflects a net decrease of \$549,000 (\$3.7 million GF increase) due to the decrease in updated caseload projections resulting in a decrease in Core Staffing.

### **Policy – Regional Center Operations**

There is a net increase of \$7.9 million (\$6.8 million GF decrease) in policy expenditures as compared to the Governor's Budget.

### **Self-Determination Program**

Increase of \$2.4 million due to a Budget Revision that transferred POS savings to Operations based on federal approval of the Self-Determination Program.

### **Increased Costs for COVID-19**

Increase of \$5.5 million (\$4.1 million GF) for increased costs in operations related to regional center's response to the COVID-19 pandemic.

### **Enhanced Federal Funding**

Increased reimbursement of \$13.3 million with a corresponding savings in GF due to the Families First Coronavirus Response Act (FFCRA) which provides a temporary 6.2 percentage point increase to California's Federal Medical Assistance Percentage (FMAP).

### **Purchase of Service (POS) Caseload Growth and Utilization**

Updated POS reflect a net increase of \$61.3 million (\$7.7 million GF), or a 0.95 percent increase, as compared to the Governor's Budget. However, this is a \$9.7 million decrease (\$40.3 million GF) compared to the enacted budget. The increase is primarily attributed to changes in the following categories: Support Services, In-Home Respite, and Health Care.

### **Policy - POS**

There is a net increase of \$198.7 million (\$32.3 million GF decrease) in policy related primarily to COVID-19 expenditures as compared to the Governor's Budget.

### **Increased Costs for COVID-19**

Increase of \$198.6 million (\$130.9 million GF) for costs to provide additional support for consumers in their homes as well as the development of surge sites to support consumers diagnosed with, exposed to, or at high risk of COVID-19.

### **Enhanced Federal Funding**

Increase reimbursement of \$163.7 million with a corresponding savings in GF due to FFCRA.

## **2020-21**

The 2020-21 updated budget year includes \$8.7 billion (\$5.1 billion GF), a net decrease of \$18.5 million (\$257.5 million GF decrease) as compared to the Governor's Budget and a \$730.1 million increase (\$397.5 million GF) compared to the updated current year.

The estimated 2020-21 population is 366,353, reflecting a decrease of 2,269 from the Governor's Budget due to Early Start caseload growth coming in lower than projected.

### **Regional Center Operations**

The Operations budget increased \$39,000 (\$3.8 million GF), as compared to the Governor's Budget. The increase is mainly attributed to projects (contracted services) and decreases in Core Staffing and Federal Compliance.

### **Policy – Regional Center Operations**

The updated budget year reflects a decrease of \$30.1 million (\$40.7 million GF) compared to the Governor's Budget.

### **Self-Determination Program**

Increase of \$4.1 million (\$2.9 million GF) due to funding for regional center operations costs and participant support through local volunteer advisory committee.

### **Specialized Home Monitoring**

Increase of \$339,000 (\$231,000 GF) for monitoring additional Enhanced Behavioral Support and Community Crisis Homes.

### **Savings Proposal**

Decrease of \$135.4 million (\$101.8 million GF) compared to the Governor's Budget in Regional Center Operation costs related to the following reductions:

- Withdraw Performance Incentive Program for a savings of \$78.0 million (\$60.0 million GF).
- Withdraw Enhanced Caseload Ratios for Consumers Ages Three, Four, and Five for a savings of \$17.4 million (\$11.8 million GF).
- Reduce Regional Center Operations for a savings of \$40.0 million (\$30.0 million GF).

**Medicaid Claiming Adjustment**

Increase of \$22.0 million (\$24.8 million GF) for repayment of non-allowable claiming for consumers not eligible for federal reimbursements.

**Enhanced Federal Funding**

Increase reimbursement of \$27.3 million with a corresponding savings in GF due to FFCRA.

**Purchase of Service (POS)**

Purchase of service changes are inclusive of the following drivers:

**Purchase of Service Caseload Growth and Utilization**

POS caseload and utilization reflects an increase of \$133.6 million (\$102.2 million GF), or a 1.94 percent increase, as compared to the Governor's Budget. The increase is primarily due to continued caseload and utilization changes in Community Care Facilities, Support Services, In-Home Respite, and Health Care.

**Policy - POS**

The updated budget year reflects a decrease of \$122.0 million (\$322.8 million GF decrease) as compared to the Governor's Budget:

**Behavioral Health Treatment Fee-For-Service (BHT-FFS) Consumer with no Autism Spectrum Disorder (ASD) Diagnosis**

Increase of \$180,000 GF due to updated billing data.

**Electronic Visit Verification Penalty Payment**

Increase of \$130,000 GF due to updated expenditure data.

**SB3 Minimum Wage Increase, January 1, 2020 and January 1, 2021**

SB 3 state minimum wage funding remains unchanged from Governor's Budget, with the exception of funding shifts for federal reimbursements.

**Savings Proposal**

A decrease of \$544.6 million (\$373.65 million GF decrease).

- Withdraw the Systemic, Therapeutic, Assessment, Resources, and Treatment (START) Training model for a savings of \$4.5 million (\$2.6 million GF).
- Withdraw Provider Supplemental Rate Increase Proposal for Early Start Specialized Therapeutic Services, Independent Living Program, and Infant Development Programs for a savings of \$18.0 million (\$10.8 million GF).
- Restructure and increase parental cost-sharing program for six months savings of \$2.0 million GF
- Uniform Holiday Schedule implementation for a savings of \$51.5 million (\$31.3 million GF), reference Section K.
- Rate Reductions, Expenditure, and Utilization Reviews for a savings of \$470.6 million (\$300.0 million GF).

- Maximize Federal Funding for Eligible Services and Enrollment for a savings of \$27.0 million GF.

#### **Medicaid Claiming Adjustment**

Increase of \$246.4 million (\$282.6 million GF) for repayment of non-allowable claiming for consumers not eligible for federal reimbursements.

#### **Increased Costs for COVID-19**

A net increase of \$254.1 million (\$170.8 million GF) for costs to provide additional support for consumers in their homes as well as the development of surge sites to support consumers diagnosed with, exposed to, or at high risk of COVID-19.

#### **Enhanced Federal Funding**

Increase reimbursement of \$343.4 million with a corresponding savings in GF due to FFCRA.

### **STATE OPERATED FACILITIES PROGRAM**

#### **2019-20**

The population on July 1, 2019 was 363 individuals. The Department projects an ending population of 302 individuals on June 30, 2020.

The 2020 May Revision reflects \$350.1 million (\$303.5 million GF), which includes an increase of \$23.7 million (\$19.7 million GF) as compared to the Governor's Budget due to COVID-19 response, including staffing and wrap-around support services.

#### **2020-21**

The 2020 May Revision reflects \$382.8 million (\$333.9 million GF), which includes an increase of \$82.6 million (\$66.7 million GF) as compared to the Governor's Budget due to COVID-19 response, including staffing and wrap-around support services for up to 200 individuals.

### **CAPITAL OUTLAY**

The 2020 May Revision includes \$4.7 million GF for the following capital outlay projects:

#### **Fire Sprinklers**

Capital Outlay of \$210,000 GF for preliminary plans to modify the design and install an automatic fire sprinkler system in nine residences in the Secure Treatment Area at the Porterville Developmental Center.

#### **Upgrade Fire Alarm System**

Increase of \$1.3 million GF to complete the construction phase of the upgrade fire alarm system project at the Porterville Developmental Center. Funding needed for fire life safety.

#### **Nitrate Removal System**

Reappropriation of \$3.2 million GF to complete the construction phase of the Nitrate Removal System at the Porterville Developmental Center.



## **DEFERRED MAINTENANCE**

The 2020 May Revision does not include funding for deferred maintenance.

## **HEADQUARTERS**

### **2019-20**

The 2020 May Revision includes \$103.1 million (\$63.6 million GF), an increase of \$5.2 million (\$200,000 GF) compared to the Governor's Budget. The increase is comprised of \$5.0 million for community state staff positions and \$232,000 for staffing costs for the self-determination program.

### **2020-21**

The 2020 May Revision includes \$114.9 million (\$70.6 million GF), a net decrease of \$3.3 million (\$3.9 million GF) from the Governor's Budget. The net decrease is comprised of the following adjustments as detailed below:

#### **Self-Determination Program**

Increase of \$372,000 (\$279,000 GF) to address administrative costs and workload related to the implementation of the Statewide Self-Determination Program.

#### **Withdraw: Information Technology Data and Planning**

Decrease of \$2.2 million (\$1.9 million GF) and four proposed permanent positions to modernize the Information Technology Division organizational infrastructure.

#### **Withdraw: Uniform Fiscal System (UFS) Modernization**

Decrease of \$1.4 million (\$1.3 million GF) and two proposed limited term positions and related consulting resources for the UFS replacement project.

#### **Withdraw: Cooperative Electronic Document Management System Proposal**

Decrease of \$714,000 (\$531,000 GF) and 4.6 proposed positions to support the Cooperative Electronic Document Management System to address capturing, storing, retrieval, indexing, versioning, transactions, security, archive, and record management.

#### **Electronic Visit Verification Phase II Planning and Beginning of Implementation**

Increase of \$1.4 million (\$477,000 GF) related to planning and early implementation efforts to complete the Project Approval Lifecycle process and to start implementing an EVV Phase II solution that complies with federal requirements.

#### **Relocation to the Clifford L. Allenby Building**

Decrease of \$860,000 GF related to relocation to the Allenby Building.

**2020 May Revision  
Program and Funding Summary**

(Dollars in Thousands)

	2019-20*	2020-21**	Difference
<b>Community Services Program</b>			
Regional Centers	\$8,002,500	\$8,732,577	\$730,077
<b>Totals, Community Services</b>	<b>\$8,002,500</b>	<b>\$8,732,577</b>	<b>\$730,077</b>
General Fund	\$4,659,112	\$5,056,571	\$397,459
Program Development Fund (PDF)	2,242	4,280	2,038
Developmental Disabilities Svs Acct	150	150	0
Federal Trust Fund	53,599	54,307	708
Reimbursements	3,286,657	3,616,529	329,872
Mental Health Services Fund	740	740	0
<b>State Operated Facilities</b>			
Personal Services	\$273,955	\$252,659	-\$21,296
Operating Expense & Equipment	76,139	130,155	54,016
<b>Total, State Operated Facilities</b>	<b>\$350,094</b>	<b>\$382,814</b>	<b>\$32,720</b>
General Fund	\$303,527	\$333,860	\$30,333
Federal Trust Fund	0	0	0
Lottery Education Fund	192	192	0
Reimbursements	46,375	48,762	2,387
<b>Headquarters Support</b>			
Personal Services	68,144	80,136	11,992
Operating Expense & Equipment	34,970	34,741	-299
<b>Total, Headquarters Support</b>	<b>\$103,114</b>	<b>\$114,877</b>	<b>\$11,763</b>
General Fund	\$63,605	\$70,589	\$6,984
Federal Trust Fund	2,797	2,723	-74
PDF	404	404	0
Reimbursements	35,817	40,670	4,853
Mental Health Services Fund	491	491	0
<b>Totals, All Programs</b>	<b>\$8,455,708</b>	<b>\$9,230,268</b>	<b>\$774,560</b>
<b>Total Funding</b>			
General Fund	\$5,026,244	\$5,461,020	\$439,491
Federal Trust Fund	56,396	57,030	634
Lottery Education Fund	192	192	0
PDF	2,646	4,684	2,038
Developmental Disabilities Svs Acct	150	150	0
Reimbursements	3,368,849	3,705,961	337,112
Mental Health Services Fund	1,231	1,231	0
<b>Totals, All Funds</b>	<b>\$8,455,708</b>	<b>\$9,230,268</b>	<b>\$774,560</b>
<b>Caseloads</b>			
State Operated Facilities	363	302	-61
Regional Centers	348,187	366,353	18,166
<b>Departmental Positions</b>			
State Operated Facilities	2,518.2	1,951.8	-566.4
Headquarters***	512.0	516.6	4.6

\*Total Expenditures do not reflect the statewide item for Employee Retention Incentives of \$1.5 million in 2019-20 and \$15.7 million in 2020-21. The incentives were added by the 2016 Budget Act and displayed as a Carryover/Re-appropriation in the Governor's Budget Galley.

\*\* Above figures do not include Capital Outlay.

\*\*\*Net impact of position adjustments.

# First Round of Trailer Bill Language (TBL) for 20-21

- [Self-Determination Program Legislative Report Extension \(updated: 05/14/2020\)](#)
  - Would extend the deadline for the SCDD report on SDP from 6/21 to 6/22.
  - I have an email into SCDD to inquire about how the change in timing on this report will impact its effectiveness given it will trail significantly behind the scheduled expansion of SDP in 6/21.
- [Implement Uniform Holiday Schedule \(updated: 05/14/2020\)](#)
  - The Uniform Holiday Schedule would be implemented effective 7/1/20.
  - For 2020, July 4 would not be a required holiday but the day after Thanksgiving would.
- [Reducing Regional Center Operations \(updated: 05/14/2020\)](#)
  - Existing law requires RCs to prioritize service coordination.
  - New language would require “regional centers shall ensure their staffing patterns are arranged and service coordination functions are of such quality so as to ensure consumers and families have necessary information to access needed services; service needs are well coordinated and timely; cultural and linguistic values are honored; and person-centered outcomes and consumer and family life quality and satisfaction are achieved.”
- [Maximizing Federal Financial Participation: Remote and Teleservices \(updated: 05/14/2020\)](#)
  - Existing law allows RCs after consultation with numerous stakeholders and DDS approval to implement a “service delivery alternative.”
  - New language would require these plans include the same elements in the prior item and allow for service coordination to be conducted remotely with consumer consent.
  - This language would also require DDS to pursue federal approval for teleservices and allow DDS to issue emergency regulations to “to permit and encourage providers to deliver services via teleservices, videoconferencing and other remote access technologies.”
- [Maximizing Federal Financial Participation: Medi-Cal Enrollment \(updated: 05/14/2020\)](#)
  - All consumers must apply for all funding sources they are eligible for.
  - “The regional center shall assist the consumer or his or her parent, guardian, conservator or authorized representative in applying for all funding sources...”
  - Families are required to apply for Medi-Cal, including through the Institutional Deeming program. “A parent, guardian, conservator or authorized representative who does not apply for Medi-Cal benefits for each eligible child within the 90 days shall reimburse the Department the federal portion of the cost of any services received after the ninetieth day by the consumer that would have received Medi-Cal waiver funding.”

# ADMINISTRATIVE AFFAIRS COMMITTEE

FRANK D. LANTERMAN REGIONAL CENTER  
STATEMENT OF ACTIVITY - ENDOWMENT FUND  
4/27/92 THROUGH 3/31/20

**Restricted**

Original contribution (4/1992)	325,186
Additional contributions	80,183
5% of earnings reinvested in principal	21,924
<b>Total "corpus"</b>	<b>427,293</b>
<b>*Discretionary Fund balance 3/31/2020</b>	<b>492,724</b>
<b>Restricted Fund Balance 3/31/2020</b>	<b>920,017</b>

\* This represents the maximum amount of funds available to the Regional Center for discretionary spending purposes after considering the original contribution to the Endowment in 1992, all subsequent contributions, and all earnings reinvested in the Fund since inception.

**Unrestricted Fund Balance 3/31/2020** **468,566**

**Total Fund Balances** **1,388,583**



**Fund Name**                      Lanterman Fund - Restricted  
**Fund Start Date**              4/27/1992  
**Investment Pool(s)**          Endowment Pool

**FUND STATEMENT**  
**Lanterman Fund - Restricted (V015)**  
 1/1/2020 - 3/31/2020

**Fund Summary**

	Report Period 1/1/2020 - 3/31/2020	Calendar YTD 1/1/2020 - 3/31/2020
<b>Opening Fund Balance</b>	\$1,073,725.19	\$1,073,725.19
Contributions	0.00	0.00
Investment Activity, net	(153,708.41)	(153,708.41)
Grants	0.00	0.00
Administration & Grant Management Fees	0.00	0.00
Fund Balance Transfer	0.00	0.00
Net Changes to Fund	(153,708.41)	(153,708.41)
<b>Ending Balance</b>	<b>\$920,016.78</b>	<b>\$920,016.78</b>

**Investment Pool Performance as of 3/31/2020**

	This Qtr.	1-Year	3-Years	5-Years	10-Years
<b>Endowment Pool</b>	-14.0%	-7.2%	1.9%	2.5%	4.8%
<b>Social Impact Endowment Pool</b>	-12.5%	-1.3%	4.2%	4.1%	6.2%
<b>Conservative Balanced Pool</b>	-6.2%	0.0%	3.2%	3.3%	n/a
<b>Short Duration Bond Pool</b>	2.2%	5.4%	3.0%	2.2%	n/a
<b>Capital Preservation Pool</b>	0.2%	1.9%	1.7%	1.1%	0.7%

**Endowment Pool** - invested for long-term growth and appreciation while providing a relatively predictable stream of distributions that keeps pace with inflation over time. The target asset allocation is 50% equities, 14% hedge funds, 22% fixed income and 14% real assets. Investment management fees are 66 basis points.

**Social Impact Endowment Pool** - invested in a diversified pool aiming for capital growth for long-term grantmaking; underlying instruments undergo rigorous environmental and social analysis, with an asset allocation of approximately 60%-75% equities and 25%-40% fixed income. Investment management fees are 68 basis points.

**Conservative Balanced Pool** - designed to aim for moderate growth and to offer diversified exposure to the U.S. equity market and to investment grade fixed income with maturities from one to five years and an asset allocation of 70% fixed income and 30% equities investments. Investment management fees are 9 basis points.

**Short Duration Bond Pool** - invested to offer diversified exposure to investment grade fixed income with maturities from one to five years for the purposes of grants over a near-term one to four year horizon. Investment management fees are 5 basis points.

**Capital Preservation Pool** - designed to preserve principal and provide liquidity for present grantmaking needs through investment in short-term fixed income and cash instruments. Investment management fees are 10 basis points.





**Fund Name** Lanterman Fund  
**Fund Start Date** 5/12/2015  
**Investment Pool(s)** Endowment Pool

**FUND STATEMENT**  
**Lanterman Fund (V374)**  
1/1/2020 - 3/31/2020

**Fund Summary**

	Report Period 1/1/2020 - 3/31/2020	Calendar YTD 1/1/2020 - 3/31/2020
<b>Opening Fund Balance</b>	<b>\$855,467.57</b>	<b>\$855,467.57</b>
Contributions (see attached detail)	13,557.17	13,557.17
Investment Activity, net	(103,535.90)	(103,535.90)
Grants (see attached detail)	(295,853.76)	(295,853.76)
Administration & Grant Management Fees	(1,069.33)	(1,069.33)
Fund Balance Transfer	0.00	0.00
Net Changes to Fund	(386,901.82)	(386,901.82)
<b>Ending Balance</b>	<b>\$468,565.75</b>	<b>\$468,565.75</b>

**Investment Pool Performance as of 3/31/2020**

	This Qtr.	1-Year	3-Years	5-Years	10-Years
<b>Endowment Pool</b>	-14.0%	-7.2%	1.9%	2.5%	4.8%
<b>Social Impact Endowment Pool</b>	-12.5%	-1.3%	4.2%	4.1%	6.2%
<b>Conservative Balanced Pool</b>	-6.2%	0.0%	3.2%	3.3%	n/a
<b>Short Duration Bond Pool</b>	2.2%	5.4%	3.0%	2.2%	n/a
<b>Capital Preservation Pool</b>	0.2%	1.9%	1.7%	1.1%	0.7%

**Endowment Pool** - invested for long-term growth and appreciation while providing a relatively predictable stream of distributions that keeps pace with inflation over time. The target asset allocation is 50% equities, 14% hedge funds, 22% fixed income and 14% real assets. Investment management fees are 66 basis points.

**Social Impact Endowment Pool** - invested in a diversified pool aiming for capital growth for long-term grantmaking; underlying instruments undergo rigorous environmental and social analysis, with an asset allocation of approximately 60%-75% equities and 25%-40% fixed income. Investment management fees are 68 basis points.

**Conservative Balanced Pool** - designed to aim for moderate growth and to offer diversified exposure to the U.S. equity market and to investment grade fixed income with maturities from one to five years and an asset allocation of 70% fixed income and 30% equities investments. Investment management fees are 9 basis points.

**Short Duration Bond Pool** - invested to offer diversified exposure to investment grade fixed income with maturities from one to five years for the purposes of grants over a near-term one to four year horizon. Investment management fees are 5 basis points.

**Capital Preservation Pool** - designed to preserve principal and provide liquidity for present grantmaking needs through investment in short-term fixed income and cash instruments. Investment management fees are 10 basis points.



**Contribution Details**

<b>Date</b>	<b>Donor Name</b>	<b>Amount</b>
02/05/2020	Los Angeles County Developmental Service Foundation	1,700.00
03/09/2020	Frank D. Lanterman	11,857.17
		<b>\$13,557.17</b>

**Grants Details**

<b>Date</b>	<b>Payee</b>	<b>Check #</b>	<b>Amount</b>
03/10/2020	Los Angeles County Developmental Service Foundation	102448	295,853.76
			<b>\$295,853.76</b>

The Endowment Pool returned -9.1% for the month of March 2020, 120 basis points ahead of its benchmark. For the trailing year, the pool returned -7.2%, 20 basis points ahead of its benchmark.

## Total Pool Assets

\$1.06 billion (Endowment Pool), \$1.74 billion (total foundation assets) as of March 31, 2020.

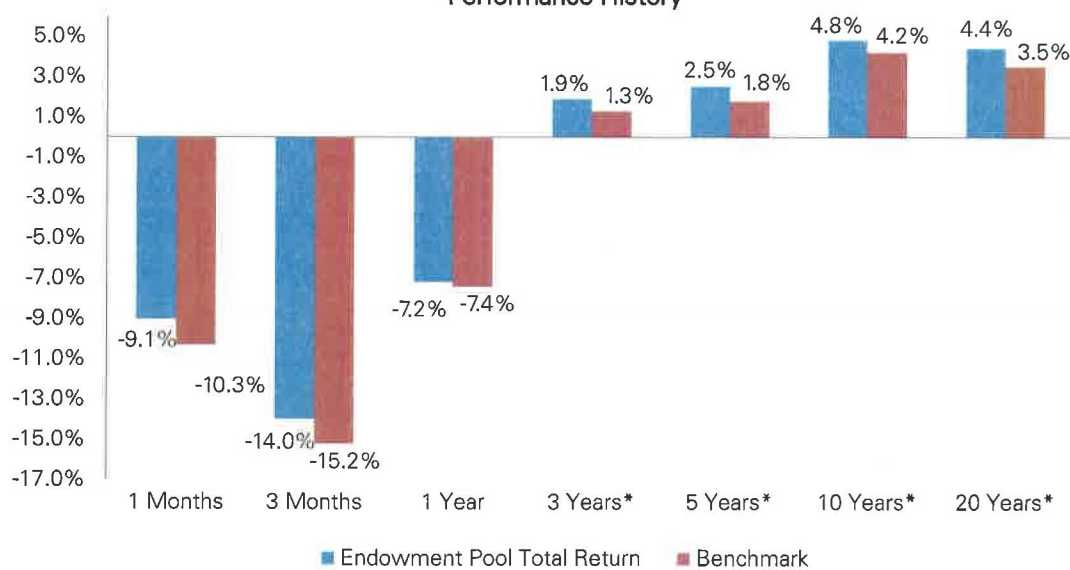
## Pool Objective

Preserve the real (i.e., inflation-adjusted) purchasing power of the investment pool net of annual distributions for grants and expenses. An additional objective is to provide a relatively predictable, stable stream of distributions for grants and expenses that keep pace with inflation over time.

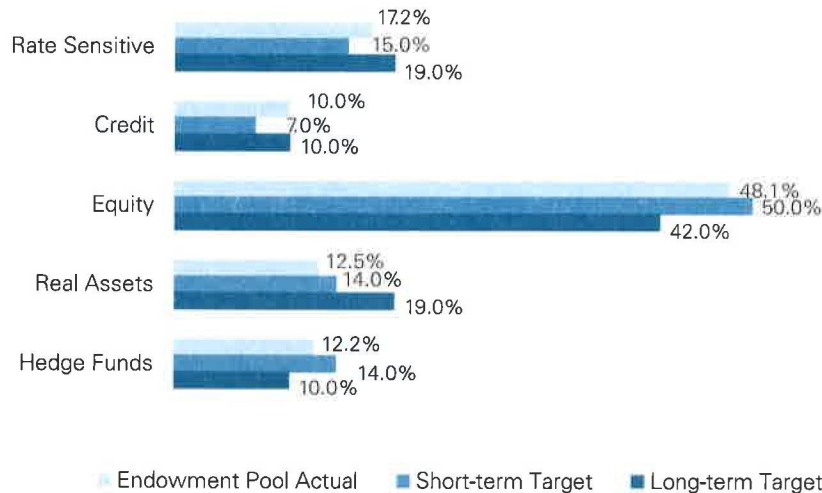
## Investment Consultant

Meketa Investment Group

## Performance History



## Asset Allocation



\*Represents annualized returns.

1) Investment expense ratio approximates 0.65%, excluding fund manager incentive fees.

2) Investment performance is presented net of investment expenses, including fund manager incentive fees.

3) Total Fund Benchmark is a combination of: 48% MSCI ACWI - 2% Cambridge PE Index 1-Qtr Lag / 14% HFR FOF / 5% ODCE - 5% S&P Global Large Mid NR - 4% S&P Global Infrastructure / 9% Barc Agg. - 3% Barc 1-5 Yr. Gov/Cr - 3% Barc 0-5 Yr. US Treasury TIPs / 2% Barc High Yield - 2% S&P/LSTA Leveraged Loan - 3% JP Morgan EMBI Global Diversified.

4) Short-term target allocation is over 1-4 years, long-term target allocation is over 4-9 years.

Updated 4/24/2020

**Frank D. Lanterman Regional Center**

**Donation Account # 210053573**

**Fiscal Year 2019-2020**

<b>Fund Name</b>	<b>Balance 06/30/19</b>	<b>Deposits</b>	<b>Expenses</b>	<b>Merchant Fees</b>	<b>Interest Credit</b>	<b>Fund Balance 3/31/20</b>
Client Help Fund (HAFS)	47,179.25	42,795.00	(44,712.24)	(263.94)	181.32	45,179.39
Back to school Program	4,307.59	10,493.00	(12,205.66)	(320.68)	23.31	2,297.56
Cresa L.A. Fund	41,927.46	-	-		167.86	42,095.32
UTLA Fund	363,466.57	505,000.00	(151,265.45)		2,334.80	719,535.92
L.A. Care	1,644.07	-	-	-	6.58	1,650.65
<b>Total Fund Balance</b>	<b>\$ 458,524.94</b>	<b>\$ 558,288.00</b>	<b>\$ (208,183.35)</b>	<b>\$ (584.62)</b>	<b>\$ 2,713.87</b>	<b>\$ 810,758.84</b>

**Frank D. Lanterman Regional Center**

**Koch Young Family Resource Center Fund - Acct. # 210053611**

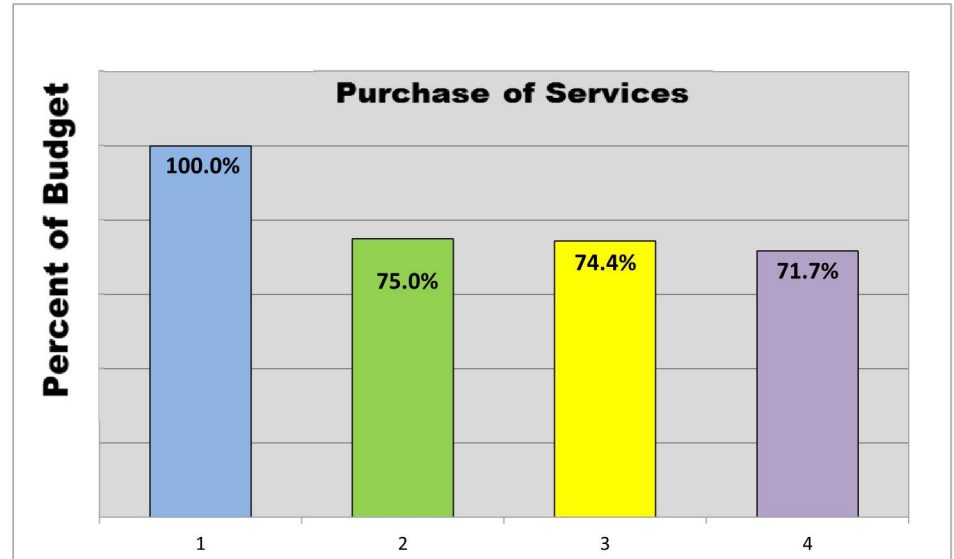
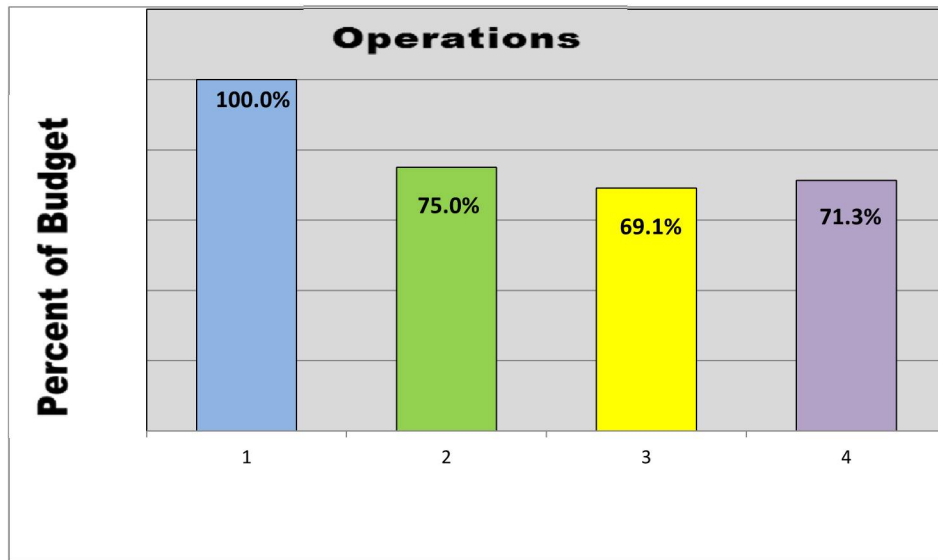
**Fiscal Year 2019-2020**

Fund Name	Fund Balance 06/30/19	Income	Expense	EFT Fees	Interest Credit Allocation	Fund Balance 3/31/20

California Promise Grant	7,524.95	-	(2,677.68)		30.21	\$ 4,877.48
Eveline Landry Memorial Fund	1,928.12		(316.90)		8.60	\$ 1,619.82
Fred MacMurray Fund	74,925.17	-	(35,657.89)		280.36	\$ 39,547.64
Lanterman Internship ( R. Happe )	21,590.08	-	-		99.03	\$ 21,689.11
Other KYRC	4,828.14	6,837.96	(4,522.41)	(1.62)	27.68	\$ 7,169.75
<b>Total Fund Balance</b>	<b>\$ 110,796.46</b>	<b>\$ 6,837.96</b>	<b>\$ (43,174.88)</b>	<b>\$ (1.62)</b>	<b>\$ 445.88</b>	<b>\$ 74,903.80</b>

**FRANK D. LANTERMAN REGIONAL CENTER  
FINANCIAL STATEMENT SUMMARY - MAIN CONTRACT  
ACTIVITY THROUGH MARCH 31, 2020**

**Fiscal Year-To-Date 2019-2020 (A-4)**



	1 Current Year Annual Budget (A-5)	2 Current Year 9 Months Budget (A-5)	3 Current Year Actual 9 Months YTD	4 Prior Year Actual 9 Months YTD (E-4)
<b>OPS</b>				
Actual	\$24,201,244	\$18,150,933	\$16,717,332	\$16,250,439
	100.0%	75.0%	69.1%	71.3%

	1 Current Year Annual Budget (A-5)	2 Current Year 9 Months Budget (A-5)	3 Current Year Actual 9 Months YTD	4 Prior Year Actual 9 Months YTD (E-4)
<b>POS</b>				
Actual	\$201,760,877	\$151,320,658	\$146,497,194	\$128,567,391
Projected Late Bills			\$2,896,977	\$2,533,331
Adjusted Total	\$200,729,837	\$151,320,658	\$149,394,171	\$131,100,722
	100.0%	75.0%	74.4%	71.7%

**Fiscal Year 2018-2019 (E-4)**

This month we recorded \$122,234 in OPS and \$61,835 in POS. To date, we have spent 99.9% of our OPS and 98.3% of our POS allocations. We are currently projecting a very small surplus in OPS and a small surplus in POS.

**Fiscal Year 2017-2018 (D-4)**

This month we recorded \$495 in OPS and \$10,931 in POS. To date, we have spent 99.9% of our OPS and 99.3% of our POS allocations. We have a very small surplus in OPS, as well as a small surplus in POS.

FRANK D. LANTERMAN REGIONAL CENTER  
NOTES TO FINANCIAL STATEMENTS  
FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020

**2019-2020**

**INVESTMENT SUMMARY**

As of March 31, 2020, about \$21.4 million was maintained in our business checking account with City National Bank. Interest earnings of \$12,572 and ICF/SPA administrative fees of \$1,206 were reported for the month.

**Page 2    OPERATIONS**

**Line 21 - General Office Expense** includes first aid supplies, some of it charged to the State of Emergency.

**Line 25 - Data Processing Maintenance** includes new software licenses to enable staff to work at home.

**Line 35 - General Expenses** includes employee second language testing.

**Page 3    PURCHASE OF SERVICES**

*Note: There were 22 service days in March and 19 service days in February. Our active caseload increased by 111 from 10,817 to 10,928 clients.*

**Line 6 - Day Training** includes more service days in March, and about \$105,000 for prior months' services.

**Line 12 - Non-Medical - Program** includes more than \$84,000 for services in prior months.

**Line 13 - Home Care Services** includes about \$37,000 for services provided in prior months.

**Line 16 - Other Authorized** includes over \$43,000 for SSI Restoration paid quarterly, as well as almost \$1,024,000 for services in prior months.

**Line 20 - Medical Care - Professional** includes about \$88,000 for prior months' services.

**Line 22 - Respite-In-Home** includes over \$623,000 for services provided in prior months.

**Page 4    COMMUNITY PLACEMENT PLAN (CPP)**

*Note: There were no placements into the community in March, resulting in 8 placements for the fiscal year, 2 more than the 6 placements targeted for this period.*

**2018-2019**

**Line 39 - OPERATIONS** includes office furniture.

**Line 40 - PURCHASE OF SERVICES** includes community care facilities, day programs, Early Start therapies, purchase reimbursement, community integration training, and home health services.

**2017-2018**

**Line 39- OPERATIONS** includes expenditure for disparity reduction project.

**Line 40 - PURCHASE OF SERVICES** includes purchase reimbursement and physician services.



**FRANK D. LANTERMAN REGIONAL CENTER**  
**ANALYSIS OF REVENUE AND EXPENDITURES**  
**FISCAL YEAR 2019 - 2020**  
**FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020**

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DESCRIPTION	APPROVED BUDGET		EXPENDITURES						
	2019-20 A 5 (1)	2018-19 E 4 (1)	THIS MONTH * (3)	Y-T-D 2019-20 (4)	Y-T-D 2018-19 (5)	PERCENT 2019-20 A 5 (6)	PERCENT 2018-19 E 4 (6)	PERCENT 2017-18 D 5 (7)	2019-20 BUDGET AVAILABLE (9)
<b>OPERATIONS - MAIN CONTRACT</b>									
PERSONAL SERVICES	19,250,502	18,401,767	1,446,574	13,517,168	13,090,620	70.2%	71.1%	69.3%	5,733,334
OPERATING EXPENSES	5,043,742	4,471,115	351,691	3,309,397	3,258,232	65.6%	72.9%	66.9%	1,734,345
<b>TOTAL EXPENSES:</b>	<b>24,294,244</b>	<b>22,872,882</b>	<b>1,798,265</b>	<b>16,826,565</b>	<b>16,348,852</b>	69.3%	71.5%	<b>68.8%</b>	7,467,679
LESS: INTEREST INCOME	(75,000)	(50,000)	(12,572)	(95,144)	(83,783)	126.9%	167.6%	106.0%	20,144
LESS: OTHER INCOME	(18,000)	(18,000)	(1,206)	(14,089)	(14,630)	78.3%	81.3%	66.8%	(3,911)
<b>TOTAL INTEREST &amp; OTHER INCOME :</b>	<b>(93,000)</b>	<b>(68,000)</b>	<b>(13,778)</b>	<b>(109,233)</b>	<b>(98,413)</b>	117.5%	144.7%	<b>79.6%</b>	16,233
	<b>24,201,244</b>	<b>22,804,882</b>	<b>1,784,487</b>	<b>16,717,332</b>	<b>16,250,439</b>	<b>69.1%</b>	<b>71.3%</b>	<b>68.8%</b>	<b>7,483,912</b>
<b>PURCH OF SERVICES - MAIN CONTRACT</b>									
OUT-OF-HOME	55,363,050	49,437,390	4,879,196	40,506,353	36,992,879	73.2%	74.8%	72.6%	14,856,697
DAY PROGRAM	30,674,804	30,402,015	2,415,889	21,186,366	20,886,749	69.1%	68.7%	68.5%	9,488,438
OTHER SERVICES	122,996,028	100,908,886	10,957,697	85,642,655	71,541,285	69.6%	70.9%	69.5%	37,353,373
<b>TOTAL POS BEFORE ADJUSTMENTS:</b>	<b>209,033,882</b>	<b>180,748,291</b>	<b>18,252,782</b>	<b>147,335,374</b>	<b>129,420,913</b>	70.5%	71.6%	<b>70.2%</b>	<b>61,698,508</b>
LESS: ICF SPA PROGRAM	(1,178,612)	(1,125,980)	(80,379)	(838,180)	(853,522)	71.1%	75.8%	68.6%	(340,432)
BUDGET ALLOCATION SURPLUS/(DEFICIT)	(6,094,393)	3,337,875	0	--		--	--	--	(6,094,393)
<b>TOTAL ADJUSTMENTS:</b>	<b>(7,273,005)</b>	<b>2,211,895</b>	<b>(80,379)</b>	<b>(838,180)</b>	<b>(853,522)</b>	11.5%	-38.6%	<b>26.3%</b>	<b>(6,434,825)</b>
<b>TOTAL PURCHASE OF SERVICES:</b>	<b>201,760,877</b>	<b>182,960,186</b>	<b>18,172,403</b>	<b>146,497,194</b>	<b>128,567,391</b>	<b>72.6%</b>	<b>70.3%</b>	<b>71.3%</b>	<b>55,263,683</b>
<b>COMMUNITY PLACEMENT PLAN</b>									
PERSONAL SERVICES	632,424	632,424	52,452	481,032	522,466	76.1%	82.6%	80.0%	151,392
OPERATING EXPENSES	70,900	70,900	2,266	26,624	29,778	65.6%	42.0%	43.1%	44,276
<b>TOTAL OPERATIONS:</b>	<b>703,324</b>	<b>703,324</b>	<b>54,718</b>	<b>507,656</b>	<b>552,244</b>	72.2%	78.5%	<b>76.2%</b>	<b>195,668</b>
PURCHASE OF SERVICES	2,461,971	1,645,605	190,609	1,144,887	44,940	46.5%	2.7%	7.6%	1,317,084
<b>TOTAL CPP :</b>	<b>3,165,295</b>	<b>2,348,929</b>	<b>245,327</b>	<b>1,652,543</b>	<b>597,184</b>	<b>52.2%</b>	<b>25.4%</b>	<b>24.1%</b>	<b>1,512,752</b>
<b>FAMILY RESOURCE CENTER</b>									
<b>TOTAL FRC EXPENSES:</b>	<b>155,701</b>	<b>155,701</b>	<b>13,498</b>	<b>111,852</b>	<b>115,868</b>	<b>71.8%</b>	<b>74.4%</b>	<b>75.0%</b>	<b>43,849</b>
<b>GRAND TOTAL :</b>	<b>229,283,117</b>	<b>208,269,698</b>	<b>20,215,715</b>	<b>164,978,921</b>	<b>145,530,882</b>	<b>72.0%</b>	<b>69.9%</b>	<b>70.3%</b>	<b>64,304,196</b>
<b>RECAP OF TOTAL CONTRACT</b>									
OPERATIONS	25,060,269	23,663,907	1,852,703	17,336,840	16,918,551	69.2%	71.5%	69.0%	7,723,429
PURCHASE OF SERVICES	204,222,848	184,605,791	18,363,012	147,642,081	128,612,331	72.3%	69.7%	70.5%	56,580,767
<b>TOTAL CONTRACT:</b>	<b>229,283,117</b>	<b>208,269,698</b>	<b>20,215,715</b>	<b>164,978,921</b>	<b>145,530,882</b>	<b>72.0%</b>	<b>69.9%</b>	<b>70.3%</b>	<b>64,304,196</b>

\* Column (3) represents payments made in the month following the last service months.

**FRANK D. LANTERMAN REGIONAL CENTER**  
**OPERATIONS - MAIN CONTRACT FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020**

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	BUDGET CATEGORY	BUDGET (A 5)	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET
	<b>PERSONAL SERVICES</b>														
1	SALARIES & WAGES	14,366,431	1,055,375	1,040,176	1,052,870	1,554,255	1,043,421	1,053,771	1,048,968	1,130,869	1,094,406		10,074,111	70.1%	4,292,320
2	TEMPORARY HELP	500,000	15,486	65,081	51,845	41,885	70,261	38,992	40,259	21,627	13,007		358,443	71.7%	141,557
3	CONTRACT SERVICES	404,000	27,514	27,078	29,873	34,194	22,158	44,230	24,608	16,721	29,703		256,079	63.4%	147,921
4	<b>SUB-TOTAL:</b>	15,270,431	1,098,375	1,132,335	1,134,588	1,630,334	1,135,840	1,136,993	1,113,835	1,169,217	1,137,116	0	10,688,633	70.0%	4,581,798
5	<b>BENEFITS</b>														
6	RETIREMENT/PENSION	1,582,285	117,442	115,706	116,993	173,068	115,869	117,025	117,000	126,291	122,051		1,121,445	70.9%	460,840
7	MEDICARE TAX	208,237	15,421	15,201	15,401	22,732	15,288	15,442	15,391	16,692	16,135		147,703	70.9%	60,534
8	HEALTH BENEFITS	1,894,622	164,945	115,534	134,050	134,241	206,106	150,942	159,027	148,396	149,566		1,362,807	71.9%	531,815
9	WORKERS' COMPENSATION	121,118	15,629	9,775	9,798	9,683	4,986	9,992	10,037	9,961	9,981		89,842	74.2%	31,276
10	UNEMPLOYMENT INSURANCE SUI	78,061	3,798	3,797	3,807	3,758	3,775	3,804	3,834	3,765	3,788		34,126	43.7%	43,935
11	NON-INDUSTRIAL DISABILITY	59,512	4,687	4,799	4,806	4,771	4,752	4,858	5,013	4,951	4,785		43,422	73.0%	16,090
12	LIFE INSURANCE	36,236	2,851	2,905	2,910	2,887	4,559	3,270	3,363	3,293	3,152		29,190	80.6%	7,046
13	<b>SUBTOTAL:</b>	3,980,071	324,773	267,717	287,765	351,140	355,335	305,333	313,665	313,349	309,458	0	2,828,535	71.1%	1,151,536
14															
15	<b>TOTAL PERSONAL SERVICES:</b>	19,250,502	1,423,148	1,400,052	1,422,353	1,981,474	1,491,175	1,442,326	1,427,500	1,482,566	1,446,574	0	13,517,168	70.2%	5,733,334
16	<b>OPERATING EXPENSES</b>														
17	EQUIPMENT MAINTENANCE	41,000	961	2,672	6,836	6,752	2,764	4,492	4,132	2,607	492		31,708	77.3%	9,292
18	FACILITY RENT	2,394,987	195,192	192,535	183,507	197,947	193,873	192,718	195,694	198,353	195,548		1,745,367	72.9%	649,620
19	FACILITY MAINTENANCE	97,470	1,834	3,549	15,956	2,805	1,967	1,195	10,653	1,414	2,569		41,942	43.0%	55,528
20	COMMUNICATION	392,000	25,539	24,217	26,126	32,035	52,648	17,559	32,828	29,033	25,722		265,707	67.8%	126,293
21	<b>GENERAL OFFICE EXPENSES</b>	<b>142,000</b>	<b>10,755</b>	<b>6,077</b>	<b>18,036</b>	<b>2,772</b>	<b>36,362</b>	<b>9,075</b>	<b>8,133</b>	<b>8,674</b>	<b>13,800</b>		<b>113,684</b>	<b>80.1%</b>	<b>28,316</b>
22	PRINTING	43,000	326	0	7,307	595	770	7,623	1,117	10,604	360		28,702	66.7%	14,298
23	INSURANCE	200,000	16,302	16,302	16,302	16,302	15,399	15,289	15,136	17,794	16,607		145,433	72.7%	54,567
24	DATA PROCESSING	274,000	23,724	14,766	13,006	20,873	23,013	11,552	19,900	16,161	11,965		154,960	56.6%	119,040
25	<b>DATA PROCESSING MAINTENANCE</b>	<b>348,000</b>	<b>25,839</b>	<b>53,375</b>	<b>23,215</b>	<b>34,936</b>	<b>49,651</b>	<b>11,151</b>	<b>29,509</b>	<b>25,978</b>	<b>32,596</b>		<b>286,250</b>	<b>82.3%</b>	<b>61,750</b>
26	INTEREST EXPENSE	7,600	0	7,647	0	0	0	0	0	0	0		7,647	100.6%	(47)
27	BANK FEES	3,000	0	0	0	0	0	0	0	0	0		0	0.0%	3,000
28	LEGAL FEES	197,000	1,060	9,846	19,387	22,762	5,889	9,260	6,265	25,003	25,411		124,883	63.4%	72,117
29	BOARD AND COMMITTEE EXPENSES	26,000	810	1,543	811	1,803	112	1,505	4,491	1,407	666		13,148	50.6%	12,852
30	ACCOUNTING FEES	58,000	0	0	2,000	33,000	0	6,500	10,000	5,500	0		57,000	98.3%	1,000
31	EQUIPMENT PURCHASES	26,000	286	0	1,057	0	0	1,422	0	463	960		4,188	16.1%	21,812
32	CONSULTING/TRAINING	125,000	28,312	23,049	16,090	10,754	(1,006)	3,005	33,107	359	6,802		120,472	96.4%	4,528
33	TRAVEL	138,000	4,680	4,570	13,485	13,126	4,753	5,822	3,611	9,867	7,239		67,153	48.7%	70,847
34	ARCA DUES	68,389	5,699	5,699	5,699	5,699	5,699	5,699	5,699	5,699	5,699		51,291	75.0%	17,098
35	<b>GENERAL EXPENSES</b>	<b>39,000</b>	<b>4,126</b>	<b>(244)</b>	<b>5,161</b>	<b>5,067</b>	<b>8,328</b>	<b>3,196</b>	<b>17,065</b>	<b>1,908</b>	<b>5,255</b>		<b>49,862</b>	<b>127.9%</b>	<b>(10,862)</b>
36	PRIOR YEAR CLAIMS	0	0	0	0	0	0	0	0	0	0		0	--	0
37	OTHER	423,296	0	0	0	0	0	0	0	0	0		0	0.0%	423,296
38	<b>TOTAL OPERATING EXPENSES:</b>	5,043,742	345,445	365,603	373,981	407,228	400,222	307,063	397,340	360,824	351,691	0	3,309,397	65.6%	1,734,345
39															
40	<b>TOTAL EXPENSES:</b>	24,294,244	1,768,593	1,765,655	1,796,334	2,388,702	1,891,397	1,749,389	1,824,840	1,843,390	1,798,265	0	16,826,565	69.3%	7,467,679
41															
42	LESS: INTEREST INCOME	(75,000)	(4,586)	(8,239)	(6,644)	(9,248)	(12,880)	(14,477)	(14,552)	(11,946)	(12,572)		(95,144)	126.9%	20,144
43	LESS: OTHER INCOME	(18,000)	(3,113)	(1,637)	(1,230)	(1,668)	(515)	(2,064)	(1,107)	(1,549)	(1,206)		(14,089)	78.3%	(3,911)
44	<b>TOTAL INTEREST &amp; OTHER INCOME:</b>	(93,000)	(7,699)	(9,876)	(7,874)	(10,916)	(13,395)	(16,541)	(15,659)	(13,495)	(13,778)	0	(109,233)	117.5%	16,233
45															
46															
47	<b>NET OPERATIONS:</b>	24,201,244	1,760,894	1,755,779	1,788,460	2,377,786	1,878,002	1,732,848	1,809,181	1,829,895	1,784,487	0	16,717,332	69.1%	7,483,912



FRANK D. LANTERMAN REGIONAL CENTER  
PURCHASE OF SERVICES - MAIN CONTRACT FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020

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	BUDGET CATEGORY	BUDGET (A 5)	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET	
	NO. OF SERVICE DAYS		22	22	20	23	20	21	21	19	22					
	OUT-OF-HOME															
1	COMMUNITY CARE FACILITY	54,067,990	4,096,497	4,145,919	4,222,721	4,251,055	4,201,011	4,322,244	4,682,091	4,793,841	4,744,294		39,459,673	73.0%	14,608,317	1
2	ICF/SNF FACILITY	1,295,060	99,460	134,127	128,566	130,629	89,282	78,600	60,002	191,112	134,902		1,046,680	80.8%	248,380	2
3	TOTAL OUT-OF-HOME:	55,363,050	4,195,957	4,280,046	4,351,287	4,381,684	4,290,293	4,400,844	4,742,093	4,984,953	4,879,196	0	40,506,353	73.2%	14,856,697	3
4	DAY PROGRAMS															4
5	DAY CARE	1,486,085	104,858	99,553	99,168	105,665	89,064	82,930	97,742	82,458	79,026		840,464	56.6%	645,621	5
6	DAY TRAINING	25,303,672	1,978,236	2,074,656	1,975,979	2,179,415	1,785,781	2,017,102	2,068,102	1,985,440	2,123,211		18,187,922	71.9%	7,115,750	6
7	SUPPORTED EMPLOYMENT (SEP)	2,727,491	113,862	218,145	221,123	150,272	234,953	276,481	195,184	196,795	187,400		1,794,215	65.8%	933,276	7
8	WORK ACTIVITY PROGRAM (WAP)	1,157,556	61,475	49,493	42,572	46,574	37,117	31,205	35,661	33,416	26,252		363,765	31.4%	793,791	8
9	TOTAL DAY PROGRAMS:	30,674,804	2,258,431	2,441,847	2,338,842	2,481,926	2,146,915	2,407,718	2,396,689	2,298,109	2,415,889	0	21,186,366	69.1%	9,488,438	9
10	OTHER SERVICES															10
11	NON-MEDICAL-PROFESSIONAL	16,838,966	1,198,919	1,344,824	1,253,475	1,343,155	1,262,831	1,229,764	1,346,349	1,403,424	1,282,654		11,665,395	69.3%	5,173,571	11
12	NON-MEDICAL-PROGRAM	19,594,171	1,355,896	1,401,609	1,393,072	1,420,273	1,273,230	1,252,349	1,529,486	1,462,320	1,551,748		12,639,983	64.5%	6,954,188	12
13	HOME CARE SERVICES	2,911,315	235,518	234,106	255,935	272,770	244,734	262,671	322,916	300,699	349,699		2,479,048	85.2%	432,267	13
14	TRANSPORTATION	4,192,862	342,347	321,950	310,959	356,187	254,681	339,688	326,809	306,196	320,969		2,879,786	68.7%	1,313,076	14
15	PREVENTION	16,053,277	1,185,474	1,175,497	1,143,991	1,288,970	1,090,387	1,165,046	1,219,785	1,337,928	1,316,999		10,924,077	68.0%	5,129,200	15
16	OTHER AUTHORIZED	36,972,198	2,311,187	2,727,638	2,792,887	2,954,702	2,822,827	2,812,061	3,389,833	2,897,094	3,708,689		26,416,918	71.5%	10,555,280	16
17	P&I EXPENSES	117,822	18,664	10,372	10,372	9,264	8,448	10,299	9,454	9,201	9,332		95,406	81.0%	22,416	17
18	HOSPITAL CARE	2,961,778	223,758	385,756	253,277	198,920	183,550	176,726	150,996	157,487	139,118		1,869,588	63.1%	1,092,190	18
19	MEDICAL EQUIPMENT	104,430	1,477	1,571	10,384	23,151	619	13,407	5,665	7,440	12,892		76,606	73.4%	27,824	19
20	MEDICAL CARE-PROFESSIONAL	2,804,293	170,996	183,956	165,230	207,455	265,968	196,599	232,986	246,350	353,167		2,022,707	72.1%	781,586	20
21	MEDICAL CARE-PROGRAM	987,366	42,343	44,211	87,367	55,620	35,626	66,791	44,341	138,558	49,331		564,188	57.1%	423,178	21
22	RESPIRE-IN-HOME	19,108,876	1,015,705	1,222,100	1,498,464	1,552,583	1,674,473	1,540,141	1,647,782	1,693,805	1,860,255		13,705,308	71.7%	5,403,568	22
23	RESPIRE-OUT-OF-HOME	20,765	126	0	0	2,776	8,634	2,145	1,514	1,136	2,019		18,350	88.4%	2,415	23
24	CAMPS	327,909	23,149	185,893	48,523	6,613	10,218	1,493	5,280	3,301	825		285,295	87.0%	42,614	24
25	TOTAL OTHER SERVICES:	122,996,028	8,125,559	9,239,483	9,223,936	9,692,439	9,136,226	9,069,180	10,233,196	9,964,939	10,957,697	0	85,642,655	69.6%	37,353,373	25
26																26
27	TOTAL POS BEFORE ADJUSTMENTS:	209,033,882	14,579,947	15,961,376	15,914,065	16,556,049	15,573,434	15,877,742	17,371,978	17,248,001	18,252,782	0	147,335,374	70.5%	61,698,508	27
28	ADJUSTMENTS															28
29	LESS: ICF SPA PROGRAM	(1,178,612)	(106,730)	(108,811)	(82,019)	(111,225)	(34,314)	(137,611)	(73,818)	(103,273)	(80,379)		(838,180)	71.1%	(340,432)	29
30	PLUS: BUDGET ALLOCATION SURPLUS	(6,094,393)											0	0.0%	(6,094,393)	30
31	TOTAL ADJUSTMENTS:	(7,273,005)	(106,730)	(108,811)	(82,019)	(111,225)	(34,314)	(137,611)	(73,818)	(103,273)	(80,379)	0	(838,180)	11.5%	(6,434,825)	31
32																32
33																33
34	TOTAL PURCHASE OF SERVICES:	201,760,877	14,473,217	15,852,565	15,832,046	16,444,824	15,539,120	15,740,131	17,298,160	17,144,728	18,172,403	0	146,497,194	72.6%	55,263,683	34
35	ACTIVE CASELOAD:		10,555	10,574	10,606	10,651	10,729	10,783	10,785	10,817	10,928					35
36	CHANGE FROM PRIOR MONTH:		+45	+19	+32	+45	+78	+54	+2	+32	+111		+418	4.0%		36

**FRANK D. LANTERMAN REGIONAL CENTER**  
**COMMUNITY PLACEMENT PLAN (CPP) FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020**

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	BUDGET CATEGORY	BUDGET (A 5)	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET	
	<b>PERSONAL SERVICES</b>															
1	STAFFING - CPP	276,000	28,935	25,584	31,083	30,466	19,816	19,816	(8,277)	26,169	26,266		199,858	72.4%	76,142	1
2	<b>PERSONAL SERVICES - CPP</b>	276,000	28,935	25,584	31,083	30,466	19,816	19,816	(8,277)	26,169	26,266	0	199,858	72.4%	76,142	2
3																3
4	STAFFING - LDC	299,694	26,670	26,537	25,497	36,429	24,348	32,383	54,629	27,825	26,186		280,504	93.6%	19,190	4
5	CONTRACT SERVICES - LDC	56,730	3,418	372	0	0	0	3,070	(6,190)	0	0		670	1.2%	56,060	5
6	<b>PERSONAL SERVICES - LDC</b>	356,424	30,088	26,909	25,497	36,429	24,348	35,453	48,439	27,825	26,186	0	281,174	78.9%	75,250	6
7																7
8	<b>TOTAL PERSONAL SERVICES</b>	632,424	59,023	52,493	56,580	66,895	44,164	55,269	40,162	53,994	52,452	0	481,032	76.1%	151,392	8
9	<b>OPERATING EXPENSES</b>															9
	CONSULTING/TRAINING - CPP	42,000							7,785	(1,558)	0		6,227		35,773	
10	GENERAL EXPENSES - CPP	13,600	1,275	1,133	1,417	992	992	992	283	1,133	1,133		9,350	68.8%	4,250	10
11	<b>OPERATING EXPENSES - CPP</b>	55,600	1,275	1,133	1,417	992	992	992	8,068	(425)	1,133	0	9,350	16.8%	46,250	11
12																12
13	CONSULTING/TRAINING - LDC	0	0	0	0	1,595	0	0	(1,595)	0	0		0	--	0	13
14	GENERAL EXPENSES - LDC	15,300	1,133	1,133	1,133	1,133	1,133	1,133	1,983	1,133	1,133		11,047	72.2%	4,253	14
15	<b>OPERATING EXPENSES - LDC</b>	15,300	1,133	1,133	1,133	2,728	1,133	1,133	388	1,133	1,133	0	11,047	72.2%	4,253	15
16																16
17	<b>TOTAL OPERATING EXPENSES</b>	70,900	2,408	2,266	2,550	3,720	2,125	2,125	8,456	708	2,266	0	26,624	37.6%	44,276	17
18																18
19	<b>TOTAL OPERATIONS:</b>	703,324	61,431	54,759	59,130	70,615	46,289	57,394	48,618	54,702	54,718	0	507,656	72.2%	195,668	19
20	<b>OUT-OF-HOME</b>															20
21	COMMUNITY CARE FACILITY	1,603,807	6,215	82,609	53,560	169,555	178,268	73,616	98,555	137,470	149,391	0	949,239	59.2%	654,568	21
22	ICF/SNF FACILITY	0	0	0	0	0	0	0	0	0	0	0	0	--	0	22
23	<b>SUB-TOTAL:</b>	1,603,807	6,215	82,609	53,560	169,555	178,268	73,616	98,555	137,470	149,391	0	949,239	59.2%	654,568	23
24	<b>DAY PROGRAMS</b>															24
25	DAY TRAINING	0	0	0	0	0	0	0	0	0	0	0	0	--	0	25
26	<b>SUB-TOTAL:</b>	0	0	0	0	0	0	0	0	0	0	0	0	--	0	26
27	<b>OTHERS</b>															27
28	NON-MEDICAL PROFESSIONAL	8,164	153	426	453	6,112	5,727	8,362	20,150	12,655	17,096		71,134	--	(62,970)	28
29	NON-MEDICAL PROGRAM	0	0	7,984	10,424	3,890	6,765	5,123	6,492	6,829	6,831		54,338	--	(54,338)	29
30	HOME CARE SERVICES	0	0	0	0					0			0	--	0	30
31	TRANSPORTATION	0	0	0	0				0	0	0		0	--	0	31
32	OTHER AUTHORIZED	850,000	0	212,120	(189,825)	1,802	4,588	1,328	2,824	13,846	4,844		51,527	6.1%	798,473	32
33	P & I EXPENSE	0	0	0	0		408	2	137	137	137		821	--	(821)	33
34	MEDICAL EQUIPMENT	0	0	0	0			0		0	(3,600)		(3,600)	--	3,600	34
35	MEDICAL CARE - PROFESSIONAL	0	0	210	0					0			210	--	(210)	35
36	MEDICAL CARE - PROGRAM	0	0	0	0	5,308				0	15,910		21,218	--	(21,218)	36
37	RESPIRE - IN HOME	0	0	0	0	0	0			0			0	--	0	37
38	RESPIRE - OUT OF HOME	0	0	0	0	0				0			0	--	0	38
39	OTHER	0	0	0	0					0			0	--	0	39
40	<b>SUB-TOTAL:</b>	858,164	153	220,740	(178,948)	17,112	17,488	14,815	29,603	33,467	41,218	0	195,648	22.8%	662,516	40
41																41
42	IN EXCESS OF BUDGET ALLOCATION	0	0	0	0	0	0	0	0	0	0	0	0	--	0	42
43																43
44	<b>TOTAL POS:</b>	2,461,971	6,368	303,349	(125,388)	186,667	195,756	88,431	128,158	170,937	190,609	0	1,144,887	46.5%	1,317,084	44
45																45
46	<b>TOTAL CPP :</b>	3,165,295	67,799	358,108	(66,258)	257,282	242,045	145,825	176,776	225,639	245,327	0	1,652,543	52.2%	1,512,752	46
47																47
48	NUMBER OF CPP PLACEMENTS	6	2	1	1	0	2	0	0	2	0		8		(2)	48



FRANK D. LANTERMAN REGIONAL CENTER  
FAMILY RESOURCE CENTER FOR THE 9 SERVICE MONTHS ENDED MARCH 31, 2020

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BUDGET CATEGORY		BUDGET (A 5)	JUL 2019	AUG 2019	SEP 2019	OCT 2019	NOV 2019	DEC 2019	JAN 2020	FEB 2020	MAR 2020	APR 2020	TOTAL EXPENDED	PERCENT EXPENDED	BALANCE OF BUDGET
PERSONAL SERVICES															
1	FAMILY SUPPORT SPECIALIST	75,624	6,302	6,302	6,302	6,302	6,302	6,302	6,302	6,302	6,302		56,718	75.0%	18,906
2	RESOURCE & INFO COORDINATOR	46,300	3,861	3,856	3,858	3,858	3,858	2,272	0	7,555	3,941		33,059	71.4%	13,241
3	RESOURCE & INFO SPECIALIST	23,717	1,976	1,976	1,977	1,977	1,977	1,976	1,976	1,976	1,976		17,787	75.0%	5,930
4	TOTAL FRC PERSONAL SERVICES	145,641	12,139	12,134	12,137	12,137	12,137	10,550	8,278	15,833	12,219	0	107,564	73.9%	38,077
5	FRC ACTIVITIES/PROJECTS														
6	INFO DISSEMINATION & REFERRAL	3,560	0	337	0	(1,340)	1,003	0	0	0	1,279		1,279	35.9%	2,281
7	PUBLIC AWARENESS	1,200	171	0	0	0	0	0	0	0	0		171	14.3%	1,029
8	FAMILY/PROFESSIONAL COLLABORATION	5,300	0	0	0	0	338	2,500	0	0	0		2,838	53.5%	2,462
9	TOTAL FRC ACTIVITIES/PROJECTS	10,060	171	337	0	(1,340)	1,341	2,500	0	0	1,279	0	4,288	42.6%	5,772
10															
11	TOTAL FAMILY RESOURCE CENTER:	155,701	12,310	12,471	12,137	10,797	13,478	13,050	8,278	15,833	13,498	0	111,852	71.8%	43,849

\* The budgeted amount represents only those dollars specifically earmarked in our contract for Family Resource Center services.  
Actual support also includes in-kind services and expenses provided through the Operations portion of the Regional Center contract.

**FRANK D. LANTERMAN REGIONAL CENTER  
ANALYSIS OF REVENUE AND EXPENDITURES  
FISCAL YEAR 2018 - 2019  
THROUGH MARCH 31, 2020**

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DESCRIPTION	APPROVED BUDGET		EXPENDITURES						
	2018-19 E 4 (1)	2017-18 D 5 (2)	THIS MONTH * (3)	Y-T-D 2018-19 (4)	Y-T-D 2017-18 (5)	PERCENT 2018-19 E 4 (6)	PERCENT 2017-18 D 5 (7)	PERCENT 2016-17 C 6 (8)	2018-19 BUDGET AVAILABLE (9)
<b>OPERATIONS - MAIN CONTRACT</b>									
PERSONAL SERVICES	18,401,767	17,954,128	0	17,954,497	17,274,584	97.6%	96.2%	97.0%	447,270
OPERATING EXPENSES	4,471,115	4,218,455	122,234	4,956,628	4,885,101	110.9%	115.8%	104.2%	(485,513)
<b>TOTAL EXPENSES:</b>	<b>22,872,882</b>	<b>22,172,583</b>	<b>122,234</b>	<b>22,911,125</b>	<b>22,159,685</b>	<b>100.2%</b>	<b>99.9%</b>	<b>98.9%</b>	<b>(38,243)</b>
LESS: INTEREST INCOME	(50,000)	(13,000)	0	(112,852)	(23,668)	225.7%	182.1%	171.6%	62,852
LESS: OTHER INCOME	(18,000)	(27,000)	0	(18,007)	(21,726)	100.0%	80.5%	95.6%	7
<b>TOTAL INTEREST &amp; OTHER INCOME :</b>	<b>(68,000)</b>	<b>(40,000)</b>	<b>0</b>	<b>(130,859)</b>	<b>(45,394)</b>	<b>192.4%</b>	<b>113.5%</b>	<b>109.0%</b>	<b>62,859</b>
<b>NET OPERATIONS :</b>	<b>22,804,882</b>	<b>22,132,583</b>	<b>122,234</b>	<b>22,780,266</b>	<b>22,114,291</b>	<b>99.9%</b>	<b>99.9%</b>	<b>98.9%</b>	<b>24,616</b>
<b>PURCH OF SERVICES - MAIN CONTRACT</b>									
OUT-OF-HOME	49,437,390	48,741,873	7,014	50,259,438	47,355,224	101.7%	97.2%	103.1%	(822,048)
DAY PROGRAM	30,402,015	31,637,236	4,044	28,457,823	29,672,128	93.6%	93.8%	101.8%	1,944,192
OTHER SERVICES	100,908,886	87,562,854	50,777	102,402,807	87,140,949	101.5%	99.5%	101.2%	(1,493,921)
<b>TOTAL POS BEFORE ADJUSTMENTS:</b>	<b>180,748,291</b>	<b>167,941,963</b>	<b>61,835</b>	<b>181,120,068</b>	<b>164,168,301</b>	<b>100.2%</b>	<b>97.8%</b>	<b>101.9%</b>	<b>(371,777)</b>
LESS: ICF SPA PROGRAM	(1,125,980)	(1,516,394)	0	(1,180,111)	(1,406,926)	104.8%	92.8%	91.3%	54,131
BUDGET ALLOCATION SURPLUS	3,337,875	(2,436,159)	0	--	--	--	--	--	
<b>TOTAL ADJUSTMENTS:</b>	<b>2,211,895</b>	<b>(3,952,553)</b>	<b>0</b>	<b>(1,180,111)</b>	<b>(1,406,926)</b>	<b>-53.4%</b>	<b>35.6%</b>	<b>-105.5%</b>	<b>3,392,006</b>
<b>TOTAL PURCHASE OF SERVICES:</b>	<b>182,960,186</b>	<b>163,989,410</b>	<b>61,835</b>	<b>179,939,957</b>	<b>162,761,375</b>	<b>98.3%</b>	<b>99.3%</b>	<b>99.7%</b>	<b>3,020,229</b>
<b>COMMUNITY PLACEMENT PLAN</b>									
PERSONAL SERVICES	632,424	592,996	0	589,568	550,891	93.2%	92.9%	93.1%	42,856
OPERATING EXPENSES	70,900	68,916	0	29,719	52,083	41.9%	75.6%	52.9%	41,181
<b>TOTAL OPERATIONS:</b>	<b>703,324</b>	<b>661,912</b>	<b>0</b>	<b>619,287</b>	<b>602,974</b>	<b>88.1%</b>	<b>91.1%</b>	<b>89.3%</b>	<b>84,037</b>
PURCHASE OF SERVICES	1,645,605	2,084,985	82	866,987	1,019,820	52.7%	48.9%	94.3%	778,618
<b>TOTAL CPP :</b>	<b>2,348,929</b>	<b>2,746,897</b>	<b>82</b>	<b>1,486,274</b>	<b>1,622,794</b>	<b>63.3%</b>	<b>59.1%</b>	<b>93.2%</b>	<b>862,655</b>
<b>FAMILY RESOURCE CENTER</b>									
<b>TOTAL FRC EXPENSES:</b>	<b>155,701</b>	<b>105,438</b>	<b>0</b>	<b>155,701</b>	<b>105,438</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0</b>
<b>GRAND TOTAL :</b>	<b>208,269,698</b>	<b>188,974,328</b>	<b>184,151</b>	<b>204,362,198</b>	<b>186,603,898</b>	<b>98.1%</b>	<b>98.7%</b>	<b>99.4%</b>	<b>3,907,500</b>
<b>RECAP OF TOTAL CONTRACT</b>									
OPERATIONS	23,663,907	22,899,933	122,234	23,555,254	22,822,703	99.5%	99.7%	98.6%	108,653
PURCHASE OF SERVICES	184,605,791	166,074,395	61,917	180,806,944	163,781,195	97.9%	98.6%	99.6%	3,798,847
<b>TOTAL CONTRACT:</b>	<b>208,269,698</b>	<b>188,974,328</b>	<b>184,151</b>	<b>204,362,198</b>	<b>186,603,898</b>	<b>98.1%</b>	<b>98.7%</b>	<b>99.4%</b>	<b>3,907,500</b>

\* Column (3) represents payments made in the month following the last service months.

**FRANK D. LANTERMAN REGIONAL CENTER**  
**ANALYSIS OF REVENUE AND EXPENDITURES**  
**FISCAL YEAR 2017 - 2018**  
**THROUGH MARCH 31, 2020**

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DESCRIPTION	APPROVED BUDGET		EXPENDITURES						
	2017-18 D 5 (1)	2016-17 C 6 (2)	THIS MONTH * (3)	Y-T-D 2017-18 (4)	Y-T-D 2016-17 (5)	PERCENT 2017-18 D 5 (6)	PERCENT 2016-17 C 6 (7)	PERCENT 2015-16 B 4 (8)	2017-18 BUDGET AVAILABLE (9)
<b>OPERATIONS - MAIN CONTRACT</b>									
PERSONAL SERVICES	17,954,128	16,834,873	0	17,274,584	16,322,069	96.2%	97.0%	94.0%	679,544
OPERATING EXPENSES	4,218,455	6,104,674	495	4,885,101	6,364,039	115.8%	104.2%	92.7%	(666,646)
<b>TOTAL EXPENSES:</b>	<b>22,172,583</b>	<b>22,939,547</b>	<b>495</b>	<b>22,159,685</b>	<b>22,686,108</b>	<b>99.9%</b>	<b>98.9%</b>	<b>93.7%</b>	<b>12,898</b>
LESS: INTEREST INCOME	(13,000)	(6,000)	0	(23,668)	(10,296)	182.1%	171.6%	111.3%	10,668
LESS: OTHER INCOME	(27,000)	(28,000)	0	(21,726)	(26,771)	80.5%	95.6%	135.6%	(5,274)
<b>TOTAL INTEREST &amp; OTHER INCOME :</b>	<b>(40,000)</b>	<b>(34,000)</b>	<b>0</b>	<b>(45,394)</b>	<b>(37,067)</b>	<b>113.5%</b>	<b>109.0%</b>	<b>130.1%</b>	<b>5,394</b>
<b>NET OPERATIONS :</b>	<b>22,132,583</b>	<b>22,905,547</b>	<b>495</b>	<b>22,114,291</b>	<b>22,649,041</b>	<b>99.9%</b>	<b>98.9%</b>	<b>93.7%</b>	<b>18,292</b>
<b>PURCH OF SERVICES - MAIN CONTRACT</b>									
OUT-OF-HOME	48,741,873	44,084,301	0	47,355,224	45,431,997	97.2%	103.1%	98.8%	1,386,649
DAY PROGRAM	31,637,236	28,773,523	0	29,672,128	29,301,094	93.8%	101.8%	95.8%	1,965,108
OTHER SERVICES	87,562,854	77,543,302	10,931	87,140,949	78,498,197	99.5%	101.2%	90.2%	421,905
<b>TOTAL POS BEFORE ADJUSTMENTS:</b>	<b>167,941,963</b>	<b>150,401,126</b>	<b>10,931</b>	<b>164,168,301</b>	<b>153,231,288</b>	<b>97.8%</b>	<b>101.9%</b>	<b>93.7%</b>	<b>3,773,662</b>
LESS: ICF SPA PROGRAM	(1,516,394)	(1,884,342)	0	(1,406,926)	(1,720,868)	92.8%	91.3%	104.7%	(109,468)
BUDGET ALLOCATION SURPLUS/(DEFICIT)	(2,436,159)	3,514,887	0	--	--	--	--	--	
<b>TOTAL ADJUSTMENTS:</b>	<b>(3,952,553)</b>	<b>1,630,545</b>	<b>0</b>	<b>(1,406,926)</b>	<b>(1,720,868)</b>	<b>35.6%</b>	<b>-105.5%</b>	<b>28.6%</b>	<b>(2,545,627)</b>
<b>TOTAL PURCHASE OF SERVICES:</b>	<b>163,989,410</b>	<b>152,031,671</b>	<b>10,931</b>	<b>162,761,375</b>	<b>151,510,420</b>	<b>99.3%</b>	<b>99.7%</b>	<b>88.4%</b>	<b>1,228,035</b>
<b>COMMUNITY PLACEMENT PLAN</b>									
PERSONAL SERVICES	592,996	640,239	0	550,891	596,032	92.9%	93.1%	88.9%	42,105
OPERATING EXPENSES	68,916	67,467	0	52,083	35,658	75.6%	52.9%	80.8%	16,833
<b>TOTAL OPERATIONS:</b>	<b>661,912</b>	<b>707,706</b>	<b>0</b>	<b>602,974</b>	<b>631,690</b>	<b>91.1%</b>	<b>89.3%</b>	<b>87.4%</b>	<b>58,938</b>
PURCHASE OF SERVICES	2,084,985	2,541,476	0	1,019,820	2,395,791	48.9%	94.3%	62.8%	1,065,165
<b>TOTAL CPP :</b>	<b>2,746,897</b>	<b>3,249,182</b>	<b>0</b>	<b>1,622,794</b>	<b>3,027,481</b>	<b>59.1%</b>	<b>93.2%</b>	<b>67.0%</b>	<b>1,124,103</b>
<b>FAMILY RESOURCE CENTER</b>									
<b>TOTAL FRC EXPENSES:</b>	<b>105,438</b>	<b>105,438</b>	<b>0</b>	<b>105,438</b>	<b>105,438</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>0</b>
<b>GRAND TOTAL :</b>	<b>188,974,328</b>	<b>178,291,838</b>	<b>11,426</b>	<b>186,603,898</b>	<b>177,292,380</b>	<b>98.7%</b>	<b>99.4%</b>	<b>95.2%</b>	<b>2,370,430</b>
<b>RECAP OF TOTAL CONTRACT</b>									
OPERATIONS	22,899,933	23,718,691	495	22,822,703	23,386,169	99.7%	98.6%	93.5%	77,230
PURCHASE OF SERVICES	166,074,395	154,573,147	10,931	163,781,195	153,906,211	98.6%	99.6%	95.5%	2,293,200
<b>TOTAL CONTRACT:</b>	<b>188,974,328</b>	<b>178,291,838</b>	<b>11,426</b>	<b>186,603,898</b>	<b>177,292,380</b>	<b>98.7%</b>	<b>99.4%</b>	<b>95.2%</b>	<b>2,370,430</b>

\* Column (3) represents payments made in the month following the last service months.

**FRANK D. LANTERMAN REGIONAL CENTER**  
**PROJECTED CASH FLOW ANALYSIS \***  
**APRIL 21, 2020 - JUNE 30, 2020**

	<b>DEPOSIT (PAYMENT)</b>	<b>BALANCE</b>
<b>05/01 BEGINNING BALANCE</b>		19,643,593
05/04 OPS	(660,000)	18,983,593
05/09 CPP	<b>1,947,035</b>	20,930,628
05/10 STATE CLAIM REIMB - Part C	<b>3,098,935</b>	24,029,563
05/10 STATE CLAIM REIMB - MARCH (60%)	<b>11,984,871</b>	36,014,434
05/10 STATE CLAIM REIMB - VARIOUS YEARS	<b>962,615</b>	36,977,049
05/10 POS	(18,150,000)	18,827,049
05/13 PAYROLL	(705,000)	18,122,049
05/18 POS	(2,750,000)	15,372,049
05/18 OPS	(550,000)	14,822,049
05/28 PAYROLL	(705,000)	14,117,049
06/04 OPS	(550,000)	13,567,049
06/10 STATE CLAIM REIMB - APRIL (50%)	9,750,000	23,317,049
06/10 POS	(18,150,000)	5,167,049
06/10 PAYROLL	(705,000)	4,462,049
06/18 POS	(2,750,000)	1,712,049
06/18 OPS	(550,000)	1,162,049
06/24 PAYROLL	(705,000)	457,049
07/06 OPS	(550,000)	(92,951)
07/08 PAYROLL	(717,500)	(810,451)
07/10 POS	(18,400,000)	(19,210,451)
0715 STATE CLAIM REIMBUSMENT - MAY (10%)	2,352,000	(16,858,451)
07/17 ADVANCE FROM STATE (1 & 2)	28,484,568	11,626,117
07/20 POS	(2,750,000)	8,876,117
07/20 OPS	(550,000)	8,326,117
07/22 PAYROLL	(717,500)	7,608,617
<b>7/31 ENDING BALANCE</b>		<b>\$ 7,608,617</b>

\* Projections assume a 10% increase in spending in  
OPS and POS, effective 5/1/20



# EXECUTIVE COMMITTEE



## **EXECUTIVE COMMITTEE**

**May 13, 2020**

### **MINUTES**

#### **PRESENT**

Dina Richman, Chair  
Elizabeth Beltran  
Mark Higgins  
Gloria Leiva

#### **STAFF**

Melinda Sullivan

#### **CALL TO ORDER**

Ms. Richman called the meeting to order at 12:04 p.m. The meeting was held via Zoom.

#### **APPROVAL OF MINUTES**

**The minutes of April 8, 2020 were approved by consensus.**

#### **UPDATE ON COVID-19**

##### Surge Housing

Ms. Sullivan advised the Committee that the Center will use the Summit Property for surge housing after it closes escrow. In addition, HOPE has leased the Fair Oaks Apartments for the next 5 years for surge housing. In the event it is no longer needed for surge housing, the units will be rented to Lanterman adult clients as affordable housing.

##### Health and Safety

Ms. Sullivan advised the Committee that one Lanterman client has passed due to COVID-19.

##### Staff

Ms. Sullivan advised the Committee that the Leadership Staff have begun introducing the concept of what it might look like for retuning employees during and after the COVID-19 pandemic and how it won't be as simple as announcing a "reopening" or "carrying on business as usual". Managers will be discussing social distancing, cubicle placement, and altered work in the office days. Ms. Sullivan reminded the Committee that there is no return date at this point, but that this is just dialogue.

### **BUDGET CASH FLOW UPDATE**

Ms. Sullivan reported that the Governor's May Revision will be out soon.

Ms. Sullivan advised the Committee that the Center's cash flow has been impacted by the current state of emergency. The upcoming advances will carry the Center through June 2020. The Center has worked with City National Bank to increase its line of credit from \$25 million to \$35 million should it need to borrow in July. A recommendation is coming to the Board from the Administrative Affairs Committee this month for approval of the increase.

### **ADJOURNMENT FOR EXECUTIVE SESSION**

**Ms. Beltran moved to suspend the General Session meeting at 12:16 p.m. for Executive Session to conduct business on Approval of Minutes and Real Estate Negotiations. Mr. Higgins seconded the motion and it passed unanimously.**

### **RECONVENE FOR GENERAL SESSION**

**Ms. Beltran moved to reconvene the meeting at 12:18 p.m. for General Session. Ms. Leiva seconded the motion, and it passed unanimously. The Committee conducted business on Approval of Minutes and Real Estate Negotiations.**

### **ADJOURNMENT**

The meeting was adjourned at 12:18 p.m.

/fl

# NOMINATING COMMITTEE

## **NOMINATING COMMITTEE**

**May 20, 2020**

### **Minutes**

#### **PRESENT**

Al Marsella, Chair  
Larry DeBoer  
Yudy Mazariegos  
Louis Mitchell

#### **STAFF**

Melinda Sullivan

#### **CALL TO ORDER**

The meeting was called to order at 12:00 pm.

#### **APPROVAL OF MINUTES**

**Mr. Mitchell moved to approve the minutes of April 15, 2020, Ms. Mazariegos seconded the motion, and it passed unanimously.**

#### **SLATE OF OFFICERS AND DIRECTORS**

The Committee discussed the proposed Slate of Officers and Directors for presentation at the May meeting and election at the Annual Meeting of the Corporation in June. The Committee reported on their follow-up assignments and finalized the slates for presentation as follows:

#### **Slate of Directors for Re-Election**

##### **Directors for Re-election**

- Anila Guruji
- Mark Higgins
- Yudy Mazariegos

##### **New Directors**

- Rachelle Cabrera
- Larry DeBoer

### Slate of Officers

- President - Dina Richman
- 1<sup>st</sup> Vice President- Gloria Leiva
- 2<sup>nd</sup> Vice President - Louis Mitchell
- Treasurer - Mark Higgins
- Secretary - Elizabeth Beltran
- Immediate Past President - Mark Higgins

**Mr. DeBoer moved to present the abovementioned Slate of Officers and Directors to the Board of Directors at the May meeting for information only and for election at the annual meeting in June, Mr. Mitchell seconded the motion, and it passed unanimously.**

### ADJOURNMENT

The meeting was adjourned at 12:21 p.m.

/fl

*For Information Only*

**SLATE OF DIRECTORS  
FOR ELECTION  
JUNE 2020**

**DIRECTORS FOR ELECTION**

Rachelle Cabrera

Larry DeBoer

**DIRECTORS FOR RE-ELECTION**

Anila Guruji

Mark Higgins

Yudy Mazariegos

*For Information Only*

**SLATE OF OFFICERS  
FOR ELECTION  
JUNE 2020**

**SLATE OF OFFICERS FOR ELECTION**

**PRESIDENT**

Dina Richman

**VICE PRESIDENT**

Gloria Leiva

**2<sup>nd</sup> VICE PRESIDENT**

Louis Mitchell

**TREASURER**

Mark Higgins

**SECRETARY**

Elizabeth Beltran

**IMMEDIATE PAST-PRESIDENT**

Mark Higgins



# CLIENT ADVISORY COMMITTEE

Frank D. Lanterman Regional Center

Client Advisory Committee

May 11, 2020

MINUTES

**PRESENT**

Howard McBroom, Chair  
Thomas Fambro

**GUEST**

Rachelle Cabrera

**NOT PRESENT**

Arthur Corre  
Danielle Dejean  
Marilyn Franklin  
Garik Gyuloglyan  
James Li  
Vahan Nisanian

**STAFF**

Carmine Manicone  
Lyndon Marshall  
Helane Schultz  
Melinda Sullivan

**CALL TO ORDER**

The meeting was called to order at 4:30PM.

**REVIEW OF MINUTES**

The minutes of March 9, 2020 will be reviewed at the next meeting when there is quorum.

**FDLRC VIRTUAL MEETINGS DISCUSSION AND PLANNING**

Mr. McBroom stated that he thinks virtual meetings are great and have advantages such as not having to travel and staying home safe. Ms. Schultz asked the committee if they would like to have weekly meetings for clients virtually via Zoom. They agreed that they would like to do this

but did not decide on an age group or a date and time. Mr. McBroom volunteered to spearhead this project and Lanterman staff will follow up with him to see who can assist him to use Zoom.

### **VOTER EDUCATION/REGISTRATION DISCUSSION**

Mr. Manicone reported that this is an election year and opened the conversation about voter registration and education. He added that there are already some clients who are advocating and will send the committee more information about their template. Some committee members were interested in learning more about this and others were not. Discussion followed.

### **GOING DARK: JUNE OR JULY**

The committee decided that they would like to go dark in July.

### **NEXT MEETING**

The next meeting is scheduled on June 8, 2020.

### **ADJOURNMENT**

The meeting was adjourned at 5:20 PM

/gs

# PROGRAMS AND SERVICES COMMITTEE

Frank D. Lanterman Regional Center

Programs & Services Committee

May 13, 2020

MINUTES

**PRESENT**

Lupe Trevizo-Reinoso, Chair  
Oscar Carvajal  
Aaron Kitzman  
Yudy Mazariegos  
Howard McBroom

**GUESTS**

Debbie Cornejo  
Christopher Perri

**STAFF**

Adrian Jimenez  
Melinda Sullivan  
Carmine Manicone

**NOT PRESENT**

Karla Garcia  
Josephine Ko  
Michiko Wilkins

**CALL TO ORDER**

The meeting was held remotely using ZOOM and was called to order by Mr. McBroom at 10:06AM.

**APPROVAL OF MINUTES**

The minutes of February 12, 2020 were reviewed and approved by consensus. The minutes of April 8, 2020 were reviewed and approved by consensus.

**ANNUAL PERFORMANCE REPORT FOR FRANK D. LANTERMAN**

Ms. Sullivan explained that the Performance Report for Frank D. Lanterman Regional Center has been submitted to DDS and this is posted on the Center's website. This document is different from the performance plan; this is a summary report of that plan. The committee discussed the

growth of clients and Ms. Sullivan reported that it has been approximately nine straight months of caseload growth and in March, there were 111 new clients. She stated there is no conclusion yet regarding this, but it is most likely a cumulative reason. Mr. Manicone added that he has spoken with Early Start and Intake and those numbers are currently declining during the COVID pandemic. Ms. Sullivan reported that a mailing was sent out to over 90 clinics and pediatricians two weeks ago to remind and inform them that the center is still open for business. Discussion followed.

### **CASELOAD RATIO SURVEY**

Ms. Sullivan reported that we have sent the caseload survey to DDS and reviewed a summary of it with the committee. She added that most regional centers have not met the caseload ratio criteria. Discussion followed.

### **DDS DISPARITY TASKFORCE**

Mr. Kitzman reported that a few years ago DDS organized a disparity taskforce. This is comprised of service providers, families, and persons who receive services. There are also subgroups and Mr. Kitzman is a member of the system and fiscal reform group. At one of these meetings, the director of DDS Ms. Nancy Bargman, presented the Disparity Fund Project Overview. The committee reviewed this report. Discussion followed.

The committee members discussed different challenges and procedures that they are undertaking during this state of emergency; specifically via virtual meetings, tele-health and working from home. Ms. Sullivan reminded everyone about an important tenant: client choice. She also reminded everyone that they are waiting for the Governor's May Revise; which will be a budget update on Thursday May 14<sup>th</sup>.

### ***COVID-19 DATA***

Ms. Sullivan shared the following data as it relates to SIRs and COVID-19 at Lanterman. She explained that 93 Special Incident Reports (SIR) have been reported for someone who has been exposed. These individuals are in one of two categories: it was a family member or individuals living in large congregate settings. The following data is broken down by percentages, ethnicity, language, living situation, age and testing out of those 93 SIRs;

#### **ETHNICITY:**

- 42% Caucasian, 41% Hispanic, 11% African American, 3% Filipino (No Korean)

#### **LANGUAGE:**

- 73% English, 24% Spanish, 1 Russian, 1 Armenian, 1 Tagalog

#### **LIVING SITUATION:**

- 39% Family Homes, 20% Skilled Nursing Homes, 20% Licensed Homes, 13% Adults living independently

#### **AGE:**

- 3 and under: 3, 4-17: 14%, 18-29: 19%, 30-49: 24%, 50-79: 35%, 80 and up 2%

#### **TESTING**

- 14% were not tested, 41% Negative, 32% Positive, the rest: still pending more information/results

**DEATHS:**

- 1 (We are waiting for more information about this).

**PERFORMANCE PLAN 2020: Q1**

This item was tabled for the next meeting.

**GOING DARK: JUNE OR JULY**

The committee agreed that they do not want to go dark this year because of the state of emergency. Some annual topics may be put on hold, but they would like continue to meet. They are also interested in either having a joint meeting with SPAC or attending their meetings.

**OTHER**

Mr. Manicone asked the committee and Ms. Debbie Cornejo if she would like to be a voting member of the Programs & Services committee and all were in agreement.

**NEXT MEETING**

The next meeting is scheduled on June 10, 2020.

**ADJOURNMENT**

The meeting was adjourned at 11:32 AM.

/gs



SERVICE PROVIDER  
ADVISORY COMMITTEE

**Frank D. Lanterman Regional Center  
Service Provider Advisory Committee  
May 6, 2020  
Minutes**

This committee Zoom meeting was called to order at 10:02 AM and roll call was taken.

**SPAC MEMBERS PRESENT**

Kimberly West-Isaac  
Traci Jones-Martinez  
Keri Castaneda  
Jim Storck  
Yvonne Nakamoto  
Kyra Griffith  
Dee Prescott  
Nicole Hajjar  
Kelly White  
Greg Sanchez

**Guests:**

Janet Upjohn/Cheerful Helpers	Nancy Niebrugge/Campbell Ctr	Lisa Peterson/Shield Healthcare
Beatriz Diaz/In2Vision	Laura Campana/Way Finder Fam.	Cynthia Barron/ECF
Aida Herrera/ECF	Jacklin Pfaff/Total Ed. Solutions	Veronica Solano/Jeffrey Found.
Sam Anuakpado/LSSSC	Allan Baca/Inclusions Svs.	Andrea Devers/PCS Svs.
Azniv Tonoyan/In2Vision	Adrian Estrada/In2Vision	Carmen Haley/CIHSS
Joann Lockett/ECF	Cynthia Raimondi/ABLE	

**Staff**

Melinda Sullivan  
Karen Ingram

**Public Comments**

Mr. Sanchez asked for help identifying COVID-19 testing sites for staff working with LRC clients. He shared that direct staff should be tested as they are considered front line workers.

**Approval of Minutes**

The minutes from April 1, 2020 were accepted as submitted.

**Committee Check-In**

Members shared that for the most part everyone is doing well. They shared the following concerns:

- Some clients have tested positive.
- 90% of the families are now participating on the tele therapy sessions (EI).
- Need to use masks and thermometers when reinstating the in-person meetings.
- Difficult to hire help to care for clients that have tested positive even at \$20/hour
- What happens with SOE funding after May 15?

- ST providers conducting sessions while wearing masks doesn't work. NOTE: Ms. Prescott informed that Easterseals is working with a local company to produce "clear" masks; those interested should contact Ms. Prescott.

## **REPORTS**

### **Board**

Ms. Isaac reported the following:

- LRC reviewed the steps taken to allow all employees to work from home. Phone calls to families and providers are being made; virtual IPP meetings are being held; most committees and support groups are meeting virtually. It is business as usual, just not in person.
- The Budget was reviewed.
- Mr. Carmine Manicone was introduced as the new Associate Director for Client & Family Services.
- The Board voted to support AB 2024 (rates).
- ARCA is supporting a proposed change to Workers Comp risk factors. There is a hearing on May 18 to discuss the proposal.

### **HCBS Self-Assessment Status**

Ms. Ingram reported that DDS changed the deadline to submit the self-assessments from March 31 to June 30 due to the State of Emergency. She informed that 41% of providers have completed their self-assessments and strongly encouraged the 49% that have not responded to do so soon. The goal of the survey is to determine where providers are in meeting the new requirements. There is no expectation that providers be at 100% at this time.

### **Service Provider Breakfast**

Ms. Jones-Martinez informed that the committee has decided to cancel this year's breakfast due to the pandemic. Committee will meet at a later date to discuss the 2021 event or plan something different in lieu of the breakfast.

### **Provider Training Committee**

Ms. Prescott suggested that due to the circumstances, this training could possibly be done as a webinar. Another suggestion was having a round table discussion with breakout sessions within the Zoom settings. This was a popular idea. It was suggested having the training before September since one of the topics proposed was "Remote Services" which is currently happening. The committee will meet before the next SPAC meeting

### **Staff Training/Vendor Fair Committee**

Mr. Sanchez stated that the same format suggested for the Provider Training will apply to the Staff Training/Vendor Fair. He suggested recording "vignettes" of information to share with providers. The committee will meet before the next SPAC meeting.

## **OLD BUSINESS**

### **Legislative Advocacy**

- Ms. White shared that California State Senator Henry Stern continues to support AB 2024 and that advocacy needs to continue for the good of providers.

- Rate Study is on hold.
- Concern was shared regarding DDS possibly auditing providers who receive federal loans from the Paycheck Protection Program (PPP) and decreasing their rates. Ms. Sullivan informed that she participates in weekly calls with DDS and Regional Center Directors, and this topic has never come up.

### **DDS Updates**

#### **Review of New Covid-19 Directives**

Ms. Ingram reviewed the Directives that have come out since the April 1 SPAC meeting. She informed that Directives are still coming and those affecting providers will be shared as quickly as possible. The Directives can be found on the LRC and DDS websites.

### **LRC Updates**

#### **Review Implementation of Directives**

Ms. Ingram shared some COVID-19 numbers as of April 30:

- 924 clients have been tested
- 166 have tested positive – LRC has 7 clients
- 576 clients tested negative – LRC has 10 clients
- 175 clients are pending results – LRC has 3 clients
- 19 deaths related to COVID-19 – LRC has 1 client
  - 16 deaths unknown if they are related to COVID-19
- 236 hospitalized – KRC has none
- 152 employees (RC, DDS< Providers) tested positive – LRC has 10 providers
- No LRC employees have been affected.

Ms. Ingram strongly encouraged providers to follow the Center for Disease Control & Public Health recommendations to keep everyone safe.

### **NEW BUSINESS**

#### **CA Budget 20/21**

Ms. Ingram informed that the May Revise is due May 10. Word is that the 2020/21 budget will be a ‘workload’ budget with no new programs or services being funded. Governor Newsom’s priorities for funding are wildfire prevention, COVID-19, and the homeless crisis.

LRC is doing a survey of day programs to determine how remote services are going. There will be a series of Zoom conversations for providers to gather information and share ideas for providing services differently in response to social distancing and other factors. The meetings will start with day programs, but will also occur for children’s after-school programs and other group programs.

DDS has authorized Regional Center Executive Directors to approve Health & Safety Waivers related to COVID-19. Ms. Ingram shared the following:

- Residential providers were approved to receive additional funding for staff since clients are now home with the day programs closed. Providers received a form to provide information needed by LRC to calculate a rate for this additional staffing. Most residential providers

submitted a request. LRC is still processing the requests and setting up payment authorizations in the system.

- LRC will reimburse providers that are paying their direct care staff overtime due to the virus.
- LRC is also reviewing funding requests from providers working with COVID-19 positive clients who need to pay an incentive to staff to work with the clients.

#### **UPDATES/ANNOUNCEMENTS/CONCERNS**

None

#### **ADJOURNEMENT**

The meeting was adjourned at 11:26 AM

/ip

### *Service Provider Advisory Committee Meeting* **ATTENDANCE**

<b>2019-2020</b>	<b>N O V 19</b>	<b>D E C 19</b>	<b>J A N 20</b>	<b>F E B 20</b>	<b>M A R 20</b>	<b>A P R 20</b>	<b>M A Y 20</b>	<b>J U N 20</b>	<b>J U L 20</b>	<b>A U G 20</b>	<b>S E P 20</b>	<b>O C T 20</b>	<b>T O T A L</b>
<b>K. WEST-ISAAC - Chair</b>	<b>SP</b>	<b>X</b>	<b>N</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>N</b>				
<b>T. JONES MARTINEZ</b>	<b>B</b>	<b>X</b>	<b>O</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>O</b>				
<b>K. CASTANEDA</b>	<b>R</b>	<b>X</b>	<b>M</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>						
<b>N. HAJJAR</b>	<b>E</b>	<b>X</b>	<b>E</b>	<b>E</b>	<b>E</b>	<b>X</b>	<b>X</b>		<b>M</b>				
<b>D. PRESCOTT</b>	<b>A</b>	<b>E</b>	<b>E</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>E</b>				
<b>J. STORCK</b>	<b>K</b>	<b>X</b>	<b>T</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>E</b>				
<b>Y. NAKAMOTO</b>	<b>F</b>	<b>X</b>	<b>I</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>T</b>				
<b>G. SANCHEZ</b>	<b>A</b>	<b>X</b>	<b>N</b>	<b>X</b>	<b>X</b>	<b>E</b>	<b>X</b>		<b>I</b>				
<b>K. GRIFFITH</b>	<b>S</b>	<b>X</b>	<b>G</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>		<b>N</b>				
<b>K. WHITE</b>	<b>T</b>	<b>X</b>		<b>X</b>	<b>E</b>	<b>X</b>	<b>X</b>		<b>G</b>				