

**FRANK D. LANTERMAN REGIONAL CENTER**

**Administrative Affairs Committee**

**September 13, 2011**

**MINUTES**

**PRESENT**

Marjorie Heller, Chair  
Larry DeBoer  
Dina Richman  
Chris Scali  
Ed Solis  
Robert Wedemeyer

**STAFF**

Patrick Aulicino  
Barry Londer

**NOT PRESENT**

Chris Kearley  
Al Marsella

**CALL TO ORDER**

The meeting was called to order by Ms. Heller at 12:05 PM.

**APPROVAL OF MINUTES**

The minutes of August 9, 2011 were reviewed and approved by consensus.

**CHAIRPERSON'S REPORT**

Ms. Heller reported that the Board approved the auditor's engagement letters. Mr. Aulicino added that the audit begins September 19, 2011 and is expected to continue for two weeks.

Mr. Aulicino advised the Committee that Mr. Ron Kulek from Windes & McClaughry was at the Center for a session with service providers about the new requirements in the TBL regarding the need for certain providers to have an audit or independent financial review. There were approximately 70 in attendance.

## **BUDGET UPDATE**

Mr. Aulicino reported that the Center received our first contract amendment for 2011-12 for with amounts for POS and Operations. He reviewed a work sheet comparing this year and last year's allocations. Mr. Aulicino advised the Committee that the Center has not received an allocation for Community Placement Plan (CPP) and has not been given a specific date about when it will be received. Discussion focused on what some of the categories mean. The Committee reviewed the C-1 contract language and requested a copy of the contract via e-mail.

**Mr. DeBoer moved to recommend that the Board approve the C-1 contract. Ms. Richman seconded the motion and it was passed unanimously.**

## **DDS AUDIT & LANTERMAN RESPONSE**

Mr. Aulicino reported that the Committee received a draft of last year's audit for Fiscal Years 07-08, 08-09, and 09-10. The Center receives the findings, writes a response to DDS, and then DDS rebuttals either agreeing or disagreeing. Mr. Aulicino reviewed and explained Lanterman's response to the four findings. He reported that we should expect a response from the Department within a few months.

Ms. Heller advised the Committee that they could find the audit report in their packet and encouraged all to read it for more clarification and understanding of the process.

## **REVIEW OF FINANCIAL STATEMENTS**

Mr. Londer reviewed the financial statements through July 31, 2011.

### *Fiscal Year 2011-12*

In Operations (main contract), we have spent 7.2% of our C-1 budget allocation. In Purchase of Services (main contract), we have spent 6.8 % of our C -1 budget allocation, before we add in projected late bills. Including projected late bills, we have spent 8.2% of our C-1 allocation.

### *Fiscal Year 2010-11*

This month we recorded \$45,709 in Operations and \$1,241,065 in Purchase of Services (main contract). To date we have spent 96.7% of our Operations budget and 96.8% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and just less than a \$2 million surplus in Purchase of Services (main contract), due to substantial cost savings, minimal client caseload growth, and following the relinquishment of some excess funds.

*Fiscal Year 2009-10*

This month we recorded \$10,326 in Operations and \$3,274 in Purchase of Services. To date we have spent 99.8% of our Operations budget and 96.1% of our Purchase of Services budget (main contract). We are currently expecting a negligible surplus in Operations (main contract), and a surplus of about \$3.5 million in Purchase of Services.

Mr. Aulicino reviewed the POS recap sheet and stated that it is our anticipated spending. There is still a surplus and he pointed out the line about estimated case transfers which the Department has yet to adjust.

### **CALIFORNIA COMMUNITY FOUNDATION**

Mr. Aulicino advised the Committee that they can find the quarterly report in their packet and reported that there was a small positive net change to the fund in the past quarter.

### **NEXT MEETING**

The next meeting is scheduled on October 11, 2011.

### **ADJOURNMENT**

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

/gs