

Alta California Regional Center  
Finance Committee Meeting  
Monday, July 14, 2014  
Minutes

**Present:**

Anwar Safvi, Chair  
Cindy Benson  
Modean Gibson  
Walter Kaweski  
Brendan Peacock  
Austin Taylor (via phone)

**Facilitator:**

Larry Prosser

**Absent:** (\* excused)

Jon Nelson\*

**Board Members:**

Dan Lake

**Staff:**

Phil Bonnet, Executive Director  
Peter Tiedemann, Chief Operating  
Officer  
Lisa West, Executive Secretary

The Finance Committee met at 3:01 p.m. on Monday, July 14, 2014, in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Monthly Financial Report; 2) Contract of \$250,000 and above; 3) Review and approve proposed annual Board budget for 2014-15 FY; and 4) Authorize Line of Credit. All present provided self-introductions.

**Without objection, Anwar Safvi made the motion to adopt the Finance Committee meeting minutes of June 9, 2014 as submitted.**

\* EDD Audit Update – Mr. Safvi noted that as of today there is no update. In the future, since it is a legal matter, this agenda topic will be moved from Finance to the Executive Session.

1. ***Monthly Financial Report***

**Issue:** The monthly financial report is reviewed by the Finance Committee prior to presentation to the Board.

**Discussion and Action:** Mr. Tiedemann distributed the May 31, 2014 financial report which reflects eleven months of expenditures for the current fiscal year (FY). ACRC has expended 88.4% of Purchase of Services (POS) and 90.8% of Operations (OPS).

Mr. Tiedemann is projecting that ACRC will have a balance of between \$541,000 and \$572,000 in POS funding this FY. This amount has decreased from previous months due to a greater than expected growth rate and an increase in day program expenditures.

ACRC is the only regional center that is projecting a sufficient funds at this time. There are some centers that are projecting significant deficits, but Mr. Tiedemann

believes it's affected by the allocation methodology that the Department of Developmental Services (DDS) is using.

ACRC was supposed to receive our first cash advance today for the new FY; Mr. Tiedemann is hopeful that it will arrive within the next few days.

**Without objection, Anwar Safvi made the motion to accept the monthly financial statement as submitted.**

2. ***Contract of \$250,000 and above***

**Issue:** The committee needs to review and approve contracts of \$250,000 and above.

**Discussion and Action:** Mr. Tiedemann shared that there is a contract totaling \$800,000 for a delayed egress facility. This contract will utilize start-up funds through the Community Placement Plan (CPP). The 15-bed residential facility is a joint project with Regional Center of the East Bay (RCEB) and is specifically for those individuals moving out of developmental centers (DCs). He explained that a delayed egress facility is for those individuals who have significant behavioral issues – it's a bridge between a locked facility and a building where you can come and go as you please.

Because ACRC had to encumber the funds in the last FY, the contract had to be signed by June 30<sup>th</sup>. This money was allocated for this delayed egress facility. If the Board chose not to sign the contract, this money cannot be used for another purpose.

This is the first year that regional centers will be doing these joint projects. This facility will be located in ACRC's catchment area, but RCEB will be able to place their clients in the facility too.

It will take between 18 months to two years for this facility to be built. Once the facility is completed, ACRC will still need to negotiate their rate. This is part of the state's long-term plan to depopulate the DCs; one delayed egress is being built in Northern California and another one is being built in Southern California.

**M/S/C (Modean Gibson) To approve the contract as presented. (6 in favor)**

3. ***Review and approve proposed annual Board budget for 2014-15 FY***

**Issue:** The committee needs to review and approve the proposed 2014-15 Board budget.

**Discussion and Action:** Mr. Tiedemann distributed the proposed budget for the 2014-15 FY for review. The current Board budget is \$16,750. As of June 30<sup>th</sup>, the Board has spent \$13,768.

Mr. Tiedemann shared that this process is not a DDS requirement. Mr. Peacock shared that he and Ms. Gibson have talked about possibly holding some additional trainings and other events for the Board. He asked if things could be adjusted to accommodate these items. Mr. Tiedemann shared that money can be moved around as needed.

**M/S/C** (Modean Gibson) **To approve the Board budget for the 2014-15 FY as submitted. (6 in favor)**

#### 4. ***Authorize Line of Credit***

**Issue:** Committee needs to authorize ACRC's lines of credit.

**Discussion and Action:** Mr. Tiedemann shared that U.S. Bank has a line of credit on "stand-by" for ACRC if needed; they don't want it authorized unless it is truly needed as they do not want to hold unrealistic liability on their books. He does not expect ACRC to need the line of credit in the near term and has agreed to contact them if our cash flow becomes an issue.

- **Information only**

***\*A joint presentation by staff regarding the State Budget Update before the Finance Committee and the Executive Committee will commence at 3:30 p.m.***

The next Finance Committee meeting is scheduled on **Monday, September 8, 2014**, at 3 p.m. The meeting adjourned at 3:31 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet