

Alta California Regional Center
Finance Committee Meeting
Monday, November 13, 2017
Minutes

Present:

Dan Lake, Acting Chair
Anwar Safvi, Chair (via phone)
Cindy Benson
Tatiana Kuzminchuk
Retha Seabron
Rita Walker

Absent: (* excused)

Michelle Rewerts*
Steven Sanchez*

Board Members:

Amy Lampe
Austin Taylor

Facilitators:

Amy Fulk
Larry Prosser

Staff:

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

The Finance Committee met at 5:02 p.m. on Monday, November 13, 2017, in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Monthly Financial Report; 2) Contracts over \$250,000; and 3) Start-up Funds for Residential Care Home – El Dorado County. All present provided self-introductions.

Without objection, Dan Lake made the motion to adopt the Finance Committee meeting minutes of October 10, 2017 as submitted.

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 September 30, 2017 financial report which reflects three months of expenditures for the current fiscal year (FY). ACRC has expended 22.4% of Purchase of Services (POS) and 26.2% of Operations (OPS).

Mr. Tiedemann noted that the first projections for the POS funds are due to the Department of Developmental Services (DDS) on December 10th, so he will have more information to share at the January meeting.

Without objection, Dan Lake made the motion to accept the monthly financial statement as submitted.

2. ***Contract over \$250,000***

- There are no contracts to approve at this time.

3. **Start-up Funds for Residential Care Home – El Dorado County**

Issue: The committee will discuss further information about a donation to the agency.

Discussion and Action: Mr. Tiedemann shared information with this committee a few months ago about some funds that were bequeathed to the agency from a family after a client passed away. The family requested that these funds, just over \$145,000, be used to develop residential services for our clients in El Dorado County. ACRC plans on using the same model that is being used to develop homes for the clients moving out of Sonoma Developmental Center (CCP model); a non-profit owns the home and another provider operates the home.

ACRC has received a proposal from a developer that we work with for our Community Placement Plan (CPP). If possible, we would like to develop two homes utilizing \$160,000 in start-up funding for each Level 4I home (for individuals with severe behavioral issues). Mr. Bonnet and Mr. Tiedemann are seeking Board approval to expend up to \$200,000 from ACRC's contribution account to enter into an agreement with the developer, assuming that we can find the right houses, if not, we will develop one home.

With the start-up funding, the hope is that both homes would require a minimal amount of remodeling. Primarily, we have to bring the homes up to code. Due to the needs in the community, we may need to remodel at least one room, per home, for a non-ambulatory client. There are no timelines with this development; we can take our time on finding the right homes that will meet the needs of our clients.

Mr. Bonnet explained that the contribution account is used for things that POS does not cover. We do not have to get DDS' approval on this and using the \$145,000 that was bequeathed to the agency does not require Board approval. Once these homes are put in perpetuity, the homes will remain a living option for our clients.

ACRC is not permitted to use our POS funding for start-up funds for any type of development.

Mr. Tiedemann spoke with our attorney and he has no concerns regarding this plan.

M/S/C (Cindy Benson) **To utilize up to \$200,000 from ACRC's contribution account for start-up funding for two residential facilities in El Dorado County.** (6 in favor)

***A joint presentation by staff regarding the State Budget Update before the Finance Committee and the Executive Committee will commence immediately after this meeting.**

The next Finance Committee meeting is scheduled for **Monday, January 8, 2018**, at 5 p.m. The meeting adjourned at 5:20 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Phil Bonnet