

Alta California Regional Center  
Finance Committee Meeting  
Monday, March 11, 2019  
Minutes

**Present:**

Anwar Safvi, Chair  
Dan Lake  
Michelle Rewerts  
Steven Sanchez (via phone)  
Retha Seabron  
Yang Sun (via phone)  
Rita Walker

**Facilitators:**

Amy Fulk  
Cheryl Worthley

**Board Members:**

Eric Ciampa  
Romilda Jones  
Amy Lampe  
Paul Platner  
Austin Taylor (via phone)

**Staff:**

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

The Finance Committee met at 5:01 p.m. on Monday, March 11, 2019, in the Brenda Smith Conference Room at Alta California Regional Center to discuss: 1) Monthly Financial Report; 2) Contracts over \$250,000; and 3) Review Annual Client-to-Service Coordinator Ratio Report. All present provided self-introductions.

**Without objection, Dan Lake made the motion to adopt the Finance Committee meeting minutes of February 11, 2019 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 January 31, 2019 financial report which reflects seven months of expenditures for the current fiscal year (FY). ACRC has expended 56.9% of Purchase of Services (POS) and 56.6% of Operations (OPS).

Mr. Tiedemann is projecting that ACRC will need between \$8 and \$8.6 million in additional POS funding for this FY. He noted that Community Placement Plan (CPP) funding is designated for approved projects and cannot be used for anything else.

ACRC received our second contract amendment on February 14<sup>th</sup>. This included \$694,000 in OPS funding for CPP staff, \$41,000 in POS funding and \$2.1 million in CPP POS funding. ACRC staff will be contracting with providers to implement the start-up funds that are a part of our CPP. Although this is an ongoing process, we must enter into contract with them by June 30<sup>th</sup>.

We do not have any timeline as to when we might receive any additional amendments from the Department of Developmental Services (DDS).

**Without objection, Anwar Safvi 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. Review Annual Client-to-Service Coordinator Ratio Report**

**Issue:** The committee needs to review the annual caseload ratios.

**Discussion and Action:** Mr. Tiedemann shared that regional centers are required to submit their annual caseload ratios DDS by March 1<sup>st</sup>. ACRC's caseload ratios are as follows:

<b>Category</b>	<b>Actual Ratio</b>	<b>Required Ratio</b>
Medicaid Waiver	77.1	62
Age 36 mths and under	58.5	62
Moved from DC, lived in com > 24 mths	61.5	62
Moved from DC, lived in com between 12 and 24 mths	42.4	62
Moved from DC within last 12 mths	27.2	45
All others	79.3	66

ACRC is currently in the process of recruiting for 15 Service Coordinator (SC) positions which will improve our caseload ratios, but we are continually acquiring new clients, as well.

- **Information only.**

**\*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, May 13, 2019**, at 5 p.m. The meeting adjourned at 5:17 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet