

Alta California Regional Center
Finance Committee Meeting
Monday, June 10, 2024
Minutes

Present:

Anwar Safvi, Chair
Johnny Deng
Dan Lake
Kelly Pennington
Michelle Rewerts

Facilitator:

Amy Fulk

Visitors:

Steve Andrews
Maureen Fitzgerald

Absent: (* excused)

Tom Hopkins

Board Members:

Garrett Broadbent
EunMi Cho
Amy Lampe

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating Officer
Jennifer Bloom, Director of Client
Services
John Decker, Director of Community
Services
Camelia Houston, Director of Intake
& Clinical Services
Lisa West, Executive Secretary

The Finance Committee met on Monday, June 10, 2024, at 4:04 p.m. to discuss:
1) Monthly Financial Report; 2) POS Contracts for \$250,000 and above; 3) OPS
Contracts of \$100,000 and above; and 4) Review Insurance Coverage.

**Without objection, Anwar Safvi made the motion to adopt the Finance
Committee meeting minutes of May 13, 2024, 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: The April 30, 2024 financial report indicates that with ten months or 83.3% of the fiscal year (FY) elapsed, ACRC has expended 74.4% of Purchase of Services (POS) and 76.1% of Operations (OPS).

Our expenditures under POS are based on Individual Family Service Plan/Individual Program Plan (IFSP/IPP) authorizations that are already in the system with an identified service provider. We also need to plan for "late billings." Historically, clients do not utilize all of their authorizations; therefore, leaving a larger surplus but this surplus is hard to identify since the fiscal year is still active and our authorizations are still active and available for clients to utilize. Once the authorizations are issued, the regional center does not have as much input as the client primarily directs authorization utilization.

As mentioned last month, the E-2 amendment included OPS funding for tuition reimbursement and specialized home monitoring requirements.

Without objection, Kelly Pennington made the motion to recommend to the full Board the acceptance of the monthly financial report as submitted.

2. ***POS Contracts for \$250,000 and above***

Issue 1: Statewide FMS RFP Northern Region

Discussion and Action: ACRC took the lead on the Financial Management Service (FMS) project and is coordinating a \$6 million statewide Request for Proposal (RFP) into three regions – Northern, Central and Southern. After completing the interviews, ACRC will award \$2.6 million for the Northern Region, across three different candidates:

Ridgeline Pediatric & Quist CPA Group will use these funds to hire staff and train staff to begin offering FMS supports. They will support regional centers in offering the co-employer model, as well as FMS Nursing.

Without objection, Kelly Pennington made the motion to recommend to the full Board the approval of the \$800,000 contract for Ridgeline Pediatric & Quist CPA Group as presented.

HR Alliance will use these funds to hire staff and establish an office in California. They specifically will assist ACRC in offering the co-employer model, as well as FMS Nursing.

Without objection, Johnny Deng made the motion to recommend to the full Board the approval of the \$800,000 contract for HR Alliance as presented.

Acumen will use these funds to enable technology that will shorten response times to planning teams, providers, and regional center staff and to expand self-determination and participant directed opportunities.

Without objection, Kelly Pennington made the motion to recommend to the full Board the approval of the \$1 million contract for Acumen as presented.

Issue 2: 21/22 Generator Project

Discussion and Action: Mr. Decker shared that ACRC was awarded \$335,000 through Community Placement Plan (CPP) funding to install portable generators into

67 care homes and intermediate care facilities (ICFs). MTB Construction will acquire a portable generator, gas cans with gas gift cards, and the necessary cords and equipment and plan for delivery to each facility.

Without objection, Kelly Pennington made the motion to recommend to the Executive Committee the approval of the \$335,000 contract for MTB Construction as presented.

3. OPS Contracts of \$100,000 and above

Issue: LACC Contracts

Discussion and Action: Mr. Ahmad shared that these funds are not yet designated for a particular FY; ACRC will know more information within the next few months. In order to utilize the funds appropriately, there are two projects that are predesignated. Ms. Bloom provided an overview of the projects.

Vision y Compromiso plans to train trainers to help support Spanish speaking families and children ages 0 to 18 years in Sacramento, Sutter and Yolo counties. Services include social supports, referral, education, advocacy, service navigation, and warm hand-off to service providers. 1:1 and social/group opportunities are available.

They plan to serve 8 to 15 families at a time, while providing home visits to increase access to community resources.

Without objection, Kelly Pennington made the motion to recommend to the full Board the approval of the Vision y Compromiso contract for up to \$225,000 as presented.

The MIND Institute plans utilize the funds in their "Culturally Responsive Resources for Transition to Adulthood." They will develop a culturally and linguistically responsive toolkits and videos to support Spanish speaking and Black/African American individuals with intellectual and developmental disabilities (IDD), their caregivers and service coordinators to build youth independence and navigate the systems encountered during the transition to adulthood. All of ACRC's ten counties will be served.

They plan to serve 500 African American families ages 16 to 21 years and 1,000 Spanish speaking families.

Without objection, Kelly Pennington made the motion to recommend to the full Board the approval of the MIND Institute contract for up to \$317,498 as presented.

4. **Review Insurance Coverage**

Issue: The committee will review the agency's insurance coverage.

Discussion and Action: Mr. Ahmad provided an overview of ACRC's Liability Insurance for the 2024-25 FY. The premium summary compares the agency's insurance coverage for the expiring year versus the renewal year (renewing on July 1st).

There is a notable 16.5% increase for the Commercial Package, which is due to our growth. Other increases include 6% for Crime and 9% for the Executive Package.

The overall insurance policy increase is 11%. This insurance also covers the Board of Directors and any cyber-attacks that ACRC may encounter.

There are no changes to coverage; inflation pressures exist, and claims are steady. Mr. Ahmad and Mr. Decker will be revising our service provider contracts which will protect us regarding liability issues.

Information only.

The next Finance Committee meeting is scheduled for **July 8, 2024**. The meeting adjourned at 4:50 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales