

Alta California Regional Center  
Finance Committee Meeting  
Tuesday, October 9, 2018  
Minutes

**Present:**

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

**Board Members:**

Eric Ciampa  
Amy Lampe

**Facilitators:**

Amy Fulk

**Visitors:**

Karen Young

**Staff:**

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

The Finance Committee met at 5:01 p.m. on Tuesday, October 9, 2018, in the Brenda Smith Conference Room at Alta California Regional Center to discuss:  
1) Contracts over \$250,000; 2) Review DDS vendor audit requirements for current FY; 3) Review annual vendor audit report conducted including any recoveries; and 4) Office Leases. All present provided self-introductions.

**Without objection, Anwar Safvi made the motion to adopt the Finance Committee meeting minutes of July 9, 2018 as submitted.**

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

- There are no contracts to approve at this time.

2. ***Review DDS vendor audit requirement for current FY***

**Issue:** The committee will review DDS' vendor audit requirement for the current FY.

**Discussion and Action:** Mr. Tiedemann shared that the Department of Developmental Services (DDS) is requiring ACRC to conduct 17 vendor audits in the 2018-19 fiscal year (FY). These are required as part of our contract with DDS and they are for providers that are paid under \$100,000 per year.

ACRC staff have asked for permission to audit providers that are paid more than \$100,000. DDS usually approves these requests; they have only declined our request when they have plans to audit them.

- **Information only.**

3. **Review annual vendor audit report conducted including any recoveries**

**Issue:** The committee will review the annual vendor audit report from the last FY.

**Discussion and Action:** ACRC conducted 17 audits in the 2017-18 FY and recovered \$389,330. Some of the vendors that owed ACRC money have been deactivated.

- **Information only.**

4. **Closed Session** – at 5:17 p.m. the Finance Committee adjourned to closed session in order to discuss real estate issues.

5. **Announcement of Closed Meeting Discussion** – at 5:42 p.m. the Finance Committee reconvened in open session following a closed session in which real estate issues were discussed.

**\*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, November 5, 2018**, at 5 p.m. The meeting adjourned at 5:42 p.m.

Lisa West  
Executive Secretary

cc: ACRC Board of Directors  
Phil Bonnet