

Alta California Regional Center
Finance Committee Meeting
Monday, March 10, 2025
Minutes

Present:

Anwar Safvi, Chair
Johnny Deng
Tom Hopkins
Dan Lake
Kelly Pennington

Visitors:

Steve Andrews
Loretta Duncan-Fowler
Maureen Fitzgerald
Peter Mendoza

Board Members:

Carmen Aguilar
Jackie Armstrong
Garrett Broadbent
EunMi Cho
Amy Lampe
Akkia Pride-Polk
Steven Sanchez

Facilitators:

Amy Fulk
Naomi Smith

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
Mechelle Johnson, Director of Client
Services
Faye Tait, Associate Client Services
Director
Lisa West, Executive Secretary

The Finance Committee met on Monday, March 10, 2025, at 4:04 p.m. to discuss:
1) Monthly Financial Report; and 2) Review Annual Client-to-Service Coordinator
Ratio Report.

**Without objection, Anwar Safvi made the motion to adopt the Finance
Committee meeting minutes of February 10, 2025 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 January 31, 2025 financial report indicates that with
58.3% of the year elapsed, ACRC has expended 55.5% of Purchase of Services
(POS) and 48.5% of Operations (OPS) for the current fiscal year (FY).

Mr. Ahmad noted that although rate increases have been implemented, not all costs
of the rate study are reflective in his report. Previously, ACRC's average monthly
POS expenditure was approximately \$60 million, and now it has increased to \$70+
million. He shared that our POS expenditure will continue to increase.

Mr. Ahmad expects to exhaust our agency's POS allocation during the current FY.
Our base contract from the Department of Developmental Services (DDS) gave us

\$700 million. The first allocation has been received, and we should receive the second within the next few months.

The biggest unknown is how much the rate increases will affect our expenses.

Without objection, Anwar Safvi made the motion to recommend to the full Board the acceptance of the monthly financial statement as submitted.

2. ***Review Annual Client-to-Service Coordinator Ratio Report***

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

Discussion and Action: Annually, regional centers are required to report their caseload ratios to DDS.

As of March 1st, ACRC's caseload ratios are as follows:

Date	Complex Needs	Low to No POS	Medicaid Waiver	Age 0-5	Moved from DC within Last 12 Months	All Others
10/1/2022 Ratio	23	32	85	65	24	85
3/1/2023 Ratio	23	36	81	64	53.6	77
3/1/2024 Ratio	21.2	32.4	74.7	52.1	20.9	73.2
3/1/2025 Ratio	24.1	34.3	72	43	11	71.1
Required Ratio	25	40	62	40	45	66

Previously, this report compares the prior year only, but to illustrate growth in hiring, the chart provides the data from the past four years. ACRC currently has 775 staff, and our Human Resources (HR) Department is working diligently to fill open positions (both growth and backfill).

The vast majority of clients (95%) fall into the "Medicaid Waiver", "Age 0-5" and "All Others" categories.

- **Information only.**

Mr. Ahmad shared a chart onscreen entitled "2023-2024 Purchase of Services by Regional Center" and noted that DDS does not produce this chart for their own tracking purposes, rather this chart was created at the Public Records Act (PRA) request of a community member.

- The report reflects regional centers' utilization rates between total services authorized and services billed. ACRC, for presentation purposes, added additional columns to compare each regional center's expenses to their budget contract allocated and compares per capita expenditures for each regional center to statewide average. ACRC spent 85% of its allocation; all 21 regional centers in total spent 88% of the statewide allocation. POS authorizations practices vary across the state. Some regional centers write minimum POS amounts and amend POS when more hours are designated. Others write for maximum utilization per month. Some examples include:
 - Day programs bill on a daily rate. Maximum billable days are 23 days per month, so regional centers put in 12 months at 23 days each, knowing that all of the days will not be billed due to holidays, staff training days, etc.
 - Respite is also a category with elevated POS hours. A client may be authorized 90 hours per quarter for respite service, but due to their personal reasons, may only need half of those hours for a particular quarter, while the regional center continues to fulfill the services reflected in the Individual Program Plan/Individual Family Service Plan (IPP/IFSP).
- Per Capita, as compared to the statewide data, ACRC is spending \$18,468 annually per client or 90% of statewide average.

Ms. Banales and Mr. Ahmad met with the Director of DDS who stated that the utilization amount is not the appropriate measure to consider. The appropriate measure is to compare regional center budgeted allocation of POS to percentage spent, making sure that regional centers do not exceed their allocation. This is not a functional report that the department utilizes.

The next Finance Committee meeting is scheduled for **Monday, May 12, 2025**. The meeting adjourned at 4:33 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales