

Alta California Regional Center
Finance Committee Meeting
Monday, September 8, 2025
Minutes

Present:

Anwar Safvi, Chair
Johnny Deng
Tom Hopkins
Dan Lake

Absent: (* excused)

Kelly Pennington*

Board Members:

Carmen Aguilar
Garrett Broadbent
Amy Lampe

Facilitators:

Amy Fulk
Naomi Smith

Visitors:

Maureen Fitzgerald
Benita Shaw

Staff:

Lori Banales, Executive Director
Iqbal Ahmad, Chief Operating Officer
Jennifer Bloom, Director of Client Services
Tracy Brown, Associate Client Services Director
John Decker, Director of Community Services
Jon Horbaly, IT Support Technician
Camelia Houston, Director of Intake & Clinical Services
Kenisha Hurd, Associate Client Services Director
Mechelle Johnson, Director of Client Services
Faye Tait, Associate Client Services Director
Lisa West, Executive Secretary

The Finance Committee met on Monday, September 8, 2025, at 5:00 p.m. to discuss: 1) Monthly Financial Report; 2) DDS Final Audit Report; 3) Review DDS Vendor Audit Requirement for Current FY; and 4) Review Annual Vendor Audit Report.

Without objection, Anwar Safvi made the motion to adopt the Finance Committee meeting minutes of July 14, 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: ACRC received our preliminary allocation (B1) from the Department of Developmental Services (DDS) at the end of June, which equated to approximately 75 to 80% of our budget for the current fiscal year (FY). The B2 amendment was expected to bring our total allocation to approximately 97-99% for the FY.

After the department released the B2 amendment, regional centers identified several significant discrepancies and contacted DDS. The department then released

the revised B2 amendments late Friday, which still had missing funding for some programs.

DDS has stated that they should publish the corrected revision by the end of this week. In light of this, Mr. Ahmad will provide his projections for the current FY at the October Finance Committee meeting.

- **Information only.**

2. **DDS Final Audit Report**

- DDS audits regional centers on a biannual schedule – the current audit covers FYs 2022-23 and 2023-24.
- Mr. Ahmad noted that the Executive Summary at the beginning of the report notes two findings, which DDS allowed ACRC to respond to prior to finalizing the report:
 - Finding 1: Overstated Claims
 - The department identified 20 vendors who were overpaid due to duplicate payments or overlapping authorizations totaling \$44,898.46. During the audit period, ACRC recovered all but \$608, which has since been recovered.
 - Mr. Ahmad stated that it is important to note that DDS reviews over 1,000 service providers and roughly 6,000 authorizations. Although we strive for 100% accuracy, sometimes there are duplicates in the system that do not get caught. He believes this reflects well on ACRC's Accounting Team.
 - Finding 2: Vendor Files Not Reviewed Biennially
 - Mr. Decker noted that every two years, regional centers are required to do these reviews. In 2022, DDS made sure that ACRC had a process in place to complete these biannual reviews. This is a relatively new item for the past two audits.
- Overall, this was a positive audit report, which reflects strong internal controls and processes in which the vast majority of the expenditures, programs, and delivery of service is in compliance with our contract and regulations. This was also reflected in our exit conference with the DDS auditors, and we thanked them for the opportunity.

3. **Review DDS Vendor Audit Requirements for Current FY**

Issue: The committee will review DDS vendor audit requirements for the current FY.

Discussion and Action: Under the DDS Directive, ACRC was notified that we are required to conduct 19 vendor audits in FY 2025-26. These audits consist of billing audits, cost verification and/or staffing audits and Early Start audits.

Mr. Ahmad noted that these audits are for vendors that bill for under \$100,000, which is the most challenging part of these audits.

- **Information only.**

4. ***Review Annual Vendor Audit Report***

Issue: The committee will review the DDS' annual vendor audit report from the previous FY.

Discussion and Action: Mr. Ahmad shared a summary of the ACRC audits that were completed in FY 2024-25. Of the 17 audits that were conducted, 11 of them had financial findings; five of which were under \$1,000. He reviewed the details of the recoveries and shared that ACRC has collected monies from audits conducted in prior years, as well.

- **Information only.**

The next Finance Committee meeting is scheduled for **Monday, October 6, 2025**. The meeting adjourned at 5:23 p.m.

Lisa West
Executive Secretary

cc: ACRC Board of Directors
Lori Banales