

**REPORT ON ADMINISTRATIVE EXPENDITURES**

Regional Center: EASTERN LOS ANGELES REGIONAL CENTER

Date Completed: 11/21/2018

Contact Person: PATRICIA ALVAREZ

Telephone: 626-299-4794

**INSTRUCTIONS:** Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2017-18, including:

- only those expenditures made from the regional center Operations budget;
- all administrative services purchased including, but not limited to, managerial, consultant, accounting, personnel, labor relations, and legal services; and,
- expenditures procured under a contract or otherwise.

*Do not include contracts for the maintenance, repair or purchase of equipment or property.*

You may copy and use additional sheets of this form.

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Edith Hernandez	Consultant	In collaboration with the Chief of Consumer Srvcs, will update POS/OPS policies, plan and implement policy. Develop & update training & information for consumer services staff. Will provide support for ABA transition efforts. Develop & analyze statistics related to Consumer Srvcs service delivery. Act as agency rep. for Fair Hearings including needed research, analysis, case develop. & defense in fair hearing. Act as liaison w/ internal/external parties. Provide unit support for Service Coord. activities in absence of unit supervisor.	\$114,400.00

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Windes, Inc.	CPA Accounting Services	Audit of Financial Statements for the FY17/18. Prepared Federal and State exempt organization returns for tax year ending 06/30/2018.	\$ 56,150.00
Miller,Kaplan,Arase & Co., LLP.	CPA Accounting Services	Pension Plan Audit 401A for FY 17/18 in connection with its annual reporting obligation under ERISA. Pension Plan Audit 403B for FY 2017/2018.	\$ 14,000.00
Musick, Peeler & Garrett LLP	Legal Services	Legal Counsel on Gen.Labor Matters, employ. performance & conflict issues, discipline, & LOA issues related to Benefits coordination. Leave rights of Employee. Behavior of employee upon return from leave. Final written warnings. Review of Landlord's Lease Amendment & Side Letter.	\$ 20,165.50
Enright & Ocheltree, LLP	Legal Services	Legal Counsel on Vendor and Consumer issues, Restraining orders, General Matters, Consumer family's complaints, Hearings in Dependency Ct. Responding to Subpoena and Depositions notices. Drafting legal Representation letters. Response to Audit Letter.	\$ 10,486.66
Benton, Orr, Duval & Buckingham	Legal Services	Legal Counsel for general Lanterman Act disputes:Fair hearings,vendor appeals. Labor issues re: PDL, FMLA, CFRA & ADA disability leave.	\$ 32,181.95

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Christina Tang	Consultant	Independent contractor in collaboration with the Community Services Unit Sup. & Specialist will provide orientation, transition support & assistance to CSS, Sup., & Mgr regarding CPP projects as deemed necessary. In collaboration with Consumer, Residential, CSS units & CPP staff, will participate as needed in activities to develop through completion highly specialized, residential facilities including but not limited to: ELARC CPP Workgroup; mtgs or follow-up w/ service provider contractor; Srvc Provider; agencies etc..	\$ 35,367.26
Martin Cogan	Consultant	Independ. Contractor assists in providing continuity in completion of startup development and/or vendorization activities in process & pending. Transition activities with Mgr. & Supervisor of Community Srvs Dept./Unit for projects in process/pending for continuity and smooth transition into agency operations and staff workloads. Other work as mutually agreed to by both parties	\$ 51,025.00

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Don Daniels	Consultant	Consultant and Project Director of ELARC's CPP Plan for FY 17-18. The CPP Plan paid about 85% of his salary, ELARC paid the difference.	\$ 12,950.00
Gloria Medina Rodas	Consultant	In collaboration with the Chief of Consumer Svcs, will develop & implement systems to facilitate the transition of consumers receiving ABA svcs. who are under 21 yrs. & have a diagnosis within the autism spectrum & are Medi-Cal recipients. Will consult/train staff as needed & interface w/ units/depts in the agency.	\$ 10,804.00
Apple One Temporary and Permanent Employment	Temporary Employment Agency	Clerical services- Administration, Intake, Case Management, Early Intervention, and Community Services	\$ 84,494.15
Brenda M. Ortega	Administrative Contractor	Provide Training for the new Rates and Vendorization Coordinator	\$ 4,365.00
Alina Alvarez	Administrative Contractor	Contractor will act as Interim Human Resource Manager	\$ 16,744.00