

**REPORT ON ADMINISTRATIVE EXPENDITURES**

Regional Center: EASTERN LOS ANGELES REGIONAL CENTER

Date Completed: 11/22/2017

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**INSTRUCTIONS:** Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2016-17, 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 16-17
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. Develop needed forms & adapt training mtrls & presentations to staff & community. 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 16-17
Windes, Inc.	CPA Accounting Services	Audit of Financial Statements for the FY16/17. Prepared Federal and State exempt organization returns for tax year ending 06/30/2017.	\$ 54,500.00
Miller,Kaplan,Arase & Co., LLP.	CPA Accounting Services	Pension Plan Audit 401A for FY 16/17 in connection with its annual reporting obligation under ERISA. Pension Plan Audit 403B for FY 2016/2017.	\$ 14,000.00
Musick, Peeler & Garrett LLP	Legal Services	Legal Counsel on General Labor Issues and response to Audit letter. Legal Counsel re: employee perform.issues, discipline, FMLA & review of social media policy. Review of Landlord's Lease & SNDA. Response to Audit Letter.	\$ 16,859.10
Enright & Ocheltree, LLP	Legal Services	Legal Counsel on Fair Hearings, Writs of Administrative Mandamus, Conservatorships, Vendor & Consumer issues , SIRs & General matters. Opposition to Motion for Joinder. Review & analyze Deposition Subpoena. Response to Audit Letter.	\$146,023.09
Benton, Orr, Duval & Buckingham	Legal Services	Legal Counsel for general Lanterman Act disputes:Fair hearings,vendor appeals,W&I code 6500 matters and Penal Code 1368 matters.	\$ 4,320.00

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 16-17
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..	\$ 29,720.96
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	\$ 53,855.00

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 16-17
Don Daniels	Consultant	Consultant and Project Director of ELARC's CPP Plan for FY 16-17. The CPP Plan paid about 90% of his salary, ELARC paid the difference.	\$ 8,900.00
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.	\$ 21,924.00
Law Offices of Edward D. Maman	Legal Services	Attorney services provided to ELARC in connection with the Post-Closing activities of the T. Bailey Manor, a supportive Multifamily property.	\$ 3,325.00