



North Los Angeles County Regional Center

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www.nlacrc.org

ADMINISTRATIVE AFFAIRS COMMITTEE – Via Zoom

Thursday, February 20, 2025

6:00 p.m.

~ **AGENDA** ~

- I. **Call to Order & Introductions** (*1 min*)
- II. **Committee Member Attendance/Quorum** (*1 min*)
- III. **Agenda** (*Page 2*)
- IV. **Public Input** (*3 min per person / 3 attendees max*)
- V. **Consent Items** (*3 min*)
 - A. Approval of Minutes from the November 21st Meeting (*Page 5*)
- VI. **Action Items**
 - A. Lindquist, Von Husen & Joyce Presentation of NLACRC's FY2023-24 Audited Financial Statements (*10 min*) (*Page 9*)
 - B. Review of Insurance FY2025-2026 – Gallagher Insurance (*10 min*) (*Page 35*)
 1. Joint Powers Authority/Pooling
 - C. Approval of Purchase of Services Startup Contracts – Vini Montague (*3 min*)
 1. Brilliant Corners, PL2188-999 – Contract Amendment (*Page 48*)
 2. CPP/CRDP Startup Projects, Various Vendors – New Contract (*Page 53*)
 - D. Approval of Operations Contract – Vini Montague (*3 min*)
 1. ePlus Technology (Palo Alto Networks) (*Page 60*)
- VII. **Committee Business**
 - A. Board Policies & Procedures – *Defer*
 - B. 2nd Quarter Reporting of New Vendorizations – Arshalous Garlanian (*Page 63*) (*3 min*)
 - C. Quarterly Fees Reports for PRMT and UAL – Vini Montague (*3 min*)
 1. 2nd Qtr. PRMT Fees Report by U.S. Bank (*Page 64*)
 2. 2nd Qtr. UAL Fees Report by U.S Bank & PFM Asset Mgmt (*Page 65*)

- D. Financial Reports – Vini Montague (3 min)
 - 1. October 2024 (Page 70)
 - 2. November 2024 (Page 71)
 - 3. December 2024 (Page 78)

- E. Admin vs. Direct Allocation Report – Vini Montague (3 min)
 - 1. October 2024 (Page 85)
 - 2. November 2024 (Page 86)
 - 3. December 2024 (Page 87)

- F. Statewide Regional Center POS Expenditure Projection Report FY2024 – (Page 88)

- G. Purchase of Services Payments Reports – Vini Montague (3 min)
 - 1. Outstanding Authorizations Report (Page 90)
 - 2. Payments and Authorizations Timeline Summary (Page 91)

- H. Audits Update – Vini Montague (3 min)
 - 1. DDS Final Audit Report of FY2021-2022 & FY2022-2023 (Page 94)
 - 2. DDS Audit of FY2023-2024
 - 3. CalPERS Final Audit Report of July 1, 2021 to June 30, 2024 (Page 166)
 - 4. Workers’ Compensation Audit of Calendar Year 2024

- I. Human Resources – Betsy Monahan (5 min)
 - 1. Ensure Personnel Policies in Compliance with DDS Contract
 - 2. 2nd Quarter HR Report (Page 171)
 - 3. Monthly Human Resource Report
 - a. November 2024 (Page 172)
 - b. December 2024 (Page 175)
 - c. January 2025 (Page 178)
 - 4. Temporary Staff Statistics Report
 - a. November 2024 (Page 181)
 - b. December 2024 (Page 182)
 - c. January 2025 (Page 183)

VIII. Executive Session (10 min)

- A. Pending Litigation Update
- B. Real Estate Negotiations

IX. Agenda Items for the Next Board Meeting (3 min)

- A. FY2023-24 Audited Financial Statements
- B. Review of Insurance FY2025-2026
- C. Approval of Contracts
- D. Approval of Report on Personnel Classifications

X. Announcements/Information/Public Input (3 min)

- A. Next Meeting: Thursday, April 17, 2025
- B. Committee Attendance (*Page 184*)

XI. Adjournment

XII. Review of Meeting Action Items (*Item Owner and Due Date*)

- A. Administrative Affairs Committee Action Log