

REPORT ON ADMINISTRATIVE EXPENDITURES

Regional Center: San Gabriel/Pomona

Date Completed: November 15, 2018

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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
Employers Cost Containment Group	Human Resources	Unemployment Compensation Management Services	8,000.00
ADP	Human Resources	Payroll Processing	78,596.53
ARCA	Administrative Services	ARCA Dues	80,458.00
City National Bank	Administrative Services	Bank Service Fees	2,453.32
Pay Pal	Administrative Services	Service Fees	1,009.24
Health and Human Resources Center, Inc	Administrative Services	Employee Assistance Program	9,320.52

REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Windes	Accounting Services	Independent Financial Audit	55,950.00 (estimated)
Brown & Brown	Insurance Services	Liability Insurance	175,888.44
Liberty Mutual Insurance	Insurance Services	Liability Insurance	4,994.00
Nedasoft, Inc	IT Services	Form and Check Printing Software Support	11,550.00
NGS	IT Services	Administrative Reports Writing, Maintenance & Staff Training	9,495.44
SDICDS, Inc	IT Services	SANDIS Support & Module Training	22,000.00
TECA Data Safe	IT Services	Cloud Back-Up & Recovery Service	7,500.00
Michael Walling	Consulting Services	Staff Training	1,166.67
Mike Deblieux	Consulting Services	Staff Training	2,000.00

REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Morlett Counseling	Consulting Services	Staff Training	3,708.75
Labor Relations Alternatives	Consulting Services	Staff Training	1,242.50
Marlin Security Services	Consulting Services	Security Alarm System	432.00
Vision Internet	Consulting Services	Web Design	7,640.33
Commercial Protective Services, Inc.	Consulting Services	Building Security	1,326.13
Clear Tax Services, LLC	Consulting Services	Training/Presentation	700.00
Children's Hospital	Consulting Services	Training/Presentation	2,200.00
Darlene Sweetland, PhD	Consulting Services	Training/Presentation	2,300.00
Paul Glassman, DDS MA MBA	Consulting Services	Training/Presentation	2,498.10

REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
In Motion Dentists Home Dental Care	Consulting Services	Training/Presentation	700.00
B&B Translation	Consulting Services	Translation Services	644.00
C&C Language Services	Consulting Services	Translation Services	3,000.00
Iron Mountain	Administrative Services	Document Shredding	6,912.99
	IT Services	Data Storage	4,013.17
Enright & Ocheltree, LLP	Legal Services	Legal	65,245.78
Musick, Peeler & Garrett	Legal Services	Legal	34,963.72
Fingal, Fahrney & Clark	Legal Services	Legal	3,285.00
Notary Services	Legal Services	Legal	570.00
Professional Technologies CSI Global Deposition Serv.	Legal Services	Legal	1862.47

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Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 17-18
Myra Achuff	Consulting Services	Training	500.00
Various (Career Track, Fred Pryor Seminars, VC Selpa, Wested Center)	Consulting Services	Training	6,195.88