

**ENCLOSURE B  
REPORT ON ADMINISTRATIVE EXPENDITURES**

Regional Center: San Gabriel/Pomona Regional Center

Date Completed: 11-16-2022

Contact Person: Dara Mikesell

Telephone: 909-710-8306

**INSTRUCTIONS:** Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2021-22, 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 21-22
Guidance Insurance	Insurance Services	Commercial, Umbrella Policy	81,460.50
Philadelphia Insurance	Insurance Services	Liability, Umbrella Policy	81,001.00
Risk Management Express	Insurance Services	Cyber; D&O/EPL/Fid; Crime	138,420.98
ARCA	Administrative Services	Administrative Services	80,458.00
AGT	Accounting Services	Independent Financial Audit	40,600.00 (in progress, estimated 67,000)

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 21-22
Company Mileage	Human Resources	Service Fee Mileage Program	9,543.00
Paylocity	Human Resources	Payroll Processing	66,320.61
City National Bank	Administrative Services	Bank Service Fees	8,028.94
PayPal	Administrative Services	Processing Service Fees	700.22
Enright & Ocheltree, LLP	Legal Services	Legal	24,659.23
Musick, Peeler & Garrett	Legal Services	Legal	55,054.53
Various	Legal Services	Legal	275.00
Iron Mountain	Administrative & IT Services	Document Shredding & Data Storage	2,893.36
Teca Data Safe	IT Services	Cloud Back-up & Recovery Service	12,000.00

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 21-22
Marlin Security Services	Consulting Services	Security Alarm System	432.00
John Castagna	Consulting Services	Director's Biographies	3,100.00
DLB Associates, Inc	Consulting Services	IBM Support	10,568.28
NEDASOFT, Inc	IT Services	Form & Checking Printing, Software Support, Annual Service Statements	38,198.80
NGS	IT Services	Administrative Reports Writing.	6,846.72
SDICDSI	IT Services	SANDIS Support	27,000.00
Granicus	IT Services	GovAccess for Traditional VisionLive (website)	4,643.43
Huboptics, LLC	Consulting Services	Phone System	13,540.50
Premier Healthcare/Aveanna Healthcare	Clinical Services	COVID Testing	48,620.00

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 21-22
Future Computing	Consulting Services	IT Support	16,000.00
Carol Tomblin	Consulting Services	Community Outreach & Compliance	1,423.75
William Amel Kehoe Jr.	Clinical Consulting	Pharmaceutical (via telehealth)	1,901.50
Zorahida Escarcega	Administrative Services	Collect & Input Individuals COVID-19 Status	7,125.00
Peter Tiedemann	Consulting Services	Fiscal Support	24,277.50
Strata Marketing Group	Consulting Services	Content Audit Migration web design	8,431.25
Corodata Shredding	Administrative Services	Documents Shredding	1,473.47
Rebecca Lytle	Consulting Services	Social Recreation Research	525.00
Minh Transon	Consulting Services	Fiscal Support	1,050.00

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 21-22
Helen Sanderson	Consultation Services	Facilitation I/DD Training	9,240.00
Gloria Craven	Administrative Services	Collect & Input Individuals COVID-19 Status	7,900.00
Rusell Lehmann	Administrative Services	Autism Awareness Presentation	400.00
Yvonne Murph	Clinical Consultation	Clinical	796.61
Pawan Gill	Consulting Services	Disparity Training	5,500.00
Citiguard, Inc.	Administrative Services	On-Site Security	480.00
Everbridge, Inc.	Consulting Services	Incident Management & Communications	6,754.62
Juan P. Garcia (Blue Whale Compensation)	Consulting Services	Compensation Benchmark Project	8,000.00
Great Place to Work	Consulting Services	Trust Index Survey and Certification	1,695.00

## REPORT ON ADMINISTRATIVE EXPENDITURES (continued)

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 21-22
Viquin Behavioral	Clinical Services	BCBA Star Homes	1,960.00
Terrance K. Jew	Consulting/Training Services	Fiscal Support	1,200.00
Carahsoft Technology	Administrative Services	DocuSign	5,541.90
Citrix Systems	Administrative Services	Right Signature	2,726.00
Configure Office Systems	Administrative Services	Disassemble, Removal, Disposal of office furniture	11,581.50
Education Spectrum	Consulting Services	Couching Self Determination Program	(in progress, estimated 20,832.00)

