

**REPORT ON ADMINISTRATIVE EXPENDITURES**

Regional Center: Tri-Counties

Date Completed: 11/22/17

Contact Person: Lorna Owens

Telephone: 805-962-7881

**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
Musick, Peeler & Garrett, LLP	Legal	Legal expenses related to employment law, board business	\$36,722
Benton, Orr, Duval & Buckingham	Legal	Service provider/client related legal expenses, fair hearings, training, contract reviews	\$217,463
Edward Perez	Intake Service Coordination	Intake and Assessment	\$108,403
Windes Inc.	Audit and Tax	Annual Audit, Financial Statements and Form 990	\$54,650
Path Forward	Consulting	Assembly Bill 86 implementation with local community colleges, writing & editing	\$19,013
Patricia Auchard, MD	Physician	Testify at Fair Hearing	\$1,576

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 16-17</b>
HOPE	Training	Presentation to Vendor Community on CMS Rules	\$2,500
OIG Compliance Now, LLC	Service	DS1891 Sanction Screening Services	\$5,250
San Diego/Imperial Counties Developmental Services, Inc.	Software	SANDIS software, mobility program, and maintenance service program	\$22,000
EBIX	Service	Vendor Insurance Tracking	\$8,294
Nedasoft Inc.	Software	Maintenance for Self Determination tracking, state claim, fixed assets, banking and forms	\$12,900
Black Diamond	Media	Spanish subtitling of TCRC overview video	\$1,975
Echo Communications	Service	Phone Answering Service	\$3,484
Bay Alarm	Service	Security and Alarm Services	\$28,549
Printing Impressions	Printing	Forms Printing	\$9,136

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 16-17</b>
ADP Inc. Screening and Selection	Background Check Service	Prospective Employee Background Checks	\$1,955
Apple One	Personnel	Temporary Staff	\$12,676
Volt Temporary Services	Personnel	Temporary Staff	\$54,106
Turn Wireless	Programming	Point to Point Internet Transport Set Up	\$11,400
Fluid Networks	Programming	Network Management	\$4,800
Automatic Data Processing Inc.	Payroll Services	Payroll Processing Services	\$52,517
Linked In	Advertising Service	Staff Recruitment	\$3,000
Indeed.com	Advertising Service	Staff Recruitment	\$16,764

Note: Expenditure amounts include payments through the service month of September 2017.