

**Welfare & Institutions Code
Section 4639.5**

(a) By December 1 of each year, each regional center shall provide a listing to the State Department of Developmental Services a complete current salary schedule for all personnel classifications used by the regional center. The information shall be provided in a format prescribed by the department. The department shall provide this information to the public upon request. From February 1, 2009, to June 30, 2010, inclusive, the requirements of this subdivision shall not apply.

(b) By December 1 of each year, each regional center shall report information to the department on all prior fiscal year expenditures from the regional center operations budget for all administrative services, including managerial, consultant, accounting, personnel, labor relations, and legal services, whether procured under a written contract or otherwise. Expenditures for the maintenance, repair, or purchase of equipment or property shall not be required to be reported for purposes of this subdivision. The report shall be prepared in a format prescribed by the department and shall include, at a minimum, for each recipient the amount of funds expended, the type of service, and purpose of the expenditure. The department shall provide this information to the public upon request. Regional centers shall not be required to prepare or submit the report required by this subdivision in 2009.

(c) Beginning July 1, 2016, and to the extent funds are appropriated in the annual Budget Act for this purpose, the department shall allocate thirty-one million one hundred thousand dollars (\$31,100,000), plus any associated matching funds, to provide a salary increase, benefit increase, or both, excluding unfunded retirement liabilities, for regional center operations. Of this amount, twenty-nine million seven hundred thousand dollars (\$29,700,000) shall be used for salary, benefit increases, or both, for regional center staff, and shall not supplant funding currently scheduled to be used for this purpose. These funds shall not be used to provide salary or benefit increases to regional center executive staff or for unfunded retirement liabilities. The remaining one million four hundred thousand dollars (\$1,400,000) shall be used for an increase for administrative costs, consistent with those specified in subdivision (b) of section 4629.7, for both regional centers and clients' rights advocates contracts pursuant to subdivision (b) of section 4433. Regional centers shall maintain documentation, subject to audit, on how this funding was allocated.

(d) By March 10, 2017, and again by October 1, 2017, and in a format prescribed by the department, each regional center shall report the following information to the department:

- (1) The total amount provided to staff for purposes of subdivision (c).
- (2) The position titles of staff receiving the increase and amounts of increases by title.
- (3) The number of service coordinators receiving the increase.
- (4) Data on staff turnover.
- (5) The classification of expenditures and amount for each of the administrative costs outlined in subdivision (b) of section 4629.7.
- (6) The allocation methodology used by a regional center to distribute the funding.
- (7) Any other information determined by the department.

(e) In its 2017–18 May Revision fiscal estimate, the department shall describe the implementation of the increase provided in subdivision (c), including, but not limited to, the data described in subdivision (d), aggregated by regional center and statewide, and the impact of the increase on caseload ratios.

(f) Any regional center that fails to report the information required by subdivision (d) to the department shall forfeit the increases described in subdivision (c).

(Amended by Stats. 2016, 2nd Ex. Sess., Ch. 3, Sec. 3. Effective June 9, 2016.)

**REPORT ON ADMINISTRATIVE EXPENDITURES
FISCAL YEAR 18-19**

Regional Center: **Regional Center of the East Bay**
Contact Person: Lynn Nguyen

Date Completed:
Telephone

12/1/2019
510-618-7709

Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2018-19, including:

- Only those expenditures made from the regional center Operations budget; and
- 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.

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 18-19
501(C) AGENCIES TRUST	Insurance	Unemployment	\$ 44,000
ACME SECURITY SYSTEMS	IT Consultant	Card Readers system	\$ 9,057
ADCLUB ADVERTISING	Advertisement Services	Staff Recruitment	\$ 12,056
ADP, LLC	Payroll/Admin Service	Payroll processing fees	\$ 26,195
ALAMEDA COUNTY PUBLIC HEALTH	Mental Health Grant	Mental Health Grant -DDS	\$ 500
ALEGRIA COMMUNITY	Mental Health Grant	Mental Health Grant -DDS	\$ 2,500
ARCA	Association Dues	Annual Dues	\$ 92,527
ARTHUR J. GALLAGHER & CO.	Insurance	General Liability/Directors and Officers	\$ 161,423
BALDO, ROBERT J	Consultant	Sonoma CPP consulting	\$ 48,805
BERKELEY MAIL CENTER	Client Services	Mail pick-up for clients	\$ 5,100
BERKSHIRE HATHAWAY	Insurance	Worker's Compensation	\$ 209,456
BLACK KNIGHT	Advisory Services	BAHP property tax review	\$ 2,160
BLX GROUP LLC	Advisory Services	BAHP reporting	\$ 3,500
BUTTER FIELD ELECTRIC, INC.	IT Consultant	Cabling and wires	\$ 7,619
CALTRONICS BUSINESS SYS.	IT Consultant	Software Maintenance	\$ 1,400
CONTRA COSTA ARC	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 42,464
CORODATA SHREDDING, INC.	Document Destruction	Paper shredding	\$ 16,599
DCARA	Consultant	Sign language interpreter	\$ 10,550
DEPT OF DEVELOPMENTAL SRV	Ongoing- State Staff Contract	State Staff Contract	\$ 655,805
DRV TECHNOLOGIES, INC.	IT Consultant	IT Software Consultant	\$ 693
EAST BAY SERVICES	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 4,910
ENRIGHT & OCHELTRREE, LLP	Legal Fees	Legal-Consumer Issues	\$ 30,065
FAMILY RESOURCE NAVIGATOR	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 70,534
FOSTER EMPLOYMENT LAW	Legal Fees	Legal-Employment Issues	\$ 1,838
FRIENDS OF CHILDREN w/ SPEC. NEEDS	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 7,127
GOTTWALS, CRAIG	Attorney	Harrassment Training	\$ 1,500
HELPING HANDS EAST BAY	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 37,864
HIRERIGHT, LLC	Payroll/Admin Service	Employment Background	\$ 4,098
INNOVATIVE PERSPECTIVES	Vendor/Staff Training Consultant	Vendor/Staff Training	\$ 3,300
JEW, TERRANCE	IT Consultant	POS Module consultant	\$ 450
KING, D'ET	Agnews Ongoing-Dental Coordinator	Dental Consultant	\$ 83,570
LA FAMILIA COUNSELING	Client Services	Case Mgmt-Delegate Agency	\$ 793,391
LANGUAGE NETWORK, INC.	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 6,722
MARCUM	Accountancy Firm	CPA Consultant/Independent Audit Firm	\$ 76,980
MEDICAL INSURANCE	Insurance	Malpractice Insurance	\$ 14,244
MEEK, L. KATRINA	Consultant	Employment Issues	\$ 9,980
MILLIMAN	Actuary Firm	CALPERS Actuarial valuation	\$ 11,000
MODERN EXPRESS COURIER	Courier Service	Mail Courier	\$ 23,043
MUSICK, PEELER & GARRETT	Legal Fees	Legal-General	\$ 57,057
NAVIGATE HRC	Payroll/Admin Service	Benefits reporting	\$ 4,335
NEDASOFT, INC.	IT Consultant	IT Software Renewal	\$ 11,600
NEVTEC, INC	IT Consultant	IT Support	\$ 8,521
NEW GENERATION SOFTWARE,	IT Consultant	IT Software Renewal	\$ 4,278
PARKER & ZUBKOFF LLP	Legal Fees	Legal - insurance coverage	\$ 23,543
SDICDSI, FUND 49	IT Consultant	SANDIS Annual Fee	\$ 30,000
WAGWORKS	Payroll/Admin Service	Flexible Benefit Services	\$ 12,914

**REPORT ON PERSONNEL CLASSIFICATIONS
REGIONAL CENTER OF THE EAST BAY
SALARY SCHEDULE- All Staff**

Effective December 1, 2019

POSITION	1 BW	TO	7 BW
Consumer Advocate(spec. salary)	396.83		396.83
File Clerk	1,397.92		1,873.35
Mail/File Clerk	1,573.85		2,109.11
Receptionist	1,573.85		2,109.11
Records Technician	1,573.85		2,109.11
Secretary	1,595.44		2,138.04
Account Clerk	1,684.94		2,257.98
Administrative Secretary I	1,810.67		2,426.46
Database Coordinator	1,810.67		2,426.46
Revenue Coordinator	1,810.67		2,426.46
Vendor Clerk	1,810.67		2,426.46
Administrative Assistants	1,954.99		2,619.89
Administrative Secretary II	1,954.99		2,619.89
Associate Case Manager	1,954.99		2,619.89
Case Manager Intern Bilingual	1,954.99		2,619.89
FCPP Coordinator	1,954.99		2,619.89
Information Systems Assistant	1,954.99		2,619.89
Senior Account Clerk	1,954.99		2,619.89
Transportation Assistant	1,954.99		2,619.89
Vendor Database Coordinator	1,954.99		2,619.89
Client Trust Analyst	1,986.63		2,662.28
Family Transition Coordinator	1,986.63		2,662.28
Intake Coordinator	1,986.63		2,662.28
Technology Trainer	2,002.39		2,683.40
Human Resource Technician	2,100.87		2,815.37
Information Systems Analyst	2,100.87		2,815.37
Network Systems Technician	2,100.87		2,815.37
Accounting Specialist	2,112.87		2,831.45
Case Manager I	2,112.87		2,831.45
Fiscal Monitor	2,112.87		2,831.45
Payroll Specialist	2,112.87		2,831.45
Case Manager II	2,197.36		2,944.68
Accounts Payable Manager	2,428.01		3,253.76
Client Trust Manager	2,428.01		3,253.76
Executive Assistant	2,428.01		3,253.76
Human Resources Specialist	2,428.01		3,253.76
Support Services Supervisor	2,428.01		3,253.76
Autism Spectrum Coordinator	2,492.24		3,339.83
Diversity & Equity Specialist	2,492.24		3,339.83
Early Intake & Assesment Specialist	2,492.24		3,339.83
Employment Specialist	2,492.24		3,339.83
Forensic Services Specialist	2,492.24		3,339.83
HCBS Specialist	2,492.24		3,339.83
Living Options Specialist	2,492.24		3,339.83
Medicaid Waiver Specialist	2,492.24		3,339.83
Quality Assurance Specialists	2,492.24		3,339.83
Senior Resource Specialist	2,492.24		3,339.83
Special Incident Coordinator	2,492.24		3,339.83
Transportation Manager	2,492.24		3,339.83
Accounting Manager	2,778.75		3,723.79
Case Management Supervisor	2,778.75		3,723.79
Early Start Intake Supervisor	2,778.75		3,723.79
Intake & Assessment Supervisor	2,778.75		3,723.79
Quality Assurance Supervisor	2,778.75		3,723.79
Training Coordinator / Fair Hearing Specialist	2,778.75		3,723.79
High Risk Infant Specialist	2,826.82		3,788.21
Nurse Specialist	2,909.60		3,899.13
Occupational Therapist	2,909.60		3,899.13
Speech Specialist	2,909.60		3,899.13
Behavior Analyst	2,991.48		4,008.87
Psychologist / Autism Spectrum Psychologist	3,006.18		4,028.57

**REPORT ON PERSONNEL CLASSIFICATIONS
 REGIONAL CENTER OF THE EAST BAY
 SALARY SCHEDULE- All Staff**

Effective December 1, 2019

POSITION	1 BW	TO	7 BW
Manager, Administrative Services	3,133.66		4,199.40
Manager, Outreach, Intake & Clinical Services	3,133.66		4,199.40
Clinical Supervisor	3,500.03		4,254.31
Controller	3,500.03		4,254.31
Information Systems Manager	3,500.03		4,254.31
Assoc. Director Consumer Services	3,500.03		4,690.38
Assoc. Director of Adults Services	3,500.03		4,690.38
Assoc. Director of Childrens Services	3,500.03		4,690.38
Assoc. Director of Federal Programs Services	3,500.03		4,690.38
Director of Human Resources	3,675.04		4,924.91
Director of Health & Behavioral Services	4,259.50		5,177.46
Director Community Services	4,145.43		5,555.28
Director, SDC/PPP	4,145.43		5,555.28
Director Finance & Administration	4,835.95		6,480.64
Director, Client Services	4,835.95		6,480.64
Physician	5,016.21		6,722.19
Executive Director	Contract		Contract