

**Welfare and 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 16-17**

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

Date Completed:
Telephone

12/1/2017
510-618-7709

Please list all regional center expenditures for administrative services for Fiscal Year, 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

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 16-17
501(C) AGENCIES TRUST	Insurance	Unemployment	\$ 68,000.00
ADCLUB ADVERTISING	Advertisement Services	Staff Recruitment	\$ 12,104.69
ALAMEDA COUNTY PUBLIC HEALTH	Mental Health Grant	Mental Health Grant -DDS	\$ 83,022.64
ALEGRIA COMMUNITY	Mental Health Grant	Mental Health Grant -DDS	\$ 11,198.30
ALLEN, GLAESSNER, HAZELWOOD, WERTH	Legal Fees	Legal-General	\$ 598.75
ARCA	Association Dues	Annual Dues	\$ 92,527.00
ARTHUR J. GALLAGHER & CO.	Insurance	General Liability/Directors and Officers	\$ 201,706.00
ASIAN COMMUNITY M.H.S.	Client Services	Case Mgmt-Delegate Agency	\$ 241,688.12
BERKSHIRE HATHAWAY	Insurance	Worker's Compensation	\$ 229,820.50
BERKELEY MAIL CENTER	Client Services	Mail pick-up for clients	\$ 900.00
BALDO, ROBERT J	Consultant	Sonoma CPP consulting	\$ 80,963.56
BLX GROUP LLC	Advisory Services	BAHP reporting	\$ 3,500.00
BRACKIN AND ASSOCIATES	Vendor/Staff Training Consultant	Vendor/Staff Training	\$ 3,400.00
CALTRONICS BUSINESS SYS.	IT Consultant	Software Maintenance	\$ 1,400.00
CONEXIS	Payroll/Admin Service	3rd Party Admin-Benefits	\$ 3,283.60
CONTRACT OFFICE GROUP, INC	Consultant	Office Cubicles - Build out - Concord	\$ 20,390.53
CORODATA SHREDDING, INC.	Document Destruction	Paper shredding	\$ 3,484.00
COR-O-VAN MOVING &	Moving Services	Office Movers - Concord	\$ 93,764.62
CUSHMAN AND WAKEFIELD	Facilities Maintenance	Lease project management	\$ 36,237.00
DEPT OF DEVELOPMENTAL SRV	Ongoing- State Staff Contract	State Staff Contract	\$ 383,077.45
DIGITAL DEPLOYMENT, INC.	IT Consultant	Webpage Consultant	\$ 7,350.00
DRV TECHNOLOGIES, INC.	IT Consultant	IT Software Consultant	\$ 693.00
ENRIGHT & OCHELTREE, LLP	Legal Fees	Legal-Consumer Issues	\$ 3,488.96
FEE MUNSON EBERT	Consultant	Floor Plan Design	\$ 1,016.30
FOSTER EMPLOYMENT LAW	Legal Fees	Legal-Employment Issues	\$ 5,212.50
HELPING HANDS EAST BAY	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 965.24
HIRERIGHT, LLC	Payroll/Admin Service	Employment Background	\$ 5,938.95
INTERPRETERS UNLIMITED	Consultant	Sign language interpreter	\$ 450.00
KING, D'ET	Agnews Ongoing-Dental Coordinator	Dental Consultant	\$ 57,984.00
LA FAMILIA COUNSELING	Client Services	Case Mgmt-Delegate Agency	\$ 790,688.67
LARSON, TIM	Facilities Maintenance	Repair and maintenance	\$ 3,224.00
LEGACY MECHANICAL	Facilities Maintenance	Repair and maintenance	\$ 1,586.75
LIFEWORKS U.S. INC.	Counseling Service	Grief counseling for employees	\$ 1,350.00
LINDQUIST, VON HUSEN &	Accountancy Firm	CPA Consultant/Independent Audit Firm	\$ 58,500.00
LINGUABEE	Consultant	Sign language interpreter	\$ 516.00
MEDICAL INSURANCE	Insurance	Malpractice Insurance	\$ 24,209.54
MODERN EXPRESS COURIER	Courier Service	Mail Courier	\$ 20,097.38
MONTGOMERY TECHNOLOGIES	IT Consultant	IT Cabling - Concord	\$ 828.20
MUSICK, PEELER & GARRETT	Legal Fees	Legal-General	\$ 135,659.79
NEW GENERATION SOFTWARE,	IT Consultant	IT Software Renewal	\$ 3,897.34
NEVASOFT, INC.	IT Consultant	IT Software Renewal	\$ 24,250.00
NEVTEC, INC.	IT Consultant	Firewall Maintenance and Support	\$ 7,742.24
PARKER & ZUBKOFF LLP	Legal Fees	Legal-insurance coverage	\$ 10,000.00
POTTER, SHARON MAHAR	Vendor/Staff Training Consultant	Vendor/Staff Training	\$ 700.00
RAY MORGAN COMPANY	Document Imaging	Vendor files scanning	\$ 191,269.91
SDICDSI, FUND 49	IT Consultant	SANDIS Annual Fee	\$ 20,000.00
SHRED-IT USA	Document Destruction	Paper shredding	\$ 4,514.09
SOLAR CONTROL GLASS	Consultant	Install frosted glass - Concord	\$ 1,907.50
SYNTEX GLOBAL, LLC	Consultant	Sign language interpreter	\$ 2,470.00
TRANSITIONS, INC.	Project Management	Office Move - Concord	\$ 8,155.00
WAGeworks	Payroll/Admin Service	Flexible Benefit Services	\$ 5,650.11
WONG, ESTHER	Client Services	Case Mgmt-consulting	\$ 23,310.96

REGIONAL CENTER OF THE EAST BAY

SALARY SCHEDULE- All Staff

Effective December 1, 2017

POSITION	1 BW	TO	7 BW
Account Clerk	1,599.96		2,144.11
Accounts Payable Manager	2,305.56		3,089.67
Administrative Assistant	1,856.40		2,487.74
Administrative Secretary I	1,719.35		2,304.10
Administrative Secretary II	1,856.40		2,487.74
Assoc. Director of Consumer Services	3,323.51		4,039.75
Assoc. Director of Federal Programs Services	3,323.51		4,039.75
Autism Spectrum Coordinator	2,366.55		3,171.41
Autism Spectrum Psychologist	2,840.61		3,806.69
Behavior Analyst	2,840.61		3,806.69
Case Management Supervisor	2,638.61		3,535.99
Case Manager I	2,006.31		2,688.65
Case Manager II	2,086.54		2,796.16
Client Trust Manager	2,305.56		3,089.67
Clinical Supervisor	3,323.51		4,039.75
Consumer Advocate (spec. salary)	454.32		454.32
Controller	3,323.51		4,039.75
Crisis Intervention Coordinator	2,366.55		3,171.41
Database Coordinator	1,719.35		2,304.10
Director Community Services	3,936.36		5,275.10
Director Finance & Administration	4,592.06		6,153.79
Director of Health & Behavioral Services	4,044.68		4,245.91
Director of Human Resources	3,489.69		4,676.51
Director, Consumer Services	4,592.06		6,153.79
Director, CPP and SDC	3,936.36		5,275.10
Diversity and Equity Specialist	2,366.55		3,171.41
Early Intervention Supervisor	2,638.61		3,535.99
Employment Specialist	2,366.55		3,171.41
Executive Assistant	2,305.56		3,089.67
Executive Director	Contract		Contract
Fair Hearing Specialist	2,638.61		3,535.99
Family Transition Coordinator- Bilingual	1,971.43		2,613.00
F CPP Coordinator	1,856.40		2,487.74
File Clerk	1,327.42		1,778.86
Fiscal Monitor	2,006.31		2,688.65
Forensic Services Specialist	2,366.55		3,171.41
HCBS Specialist	2,366.55		3,171.41
High Risk Infant Specialist	2,684.25		3,597.15
Human Resource Technician	1,994.92		2,673.38
Human Resources Specialist	2,305.56		3,089.67
Information Systems Analyst	1,994.92		2,673.38
Information Systems Assistant	1,856.40		2,487.74
Information Systems Manager	3,323.51		4,039.75
Intake and Assessment Supervisor	2,638.61		3,535.99
Intake Coordinator	1,886.43		2,528.00
Living Options Specialist	2,366.55		3,171.41
Mail/File Clerk	1,494.47		2,002.73
Manager, Administrative Services	2,975.61		3,987.60
Manager, Outreach, Intake & Clinical Services	2,975.61		3,987.60
Medicaid Waiver Specialist	2,366.55		3,171.41
Network Systems Technician	1,994.92		2,673.38
Nurse Specialist	2,762.86		3,702.49
Occupational Therapist	2,762.86		3,702.49
Payroll Specialist	2,006.31		2,688.65
Physician	4,763.23		6,383.18
Psychologist	2,840.61		3,806.69
Quality Assurance Specialist	2,366.55		3,171.41
Quality Assurance Supervisor	2,638.61		3,535.99
Receptionist	1,494.47		2,002.73
Records Technician	1,494.47		2,002.73

REGIONAL CENTER OF THE EAST BAY

SALARY SCHEDULE- All Staff

Effective December 1, 2017

POSITION	1 BW	TO	7 BW
Secretary/Scanning Clerk	1,514.98		2,030.22
Senior Account Clerk	1,856.40		2,487.74
Senior Resource Specialist	2,366.55		3,171.41
Special Incident Coordinator	2,366.55		3,171.41
Support Services Supervisor	2,305.56		3,089.67