

**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.)

ENCLOSURE B
REPORT ON ADMINISTRATIVE EXPENDITURES
FISCAL YEAR 21-22

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

Date Completed: 12/01/2022
Telephone: 510-618-7709

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 FY21-22
440 SHIFT LLC	Creating and Printing	Brochures	\$ 14,938
501(C) AGENCIES TRUST	Insurance	Unemployment	\$ 46,629
ADCLUB ADVERTISING	Advertisement Services	Staff Recruitment	\$ 24,986
ADP, LLC	Payroll/Admin Service	Payroll processing fees	\$ 72,059
ADT COMMERCIAL	Security Services	Repair Key Card Access	\$ 47,959
ALLY COMPREHENSIVE SERVIC	Consultant	SDP Local Advisor Committee	\$ 6,500
APEX EMPLOYMENT LAW, LLP	Legal Fees	Legal-Employment Issues	\$ 6,938
ARCA	Association Dues	Annual Dues	\$ 93,484
ARCC CENTER FMS	Consultant	SDP Local Advisor Committee	\$ 34,944
ARTHUR J. GALLAGHER & CO.	Insurance	General Liability/Directors and Officers	\$ 202,906
BERKSHIRE HATHAWAY	Insurance	Worker's Compensation	\$ 114,510
BUSINESS POINT IMPRESSION	Printing	Brochures	\$ 13,326
BUTTERFIELD ELECTRIC, INC.	Cabling	Office equipment	\$ 3,907
CALTRONICS BUSINESS SYS.	IT Consultant	Software Maintenance	\$ 1,074
CARASOFT TECHNOLOGY CORP	Software subscription	DocuSign	\$ 36,000
COLUMBUS MEDICAL SERVICES	Consultant	Staffing Startup costs	\$ 41,161
CORODATA	Records Management	Records storage/retrieval	\$ 8,299
CORODATA SHREDDING, INC.	Document Destruction	Paper shredding	\$ 6,584
CYNTHIA J. JINDRICH,	Consultant	Occupational Therapy - Client Appointments	\$ 6,630
CYPRESS INSURANCE COMPANY	Insurance	Worker's Compensation	\$ 26,551
DEPT OF DEVELOPMENTAL SRV	Ongoing- State Staff Contract	State Staff Contract	\$ 339,369
DLB ASSOCIATES, INC.	IT Consultant	IT support services	\$ 6,261
DRV TECHNOLOGIES, INC.	IT Consultant	IT Software Consultant	\$ 693
ENRIGHT & OCHELTREE, LLP	Legal Fees	Legal-Consumer Issues	\$ 20,175
ENVOY, INC.	Software subscription	Health check App	\$ 6,100
FLUID NETWORKS	IT consultant	IT support services	\$ 7,587
GLYPTODON, INC.	Software subscription	VPN Remote access	\$ 14,900
GOTTWALS, CRAIG	Attorney	Harrasment Training	\$ 2,250
HIRERIGHT, LLC	Payroll/Admin Service	Employment Background	\$ 3,629
J.J. KELLER & ASSO, INC.	HR Admin services	FMLA tracking	\$ 3,578
KING, D'ET	Agnews Ongoing-Dental Coordinat	Dental Consultant	\$ 124,600
LA FAMILIA COUNSELING	Client Services	Case Mgmt-Delegate Agency	\$ 793,391
LANGUAGE NETWORK, INC.	Promote Equity Grant - DDS	Promote Equity Grant - DDS	\$ 1,100
LEADERSPRING, A PROJECT	Consultant	Diversity and Equity consulting	\$ 9,540
LINGUABEE	Language Interpretation	For meetings	\$ 6,494
MARCUM LLP	Accountancy Firm	CPA Consultant/Independent Audit Firm	\$ 76,346
MASON TILLMAN ASSOC., LTD	Consultant	Community Care program	\$ 40,000
MEDICAL INSURANCE	Insurance	Malpractice Insurance	\$ 22,427

MEEK, L. KATRINA	Consultant	Employment Issues	\$	14,098
MILLIMAN, INC.	Actuary Firm	CALPERS Actuarial valuation	\$	10,500
MODERN EXPRESS	Courier Service	Mail Courier	\$	10,871
MUSICK, PEELER & GARRETT	Legal Fees	Legal-General	\$	16,951
NEDASOFT, INC.	IT Consultant	IT Software Renewal	\$	19,000
NEW GENERATION SOFTWARE,	IT Consultant	IT Software Renewal	\$	4,967
NGUYEN, ANH	IT Consultant	Web design	\$	15,000
OFFICETEAM	Staffing	Temp help	\$	30,561
PREMIER HEALTHCARE SRVC	IT Consultant	SDAC SDP Website	\$	5,600
RAY MORGAN COMPANY	Software	Document Imaging	\$	31,500
ROTH STAFFING COMPANIES,	Staffing	Temp help	\$	13,270
SDICDSI, FUND 49	IT Consultant	SANDIS Annual Fee	\$	28,750
TECA DATA SAFE CORP.	IT Consultant	IT support services	\$	16,200
WAGEWORKS	Payroll/Admin Service	Flexible Benefit Services	\$	15,075

**REPORT ON PERSONNEL CLASSIFICATIONS
REGIONAL CENTER OF THE EAST BAY
SALARY SCHEDULE- All Staff
Effective July 11, 2022**

POSITION	1 BW	TO	7 BW
Consumer Advocate	532.78		532.78
File Clerk	1,487.34		1,993.18
Mail/File Clerk	1,674.52		2,244.02
Records Technician	1,674.52		2,244.02
Receptionist	1,674.52		2,244.02
Secretary	1,697.50		2,274.83
Record Clerk	1,792.72		2,402.42
Account Clerk	1,792.72		2,402.42
Administrative Secretary I	1,926.49		2,581.68
Database Coordinator	1,926.49		2,581.68
Administrative Secretary II	2,080.05		2,787.47
Admin Assistant, Case Mangt Purchase of Service	2,080.05		2,787.47
Administrative Assistants	2,080.05		2,787.47
Case Manager Intern Bilingual	2,080.05		2,787.47
F CPP Coordinator	2,080.05		2,787.47
Information Systems Assistant	2,080.05		2,787.47
Senior Account Clerk	2,080.05		2,787.47
Transportation Assistant	2,080.05		2,787.47
Vendor Database Coordinator	2,080.05		2,787.47
Family Transition Coordinator	2,113.71		2,832.57
Intake Coordinator	2,113.71		2,832.57
Technology Trainer	2,130.48		2,855.03
Human Resource Recruiting Technician	2,235.26		2,995.46
Human Resource Technician	2,235.26		2,995.46
Information Systems Analyst	2,235.26		2,995.46
Network Systems Technician	2,235.26		2,995.46
Community Services Rate Specialist	2,248.03		3,012.57
Accounting Rate Specialist	2,248.03		3,012.57
Purchase of Services (POS) Specialist	2,248.03		3,012.57
Accounting Specialist	2,248.03		3,012.57
Fiscal Monitor	2,248.03		3,012.57
Case Manager I	2,248.03		3,012.57
Payroll Specialist	2,337.93		3,133.05
Case Manager II	2,337.93		3,133.05
Complex Needs Case Manager	2,454.82		3,289.69
Accounts Payable Manager	2,583.34		3,461.93
Client Trust Manager	2,583.34		3,461.93
Executive Assistant	2,583.34		3,461.93
Staff Accountant	2,583.34		3,461.93
Human Resources Specialist	2,583.34		3,461.93
Support Services Supervisor	2,583.34		3,461.93
Autism Spectrum Coordinator	2,651.67		3,553.48
Health & Safety Specialist	2,651.67		3,553.48
Deaf & Hard of Hearing Specialist (BL-ASL)	2,651.67		3,553.48
Diversity & Equity Specialist	2,651.67		3,553.48
Emergency Coordination Specialist	2,651.67		3,553.48
Employment Specialist	2,651.67		3,553.48
Forensic Services Specialist	2,651.67		3,553.48

POSITION	1 BW	TO	7 BW
HCBS Specialist	2,651.67		3,553.48
Living Options Specialist	2,651.67		3,553.48
Medicaid Waiver Specialist	2,651.67		3,553.48
Quality Assurance Specialists	2,651.67		3,553.48
Self-Determination Program/ Participant Choice Specialist	2,651.67		3,553.48
Senior Resource Specialist	2,651.67		3,553.48
Transportation Manager	2,651.67		3,553.48
Special Incident Coordinator	2,651.67		3,553.48
Early Intake & Assesment Specialist	2,651.67		3,553.48
Case Management Supervisor	2,956.50		3,962.01
Community Services Supervisor	2,956.50		3,962.01
Intake & Assessment Supervisor	2,956.50		3,962.01
Accounting Manager	2,956.50		3,962.01
Early Start Intake Supervisor	2,956.50		3,962.01
Quality Assurance Supervisor	2,956.50		3,962.01
Training Coordinator / Fair Hearing Specialist	2,956.50		3,962.01
High Risk Infant Specialist	3,007.66		4,030.55
Speech Specialist	3,095.73		4,148.58
Nurse Specialist	3,095.73		4,148.58
Occupational Therapist	3,095.73		4,148.58
Behavior Analyst	3,182.84		4,265.31
Psychologist / Autism Spectrum Psychologist	3,198.49		4,286.28
Manager, Administrative Services	3,334.12		4,468.03
Assoc. Director of Client Services	3,723.94		4,990.44
Assoc. Director of Early Start & Young Children	3,723.94		4,990.44
Assoc. Director of Childrens Services	3,723.94		4,990.44
Manager, Specialized Services & Support	3,723.94		4,990.44
Assoc. Director of Adults Services	3,723.94		4,990.44
Manager, Diversity, Equity, Access & Inclusion	3,723.94		4,990.44
Manager, Outreach, Intake & Clinical Services	3,723.94		4,990.44
Information Systems Manager	3,723.94		4,990.44
Clinical Supervisor	3,723.94		4,990.44
Controller	3,723.94		4,990.44
Director of Human Resources	3,910.13		5,239.95
Director Community Services	4,410.62		5,910.66
Director, SDC/PPP	4,410.62		5,910.66
Director of Health & Behavioral Services	4,531.99		6,073.31
Director Finance & Administration	5,145.31		6,895.22
Director, Client Services	5,145.31		6,895.22
Physician	5,337.09		7,152.21
Executive Director	6,967.66		8,012.81