

**REPORT ON ADMINISTRATIVE EXPENDITURES**

Regional Center: San Gabriel/Pomona  
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Date Completed: November 22, 2017  
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- 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
Employers Cost Containment Group	Human Resources	Unemployment Compensation Management Services	8,000.00
Health and Human Resources Center, Inc	Administrative Services	Employee Assistance Program	9,320.52
Mike Deblieux	Consulting Services	Staff Training	11,000.00
Kinetic Flow Corporation	Consulting Services	Management Survey	5,225.00
Vision Internet	Consulting Services	Web Design	7,276.50
ARCA	Administrative Services	ARCA Dues	80,458.00

**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>
SDICDS, Inc	IT Services	SANDIS Support & Module Training	22,000.00
Nedasoft, Inc	IT Services	Form and Check Printing Software Support	10,500.00
NGS	IT Services	Administrative Reports Writing & Staff Training	1,854.36
ADP	Human Resources	Payroll Processing	72,042.46
City National Bank	Administrative Services	Bank Service Fees	12,319.35
Windes	Accounting Services	Independent Financial Audit	35,000.00
Brown & Brown	Insurance Services	Liability Insurance	185,093.53
Liberty Mutual Services	Insurance Services	Liability Insurance	4,469.00
Future Computing	Consulting Services	Technical Support	10,500.00

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<b>Recipient of Funds</b>	<b>Type of Service</b>	<b>Purpose of Expenditure</b>	<b>Amount Expended in FY 16-17</b>
Universal Lifestyles	Consulting Services	Staff Training	4,845.25
Michael Walling	Consulting Services	Staff Training	2,000.00
Laura Sutton	Consulting Services	Staff Training	222.51
Enright & Ocheltree, LLP	Legal Services	Legal	86,559.22
Musick, Peeler & Garrett	Legal Services	Legal	13,873.80
The Law Offices of Nancy Solomon	Legal Services	Legal	6,059.74
Various Notaries (petty cash)	Legal Services	Notary Services	125.00
Language Network, Inc	Consulting Services	Translation Services	350.00
Magnus International	Consulting Services	Translation Services	320.00

**REPORT ON ADMINISTRATIVE EXPENDITURES (continued)**

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended in FY 16-17
Inline Translation	Consulting Services	Translation Services	175.00
Marlin Security Services	Consulting Services	Security Alarm System	432.00
Corporate America Private	Consulting Services	Building Security	76.00