

**SELPA FINANCE ADVISORY COMMITTEE**  
**Standing Committee of the Consortium**

**May 15, 2023**  
**3:00 pm – 5:00 pm**

**SELPA Conference Room**  
**1524 Magnolia Avenue; Redding, CA 96001**

**MINUTES**

**1. Call to Order at 3:01 pm**

Christian Patz, SELPA Executive Director, called the meeting to order at 3:00 pm.

SELPA Finance Advisory Council members roll call:

- |   |                    |
|---|--------------------|
| ● David Flores, Shasta UHSD - Region 1        | Present            |
| ● Donell Evans, Anderson UHSD – Region 2      | ABSENT             |
| ● Robert Fellingner, Redding ESD – Region 3   | Present            |
| ● TJ Hurley, Enterprise ESD – Region 4        | Present            |
| ● Cathleen Serna, Columbia ESD – Region 5     | ABSENT             |
| ● De’An Chambless, Shasta COE – Region 6      | Present            |
| ● Teresea Spooner, Fall River JUSD – Region 7 | Present (via Zoom) |

Others present were:

- |  |                             |
|--|-----------------------------|
| ● Christian Patz, SELPA Executive Director | ● Beth Roberts, Gateway USD |
| ● Calli Coleman, SELPA Accountant          | ● Lindsey Gilstrap, SCOE    |

**2. Approval of the Agenda**

Discussion: Dr. Patz stated that item 11b – Security Monitoring Contract, will be pulled from the Agenda as it has not yet been received.

**ACTION:** TJ Hurley motioned to approve item 11b be pulled and approves the Agenda as otherwise presented. Robert Fellingner seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

**3. Public Forum / Hearing of Person’s Wishing to Address the Finance Advisory Council**

Discussion: None.

**4. SELPA Director’s Report**

**4a. Board Budget Directions – Update**

Discussion: Dr. Patz reminded members the SELPA will have no ERMHS funds in 2023-24, but the Spectrum expansion contract was approved by the SELPA Governing Board. Itinerant staff will also be managed by SELPA in

2023-24, adding 13 employees to the SELPA staff. The Board also supports splitting the current SELPA Support Services Consultant 50/50 with SCOE for differentiated assistance, while also approving the SELPA to hire a second Support Services Consultant as a 1 FTE position and will discuss funding in June. The Governing Board also approved negotiations for the purchase of an additional unit at Rancho to house the LI Itinerant staff, along with approving a SELPA \$400k contribution towards the SCOE purchase of buses.

#### 4b. RTC Placements

Discussion: Dr. Patz informed members that the SELPA Governing Board closed session approved two RTC placements for a total of three placements. One may return at the end of this school year, and two will be placed in California. Others under consideration were placed by Far Northern Regional Center and another moved out of state. Having Spectrum locally will help.

#### 5. SELPA Fiscal Update

##### 5a. 2022-23 Budget vs. Actual

Discussion: Dr. Patz informed members the full budget will be provided in June.

#### 6. Consent Items – *(These action items are of a routine nature or items for which no discussion is anticipated, and are acted upon by a single vote. Members may request that any item be removed and given individual consideration.)*

##### 6a. Approval of Minutes for April 24, 2023

##### 6b. Low Incidence Equipment Requests

6b1. LI Request #69 – SCOE – Manzanita Elem., VI Equipment    TOTAL: \$420.38

##### 6c. RRC Policy and Procedure

##### 6d. 2023-24 NPA Rate Sheets

6d1. Breslin Occupational Therapy

6d2. Shelton Occupational Therapy

6d3. Woods Family Speech Therapy (revised)

Discussion: Ms. Chambless requested to pull item 6a – Approval of Minutes for April 24, 2023.

**ACTION:** De’An Chambless motioned to pull item 6a - Minutes for April 24, 2023 and approved the remaining Consent Items as presented. Robert Fellingner seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

Ms. Chambless requested the following revisions to Consent item 6a – Minutes for April 24, 2023:

- #10, Paragraph 1, last sentence, should read *“Dr. Patz informed members that PAC had a split vote - 4 yeas, 2 nays, 1 abstained and that Gina Murphy proposed sign language interns.”*
- #10, Paragraph 5, sentence 2, should read *“Ms. Coleman added that Low Incidence and Medi-Cal funds are more restricted to spend, and the anticipated future audits and a concern there will be no funds generated from mental health contracts are very concerning.”*
- #12, Paragraph 1, last sentence, should read *“Dr. Patz estimates \$235k for the additional unit purchase costs, of which includes approximately \$200k for the property purchase and escrow costs, \$25k for flooring, paint and other move costs, plus approximately \$5k for ongoing custodial costs”*

- #12 Action: remove duplicate of “*The motion passed by majority vote 6-0*”.

**ACTION:** De’An Chambless motioned to approve Consent Item 6a - Minutes for April 24, 2023 with corrections. Robert Fellingner seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

## 7. RTC Form – Discussion / ACTION

Discussion: Ms. Coleman, SELPA Accountant, discussed the revised RTC form which provides a breakdown of RTC placements and other costs as previously discussed with Mr. Fellingner with discussion points added onto the draft presented. There is one line for each student, and the reimbursement rate is from the policy. The form can be easily changed if the policy changes. Dr. Patz confirmed the RTC will break out ERMHS from room/board costs. Not all charges are actually ERMHS, though the placement is. We would treat it as OOH, as it is generated for kids who live in your LEA but are placed in a RTC. Ms. Coleman confirmed the policy separates room and board although the RTC blends them together.

Ms. Coleman stated she is working on a timeline and Ms. Chambless indicated the timeline could depend on cash flow. If all districts estimate LCFF and ADA based on unduplicated pupil count, they could do a “true up” at year end with P2. Ms. Coleman confirmed the SELPA is currently paying all reimbursements out of OOH, though it may want to use less OOH funds to offset costs of room & board.

**ACTION:** De’An Chambless motioned to approve the RTC form as presented. Robert Fellingner seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

## 8. 2023-24 Local Plan

### 8a. Section D – 2023-24 Annual Budget Plan, Attachments I-V

Discussion: Dr. Patz stated the 2023-24 Annual Budget Plan as presented uses 2022-23 numbers, since 2023-24 numbers are not available. Ms. Chambless voiced concern that the figures are misleading, since it does not reflect mental health dollars being distributed to districts next year. Dr. Patz is not looking to revise the 2023-24 Budget plan as presented, but confirmed the SELPA will be filing a whole new plan, including governance for 2024-25 to align the complete Local Plan with current practice. Dr. Patz confirmed Judy Flores, SCOE Superintendent, did sign the certification for the Local Plan, the Program Advisory Council approved and it will be presented at the public hearing with the Board in June. Any revisions would require another 45 day review period for SCOE. Ms. Chambless agreed to provide the drafts as presented to the Board, as long as it does get revised.

**ACTION:** Robert Fellingner motioned to approve the 2023-24 Annual Budget Plan as presented subject to updated revisions completed before or after Board approval. David Flores seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

## 9. Spectrum Expansion Billing – Update / Discussion / ACTION

### 9a. Daily rate cap

Discussion: Dr. Patz informed members the SELPA Governing Board approved the Spectrum expansion contract, then two days later Spectrum closed due to staff illnesses. Their corporate office sent staff the next day, then the Vice President stated the current Director was no longer employed by Spectrum. Dr. Patz indicated he has seen improvement since that time, and now has fifteen students recommended for

enrollment, with Tehama County offering seven additional students. Once better numbers are obtained, classes can be pivoted to specific needs. Opening date is August 16<sup>th</sup>. Dr. Patz emphasized statewide staffing concerns, but Spectrum is excellent at recruiting and is very committed to our contract. Dr. Patz stated if Spectrum closes for a day, they will make it up at the end of year similar to snow days.

Discussion continued regarding a suggested starting daily rate of \$300/day. If 33 students are enrolled it would be close enough, but if we start high we can reconcile with districts later in the year. However, if we only have 20 students enrolled, it would not be sustainable. Dr. Patz prefers to hold until June to get better numbers. Mr. Fellingner stated the \$300 starting figure is acceptable. Mr. Flores and Ms. Hurley agree.

**ACTION:** Robert Fellingner motioned to approve the Spectrum daily rate cap of \$300 / day. David Flores seconded the motion. The motion passed by majority vote 5-0, no opposition, no abstentions, Donell Evans and Cathleen Serna were absent.

#### **10. Support Services Consultant Position Funding – Update / Discussion**

Discussion: Dr. Patz stated the SELPA is approximately \$50k - \$55k short of covering the full cost of the additional Support Services Consultant: 50% of the split Support Services Consultant position, 10% of Gina Murphy’s EXCEL, 10% funded based on cost of interpreters, and .2 FTE Clerical position used, leaves about .3 unfunded. The Program Advisory Council suggested the idea of the SELPA centralizing private school ISP management using proportionate share funds – except for assessments for the first IEP. SELPA can collect all proportionate share funds and take over all coordination. This would also allow the SELPA to cover a full spectrum of grades, host trainings, and host consultations in a central location.

Other options include a 10k Federal ERMHS grant, reserves, or charging for itinerants \$12/hr. Dr. Patz assured members the percentage of time spent on private schools would match the percentage of funding – approximately 12 hours/week. The Capistrano case limits what districts have to do, and Dr. Patz believes districts would get more participation. Proportionate share funds come OUT of federal dollars, so an increase isn’t necessarily good - as enrollment goes up, proportionate share funds go up, which reduces federal funds. Other options include paying off the top, or SELPA reserves, as they earn interest every year.

#### **11. Rancho Road – Update – Discussion / ACTION**

11a. SELPA Building Update

11b. Security Monitoring Contract

Discussion: Dr. Patz stated he offered \$185k for the additional Rancho unit and the owner countered at \$195k. The final offer is \$190k to close and Dr. Patz is optimistic that the offer will be accepted. CHYBA is building an office near the Hope Center that will likely be completed in December. The LI Itinerants can stay where they are until then, and the rent SELPA will receive from CHYBA will offset the cost in renting back space for the itinerants.

#### **12. Future Agenda Items**

- Local Plan – 2023-24 Budget Plan
- 2023-24 budget
- Medi-Cal reserves
- OOH funding / RTC policy mental health portion

**13. Next meeting:** Monday, June 12, 2023, 3:00 pm – 5:00 pm, SELPA Conference Room

**14. Adjourned - Meeting adjourned at 4:37 pm.**