

SELPA FINANCE ADVISORY COMMITTEE
Standing Committee of the Consortium

June 12, 2023
3:00 pm – 5:00 pm

SELPA Conference Room
1524 Magnolia Avenue; Redding, CA 96001

MINUTES

1. Call to Order at 3:05 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 - Region1 | Present |
| ● Donell Evans, Anderson UHSD – Region 2 | ABSENT (<i>present at 3:10 pm</i>) |
| ● Robert Fellingner, Redding ESD – Region 3 | Present |
| ● Deborah Williams for 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 | ABSENT |

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: None.

ACTION: Robert Fellingner motioned to approve the Agenda as presented. David Flores seconded the motion. The motion passed by majority vote 4-0-3, no opposition, no abstentions, Donell Evans, Cathleen Serna and Teresea Spooner were absent.

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

Discussion: None.

4. 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.)

4a. Approval of Minutes for May 15, 2023

Discussion: None.

(Donell Evans present at 3:10 pm)

ACTION: David Flores motioned to approve the Minutes as presented. De’An Chambless seconded the motion. The motion passed by majority vote 5-0-2, no opposition, no abstentions, Cathleen Serna and Teresea Spooner were absent.

5. SELPA Director’s Report

Discussion: Dr. Patz shared a slide presentation and stated the State SELPA is focusing mainly pending state actions regarding budget concerns, including a possible SELPA expenditure cap. It has not passed in the state Assembly and appears dead but not final yet. State SELPA members would like to see any changes go through the standard process instead of Trailer bills.

Dr. Patz then informed members that TJ Hurley is moving on from Enterprise ESD, as well as others from our Program Advisory Council and Governing Board – including Jim Harrell, Merriill Grant, Rob Adams and possibly Victor Hopper. Mr. Fellingner stated that Cindy Bishop has been with Redding ESD a long time.

6. SELPA Fiscal Update

6a. 2022-23 Budget vs. Actual

Discussion: Calli Coleman, SELPA Accountant, stated the Annual Budget Plan will be revised in the Fall and the budget for the office will be updated, as she is close to finding the estimated final encumbered amount for operational costs.

7. 2023-24 Proposed Budget – Discussion / ACTION

7a. 2023-24 Proposed Budget

Discussion: Dr. Patz indicated trying to stay under \$1m but new positions put the budget over, plus the 8% wage increase and employer contribution for medical of \$3-\$4k per employee. Nick Syrrist’s new 50% Director position adds .3 FTE to general operating expenses of approximately \$55k. (See budget slide). The Administrative Program Assistant position with AB130 funds is expiring and will now to be .75 FTE general operating expenses, .25 low incidence. The new Support Services Position will be 1.0 FTE of general operating expenses for an estimated cost of \$140k. Ms. Coleman confirmed the budget vs. actual provided does not include the new position.

Ms. Coleman stated the proposed 2023-24 operations budget reflects low incidence itinerants detail due to SELPA taking over management.

ACTION: De’An Chambless motioned to approve the 2023-24 proposed budget as presented. Donell Evans seconded the motion. The motion passed by majority vote 5-0-2, no opposition, no abstentions, Cathleen Serna and Teresea Spooner were absent.

8. Rancho Road – Update / Discussion

Discussion: Dr. Patz informed members that opened escrow today on Rancho Road unit 5, as the seller accepted our offer of \$190k. We will need to lease back to CHYBA likely through December. SELPA anticipates moving in July and being operational in August. Construction began today on units 7-9 previously purchased. The SELPA will be renting space from SCOE for the itinerants to stay at their current Oasis location until unit 5 is ready.

9. Training Requests / Retreat Planning

Discussion: Dr. Patz has received requests for staff trainings and scheduled dates between August 10-15, including private school training using proportionate share and learning recovery funds to purchase Sunday Reading program kits to loan to schools for a cost of approximately \$1,500 each. Dr. Patz informed members of additional upcoming trainings including a credential bridge class August 14, paraeducator trainings August 14-15, plus one hour monthly trainings on Mondays and Wednesdays.

Ms. Coleman inquired if members would like to schedule a Fiscal Retreat for August 7th. Discussion included optional dates, times and subject matter – including continued MOE training. Ms. Coleman suggested SACHS training, although the state may not have the SELPA review ready by the time MOE is due. No further discussion or decision about a retreat.

(De'An Chambliss left the meeting at 3:30 pm)

10. Future Agenda Items

- Medi-Cal reserves spend down
- OOH funding – RTC policy mental health funds

Discussion: 1/ Dr. Patz suggested review of the Fall River JUSD subsidy and in August or October he will show context of distributions vs. what is paid off the top 2/. Medi-Cal budgeting going forward.

11. Next meeting: August 21, 2023, 3:00 pm – 5:00 pm, SELPA Conference Room (3570 Rancho Rd; Redding)

12. Adjourn

Meeting adjourned at 3:40 pm.