

SELPA FINANCE ADVISORY COMMITTEE
Standing Committee of the Consortium

August 21, 2023
3:00 pm – 5:00 pm

SELPA Conference Room
3570 Rancho Road, Ste. 9; Redding, CA 96002

MINUTES

1. Call to Order at 3:01 pm

Christian Patz, SELPA Executive Director, called the meeting to order at 3:01 pm.

SELPA Finance Advisory Council members roll call:

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| ● David Flores, Shasta UHSD - Region1 | Present |
| ● Donell Evans, Anderson UHSD – Region 2 | Present |
| ● Robert Fellingner, Redding ESD – Region 3 | Present |
| ● Deborah Williams, 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:

- | | |
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| ● Christian Patz, SELPA Executive Director | ● Beth Roberts, Gateway USD |
| ● James Glover, SELPA Sptt. Svcs. Cons. | ● Lindsey Gilstrap, SCOE |

2. Approval of the Agenda

Discussion: None.

ACTION: David Flores motioned to approve the Agenda as presented. Robert Fellingner seconded the motion. The motion passed by majority vote 6-0-1, no opposition, no abstentions, Cathleen Serna was 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 June 12, 2023

4b. Low Incidence Equipment & Reimbursement Requests

4b1. LI Reimb. Request #70 – Fall River JUSD – Mt. Burney, OI Equipment	\$1,622.88
4b2. LI Request #71 – Cottonwood ESD – Junction ESD, VI/OI Equipment	<u>\$1,017.65</u>
TOTAL:	\$2,640.53

Discussion: None.

ACTION: De’An Chambless motioned to approve the Consent Items as presented. Donell Evans seconded the motion. The motion passed by majority vote 6-0-1, no opposition, no abstentions, Cathleen Serna was absent

5. SELPA Director’s Report

Discussion: Dr. Patz introduced and welcomed James Glover, as the new SELPA Support Services Consultant. Spectrum Services has approximately 30 students enrolled and is working with EXCEL who has a wait list to ensure all kids are placed. Spectrum is fully staffed other than a Director.

Dr. Patz informed members that the SELPA and SCOE closed escrow on the purchase of unit 5 at the Rancho location last week, and will rent the unit to CHYBA through December anticipating the itinerants to move in during the February President’s week holiday. CHYBA will be moving to their new location and has notified Dr. Patz of their intention to join Shasta SELPA.

6. SELPA Fiscal Update

6a. 2023-24 Budget vs. Actual YTD

Discussion: Dr. Patz informed members that Calli Coleman, Accountant, is no longer with the SELPA and Lyndsey Gilstrap, Director of SCOE Internal Fiscal Services, is assisting the SELPA in the interim. Members reviewed the 2023-24 Budget vs. Actual provided and had no questions or concerns.

7. SELPA Fiscal Team - Discussion

7a. Transition Plan

Discussion: Dr. Patz informed members that Ms. Coleman is now with El Dorado COE and he is working together with Ms. Gilstrap to bridge accounting duties for the SELPA. Options for SELPA Accounting include **1/** utilize the \$140k-\$150k budgeted for the current SELPA Accountant III position for SCOE to take over the accounting duties, although the SELPA Accountant III position was created by the Governing Board. SELPA could roll those duties to SCOE and contract with them similar to other LEAs. **2/** Fill the SELPA position - challenging but possible, as SCOE currently has the same position posted. Ms. Chambless suggested that SELPA accounting could be absorbed into SCOE’s business department making more of a team effort with work delegated throughout their department creating a potential cost savings. Separation of SELPA and SCOE would go away if SCOE takes over. Dr. Patz indicated there will be no formal decision until October, but wants FAC input on having a SELPA accountant or SCOE.

Mr. Fellingner and Mr. Flores agree that the advantage to the SELPA Accountant being separate makes information readily available, while shared services with SCOE could cause more delays in information dissemination, and could be a heavy burden for SCOE to take on SELPA accounting duties. Dr. Patz met with Jessica Bigby, SCOE Director of External Business Services last week requesting short term support for more time to make a long term decision. There are benefits to utilizing SCOE AND a SELPA Accountant. Continued discussions emphasized the need for timely communications and dedication to SELPA tasks, which require a full time Accountant due to the low incidence itinerants now under SELPA management. Dr. Patz welcomed any further ideas.

8. Local Plan and Allocation Plan

8a. Subsidies

Discussion: Dr. Patz provided members a slide presentation including a timeline for the 2024-25 Local Plan to set goals for the year. The SELPA Governing Board has requested a review of local subsidies, including the Fall River remote subsidy, currently budgeted at approximately \$45k Off-The-Top (OTT). OTT funds provide \$35k to ERICS classrooms, which Fall River JUSD historically haven't used. Since Fall River can't place in those locations, they currently receive a remote subsidy. Not aware of transportation going through OTT. SELPA subsidized buses to cut cost. Fall River does not use SCOE transportation, and not every district uses it every year. With the majority of ERMHS funds being distributed directly to districts, subsidies are also under review.

8b. Timeline

Discussion: Dr. Patz is participating in a SSC webinar for the local allocation plan on Aug 29 and invited others to participate with a goal to give plenty of time for discussion and revisions. More information available after the allocation webinar. Review and edits will begin in Dec, with drafts to SCOE for review in February. The SELPA can review the extraordinary cost pool and how funds are allocated.

9. 2023-24 MTU Proposed Budget – Discussion / ACTION

9a. 2023-24 Proposed MTU Budget

Discussion: Dr. Patz stated there is an active effort to separate MTUs statewide.

ACTION: David Flores motioned to approve the 2023-24 MTU proposed budget as presented. De'An Chambless seconded the motion. The motion passed by majority vote 6-0-1, no opposition, no abstentions, Cathleen Serna was absent.

10. Mental Health Grant Funds – Discussion / ACTION

10a. Processing of Federal Mental Health Grant Funds – Resource 3327

Discussion: Dr. Patz indicated this item will be dropped from the August 22, 2023 SELPA Governing Board meeting, as he has spoken with Ms. Chambless and the matter is resolved.

11. MOE Policy – Discussion / ACTION

11a. MOE Policy – updated June 2023

Discussion: Members requested a redline version for easier comparison. Ms. Chambless stated the proposed draft appears reasonable. All agree and request more time to consider. Dr. Patz will bring the matter back to FAC in October.

12. Future Agenda Items

12a. Medi-Cal reserves spend down

Discussion: SCOE elected to contract with PractiCal as the new MediCal biller, as they were best for compatibility and several other districts are contracting with them as well. Dr. Patz confirmed the SELPA no longer generates MediCal income.

12b. OOH funding – RTC policy mental health funds

Discussion: Dr. Patz added the OOH and RTC reimbursement policies for discussion to shift costs for mental health supports back to LEAs since funds are now distributed directly to LEAs. Mr. Fellingner suggested future discussion regarding SELPAs finance plan.

13. Next meeting: October 16, 2023, 3:00 pm – 5:00 pm, SELPA Conference Room (*3570 Rancho Rd; Redding*)

14. Adjourn

Meeting adjourned at 4:05 pm.