

Enclosure A

ADMINISTRATIVE EXPENDITURES REPORT

Regional Center: Golden Gate
 Date Completed: 11/20/2023

Welfare & Institutions (W&I) Code section 4639.5 requires regional centers to report expenditures from the regional center operations budget for all administrative services, except for maintenance, repair, or purchase of equipment or property.

INSTRUCTIONS:

Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2022-2023, 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.

Recipient of Funds	Type of Service	Purpose of Expenditure	Amount Expended FY 22-23
Primark	Retirement Administration	Consultant Services	\$18,257.43
Justifacts	Background Checks	HR Services Fees	\$11,425.88
Optum	Administrative	H SA Services Fees	\$522.50
Vantage Flex	Administrative	FSA Services Fees	\$7,702.50
Nationwide	Retirement Administration	Services Fees	\$704.00
US Bank	Banking	Bank Services Fees	\$44,393.68
ADP	Administrative	Payroll Services Fees	\$42,860.58
Lindquist, von Husen & Joyce LLP	Accounting Fees	Audit and Tax Services	\$53,700.00
Rufus L. Cole & Associates	Administrative	Legal Services	\$177,982.11
Musick, Peeler & Garrett	Administrative	Legal Services	\$236,327.08
Littler Mendelson, P.C.	Administrative	Legal Services	\$5,521.25
Marcelina Enrile	Administrative	Nursing Consultant Services	\$105,000.00
Mark Craig Zannini	Medicaid Waiver Services	Assistant	\$26,820.00
West Coast Consulting	HR Training Services	Emergency Action & Fire Prevention Training Services	\$17,750.00
Kinetic Flow	Administrative	HR Services Fees	\$7,385.00

PERSONNEL CLASSIFICATIONS REPORT

Regional Center:

Golden Gate

Year: 2023

INSTRUCTIONS:

Please provide a listing of all personnel classifications used by the regional center and their associated salary schedule (range) for Fiscal Year 2022-2023.

Personnel Classification	Monthly Salary Range From	Monthly Salary Range To
Office Assistant - E-Records	\$3,220.25	\$4,579.08
Office Assistant - Mailroom	\$3,220.25	\$4,579.08
Receptionist	\$3,220.25	\$4,579.08
Fiscal Assistant	\$3,606.67	\$5,128.58
Office Assistant	\$3,606.67	
Rights Advocate	\$3,606.67	\$5,128.58
Administrative Assistant	\$4,070.42	\$5,788.00
Clinical Scheduler	\$4,070.42	\$5,788.00
Electronic Records Coordinator	\$4,070.42	\$5,788.00
Fiscal Coordinator	\$4,070.42	\$5,788.00
Payroll Assistant	\$4,070.42	\$5,788.00
System Administrator	\$4,070.42	\$5,788.00
Vendor Services Coordinator	\$4,070.42	\$5,788.00
Purchase Reimbursement Coordinator	\$4,070.42	\$5,788.00
Benefits Specialist	\$4,571.58	\$6,500.67
Bilingual Intake Specialist	\$4,571.58	\$6,500.67
Electronic Records Administrator/Tier1	\$4,571.58	\$6,500.67
Facilities Specialist	\$4,571.58	\$6,500.67
Fiscal Monitor	\$4,571.58	\$6,500.67
Human Resources Administrator	\$4,571.58	\$6,500.67
Medicaid Waiver Specialist	\$4,571.58	\$6,500.67
Senior Fiscal Coordinator	\$4,571.58	\$6,500.67
Senior Regulation & Rate Specialist	\$4,571.58	\$6,500.67
Senior Vendor Services Coordinator	\$4,571.58	\$6,500.67
Tech Support Assistant	\$4,571.58	\$6,500.67
Administrative Coordinator	\$4,571.58	\$6,500.67
Social Worker (BA)	\$4,965.00	\$7,060.08
Bilingual Social Worker (BA)	\$5,113.92	\$7,271.83
Social Worker Specialist (BA)	\$5,113.92	\$7,271.83
Edu. & Orientation Social Worker (BA)	\$5,113.92	\$7,271.83
Lead Bilingual Intake Specialist	\$5,267.33	\$7,490.00
Lead Social Worker (BA)	\$5,267.33	\$7,490.00
Bilingual Social Worker Specialist (BA)	\$5,267.33	\$7,490.00
Lead Bilingual Social Worker (BA)	\$5,425.42	\$7,714.75
Education & Training Specialist	\$5,161.75	\$7,339.83
Forensic Social Worker	\$5,161.75	\$7,339.83
Human Resources Specialist	\$5,161.75	\$7,339.83
Housing Specialist	\$5,161.75	\$7,339.83

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HRIS/Payroll Administrator	\$5,161.75	\$7,339.83
QA Specialist	\$5,161.75	\$7,339.83
QA/Resource Developer	\$5,161.75	\$7,339.83
QIRA Specialist	\$5,161.75	\$7,339.83
Resource Developer	\$5,161.75	\$7,339.83
School Transition Liaison	\$5,161.75	\$7,339.83
Supported Living Specialist	\$5,161.75	\$7,339.83
Talent Acquisition Specialist	\$5,161.75	\$7,339.83
FHA Specialist	\$5,161.75	\$7,339.83
Social Worker (MA)	\$5,471.50	\$7,780.25
Bilingual Social Worker (MA)	\$5,635.58	\$8,013.67
Social Worker Specialist (MA)	\$5,635.58	\$8,013.67
Edu. & Orientation Social Worker (MA)	\$5,635.58	\$8,013.67
Lead Social Worker (MA)	\$5,804.67	\$8,254.08
Lead E&O Social Worker (MA)	\$5,804.67	\$8,254.08
Lead Bilingual Social Worker (MA)	\$5,978.83	\$8,501.67
Community Engagement Specialist	\$5,386.17	\$7,659.00
Cultural Diversity Specialist	\$5,386.17	\$7,659.00
Deaf Access Specialist	\$5,386.17	\$7,659.00
Employment Specialist	\$5,386.17	\$7,659.00
Medicaid Waiver Nurse	\$5,386.17	\$7,659.00
Office Administrator	\$5,386.17	\$7,659.00
Payroll Specialist	\$5,386.17	\$7,659.00
Participant Choice Specialist (SDP)	\$5,386.17	\$7,659.00
Facilities and Operations Administrator	\$5,386.17	\$7,659.00
Infrastructure Administrator	\$6,455.25	\$9,179.25
Supervisor, Payroll	\$6,455.25	\$9,179.25
Senior HR Generalist	\$6,455.25	\$9,179.25
Supervising Social Worker	\$6,455.25	\$9,179.25
Supervising SW, Self-Determination	\$6,455.25	\$9,179.25
Supervisor, Accounts Payable	\$6,455.25	\$9,179.25
Supervisor, Authorization & Operations	\$6,455.25	\$9,179.25
Supervisor, Medicaid Waiver	\$6,455.25	\$9,179.25
Supervisor, Quality Assurance	\$6,455.25	\$9,179.25
Supervisor, Resource Developer	\$6,455.25	\$9,179.25
Supervisor, Vendorization	\$6,455.25	\$9,179.25
Tech Network Administrator	\$6,455.25	\$9,179.25
IDEA Specialist	\$6,455.25	\$9,179.25
Executive Administrative Assistant	\$6,455.25	\$9,179.25
Compliance, Regulations, and Rates Administrator	\$6,455.25	\$9,179.25

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Personnel Classification	Monthly Salary Range From	Monthly Salary Range To
Bilingual Clinical Nurse	\$6,573.92	\$9,347.92
Board Certified Behavioral Analyst	\$6,573.92	\$9,347.92
Early Start Nurse Specialist	\$6,573.92	\$9,347.92
Emergency Management Coordinator	\$6,573.92	\$9,347.92
Manager, Clinical Services	\$7,222.67	\$10,270.50
Manager, Community Services	\$7,222.67	\$10,270.50
Manager, Community Outreach	\$7,222.67	\$10,270.50
Manager, Early Start Services	\$7,222.67	\$10,270.50
Manager, Information Technology	\$7,222.67	\$10,270.50
Manager, Operations	\$7,222.67	\$10,270.50
Manager, RC Fiscal Services	\$7,222.67	\$10,270.50
Manager, Regional Center Services	\$7,222.67	\$10,270.50
Psychologist	\$8,253.17	\$11,735.75
Controller	\$9,077.25	\$12,907.58
Director, Intake, Early Start, and Clinical Services	\$10,955.75	\$15,578.75
Director, Community Service	\$10,955.75	\$15,578.75
Director, Human Resources	\$10,955.75	\$15,578.75
Director, Regional Center Services	\$10,955.75	\$15,578.75
Chief Financial Officer	\$12,724.83	\$18,094.33
Director, Clinical Services	\$12,724.83	\$18,094.33
Physician	\$13,244.83	\$18,833.75
Executive Director	\$14,362.75	\$20,682.42

Benefits provided to all employees include:

Health Plan, Dental Plan, Vision Plan, Retirement Plan, Basic Life and Accidental Death and Dismemberment Insurance, Supplemental Life Insurance, Long-Term Disability, Health Savings Plan, Flex Spending Plans, Employee Assistance Program