

**REPORT ON ADMINISTRATIVE EXPENDITURES**

Enclosure C

Regional Center: Far Northern

Date Completed: October 31, 2018

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**INSTRUCTIONS:** Please list all regional center expenditures for administrative services for Fiscal Year (FY) 2017-18 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 2017-18
AATRIX	Tax services	1095-C return efile	\$ 94
Access Information Systems	Records Management	Storage and shredding	\$ 13,599
Aiello, Goodrich, and Teuscher	Tax and Audit services	Audit, Form 990 preparation	\$ 38,000
Alliance 2020	Employment	Background checks	\$ 1,456
Arthur J. Gallagher	Insurance	Broker fee	\$ 3,750
Associated Pension Consultants	Accounting/Benefit Compliance	Money Purchase Pension Plan report	\$ 1,160
Beavex	Courier	Interoffice mail and backup tapes	\$ 4,627
Benefit Resource, Inc.	Accounting/Benefit Compliance	COBRA and cafeteria plan administration	\$ 2,827
Capital Research & Management Co.	Accounting/Benefit Compliance	Pension plan - recording services	\$ 328
Craigslist	Employment	Recruitment	\$ 190
DMV	Employment	Pull program fees	\$ 321
Enloe Medical Center	Employment	Employee Health	\$ 200
Fred Pryor Seminars	Training	Employee training	\$ 249
Gail Garcia, LCSW	Consulting	Grief counseling	\$ 250
Jim Girt	Consulting	Ergonomic evaluations	\$ 550
Morneau Shepell	Consulting	Employee assistance	\$ 2,575
Multiplex Information Systems	Records Management	Storage and shredding	\$ 14,979
Musick, Peeler and Garrett	Legal	Legal	\$ 300
National Business Institute	Training	Employee training	\$ 458
Norcal Services for the Deaf	Care provider training	Sign language services	\$ 1,000
North State Parent	Consulting	Outreach	\$ 8,825
Phyllis Raudman	Legal	Legal	\$ 14,101
Protel Answering Service	Communications	Answering Service - Chico	\$ 1,219
Redding Telephone Answering Service	Communications	Answering Service - Redding	\$ 1,300
Say It Twice	Translation Service	Person Centered Planning Training	\$ 104
SJCOE	Training	Employee autism training	\$ 300
Shasta Executive Plaza	Maintenance	Security services	\$ 14,511
Spherion	Temporary Labor	Clerical help	\$ 24,263
Supported Life Institute	Training	Person Centered Planning Training	\$ 2,625
WAC Solution Partners	Consulting	Payroll system consulting	\$ 1,316