

Minutes

Westside Regional Center Finance Committee

September 10, 2025

Board Members Present: Nilo Choudhry, Meshell Baylor, Almarietha Mathews, Kyle Jones

Board Member Absent: Dr. Christopher Taicher

Staff: Jane Borochoff, Robert Kutaj, and April Vegtel

Guest: Todd Withers

The meeting was called to order at 5:10pm.

Minutes of 07/09/25 Finance Committee: A motion was made to approve the 07/09/25 minutes. The motion was made by Almarietha Mathews and seconded by Nilo Choudhry. Motion Carried.

Review/Approval of Legal Invoices: One legal invoice dated July 31, 2025, was reviewed in the amount of \$16,326.00. A motion to approve the invoice was introduced by Almarietha Mathews and seconded by Meshell Baylor. Motion Carried.

Financial Reports: The Financial Reports reflect 12 months of expenditure to date for Fiscal Year 24-25. Reports are for expenditures through June 2025. POS expenditure appears to be on target. Staff continue to monitor Purchase of Services and Operations expenditures for Fiscal Year 25-26. Currently, WRC is projecting balanced budgets in both Purchase of Service and Operations for Fiscal Year 25-26. WRC's cash projections are currently stable.

Audit Updates: WRC met with DDS Audit team on July 8, 2025, to review audit findings. WRC is anticipating that the DDS audit will end soon with less than ten exceptions and a clean audit for the next one. WRC is currently expecting a CPA audit in November. Disability Rights will conduct an SSI audit at the end of September using a sampling of approximately 8 – 10 clients. WRC has brought on two consultants with over 50 years of combined technical experience that WRC is confident will serve WRC well during the audit.

Monthly Updates: WRC hired a controller. The previous contractor Neelam Duggal has accepted the position and brings her extensive CPA experience to support WRC. Since WRC hired a new Director of Client Services, a proposal was brought to the committee to vote in closed session to remove Suzy Requarth from the signatory cards and add Pablo Ibanez. The Board agreed to vote in closed session.

Closed Session: A closed session was requested and began at 5:49pm

A motion to adjourn the Open Session of the Finance committee meeting was made by Almarietha Mathews and seconded by Kyle Jones. Motion carried. Meeting was adjourned at 5:49pm