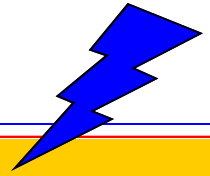


Action Item #1



January 26, 2024

ISSUE:

The list of persons authorized to sign checks on company accounts must be updated to reflect current employees and Department of Developmental Services (DDS) officials.

BACKGROUND

If the list of signers is not updated to reflect current employees and DDS officials, persons who are no longer associated with the Regional Center might conduct unauthorized business or misappropriate funds.

All Operations, Purchase of Service, and Trust (representative payee) funds except for short-term Treasury bill investments are held in checking, interest on checking, or savings accounts at US Bank. The Regional Center became a US Bank Customer after the May 2023 merger of US Bank and Union Bank. Trust funds must be separated from Operations and Purchase of Service funds.

The Holidays Are For Caring program and other charitable contributions are deposited into a checking account with Umpqua Bank.

It is recommended and requested that the following authorized signers be approved by the Board of Directors:

US Bank Operations and Purchase of Service checking accounts, Operations Interest on Checking account, Representative Payee Checking, Representative Payee Savings account (two signatures required):

Melissa Gruhler, Executive Director
Wayne R. Doerning, Associate Director, Client Services
Tracy Duarte, Associate Director, Community Services
Audra K. Feedback Chief Financial Officer
Jim Knight, DDS, Deputy Director, Administration
Brian Winfield, DDS Chief Deputy Director, Program Services

**Umpqua Bank Corporate contributions account:
(one signature required)**

Melissa Gruhler, Executive Director
Audra K. Feedback, Chief Financial Officer

Debit card authority only: Shelly Nickle, Executive Assistant