Sponsors of
North Bay Regional Center
and other programs
for persons with developmental disabilities
10 Executive Court
Napa, CA 94558
707-256-1224
Fax: 707-256-1230

Promoting Opportunities
Supporting Choices

MEETING NOTICE

The next meeting of the Board of Directors is a regular business meeting scheduled as follows:

DATE: March 1, 2017

TIME: 5:00 – 7:00 p.m.

PLACE: North Bay Regional Center
Solano County Office of Education
5100 Business Center Drive
Fairfield, CA 94534

Map & Agenda Enclosed

Board Related Meetings: The next meeting of the Vendor Advisory Committee will be March 14, 2017, at North Bay Regional Center office "Board Room" from 10:00 to noon.

REMINDER: Please contact Kathy Newman at (707) 256 1224 if you are unable to attend the Board meeting.

North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
Wednesday, March 1, 2017, 5:00 p.m.
Solano County Office of Education
5100 Business Center Drive, Fairfield, CA 94534-1658

AGENDA

I. CALL TO ORDER – Secretary Rita Edmonds-Norris

II. ROLL CALL AND INTRODUCTIONS – Rita Edmonds-Norris, Secretary (2 minutes for call to order, roll call, and introductions)

III. CONSIDERATION OF MINUTES
Minutes of Regular Business Meeting of Feb 1, 2017 be approved as submitted (3 min) (Pgs. 1-6)
ACTION

IV. TREASURER'S REPORT
Treasurer's Report for the period of January 1 - 31, 2017 be approved as submitted. (3 min) (Pg. 7)
ACTION

V. ANNOUNCEMENTS

VI. NOMINATING COMMITTEE – Walt Spicer ACTION
Proposed Slate of Officers for 3/1 – 6/30/17:
Harry Matthews, President
Angel Greber-Giroux, Vice President

VII. FEATURE PRESENTATION – North Bay Regional Center Purchase of Service Disparity – January Crane (20 minutes) (Pgs. 14-40)

VIII. COMMITTEE REPORTS
A. Executive Committee - Board Officers – (Vacant) President; Walt Spicer, Vice President; Secretary, Rita Edmonds-Norris; Franklin Phillips, Treasurer (3 minutes) ACTION
B. Vendor Advisory Committee – Linda Plourde – (10 minutes) (Pgs. 41-45) ACTION

IX. EXECUTIVE DIRECTOR'S REPORT (30 minutes)
A. Bob Hamilton, Executive Director (10 minutes)
B. Michi Gates, Director Client Services' Report (10 minutes) (Pgs. 9-13)
C. Dave Johnson - Chief Financial Officer (10 minutes) (Pg. 8)

X. LIAISON REPORTS
A. Association of Regional Center Agencies – Bob Hamilton (10 min) INFO
B. State Council on Developmental Disabilities - North Bay Regional Office – Lisa Hooks (10 min) INFO

XI. GENERAL PUBLIC COMMENT - Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). Public invited to comment on any matter. Public comment will also be invited on each Action item after the Board has discussed the item and prior to a motion.

XII. GOOD OF THE ORDER - any other Board business may be brought up at this time. (5 minutes)

XIII. ADJOURNMENT

CLOSED SESSION – The governing board of a regional center may hold a closed meeting to discuss or consider one or more of the following: (1) real estate negotiations, (2) the appointment, employment, evaluation of performance, or dismissal of a regional center employee, (3) employee salaries and benefits, (4) labor contract negotiations, (5) pending litigation – W&I Code 4663(a).

NEXT MEETING ANNOUNCEMENT - The next Board of Directors meeting is the monthly business meeting scheduled for Wednesday, April 5, 2017, North Bay Regional Center, 2351 Mendocino Avenue, Santa Rosa, CA at 5:00 p.m.

North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
February 1, 2016, 5:00
610 Airpark Road, Napa, CA 94558

MINUTES

NBRC BOARD MEMBERS PRESENT:	Linda Plourde, Bayberry, Inc.
Franklin Phillips, Treasurer	Rita Edmonds-Norris, Secretary
Len Carlson, Facilitator	Walt Spicer, Vice President
Jose Ayala	Angel Giroux-Greber
NBRC BOARD MEMBERS ABSENT:	Barbara Power (Excused)
Rhonda Foster, (Excused)	Joanne Tsai
STAFF PRESENT:	Bob Hamilton, Exec. Dir.
Michi Gates, Director, Client Services	Kathy Newman, Executive Assistant
Dave Johnson, Chief Financial Officer	Deanna Heibel, Associate Dir. Client Services
Courtney Singleton, Assoc. Dir. Client Services	Thomas Maseda, Director, Administration
Deanna Kirkpatrick, Assoc. Dir. Client Services	Ivan Arce, SC
H. Suwatanapongched, MD	Angelina Ordonez, SC
Darius Bruner II, SC	Breanica Pereira, SC
Ashley McClain, SC	Jennifer Garcia, SC
Tammy Larsen, IQM	Paul Bray, IQM
Hernani Mac Dula, IT	Irma Acevedo Luna, SC
Alicia Culaba, SC	Kristin Doorman, SC
GUESTS PRESENT:	Harry Matthews, Parent
Anh Nguyen, Consultant	Elizabeth Mard, DDS
Lauren Meiklejohn, BI	Jessica Sadowski, Bayberry, Inc.
David Mauger, Christopher's House	

CALL TO ORDER – Walt Spicer, Vice President, called the meeting to order at 5:05 p.m. A quorum was present and the Board and audience introduced themselves.

CONSIDERATION OF MINUTES
M/S/C (Phillips/Giroux-Greber) Move that the minutes of December 7, 2016 regular business meeting be approved as submitted. UNANIMOUS

TREASURER'S REPORT
M/S/C (Giroux-Greber/Plourde) Move that the Treasurer's Report for the period of October 1 – December 31, 2017 be approved as submitted. UNANIMOUS

ANNOUNCEMENTS: None

FEATURE PRESENTATION: Introduction to the Department of Developmental Services Regional Center Oversight Dashboard – Michi Gates, Director of Client Services

Recent legislation required DDS to develop a website dashboard to monitor regional centers in order to improve quality of services for consumers living in the community.

- Overview: There are 308,850 clients served by Regional Centers throughout the state. NBRC serves 8,796 consumers in Napa, Solano, and Sonoma Counties. Thirty seven percent are female, 63% are

male. NBRC's Average expenditure per client is $15,892; statewide is almost $13,000. Statewide Hispanic is 30%. NBRC's largest group is Caucasian, second Hispanic.

- Performance Contracts: 2015 Performance Data
  - ✓ DDS establishes contracts with Regional Centers that include specific, measurable performance objectives which are reviewed by the public on an annual basis. The annual performance contracts are designed to help consumers achieve quality of life, reach meaningful progress above current baselines, and develop services and supports to meet consumer needs. Every year, DDS reviews each Regional Center's performance data for compliance with their contracts.
  - ✓ The Developmental Center population continues to decrease as consumers move into the community. Regional centers coordinate services and supports for consumers as they transition from Developmental Centers to community settings.
  - ✓ For the last four years NBRC has reported around 2% of Adults live in Facilities with more than 6 beds.
  - ✓ For the last four years NBRC has reported that 99% of minors live with families and less than 10% live in facilities with more than six beds.
- Purchase of Service: NBRC must ensure that regardless of ethnicity that each group is receiving an equal-opportunity for supports and services needed. Why is Hispanic so low and does that reflect that NBRC is not meeting the needs of this population?
  - ✓ Language: 98% of consumers identify either English or Spanish as their primary language. 82% English; 16% Spanish. The remaining 1% of consumers selected a language outside their primary language.
  - ✓ Diagnosis: Intellectual Disability is the majority of the population NBRC serves.
  - ✓ Age: 22-99 is the population NBRC spends the most money on.
- National Core Indicator: In 2010, in accordance with Welfare and Institutions Code, Section 4571, the Department of Developmental Service implemented a nationwide quality assessment survey called the National Core Indicators (NCI) produced by the Human Services Research Institute and the National Association of Directors of Developmental Disabilities. NCI is one tool that DDS uses to monitor the performance of the developmental disabilities service system as well as the performance of our twenty-one regional centers in providing services and supports for developmentally disabled adults and children.
- The NCI surveys:
  - ✓ NCI surveys are conducted through in-person interviews with adult consumers every three years and consumers who have moved out of a developmental center to the community every year.
  - ✓ NCI surveys are conducted by the State Council on Developmental Disabilities. Surveys collect data on consumer and family satisfaction, quality of services, and personal result.
- Employment First in California. People with developmental disabilities seek to work, earn and be part of the economic life of their communities. It is the policy of the state that opportunities for integrated, competitive employment shall be given the highest priority for working age individuals with developmental disabilities, regardless of the severity of their disabilities. Those who want to be employed have that opportunity.
- Fair Hearings: The fair hearing process is used to resolve disputes regarding eligibility, the nature, scope, or amount of services and supports, or any decision or action of the regional center for consumers or applicants who are age three or older. NBRC is one of the lower centers for receiving appeals.
- Welfare and Institutions Code 4731 - These complaints are made when an individual consumer, or any representative acting on behalf of a consumer, believes that any right has been wrongly or unfairly denied by a regional center. NBRC is on the low/middle of the statistics for 4731 complaints.
- Early Start Complaints - Early Start is for infants and toddlers under the age of three who are at risk of having a developmental disability, or have developmental disabilities or delays, and their families. The purpose of the Early Start complaint process is to investigate and resolve alleged violations of federal or state laws or regulations governing California's Early Start that are filed with the Department.

- Home and Community Based Waiver Complaint – Data is forthcoming

This is one piece of legislation that is very helpful to NBRC's community and to Regional Centers to assist us to continually improve services and supports.

NEW BUSINESS:

A. Community Placement Plan (CPP) $250,000 and Over Contract Approval – Courtney Singleton. NBRC's 2015-16/2016-17 Housing Projects:
   - 1516-3 Enhanced Behavioral Support Home (EBSH) $250,000/$300,000 Scioto
   - 1516-5 Specialized Residential Facility (SRF) $150,000/$200,000 Scioto
   - 1516-14 Specialized Residential Facility (SRF) $150,000/$200,000 Scioto
   - 1516-16 Specialized Residential Facility (SRF) $150,000/$200,000 Scioto
   - 1617-16 Specialized Residential Facility (SRF) $350,000/$300,000 Brilliant Corners
   - 1617-14 Enhanced Behavioral Support Home (EBSH) $250,000 Elwyn
   - 1617-15 Enhanced Behavioral Support Home (EBSH) $250,000 Elwyn
   - ZN0078 1415 Enhanced Behavioral Support Home (EBSH) $383,158/$191,940 Brilliant Corners
   - ZN0082 1415 Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) $426,291/$191,960 Brilliant Corners

   M/S/C (Edmonds-Norris/Phillips) Move approval of Scioto, Brilliant Corners, and Elwyn contracts that exceed $250,000 annually. UNANIMOUS

B. Succession Planning Contract – NBRC will contract with Kinetic Flow to assist with succession planning. They will be providing succession planning as well as renewing NBRC's Strategic Plan. This process will require Board time. Bob inquired of the Board if they are willing to commit that time. Typically a four to eight month preparation period is required for the succession and hiring process. The plan will include development of measurable performance criteria on which to judge an applicant on experience and education. The transition period will run smoother with retaining a firm to assist in this process. It will require two one-day retreats. All Board members were comfortable with the time commitment involved.

   M/S/C (Giroux-Greber/Plourde) Move approval of retaining Kinetic Flow to assist in NBRC's Succession Planning as well as renewing the Strategic Plan. UNANIMOUS

COMMITTEE REPORTS:

A. Executive Committee – Walt Spicer, Vice President; Rita Edmonds-Norris, Secretary; Franklin Phillips, Treasurer – No meeting.

B. Vendor Advisory Committee – Linda Plourde
   - The VAC met on Tuesday, January 10, 2017.
   - Ali Tabatabai of New Leaf discussed how his agency deals with client matters when a client has passed. He discussed the expectations of the Social Security Administration. January Crane is developing a training regarding end of life plans for NBRC clients. DDS has a workbook / curriculum already developed for end of life planning and it is available on the DDS website: http://www.dds.ca.gov/ConsumerCorner/ThinkingAhead.cfm
   - Rick Burkett of NBRC discussed the Mass Emergency Communication System. NBRC wishes to conduct a system wide test on February 24, 2017 to ensure that the system is functioning appropriately. It is important that all vendor information is up to date in the system.
   - On December 1, 2015, vendors received a 5.82% increase in funding. The increase had been intended to be effective on 10/13/15 but DDS determined the effective date to be 12/1/15 instead. The California Developmental Services Association (CDSA) filed litigation on behalf of all vendors against DDS for full reimbursement beginning 10/13/15. The court ruled in favor of CDSA. Vendors can expect reimbursement to cover 10/13/15 to 12/1/15.
   - CDSA held a policy meeting in Rancho Cordova on January 31, 2017.
   - CSLN Annual Conference is scheduled for April 13 and 14 2017 in San Diego.

- ANCOR Governmental Relations meeting was held January 10 and 11, 2017 in Baltimore, MD. Their annual conference will be held in San Antonio, Texas from April 30, 2017 to May 3, 2017.
- Please refer to the minutes for further detail.
- The next VAC meeting is Tuesday, February 14, 2017.

C. Nominating Committee – Walt Spicer

- Walt Spicer read his letter of resignation to the Board and attendees; *"It is with regret that I announce my resignation effective at the end of February. My health is the reason. At age 87, balance problems and diminishing memory are limiting my contribution as an active, contributing Board Member. It has been my pleasure to serve on the Board for over four years, participating in the many contributions to the developmentally disabled in our communities, and important matters that have confronted the Board. I have enjoyed working with you, and with Bob Hamilton and his administrative staff. My best wishes to you all."* The Board extended their appreciation to Walt for all he has contributed. Bob noted that a temporary slate of officers will be determined and placed on the agenda for approval at the March 1 Board meeting.
- Walt proposed that Harry Matthews be seated as a Napa County Board member effective March 1, 2017. By law Board members are allowed to serve seven consecutive years out of eight. Harry completed his last term February 28, 2016.

M/S/C (Phillips/Giroux-Greber) Move approval of seating Harry Matthews, Napa County Board Member, effective March 1, 2017. UNANIMOUS

EXECUTIVE DIRECTOR'S REPORT

Bob Hamilton, Executive Director

- Bob thanked the Board and the staff, specifically Dr. Michi Gates, for taking care of things at the Regional Center during the month of December.
- With the new administration in Washington DC, NBRC may be looking at many dramatic changes. The Affordable Care Act is estimated to leave an approximate $18-20M dollar hole in the State budget. The State Administration, the Governor and his staff, legislators have many times gone on record stating they will support the Regional Center citizens and the citizens of California.
- The new Governor's budget will be released the middle of January 2017. The period of time from that announcement to the May Revise, is a time when the legislature looks at the budget to test its adequacy and to determine priorities. That process is going on right now.
- Bob noted that he will testify before the Legislative Staff Committee regarding the SDC closure. He will inform the Committee how NBRC is doing on the plan to move SDC residents into the community.
- NBRC hosted a DDS Safety Net meeting on Monday, January 30, 2017 with people attending from all over Northern California. This meeting was specifically targeted for people who don't make it in the programs the Regional Center system has. A "plan" will then go to the administration where priorities will be determined and what can be done to fix the problem.
- The new language the Governor's budget has put forward will allow the DDS Director to put funds toward non Developmental Center programs. Nancy Bargmann is interested in providing more housing opportunities along with services generally.
- Governor's Budget includes four positions for DDS to oversee housing development.
- The Department has partnered with ARCA to fund a study to better understand the equity/disparity issue that Regional Centers face. Children's Hospital will be carrying that contract.
- Bob noted a problem with the "tools in DDS's toolbox" relative to what to do when programs don't work. There is a "tool" called the Health and Safety Exception which some Centers are submitting "blanket" exceptions for various issues such as minimum wage increase. The "blanket" Health and Safety Exceptions have been rejected by the Department because it doesn't fit in their "toolbox". Bob noted that he and one of his colleagues, Carlos Flores (who sits on Secretary Dooley's Taskforce), will be presenting that issue to Secretary Dooley as part of the rate reform.

Michi Gates, Director Client Services' Report

- Michi noted the Competitive Integrated Employment contract/MOU between three departments, i.e., Department of Developmental Services, Department of Education, and the Department of Rehabilitation. The MOU covers the next five years as the three departments ensure individuals who want integrated employment at minimum wage or more will have that opportunity. A Board presentation is scheduled for May 3 featuring Denise Kirkright from DDS who is heavily involved in the development of the MOU, along with representatives from the other agencies.
- Federal Programs: NBRC's annual target for the 2016-2017 fiscal year has not yet been established. At this time, NBRC is assuring that more clients are added to the Waiver than terminated. Missing our target or not adding monthly can result in the withholding of federal funds in our operations budget and less purchase of service reimbursement. The Home and Community Based Waiver is the largest Waiver the Federal government has. It is designed to keep people in their homes rather than state institutions. Each Regional Center has to have qualifying characteristics and maintain a community based purchase. NBRC is one of the best performing Regional Centers in the state. For those who are the Waiver, the State receives reimbursement for the amount of money spent on each individual's services as well as reimbursement for Operations cost. For fiscal year 2015, NBRC received 66% federal funding and found to be in substantial compliance. Michi thanked Quality Assurance and Service Coordinators who work with the Waiver for all their hard work. Discussion followed.
- Self Determination Program has not been approved by the Feds. Progress is being made and DDS is very confident about it. NBRC is looking forward to receiving training from the Department.
- New Staff Positions and Vendors:
  - ✓ NBRC added a Federal Revenue Supervisor to NBRC's staff in order to maintain the program. Free up January to focus more on the Purchase of Service Disparity, Social Sensitivity, DDS Performance Contract, Strategic Planning, staff training.
  - ✓ Resource Development vendored five new vendors, three of which were developed through CPP money related to the SDC closure. They will be providing Special Incident Reporting training to address the issue of untimely reporting by our vendors. There is a 24 – 48 hour reporting mandate that is not being met.
  - ✓ Intake Department has hired an Assessment Counselor, Intake Referral Coordinator, and a Psychologist who are all Spanish speaking.
- For fiscal year 2015-2016 eligible clients with autism increased from 38% to 54% with intellectual disabilities decreasing from 49% to 35%. The number of people coming through Intake has increased as well. Growth is faster in Sonoma County versus Solano/Napa County.
- Sonoma Developmental Center closure activity: Five individuals have moved from SDC into the community in the last 30 days. Twelve more are scheduled to move during February and March. NBRC faces a very tight timeline to meet closure date of December 2018. Developing appropriate resources is very time intensive. There is transition activity for each individual to assure they are safe in the community. DDS has increased calls to weekly in order to review progress on SDC closure.
- Federally Qualified Health Clinic – NBRC has received applicants for the $2.5M Federally Qualified Health Clinic project. Members of Sonoma County and Parent Hospital Association (PHA) will assist in making a selection.

Dave Johnson - Chief Financial Officer

- Operations and Purchase of Service is currently in good shape.
- Union Negotiations are in process. Contract expires the end of February. Management and Union Reps have met three times so far.
- CalPERS Retirement Plan is underfunded by close to 25%. They lowered their return projections. Rates could possibly double as gains fall far short of their goals.

LIAISON REPORTS:

A. Association of Regional Center Agencies – Bob Hamilton
- Last ARCA meeting was held on January 19-20.
- The new homes being developed for the SDC closure that Courtney Singleton reported on require regulations as they are licensed homes. NBRC is awaiting final regulations.
- NBRC is also developing community crisis homes and the regulations are almost ready to be published. Providers are responding to Requests for Proposal (RFPs) but there are no regulations to understand what will be required.
- Eileen Richey, Executive Director of ARCA, has resigned affective February 28th. The ARCA Board has selected a recruitment committee to find a new director.
- Rick Rollins, ARCA, Legislative Analyst, is focused on four committees that affect the Regional Center system.

B. State Council on Developmental Disabilities - North Bay Regional Office – Lisa Hooks – No report.

GENERAL PUBLIC COMMENT - Sign-up sheet (two minutes per person unless otherwise allowed by Board Chairperson). Public invited to comment on any matter. Public comment will also be invited on each Action item after the Board has discussed the item and prior to a motion.

GOOD OF THE ORDER: Mike Thompson will tour NBRC's new Napa Offices on February 21, 2017. Board members were invited to attend.

ADJOURNMENT - M/S/C (Phillips/Edmonds-Norris) Move to adjourn the meeting at 6:47 p.m. UNANIMOUS

NEXT MEETING ANNOUNCEMENT: The next Board meeting will be a regular business meeting scheduled for March 1, 2017 at Solano County Office of Education, 5100 Business Center Drive, Fairfield, CA at 5:00 p.m.

North Bay Regional Center
Franklin Philips Horne NBRC Treasurers' Report
For the Month of March 2017

In January 2017 NBRC's board money market account increased by $1 to end the month with a balance of $47,192.

The board checking account ended the month with a balance of $3,407, a decrease of $445 from last month due to expenses for consumer art fair of $281 and a plaque for Margi for $164.

North Bay Regional Center
Finance Dashboard FY 2016/17
As of January 31, 2017

58% of the year elapsed

Purchase of Services (POS)	Allocation/C-1	YTD Actual	% Total POS	Var/ Alloc	Forecast	Total YTD Actual + Fcst	Total Surplus (Deficit) From Allocation
Day Programs	$ 22,895,833	$ 22,719,543	23%	$ 176,290	$ 16,500,000	$ 39,219,543	$ 30,457
Supported Living Services	28,000,000	27,668,981	28%	331,019	20,250,000	47,918,981	$ 81,019
Community Care Facilities	22,312,500	22,240,899	23%	71,601	16,000,000	38,240,899	$ 9,101
Behavioral Services	13,708,333	13,724,856	14%	(16,523)	9,800,000	23,524,856	$ (24,856)
Other	19,420,014	15,289,878	16%	4,130,136	12,000,000	27,289,878	6,001,574
Total POS services	**$ 106,336,680**	**$ 101,644,157**	**104%**	**4,692,523**	**$ 74,550,000**	**$ 176,194,157**	**$ 6,097,295**
Receipts from ICFs for SPA services	(3,500,000)	(3,539,666)	-4%	39,666	(2,125,000)	(5,664,666)	664,666
Community Placement Plan (CPP)	6,953,654	99,514	0%	6,854,140	11,750,000	11,849,514	71,036
Total POS & CPP Services	**$ 109,790,335**	**$ 98,204,005**	**100%**	**$ 11,586,330**	**$ 84,175,000**	**$ 182,379,005**	**$ 6,832,997**
Operations Expense (OPS)							
Personnel	$ 7,145,833	$ 7,177,279	62%	(31,446)	$ 5,100,000	$ 12,277,279	$ (27,279)
Benefits	2,429,583	2,567,608	22%	(138,025)	1,500,000	4,067,608	97,392
Facilities/Insurance	904,167	893,477	8%	10,690	650,000	1,543,477	6,523
Equipment / General office	350,000	370,651	3%	(20,651)	250,000	620,651	(20,651)
Consultants	262,500	236,755	2%	25,745	245,000	481,755	(31,755)
Mileage	157,500	134,269	1%	23,231	135,000	269,269	731
Legal	160,417	129,677	1%	30,740	145,000	274,677	323
Communications	70,000	92,437	1%	(22,437)	50,000	142,437	(22,437)
Other Expenses	46,759	(109,384)	-1%	156,143	191,000	81,616	(1,458)
Total Operations Expense	**$ 11,526,759**	**$ 11,492,769**	**100%**	**33,990**	**$ 8,266,000**	**$ 19,758,769**	**$ 1,389**
Community Placement Plan (CPP)	891,815	890,549		1,266	638,276	1,528,825	-
Total OPS & CPP Expenses	$ 12,418,573	$ 12,383,318		35,255	$ 8,904,276	$ 21,287,594	$ 1,389
Total	**$ 122,208,908**	**$ 110,587,323**		**$ 11,621,585**	**$ 93,079,276**	**$ 203,666,599**	**$ 6,834,386**

DDS Contract Allocations 2016/17	Date Received	POS	Operations	CPP Ops only	Total	
Preliminary Allocation	5/19/2016	$ 127,322,114	$ 14,451,195		$ 141,773,309	68%
C-Prelim ABX-1			1,386,403		1,386,403	1%
Ist Amendment C-1		48,969,338	3,922,560		52,891,898	25%
Ist Amendment C-1 CPP		11,920,550	-	1,528,825	13,449,375	6%
Total Allocation		**$ 188,212,002**	**$ 19,760,158**	**$ 1,528,825**	**$ 209,500,985**	100%

9

AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,239	13.8 %	MALES	5,695	63.6 %	OWN HOME	6,234	69.6 %
3 - 17	2,534	28.3 %	FEMALES	3,254	36.3 %	ILS	589	6.5 %
18 - 40	3,230	36.0 %				SLS	718	8.0 %
41 - 60	1,328	14.8 %				DC	101	1.1 %
61 - 80	588	6.5 %				SNF	53	.5 %
						ICF	240	2.6 %
80 & OLDER	30	.3 %				CCF	753	8.4 %
						FOSTER CARE	181	2.0 %
						OTHER	80	.8 %
TOTAL:	8,949	100.0 %	TOTAL:	8,949	100.0 %	TOTAL:	8,949	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL CONSUMERS	COUNTY	NUMBER	% TO TOTAL
MIXED	699	7.8 %	AUTISM	1,985	22.1 %	28. NAPA	1,126	12.5 %
ASIAN	215	2.4 %	EPILEPSY	1,111	12.4 %	48. SOLANO	3,729	41.6 %
BLACK	843	9.4 %	CEREBRAL PALSY	904	10.1 %	49. SONOMA	3,951	44.1 %
FILIPINO	323	3.6 %	MENTAL RETARDATION	4,833	54.0 %			.0 %
NATIVE AMERICAN	31	.3 %	OTHER	1,028	11.4 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,091	23.3 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,310	48.1 %						.0 %
OTHER	134	1.4 %						.0 %
UNKNOWN	303	3.3 %						.0 %
						OTHER	143	1.5 %
TOTAL:	8,949	100.0 %				TOTAL:	8,949	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	24	.2 %	0	452	5.0
ENGLISH	7,320	81.7 %	P		
SPANISH	1,465	16.3 %	1	1,014	
OTHER LATIN LANG.		.0 %	2	7,382	
CANTONESE CHINESE	8	.0 %	3		
MADARIN CHINESE	4	.0 %	8	101	
JAPANESE	2	.0 %			
VIETNAMESE	12	.1 %			
KOREAN	3	.0 %			
LAOTIAN	5	.0 %			
CAMBODIAN	3	.0 %			
OTHER ASIAN LANG.	3	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	98	1.0 %			
TOTAL	8,949	100.0 %	TOTAL	8,949	100.0

Consumer Advocate Report

February 1, 2016 – February 28, 2017

A few self-advocacy/support groups started back up in June using the educational materials on self-advocacy. Consumers seem to be uninterested as meetings were conducted. I was unable to follow-up in February due to a situation beyond my control. I will try again in March.

The Napa County IHSS Advisory Committee is sponsoring an Educational Appreciation Luncheon at the Elk Lodge in Napa for IHSS providers and consumers in February or March 2017. More information will be provided as things develop. We are working with Channel 28 to produce training tapes on the purpose of the IHSS Advisory Committee and IHSS Services.

I will be visiting combined Unit meetings explaining my job duties to new staff.

I continue to assist service coordinators with their cases and am still the DDS Conservator designee.

Thank you

Submitted by:

Randy Kitch

North Bay Regional Center

610 Airpark Road. Napa, CA 94558
Phone: (707) 256-1100 • TTY (707) 252-0213

2351 Mendocino Avenue, Santa Rosa, CA 95403
Phone: (707) 569-2000 • TTY (707) 525-1239

FAIR HEARING & MEDIATION UPDATE
FEBRUARY 1 – 28, 2017

Eligibility (16-15)	Reason for Appeal: Claimant appeals denial of respite services. Ruling: Fair Hearing request pending.
Eligibility (16-17)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Eligibility (16-20)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Eligibility (16-23)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Eligibility (16-25)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Eligibility (16-29)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Respite (16-30)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing request pending.
Respite (17-01)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing request pending.
Eligibility (17-02)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Eligibility (17-03)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.
Day Care (17-04)	Reason for Appeal: Claimant appeals denial of day care. Ruling: Fair Hearing request pending.
Respite (17-05)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing request pending.
Eligibility (17-06)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.

Respite (17-07)	Reason for Appeal: Claimant appeals denial of respite. Ruling: Fair Hearing request pending.
Rent Subsidy & SLS (17-08)	Reason for Appeal: Claimant appeals denial of Supported Living Services and rent subsidy. Ruling: Fair Hearing request pending.
Eligibility (17-09)	Reason for Appeal: Claimant appeals denial of eligibility. Ruling: Fair Hearing request pending.

NBRC Resource Development and Quality Assurance

Become an NBRC Vendor! Visit the NBRC website:
http://nbrc.net/service-providers/becomeavendor/

Resource Development

The Resource Development Department vendored three new service providers and received four new requests for vendorization during January. Please join NBRC in welcoming the new below vendors to the North Bay Regional Center vendor community.

New Vendors

- LEAP –Day Program-Fairfield
- ABM Homes-Adult Residential Facility for Persons with Special Healthcare Needs-Santa Rosa
- A Bright Future-Behavior Management Day Program-American Canyon

Quality Assurance

The NBRC Quality Assurance Unit has been hard at work this month providing QA assistance to NBRC Vendors and Service Coordinators. Below is a brief summary of some of their activities in January

10	Community Care Facility annual reviews	**10**	QA assistance requests from Service Coordinators
1	Supported Living Services review	**4**	Living Arrangements Committees held
1	Pilot test of Day Program QA review tool	**2**	Day/Employment Arrangement Committees held
45	Vendors received technical assistance	**3**	Trainings for vendors and/or NBRC employees

Visit http://nbrc.net/service-providers/calendars/ for more information on upcoming vendor trainings.

Special Incident Report Team Activities

The SIR team presented an SIR training to one individual vendor this month. 38 vendors attended the SIR trainings at NBRC's office
New Sandis 7 will include updates to how Mortality information is gathered at the state level. Sandis is a statewide data base regional centers utilize.
The Association of Regional Center Agencies has requested additional information related to clients involved in the criminal justice system; NBRC is assisting with a data gathering template

Upcoming SIR Training

2351 Mendocino Ave, Thai/Oaks Room
March 28th, registration at 3:30, class 4-6:00
The NBRC SIR team will provide custom trainings to your agency. Contact January Crane 707-256-1256

DEPARTMENT OF DEVELOPMENTAL SERVICES
1600 NINTH STREET, Room 320, MS 3-9
SACRAMENTO, CA 95814
TTY (916) 654-2054 (For the Hearing Impaired)
(916) 654-1958

January 6, 2017

TO: BOB HAMILTON, NORTH BAY REGIONAL CENTER

SUBJECT: ABX2-1 FUNDING TO PROMOTE EQUITY AND REDUCE DISPARITIES – RESPONSE TO REGIONAL CENTER PROPOSAL

This correspondence supersedes the letter to North Bay Regional Center (NBRC) dated October 25, 2016, regarding your regional center's proposal to utilize available funding to reduce disparities in purchase of services, as authorized by Assembly Bill (AB) X2-1 (Chapter 3, Statutes of 2016). In reviewing regional centers' proposals, the Department of Developmental Services (Department) took into account statewide needs and available resources, as well as information gathered during the Department's statewide stakeholder meetings. In addition, each proposal was analyzed for compliance with applicable statute and regulations, and the Department's guidelines issued on July 25, 2016.

On December 9, 2016, the Department received NBRC's revised proposal. As a result, the Department approves the following proposed activities contingent upon the regional center's assurance that funding is used specifically for the designated purpose(s), and complies with applicable federal and state laws and regulations:

Proposed Activity	Amount Requested
1. Advertising and Outreach	
– Continue Town Hall Meetings: Increase use of interpreters, translators, and provide stipends for childcare and refreshments.	**$14,940**
– Develop and translate "Autism Spectrum Disorder" Booklet	**$1,120**
– Consumer Satisfaction Survey	**$45,000**

2. Staff Training

– Person Centered Planning Training for Management Staff	**$9,375**
– Mentor for Four Person Centered Thinking Trainers	**$24,000**
– Person Centered Planning Training for Case Management Staff	**$40,000**
– Cultural Competency Training for All Staff	**$9,750**

3. Vendor Training

– Person Centered Planning Training	**$20,000**
Total	**$164,185**

Collaboration
The Department received several funding requests to develop and translate written materials into native languages. We encourage you to partner with other regional centers to eliminate the duplication of effort and to maximize the use of available funding.

Funding and Claiming
The Department will include the approved funding in the next contract amendment and has revised the state claim form so regional centers can delineate funding expended to implement activities approved in your regional center's proposal to address local equity issues.

Outcomes
Regional centers are required to maintain records, collect data, and track qualitative and quantitative outcomes. Records must reflect your regional center's progress in achieving the purpose of each activity and, at a minimum, must include the following details: activity status, completed tasks and quantitative measures (e.g., survey results, funding utilization, and number of impacted staff or consumers/families). Please incorporate this information with the report, due to the Department annually on May 31st, resulting from your public meetings discussing purchase of service disparities.

Requesting Modifications of Proposals
Regional centers are required to provide the Department with written notification of any amendments to the approved activity(ies), including, but not limited to: deviation from the initial intent of the proposed activity, unexpected obstacles or delays in project implementation, or anticipated changes to the originally requested funding amount. The Department will review your requests and work collaboratively with you to identify necessary actions to address any modifications. Written notifications should be forwarded to:

Rapone Anderson
Regional Center Branch Manager
Community Services Division
1600 Ninth Street, Room 340, MS 3-12
Sacramento, CA 95814

Please send electronic notifications to: RCB@dds.ca.gov.

If you have any questions regarding this correspondence, please contact Rapone Anderson at (916) 654-3722, or by email at rapone.anderson@dds.ca.gov. The Department looks forward to assisting you in your efforts to promote equity in the purchase of services and supports for individuals with developmental disabilities.

Sincerely,

Original signed by

BRIAN WINFIELD
Deputy Director
Community Services Division

cc: Eileen Richey, Association of Regional Center Agencies
Nancy Bargmann, Department of Developmental Services
John Doyle, Department of Developmental Services
Rapone Anderson, Department of Developmental Services

2016 NBRC Expenditures & Demographics Data Report

North Bay
Regional Center

Purchase of Service Disparities Data

WIC Section 4519.5

- DDS and regional centers compile purchase of service (POS) data annually
- Centers post data on website with respect to age, race or ethnicity, primary language and disability
- Centers meet with stakeholders in a public meeting

Limitations of Data

- *POS Expenditures*– cost of services consumers receive that are paid for by regional centers
- *Consumer Count* – total numbers are greater than actual caseloads; short-term services weighed same as long-term
- *Multiple Diagnoses* – consumers often have more than one diagnosis, therefore can be counted in more than one category

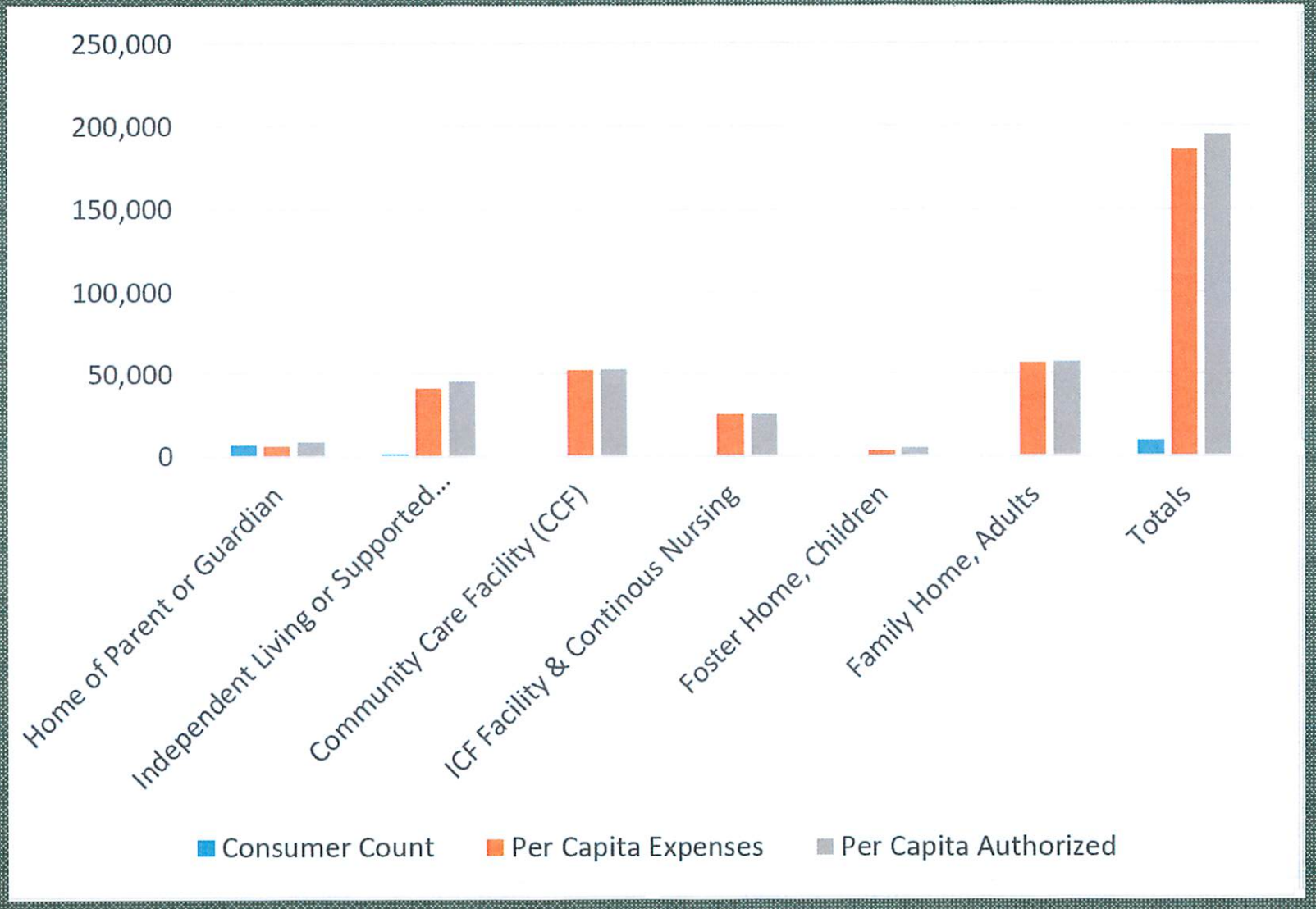
Other Considerations When Interpreting Data

- Services are specific to individual's needs
- Some services are more expensive than others
- Differences in expenditure do not mean that needs are unmet
- Expenditure data does not tell us *why* differences exist
- We don't know why differences exist without looking at other information and data

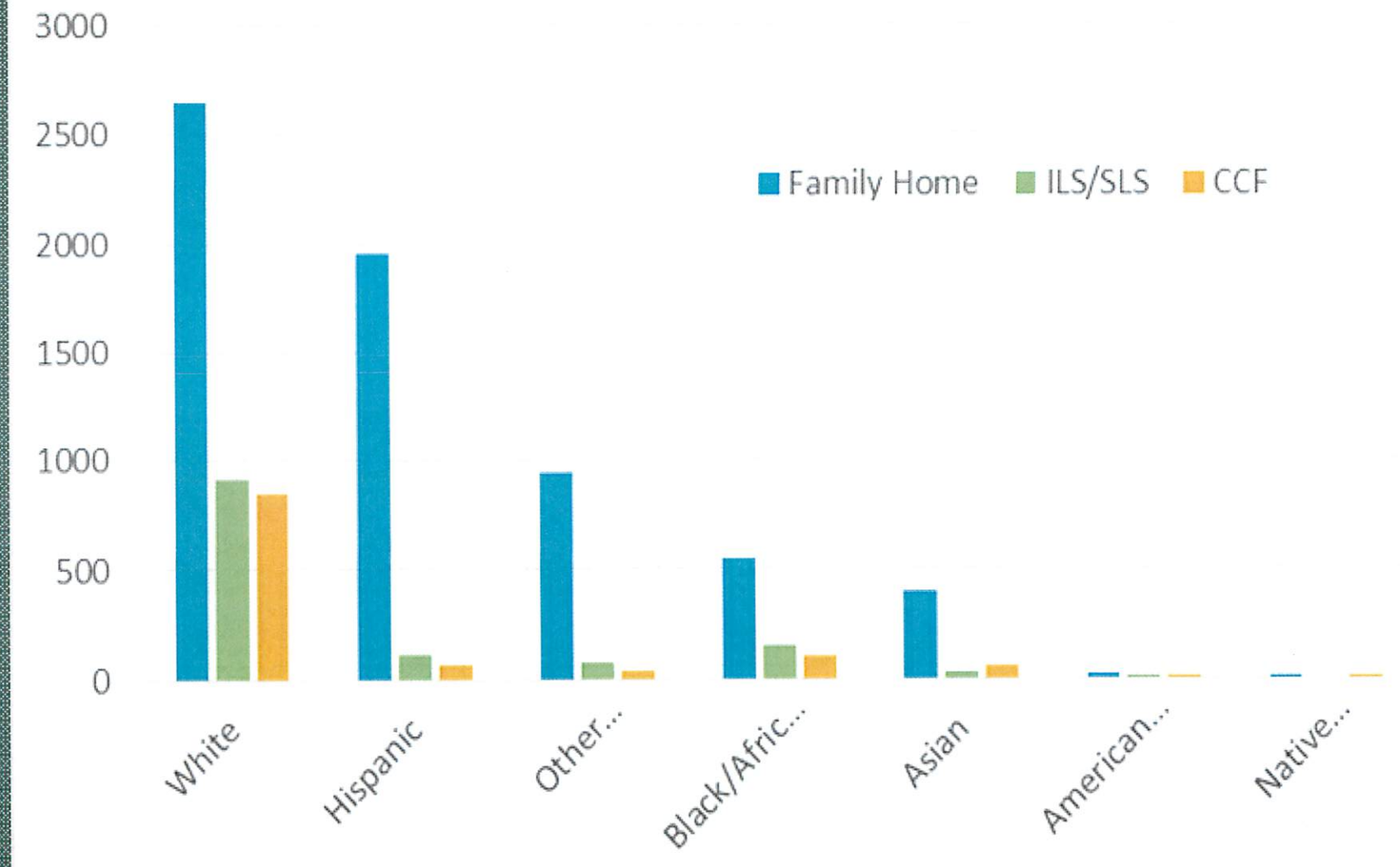
Questions & Discussion

1. How do you get information about NBRC, and what advice would you give others about getting information?
2. What is the role of parents & families helping others get information about NBRC?
3. How can the Service Coordinator play a part in helping families better understand NBRC's services?
4. What steps can NBRC take to make information about services more accessible? Easier to understand?
5. What are your ideas about the differences in expenditures, and what can be done?

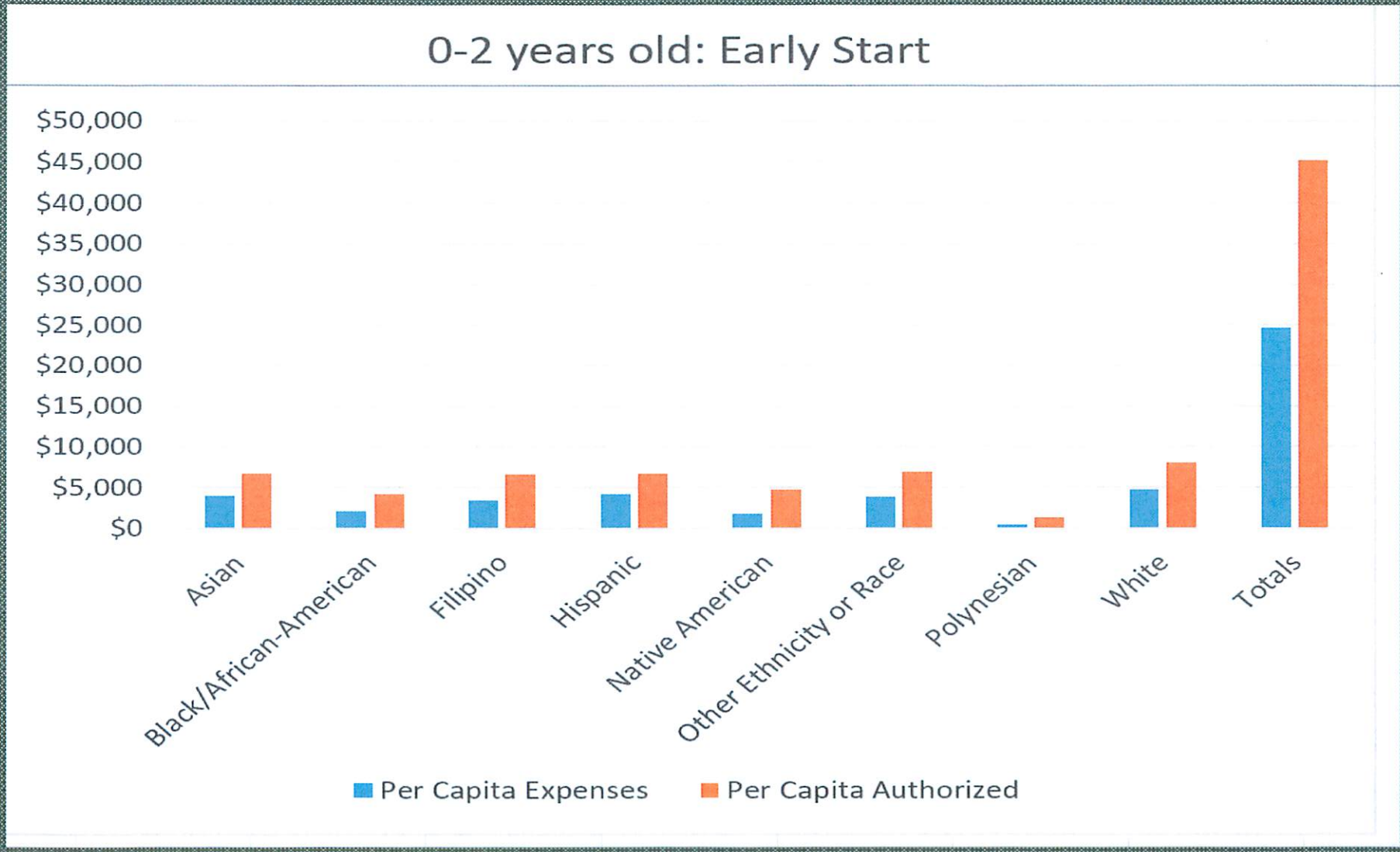
Expenditures Differences Based on Residence



Where Individuals Live By Ethnicity

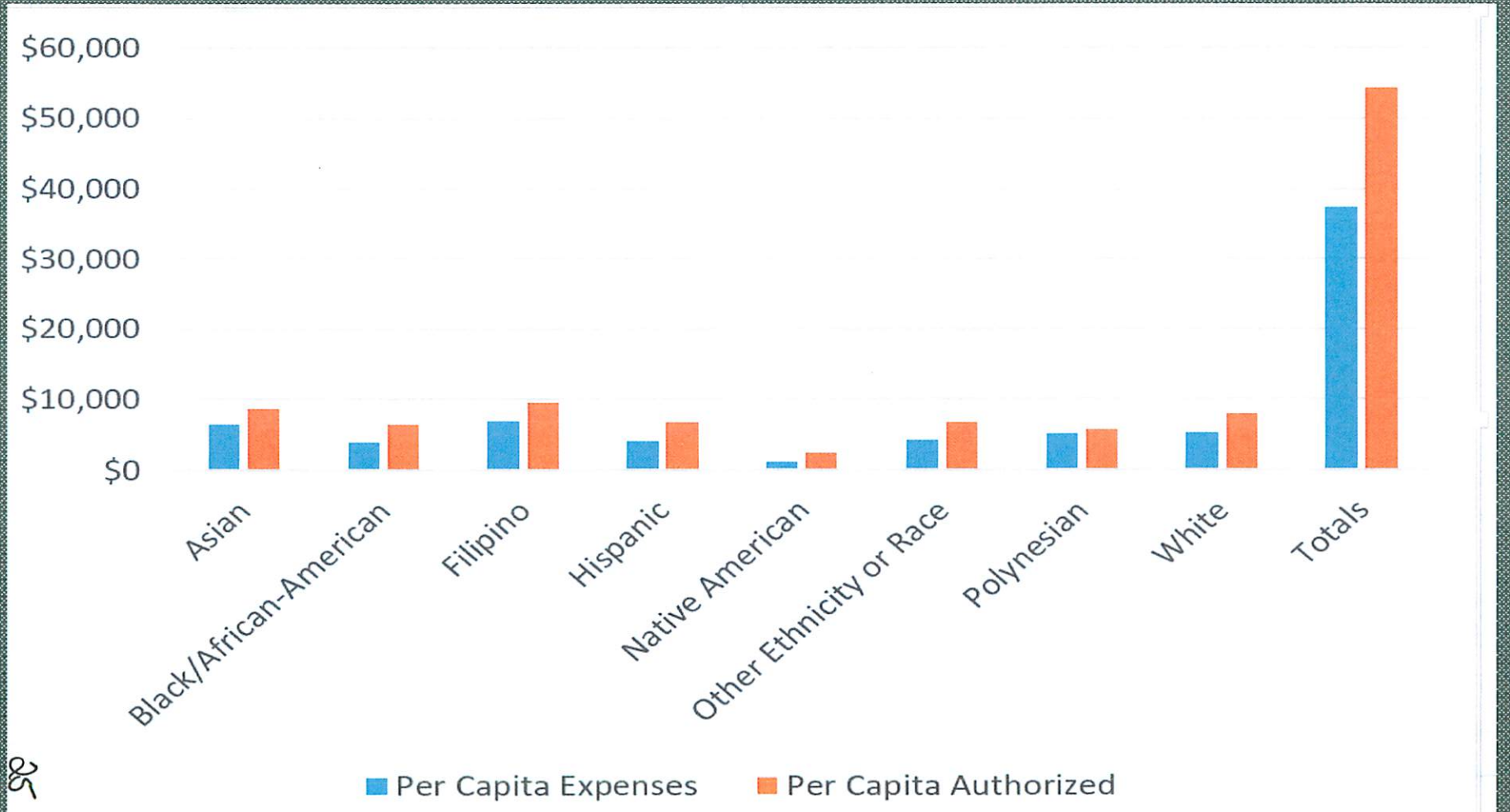


Comparison of NBRC Expenditures by Ethnicity



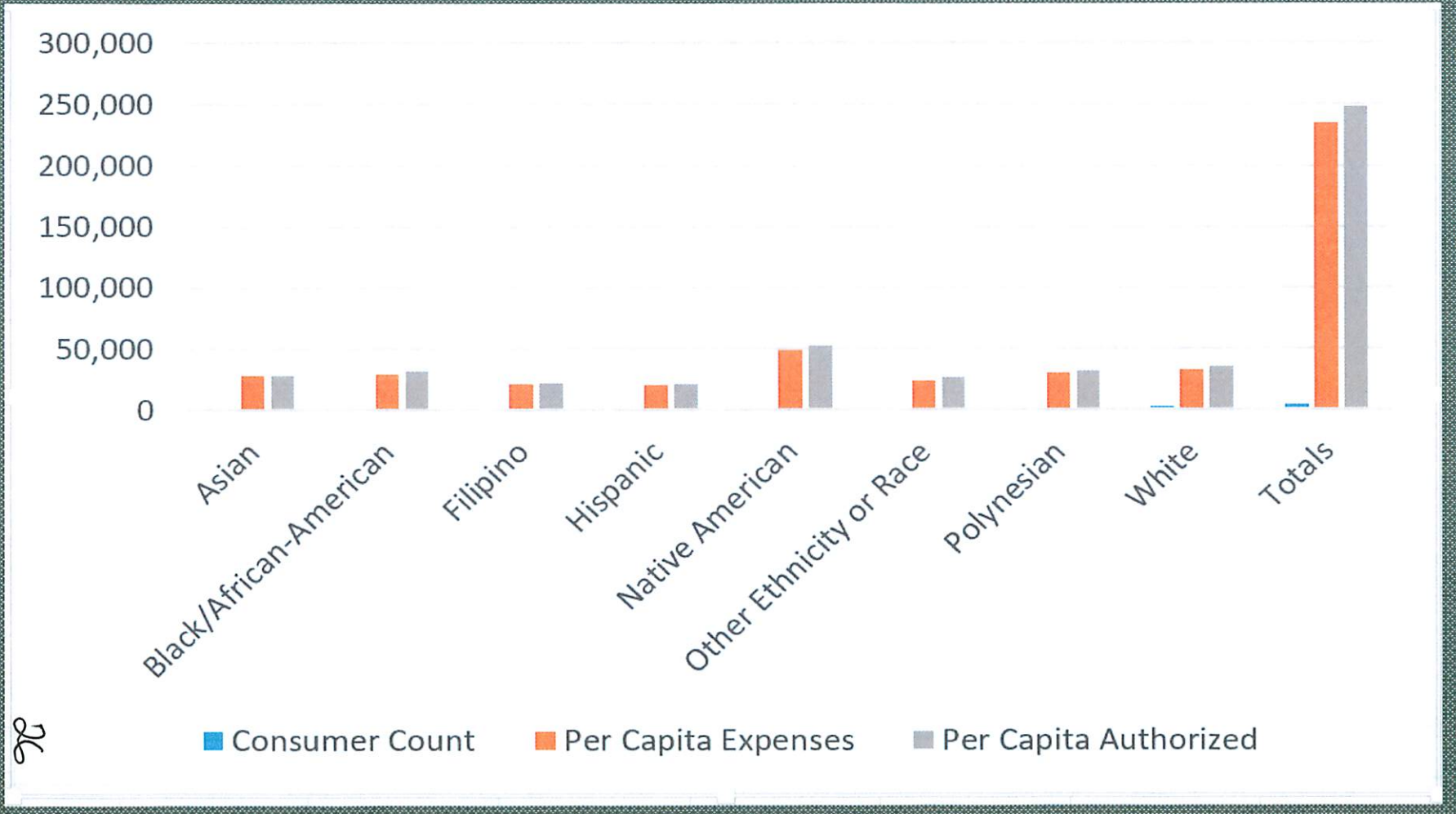
Comparison of NBRC Expenditures by Ethnicity

3-21 years old: School-based



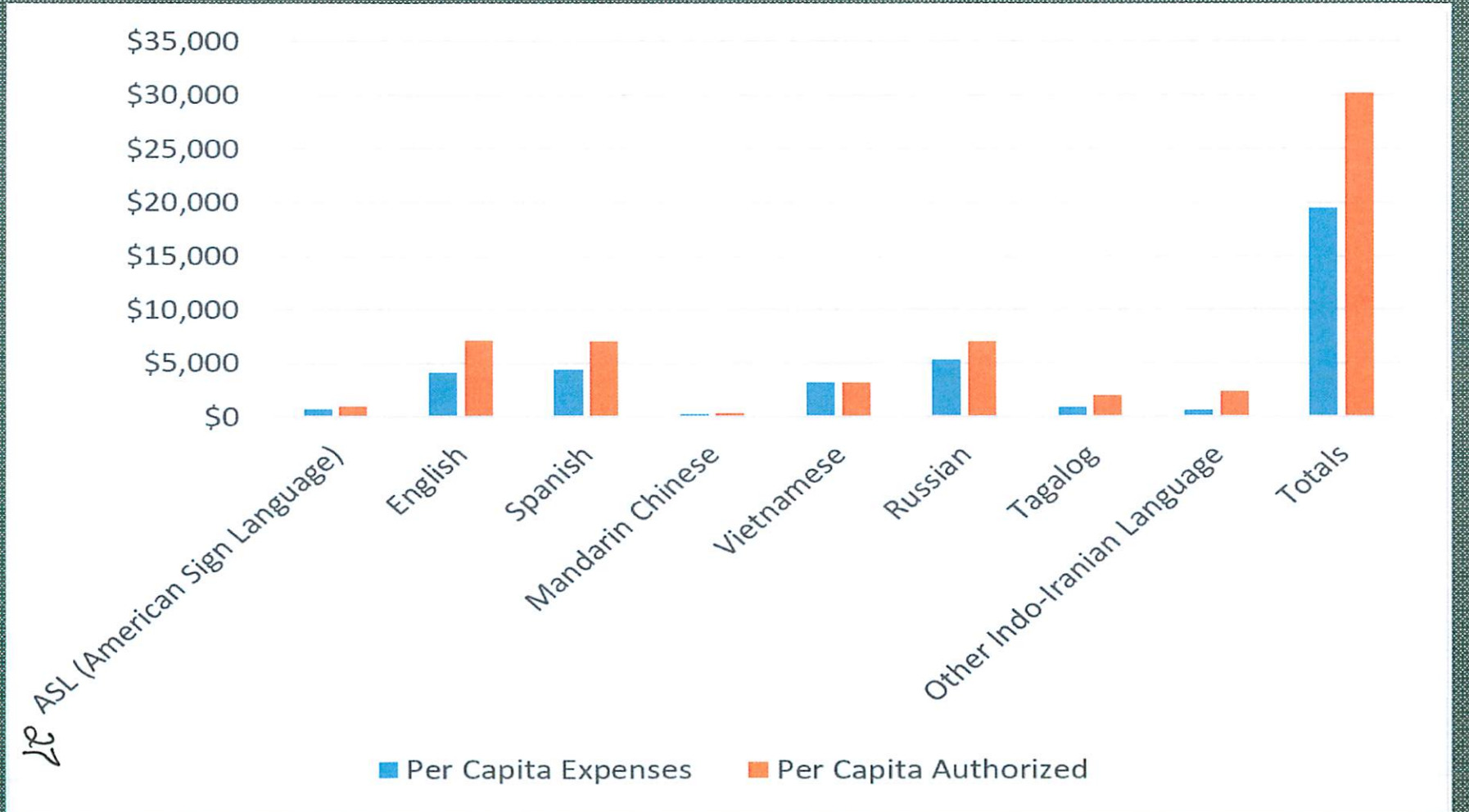
Comparison of NBRC Expenditures by Ethnicity

22+ years old: Adulthood



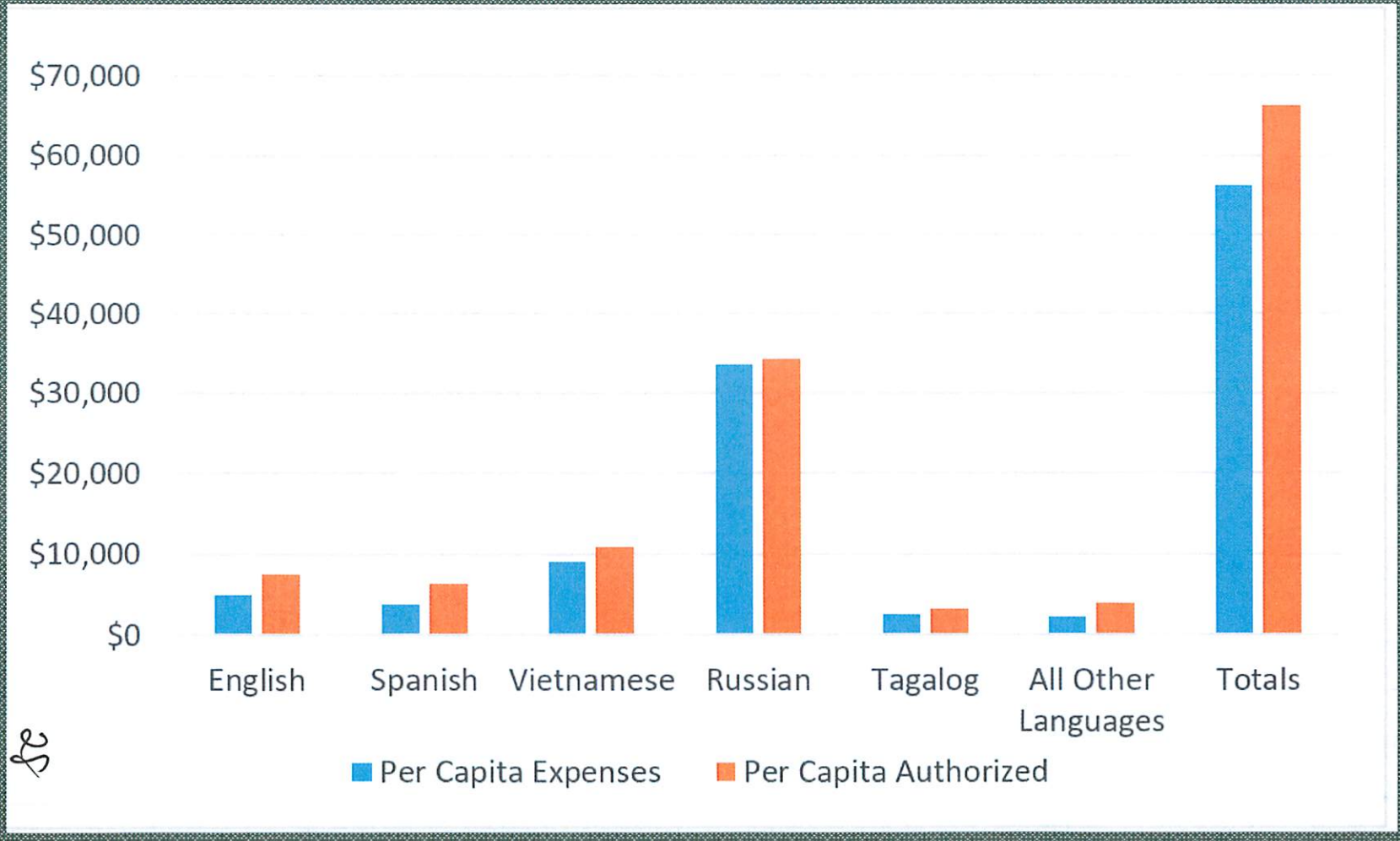
Comparison of NBRC Expenditures by Language

0-2years old: Early Start



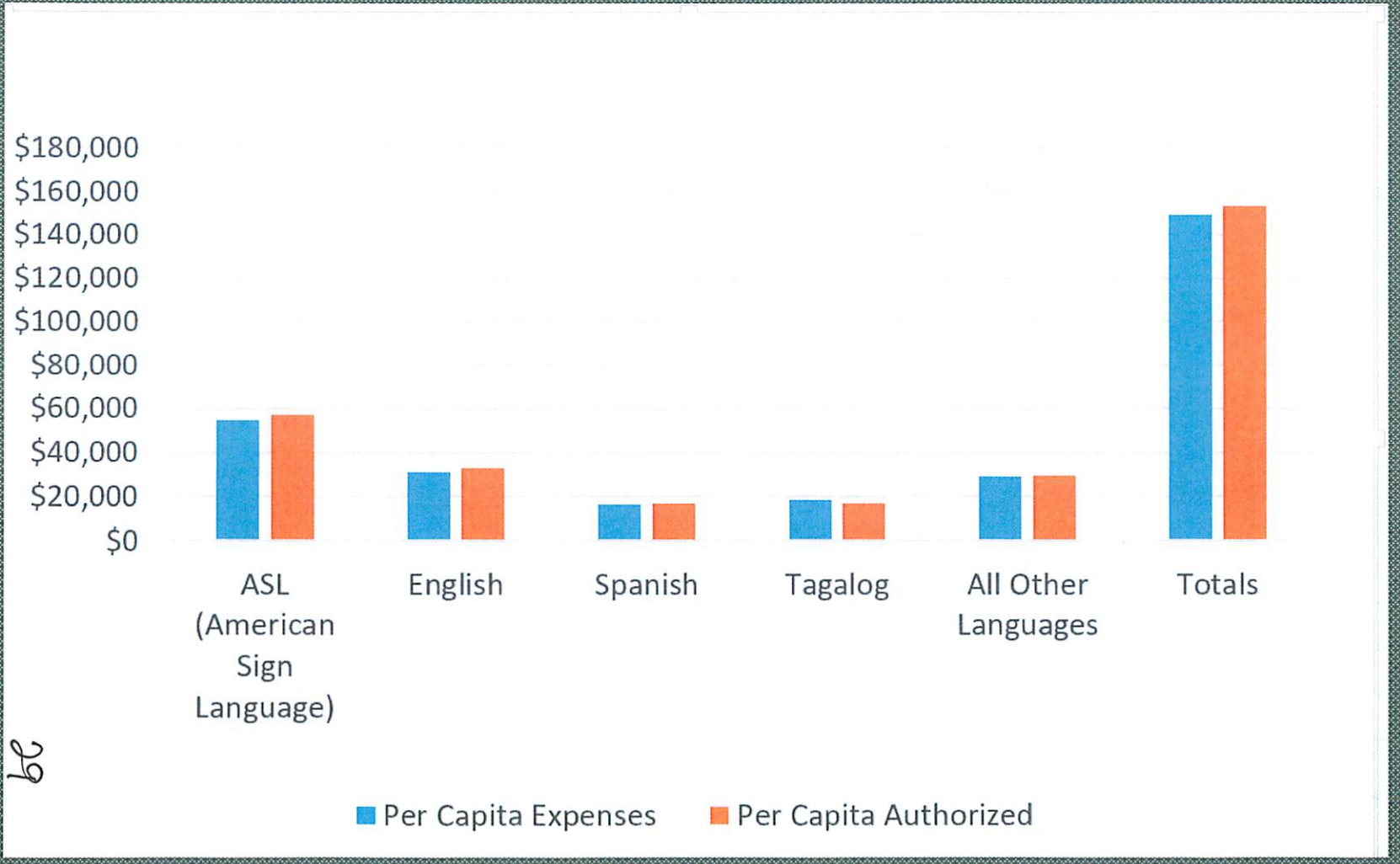
Comparison of NBRC Expenditures by Language

3-21 years old: School-based



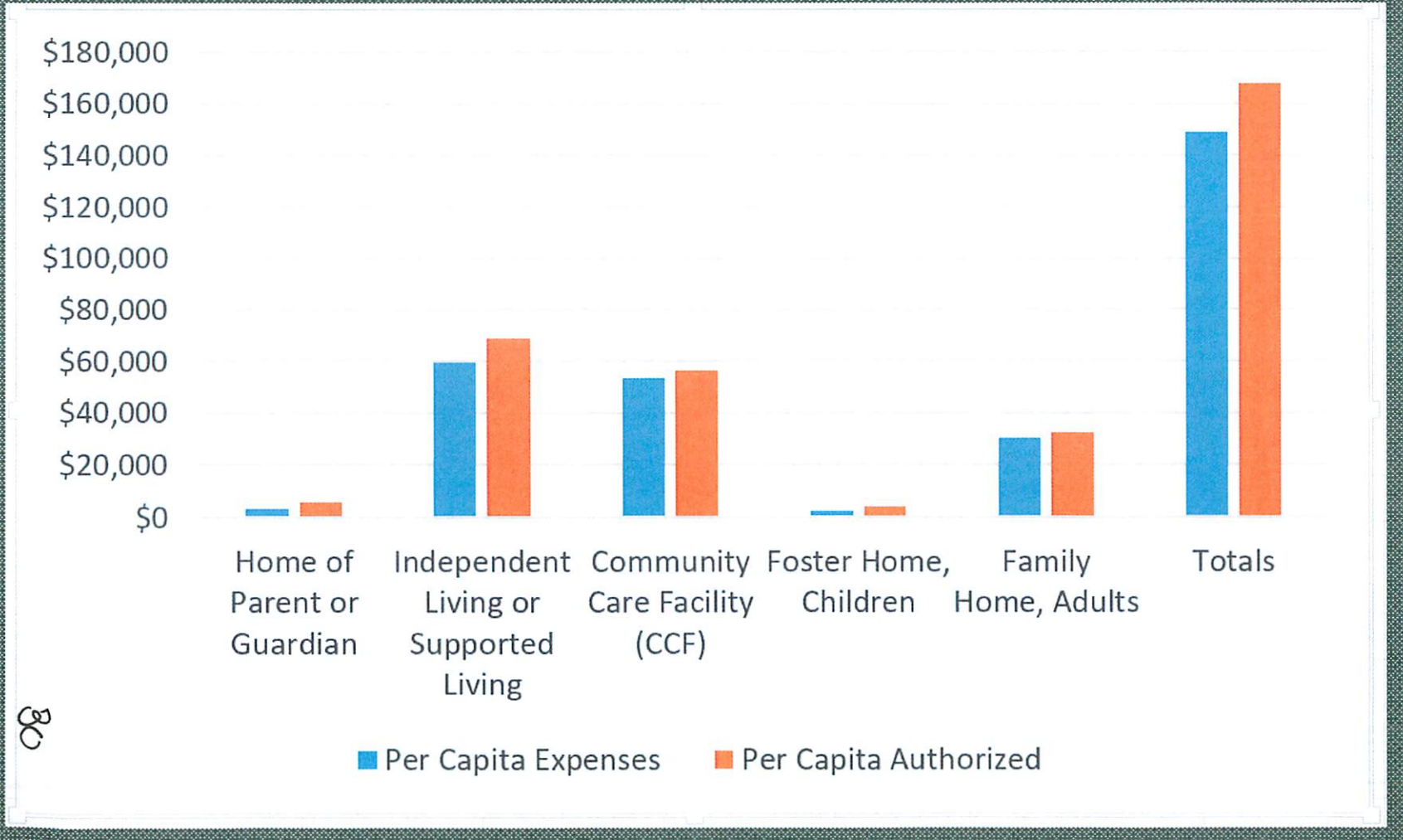
Comparison of NBRC Expenditures by Language

22+ years old: Adulthood



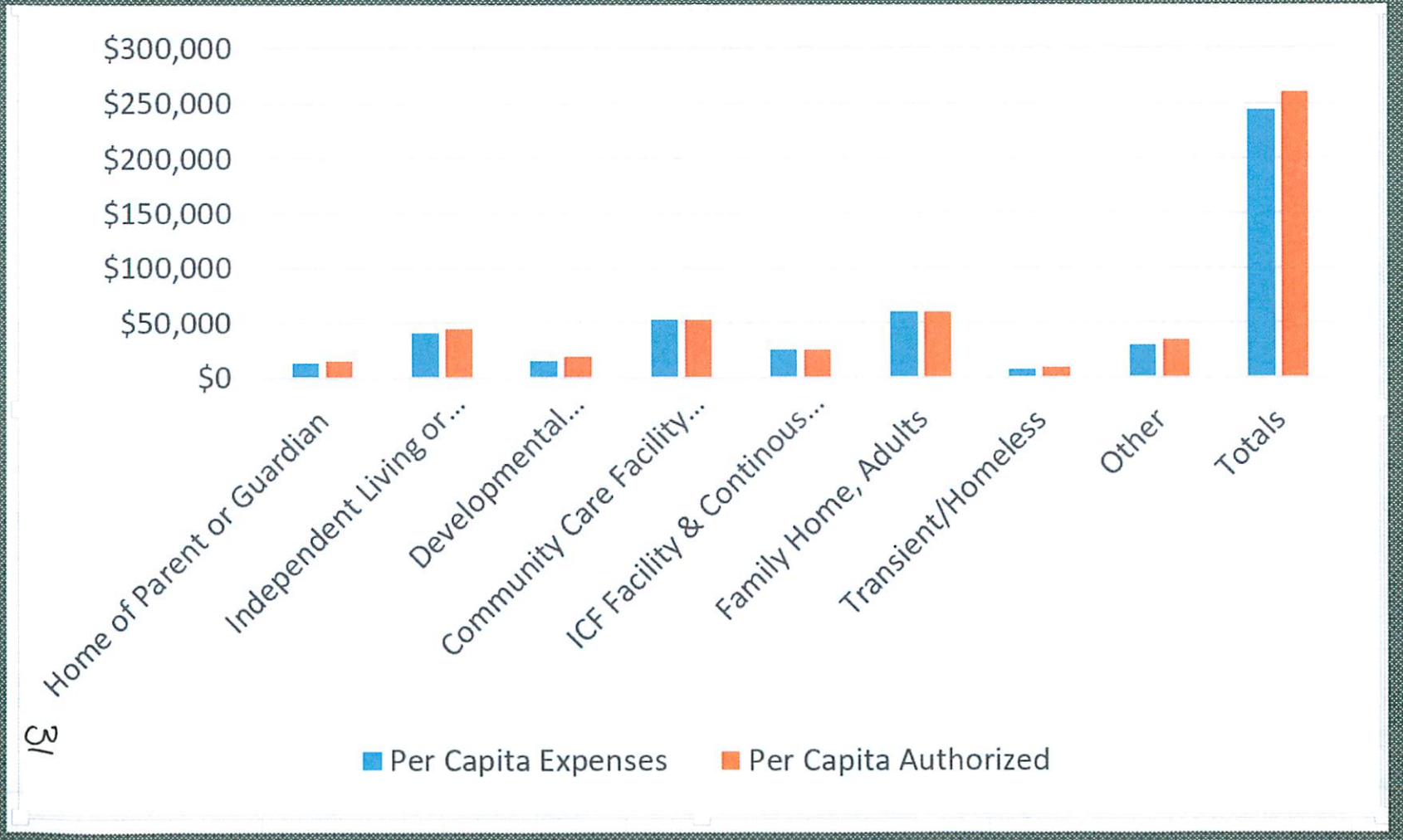
Comparison of NBRC Per Capita Expenditures by Residence

3-21 years old: School-based



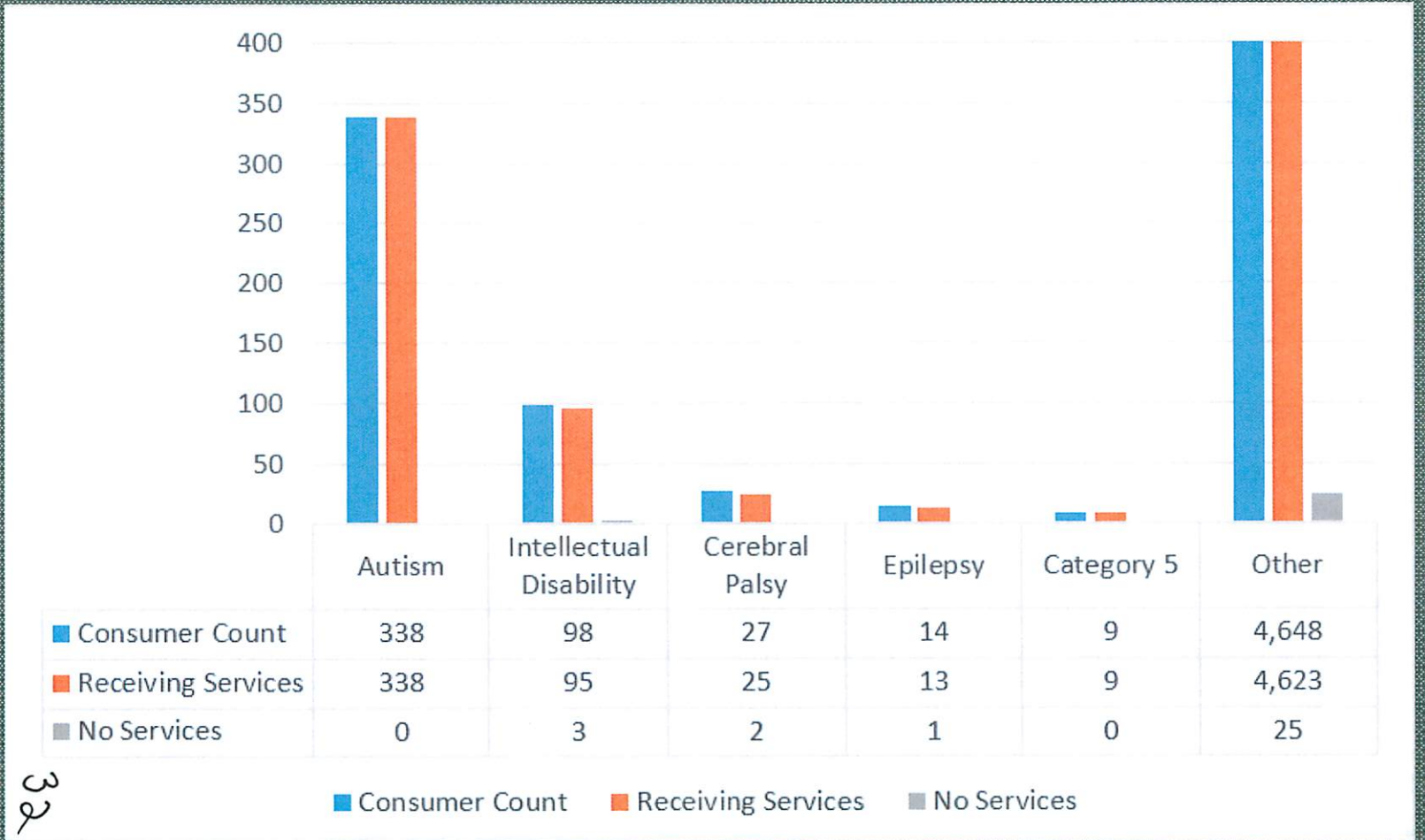
Comparison of NBRC Per Capita Expenditures by Residence

22+ years old: Adulthood



Comparison of NBRC Data: No Services

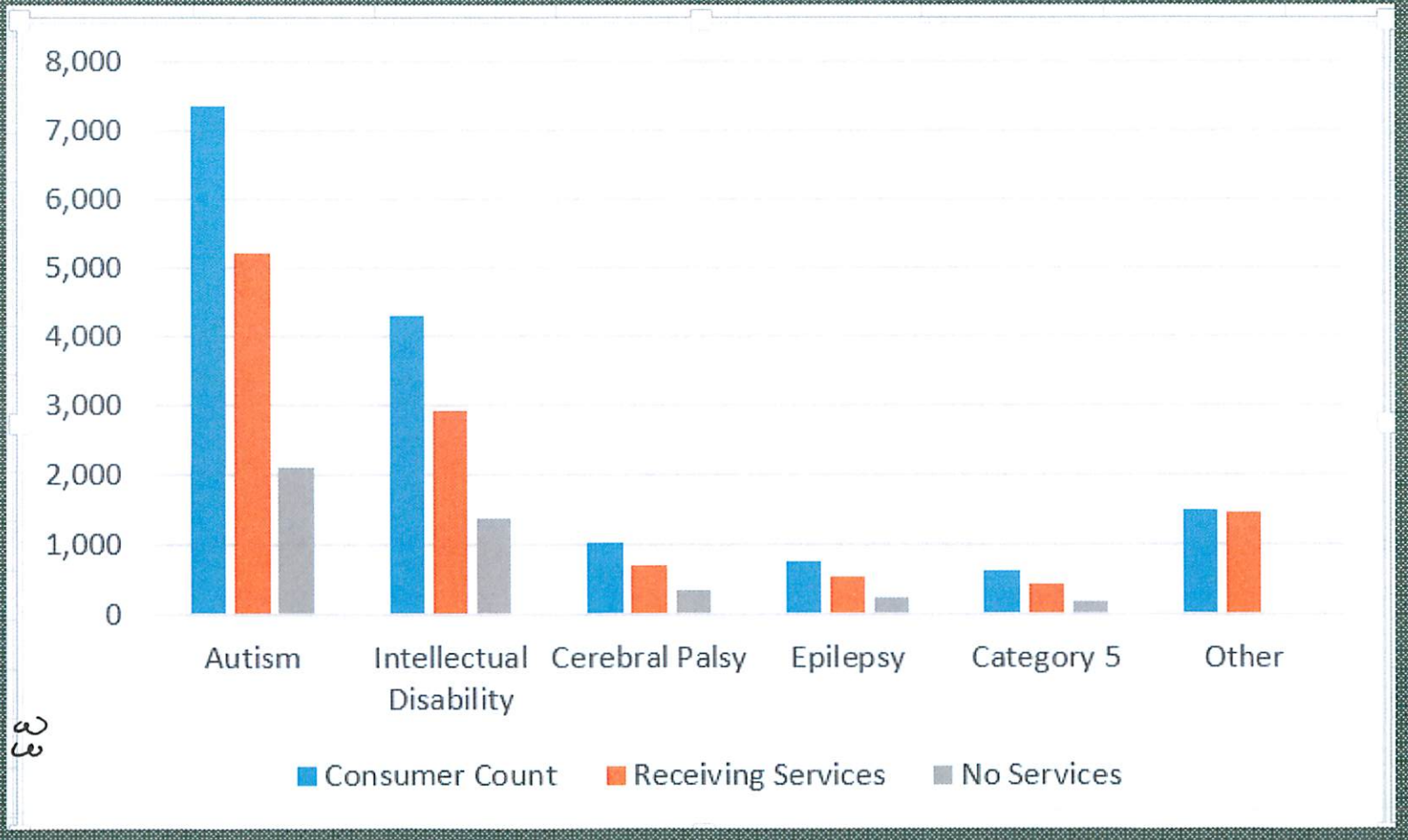
0-2 years old: Early Start



	Autism	Intellectual Disability	Cerebral Palsy	Epilepsy	Category 5	Other
Consumer Count	338	98	27	14	9	4,648
Receiving Services	338	95	25	13	9	4,623
No Services	0	3	2	1	0	25

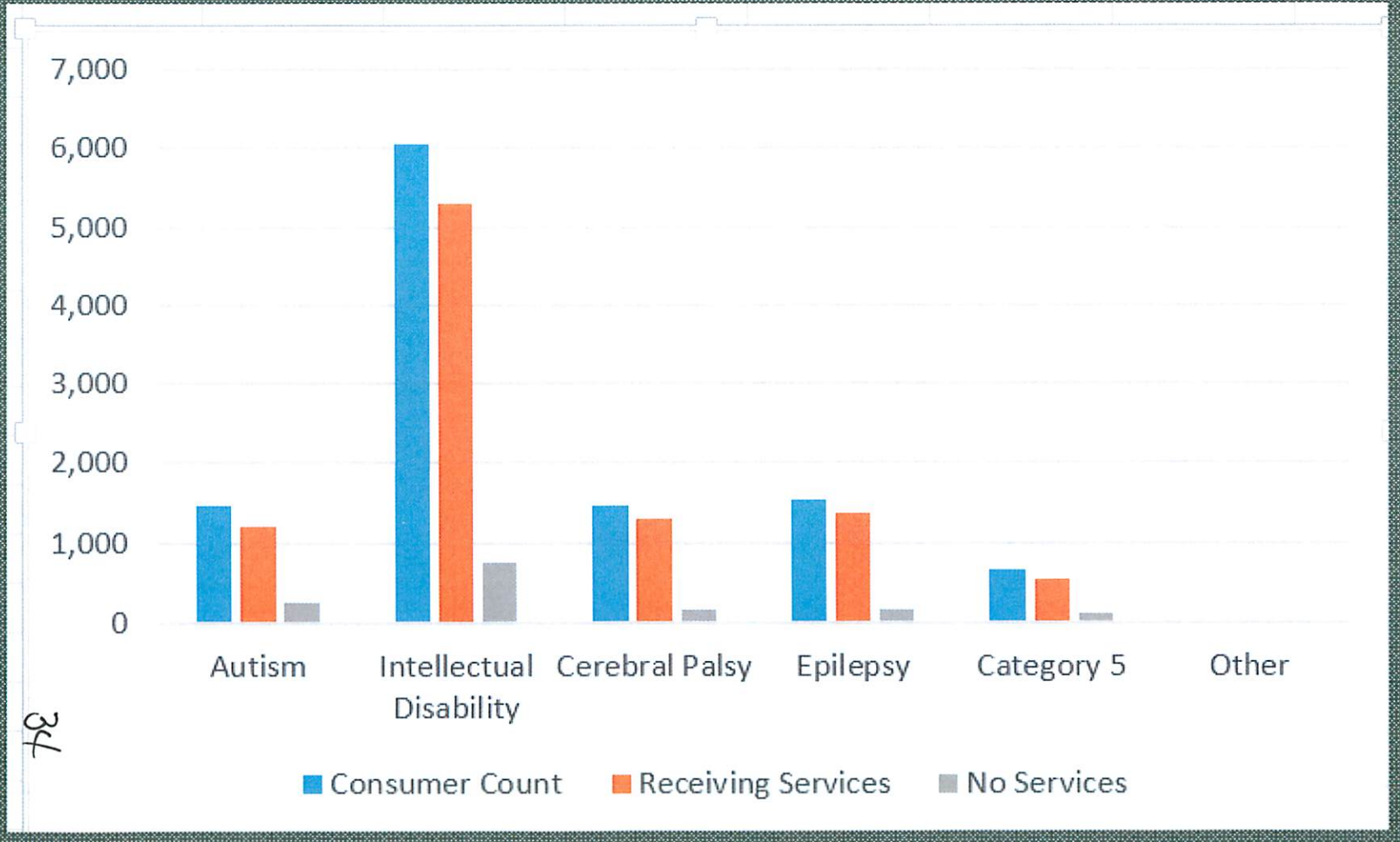
Comparison of NBRC Data: No Services

3-21 years old: School-based



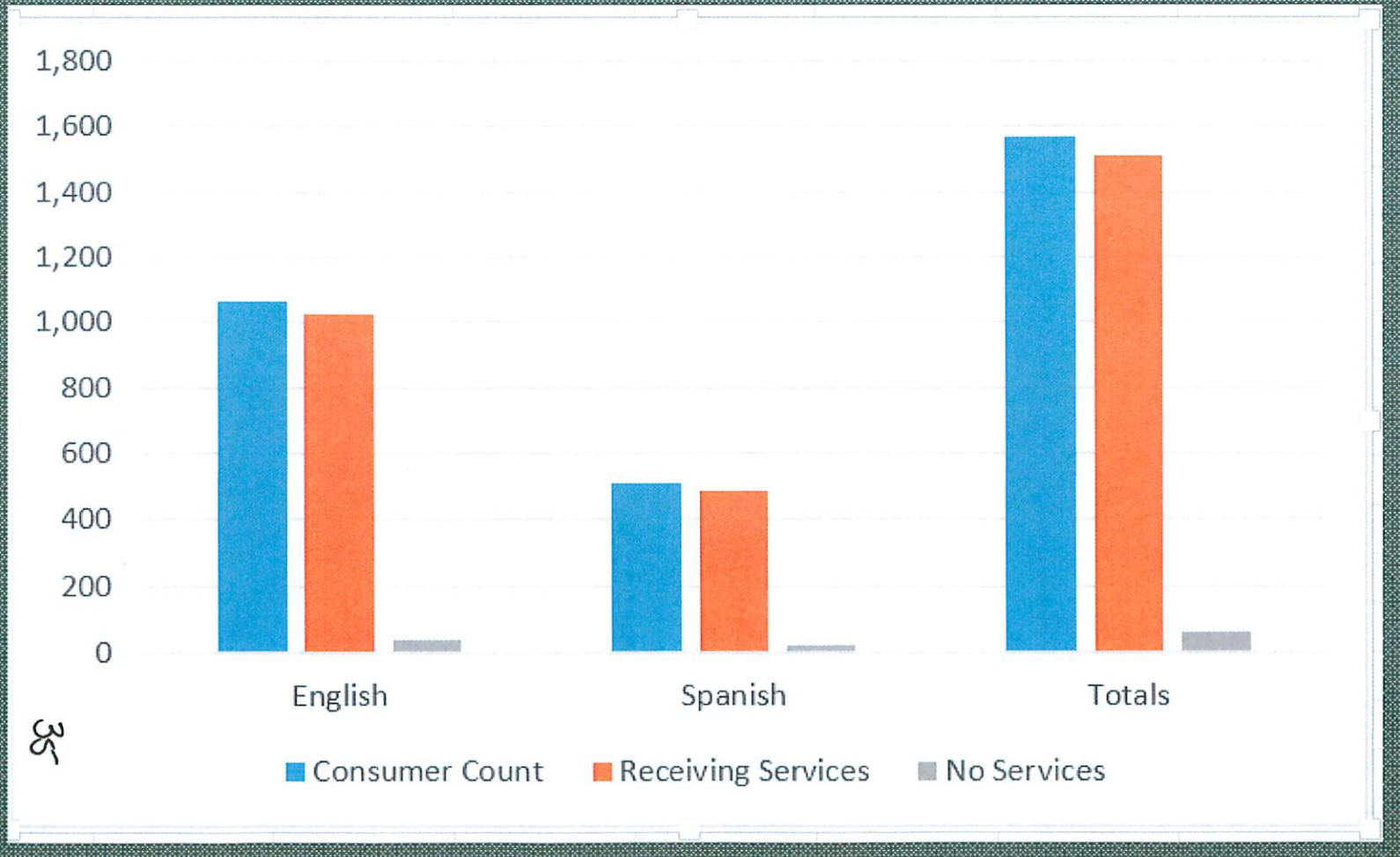
Comparison of NBRC Data: No Services

22+ years old: Adulthood



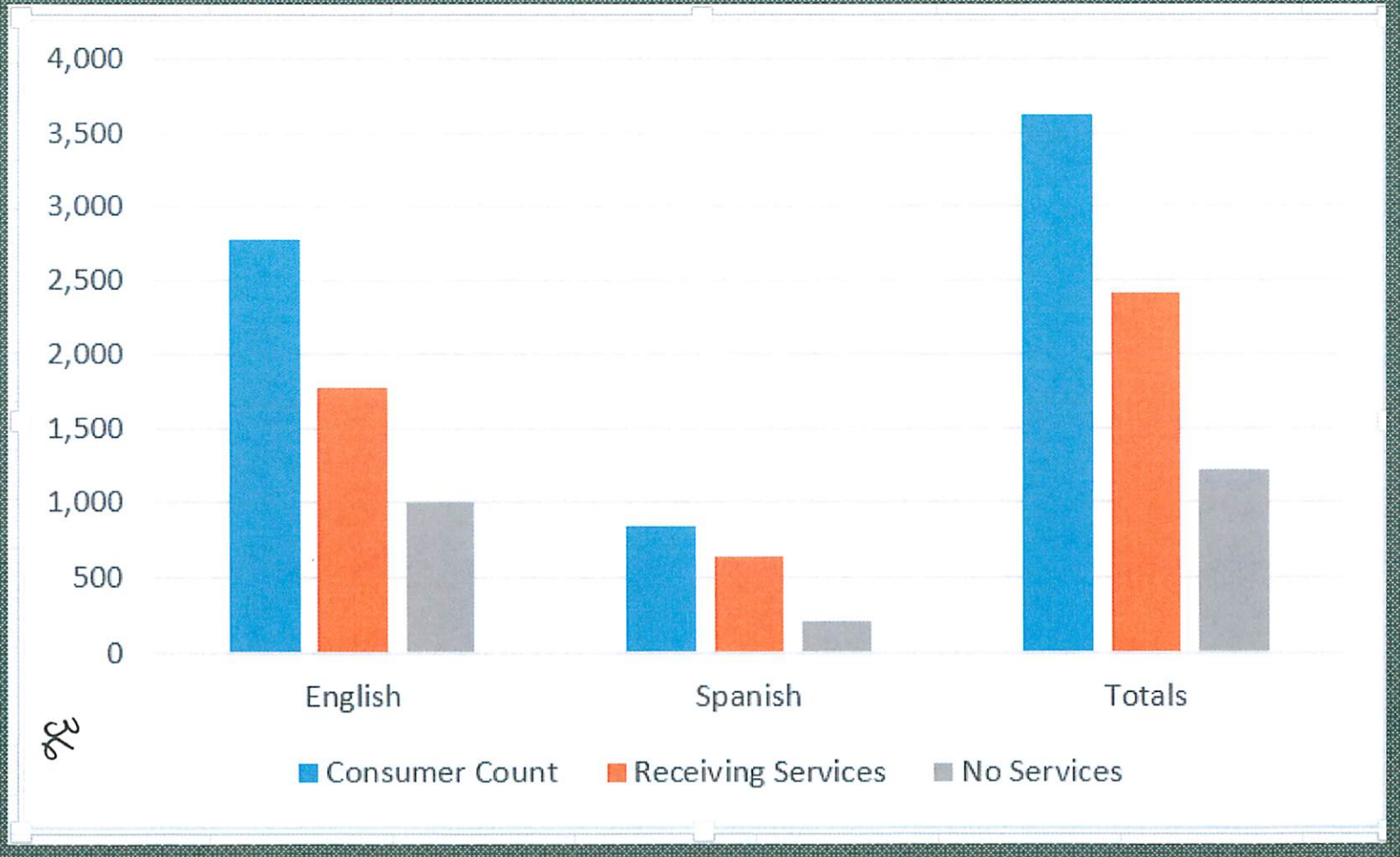
Comparison of NBRC Data: No Services

0-2 years old: Early Start



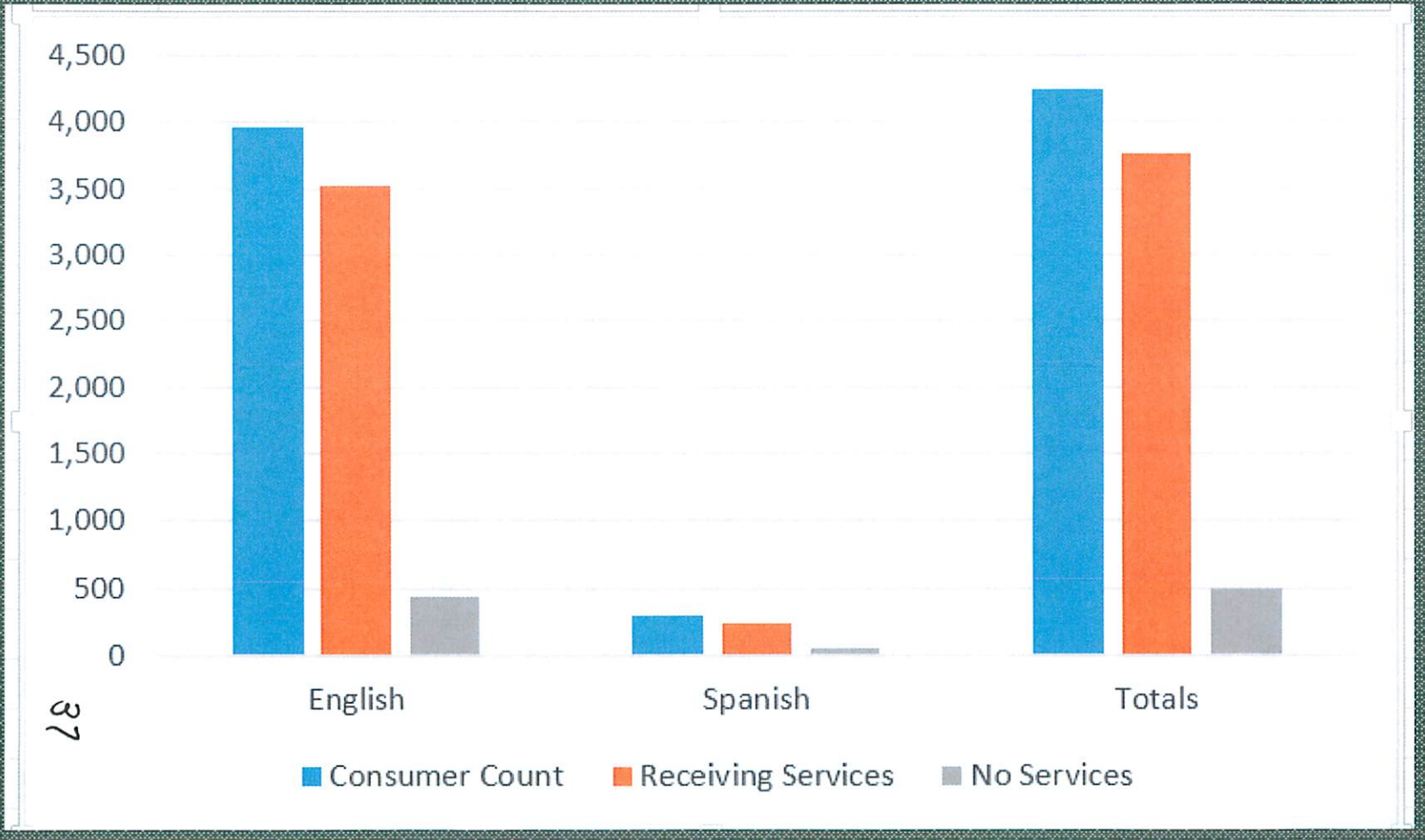
Comparison of NBRC Data: No Services

3-21 years old: School-based



Comparison of NBRC Data: No Services

22+ years old: Adulthood



Other Information That Helps Us Understand Expenditure Data

Does disparity exist?

Yes.

Does disparity mean people's needs are not being met?

Not necessarily.

What other information is available?

Core Indicators of Interest

- Satisfaction
  - 75% of families are satisfied with services and supports received
- Family Outcomes

  93% agree that services/supports have improved ability to care for child
- Service Coordination

  67% agree the Service Coordinator helps get what is needed in the IPP

Summary

- Disparity exists
- The POS data doesn't answer why disparity exists
- Disparity in expenditure does not necessarily mean needs are unmet
- NCI results add to the story by providing more context and information to stakeholders

Vendor Advisory Committee
Report to the NBDDS Board of Directors
March 1, 2017

submitted by
Linda Plourde

The VAC met on Tuesday, February 14, 2017.

Ali Tabatabai of New Leaf informed the VAC that his agency is increasing its focus on issues with employment and SSI. SS office is estimating wages and often the estimations are inaccurate. There seem to be more issues with the Napa SSI Office, perhaps due to personnel changes. The process is complicated and New Leaf is committed to assist clients and their families navigate the system.

I encouraged vendors to become affiliated with one or more trade association, whether it is CDSA, CSLN, the ARC of CA, or ANCOR. It is a critical time legislatively and it is important that we are in the know with what is happening at both the state and federal levels. Currently, the Republican Congress is looking to repeal the ACA and its Medicaid Expansion provision. This administration hopes to save 1 trillion dollars by reverting to block grants and/or per capita caps. CA alone stands to lose up to 30% of funding with block grants and up to 16% with per capita caps. That would be challenging without changes to the current mandates.

Maura McDonough and Courtney Singleton informed the VAC that NBRC has implemented a Day Program Referral Committee. This committee meets every Friday afternoon and will serve to support to case managers, clients, and their families, much as the Living Arrangements Committee does.

Lauren Meiklejohn raised the question of paid internships for Community Integrated Employment (CIE). Maura McDonough, NBRC, is available to answer vendor questions on this topic.

Bob Hamilton informed us that Congressman Mike Thompson is visiting NBRC on Tuesday, February 21, 2017.

Please refer to the minutes for further detail.

The next VAC meeting is Tuesday, March 14, 2017.

VAC Meeting Minutes

Vendor Advisory Committee Meeting Minutes
North Bay Regional Center, Napa

February 14, 2017

1. Attendance	
a. Call to order	VAC Meeting held February 14, 2017 was called to order at 10:05 AM (PST). Chaired by Lauren Meikeljohn
b. Roll call. Quorum met? ☒ Quorum was met. November & January minutes approved Karen L 1st , Ali 2nd MSC Agenda Approval: ☒Yes ☐No With items added below	VAC Membership ☒ Darelyn Pazdel (PRIDE Industries) ☐ Karen Farnsworth (CPA) ☒ Lauren Meikeljohn (Becoming Independent) ☒ Karen Lustig (Aldea Supported Living Services) ☒ Linda Plourde (Bayberry, Inc.) ☒ Holly Pagel (Connections for Life) ☒ Kelley Hanson (PACE Solano) ☒ Ali Tabatabai (New Leaf) ☒ Andrea Mendoza (REI/CHDC) ☒ David Mauger (C. House) ☐ Michelle Ramirez (On My Own) ☒ Mike Lisenko (UCP of the North Bay) NBRC Staff ☒ Bob Hamilton ☒ January Crane ☒ Isabel Calder ☒ Maura McDonough ☒ Courtney Singleton ☒ Seneca St. James General Members ☒ Beth Kahiga (Napa Valley Support Services) ☒ Celeste Rodriguez (Bay Respite Care) ☒ Chari Glogovac-Smith (CA Mentor) ☒ Elizabeth Clary (UCP of the North Bay) ☒ Elizabeth Sutton (North Bay Industries) ☒ Jesse Hansen (Dungarvin) ☒ Joseph Hernandez (Premier) ☒ Morgan Hobbs (Lynn & Darla SLS) ☒ Richard Perrez (Bay Respite Care) ☒ Stan Higgins (Oaks of Hebron) ☒ Terri Rowland (Milestones) ☒ Veronica Melchor (Special Care SLS)

2. Agenda changes/Additions		
	• Add CC&IR - Kelley Hanson • R&D feedback from January's VAC meeting regarding Joetta's concerns. The meeting was cancelled, tabled for March meeting.	

3. Feature Presentation	Summary	Action/Follow-Up
	Nothing this month.	
4. Community Concerns	**Summary**	**Action/Follow-Up**
	• **Ali Tabatabai – New Leaf update** – Employment and SSI – New Leaf will be making personnel changes to focus on SSI and employment. Social Security office is estimating wages incorrectly. Specific issues with Napa Social Security office due to unforeseen personnel issues. Estee (New Leaf) is assisting clients navigate the SS process. The SGA (Substantial Gainful Activity) is normally $1K plus limit and New Leaf is working to educate job coaches regarding exemptions and how to navigate employment alongside SSI. The Mike Wallace training teaches people how to earn money and receive SSI at the same time. Deductions from individual work earnings are possible, i.e., a person can deduct living expenses in care homes because the care home assists them prepare for work each morning. New Leaf will assist clients as well as other people with disabilities with the process. Liz reminds the group of Maggie O'Brien, DOR, who is an SSI "expert." • **Lauren Meikeljohn** – CIE and pay internship addendums – Have vendors applied for the funds? Where are we as a group? Can both funding streams be used at the same time? Beth, CDSA noted that retroactive funds are allowed. What does the IPP say? Maura noted there is a chance of getting this funding again next year. Reach out to Maura with any questions regarding the CIE and paid internships addendums.	
5. Group Reports		**Action/Follow-Up**
	• **Napa Solano Vendor** – no meeting this month. • **Sonoma Vendor Group – Liz Sutton** – The group made the decision to cancel the legislative breakfast this year. There is not much to "ask" for from legislative representatives. The budget looks stable, so will wait until next year to regroup. Encouraged all to continue to talk with legislatures regarding funding. • **State Council – Lisa Hooks** – No presentation this month. Lisa not in attendance. • **Housing – Mary Eble** – No presentation this month. Mary not in attendance. • **CDSA – Liz Sutton** –The annual meeting was held on January 31st. Many were in attendance. • **ANCOR/CSLN – Linda Plourde** – Linda reported on the conferences for both trade associations. CSLN will be holding their annual conference on April 13 and 14 at the Dana on Mission Bay. The annual ANCOR conference is scheduled for the first week of May in San Antonio, TX. Linda encouraged vendors to become affiliated with one or more trade associations, i.e., CDSA, CSLN, or ANCOR. It is a critical time legislatively and it is important that we are in the know with what is happening at both state and federal levels. Currently, the Republican Congress is looking to repeal the ACA which includes a Medicaid expansion. This administration hopes to save $1 trillion dollars by reverting to block grants and/or per capita caps. California alone stands to lose up to 30% of funding with block grants and up to 16% with per capita caps. That would be challenging without changes to the current mandates. • **ARC** – Nothing this month.	

	• **UCP – Mike L** – Distributed an article to review from the Nonprofit Times, *Foggy Future.* • **NBRC Board Report – Linda** – Succession planning for NBRC (refer to Bob Hamilton's report). Courtney spoke about contracts. Dr. Gates presented the Dashboard from the DDS website (link available in January minutes.) January will place the link on the NBRC website under "transparency." Walt Spicer, Vice President, NBRC Board of Directors, submitted his letter of resignation. Harry Matthews, Napa County, was seated for his second term. • **Bob Hamilton – ARCA** – ✓ Next board meeting March 1st, Solano County Office of Education. ✓ NBRC Board will elect a slate of officers. ✓ Representative Mike Thompson was unable to attend NBRC's open house so will be visiting on February 21st. Bob would like to talk to him about the new federal changes and upcoming difficulties. ✓ Governor's budget looks good. NBRC will be receiving an additional approximate $3 M. The funding is still up for Senator Dooley's review. ✓ The Department is looking for funding (State) outside of federal funding to address the closure of Sonoma Developmental Center. Nancy, Director, comes from the community and wants to broaden funds to achieve community placement. She's considering low income housing. ✓ ARCA is scheduled to meet 3/16 and 3/17 in Sacramento at the Alta Regional Center. Details on website arcanet.org. ARCA's Director, Eileen Richey, has resigned. Recruitment for a new director is underway. ✓ NBRC Board is looking for a client representative for Solano County - perhaps Hispanic and Spanish speaking. ✓ Succession plan: Michi Gates has been appointed as the new Associate Executive Director effective immediately. ✓ The Board approved contracting with an organization that helps with succession plan. • Courtney / Maura – Day program referral committee. Committee meets on Friday afternoons with Service Coordinators to discuss appropriate placements into day programs. Vendors can submit update of changes in their programs to Courtney, Maura, Dominique, and Jeanel. This committee is required for all referrals to all day programs. Lauren inquired as to how this system is affected when a parent contacts the program and they are referred to the regional center? Committee wants to be able to provide three choices to each client. How do vendors educate the committee regarding their program? Bob noted that VAC may want to revisit updating their website with vendor information. Jessie inquired as to how we communicate the needs of programs. Send to Dominique and Jeanel. They welcome feedback on the committee. • **Dr. Michi Gates NBRC update:** Nothing this month.	
6. Report	**Summary**	**Action/Follow-Up**
Policies Procedures Practices or Trends.		
7. New Business		
	• Nothing to report this month.	
8. Report	**Summary**	**Action/Follow-Up**

Announcements	• Karen L. – Aldea open house has been postponed until March 14, distributed flyer. • Liz S. - great Sonoma transition fair! Shout out to NBRC, Regina did a great job! • Ali T. – would it benefit the vendors to have a list of resources for the group. Ali offered to send a survey out to gather the "who's who". Ali will see if Cole Kenney can join at the end of a VAC meeting for a brief training. • Kelly – DOR – counseling CC&IR different times, different places. How is everyone else capturing stragglers? Perhaps we should send individuals to other programs to cover their training? • Lauren – Is VAC meeting your needs? Please consider this and let me know at the next meeting.	
9. Adjournment		
	Meeting adjourned at 11:40 AM	

Minutes submitted by: Darelyn Pazdel