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[www.nbrc.net](http://www.nbrc.net)

### **Our Mission:**

(what we do and for whom)

Our mission is to empower, respect and serve each child and adult with or with the potential for a developmental disability, while promoting the health and well-being of each individual, their families, and our community.

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## **MEETING NOTICE**

The next meeting of the Board of Directors is a Regular Business Meeting scheduled as follows:

**DATE:** October 1, 2025

**TIME:** 6:00 pm

**PLACE:** Hybrid – NBRC Santa Rosa Office or Zoom  
520 Mendocino Avenue, Santa Rosa, CA 95401

**Please click the link below to join the webinar:**

<https://us02web.zoom.us/j/89709687840?pwd=QjllcTc0dzBBNXA2OEplLWVjOFItUT09>

### **Join by Phone:**

Phone Number: 1-669-900-6833

Webinar ID: 897 0968 7840

Passcode: 912329

*Se Habla Español*

*American Sign Language Interpretation Available*

### **Agenda Enclosed**

The NBRC Board of Directors is actively recruiting for board members. Please email your completed application or send any questions to Janelle Santana at [janelles@nbrc.net](mailto:janelles@nbrc.net).

- [NBRC Board Application - English](#)
- [NBRC Solicitud de Junta - Español](#)
- [Ang Aplikasyon para Maging Miyembro ng Lupon ng mga Direktor ng - Tagalog](#)

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REMINDER: Notices are posted at [www.nbrc.net](http://www.nbrc.net). All meetings are made accessible to persons with disabilities and all members of the public are welcome to attend. Please contact Janelle Santana at (707) 256-1224 for further information or to request any disability-related modifications or accommodations.

**North Bay Developmental Disabilities Services, Inc.**  
**Board of Directors' Board Meeting – Hybrid**  
**October 1, 2025 6:00 p.m.**  
**520 Mendocino Avenue**  
**Santa Rosa, CA 95401**

**AND**

**Join by Zoom Webinar:**

<https://us02web.zoom.us/j/89709687840?pwd=QjllcTc0dzBBNXA2OEplLWVjOFItUT09>

**Join by Phone:**

**Phone Number:** 1-669-900-6833 **Webinar ID:** 897 0968 7840 **Passcode:** 912329

- I. CALL TO ORDER – Martha Valdez, President
- II. ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from September 3, 2025, be approved as submitted. (2 min) (pgs. 1-3) ACTION
- IV. CONSIDERATION OF AGENDA – Additions or modifications to this agenda by Board Members. ACTION
- V. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 256-1224 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- VI. PRESENTATION: LOS CIEN SONOMA COUNTY LATINO LEADERS – INFO  
Herman G. Hernandez, Executive Director, Los Cien Sonoma County (15 mins) (pgs. 4-25)
- VII. PRESENTATION: NBRC'S SELF-DETERMINATION PROGRAM (SDP) – ACTION  
Ellisa Reiff, SDP Supervisor (40 mins) (attachment)
- VIII. TREASURER'S REPORT – Andrea Bednarova, Treasurer  
A. Treasurer's Report be approved as submitted (5 min) (pgs. 26-28) ACTION
- IX. COMMITTEE ACTION ITEMS – *A list of committee reports and upcoming meetings can be found on pages 29-30.*
  - A. Nominating Committee – Joanne Giardello, Nominating Committee Chair (10 mins) ACTION
    - i. Vote for Andrea Bednarova's Third Board Term from November 2025 to October 2026 (pg. 31-32)
    - ii. Approval of Board Mentorship Policy (pg. 33)
  - B. Cultural/Linguistic Competency Committee – Joanne Giardello, CLCC Co-Chair (5 mins) ACTION
    - i. Approval of Person-Centered Board Policy (pgs. 34-35)
- X. UPDATE ON DDS DIRECTIVE: APPROVAL OF CONTRACTS OVER \$250,000 –  
Courtney Singleton, Director of Community Services (pgs. 36-40) (10 mins)
- XI. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 mins) INFO
  - A. Holiday Gift Card Discussion
  - B. Draft 2026 Board Meeting Dates & Locations (pg. 41)
- XII. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XIII. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 256-1224 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)

XIV. CLOSED SESSION (20 mins)

- a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee
- b. Any matter specifically dealing with a particular regional center client

XV. RETURN FROM CLOSED SESSION

- c. Report on any action taken during the closed session (1 min)

INFO

XVI. ADJOURNMENT – Martha Valdez, President

CLOSED SESSION – a) 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. b) Any matter specifically dealing with a particular regional center client must be conducted in a closed session. -- W&I Code 4663.

NEXT MEETING ANNOUNCEMENT – The next Board Meeting is on November 5, 2025 at NBRC's Napa Office – 600 Airpark Road, Napa, CA 94558.
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**North Bay Developmental Disabilities Services, Inc.**  
**Board of Directors Regular Business Meeting**  
**September 3, 2025, 6:00 p.m.**  
**Via In Person & Zoom Webinar**  
**445 Merchant Street, Vacaville, CA 95688**

**NBRC BOARD MEMBERS PRESENT:**

Martha Valdez, President, Sonoma County  
Ronald Gers, Secretary, Sonoma County  
Cheryl Snavelly, Sonoma County  
Christopher Bennett, Napa County

Sahira Arroyos, Vice President, Solano County  
Breeanne Kolster, VAC Representative  
Andrea Bednarova, Treasurer  
Alan Kerzin, Sonoma County

**NBRC BOARD MEMBERS ABSENT:**

Joanne Giardello, Solano County

**NBRC STAFF PRESENT:**

Gabriel Rogin, Executive Director  
Beth DeWitt, Director of Client Services  
Deanna Mobley, Director of Intake and Clinical Services  
Jennifer Crick, Director of Administrative Services  
Claudia Ritchie, Director of Equity and Engagement

Janelle Santana, Executive Assistant  
Courtney Singleton, Director of Community Services  
Isabel Calder, Chief Financial Officer  
Mariam Guirguis, Executive Assistant – Compliance

**GUESTS (names listed as seen on Zoom):**

Amber Lopez, Spanish Interpreter  
Stacey Martinez, The Arc – Solano  
Sara Speck, CAC Co-Chair  
Jett Nebeker  
Sharon Speck

Chris Aguire, DDS  
ASL Interpreter, DeBlois  
ASL Interpreter, Nicole  
Adriana Diaz, 24 Hour Homecare  
Yolanda Sanchez  
Paula Finley, BI

**MINUTES**

**CALL TO ORDER** – Martha Valdez, President, called the regular business meeting to order at approximately 6:00 pm.

**ROLL CALL AND INTRODUCTIONS** – Sahira Arroyos, Vice President, conducted roll call and a quorum was present.

**CONSIDERATION OF MINUTES** – Regular Business Meeting Minutes from July 2, 2025, be approved as submitted.

**M/S/C (Arroyos/Bednarova) Moved to approve the July 2, 2025 minutes as submitted.**

**APPROVED  
UNANIMOUS**

**CONSIDERATION OF AGENDA** – No modifications

**M/S/C (Arroyos/Snavelly) Moved to approve the agenda as submitted.**

**APPROVED  
UNANIMOUS**

**GENERAL PUBLIC COMMENT –**

Derek Hearthtower, Community Member, shared the following concerns.

- North Bay Industries (NBI) and alleged discrimination against Derek and how the Department of Developmental Services (DDS) handled the situation.
- Derek requested NBRC not renew their contract with NBI.
- Specific vendors need not be listed in a Self-Determination Program spending plan.

## **INTRODUCTION TO NBRC'S DIRECTOR OF DIVERSITY AND EQUITY –**

Claudia Ritchie, Director of Equity and Engagement, shared an overview of her role at NBRC. The presentation can be found as an attachment to the September board meeting packet on the NBRC website.

## **TREASURER'S REPORT –**

Andrea Bednarova, Treasurer, reviewed the following items.

- State Claim information was not available at the time of these reports due.
- The CFO report will be updated and included in the October Board Meeting packet. Below is a summary of expenditures and cashflow as of August 31<sup>st</sup>.
  - o Operations
    - NBRC paid a total amount of \$39,142,742 for all operation expenditures, including Senior Companion Program, Mental Health Services Act, and LACC through June 30, 2025. This leaves an estimated contract balance of \$2.1 million for fiscal year 24/25.
    - NBRC continues to wait for the B-2 contract for this fiscal year so we can finalize our budget.
  - o Purchase of Service
    - NBRC paid a total of \$512,467,317 for POS expenditure through June 2025. This leaves an estimated balance of \$8.2 million for late billing and the remaining adjustments for rate reform through June.
  - o Cashflow
    - As of August 28, 2025, NBRC cash totals \$92,316,106. (\$40 million is in a 30-day CD and \$52,316,106 is in NBRC's account). This total includes NBRC's cash advancements for the B-1 contract.

## **COMMITTEE REPORTS –**

### **A. Executive Committee Update –**

- a. Martha Valdez, President, reviewed the following.
  - i. Per discussion at the Board Retreat, future Committee Reports during Board Meetings will be included in the board packet instead of being communicated verbally.

### **B. Vendor Advisory Committee (VAC) Update –**

- a. Breeanne Kolster, VAC Co-Chair, provided an overview of topics discussed at the last VAC Meeting.
  - i. Feedback on drop-in sessions with NBRC Associate Directors for vendors to ask questions
  - ii. Positive kudos to Caitlin Igoe and Fiscal unit for their support to vendors

### **C. Nominating Committee Update –**

- a. The vote for Andrea Bednarova's third term was deferred to next board meeting due to Joanne Giardello's absence.

### **D. Cultural/Linguistic Competency Committee (CLCC) Update – None**

### **E. Public Policy Advisory Committee Update –**

- a. Breeanne Kolster, VAC Representative, shared the group discussed the following topics.
  - i. Direct Support Professional Bilingual Stipend
  - ii. DDS rollout of LOIS software discussion
  - iii. Preparing for Legislative Breakfast Event
  - iv. Next PPAC Meeting is scheduled for September 23<sup>rd</sup> at 10:00am
- b. Federal Update - Christopher Bennett, Board Member, shared the following.
  - i. California State Council on Developmental Disabilities
    - 1. 2027-2031 State Plan Development Survey
      - a. [Click Here for the survey:](#)

<https://sodd.ca.gov/stateplanddevelopment/>

2. Congressional Medal of Honor Society

If you are aware of a fellow citizen, neighbor, co-worker, or family member who deserves recognition for extraordinary acts of courage or service, nominate him or her today for the Citizen Honors Awards.

<https://www.cmoahs.org/citizen-honors/nominate>

**F. Client Advisory Committee Update –**

- a. Christopher Bennett, CAC Chair, noted the committee is scheduled to meet on September 19<sup>th</sup> from 1:00pm – 2:30pm in 600 Airpark Road, Napa and Zoom.

**G. Reduction Advisory Committee Update – None**

**EXECUTIVE DIRECTOR'S REPORT –**

Gabriel Rogin, Executive Director, discussed the following items.

- Potential formation of a Board Development Committee to raise funds for the Doug Cleveland Board Opportunity Fund
- Rate Reform Process
- Preparation for the implementation of the Public Records Act
- Napa and Vacaville office renovations
- Potential impact of federal budget cuts on California's budget

**GOOD OF THE ORDER –**

- Breeanne Kolster, VAC Representative, acknowledged Direct Support Professional Week on September 7<sup>th</sup> – 13<sup>th</sup>.
- Christopher Bennett, Board Member, shared about the State Capitol's Birthday Block Party on September 9<sup>th</sup> in Sacramento.

**GENERAL PUBLIC COMMENT – None**

**CLOSED SESSION –**

The board moved into closed session at 7:19pm to discuss the following.

- Labor contract negotiations
- The appointment, employment, evaluation of performance, or dismissal of a regional center employee

**RETURN FROM CLOSED SESSION-**

**A. Report on any action taken during closed session.**

The board returned from the closed session at 7:45pm and there was no action taken.

**ADJOURNMENT –** Martha Valdez, President, adjourned the regular business board meeting at 7:49pm.



LOS CIEN

SONOMA COUNTY LATINO LEADERS

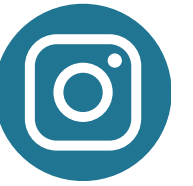
*Building Bridges*

— Since 2009 —

[www.loscien.org](http://www.loscien.org)

# Origin Story

- Non-profit organization launched in 2009
- Originated from a group of Latinx leaders meeting at Mary's Pizza Shack
- Vision focused on uniting the community and empowering Latinx voices
- ***"It is better to be at the table than on the menu"***





# Los Cien Today

- “***A network of networks.***”
- Dedicated to building belonging through collaborative monthly convenings focused on diversity, equity and inclusion
- Uniting diverse community members, leaders, organizations, businesses, and government agencies
- Addressing detrimental effects of current systems on marginalized communities in Sonoma County





# Milestones

**Newsletter Subscribers: 3,100+**

**Facebook Followers: 3,500+**

**Instagram Followers: 1,811**

**LinkedIn Followers: 219**

**Official Members: 404**

**Convenings: \*182**

**Board Members: 16**

**Years of Service: 15**

- Convenings hosted are charlas, programs and events we have hosted since November 11, 2009.





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Since 2009

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Luther Burbank  
Center  
for the Arts

Place Matters. Community Matters.

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# Moving forward

- Leadership development
- Policy and advocacy
- Fee for service community engagement
- Programming
- Partnerships

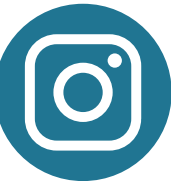






## BRIDGE Program

*Building Representation, Inclusion, Diversity,  
and Governance Excellence*



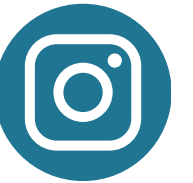
### Why it matters

- Latino and marginalized communities remain underrepresented in nonprofit boards and government commissions
- Sonoma County has over 3,000 nonprofits, yet Latinos make up less than 10% of board members
- Representation matters in shaping policies and decisions that affect our communities



## BRIDGE Program

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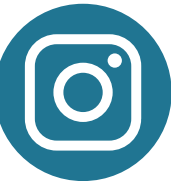
### Program Goals

- Equip diverse leaders with governance skills and mentorship
- Increase Latino and BIPOC representation on nonprofit boards
- Foster a culture of inclusion, belonging, and equity in governance



## BRIDGE Program

*Building Representation, Inclusion, Diversity,  
and Governance Excellence*



### Program Structure

- 12-week program with expert-led sessions
- 5 in-person Saturday sessions (8:30am – 2pm)
- 3 networking mixers to build connections
- Cohort size: 16-26 participants for meaningful engagement



## BRIDGE Program

*Building Representation, Inclusion, Diversity,  
and Governance Excellence*



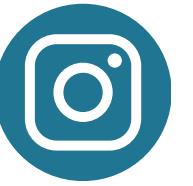
### Who Should Apply?

- Individuals new to board service or aspiring to join a nonprofit board
- Leaders committed to equity and diversity in governance
- Priority given to Latinx, BIPOC, and LGBTQIA+ individuals



# BRIDGE Program

*Building Representation, Inclusion, Diversity,  
and Governance Excellence*



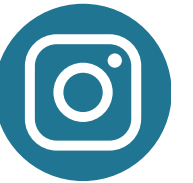
## Key Learning Areas

- Nonprofit Governance & Leadership
- Board Roles & Responsibilities
- Diversity, Equity & Inclusion in Decision-Making
- Financial & Strategic Planning
- Fundraising & Community Engagement



# BRIDGE Program

*Building Representation, Inclusion, Diversity,  
and Governance Excellence*



## APPLY TODAY, OR MAYBE TOMORROW!

- Sign up for our interest form!
- Visit [www.loscien.org](http://www.loscien.org) for more details.
- Contact [magali@loscien.org](mailto:magali@loscien.org) for inquiries.

## INTEREST FORM



[www.loscien.org](http://www.loscien.org)



# Get Involved

- Become a member
- Volunteer
- Attend our programs and events
- Subscribe to our newsletter





SONOMA PANCHERIA GRAND LOBBY

# Upcoming Events



- Oct 7 | 9am - 10:30am | **CHARLA** - Assemblymember Damon Connolly
- Nov 5 | 9am - 10:30am | **CHARLA** - State Senator Christopher Cabaldon
- Nov 14 | 10:30am - 1pm | **PROGRAM** - Healthcare Update and Forum



Redwood Credit Union



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# Contact Info

**Herman G. Hernandez**

Executive Director

hermang@loscien.org

**Magali Telles**

Director of Operations

magali@loscien.org





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# **North Bay Regional Center Doug Cleveland Board Opportunity Fund October 1, 2025 Board Meeting**

The Doug Cleveland Board Opportunity Fund ending balance as of August 31, 2025, was **\$43,179.30**

This report provides an update for June, July and August transactions. There were three (3) transactions during this timeframe.

## **Donations and Deposits:**

- |                            |            |
|----------------------------|------------|
| • One Donation (July 2025) | \$6,000.00 |
| • One Deposit (June 2025)  | \$140.00   |

## **Awards:**

- |                         |            |
|-------------------------|------------|
| • One award (July 2025) | \$2,000.00 |
|-------------------------|------------|

## **Other Transactions:**

- None

Ops Expenditures 12 months 96%		CFO Board Report June 2025			POS Expenditures 12 months 99%	
100% of the fiscal year has elapsed						
OPERATIONS			Total Ops Allocation: \$		41,326,440	
Total General Ops Contract: \$		38,889,237		Total CPP Contract: \$		1,345,794
General Ops Amount Available: \$		1,403,054		Amount Available: \$		-
			Total YTD			
OPERATIONS EXPENSE (OPS)		YTD Actual	% by category	Forecast*	Actual + Forecast	
Personnel	\$	26,992,417	72.01%	\$	26,992,417	
Benefits	\$	7,146,156	19.06%	\$	7,146,156	
Facilities	\$	2,774,976	7.40%	\$	2,774,976	
Equipment	\$	722,018	1.93%	\$	722,018	
Communications	\$	481,922	1.29%	\$	481,922	
Mileage	\$	359,618	0.96%	\$	359,618	
Legal	\$	88,492	0.24%	\$	88,492	
General Office	\$	153,430	0.41%	\$	153,430	
Consultants	\$	537,437	1.43%	\$	537,437	
Bank Fee and LOC	\$	29,549	0.08%	\$	29,549	
Other Expenses	\$	64,861	0.17%	\$	64,861	
Revenue	\$	(1,864,693)	-4.97%	\$	(1,864,693)	
Total Operations Expenses		\$	37,486,183	100%	\$	- \$ 37,486,183
Community Placement Plan (CPP)		\$	1,345,794	100%	\$	- \$ 1,345,794
Senior Companion Program (SCP) - Grant		\$	287,020	86%	\$	47,174 \$ 334,194
Mental Health Services Act (MHSA) - Grant		\$	348,081	93%	\$	27,654 \$ 375,735
Language, Access, Cultural Competency Funding (LACC)		\$	338,970	89%	\$	42,510 \$ 381,480
Total Paid for Operations: \$ 39,806,048						
PURCHASE OF SERVICES			Total POS Allocation: \$		520,672,514	
Total POS Contract: \$		518,905,894		Total CPP Contract: \$		1,766,620
POS Contract Amount Available: \$		3,668,714		CPP Contract Amount Available: \$		1,766,620
			%	Total YTD		
PURCHASE OF SERVICES (POS)		YTD Actual	YTD Total	Forecast*	Actual + Forecast*	
Community Care Facilities	\$	155,844,195	30.2%	\$	155,844,195	
Supported Living Services	\$	121,857,458	23.7%	\$	121,857,458	
Day Programs	\$	100,655,788	19.5%	\$	100,655,788	
Behavioral Services	\$	44,543,367	8.6%	\$	44,543,367	
Other	\$	42,351,816	8.2%	\$	42,351,816	
Transportation	\$	21,067,659	4.1%	\$	21,067,659	
Respite	\$	19,020,367	3.7%	\$	19,020,367	
Medical Services	\$	9,896,530	1.9%	\$	9,896,530	
Community Placement Plan (CPP)	\$	-	0.0%	\$ 1,766,620	\$	1,766,620
TOTAL POS EXPENSES		\$	515,237,180	100.0%	\$	1,766,620 \$ 517,003,800
Projected remaining Rate Reform adjustments					\$	3,668,714
Total with rate reform projections					\$	520,672,514
*This budget reflects through the A-2 for FY25						
Total Regional Center Budget:					\$	561,998,954

Ops Expenditures 2 months 18%		CFO Board Report August 2025			POS Expenditures 2 months 17%	
17% of the fiscal year has elapsed						
OPERATIONS			Total Ops Allocation: \$ 39,937,666			
Total General Ops Contract: \$		39,937,666		Total CPP Contract: \$ -		
General Ops Amount Available: \$		32,942,488		CPP Contract Amount Available: \$ -		
			Total YTD			
OPERATIONS EXPENSE (OPS)		YTD Actual	% by category	Forecast*	Actual + Forecast	
Personnel	\$	5,004,893	71.55%	\$	5,004,893	
Benefits	\$	1,167,419	16.69%	\$	1,167,419	
Facilities	\$	450,347	6.44%	\$	450,347	
Equipment	\$	183,208	2.62%	\$	183,208	
Communications	\$	151,282	2.16%	\$	151,282	
Mileage	\$	64,576	0.92%	\$	64,576	
Legal	\$	25,746	0.37%	\$	25,746	
General Office	\$	8,563	0.12%	\$	8,563	
Consultants	\$	72,463	1.04%	\$	72,463	
Bank Fee and LOC	\$	5,185	0.07%	\$	5,185	
Other Expenses	\$	9,861	0.14%	\$	9,861	
Revenue	\$	(148,365)	-2.12%	\$	(148,365)	
Total Operations Expenses		\$ 6,995,178	100%	\$ -	\$ 6,995,178	
Community Placement Plan (CPP)		\$ -	#DIV/0!	\$ -	\$ -	
Senior Companion Program (SCP) - Grant		\$ 51,808	#DIV/0!	\$ -	\$ -	
Mental Health Services Act (MHSA) - Grant		\$ -	#DIV/0!	\$ -	\$ -	
Language, Access, Cultural Competency Funding (LACC)		\$ 57,618	#DIV/0!	\$ -	\$ -	
Total Paid for Operations:		\$ 7,104,604				
PURCHASE OF SERVICES			Total POS Allocation: \$ 518,105,590			
Total POS Contract: \$		518,105,590		Total CPP Contract: \$ -		
POS Contract Amount Available: \$		429,141,359		CPP Contract Amount Available: \$ -		
			%	Total YTD		
PURCHASE OF SERVICES (POS)		YTD Actual	YTD Total	Forecast*	Actual + Forecast*	
Community Care Facilities	\$	27,397,359	30.8%	\$	27,397,359	
Supported Living Services	\$	21,834,284	24.5%	\$	21,834,284	
Day Programs	\$	18,159,997	20.4%	\$	18,159,997	
Behavioral Services	\$	7,755,171	8.7%	\$	7,755,171	
Other	\$	6,898,820	7.8%	\$	6,898,820	
Transportation	\$	3,669,876	4.1%	\$	3,669,876	
Respite	\$	1,969,287	2.2%	\$	1,969,287	
Medical Services	\$	1,279,437	1.4%	\$	1,279,437	
Community Placement Plan (CPP)	\$	-	0.0%	\$ -	-	
TOTAL POS EXPENSES		\$ 88,964,231	100.0%	\$ -	\$ 88,964,231	
*This budget reflects through the B-1 for FY26						
Total Regional Center Budget:				\$ 558,043,256		



## Board Committee Information

For board committee agendas and location information, please visit

<https://nbrc.net/about-us/board-of-directors/board-meetings/board-committee-meetings/>

Board Committees & Next Meeting	Summary of Previous Meeting	Description
<b>Executive Committee</b> <b>October 20<sup>th</sup></b> <b>6:30pm – 7:30pm</b> <b>@Zoom</b>  Occurs the 3 <sup>rd</sup> Monday of every month	N/A	The Executive Committee consists of officers elected by the Board of Directors. The Executive Committee oversees the direction of NBRC and provides leadership to the board. The committee meets monthly to discuss matters involving the agency and to plan the agenda for the upcoming board meeting.
<b>Vendor Advisory Committee (VAC)</b>  <b>No October Meeting</b>  <b>November 18<sup>th</sup></b> <b>10am – 11:30am</b> <b>@Zoom</b>  Occurs the 2 <sup>nd</sup> Tuesday of every month	The VAC met and we had a presentation from Beth about the new IPP template, very similar to the one she presented to the board. We had 2 representatives from DDS join us, to hear any questions and feedback that vendors presented. Courtney provided updates about mileage rates and the continued rate reform. We gave an update about the continued drop-in hours that the Associate Director's will host for any purchase of services issues that vendors encounter. We also discussed the upcoming vendor fairs in October and noted that there is no October VAC meeting, as we will be taking the month off to focus on the vendor fairs.	The Vendor Advisory Committee is comprised of service providers from Napa, Solano, and Sonoma counties. The members provide guidance, advice, and recommendations as they meet about issues and concerns that affect their services.
<b>Public Policy Advisory Committee (PPAC)</b>  <b>October 28<sup>th</sup></b> <b>10am – 11:30am</b> <b>@Zoom</b>	N/A	The Public Policy Advisory Committee is an advisory committee to the board. The committee reviews public policy impacting regional center services including: <ul style="list-style-type: none"> <li>- Congressional bills, California state legislation and budget trailer bills</li> <li>- Federal and state executive orders</li> <li>- Changes in regulation and other law relating to disability programs and services</li> </ul>

Updated 10/2025

Occurs the 4 <sup>th</sup> Tuesday of every month		<ul style="list-style-type: none"> <li>- Department of Developmental Services directives</li> </ul> <p>The purpose of the committee is to keep the Board informed of important policy developments and recommend potential actions for the Board to take.</p>
<b>Cultural and Linguistic Competency Committee (CLCC)</b> <b>October 16<sup>th</sup></b> <b>12pm – 1pm</b> <b>@Zoom</b>  Occurs the 3 <sup>rd</sup> Thursday of every month	N/A	<p>The CLCC promotes diversity, equity and belonging within our agency and community by gathering input, analyzing data, reviewing policies, and making recommendations to the Board.</p>
<b>Client Advisory Committee (CAC)</b> <b>October 24<sup>th</sup></b> <b>10am – 11:30am</b> <b>@NBRC Napa Office</b>  Occurs quarterly, 4 <sup>th</sup> Friday of the month	<p>We had the CAC meeting on September 19th from 1-2:30pm at the NBRC Napa office. We discussed representing the special needs at community events, to invite the Clients Advocate to Board Meetings on Self Advocacy for Board Members at NBRC Board meetings, public speaking at day programs for NBRC Board Memberships, supports for Advocates in the Regional Center Person Centered Policy. NBRC training efforts process, planning sessions for the next CAC meeting. Providing board applications at CAC meetings for new Board Members.</p>	<p>The CAC represents the perspectives of people served by NBRC. The members share information, provide feedback on NBRC policies and practices, and make recommendations to the Board.</p>
<b>Risk Reduction Advisory Committee (RRAC)</b> <b>October 29<sup>th</sup></b> <b>12:30pm – 1:30pm</b> <b>@Zoom</b>  Occurs the last Wednesday of every month	N/A	<p>The Committee develops agendas that focus on policies, discussions, practices, and tasks related to prevention and response to neglect, physical and sexual abuse.</p>

# NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

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## BOARD OF DIRECTORS

<u>Term</u>	<u>Name</u>	<u>County</u>
11/23 – 10/24 11/24 – 10/27 11/27 – 10/30 (10/30) <b>PRESIDENT:</b> 10/24 – 09/26	<b>Martha Valdez</b>	Sonoma
11/19 - 10/22 11/22 – 10/25 11/25 – 10/26 (10/26) <b>TREASURER:</b> 3/22 – 2/24, 3/24 – 2/26	<b>Andrea Bednarova</b>	
07/22 – 06/23 07/23 – 06/26 07/26 – 06/29 (06/29) <b>SECRETARY:</b> 3/24 – 2/26	<b>Ronald Gers</b>	Sonoma
01/24 – 12/24 01/25 – 12/27 01/28 – 12/30 (12/30) <b>VICE PRESIDENT:</b> 7/25 – 6/27	<b>Sahira Arroyos</b>	Solano
1/22 – 12/23 1/24 – 12/25 (12/25) VAC REP	<b>Breeanne Kolster</b>	Napa, Solano, Sonoma / VAC
02/22 – 01/23 02/23 – 01/26 02/26 – 01/29 (01/29)	<b>Joanne Giardello</b>	Solano
03/25 – 02/26 03/26 – 02/29 03/29 – 02/32 (02/32)	<b>Cheryl Snavelly</b>	Sonoma
03/25 – 02/26 03/26 – 02/29 03/29 – 02/32 (02/32)	<b>Christopher Bennett</b>	Napa
04/25 – 03/26 04/26 – 03/29 04/29 – 03/32 (03/32)	<b>Alan Kerzin</b>	Sonoma

(Dates in brackets are the 7<sup>th</sup> consecutive year)

**Revised 7/2025**



### **Board Member Term Election: Andrea Bednarova**

Andrea Bednarova is an in-house attorney at a healthcare organization, advising primarily on labor and employment matters.

Prior to going in-house, she had extensive experience litigating on behalf of and providing compliance advice to organizations who serve individuals with Developmental and Intellectual Disabilities.

Andrea holds a law degree from University of California, Hastings College of the Law and a B.A. Degree from the University of California, Berkeley.

**The Nominating Committee recommends Andrea Bednarova for a third term as a Board of Director from November 2025 to October 2026.**

**NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.****BOARD OF DIRECTORS****BOARD MENTORSHIP POLICY****BOARD COMMITTEE RESPONSIBLE FOR THIS POLICY:**

Nominating Committee

**PURPOSE:**

The purpose of this policy is to provide a process for helping new NBRC Board Members feel welcome and become acclimated to serving on the Board.

**POLICY:**

In coordination with the Nominating Committee, the Board President will appoint a Board Member who has at least six months experience on the Board to serve as a mentor to a new Board Member. The Board President will make every effort to make a match based on the best possible compatibility. If the relationship is not working out for either the mentor or the new Board Member, either one can contact the Board President to request a change. The mentor will serve in this capacity for at least six months (or longer if desired by the new Board Member).

The Board acknowledges that every new Board Member may have different needs and knowledge of the developmental disabilities system. Accordingly, the mentor program will be flexible and customized to the needs of the individual being mentored.

In order to do the best job possible, it is recommended that a mentor not have more than one new Board Member he or she is mentoring at any given time.

The new Board Member and Mentor will work together to identify the kind of support the Board Member needs. The new Board Member does not need to agree or accept with the Mentor's positions, but may benefit from guidance on the process.

The suggested activities of a mentor are:

- Review and discuss Board materials (agendas, minutes, committee reports) with a new Board Member before Board Meetings
- Conduct follow-up after Board Meetings
- Sit next to the new Board Member at Board Meetings in order to answer questions as they arise
- Explain protocol and processes, as needed
- Initiate communication with the new Board Member to ensure that they are comfortable with the information presented.

## **Person- Centered Policy**

### **PURPOSE**

The purpose of this policy is to recognize and uphold the principle that individuals receiving services are central to their own planning and support process. This includes adults, minors, and individuals with legal conservators or guardians. This policy is grounded in person-centered principles and guided by legal framework related to decision-making and autonomy. Person-centered principles emphasize putting the individual at the heart of care and support. These principles include dignity, compassion, and respect.

### **BACKGROUND**

The Board of Directors of North Bay Regional Center affirms that the individual being served is central to their own decision making related to services and supports rendered. The individuals' voice, identity, and lived experiences are essential to person-centered planning.

If the individual has a circle of support, North Bay Regional Center will identify its members and collaborate with them.

The circle of support will recognize and respect:

- The individual's preferences and choices.
- The individual's cultural background, beliefs, practices, and integrate these aspects into their support and care\*.

The circle of support may include family, friends, caregivers, service providers, advocates, legal representatives, and others whom the individual trusts. The composition of this circle may change over time and should reflect the individual's evolving needs and preferences.

### **SCOPE**

This policy applies to all individuals served, including adults, minors, and those with legal conservators or guardians. It aims to promote inclusion and cultural responsiveness while aligning with applicable legal and ethical standards.

### **POLICY PRINCIPLES**

#### **1. Individual Autonomy and Voice**

- Honoring the individual's preferences, decisions, and choices to the fullest extent permitted and in accordance with Department of Developmental Services and Human/Family Services codes and regulations.

- Supporting informed decision-making and promoting self-advocacy skills.
2. Respect for Legal Framework
- We recognize the decision-making roles and responsibilities established under law:

**Adults:** Are presumed capable of making their own decisions unless legally determined otherwise. Their expressed preferences and chosen supports guide planning.

**Minors:** While parents or guardians have legal authority, minors' perspectives will be considered in a developmentally appropriate manner, consistent with family law and best practices.

**Adults who are conserved:** The conservator's decision-making authority is respected, while efforts are made to include the individual in decisions whenever possible.

## CULTURAL RESPONSIVENESS

North Bay Regional Center acknowledges that addressing cultural needs is a complex, ongoing process. Therefore, NBRC strives to:

- Understand and incorporate an individual's cultural preferences, values, and practices in all aspects of planning and service delivery.
- Develop Individualized Family Services Plans (IFSP) for infants 0-3 years of age, and Individualized Program Plans (IPP) in partnership with the individual and their circle of support to reflect culturally appropriate practices.
- Identify and seek to reduce cultural barriers that may limit access to services, such as language, customs, and acknowledge diverse perspectives.
- Engage in ongoing outreach and focus groups to gather feedback from those served. Use this feedback to adjust planning approaches to better reflect cultural and linguistic needs.

## IMPLEMENTATION

These principles are integrated into service planning, staff training, outreach, community events, and daily practice through Person-Centered Thinking principles and the revised IPP template.

# Regional Center Governing Board Approval of Contracts

Department of Developmental Services May 22, 2025 Regional  
Center Directive

Welfare and Institutions Code Section 4625.5(b)

Contracts Requiring BOD Approval	Contracts Not Requiring BOD Approval
<ul style="list-style-type: none"> <li>Contracts with a stated monetary value identified in the contract of \$250,000 or more.</li> </ul> <p><u>Example Contract Language:</u>  “Regional Center shall pay contractor \$350,000 for the renovation of a home”</p>	<ul style="list-style-type: none"> <li>Vendor contracts that may result in payments of \$250,000 or more depending on utilization of the service.</li> <li>Individual purchase of service (POS) where the total of the POS authorization for a vendor exceeds \$250,000.</li> </ul> <p><u>Example Contract Language:</u>  “Regional Center shall pay contractor \$17,000 monthly/per individual for residential services”</p>

# Examples

Contracts Requiring Board Approval	Contracts <u>not</u> Requiring Board Approval
<ul style="list-style-type: none"><li>• Housing contracts that exceed \$250,000</li><li>• Community Placement Plan start up funding contracts that exceed \$250,000</li></ul>	<ul style="list-style-type: none"><li>• Supported Living Services Contracts</li><li>• Residential Contracts</li><li>• Transportation Contracts</li><li>• Crisis Services</li></ul>

May 22, 2025

G-2025-Regional Center Operations-001

TO: REGIONAL CENTER BOARD PRESIDENTS  
REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: REGIONAL CENTER GOVERNING BOARD APPROVAL OF  
CONTRACTS

This letter provides guidance regarding [Welfare and Institutions Code \(WIC\) Section 4625.5\(b\)](#), related to approval by the regional center governing board of contracts totaling two hundred fifty thousand dollars (\$250,000) or more.

WIC Section 4625.5(b), states: “No regional center contract of two hundred fifty thousand dollars (\$250,000) or more shall be valid unless **approved by the governing board** of the regional center...” (emphasis added). Boards shall only consider and approve contracts that have a stated monetary value, identified in a contract, of \$250,000 or more. WIC Section 4625.5 does *NOT* apply to vendor approval letters, service provider contracts that may result in payments of \$250,000 or more depending on utilization of services, or individual purchase of service (POS) authorizations where the totality of the POS authorizations for a vendor may exceed \$250,000. Such transactions are not the considered “contracts” specified in WIC Section 4625.5.

Regional centers must review, and if necessary, update existing bylaws, policies and procedures to align with this letter.

Should you have any questions or concerns regarding this letter, please contact your primary regional center liaison in the Office of Community Operations via email at [oco@dds.ca.gov](mailto:oco@dds.ca.gov), or by phone at (916) 654-1958.

Sincerely,

*Original Signed by:*

ERNIE CRUZ  
Deputy Director  
Community Services Division

cc: Regional Center Administrators  
Regional Center Directors of Consumer Services  
Regional Center Community Service Directors  
Association of Regional Center Agencies

**NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.**  
**Board of Directors**

**APPROVAL OF CONTRACTS IN EXCESS OF \$250,000**

Effective Date: January 1, 2016

**BACKGROUND**

North Bay Regional Center (NBRC) recognizes the importance of transparency and accountability to the community it serves.

**POLICY**

It is the policy of the North Bay Regional Center that all contracts of two hundred fifty thousand (\$250,000) or more shall be approved by the Board of Directors prior to entering into or extending such contracts. This policy does not extend to the purchase of service authorizations for consumer service or for vendorization approval letters.



## Board Meeting Locations 2026

6:00 pm – 8:00 pm

January 7, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Napa Office</i>
February 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Santa Rosa Office</i>
March 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Vacaville Office</i>
April 1, 2026	<i>Annual Board Meeting</i>	<i>Hybrid – Zoom &amp; NBRC Napa Office</i>
May 6, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Santa Rosa Office</i>
June 3, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Vacaville Office</i>
July 1, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Napa Office</i>
August 6, 2026 <i>*Board members only</i>	<i>No Board Meeting – Board Retreat</i>	<i>10am-3pm NBRC Napa Office</i>
September 2, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Vacaville Office</i>
October 7, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Santa Rosa Office</i>
November 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom &amp; NBRC Napa Office</i>
December 2, 2026	Short Business Meeting	<i>Hybrid – Zoom &amp; NBRC Vacaville Office</i>

\*Pending Board Approval

**FAIR HEARING & MEDIATION UPDATE**  
**SEPTEMBER 1, 2025 – SEPTEMBER 30, 2025**

Service (25-19)	<u>Reason for Appeal:</u> Claimant appeals denial of funding for service. <u>Ruling:</u> Withdrawn without resolution.
Eligibility (25-29)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-32)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing held. Denied.
Eligibility (25-33)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Withdrawn without resolution.
Eligibility (25-34)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation scheduled.
Eligibility (25-35)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting to be scheduled.
Eligibility (25-36)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing scheduled. Informal meeting held.
Eligibility (25-37)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at informal meeting. Eligible.
Service (25-39)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Withdrawn without resolution.
Eligibility (25-40)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing scheduled.
Eligibility (25-41)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.
Eligibility (25-42)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting held.
Eligibility (25-43)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.
Eligibility (25-44)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.

Eligibility (25-45)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting scheduled.
Eligibility (25-46)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.
Eligibility (25-47)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.