

**North Bay Regional Center
Board of Directors'
Cultural and Linguistic Competency Committee (CLCC) meeting
January 15, 2026 at 12 PM**

AGENDA

- I. Call to Order**
- II. Introduction**
- III. Review of Minutes of December 18, 2025**
- IV. Land Acknowledgement**
- V. Covenant for Brave Space**
- VI. CLC Updates**
 - a. NBRC Staff**
- VII. Board Policies:**
 - a. Update on Revised Accessibility of Facilities Policy**
 - b. Update on Integrated Programs Policy**
- VIII. Meeting Adjourned**

The next CLCC meeting is on February 19, 2026 at 12:00 PM

North Bay Regional Center Board of Directors'
Cultural and Linguistic Competency Committee (CLCC) Meeting
Thursday, December 18, 2025 at 12:00 PM
Via Zoom

Board Members Present: Alan Kerzin, Board Member

NBRC Staff Present: Claudia Ritchie, Director of Equity and Engagement and CLCC Co-Chair
Mariam Guirguis, Executive Assistant/Compliance Specialist
Jessica Hetherington, Generic Resource Specialist
Abigail Andrade, Community Outreach and Engagement Specialist
Maria Marino, Emergency Mgmt. & Facilities Coordinator
Geri Audette, Communications Specialist
Blanca Huijon, Equity and Diversity Specialist
Ellen Sweigert, Client Advocate

Guests: Sara Speck, CAC Co-Chair and Former Board Member
Anne Evans, Community Member
Jessica Perez, Activities, Outreach & Fundraising Manager, Milestone of Development
Oscar Lonjines, Sibling of a person served

Spanish interpretation: Amber Lopez

Spanish Interpretation:

Minutes

I. Call to Order

Claudia Ritchie, Director of Equity and Engagement and CLCC Co-Chair, called the meeting to order at 12:00 PM and welcomed the attendees for joining the meeting.

II. Introductions

The Committee members and attendees introduced themselves.

III. Review of Minutes

The Committee agreed that the minutes of the November 20, 2025 meeting looked accurate.

IV. Land Acknowledgement

Abigail Andrade, Community Outreach and Engagement Specialist, read the Land Acknowledgement.

V. Covenant for Brave Space

Jessica Perez, Activities, Outreach & Fundraising Manager, Milestone of Development, read the Covenant for Brave Space before moving onto the next agenda item.

VI. CLC Updates

- *Abigail Andrade, Community Outreach and Engagement Specialist*, provided updates on the following:
 - 2026 Outreach Events will focus on increasing access and awareness to services provided by NBRC.
 - The 2nd Annual Winter Resource Fair will be held on 1/6/2026 at the Harvest Middle School in Napa to celebrate Dia de los Reyes.
 - The 2nd Annual Spring Resource Fair will be held on 4/23/2026 to honor Asian American and Native Hawaiian Pacific Islander Heritage Month.
 - The 3rd Annual Summer Resource Fair will be held on 7/31/2026 and will be a three-county wide event labeled as “An NBRC Fun Festival Celebrating Community & All Identities.”
 - The final Resource Fair is “Trunk or Treat” celebration that will be held on 10/23/2026 in Sonoma.
 - Offering Technology training courses that cover basic computer skills and internet safety to Spanish-speaking caregivers and families on the 2nd and 4th Monday of every month.
 - The Spanish Leadership Academy will start in January 2026 through a contract with Alift.
- *Ellen Sweigert, Client Advocate*, shared her involvement in the Napa Valley Parent Transit Planning Committee and the Transportation Advisory Committee, which focus on improving transportation services and breaking down barriers and improving bus stop locations.
- *Ellen Sweigert, Client Advocate*, will share the list of transportation accessibility resources (including Para Transit Services throughout the counties) with the Team.
- *Ellen Sweigert, Client Advocate*, mentioned the importance of client involvement in transportation committee and the Travel Companion Program.
- *Ellen Sweigert, Client Advocate*, raised a concern about the lack of a bus stop anywhere near NBRC.
- *Anne Evans, Community Member*, shared her experience from a cultural festival event and emphasized the importance of heritage and offered to help incorporate similar activities into NBRC’s cultural celebrations.
- *Anne Evans, Community Member*, shared her earlier contributions and experience at a KBBF Radio show, first bilingual radio station in the USA, to discuss disabilities and offered to partner with KBBF.
- *Anne Evans, Community Member*, shared that she was not able to access some exercise classes due to lack of transportation and accessibility.
- The Team discussed transportation challenges for people with disabilities and seniors.
- *Maria Marino, Emergency Management & Facilities Coordinator*, highlighted the ongoing discussions about a new Lyft transportation voucher program through 211 Sonoma County for emergency transportation extended to clients.

VII. Review and Discussion of outstanding Board Policies

a. Accessibility of Facilities Policy (No. 14)

- The Team agreed to focus on the Accessibility of Facilities Policy and make necessary changes.
- The policy will cover all NBRC facilities and events, ensuring accessibility for everyone.
- The Team agreed to form a sub-committee to discuss and edit the policy and present a revised draft to the next meeting for discussion.
- The sub-committee consists of *Claudia Ritchie, Director of Equity and Engagement and CLCC Co-Chair, Abigail Andrade, Community Outreach and Engagement Specialist, and Maria Marino, Emergency Mgmt. & Facilities Coordinator.*

b. Integrated Programs Policy (No. 16)

- The Team agreed to review existing policies to determine if the Integrated Programs Policy was already adequately covered elsewhere, as it appeared to be.

VIII. Meeting Adjourned

Claudia Ritchie, Director of Equity and Engagement and CLCC Co-Chair, adjourned the meeting at 1:00 PM.

The next CLCC meeting will be held on January 15, 2026, at 12:00 PM.