

**North Bay Regional Center  
Board of Directors'  
Cultural and Linguistic Competency Committee (CLCC) meeting  
July 18, 2024 at 12 PM**

**AGENDA**

- I. Call to Order**
- II. Introduction**
- III. Review of Minutes of June 10, 2024**
- IV. Land Acknowledgement**
- V. Covenant for Brave Space**
- VI. CLC Updates**
  - a. NBRC Staff**
- VII. Review and Discussion of outstanding Board Policies:**
  - a. Central Role of Parents Policy**
  - b. Accessibility of Facilities Policy**
  - c. Integrated Programs Policy**
- VIII. Meeting Adjourned**

**The next CLCC meeting is on August 15, 2024 at 12:00 PM**

**North Bay Regional Center Board of Directors’  
In person Cultural and Linguistic Competency Committee (CLCC) Meeting  
Monday, June 10, 2024 at 10:00 AM  
in Napa Office**

**Board Members Present:** Rosemarie Pérez, Board President and CLCC Chair  
Marth Valdez, Board Member

**NBRC Staff Present:** Gabriel Rogin, Executive Director  
Mariam Guirguis, Executive Assistant-Compliance  
Abigail Andrade, Community Outreach and Engagement Specialist  
Anaid Carreno, Diversity and Equity Specialist  
Geri Audette, Training & Communications Specialist

**Minutes**

**I. Call to Order**

*Rosemarie Pérez, Board President and CLCC Chair*, called the meeting to order at 10:00 AM and welcomed the Committee members and 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 May 18, 2024 meeting looked accurate.

**IV. Land Acknowledgement**

*Rosemarie Pérez, Board President and Chair*, recognized the Land Acknowledgement.

**V. Covenant for Brave Space**

The Committee reviewed the Covenant for Brave Space before moving onto the next agenda item.

**VI. CLC Updates**

**a. NBRC Staff**

- Abigail Andrade, Community Outreach and Engagement Specialist provided an update as follows:
  - California Tribal Families Coalition training on May 22<sup>nd</sup> and DEIB audit plans for NBRC.
  - Low participation in tribal outreach training from NBRC staff.
- Gabriel Rogin, Executive Director, emphasized the importance of partnering with tribal communities for cultural sensitivity and access to services.

- The Committee discussed the need for a comprehensive assessment of the agency's work to identify areas of inefficiency.
- Anaid Carreno, Diversity and Equity Specialist, mentioned that an outside consultant can help encourage more engagement from staff with a recommendation to shift the agency's focus towards creating equity and person-centered care.
- The Committee discussed ways to address equity and bias in workplace culture through flyers and signs on bulletin boards, kitchen areas, sitting areas, meeting rooms and at the reception of all offices.
- The Committee discussed the possibility of creating a designated private space for parents and children with special needs with a set up for a welcoming and inviting environment.
- The Committee discussed the possibility of making small changes to the intake room in the Napa office to improve the experience for clients and staff. Suggestions came up like adding colorful pictures, friendly paintings, children's characters, some toys as a way for stress relief during the intake process or other meetings with families. The children should feel the difference when they come to NBRC rather than going to a health clinic.
- The Committee agreed to share some suggestions for photos and different ideas in the next meeting.
- The Committee discussed inviting staff who are talented in art and can create some paintings.

#### **VII. Independent Evaluation of the Services and Access and Equity Programs – Georgetown University National Center for Culture Competence**

- The Committee reviewed the evaluation report and the recommendation for the State to clarify equity definition and gather better data.
- Gabriel Rogin, Executive Director, emphasized the importance of investing in regional centers to increase capacity to do this important work.

#### **VIII. Review and Discussion of Board Policies**

- The Committee reviewed the policies that have been tasked earlier to CLCC to review.
- The policies that have been reviewed and approved by the Board are as follows:
  - Lanterman Act Policy
  - Employment Options/Employment First
- The policies that have been approved by the Board and will be re-submitted again with some amendments for Board's approval on July 10, 2024, are as follows:
  - Education and Wellbeing Policy
  - Service Equity, Diversity and Inclusion Policy
- Respite Care Policy will be presented to the Board for review in October 2024.
- There is no need for "Purchase of Service Policy" and will be deleted from the list of policies. The content is already included in the Lanterman Act Policy.
- The current outstanding policies for CLCC review are:
  - Central Role of Parents Policy
  - Accessibility of Facilities Policy
  - Integrated Programs Policy
- Equal Employment Opportunity Employer Policy is an internal policy managed by HR and doesn't need approval by the Board.

**a. Service Equity, Diversity and Inclusion Policy’s proposed amendments**

- Anaid Carreno, Diversity and Equity Specialist, presented the final amended Policy to recognize people’s names and gender identity.
- The Committee agreed to present the policy to the Board in its meeting on July 10 for approval.
- Adding “analyze, review and share” to the POS report to increase transparency.

**b. Education and Wellbeing Policy amendments**

- The Committee agreed to remove the following sentence in No. 3 of the policy: “our staff are in no way experts or medical professionals”.
- The Committee revised No. 6 to read as follows: “NBRC collaborates with community partners to address barriers, in order to increase access and knowledge of the resources available for clients and caregivers.”
- The Committee agreed to keep No. 7 with no changes.

**IX. Board Policy for Review**

**a. Outstanding Board Policies for Review**

**i. Central Role of Parents (No. 3)**

- The policy aims to support individuals with developmental disabilities by honoring their circle of support, including families and self-advocates.
- The purpose of the policy is to empower clients, respect and honor their choices using person-centered language.
- The Committee will review this policy in the next meeting.

**X. Public Comment**

None.

**XI. Meeting Adjourned**

*Rosemarie Pérez, Board President and CLCC Chair, expressed her appreciation for the discussion and collaboration.*

*Rosemarie Pérez, Board President and CLCC Chair, adjourned the meeting at 11:30 AM.*

**The next CLCC meeting will be held on July 18, 2024, at 12:00 PM.**