



*Promoting Opportunities
Supporting Choices*

*Sponsors of
North Bay Regional Center
and other programs
for persons with developmental disabilities
610 Airpark Road
Napa, CA 94558
707-256-1224
Fax: 707-256-1230*

MEETING NOTICE

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

DATE: December 4, 2019
TIME: 6:00 pm
PLACE: North Bay Regional Center
610 Airpark Road
Napa, CA 94558

Agenda Enclosed

Board Related Meetings:

- The next meeting of the Vendor Advisory Committee will be a Potluck on December 10, 2019, at North Bay Regional Center (NBRC) Napa from 10:00 am – 12:00 pm.

REMINDER: Notices are posted at www.nbrc.net. All meetings are made accessible to persons with disabilities and all members of the public are welcome to attend. Please contact (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
Wednesday, December 4, 2019, 6:00 p.m.
North Bay Regional Center - 610 Airpark Road, Napa CA 94558**

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Angel Hixson, President (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from the November 6, 2019 Board Meeting be approved as submitted. (2 min) (Pgs. 1-7) ACTION
- IV. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- V. CONTRACT/CASH FLOW OVERVIEW – Isabel Calder, Chief Financial Officer (25 min) INFO
- VI. NEW BANKING RELATIONSHIP – Isabel Calder, Chief Financial Officer and Alison Martin, Vice President, US Bank (7 min) ACTION
- VII. TREASURER'S REPORT – Rosemarie Pérez, Treasurer (5 min) (Pgs. 9-11) ACTION
 - A. Treasurer's Report be approved as submitted
- VIII. CONTRACTS OVER \$250,000 – Courtney Singleton, Director of Community Services (15 min) (Pgs. 13-17)
 - A. Enhanced Behavioral Supports Homes (EBSH) ACTION
 - B. Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) ACTION
 - C. Crisis Intervention Facility – Children ACTION
 - D. Supported Living Services ACTION
- IX. END OF LIFE DECISION MAKING – Dr. Gayatri Mahajan, NBRC Physician (25 min) INFO
- X. COMMITTEE REPORTS
 - A. Executive Committee – Angel Hixson, President (5 min)
 - a. A-2 Contract (Pg. 19) INFO
 - b. Performance Contract Disparity Action Items (Pgs. 25-26) INFO
 - B. Vendor Advisory Committee – Ali Tabatabai, VAC Representative (3 min) (Pgs. INFO
 - C. Legislative Advisory Committee Update – Ali Tabatabai, VAC Representative (3 min) INFO
- XI. DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 min) ACTION
 - A. 2020 Board Meeting Schedule (Pg. 41)
- XII. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XIII. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- XIV. CLOSED SESSION
 - A. Executive Director Performance Evaluation ACTION
 - B. Real Estate Negotiations INFO
- XV. RETURN TO OPEN SESSION
 - Report any action taken during the closed session meeting. INFO
- XVI. ADJOURNMENT

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 will be February 5, 2019, 6:00 p.m. at North Bay Regional Center, 610 Airpark Road, Napa, CA 94558.

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
North Bay Regional Center
5100 Business Center Drive, Fairfield, CA 94534
November 6, 2019, 6:00 pm**

MINUTES

NBRC BOARD MEMBERS PRESENT:

Sara Speck, Solano County
Rosemarie Pérez, Treasurer
Jeremy Johnson, Vice President
Rita Edmonds-Norris, Secretary

Abel Moya, Sonoma County
Ali Tabatabai, VAC Representative
Angel Hixson, President
Franklin Phillips, Solano County
Hue Truong, Sonoma County

NBRC BOARD MEMBERS ABSENT:

Lynette Stagner, Napa County

Alexis Jarreau, Solano County

STAFF PRESENT:

Danielle Bernardo, Executive Assistant
Thomas Maseda, Director, Administrative Services
Beth DeWitt, Director, Client Services
Isabel Calder, Chief Financial Officer

Gabriel Rogin, Executive Director
Richard Burkett, Associate Director, IT
Courtney Singleton, Director, Community Services
Rafael Hernandez-Perez, Case Mgmt. Supervisor

GUESTS PRESENT:

Morgan Kranz, New Leaf Solutions
Elajah Rashied, Sister
Linda Plourde, Bayberry
Mike Liskenko, UCPNB

Alma Janssen, Department of Developmental Services
Eric Riviera, New Leaf Solutions
Andrea Bednarova, Prospective Board Member
Tobias Weare, State Council on Developmental Disabilities

CALL TO ORDER –

Angel Hixson, President, called the regular business meeting to order at 6:00 p.m. and noted Spanish translation services are available via headphones.

CONSIDERATION OF MINUTES –

M/S/C (Phillips/Moya) Move that the minutes of the October 2, 2019 regular business meeting be approved as submitted.

The motion passed with Hixson, Moya, Speck, Pérez, Edmonds-Norris, Tabatabai, Truong and Phillips voting in favor.

**APPROVED
Johnson ABSTAINED**

GENERAL PUBLIC COMMENT –

Tobias Weare, State Council on Developmental Disabilities, SCDD asked for participation in filling out a survey to help develop the State Council's five year plan. The agency oversees the plan through the federal government. The State Council gathers input from stakeholders and providers to identify the need and the focus for those with Intellectual Developmental Disabilities. The survey is on the State Council's website at www.scdd.ca.gov on the home page.

- ❖ Before moving on to the next agenda item, *Angel Hixson, Board President* asked the audience to hold their questions during the presentations. If there are questions at the end of each presentation, the Board will decide whether there is enough time to address them during the meeting or if there needs to be follow up after the meeting.

FEATURE PRESENTATION –

Kincade Fire/Public Safety Power Shutoff (PSPS) Update – *Thomas Maseda, Director of Administrative Services* noted this was a significant event for the regional center and our community.

- NBRC is doing everything it can to help clients, vendors and employees that were affected.
- 2,100 clients and 40 employees were evacuated during the Kincade fire.

- The Public Safety Power Shutoffs (PSPS) are PG&E's effort to avoid forest fires are based upon wind patterns. We can expect these to occur regularly.
- These events created a lot of difficulty for those reliant on medical devices requiring electricity.
- NBRC has been preparing by strengthening critical partnerships locally with the Napa Valley Community Organizations Active in Disasters (Napa COAD) and at the State level through the Department of Developmental Services (DDS). NBRC also uses the NIXLE alert system to notify vendors.
- The difference between this disaster and the one in 2017 is that communication was received early to help people get out early.
- Communication is critical. NBRC has four avenues of communication: Everbridge, Cell phone, Email and Satellite Phones.
- Beth DeWitt, Director of Client Services, coordinated the efforts and sent Service Coordinators out to shelters. We don't always know where our clients are. Our employees were checking on anyone that needed help.
- Some employees even opened up their homes to other employees.
- NBRC is working with the VAC to ensure that every vendor has an emergency response plan in place.
- We are currently focusing on the recovery.

NBRC Disaster Response Plan/Process

NBRC is modifying its Disaster Preparedness Plan to include PSPS.

1. The Executive Team establishes communication with each other and begins operating in our pre-assigned disaster roles.
 2. Director of Administrative Services in coordination with the Management Team takes inventory of staff safety and who is available via satellite phone or cell phone and email, if available, including establishing communication with DDS.
 3. IT Associate Director identifies what area(s) of our three counties the disaster has impacted.
 4. IT Associate Director identifies what clients are at risk via Everbridge and communicates with Exec Team.
 5. Directors of Client Services and Community Services direct available staff to follow up with at risk consumers and verify what is needed and report back to the Executive Team.
 6. Director of Administrative Services communicates with DDS Regional Center Disaster Preparedness representative and coordinates emergency response personnel as needed.
 7. Steps 4 – 6 are repeated throughout the disaster for continued follow up with consumers and vendors.
 8. NBRC coordinates relocation of impacted consumers with DDS, emergency personnel, and vendors as needed.
 9. If mass relocation is needed, NBRC coordinates efforts with DDS for temporary relocation.
 10. NBRC continues to coordinate with DDS, emergency personnel, vendors, consumers and families etc. to develop a plan for eventual replacement of displaced consumers back to their homes or a new living situations.
 11. NBRC continues to maintain client services as much as possible
 12. The Executive Director receives at least a daily report of consumer safety status until all clients are accounted for and are safe.
- ❖ The Board had a few questions for Thomas. They also expressed their gratitude for all of the hard work NBRC did to support our clients. Employees were evacuated from their homes and were still working to support our clients. The Board is grateful and *Angel Hixson President* noted we don't tell you enough how much we appreciate what you do for our families. She also noted as parents and family members, it meant more than staff will ever know.

CONTRACTS OVER \$250,000 – (see attached)

Courtney Singleton, Director of Community Services presented 4 contracts over \$250,000. A description of the four contracts presented are on the attached spreadsheet.

- One of the contracts, Elwyn California HN0467, was presented for retroactive approval.

- All contracts over \$250,000 will be brought back in December 2022. They all have a three year contract. If the provider or something changes with the contract, it will come back to the Board sooner than December 2022.
 - The four homes have gone through a Request for Proposal (RFP,) background check, and NBRC has talked to other Regional Center's that they have worked with.
 - These vendors are under a lot of scrutiny. Quality Assurance is in the home at least 4 times a year. The BCBA's are in the home every month. Service Coordinators are monitoring their clients in the home quarterly. DDS completes semi-annual reviews in the home.
- M/S/C (Speck/Pérez) Move to approve contracts over \$250,000 noted on the attached spreadsheet, for a 3 year term until December 2022.**
UNANIMOUS
Phillips and Tabatabai ABSTAINED

TREASURER'S REPORT - Rosemarie Pérez, Treasurer

A. Treasurer's Report be approved as submitted

A summary of the Treasurers Report can be found on pages 8 and 9 of the November 6, 2019 Board Packet.

M/S/C (Phillips/Speck) Move that the Treasurer's Report be approved as submitted.
UNANIMOUS

B. E-4 Contract – (see attached)

M/S/C (Edmonds-Norris/Speck) Move that the E-4 contract be approved as submitted.
The motion passed with Hixson, Moya, Speck, Pérez, Edmonds-Norris, Tabatabai, Truong and Johnson voting in favor.
APPROVED
Phillips ABSTAINED

COMMITTEE REPORTS –

A. Nominating Committee – Angel Hixson, President

a. Proposed Slated Board Member:

- **Andrea Bednarova** (to serve November 2019 - October 2022)
The Nominating Committee presented Andrea Bednarova for approval. Andrea was introduced at the October 2, 2019 Board meeting. If approved by the board, Ms. Bednarova will serve a three year term beginning this month. Ms. Bednarova's bio can be found on page 12 of the November 6, 2019.
- ❖ Before voting, Angel Hixson asked Ms. Bednarova to say a few words.
- *Andrea Bednarova* noted she is thankful for the opportunity and hoping her general interest in the Developmental Disabilities arena and legal expertise will be valuable to the board.
- ❖ *Angel Hixson, President, asked the candidate to leave the room at 07:21 pm. There was discussion prior to voting.*

M/S/C (Phillips/Speck) Move that Andrea Bednarova be seated on the Board.
UNANIMOUS

- ❖ The candidate was invited back into the room at 7:24 pm.
- *Angel Hixson, President, welcomed Ms. Bednarova onto the Board.*

B. Vendor Advisory Committee –

Ali Tabatabai, VAC Representative recapped the Vendor Advisory Committee meeting from October 8, 2019. The VAC minutes can be found on pages 13-17 of the November 6, 2019 packet.

EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director

- Gabriel acknowledged NBRC staff for their compassion, dedication and for putting their own lives aside to help the people we serve during the Kincade fires.

- He acknowledged the Service Providers for the exceptional job keeping people safe.
 - Some stayed at shelters with clients, took people into their homes, and even went without breaks because there was no one available to break them.
 - Gabriel noted we should all be aware of the trauma people are feeling across the board.
 - Gabriel stressed the importance of inclusion. The more someone is connected to their community, the more eyes they will have on them to check their safety.
- NBRC has partnered with Georgetown University and had powerful two day sessions covering Cultural Competency. We are still working on concrete action items. Rosemarie and Alexis from the board participated.
 - *Rosemarie Pérez, Treasurer* noted one thing that stood out to her was that we measure whether people are receiving the appropriate services based on purchase of service, but we learned culture and values are different. Dollars spent on services may not be the best way to evaluate. We need to look at other ways of evaluating whether we are meeting the needs of the people we serve. This is going to be an ongoing task for the regional center.
- Gabriel noted we are working on the board calendar for 2020 (on page 9 of the November 6, 2019 packet.) and there will be at least three meetings in each county.
- NBRC is focusing on access to CALfresh. Vendors are identifying eligible individuals.
- Beth DeWitt is working to move Self-Determination forward. Gabriel noted those in the initial group chosen must attend an orientation by December 6th.
 - DDS will be choosing a new round of participants to replace those that have dropped out or have not attended a required orientation by the deadline.
- The regional center is offering grants for providers to come into Home and Community Based Services (HCBS) compliance. The deadline to apply is November 22nd.
- Gabriel acknowledged the Arc Solano for the Sprout Film Festival held in October. They showcased films made by and including people with Developmental Disabilities.
- NBRC is hosting the annual Mary Ida Cook Arts and Crafts Fair on December 12th from 10:00 am – 1:00 pm. This is an opportunity for the people we serve to sell things they make. *Please remember to bring cash.*

GOOD OF THE ORDER –

- *Angel Hixson, President* noted the Solano County Office of Education had a red carpet film premiere this evening. 41 local students were involved in the creation of the short film.

GENERAL PUBLIC COMMENT – N/A

CLOSED SESSION –

The Board moved into a closed session meeting at 7:45 pm to discuss the Executive Director's Performance Evaluation.

RETURN TO OPEN SESSION –

The Board returned to open session at 8:30 pm. There was no action taken during the closed session.

ADJOURNMENT – *Angel Hixson, President* adjourned the regular business meeting at 8:30 pm.

Date submitted to NBRC Board for review 11/06/19

Date approved by NBRC Board Executive Committee (if applicable) N/A

Date approved by NBRC Board 11/06/19

Operations ☒

Purchase of Service ☒

The following contracts have been reviewed by Isabel Calder, Chief Financial Officer, Courtney Singleton, Director of Community Services and Gabriel Rogin, Executive Director, all of whom recommend approval by the NBRC Board of Directors.

Purpose of Contract	Consumers Served (if applicable)	Contractor Name and Vendor# (if applicable)	Term of Contract	Approved	M/S/C	Notes
Enhanced Behavioral Supports Home – Children (New)	4	Pleiades House	11/20/19 (or upon vendorization, whichever is first) – December 31, 2022	Yes	(Speck/Pérez) Phillips and Tabatabai ABSTAINED	\$828,000/Total Annual Contract \$69,000/per month
Specialized Residential Facility – Residential Care Facility Elderly (New)	4	Providence Residential Care	11/07/19 – December 31, 2022	Yes	(Speck/Pérez) Phillips and Tabatabai ABSTAINED	\$671,454/Total Annual Contract \$55,954.50/per month
Enhanced Behavioral Support Home – Facility Costs (Renewal)	4	Behavioral Analysis Technologies, Inc. (BAT) – HN0435	12/01/19 – December 31, 2022	Yes	(Speck/Pérez) Phillips and Tabatabai ABSTAINED	\$586,163.52/Total Annual Contract \$48,846.96/per month
Enhanced Behavioral Supports Home – Facility Costs (Renewal)	4	Elwyn California HN0467	07/01/19 – December 31, 2022 (Retroactive)	Yes	(Speck/Pérez) Phillips and Tabatabai ABSTAINED	\$852,060/Total Annual Contract \$71,005/per month
Increase for FY 18/19 DDS Contract		Department of Developmental Services	07/01/14 – 6/30/21	Yes	(Edmonds-Norris/Speck) Phillips ABSTAINED	FY 18/19 E-4 OPS (\$111,796) – Deallocation of CPP unfilled positions POS \$7,169,854 – \$4,217,546 General POS \$2,952,308 SDC

Contracts over \$250,000 - NBRC Board of Director's Contract Descriptions - November 6, 2019

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Supports Home-Children (New)	4	Pleiades House	11/20/19 (or upon vendorization, whichever is first)-Until Canceled	\$828,000/Total Annual Contract \$69,000/per month

This Enhanced Behavioral Home (EBSH) was developed to serve children who cannot be served in any other setting, due to the intensity of their behavioral needs. Each EBSH serves four individuals with intense behavioral needs. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month:

Rent for the property	Insurance
168 hours a week of Lead Staff (salary, benefits & taxes)	Phone
40 hours a week of the home Administrator	Repairs
Board Certified Behavior Analyst supervision	Internet/Cable
Property Taxes	Utilities
	Transportation

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Specialized Residential Facility-Residential Care Facility Elderly (New)	4	Providence Residential Care	11/7/19-Until Canceled	\$671,454/Total Annual Contract \$55,954.5/per month

Summary:

Providence is designed for individuals ages 60+ who may have dementia, nursing needs, and/or display some maladaptive behaviors. They are licensed with a hospice waiver, allowing the residents to stay at the facility while on hospice. This home can accommodate 4 non-ambulatory individuals who rely on wheelchairs for mobility. Each individual will have a private bedroom and wheelchair accessibility throughout the house and the backyard. Providence will provide at minimum 336 direct staffing hours per week, which includes 8 hours per day of a lead Licensed Vocational Nurse staff. Providence will provide at minimum 4 hours a month of consultation per individual. A Registered Nurse consultant provides nursing support, and a psychologist consultant provides behavior management support. Depending on clients' needs, other consultants may include Physical Therapist, Occupational Therapist, and/or a Nutritionist.

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Support Home-Facility Costs (Renewal)	4	Behavioral Analysis Technologies, Inc. (BAT)-HN0435	12/1/19-until canceled	\$586,163.52- Total Annual Contract \$48,846.96/per month

Summary:

The Enhanced Behavioral Home (EBSH) was developed to serve individuals who could not be served in any other setting, due to behavior needs. This EBSH serves four individuals that have moved from Sonoma Developmental Center. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. BAT has two Psychiatric Technicians through the California State Staff Program working at this home. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month:

Rent for the property	Insurance
168 hours a week of Lead Staff (salary, benefits & taxes)	Phone
40 hours a week of the home Administrator	Repairs
Board Certified Behavior Analyst supervision	Internet/Cable
Property Taxes	Utilities
	Transportation

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Supports Home-Facility Costs (Renewal)	4	Elwyn California HN0467	7/1/19-Until canceled (Retroactive)	\$852,060/Annual Contract \$71,005/per month

Summary:

The Enhanced Behavioral Home (EBSH) was developed to serve individuals who could not be served in any other setting, due to behavior needs. This EBSH serves four individuals that have moved from Sonoma Developmental Center. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections 59057 through 59059. The facility cost is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the EBSH. The majority of Elwyn, CA's staff are from the California State Staff Program and were previously staff at Sonoma Developmental Center. They remain employed by The State of California through this program. This increases the facility cost. The below items are covered in the facility cost of \$71,005 per month:

Rent for the property	Insurance
168 hours a week of Lead Staff (salary, benefits & taxes)	Phone
40 hours a week of the home Administrator	Repairs
Board Certified Behavior Analyst supervision	Internet/Cable
Property Taxes	Utilities
	Transportation



North Bay Regional Center Doug Cleveland Board Opportunity Fund December 2019 Board Meeting

In the month of October 2019, NBRC's Doug Cleveland Board Opportunity Fund received a donation in the amount of **\$9000.00**. The bank account also had an interest credit in the amount of **\$1.66**. As of October 31, 2019, the savings account balance was **\$58,745.30**.

There were no awards issued in the month of October. The ending register balance of the Doug Cleveland Board Opportunity Fund checking account was **\$11,591.27** as of October 31, 2019. There was a \$23.00 monthly maintenance fee this month. We will be switching this account to US Bank in January 2020. The new account will have the maintenance fees waived which will save the \$276.00 annually.

One check remains outstanding since July 2019. The case management team is following up with the recipient of the awarded amount.

As a reminder, the Board packet includes a flyer on the Amazon Smile Account. With holiday shopping around the corner, we encourage the community to sign up and select **North Bay Developmental Disabilities Services, Inc.** as your charity for donations

**Please support our clients
while shopping this Holiday season
by logging into AmazonSmile!**

- 1. Log in: smile.amazon.com**
- 2. Select from the Charity List:**

**North Bay Developmental
Disabilities Services Inc.**



***A percentage of your purchase will be
donated to the NBRC Doug Cleveland
Board Opportunity Fund.**

Ops Expenditures
4 months
33%

North Bay Regional Center
CFO Board Report
As of October 31, 2019

POS Expenditures
4 months
35%

OPERATIONS				Total Ops Allocation: \$		24,358,100
Total General Ops Contract: \$		22,367,554		Total CPP Contract: \$		1,438,445
General Ops Amount Available (less advanced amount) \$		14,628,582		CPP Contract Amount Available (less advance amount): \$		1,078,834
						Total YTD
Operations Expense (OPS)	YTD Actual	% by category	Forecast*	Actual + Forecast		
Personnel	\$ 4,705,389	58.1%	\$ 9,248,702	\$	13,954,091	
Benefits	\$ 2,044,722	25.2%	\$ 3,028,518	\$	5,073,240	
Facilities	\$ 687,484	8.5%	\$ 1,264,239	\$	1,951,723	
Equipment	\$ 126,961	1.6%	\$ 273,039	\$	400,000	
Communications	\$ 36,758	0.5%	\$ 93,242	\$	130,000	
Mileage	\$ 103,339	1.3%	\$ 257,661	\$	361,000	
Legal	\$ 2,466	0.0%	\$ 57,534	\$	60,000	
General Office	\$ 55,638	0.7%	\$ 104,362	\$	160,000	
Consultants	\$ 60,750	0.8%	\$ 299,750	\$	360,500	
Bank Fee and LOC	\$ 2,536	0.0%	\$ 32,464	\$	35,000	
Other Expenses	\$ 7,040	0.1%	\$ 79,960	\$	87,000	
Revenue	\$ (94,111)	-1.2%	\$ (110,889)	\$	(205,000)	
Sub-Total General Operations Expense \$		7,738,972	\$	14,628,582	\$	22,367,554
Community Placement Plan (CPP)		359,611	4.4%	\$ 1,078,834	\$	1,438,445
Sub-Total CPP Operations Expense		359,611		\$ 1,078,834	\$	1,438,445
Total Operations Expenses		8,098,583		\$ 15,707,416	\$	23,805,999
GRANT INFORMATION						
	YTD Actual		Forecast*	Actual + Forecast		
Mental Health Services Fund -						
Grant \$212,192.00	\$ 53,870		\$ 158,322	\$	212,192	
Senior Companion Program -						
Grant \$339,909.00	\$ 73,778		\$ 266,131	\$	339,909	
Sub-Total Grant Expense \$	127,648		\$ 424,453	\$	552,101	
PURCHASE OF SERVICES				Total POS Allocation: \$		242,393,629
Total POS Contract: \$		241,289,329		Total CPP Contract: \$		1,104,300
POS Contract Amount Available (less advanced amount): \$		155,688,577		CPP Contract Amount Available (less advanced amount): \$		1,103,673
						Total YTD
Purchase of Services (POS)	YTD Actual	% YTD Total	Forecast*	Actual + Forecast*		
Community Care Facilities	\$ 26,353,561	30.8%	\$ -	\$	26,353,561	
Supported Living Services	\$ 19,863,021	23.2%	\$ -	\$	19,863,021	
Day Programs	\$ 15,096,071	17.6%	\$ -	\$	15,096,071	
Behavioral Services	\$ 10,771,636	12.6%	\$ -	\$	10,771,636	
Other	\$ 5,815,631	6.8%	\$ -	\$	5,815,631	
Transportation	\$ 4,938,588	5.8%	\$ -	\$	4,938,588	
Respite	\$ 2,125,035	2.5%	\$ -	\$	2,125,035	
Medical Services	\$ 636,582	0.7%	\$ -	\$	636,582	
Total NON-CPP POS services \$	85,600,125		\$ -	\$	85,600,125	
Community Placement Plan (CPP)		627	0.0%	\$ -	\$	627
TOTAL POS AND CPP EXPENSES \$	85,600,752		\$ -	\$	85,600,752	

*This budget reflects through the A-2 amendment.

Total Regional Center Budget: \$ 266,751,729

Contracts over \$250,000 - NBRC Board of Director's Contract Descriptions – December 4, 2019

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Supports Home - Facility Costs (New)	4	Behavior Analyst Technologies-Vacaville	12/10/19 (or upon vendorization)-12/31/22	\$840,000/Total Annual Contract \$70,000/per month
Summary: This Enhanced Behavioral Home (EBSH) was developed to serve women with intense behavioral needs from locked settings or Community Crisis Homes who cannot be served in any other setting. Each EBSH serves four individuals with intense behavioral needs. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> Rent for the property 168 hours a week of Lead Staff (salary, benefits & taxes) 40 hours a week of the home Administrator Board Certified Behavior Analyst supervision Property Taxes </div> <div style="width: 45%;"> Insurance Phone Repairs Internet/Cable Utilities Transportation </div> </div>				
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Support Home - Facility Costs (New)	4	A Place of Grace-Fairfield	1/1/19 (or upon vendorization)-12/31/22	\$840,000/Total Annual Contract \$70,000/per month
Summary: The Enhanced Behavioral Home (EBSH) was developed to serve men with the most challenging behavior needs that are moving from locked setting into the community. These individuals cannot be served in any other setting, due to their behavior needs. This EBSH serves four individuals that are moving from locked settings or a Community Crisis Home. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. BAT has two Psychiatric Technicians through the California State Staff Program working at this home. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month:				

Rent for the property 168 hours a week of Lead Staff (salary, benefits & taxes) 40 hours a week of the home Administrator Board Certified Behavior Analyst supervision Property Taxes		Insurance Phone Repairs Internet/Cable Utilities Transportation		
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) (New)	4	NEA Home Inc. DBA Tamar Way	01/01/20 - 12/31/22	\$1,086,506.40/Total Annual Contract \$90,542.20/per month
Summary: An Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) is a four or five bedroom home licensed by Department of Social Services-Community Care Licensing, certified by The Department of Developmental Services and vendored by a regional center. An ARFPSHN provides care to individuals that require 24 hour licensed nursing care in a home setting. Staffing requirements are two staff to five individuals, with 24 hours a day of licensed nursing of which 40 hours a week must be a Registered Nurse. Individuals also receive 60 day in home visits by their physician. Individuals in these homes are some of NBRC's most medically fragile. Tamara Way was developed by Golden Gate Regional Center for the Sonoma Developmental Center (SDC) Closure in 2018. NBRC is taking over contracting, monitoring and Service Coordination for this home. Currently four individuals successfully moved out of SDC living in this home.				
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Crisis Intervention Facility – Children (New)	3	Inclusion Services, LLC	12/15/19 (or upon vendorization)- 12/31/22	\$586,163.52/Total Annual Contract \$48,846.96/per month
Summary: A Crisis Intervention Facility for children is a short-term home to allow children to stabilize their behaviors and return home, move to a less restrictive environment or move into a permanent living arrangement. This home will have 1:1 staffing for each individual child. At minimum children will have 6 hours of consultation hours per month. Consultation hours are based on individual need and can be, but are not limited to: Board Certified Behaviorist, Registered Nurse, Occupational Therapist, Recreation Therapist, or Psychiatrist. A House Manager that is a Registered Behavior Technician will be on every shift with an Administrator in the home 20 hours per week.				

Purpose of Contract	Consumers Served	Contractor Name and Vendor#	Term of Contract	Rate of Reimbursement
Supported Living Service		A BRIGHT FUTURE SLS PN0911	01/01/19-12/31/20	\$ 5,651,203 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		ATLAS COMMUNITY SVCS PN1043	01/01/19-12/31/20	\$ 521,833 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		BAYBERRY INC. P20287	01/01/19-12/31/20	\$ 2,705,318 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		BECOMING IND SUPP LVG P20294	01/01/19-12/31/20	\$ 2,925,023 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		COMMUNITY CONNECTIONS P21003	01/01/19-12/31/20	\$ 4,285,594 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		CONNECTIONS FOR LIFE PN0227	01/01/19-12/31/20	\$ 3,320,536 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		HELPING HAND PN0914	01/01/19-12/31/20	\$ 2,060,327 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		INCLUSION SERVICES, LLC PN1014	01/01/19-12/31/20	\$ 2,342,101 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		JAQUIT FOUNDATION INC PN0660	01/01/19-12/31/20	\$ 518,512 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service		LIBERTY ILS INC PN0713	01/01/19-12/31/20	\$ 247,123 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LIFEHOUSE, INC PN1008	01/01/19-12/31/20	\$ 4,264,910 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LIGHTHOUSE LIVING SVCS PN0795	01/01/19-12/31/20	\$ 1,198,754 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LYNN AND DARLA SLS PN0641	01/01/19-12/31/20	\$ 5,203,034 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		NEW BEGINNINGS PN0471	01/01/19-12/31/20	\$ 3,162,823 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		NEW HORIZONS SLS, LLC PN1021	01/01/19-12/31/20	\$ 737,145 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		OAKS OF HEBRON SLS P20286	01/01/19-12/31/20	\$ 914,443 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		OMELAGAH, INC PN1023	01/01/19-12/31/20	\$ 1,343,678 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		ON MY OWN INDEPENDENT PN0929	01/01/19-12/31/20	\$ 2,060,396 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		SEASONS SUPPORTED LVG PN0979	01/01/19-12/31/20	\$ 850,328 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service		SIDE BY SIDE SUPPORTED LIVING PN0979	01/01/19-12/31/20	\$ 296,428 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		SPECIAL CARE SUPPORTED PN1065	01/01/19-12/31/20	\$ 2,044,299 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		STRATEGIES TO EMPOWER PN1067	01/01/19-12/31/20	\$ 1,685,549 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		TAILORED LIVING CHOICES PN0473	01/01/19-12/31/20	\$ 3,735,963 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		WELLNESS SUPPORTED LVG PN0519	01/01/19-12/31/20	\$ 515,235 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		WOOD SUPPORTED LIVING PN0981	01/01/19-12/31/20	\$ 1,105,778 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Date submitted to NBRC Board for review

11/18/19

Date approved by NBRC Board Executive Committee (if applicable)

11/18/19

Date approved by NBRC Board

N/A

Operations ☒

Purchase of Service ☒

The following contracts have been reviewed by Isabel Calder, Chief Financial Officer and Gabriel Rogin, Executive Director, both of whom recommend approval by the NBRC Board of Directors.

Purpose of Contract	Consumers Served	Contractor Name (if applicable)	Term of Contract	Total Contract Amount	Approved M/S/C	Notes
Contract Amendment FY 19/20		Department of Developmental Services A-2 Amendment	7/1/2019 Thru 6/30/2026	\$266,751,729	Yes (Johnson/ Edmonds- Norris)	FY 19/20 OPS \$2,938,315 – \$1,499,870 Ops Allocation \$1,438,445 Ops CPP POS \$1,104,300 – \$990,000 Start-Up \$114,300 Regular Placement



Performance Contract Plan 2020






Board Approved: October 2, 2019





North Bay Regional Center (NBRC) promotes opportunities and supports choices for people with developmental disabilities, or at risk of developmental disabilities, in Solano, Sonoma, and Napa Counties. This Plan for 2020 reflects targeted activities NBRC will engage in to continue to improve outcomes related to Public Policy Measures and Compliance Requirements as a result of both internal review and external feedback sessions. Data referenced is as of June 2019 unless otherwise noted.






NBRC's Performance Goals are achieved when NBRC data exceeds the statewide average (★) or has improved over the prior year (↑)

Public Policy Performance Measures	Statewide Averages	NBRC Outcomes	Planned Activities for 2020
<i>Number and percent of regional center caseload in Developmental Center</i>	0.26% 2017	86/1% 2017	<ul style="list-style-type: none"> NBRC will continue to support those that have transitioned into the community from a developmental center NBRC will increase resource development to address individual's support needs
	0.16% 2018	50/0.57% 2018	
	0.10% 2019	↑ 10/0.11% 2019	
<i>Number and percent of minors residing with families – own home, foster home, with guardian</i>	99.28% 2017	3492/99.20% 2017	<ul style="list-style-type: none"> NBRC continues to monitor family and children's support needs around health, living arrangements, school, and community integration Service Coordinators will continue to assess for behavior, respite, and daycare supports, durable medical equipment, and other services and supports to maintain children in the family home
	99.34% 2018	3561/99.39% 2018	
	99.42% 2019	↑ 3721/99.41% 2019	

<i>Number and percent of adults residing in independent living arrangements, with or without services</i>	10.89% 2017	594/11.75% 2017	
	10.60% 2018	625/12.08% 2018	
	10.36% 2019	★ 611/11.55% 2019	
<i>Number and percent of adults residing independently, with Supported Living services</i>	5.49% 2017	702/13.88% 2017	<ul style="list-style-type: none"> • NBRC will continue identifying supported living options and advocating for affordable housing options • NBRC to monitor quality outcomes and ensure access to all generic services, e.g., IHSS • Service Coordinators will conduct quarterly monitoring visits to ensure quality services
	5.45% 2018	649/12.54% 2018	
	5.33% 2019	★ 644/12.18% 2019	
<i>Number and percent of adults residing in adult Family Home Agency (FHA) homes</i>	0.98% 2017	75/1.42% 2017	<ul style="list-style-type: none"> • NBRC will continue to identify FHAs as a living option, working with vendors to ensure quality services and supports meet individuals' needs • Service Coordinators will conduct quarterly monitoring visits, with a minimum of 2 unannounced visits a year
	0.97% 2018	70/1.35% 2018	
	0.96% 2019	↑★ 81/1.53% 2019	
<i>Number and percent of adults residing in family homes – home of parent/guardian</i>	61.92% 2017	2602/51.45% 2017	<ul style="list-style-type: none"> • NBRC will examine available data to anticipate future resource development needs
	62.93% 2018	2752/53.19% 2018	
	63.89% 2019	↑ 2848/53.85% 2019	

<i>Number and percent of adults residing in home settings – independent living, supported living, adult FHA, and family homes</i>	79.27% 2017	3970/78.51% 2017	<ul style="list-style-type: none"> NBRC continues advocating for individual to assert their rights to access the living arrangement of their choice
	79.9% 2018	4088/79% 2018	
	80.54% 2019	 4184/79.11% 2019	
<i>Number and percent of minors living in facilities service more than 6</i>	0.04% 2017	3/0.09% 2017	<ul style="list-style-type: none"> NBRC will continue developing alternative living arrangements that meet children’s support needs in the least restrictive setting
	0.05% 2018	3/0.08% 2018	
	0.04% 2019	  1/0.03% 2019	
<i>Number and percent of adults living in facilities serving more than 6</i>	2.55% 2017	66/1.31% 2017	<ul style="list-style-type: none"> NBRC develops homes that serve 4 adults or less while meeting health and behavioral needs and anticipated CMS settings rules NBRC will continue monitoring these settings and assessing for support needs on a quarterly basis
	2.41% 2018	61/1.18% 2018	
	2.24% 2019	  59/1.12% 2018	




Public Policy Performance Measures - Employment	Statewide Averages	NBRC Outcomes	Planned Activities for 2020
<i>Number and percent of individuals ages 16-64 with earned income (EDD data)</i>	906/13.1% 2015 (per quarter) 23,265/14.50% 2017 (annual)	689/14.15% 2015 (per quarter)   1218/24.2% 2017 (annual)	<ul style="list-style-type: none"> NBRC will continue working with the Dept. of Rehabilitation and local collaborative groups to promote Work First with the individual planning team and increase employment opportunities NBRC will increase business outreach and education and produce materials/media highlighting the benefits of employing individuals with disabilities
<i>Average annual wages for individuals ages 16-64 (EDD data)</i>	\$7248 2015 \$8698 2017	\$6684 2015  \$7758 2017	*see above
<i>Annual earnings of individuals ages 16-64 compared to all people with disabilities in California (EDD data)</i>	\$6836 vs \$41,500 (CY 2013)	*statewide data collection under development	*see above
<i>Number and percent of adults who entered in competitive integrated employment following participation in a Paid Internship Program</i>	*statewide data collection under development	0 2018  3/8.8% 2019	<ul style="list-style-type: none"> NBRC will increase training opportunities on Competitive Integrated Employment(CIE) for clients, vendors, and Service Coordinators in order to increase employment, awareness, and utilization of supports and programs NBRC will create brochures and a guidebook on employment-related supports to be distributed to clients and stakeholders NBRC will collaborate with Dept. of Rehabilitation and local school districts, through the Local Partnership Agreement (LPA) process, to increase opportunities for informed choice and employment







<i>Average wages and hours worked for adults engaged in competitive integrate employment on behalf of whom incentive payments have been made (FY 2018/19 NBRC data)</i>	*statewide data collection under development	\$11.01/hr 18 hrs/wk 2017 \$11.34/hr 20 hrs/wk 2018  \$12.67/hr 22 hrs/wk 2019	*see above
<i>Average hourly or salaried wages and hours worked per week for adults who participates in a Paid Internship Program during the prior fiscal year (FY 2018/19 NBRC data)</i>	*statewide data collection under development	\$10.88/hr 18 hrs/wk 2018  \$12.03/hr 15 hrs/wk 2019	*see above
<i>Total number of \$1000, \$1250, and \$1500 incentive payments made for the fiscal year (FY 2018/19 NBRC data)</i>	*statewide data collection under development	24 - 2017  43 - 2018 51 - 2019	*see above
<i>Percentage of adults who reported having competitive integrated employment as a goal in their IPP (NCI data)</i>	27% (FY 2011/12) 27% (FY 2014/15)	25% (FY 2011/12)   39% (FY 2014/15)	<ul style="list-style-type: none"> NBRC will promote Work First with the individual planning team and continue to provide training to Service Coordinators on advocating for integrated employment opportunities in the community

Public Policy Performance Measure – Reducing Disparities and Improving Equity in Purchase of Service Expenditures	FY 2017/18 NBRC data	Planned Activities for 2020																																																																																																																																																																																																																																							
<p>Percent of total annual purchase of service expenditures by individual's ethnicity and age</p>	<p><i>For All Ages</i></p> <table><tr><th>Ethnicity</th><th>Consumer Count</th><th>Total Expenditures</th><th>Total Authorized Services</th><th>Per Capita Expenditures</th><th>Per Capita Authorized Services</th><th>Utilized</th></tr><tr><td>American Indian or Alaska Native</td><td>41</td><td>\$1,152,273</td><td>\$1,358,965</td><td>\$28,104</td><td>\$33,145</td><td>84.8%</td></tr><tr><td>Asian</td><td>596</td><td>\$9,194,504</td><td>\$10,161,130</td><td>\$15,427</td><td>\$17,049</td><td>90.5%</td></tr><tr><td>Black/African American</td><td>907</td><td>\$20,978,042</td><td>\$23,851,821</td><td>\$23,129</td><td>\$26,297</td><td>88.0%</td></tr><tr><td>Hispanic</td><td>2,664</td><td>\$22,751,342</td><td>\$29,029,716</td><td>\$8,540</td><td>\$10,897</td><td>78.4%</td></tr><tr><td>Native Hawaiian or Other Pacific Islander</td><td>20</td><td>\$355,510</td><td>\$403,180</td><td>\$17,775</td><td>\$20,159</td><td>88.2%</td></tr><tr><td>Other Ethnicity or Race / Multi-Cultural</td><td>1,378</td><td>\$13,722,413</td><td>\$17,233,302</td><td>\$9,958</td><td>\$12,506</td><td>79.6%</td></tr><tr><td>White</td><td>4,787</td><td>\$125,400,004</td><td>\$140,681,088</td><td>\$26,196</td><td>\$29,388</td><td>89.1%</td></tr><tr><td>Totals:</td><td>10,393</td><td>\$193,554,088</td><td>\$222,719,202</td><td>\$18,624</td><td>\$21,430</td><td>86.9%</td></tr></table> <p><i>For Birth to age 2 years, inclusive</i></p> <table><tr><td>American Indian or Alaska Native</td><td>9</td><td>\$52,899</td><td>\$74,827</td><td>\$5,878</td><td>\$8,314</td><td>70.7%</td></tr><tr><td>Asian</td><td>75</td><td>\$344,353</td><td>\$623,915</td><td>\$4,591</td><td>\$8,319</td><td>55.2%</td></tr><tr><td>Black/African American</td><td>91</td><td>\$232,907</td><td>\$453,932</td><td>\$2,559</td><td>\$4,988</td><td>51.3%</td></tr><tr><td>Hispanic</td><td>832</td><td>\$3,427,305</td><td>\$5,824,188</td><td>\$4,119</td><td>\$7,000</td><td>58.8%</td></tr><tr><td>Native Hawaiian or Other Pacific Islander</td><td>3</td><td>\$21,786</td><td>\$38,056</td><td>\$7,262</td><td>\$12,685</td><td>57.2%</td></tr><tr><td>Other Ethnicity or Race / Multi-Cultural</td><td>240</td><td>\$1,230,914</td><td>\$2,133,781</td><td>\$5,129</td><td>\$8,891</td><td>57.7%</td></tr><tr><td>White</td><td>708</td><td>\$3,456,967</td><td>\$5,672,557</td><td>\$4,883</td><td>\$8,012</td><td>60.9%</td></tr><tr><td>Totals:</td><td>1,958</td><td>\$8,767,130</td><td>\$14,821,256</td><td>\$4,478</td><td>\$7,570</td><td>59.2%</td></tr></table> <p><i>For age 3 years to 21 years, inclusive</i></p> <table><tr><td>American Indian or Alaska Native</td><td>17</td><td>\$73,746</td><td>\$105,873</td><td>\$4,338</td><td>\$6,228</td><td>69.7%</td></tr><tr><td>Asian</td><td>250</td><td>\$973,766</td><td>\$1,482,896</td><td>\$3,895</td><td>\$5,932</td><td>65.7%</td></tr><tr><td>Black/African American</td><td>281</td><td>\$1,497,981</td><td>\$2,206,322</td><td>\$5,331</td><td>\$7,852</td><td>67.9%</td></tr><tr><td>Hispanic</td><td>1,204</td><td>\$4,572,514</td><td>\$7,032,285</td><td>\$3,798</td><td>\$5,841</td><td>65.0%</td></tr><tr><td>Native Hawaiian or Other Pacific Islander</td><td>7</td><td>\$19,012</td><td>\$52,720</td><td>\$2,716</td><td>\$7,531</td><td>36.1%</td></tr><tr><td>Other Ethnicity or Race / Multi-Cultural</td><td>792</td><td>\$2,549,887</td><td>\$3,859,818</td><td>\$3,220</td><td>\$4,874</td><td>66.1%</td></tr><tr><td>White</td><td>1,296</td><td>\$7,037,261</td><td>\$10,591,113</td><td>\$5,430</td><td>\$8,172</td><td>66.4%</td></tr><tr><td>Totals:</td><td>3,847</td><td>\$16,724,168</td><td>\$25,331,027</td><td>\$4,347</td><td>\$6,585</td><td>66.0%</td></tr></table> <p><i>For age 22 years and older</i></p> <table><tr><td>American Indian or Alaska Native</td><td>15</td><td>\$1,025,628</td><td>\$1,178,265</td><td>\$68,375</td><td>\$78,551</td><td>87.0%</td></tr><tr><td>Asian</td><td>271</td><td>\$7,876,385</td><td>\$8,054,318</td><td>\$29,064</td><td>\$29,721</td><td>97.8%</td></tr><tr><td>Black/African American</td><td>535</td><td>\$19,247,154</td><td>\$21,191,568</td><td>\$35,976</td><td>\$39,610</td><td>90.8%</td></tr><tr><td>Hispanic</td><td>628</td><td>\$14,751,523</td><td>\$16,173,242</td><td>\$23,490</td><td>\$25,754</td><td>91.2%</td></tr><tr><td>Native Hawaiian or Other Pacific Islander</td><td>10</td><td>\$314,711</td><td>\$312,404</td><td>\$31,471</td><td>\$31,240</td><td>100.7%</td></tr><tr><td>Other Ethnicity or Race / Multi-Cultural</td><td>346</td><td>\$9,941,613</td><td>\$11,239,703</td><td>\$28,733</td><td>\$32,485</td><td>88.5%</td></tr><tr><td>White</td><td>2,783</td><td>\$114,905,776</td><td>\$124,417,418</td><td>\$41,288</td><td>\$44,706</td><td>92.4%</td></tr><tr><td>Totals:</td><td>4,588</td><td>\$168,062,789</td><td>\$182,566,919</td><td>\$36,631</td><td>\$39,792</td><td>92.1%</td></tr></table>	Ethnicity	Consumer Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized	American Indian or Alaska Native	41	\$1,152,273	\$1,358,965	\$28,104	\$33,145	84.8%	Asian	596	\$9,194,504	\$10,161,130	\$15,427	\$17,049	90.5%	Black/African American	907	\$20,978,042	\$23,851,821	\$23,129	\$26,297	88.0%	Hispanic	2,664	\$22,751,342	\$29,029,716	\$8,540	\$10,897	78.4%	Native Hawaiian or Other Pacific Islander	20	\$355,510	\$403,180	\$17,775	\$20,159	88.2%	Other Ethnicity or Race / Multi-Cultural	1,378	\$13,722,413	\$17,233,302	\$9,958	\$12,506	79.6%	White	4,787	\$125,400,004	\$140,681,088	\$26,196	\$29,388	89.1%	Totals:	10,393	\$193,554,088	\$222,719,202	\$18,624	\$21,430	86.9%	American Indian or Alaska Native	9	\$52,899	\$74,827	\$5,878	\$8,314	70.7%	Asian	75	\$344,353	\$623,915	\$4,591	\$8,319	55.2%	Black/African American	91	\$232,907	\$453,932	\$2,559	\$4,988	51.3%	Hispanic	832	\$3,427,305	\$5,824,188	\$4,119	\$7,000	58.8%	Native Hawaiian or Other Pacific Islander	3	\$21,786	\$38,056	\$7,262	\$12,685	57.2%	Other Ethnicity or Race / Multi-Cultural	240	\$1,230,914	\$2,133,781	\$5,129	\$8,891	57.7%	White	708	\$3,456,967	\$5,672,557	\$4,883	\$8,012	60.9%	Totals:	1,958	\$8,767,130	\$14,821,256	\$4,478	\$7,570	59.2%	American Indian or Alaska Native	17	\$73,746	\$105,873	\$4,338	\$6,228	69.7%	Asian	250	\$973,766	\$1,482,896	\$3,895	\$5,932	65.7%	Black/African American	281	\$1,497,981	\$2,206,322	\$5,331	\$7,852	67.9%	Hispanic	1,204	\$4,572,514	\$7,032,285	\$3,798	\$5,841	65.0%	Native Hawaiian or Other Pacific Islander	7	\$19,012	\$52,720	\$2,716	\$7,531	36.1%	Other Ethnicity or Race / Multi-Cultural	792	\$2,549,887	\$3,859,818	\$3,220	\$4,874	66.1%	White	1,296	\$7,037,261	\$10,591,113	\$5,430	\$8,172	66.4%	Totals:	3,847	\$16,724,168	\$25,331,027	\$4,347	\$6,585	66.0%	American Indian or Alaska Native	15	\$1,025,628	\$1,178,265	\$68,375	\$78,551	87.0%	Asian	271	\$7,876,385	\$8,054,318	\$29,064	\$29,721	97.8%	Black/African American	535	\$19,247,154	\$21,191,568	\$35,976	\$39,610	90.8%	Hispanic	628	\$14,751,523	\$16,173,242	\$23,490	\$25,754	91.2%	Native Hawaiian or Other Pacific Islander	10	\$314,711	\$312,404	\$31,471	\$31,240	100.7%	Other Ethnicity or Race / Multi-Cultural	346	\$9,941,613	\$11,239,703	\$28,733	\$32,485	88.5%	White	2,783	\$114,905,776	\$124,417,418	\$41,288	\$44,706	92.4%	Totals:	4,588	\$168,062,789	\$182,566,919	\$36,631	\$39,792	92.1%	<p>Develop a FAQs page that addresses What To Do If: problems accessing services, etc.</p> <p>Create Intake Inquiry Packet to support more effective intake process</p> <p>Online referral form will be updated to include all referral questions</p> <p>Continue to schedule Orientations to NBRC in both English and Spanish</p> <p>Build relationships and work with community-based organizations to collaborate and organize parent workshops on topics chosen based on parent feedback (Example: Learn more About IPP, Autism, etc.)</p> <p>Hold Orientation to NBRC presentations with CBO support groups</p>
	Ethnicity	Consumer Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized																																																																																																																																																																																																																																		
	American Indian or Alaska Native	41	\$1,152,273	\$1,358,965	\$28,104	\$33,145	84.8%																																																																																																																																																																																																																																		
	Asian	596	\$9,194,504	\$10,161,130	\$15,427	\$17,049	90.5%																																																																																																																																																																																																																																		
	Black/African American	907	\$20,978,042	\$23,851,821	\$23,129	\$26,297	88.0%																																																																																																																																																																																																																																		
	Hispanic	2,664	\$22,751,342	\$29,029,716	\$8,540	\$10,897	78.4%																																																																																																																																																																																																																																		
	Native Hawaiian or Other Pacific Islander	20	\$355,510	\$403,180	\$17,775	\$20,159	88.2%																																																																																																																																																																																																																																		
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	Totals:	10,393	\$193,554,088	\$222,719,202	\$18,624	\$21,430	86.9%																																																																																																																																																																																																																																		
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<i>Number and Percent of individuals receiving only case management services by age and ethnicity</i>	<i>For All Ages</i>				
	Ethnicity	Total Eligible Consumers	Consumers Receiving Purchased Services	Consumers With No Purchased Services	Percent With No Purchased Services
	American Indian or Alaska Native	41	33	8	19.5%
	Asian	596	448	148	24.8%
	Black/African American	907	718	189	20.8%
	Hispanic	2,664	2,170	494	18.5%
	Native Hawaiian or Other Pacific Islander	20	14	6	30.0%
	Other Ethnicity or Race / Multi-Cultural	1,378	1,045	333	24.2%
	White	4,787	4,021	766	16.0%
	Totals:	10,393	8,449	1,944	18.7%
<i>For Birth to age 2 years, inclusive</i>					
	American Indian or Alaska Native	9	9	0	0.0%
	Asian	75	73	2	2.7%
	Black/African American	91	80	11	12.1%
	Hispanic	832	802	30	3.6%
	Native Hawaiian or Other Pacific Islander	3	3	0	0.0%
	Other Ethnicity or Race / Multi-Cultural	240	233	7	2.9%
	White	708	698	10	1.4%
	Totals:	1,958	1,898	60	3.1%
	<i>For age 3 years to 21 years, inclusive</i>				
American Indian or Alaska Native		17	10	7	41.2%
Asian		250	153	97	38.8%
Black/African American		281	177	104	37.0%
Hispanic		1,204	842	362	30.1%
Native Hawaiian or Other Pacific Islander		7	3	4	57.1%
Other Ethnicity or Race / Multi-Cultural		792	538	254	32.1%
White		1,296	821	475	36.7%
Totals:		3,847	2,544	1,303	33.9%
<i>For age 22 years and older</i>					
	American Indian or Alaska Native	15	14	1	6.7%
	Asian	271	222	49	18.1%
	Black/African American	535	461	74	13.8%
	Hispanic	628	526	102	16.2%
	Native Hawaiian or Other Pacific Islander	10	8	2	20.0%
	Other Ethnicity or Race / Multi-Cultural	346	274	72	20.8%
	White	2,783	2,502	281	10.1%
	Totals:	4,588	4,007	581	12.7%







<i>Per capita purchase of service expenditures by individual's primary language (for primary languages chosen by 30 or more clients) FY 2018/19</i>	Language	Consumer Count	Per Capita Expenses	Statewide Avg	Planned Activities 2020
	English	8420	\$21,058	\$15,119	Work with Georgetown/SCDD to identify how to grow in cultural and linguistic competence of NBRC and partners addressing disparities re: availability, access, acceptability, quality and utilization of services
	Spanish	1796	\$6911	\$8282	
	Tagalog	57	\$17,453	\$15,947	

Compliance Measure – Public Policy and Compliance	2018	2019	Planned Activities for 2020
Unqualified independent audit with no material findings	NO* <i>*NBRC received the FY 16-17 draft independent audit within 30 days of this reporting period</i>	 YES	NBRC will continue to utilize sound business practices in compliance with audits
Substantial compliance with the Department fiscal audit	YES	YES	NBRC will continue to fulfill internal auditing requirements
Operates within operations budget	YES	YES	NBRC will continue to monitor and provide monthly reporting
Certified to participate in the Home and Community-Based Waiver	YES	YES	NBRC Internal Quality Monitor conducts monthly audits, as well as ongoing training on all Federal Programs
Compliance with Vendor Audit Requirements per contract	NO* <i>*NBRC achieved compliance with the number of audits performed. Submission of the audit summary was delayed</i>	 YES	NBRC will continue to perform audits with our vendors on a regular basis
IPP Development per W&I Code requirements	98% (2015)	 99.33% (2017)	NBRC will continue to regularly monitor IPP reports; draft 2019 audit results not available as of September 2019
IFSP Development per Title 17 requirements per ESR	88%	79%	NBRC will continue to submit RFPs for speech, OT, and PT for additional assistance in timely assessments

Compliance Measure	Statewide Averages	NBRC Outcomes	Planned Activities for 2020
CDER/ESR Currency	98.34% - 2017 98.5% - 2018 98.3% - 2019	98.72% - 2017 98.86% - 2018   98.9% - 2019	<ul style="list-style-type: none"> NBRC will continue monitoring monthly reports to ensure CDERS and ESRs are current Internal quality monitoring and monthly auditing will identify reporting errors and missed dates to increase reporting compliance Federal Revenue staff will continue to send monthly reminders to Service Coordinators
Intake/Assessment and IFSP timelines (ages 0-2)	*statewide data collection under development	88% - 2018 79% - 2019	<ul style="list-style-type: none"> NBRC will continue monitoring IFSP input data internally to ensure IFSP's are completed in a timely manner NBRC will continue to submit RFPs for speech, OT, and PT for additional assistance in timely assessments
Intake/Assessment timelines for individuals ages 3 or older			<ul style="list-style-type: none"> NBRC will continue providing timely completion of intake/assessment for children 3 years old and above
142 days or less	97.91% - 2017 99.12% - 2018 89.84% - 2019	99.31% - 2017 96.92% - 2018   100% - 2019	
143-240 days	1.85% - 2017 .76% - 2018 6.05% - 2019	.69% - 2017 3.08% - 2018   0% - 2019	
Over 240 days	.24% - 2017	0% - 2017	

	.12% - 2018 4.11% - 2019	★ 0% - 2018 0% - 2019	
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Measures Related to Reducing Disparities and Improving Equity in Purchase of Service Expenditures		National Core Indicator (NCI) Data Current NCI data identifies per survey type and year			
Overall Number and Percent of individuals, by ethnicity , who are satisfied (always/usually) with the services and supports received by the family and family member	Child Family Survey (FY 15/16)	 NBRC White: 52.5% (FY 12/13: 53.85%) Hispanic or Latino: 65.4% (FY 12/13: 62.26%) Total Overall: 299/58.2% (FY 12/13: 362/58.29%)	FNRC White: 78.2% Hispanic or Latino: 68.6% Total Overall: 226/76.1%	RCRC White: 73.7% Hispanic or Latino: 71% Total Overall: 153/71.9%	Statewide White: 72.8% (FY 12/13: 63.88%) Hispanic or Latino: 69.7% (FY 12/13: 59.94%) Overall: 12,696/70.8% (FY 12/13: 7995/62.53%)
	Family Guardian Survey (FY 16/17)	 White: 82.5% (FY 13/14: 84.75%)  Hispanic or Latino: 80% (FY 13/14: 75%)  Total Overall: 159/82.4% (FY 13/14: 150/82%)	White: 86.6% (FY 13/14:) Hispanic or Latino: 100% Total Overall: 195/85.1%	White: 83.9% Hispanic or Latino: 100% Total Overall: 70/82.9%	White: 89% (FY 13/14: 83.74%) Hispanic or Latino: 83% (FY 13/14: 72.76%) Overall: 3768/87.5% (FY 13/14: 3210/81.06%)
	Adult Family Survey (FY 16/17)	 White: 77.3% (FY 13/14: 67.39%)  Hispanic or Latino: 71.1% (FY 13/14: 55.88%)  Total Overall: 238/75.2% (FY 13/14: 67.17%)	White: 81.1% Hispanic or Latino: 84% Total Overall: 245/76.1%	White: 87.7% Hispanic or Latino: 75% Total Overall: 159/85.5%	White: 80.9% Hispanic or Latino: 77.6% Overall: 4603/79.1%

Measures Related to Reducing Disparities and Improving Equity in Purchase of Service Expenditures		National Core Indicator (NCI) Data Current NCI data identifies per survey type and year			
Number and Percent of families, by ethnicity , who report that services have made a positive difference in helping to keep their family member at home	Adult Family Survey (FY 16/17)	<p>NBRC</p> <p>  White: 69% (FY 10/11: 55.56%)</p> <p>  Hispanic or Latino: 68.6% (FY 10/11: 60%)</p> <p>  Overall: 259/67.2% (FY 10/11: 207/59.42%)</p>	<p>FNRC</p> <p>N/A</p> <p>*data not available by ethnicity</p>	<p>RCRC</p> <p>N/A</p> <p>*data not available by ethnicity</p>	<p>Statewide</p> <p>White: 68.3% (FY 10/11: 61.26%)</p> <p>Hispanic or Latino: 64.1% (FY 10/11: 61.26%)</p> <p>Overall: 4918/65.1% (FY 10/11: 60.61%)</p>

Contracts over \$250,000 - NBRC Board of Director's Contract Descriptions – December 4, 2019

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Supports Home - Facility Costs (New)	4	Behavior Analyst Technologies-Vacaville	12/10/19 (or upon vendorization)-12/31/22	\$840,000/Total Annual Contract \$70,000/per month
Summary: This Enhanced Behavioral Home (EBSH) was developed to serve women with intense behavioral needs from locked settings or Community Crisis Homes who cannot be served in any other setting. Each EBSH serves four individuals with intense behavioral needs. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month: <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%;"> Rent for the property 168 hours a week of Lead Staff (salary, benefits & taxes) 40 hours a week of the home Administrator Board Certified Behavior Analyst supervision Property Taxes </div> <div style="width: 45%;"> Insurance Phone Repairs Internet/Cable Utilities Transportation </div> </div>				
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Enhanced Behavioral Support Home - Facility Costs (New)	4	A Place of Grace-Fairfield	1/1/19 (or upon vendorization)- 12/31/22	\$840,000/Total Annual Contract \$70,000/per month
Summary: The Enhanced Behavioral Home (EBSH) was developed to serve men with the most challenging behavior needs that are moving from locked setting into the community. These individuals cannot be served in any other setting, due to their behavior needs. This EBSH serves four individuals that are moving from locked settings or a Community Crisis Home. All staff in the home must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. BAT has two Psychiatric Technicians through the California State Staff Program working at this home. This contract is for the facility costs for the EBSH. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. The below items are covered in the facility cost per month:				

Rent for the property 168 hours a week of Lead Staff (salary, benefits & taxes) 40 hours a week of the home Administrator Board Certified Behavior Analyst supervision Property Taxes		Insurance Phone Repairs Internet/Cable Utilities Transportation		
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) (New)	4	NEA Home Inc. DBA Tamar Way	01/01/20 - 12/31/22	\$1,086,506.40/Total Annual Contract \$90,542.20/per month
Summary: An Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) is a four or five bedroom home licensed by Department of Social Services-Community Care Licensing, certified by The Department of Developmental Services and vendored by a regional center. An ARFPSHN provides care to individuals that require 24 hour licensed nursing care in a home setting. Staffing requirements are two staff to five individuals, with 24 hours a day of licensed nursing of which 40 hours a week must be a Registered Nurse. Individuals also receive 60 day in home visits by their physician. Individuals in these homes are some of NBRC's most medically fragile. Tamara Way was developed by Golden Gate Regional Center for the Sonoma Developmental Center (SDC) Closure in 2018. NBRC is taking over contracting, monitoring and Service Coordination for this home. Currently four individuals successfully moved out of SDC living in this home.				
Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Rate of Reimbursement
Crisis Intervention Facility – Children (New)	3	Inclusion Services, LLC	12/15/19 (or upon vendorization)- 12/31/22	\$586,163.52/Total Annual Contract \$48,846.96/per month
Summary: A Crisis Intervention Facility for children is a short-term home to allow children to stabilize their behaviors and return home, move to a less restrictive environment or move into a permanent living arrangement. This home will have 1:1 staffing for each individual child. At minimum children will have 6 hours of consultation hours per month. Consultation hours are based on individual need and can be, but are not limited to: Board Certified Behaviorist, Registered Nurse, Occupational Therapist, Recreation Therapist, or Psychiatrist. A House Manager that is a Registered Behavior Technician will be on every shift with an Administrator in the home 20 hours per week.				

Purpose of Contract	Consumers Served	Contractor Name and Vendor#	Term of Contract	Rate of Reimbursement
Supported Living Service		A BRIGHT FUTURE SLS PN0911	01/01/19-12/31/20	\$ 5,651,203 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		ATLAS COMMUNITY SVCS PN1043	01/01/19-12/31/20	\$ 521,833 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		BAYBERRY INC. P20287	01/01/19-12/31/20	\$ 2,705,318 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		BECOMING IND SUPP LVG P20294	01/01/19-12/31/20	\$ 2,925,023 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		COMMUNITY CONNECTIONS P21003	01/01/19-12/31/20	\$ 4,285,594 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		CONNECTIONS FOR LIFE PN0227	01/01/19-12/31/20	\$ 3,320,536 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		HELPING HAND PN0914	01/01/19-12/31/20	\$ 2,060,327 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		INCLUSION SERVICES, LLC PN1014	01/01/19-12/31/20	\$ 2,342,101 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		JAQUIT FOUNDATION INC PN0660	01/01/19-12/31/20	\$ 518,512 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service		LIBERTY ILS INC PN0713	01/01/19-12/31/20	\$ 247,123 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LIFEHOUSE, INC PN1008	01/01/19-12/31/20	\$ 4,264,910 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LIGHTHOUSE LIVING SVCS PN0795	01/01/19-12/31/20	\$ 1,198,754 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		LYNN AND DARLA SLS PN0641	01/01/19-12/31/20	\$ 5,203,034 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		NEW BEGINNINGS PN0471	01/01/19-12/31/20	\$ 3,162,823 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		NEW HORIZONS SLS, LLC PN1021	01/01/19-12/31/20	\$ 737,145 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		OAKS OF HEBRON SLS P20286	01/01/19-12/31/20	\$ 914,443 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		OMELAGAH, INC PN1023	01/01/19-12/31/20	\$ 1,343,678 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		ON MY OWN INDEPENDENT PN0929	01/01/19-12/31/20	\$ 2,060,396 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		SEASONS SUPPORTED LVG PN0979	01/01/19-12/31/20	\$ 850,328 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service		SIDE BY SIDE SUPPORTED LIVING PN0979	01/01/19-12/31/20	\$ 296,428 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		SPECIAL CARE SUPPORTED PN1065	01/01/19-12/31/20	\$ 2,044,299 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		STRATEGIES TO EMPOWER PN1067	01/01/19-12/31/20	\$ 1,685,549 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		TAILORED LIVING CHOICES PN0473	01/01/19-12/31/20	\$ 3,735,963 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		WELLNESS SUPPORTED LVG PN0519	01/01/19-12/31/20	\$ 515,235 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service		WOOD SUPPORTED LIVING PN0981	01/01/19-12/31/20	\$ 1,105,778 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Meeting Minutes

NBRC Vendor Advisory Committee
North Bay Regional Center, Santa Rosa

November 12th, 2019



I. Introductions and Acceptance of Minutes	
<p><input checked="" type="checkbox"/> Call to Order Holly Pagel, VAC Co-Chair, called the meeting to order at 10:00 am</p> <p><input checked="" type="checkbox"/> quorum met</p> <p><input checked="" type="checkbox"/> previous meeting minutes: Ali Tabatabai</p>	<p><u>VAC Co-Chairs</u></p> <p><input checked="" type="checkbox"/> Holly Pagel, Connections for Life (VAC Facilitator) <input type="checkbox"/> Linda Plourde, Bayberry, Inc. (VAC Board Representative Advisor) <input type="checkbox"/> Ali Tabatabai, New Leaf Solutions (VAC Board Representative)</p> <p><u>VAC Membership</u></p> <p><input checked="" type="checkbox"/> Jamie Freymuth Thompson, North Bay Industries <input checked="" type="checkbox"/> Michelle Condit, Lifehouse <input checked="" type="checkbox"/> James Cox, Becoming Independent <input checked="" type="checkbox"/> Kelley Hanson, Pace Solano <input checked="" type="checkbox"/> Mike Lisenko, UCP of the North Bay <input checked="" type="checkbox"/> Eric Martin, Oaks of Hebron <input type="checkbox"/> Stacey Martinez, The ARC-Solano <input checked="" type="checkbox"/> Andrea Mendoza, REI/CHDC <input checked="" type="checkbox"/> Michelle Ramirez, On My Own</p> <p><u>NBRC Staff</u> Gabriel Rogin, Executive Director Thomas Maseda, Director Admin Services Isabel Calder, Chief Financial Officer Maura McDonough, Quality Assurance Supervisor Ashley McConnell, Federal Revenue Program Supervisor</p>
II. Agenda changes/Additions/Trainings	
<p>Fires and PG&E Outages, Evacuations, shelter experiences, and transportation concerns</p>	<p>All agenda items were discussed together. Thomas Maseda gave an introduction and discussed the fires and so-called Public Power Safety Outages (PSPS). The PSPS Over 100 structures were burned, however there was minimal destruction with no loss of life. The PSPS events are intended to stop fires, however the fires still occurred. NBRC had over 40 employees and over 200 clients confirmed evacuated. Many VAC members and vendor staff were also evacuated. Thomas gave his thanks for the care and concern and watching over the clients during a dangerous time. NBRC did not hear about any incidents of abandonment during this emergency. During hurricane Katrina, it was reported that many people were abandoned and that we are proud that our vendors did not react that way. Over 180K people were evacuated in this fire. The weather system can better predict wind events and an evacuation could occur earlier. We were better prepared as opposed to two years ago he said. Early preparation made a huge difference. We are fortunate to maneuver resources between agencies and have not had to call upon DDS to save individuals thanks to the hard work of the vendors said Thomas.</p>

	<p>NBRC process- when there is a power outage or disaster, NBRC uses the Everbridge to check-in and see if things are okay. It can be a one-way communication. The way it works is that NBRC can draw a shape on a map and capture all vendors listed within the map. NBRC only gets a 20% response rate so it is critical that people respond to these messages to account for everyone.</p> <p>Isabel agreed Everbridge “is only as good as the data we have” and the same is true for case management. This is an ongoing effort. During a disaster NBRC will continue to use these communications. It can be very effective during an emergency. NBRC has also learned that there is recovery aspect, making sure that vendors are reimbursed and making sure NBRC can continue to pay vendors when NBRC physically loses power. It becomes difficult to process payments during power outages and NBRC is looking at ways to keep UVA system up.</p> <p>Jamie asked how to fix incorrect data on system.</p> <p>Isabel responded that information is pulled from SANDIS. Email JasmineM@nbrc.net will help to resolve errors on system.</p> <p>Floor was opened to vendors to discuss differences since last similar event. James Cox, Becoming Independent (BI) said that dramatically different was support and resources at local shelters. 27 individuals staying at shelters during evacuation at the Vets center primarily. BI staff were also staying there and ran out of water, food, towels, blankets and cots. There was a significant amount of crime and stolen belongings during non-security times. Security 9-5pm was ok, but James had to call his own security in addition and during off hours due to fights over food and resources. During scarcity, “people turn into different things and that was extremely challenging.” As an organization, staff were in conflict with evacuees and BI considered moving entire group to different areas.</p> <p>BI reimbursed staff who had backpacks stolen. Medical support such as medication availability was adequate. James said oversized wheelchairs were a problem and power chairs have no charging.</p> <p>Another vendor reported a staff needed to stay until 2AM at the shelter due to communication and translation services. “It was chaos because nobody spoke Spanish or knew what regional center was, and no questions of security were asked.” BI had admin staff drop off supplies from Costco and another staff prepared food so managers and supervisors were able to take a break. Red Cross shelter staff took away their resources. There were also difficulties with bringing in medical equipment such as Hoyer lifts. Thomas will follow up with Red Cross representatives to ask why goods were taken from individuals.</p> <p>Renee Fannin reported there was not much understanding of disabilities and behaviorally, it was not feasible for some staff to go to shelters. Worse, paratransit refused to evacuate not priority clients who were not in evacuation areas prior to emergency. In addition, mandatory evacuation took 8 hours and Renee did not have contacts or information on what to do. It was suggested that we have internal private cells shared among vendors in the event of an emergency. Renee knew people who had wheelchair vans but no contacts to obtain resources. San Rafael evacuations did not have staff that go with clients due to distance. Closest hotel was in Fairfield, and it is unrealistic to expect staff to move.</p>
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	<p>Jessica from R&D reported there is a 1(800) number from RND to call that will go to managers only generated for emergencies. There is also this email CA@rdtsi.com.</p> <p>Isabel suggested a subcommittee on emergency preparedness. It was reported that the executive and management team at NBRC has access to vendors and notification system.</p> <p>Maura McDonough- DDS reached out and asked how they could help and asked if we have a definitive answer or info to report back. Wheelchairs should take priority for transportation, more charging stations and the shelter quality is clearly a big one. A specific shelter was set up in Sonoma for disabilities and it was very useful. DDS has not committed but DDS will have conversations to look into additional similar models.</p> <p>DDS could have prepared resources if notified immediately. We need to work on a way to get direct communication to the vendors at the shelters and how to move resources during emergencies. How do we get this emergency information to Thomas and regional center? Emails were received and appreciated. Most still had access to the emails. Can we get a forum or exchange to pool resources with wheelchair vans etc.?</p> <p>It was suggested that “groupme” is mobile based system to look into. we need more shelters and they need to be more uniform. People shouldn’t worry about what will be a safe place to go so there need to be more and consistent.</p>
III. Group Reports	
	<p>Napa-Solano Vendor Group: discussed self-determination, new grant cycle, and wage and hour issues- staffing.</p> <p>Sonoma Vendor Group: Jamie Freymuth- discussed data outcomes and staffing issues.</p> <p>North Bay Housing Coalition: Mary Eble- sent out in group email.</p> <p>Trade Associations (CDSA- Michelle Ramirez reported CDSA has written letters to DDS and LAO office to address January budget and language of suspension or sunset language. Also the elimination of median rates. There is a proposal to look at min wage increases, not looking at specific programs but streamlining so all programs can look into local min-wage. DDS is reviewing letters. As we know, the original DS task force disbanded and is still accepting applications. We are waiting to hear who was accepted into groups. We were supposed to hear by the 2nd but they were behind due to emergencies.</p> <p>NBRC Board Report: Gabriel subbed-in for Ali- wanted to be here for fire discussions and hope we got good feedback on how to support, we appreciate and heard the stories of multiple staffs with no breaks and people sticking with clients and having to bring staff into homes etc. deeply appreciate that. Bulk of board meeting regarding the disasters, Courtney brought contracts for approval EBS for kids approved and NBRC is prioritizing residential services going forward. Board approved a new member Andrea Bednerova who is an attorney. NBRC is now in compliance with an attorney on the board. Performance evaluation for Gabriel occurred.</p>

	<p>ARCA and NBRC Report: Gabriel Rogin- cultural competency event- Renee was present and gave great feedback and was very valuable. Wanted to bring it back to agencies and felt the meeting was relevant to creating teams. Lots of overlap in person centered thinking; it really drilled down on culture how you interact with your family and really understanding that as a service provider. Isabel is looking into having people come back and will keep us posted to have an additional meeting. NBRC sent out a letter regarding Cal-Fresh. This information is tracked and response is appreciated.</p> <p>Self determination people Dec 6th will lose spot if no response. This is in initial phase to take place in orientation. Some people have dropped out so DDS is doing new selection on Nov 22nd prioritizing siblings and people in committees on self-determination. ARC Solano sprout film festival was really well done. Wonderful event. Mary Ida cook arts and craft fair December 12th 1pm at Napa office. Great opportunity to support people we serve people make things and sell them and support microenterprise. Bring cash! Items disappear quickly</p>
IV. Community Concerns/Clarifications/Presentations	
	<p>All: Identify training resources/needs- Maura just to add to QA person she will assist with annual reviews etc. NBRC has come up with a core list of 12 trainings to plan ahead with but more will be added in addition on the website. SIR training is bimonthly, rights is quarterly additional trainings.</p>
V. NBRC Policies and Procedures	Summary
	<p>Services, Vendor Relations & SLS Subcommittee: Courtney Singleton Courtney Singleton- committee met and service coordinator coming into home and what are expectations contract estimated 8.2% current rate w/ disclaimer of temporary status. SLS billing: is there a faster way to do this? Discussion internally- Isabel would like to discuss that billing requirement is a lot of work for NBRC's end and was the result of an audit. Tier based was removed and attendance was captured on date of service. When vendors go out they are comparing to e records and was a result of the hourly rate change. All vendors need to do billing this way with multiple authorizations and is a requirement. If Alta RC does not, it is a matter of time since it is a requirement. Pull data base from E billing. Isabel recommended vendors enter data from 1st-15th and enter as you go and save. Unfortunately, system was developed for care homes and day programs which is why calendars are preset and was supposed to have an upload process, but ran out of funding. Renee asked if SLS vendors were interested in having a more informal meeting about quality of life and exchange of ideas and best practices.</p>

Board Meeting Locations 2020

6:00 pm – 8:00 pm

January 8

No Board Meeting –

Board Training: Housing and Cultural Competence 5:00 pm – 8:00 pm

February 5

Regular Business Meeting

Napa

March 4

Regular Business Meeting

Santa Rosa

April 1

Regular Business Meeting

Napa

~~May 6~~

~~Regular Business Meeting~~

~~Solano County Office of Education~~

May 6

Regular Business Meeting

Santa Rosa

June 3

Annual Board Meeting

Napa

July 8

Regular Business Meeting

Santa Rosa

August 5

No Board Meeting –

All-day Board Retreat 9:00 am – 4:00 pm

September 2

Regular Business Meeting

Solano County Office of Education

October 7

Regular Business Meeting

Napa

November 4

Regular Business Meeting

Santa Rosa

December 2

Regular Business Meeting

Solano County Office of Education



NBRC Community Services

Become an NBRC Vendor! Visit NBRC's website:
<http://nbrc.net/service-providers/becomeavendor/>

Resource Development

The Resource Development Department received **14** requests for vendorization during the month of October and vendored **5** new services. Please join NBRC in welcoming the new vendors below to the North Bay Regional Center vendor community.

Welcome

New Vendors

- **Sunset Garden**--Residential Care Facility for Elderly-Sonoma County
- **M3**-Transportation-Sonoma County
- **R&L**-In Home/Mobile Day Program-Solano County
- **Radiant Meadows**- Residential Care Facility for Elderly-Solano County
- **Stayman Estates, LLC**- Residential Care Facility for Elderly-Napa County

NBRC Quality Assurance Work - October 2019

16 QA Annual or Quarterly Vendor Reviews
86 Vendors received QA technical assistance
74 NBRC staff received QA technical assistance

Training

NBRC has developed 12 trainings for 2020. Trainings will be 3rd or 4th Wednesday of the month 10:00 a.m. to 12:00 p.m. at NBRC's Napa Office. Topics include, but are not limited to:

- Medication Administration
- Fall Prevention
- Trauma Informed Care
- Looking at Service Quality
- Working with Law Enforcement
- Flu, Pneumonia and Respiratory Risks
- Person Centered Planning

EBilling Requirements and Tips

Wednesday, January 22, 2020
10:00 a.m. to 12:00 p.m.

NBRC's Napa Office located at:
610 Airpark Rd., Napa, CA

Presented By: Dee Skrzypczak, Fiscal Supervisor

- eBilling is a web application which allows for the completion and submission of invoices to Regional Centers
- Come and learn requirements for NBRC vendor eBilling.
- Learn tips and tricks for successful eBilling

RSVP to Jasminem@nbrc.net

Sign up for NBRC's **VENDOR CONNECTION**
Newsletter
<https://nbrc.net/service-providers/>

For the complete list of trainings, please visit:
<https://nbrc.net/service-providers/calendars/>

AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,333	13.8 %	MALES	6,154	64.1 %	OWN HOME	7,036	73.3 %
3 - 17	2,877	29.9 %	FEMALES	3,438	35.8 %	ILS	609	6.3 %
18 - 40	3,411	35.5 %				SLS	649	6.7 %
41 - 60	1,261	13.1 %				DC	10	.1 %
61 - 80	675	7.0 %				SNF	54	.5 %
						ICF	204	2.1 %
80 & OLDER	35	.3 %				CCF	773	8.0 %
						FOSTER CARE	173	1.8 %
						OTHER	84	.8 %
TOTAL:	9,592	100.0 %	TOTAL:	9,592	100.0 %	TOTAL:	9,592	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL CONSUMERS	COUNTY	NUMBER	% TO TOTAL
MIXED	633	6.5 %	AUTISM	2,662	27.7 %	28. NAPA	1,198	12.4 %
ASIAN	245	2.5 %	EPILEPSY	1,080	11.2 %	48. SOLANO	4,030	42.0 %
BLACK	860	8.9 %	CEREBRAL PALSY	916	9.5 %	49. SONOMA	4,233	44.1 %
FILIPINO	356	3.7 %	MENTAL RETARDATION	4,847	50.5 %			.0 %
NATIVE AMERICAN	43	.4 %	OTHER	988	10.3 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,371	24.7 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,436	46.2 %						.0 %
OTHER	199	2.0 %						.0 %
UNKNOWN	449	4.6 %						.0 %
						OTHER	131	1.3 %
TOTAL:	9,592	100.0 %				TOTAL:	9,592	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	25	.2 %	1	1,130	11.7
ENGLISH	7,851	81.8 %	2	8,037	83.7
SPANISH	1,568	16.3 %	3		
OTHER LATIN LANG.	2	.0 %	8	10	
CANTONESE CHINESE	6	.0 %	P		
MADARIN CHINESE	3	.0 %	0	415	
JAPANESE	2	.0 %			
VIETNAMESE	16	.1 %			
KOREAN	3	.0 %			
LAOTIAN	3	.0 %			
CAMBODIAN	3	.0 %			
OTHER ASIAN LANG.	4	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	104	1.0 %			
TOTAL	9,592	100.0 %	TOTAL	9,592	100.0



FAIR HEARING & MEDIATION UPDATE
NOVEMBER 1 – NOVEMBER 30, 2019

Eligibility (19-05)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Eligibility (19-06)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Eligibility (19-08)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn.
Eligibility (19-09)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn, found eligible.
Eligibility (19-12)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Eligibility (19-14)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Eligibility (19-15)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Funding Rent (19-16)	<u>Reason for Appeal:</u> Claimant appeals denial of funding rent. <u>Ruling:</u> Fair Hearing request pending.