



*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: February 5, 2020

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 February 11, 2020, at North Bay Regional Center, 2351 Mendocino Ave., Santa Rosa from 10:00 am – 12:00 pm.
- The next Legislative Advisory Committee meeting will be on February 25, 2020 at North Bay Regional Center, 610 Airpark Rd., Napa from 10:00 am – 11:30 am.

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, February 5, 2020, 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 – Rita Edmonds-Norris, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from the December 4, 2019 Board Meeting be approved as submitted. (2 min) (Pgs. 1-5) ACTION
- IV. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- V. CULTURAL AND LINGUISTIC COMPETENCY – Rosemarie Pérez, Treasurer, Alexis Jarreau, Solano County and Gabriel Rogin, Executive Director (45 mins) INFO
- VI. CONTRACTS OVER \$250,000 – Courtney Singleton, Director of Community Services (10 min)
 - A. Enhanced Behavioral Support Home (EBSH) (Pg. 6) ACTION
 - B. Specialized Residential Facilities (SRF) (Pg. 6) ACTION
 - C. Supported Living Services (SLS) (Pgs. 7-10) ACTION
- VII. TREASURER'S REPORT – Rosemarie Pérez, Treasurer (5 min)
 - A. Treasurer's Report be approved as submitted (Pgs. 11-12) ACTION
 - B. A-3 Contract (Pg. 13) ACTION
- VIII. COMMITTEE REPORTS
 - A. Executive Committee – Angel Hixson, President (5 min)
 - a. Community Crisis Home (CCH) Contract over \$250,000 (Pg. 14) INFO
 - b. Board Opportunity Fund Request over \$750 (Pg. 15) INFO
 - B. Nominating Committee – Angel Hixson, President (5 min)
 - a. Proposed Slate Officers: INFO
 - i. Secretary - Sara Speck, Solano County
 - ii. Board Mentor - Franklin Phillips, Sonoma County
 - C. Vendor Advisory Committee – Ali Tabatabai, VAC Representative (3 min) (Pgs. 16-21) INFO
 - D. Legislative Advisory Committee Update – Ali Tabatabai, VAC Representative (3 min) INFO
 - E. Client Advisory Committee Update – Franklin Philips, Chair and Sara Speck Co-Chair (3 min) INFO
- IX. DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (5 min)
 - A. Revised 2020 Board Meeting Date (Pg. 22) ACTION
- X. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XI. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- XII. CLOSED SESSION
 - A. Any matter specifically dealing with a particular regional center client must be conducted in a closed session. – W&I Code 4663.
- XIII. RETURN TO OPEN SESSION
Report any action taken during the closed session meeting. INFO
- XIV. 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 March 4, 2020, 6:00 p.m. at North Bay Regional Center, 2351 Mendocino Ave., Santa Rosa, CA 95403.

**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
North Bay Regional Center
610 Airpark Road, Napa, CA 94558
December 4, 2019, 6:00 pm**

MINUTES

NBRC BOARD MEMBERS PRESENT:

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

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

NBRC BOARD MEMBERS ABSENT:

Alexis Jarreau, Solano County
Jose Ayala, Napa County

STAFF PRESENT:

Danielle Bernardo, Executive Assistant
Thomas Maseda, Director, Administrative Services
Beth DeWitt, Director, Client Services
Isabel Calder, Chief Financial Officer
Diana Montes, Service Coordinator
Maria Marino, Service Coordinator

Gabriel Rogin, Executive Director
Richard Burkett, Associate Director, IT
Courtney Singleton, Director, Community Services
Dee Skrzypczak, Fiscal Supervisor
Jeff Newton, Senior Nurse Consultant
Liliana Campos, Service Coordinator
Dr. Gayatri Mahajan, Physician

GUESTS PRESENT:

Brien Farrell, President, Family Advocates United,
and Brother
Tobias Weare, State Council on Developmental
Disabilities, Office 4
Mike Lisenko, United Cerebral Palsy North Bay

Barbara Power, Parent
Tony Marron, Parent
Teresa Carrillo, Parent
Amy Parker, US Bank
Alison Martin, US Bank
Sasha Novak, Parent

CALL TO ORDER –

Angel Hixson, President, called the regular business meeting to order at 6:01 p.m. and noted Spanish translation services are available via headphones.

CONSIDERATION OF MINUTES –

M/S/C (Phillips/Speck) Move that the minutes of the November 6, 2019 regular business meeting be approved as submitted. UNANIMOUS

GENERAL PUBLIC COMMENT –

Tony Marron, parent of an NBRC client, noted the following;

Mr. Marron has come to the Board multiple times since December 2018 and he says services have not improved. Mr. Marron says his daughter is a high functioning and independent adult. Mr. Marron states his daughters Public Guardian/Conservator wants to move her into a group home and she does not want to move into a group home. Mr. Marron provided information to the Board and said he will accept email communication.

Tobias Weare, State Council on Developmental Disabilities (SCDD) noted there is a need for Independent Facilitators for the Self-Determination program. SCDD is offering a free training on December 6th. In the future, there will be trainings offered with a fee. Self-Determination will open up to the regional center in a couple years. The goal of the Self-Determination program is to have clients and family have more control of services. Self-Determination opens the ability to get services outside of

traditional Regional Center services. There are many different aspects to be able to carry it out the right way. The individual is always the center of the plan.

Barbara Power, parent of an 18 year old client noted the following;

Mrs. Power has been trying to place her son in a behavioral home. It has not been easy. She stated there is little to no information for parents when their children reach puberty, or turn 17 years old and thinks there needs to be more transition fairs. She does not think her son deserves more services than what he is qualified for, but she and her husband feel they can no longer keep him in a safe environment.

- ❖ 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 time to address them during the meeting or if there needs to be follow up after the meeting.

CONTRACT/CASH FLOW OVERVIEW –

Isabel Calder, Chief Financial Officer went over a Regional Center Contract, Reporting and Cash Flow Overview. (Please see the attachment for more detail)

NEW BANKING RELATIONSHIP –

Isabel Calder, Chief Financial Officer describes NBRC's efforts to secure a new banking relationship with US Bank. The new relationship will be more cost effective. The new bank will run parallel with Union Bank during the transition to avoid any hiccups. The Board Opportunity Fund account will be transferred over without service fees. With the new banking relationship, NBRC will save nearly \$17,000 on our our line of credit and earn \$31,000 in interest.

M/S/C (Speck/Edmonds-Norris) Move to approve the new banking relationship with US Bank.

UNANIMOUS

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

Courtney Singleton, Director of Community Services presented the following contracts over \$250,000.

- A. Enhanced Behavioral Supports Homes (EBSH)**
- B. Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN)**
- C. Crisis Intervention Facility – Children**

M/S/C (Speck/Phillips) Move to approve the EBSH, ARFPSHN and Crisis Intervention Facility contracts over \$250,000 noted on the attached spreadsheet.

Motion passed with Hixson, Edmonds-Norris, Johnson, Pérez, Speck, Phillips, Moya, Truong, Stagner, and Bednarova voting in favor.

APPROVED

Tabatabai ABSTAINED

D. Supported Living Services (SLS)

The board had discussion and asked for more explanation on how these funds are used and who each agency supports before approving the SLS contracts.

- *Gabriel Rogin, Executive Director* suggested staff summarize how many people were served in the prior year to give the board more context.

TREASURER'S REPORT – Rosemarie Pérez, Treasurer

- A summary of the Doug Cleveland Board Opportunity Fund can be found on page 9.
- Log into Amazon Smile and select North Bay Developmental Disabilities Services Inc. to support our clients while shopping. A flyer can be found on page 10.
- A summary of the Operations budget, Purchase of Services budget, Cash flow and Line of Credit can be found on page 11.
- NBRC is on track to have the independent audit completed by mid-January and anticipates the report to be submitted by the March 31, 2020 deadline.

M/S/C (Edmonds-Norris/Moya) Move that the Treasurer's Report be approved as submitted.

Motion passed with Hixson, Edmonds-Norris, Johnson, Pérez, Speck, Tabatabai, Moya, Truong, Stagner, and Bednarova voting in favor.

APPROVED

Phillips ABSTAINED

END OF LIFE DECISION MAKING –

Dr. Gayatri Mahajan, NBRC Physician presented End of Life Decision Making (Please see the attachment for more detail)

- *Ali Tabatabai, VAC Representative*, thanked Dr. Mahajan for the presentation and the advancement of the topic. He asked at what point is a clinical team meeting convened.
- *Dr. Mahajan, NBRC Physician* noted the Service Coordinator is an essential piece. A lot of the time she (Dr. Mahajan) is brought in when the person is already in rapid decline. It would be best to get families involved as early as possible.
- *Rosemarie Pérez, Treasurer* thanked Dr. Mahajan and noted it was very helpful information. She asked if NBRC is always involved in decision making.
- *Dr. Mahajan, NBRC Physician* replied that she does not always get involved. Often times the decision making is up to the families.
- *Rosemarie Pérez, Treasurer* asked how families can access this information and Gabriel noted NBRC can put it on its website but it will primarily come through the Service Coordinator in conversation over time.

COMMITTEE REPORTS –

A. Executive Committee –

The Executive Committee is obligated to report back to the full board any time they take action. The Executive Committee met on November 18, 2019.

- a. **A-2 Contract** – The A-2 contract was approved, the contract approval form is on page 19 of the December Board packet.
- b. **Performance Contract Disparity Action Items** – The Disparity Action Items were presented to the Board in a different format at a previous meeting. The Executive Committee approved the addition to the Performance Contract on pages 25-26 of the December Board packet.

B. Vendor Advisory Committee –

Ali Tabatabai, VAC Representative recapped the Vendor Advisory Committee meeting from November 12, 2019. The VAC minutes can be found on pages 37-40 of the December 4, 2019 packet. Ali noted the VAC is a group of leaders of contracted support providers that meet monthly to discuss services for clients. NBRC participates. He noted he will ask the vendor groups to be present when their contract is being presented to the board for approval. The November minutes were taken by Jamie Thompson from NVSS. Ali noted the November VAC meeting focused on disaster preparedness and possibly creating a subcommittee. During the recent PSPS, Spanish interpreters were needed. The group also discussed how to engage DDS to step in when help is needed. There will be continued communication to address this.

C. Legislative Advisory Committee –

Ali Tabatabai, VAC Representative noted the Legislative Advisory Committee meet monthly to discuss different movements at the national and state level that impact the IDD community. Below are some of the topics discussed at the November Legislative Advisory Committee Meeting –

- Home and Community Based Service workforce and infrastructure improvement.
- Advocacy around DSP's being able to support individuals during hospital stays.
- The Standard Occupational Classification for Direct Support Professionals is gaining traction to be recognized as a profession.
- The DDS Taskforce was announced.
- The next meeting is January 28, 2020 at NBRC Napa.

EXECUTIVE DIRECTOR'S REPORT – *Gabriel Rogin, Executive Director*

A. 2020 Board Meeting Schedule

There was a change from the previously reviewed Board Schedule. The May meeting was previously scheduled to be at the Solano County Office of Education but that venue is now unavailable. The meeting will be moved to Santa Rosa instead.

- *Gabriel Rogin, Executive Director* noted staff will try to research additional locations in Solano County.

**M/S/C (Speck/Johnson) Move to approve the 2020 Board Meeting schedule as submitted.
*Motion passed with Hixson, Edmonds-Norris, Johnson, Pérez, Speck, Tabatabai,
Moya, Truong, Stagner, and Bednarova voting in favor.***

**APPROVED
Phillips ABSTAINED**

- ❖ Gabriel continued with his report.
- Some of our community members were selected to be on the DDS taskforce and North Bay's voice will be heard.
- ARCA Board Academy will be on February 22, 2020. This will be a statewide training and an opportunity to get Board of Directors together from different regional centers.
- The Mary Ida Cook Arts and Crafts Fair will be on December 12th from 10:00 am – 1:00 pm.

GOOD OF THE ORDER –

- *Franklin Phillips, Client Advisory Committee Chair* invited the room to the next meeting on January 7, 2020 in the Santa Rosa office from 11:00 am - 12:30 pm.

GENERAL PUBLIC COMMENT – N/A

CLOSED SESSION –

The Board moved into a closed session meeting at 8:08 pm to discuss the Executive Director's Performance Evaluation and real estate negotiations.

RETURN TO OPEN SESSION –

The Board returned to open session at 8:54 pm. There was no action taken during the closed session.

ADJOURNMENT – *Angel Hixson, President* adjourned the regular business meeting at 8:54 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

Date submitted to NBRC Board for review 2/5/20

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

Date approved by NBRC Board _____

Operations ☐

Purchase of Service ☒

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

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	NOTES:
Enhanced Behavioral Supports Home-Housing	4	Brilliant Corners	02/15/20-03/31/22	\$300,000 Acquisition \$300,000 Renovation Total Amount: \$600,000	Housing only
Summary: This contract is to fund a portion of the acquisition and all renovation for an Enhanced Behavioral Supports Home in Sonoma County. This home will serve individuals who are moving out of Community Crisis Homes, locked settings, transitioning from children's EBSH Homes or deflecting individuals from locked or more restrictive settings. The home will need to have 3 bedrooms all-accessible by individuals that are non-ambulatory and be hardened to prevent property destruction. The residential provider will be selected in the following fiscal year.					
Specialized Residential Facility	4	National Mentor Health Care, LLC	03/01/20-03/31/21	\$13,988.63/Per client per month \$671,454 Total Annual Contract	Medical Home
Specialized Residential Facility	4	National Mentor Health Care, LLC	03/01/20-03/31/21	\$13,988.63/Per client per month \$671,454 Total Annual Contract	Medical Home
Summary: A specialized residential facility is a home licensed by California Social Services, Department of Community Care Licensing and vendored by North Bay Regional Center to serve individuals with some medical needs. This home will have Licensed Vocational Nurses in the home 8-16 hours per day, Registered Nurse consultation, a staffing ratio of at minimum of 2 staff to 4 individuals and additional consultation by licensed professionals based on individual needs.					

Date submitted to NBRC Board for review

2/05/20

Operations ☐

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

Purchase of Service ☒

Date approved by NBRC Board

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

Purpose of Contract	Consumers Served	Total hours purchased FY 1819	Contractor Name and Vendor#	Term of Contract	Rate of Reimbursement
Supported Living Service	54	199,086	A BRIGHT FUTURE SLS PN0911	01/01/20-12/31/20	\$ 5,651,203 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	19	18,329	ATLAS COMMUNITY SVCS PN1043	01/01/20-12/31/20	\$ 521,833 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	30	110,120	BAYBERRY INC. P20287	01/01/20-12/31/20	\$ 2,705,318 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	72	109,487	BECOMING IND SUPP LVG P20294	01/01/20-12/31/20	\$ 2,925,023 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	60	157,861	COMMUNITY CONNECTIONS P21003	01/01/20-12/31/20	\$ 4,285,594 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service	59	127,180	CONNECTIONS FOR LIFE PN0227	01/01/20-12/31/20	\$ 3,320,536 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	21	82,550	HELPING HAND PN0914	01/01/20-12/31/20	\$ 2,060,327 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service (CPP)	22	81,922	INCLUSION SERVICES, LLC PN1014	01/01/20-12/31/20	\$ 2,342,101 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	4	18,002	JAQUT' FOUNDATION INC PN0660	01/01/20-12/31/20	\$ 518,512 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	9	7,974	LIBERTY ILS INC PN0713	01/01/20-12/31/20	\$ 247,123 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	51	189,471	LIFEHOUSE, INC PN1008	01/01/20-12/31/20	\$ 4,264,910 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	32	41,758	LIGHTHOUSE LIVING SVCS PN0795	01/01/20-12/31/20	\$ 1,198,754 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	36	175,666	LYNN AND DARLA SLS PN0641	01/01/20-12/31/20	\$ 5,203,034 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	53	106,277	NEW BEGINNINGS PN0471	01/01/20-12/31/20	\$ 3,162,823 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service	6	27,387	NEW HORIZONS SLS, LLC PN1021	01/01/20-12/31/20	\$ 737,145 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	34	38,317	OAKS OF HEBRON SLS P20286	01/01/20-12/31/20	\$ 914,443 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service (DC, CPP)	9	48,286	OMELAGAH, INC PN1023	01/01/20-12/31/20	\$ 1,343,678 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	28	75,283	ON MY OWN INDEPENDENT PN0929	01/01/20-12/31/20	\$ 2,060,396 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	17	34,040	SEASONS SUPPORTED LVG PN0979	01/01/20-12/31/20	\$ 850,328 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	4	11,450	SIDE BY SIDE SUPPORTED LIVING PN1100	01/01/20-12/31/20	\$ 296,428 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service (Medical)	6	67,248	SPECIAL CARE SUPPORTED PN1065	01/01/20-12/31/20	\$ 2,044,299 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service (SDC, CPP)	17	77,528	STRATEGIES TO EMPOWER PN1067	01/01/20-12/31/20	\$ 1,685,549 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service (SDC, CPP)	30	157,903	TAILORED LIVING CHOICES PN0473	01/01/20-12/31/20	\$ 3,735,963 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Supported Living Service	17	16,907	WELLNESS SUPPORTED LVG PN0519	01/01/20-12/31/20	\$ 515,235 Actual FY 2018-19 Estimated projected payment to exceed \$250,000
Supported Living Service	21	38,595	WOOD SUPPORTED LIVING PN0981	01/01/20-12/31/20	\$ 1,105,778 Actual FY 2018-19 Estimated projected payment to exceed \$250,000

Acronyms

SDC-Sonoma Developmental Center

DC- Developmental Center

CPP-Community Placement Plan



North Bay Regional Center Doug Cleveland Board Opportunity Fund February 2020 Board Meeting

In the month of December 2019, NBRC's Doug Cleveland Board Opportunity Fund received a donation in the amount of **\$1000.00** in memory of one of our clients. In addition, there was an auto deposit from the Amazon Smile Account in the amount of \$17.46. The bank account also had an interest credit in the amount of **\$2.51**. As of December 31, 2019, the savings account balance was **\$59,829.63**.

There were three (3) awards issued in the month of December totaling \$2,090.00. The ending register balance of the Doug Cleveland Board Opportunity Fund checking account was **\$10,589.27** as of December 31, 2019. There was a \$23.00 monthly maintenance fee.

The NBRC Accounting staff is working with US Bank to transition the accounts and should have this process completed by March 2020.

Ops Expenditures 5 months 41%	North Bay Regional Center CFO Board Report As of November 30, 2019				POS Expenditures 5 months 44%
OPERATIONS					
Total Ops Allocation: \$				24,358,100	
Total General Ops Contract: \$		22,367,554		Total CPP Contract: \$ 1,438,445	
General Ops Amount Available		CPP Contract Amount Available			
(less advanced amount) \$		12,834,140		(less advance amount): \$ 1,078,834	
Operations Expense (OPS)		YTD Actual	% by category	Forecast*	Total YTD Actual + Forecast
Personnel	\$	5,956,882	60.2%	\$ 7,997,209	\$ 13,954,091
Benefits	\$	2,367,814	23.9%	\$ 2,705,426	\$ 5,073,240
Facilities	\$	832,368	8.4%	\$ 1,119,355	\$ 1,951,723
Equipment	\$	138,538	1.4%	\$ 261,462	\$ 400,000
Communications	\$	43,484	0.4%	\$ 86,516	\$ 130,000
Mileage	\$	127,328	1.3%	\$ 233,672	\$ 361,000
Legal	\$	2,808	0.0%	\$ 57,192	\$ 60,000
General Office	\$	66,337	0.7%	\$ 93,663	\$ 160,000
Consultants	\$	105,838	1.1%	\$ 254,662	\$ 360,500
Bank Fee and LOC	\$	2,613	0.0%	\$ 32,387	\$ 35,000
Other Expenses	\$	8,553	0.1%	\$ 78,447	\$ 87,000
Revenue	\$	(119,149)	-1.2%	\$ (85,851)	\$ (205,000)
Sub-Total General Operations Expense \$		9,533,414		\$ 12,834,140	\$ 22,367,554
Community Placement Plan (CPP)		359,611	3.6%	\$ 1,078,834	\$ 1,438,445
Sub-Total CPP Operations Expense		359,611		\$ 1,078,834	\$ 1,438,445
Total Operations Expenses		9,893,025		\$ 13,912,974	\$ 23,805,999
GRANT INFORMATION					
	YTD Actual		Forecast*	Actual + Forecast	
Mental Health Services Fund - Grant					
\$212,192.00	\$	62,159	\$ 150,033	\$ 212,192	
Senior Companion Program - Grant					
\$339,909.00	\$	91,315	\$ 248,594	\$ 339,909	
Sub-Total Grant Expense \$	153,474		\$ 398,627	\$ 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		CPP Contract Amount Available		(less	
(less advanced amount): \$		133,985,924		advanced amount): \$ 1,103,673	
Purchase of Services (POS)		YTD Actual	% YTD Total	Forecast*	Total YTD Actual + Forecast*
Community Care Facilities	\$	33,407,221	31.1%	\$ 57,961,871	\$ 91,369,092
Supported Living Services	\$	25,009,560	23.3%	\$ 37,514,176	\$ 62,523,736
Day Programs	\$	18,889,471	17.6%	\$ 29,088,934	\$ 47,978,405
Behavioral Services	\$	13,172,145	12.3%	\$ 15,585,783	\$ 28,757,928
Other	\$	7,281,122	6.8%	\$ 17,861,222	\$ 25,142,344
Transportation	\$	6,038,669	5.6%	\$ 9,199,043	\$ 15,237,712
Respite	\$	2,668,315	2.5%	\$ 4,058,611	\$ 6,726,926
Medical Services	\$	836,902	0.8%	\$ 2,434,560	\$ 3,271,462
Total NON-CPP POS services \$	107,303,405		\$ 173,704,200	\$ 281,007,605	
Community Placement Plan (CPP)	\$	627	0.0%	\$ -	\$ 627
TOTAL POS EXPENSES					
including CPP	\$ 107,304,032		\$ 173,704,200		\$ 281,008,232
*This budget reflects through the A-2 amendment.					
Total Regional Center Budget:				\$ 266,751,729	

Operations ☒

Purchase of Service ☒

Date submitted to NBRC Board for review

2/5/2020

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

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	Notes
Amendment to increase NBRC's contract amount		Department of Developmental Services	7/1/2019 Thru 6/30/2026	\$275,004,632	A-3 includes a total of \$8,252,903 and funds the following: Ops: \$191,539 for Family Home Agency oversight and Self Determination Program support POS: \$8,061,364 for Provider Supplemental Rate increase (SB81)

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
Community Crisis Home-(CCH)	4	Telecare Corporation	12/20/19 (or upon vendorization)- 12/31/22	Yes	(Johnson/Edmonds-Norris) UNANIMOUS	\$1,023,372/Facility Costs Annual \$85,281/per month Home deflects individuals from locked settings



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

www.nbrc.net

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

Doug Cleveland Board Opportunity Fund Request Over \$750 January 2020

On Monday, January 6, 2020, the Board Executive Committee approved the following time-sensitive request via telephone communication. The request was formally approved by the Board of Directors Executive Committee on January 27, 2020.

A 47 year old male diagnosed with Mild Intellectual Disability, Type 2 Diabetes, high cholesterol and high blood pressure recently had to go on medical leave due to an emergency surgery. He had to have two of his toes and part of his foot amputated due to severe diabetes. He has always been very independent and has resisted supported living services despite his medical issues.

As a result of his medical situation, he has been unable to work and is struggling to pay his bills. He is trying to apply for emergency Medi-Cal because his employer coverage through Kaiser has a \$600.00 co-pay. This Board Opportunity Fund request for \$840.00 will help him pay his January rent and utilities.

Total Funds Requested: \$840.00 (\$800 for rent, \$40 for utilities)

M/S/C (Edmonds-Norris/Pérez) Move to approve the Board Opportunity Fund Request for \$840.00 for rent and utilities in January. **UNANIMOUS**

Meeting Minutes

NBRC Vendor Advisory Committee
North Bay Regional Center, Napa, CA

January 14th, 2020



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)</p> <p><input checked="" type="checkbox"/> Linda Plourde, Bayberry, Inc. (VAC Board Representative Advisor)</p> <p><input checked="" 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</p> <p><input type="checkbox"/> Michelle Condit, Lifehouse</p> <p><input checked="" type="checkbox"/> James Cox, Becoming Independent</p> <p><input checked="" type="checkbox"/> Kelley Hanson, Pace Solano</p> <p><input checked="" type="checkbox"/> Mike Lisenko, UCP of the North Bay</p> <p><input checked="" type="checkbox"/> Eric Martin, Oaks of Hebron</p> <p><input checked="" type="checkbox"/> Stacey Martinez, The ARC-Solano</p> <p><input checked="" type="checkbox"/> Andrea Mendoza, REI/CHDC</p> <p><input checked="" type="checkbox"/> Michelle Ramirez, On My Own</p> <p><u>NBRC Staff</u></p> <p>Gabriel Rogin, Executive Director</p> <p>Isabel Calder, Chief Financial Officer</p> <p>Maika Duncan, IQM</p> <p>Courtney Singleton, Director of Community Services</p>
II. Agenda changes/Additions/Trainings	
<p>Presentation – Tom Manzo of CABIA – PAGA Lawsuits</p>	<p>Feature Presentation from Tom Manzo of California Business & Industrial Alliance (CABIA) regarding Private Attorney General Act and labor lawsuits. Tom was introduced by Michelle Ramirez as being helpful as source of information on the topic.</p> <p>Tom said that our industry is under attack by external forces and provided a presentation to share information to help strengthen advocacy efforts surrounding (PAGA) – Private Attorney General Act lawsuits – employment/lawsuits/labor disputes --- that have impacted many businesses. CABIA is a non-profit advocacy group for businesses affected by PAGA lawsuits. Tom stated that the biggest issue is that companies do not want to talk about PAGA and appear as anti-labor. He said smaller companies can't afford the impact of PAGA lawsuits and that it is medium employers that take the brunt.</p> <p>Linda Plourde shared a general example of a PAGA case that affected Bayberry. The example illustrated that PAGA cases can benefit the attorneys far more than the employees or the state.</p>

<p>Isabel Calder: Supplemental Rate Increases</p>	<p>Tom explained PAGA as a complicated and complex set of rules. He provided examples of people taking lunchbreaks and payroll roll issues around classification, hourly versus salaried employees. He said many businesspeople still don't believe some of the legal stories that are a result of these rules. He provided an example of de minimis time issues regarding clocking in/clocking out time and paying staff after a supervisor clocks out and shuts down the office and then walks out. He said major penalties can be enforced on unpaid time that may just equal \$20, but penalties and legal fees can be \$67,000+. Tom says private attorneys are taking advantage of laws in order to play a game that gains them more money and isn't in balance with what actual damages are.</p> <p>Tom said that more awareness is being raised and that 150 members, plus 15 trade associations are tackling legislation to turn back the power from private attorneys to AG office. Tom said they filed a lawsuit and chose to start lawsuit out of Orange County in order to get a favorable judge. He said they filed a 64-page complaint.</p> <p>Tom said unionized construction workforces exempt the employer from PAGA.</p> <p>Tom concluded that the goals of organization are in trying to reform labor laws with a focus on PAGA. The organization can assist a business before having to going to expensive attorney services. Michelle R. said the CABIA website https://www.cabia.org/ has resources for help with compliance and understanding PAGA rules. Tom says they want to reform the law and grow the voice to change this law. He stated that California is only state with these laws, but other states are looking into it.</p> <p>Gabriel Rogin asked if an individual practice audit sounds like a good idea but would CABIA be able to provide a large setting training. Tom said he has not done a large setting training before but could put something together.</p> <p>Isabel Calder: Supplemental Rate Increases</p> <p>Isabel stated her team is processing rate increases for 8.2% or less effective Jan 1st. She said they are working in the backend to make sure invoices go out on schedule. There are new CCF rates and minimum wages, plus new SSI rates for Basic Rate and P&I. Transportation – 875, 880, 882 are getting 8.2% adjustments – R&D is working on amendments for contracts. Respite rate are established by DDS. TDS will also be adjusted for 510, 513. Expires 4/30. Health and Safety waivers will be adjusted on case by case need, but DDS will not send a letter.</p> <p>No I.H.S. adjustments in rate according to Isabel.</p> <p>Isabel requested that if vendors are submitting for min. wage adjustments, to please send an email to her and Courtney Singleton so she can organize the request.</p> <p>Rate adjustments for ILS – Isabel will keep everyone posted as more information is confirmed. She said ILS adjustments expected Jan 2021. Early start infant development and independent services were originally left off in budget, they will be included eventually but not until Jan 2021. There are some expectations that they could come sooner.</p> <p>Isabel stated that new authorizations will go out with updated rates and asked that everyone please review each authorization because an old</p>
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	<p>computer system is used to process the work. She asked to please verify if the rate is updated and contact her if not adjusted properly.</p> <p>Isabel and Courtney are tasked with reviewing 800 rate models and will be continuing their review.</p> <p>Michelle R. asked if adjustments applied to all rates even if there are 3 different rates, to which Isabel answered “yes.”</p>
III. Group Reports	
<p>CDSA, CSLN, DS TASKFORCE, ANCOR</p> <p>SLS Contracts</p>	<p>Napa-Solano Vendor Group Did not meet in Dec. Met in Nov and talked about staffing and rate of pay for staff, min wage increase, challenges in hiring staff.</p> <p>Sonoma Vendor Group Jamie Freymuth said the next meeting is scheduled for Jan 22nd, did not meet in December.</p> <p>Trade Associations Michelle Ramirez said CDSA is getting together regarding the state budget and looking at cities that are adopting higher min. wage. They discussed sunset rate increase issue and trying to get that removed so that it is a permanent rate increase. She said they are asking for the Jan 2021 ILS rate increase be applied earlier.</p> <p>Lanterman Coalition –Mike Lisenko said they are announcing multiyear plan for proposed increases. Linda Plourde said they met with State Sen.Stern, Asm. Holden and the Legislative Analyst Office to propose a plan that is divided into 3 years. The system is 2 billion dollars underfunded. They are continuing to wait for the rate study and discussed regional center case load ratio requirements. Linda stated that the goal at the end of 3 years is to be on par with Burns & Associates rate study findings.</p> <p>DS Task Force – fiscal reform and accountability meeting in Sacramento tomorrow January 15th</p> <p>ANCOR – Linda said U.S. Department of Labor announced final rule on joint employer status – Linda said that some SLS agencies consider themselves as joint employers, but not all agencies consider themselves this status. She said the final rule may remove SLS from joint employer status, all dependent on how the final rule works together with the California labor law.</p> <p>NBRC Board Report Ali Tabatabai reported the board did not meet in January but gave a recap of the December meeting for which board minutes are available on the NBRC website. Ali stated that the board members wanted more information on SLS services before moving forward with approval on many contract renewals. Ali suggested it would be beneficial to the board, VAC, and community at large for vendor staff representatives to be present at board meetings when their respective contracts are up for approval or renewal.</p> <p>ARCA and NBRC Report Gabriel Rogin said there is a process for getting a new Uniform Fiscal System (UFS)– starting the process of new software system. This is the “old” system Isabel referred to earlier in the meeting.</p>

<p>State Budget</p>	<p>Gabriel discussed the state budget - caseload relief at regional center with a focus on lowering caseloads for 3-5 year old clients (1-45 for that group). They are also looking at homes and training for people who are dually diagnosed, with pilots in San Diego and San Andreas and looking to expand. He said that they are looking to fix needs for early start and ILS, and that they recognized that this was an error.</p> <p>Uniform Holiday Schedule is being pushed back to 2023 and then will sunset in 2023. Suspension aligns with sunset date.</p> <p>There will be performance incentive for regionals centers, with money to do creative things, meaningful activities and other provide other supports, There are major investments to streamline the Medicaid system and efforts to help procure hearing aids for children. Medi-Cal is being expanded to undocumented seniors over 65. There is funding for housing and homelessness reduction; education; disaster and emergency preparedness; and a master plan for aging.</p> <p>Gabriel said that the budget proposed is not everything we want, but glad advocacy is being done. He said that overall, the administration is hearing us and giving us some relief and new development dollars now that developmental centers are closing. He said we are seeing this as a positive.</p> <p>Linda said that in the past that we really had to beg to be seen by legislators and policy makers, but now, coalition and advocacy agencies are being invited to attend discussions and events.</p> <p>Gabriel said the prelude to the budget conversation is about system reform. There is a lot of conversation about fiscal reform and spending and there are a lot of people who do not think the system is financially stable. The focus is on how to be cost effective while achieving positive outcomes.</p> <p>Linda added that the DS task force is an impressive effort with an impressive group of members. Linda said she was very impress with group members, their diverse backgrounds, and their previous experience and efforts.</p>
<p>SLS: Co-Employer</p>	<p>Services, Vendor Relations & SLS Subcommittee</p> <p>Courtney Singleton stated that the SLS subcommittee met this morning and discussed co-employer rules. She said they talked about which agencies consider themselves in this status. They discussed how agencies are measuring goals for individuals. QA is looking at how each individual improves. There was discussion about time keeping and scheduling programs, explaining that programs are going paperless and new tools are being used. There was discussion around using IHHS hours when a worker cannot be found; and in general, about services provided during IHHS worker gaps. Courtney said that NBRC will need to meet with providers to see what can be done when there are gaps in county IHHS services.</p> <p>HCBS – self-assessment – Courtney said the state is putting out electronic assessment through OIG and the first training is tomorrow for regional center administrators to see if there is compliance with HCBS rules. She said it is the first step and this will mostly day programs and group homes (residential services). DDS to hire a company to do on-site assessment and an email will be sent from OIG; more info to be sent to vendors.</p>

	<p>Legislative Committee Linda Plourde said there was no meeting last month and that meetings are starting up again this month. She said that we closed off year with successful legislative visits and DSP for the day events. Gabriel suggested looking into a legislative townhall – to bring the local legislators together.</p>
IV. Community Concerns/Clarifications/ Presentations	
	<p>Courtney Singleton – Case management working towards annual IPPs – instead of just annual review. Courtney state that they will happen as IPP comes up and not all at once.</p>
V. NBRC Policies and Procedures	Summary
	None
VI. New Business	Summary
	None
VII. Announcements	Summary
<p>Training Opportunities</p> <p>Advocacy & Public Policy</p>	<p>Holly Pagel announced a social sexual seminar – 10-week course on dating, relationship, and safe sex info for supported individuals to be held at Connections for Life office. --- Daniel Silva of NBRC to provide class. Please contact Holly to enroll --- and if interested to doing at own shop, vendors can let Daniel know.</p> <p>CLSN – public policy conference taking place Jan 27th-28th. --- to be posted again on VAC distribution list. This will be a good opportunity to collaborate with other vendors and have voices heard.</p> <p>Stacey Martinez announced a training on Feb 7th by the self-determination committee – ARC Solano to host program and fair geared to selected participants but open to anyone to attend. Vendors can learn more about self -determination. Event will be at 930am at Santa Rosa, & 2pm at ARC Solano in Vallejo. Committee members and NBRC staff, FMS staff, & Katie Van Zandt on person center training. Training on independent facilitator services, with other booths open to public. Flyer to be sent out.</p> <p>Tobias Weare from SCDD – continuing to focus on more outreach to community – and availability free training in all different hot topics – HCBS, etc.</p> <p>Ali Tabatabai announced the availability of a public comment period on an important proposed Social Security & Disability rule change. SSA is proposing increasing the number of disability reviews that are expected to kick millions off benefits and disproportionately affect the population we serve. Ali advocated that people should add their comment on the SSA website to oppose the rule change and protect benefits for those who need them the most.</p>

	Michelle R. encourage the group to get out the word about the upcoming census and helping our population to participate. She said she would be happy to provide a presentation on the benefits of participating in the census and its impact.
Adjourn	
	Concluded at 11:45AM

Minutes taken by Ali Tabatabai

Board Meeting Locations 2020

6:00 pm – 8:00 pm

<i>January 8</i>		<i>No Board Meeting –</i>
February 5	Regular Business Meeting	Napa
March 4	Regular Business Meeting	Santa Rosa
April 1	Regular Business Meeting	Napa
May 6	Regular Business Meeting	Santa Rosa
June 3	Annual Board Meeting	Napa
July 8	Regular Business Meeting	Santa Rosa
July 15	Regular Business Meeting	Santa Rosa
<i>August 5</i>		<i>No Board Meeting –</i>
		<i>All-day Board Retreat 9:00 am – 4:00 pm</i>
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

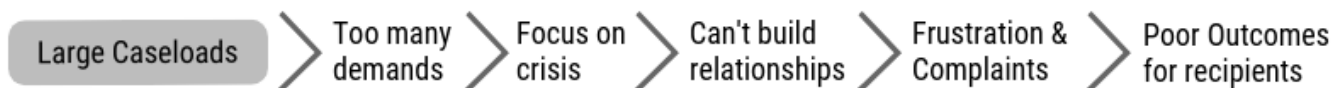
Better, Fairer Service Access – Why Service Coordinators Matter

The Association of Regional Center Agencies (ARCA) represents the 21 non-profit regional centers that coordinate services for, and advocate on behalf of, over 350,000 Californians with developmental disabilities. Regional centers are the essential link between families and individuals with developmental disabilities and the services they need to build lives of their choosing. But the ability to build those lives, and billions in federal funds, are under threat.

We request the full funding of regional center caseload ratio needs, inclusive of the staffing needs to support service coordinators required to meet statutory caseload requirements.

How People Are Served

Each person served by a regional center is paired with a service coordinator to plan to meet their needs, which come from their diagnosis, age, support needs, preferences, and cultural values. The hallmarks of successful service coordination include developing trusting relationships, individualized plans, and securing the resources to make goals into realities. In recent years, though, this work has been impacted by growing bureaucratic mandates. Now staff spend almost 40% more time on paperwork for each person than they did in 2013.



The Problem

Funding for these and other regional center positions hasn't changed in years. In 1998, the state-budgeted salary for a service coordinator was \$28,649. A federal audit found there were not enough staff to serve their communities, and California lost nearly a billion dollars in federal funds. Funding was restored after the state promised more staff would be hired to lower caseload ratios, so each service coordinator could better focus on fewer clients. The salary level was raised to \$34,032 (FY2000-01). In 2020, that level is still stuck at \$34,032, unchanged to reflect actual current salary costs.

Caseload non-compliance (2019)



A Proven Solution

When the Legislature commits to stabilizing the service system, they succeed. Extra funding in the 2015-16 session let regional centers immediately hire more service coordinators and narrow the staffing gap by nearly 20%. But those funds weren't tied to a wage index, inflation, comparable state salaries, or some other frame of reference, so the benefit to individuals and their families has been eroded.

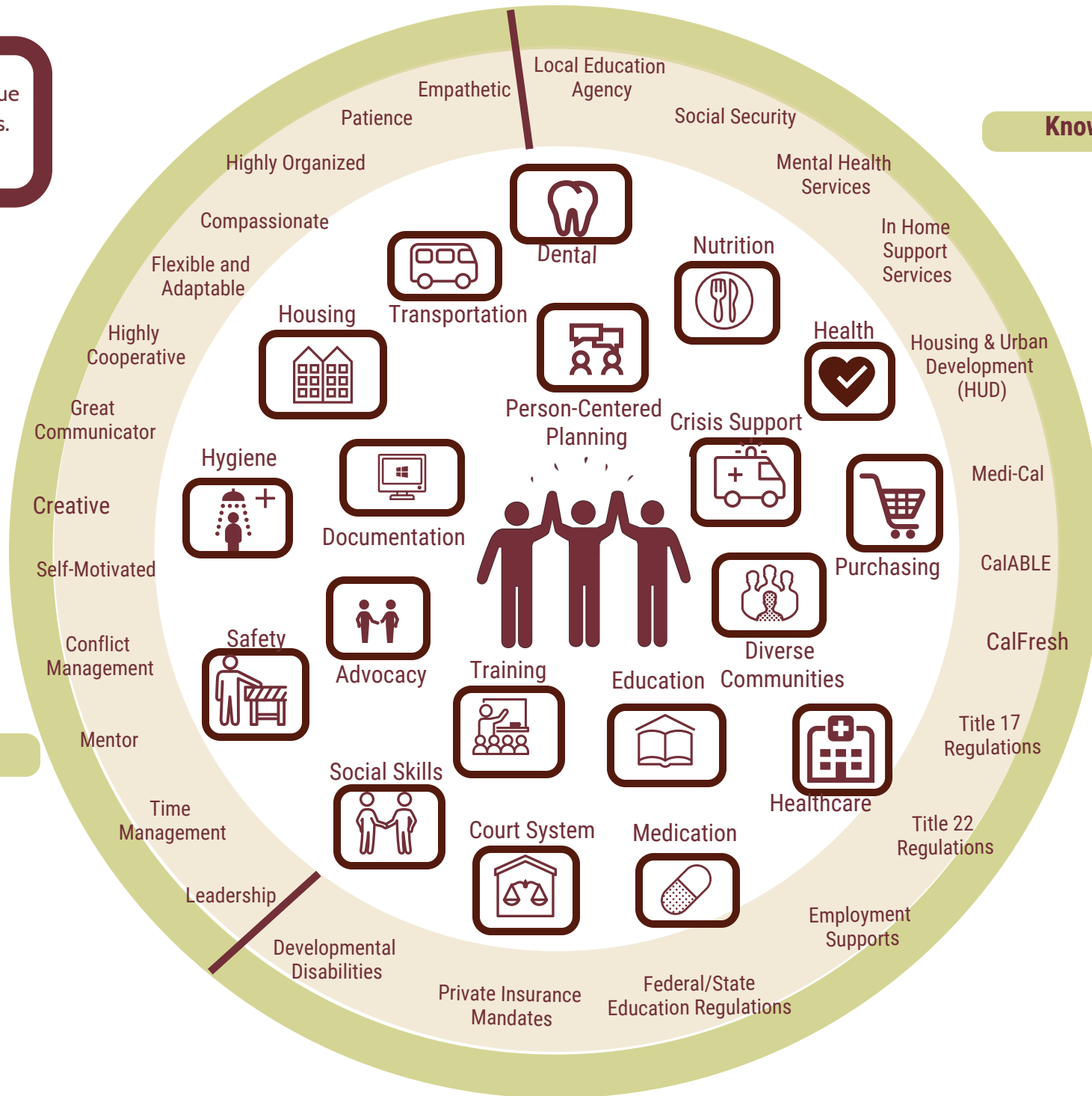
With a permanent fix, our system will be able to:

- Better serve diverse communities and meet their unique needs;
- Ensure billions of dollars in federal matching funds; and
- Support people with developmental disabilities who seek the most productive, community-integrated, and independent lives possible.



What Does A Service Coordinator Do?

I help people pursue their lifelong goals.





IN SERVICE TO MAKE A DIFFERENCE.

Responses from Service Coordinators who work with a variety of people statewide.

How many people are you supporting on your caseload?

- The average Service Coordinator tries to support more than 90 people and their families.
- Service coordination is a lifetime of support and planning for people with real needs 24 hours per day.



Doesn't the regional center just buy people services?

- No! Only 75% receive services purchased by the regional center.
- Everyone receives service coordination as a direct service.
- For 25% of people, service coordination and other community services (IHSS, Medi-Cal, SSI, special education, etc.) meet their needs.

How do you organize your work time?

- First, I tackle daily crises related to people's health and safety. I made my own tracking tools to keep track of required case reporting, finance management, and trainings.
- For each person I support, I use my calendar to keep track of individual needs, including advocacy for medical issues, housing, education, and criminal justice.



Is there any aspect of your current position as a Service Coordinator that you would like to change?

- Smaller caseloads would mean higher quality case management work, stronger relationships, and fewer crises.
- More time to spend planning for the future with individuals and families and less time doing paperwork, participating in trainings, and managing crisis situations.

Why do you keep working as a Service Coordinator?

- It feels good to help people meet their goals and to be part of their growth.
- I believe people with disabilities deserve quality lives in the community. I love supporting their journey.



What is most challenging about being a Service Coordinator?

- Feeling overwhelmed due to a large caseload of 85-95 people.
- Not having enough time to really get to know people and their families.
- Facing daily emergencies without adequate time to respond.
- Not enough appropriate resources to meet individual and family needs.
- Finding time to translate and review forms for non regional center services when families need language assistance.



What aspects of being a Service Coordinator are usually overlooked?

- Vast areas of expertise required to provide quality case management.
- How difficult it is to say "no" to a person or family.
- Extensive support provided regularly to both the individual and their family.
- Significant time required for inter-agency collaboration.
- Service coordination is emotionally and intellectually challenging.
- All of the effort spent educating, advocating for, and encouraging people.



What makes someone an effective Service Coordinator?

- Persistence and dedication to the people they serve.
- Being selfless, organized, resourceful, creative, and patient.
- Knowledge about available services and the community.

ARCA Budget Position – Modified January 23, 2020

ISSUE: ARCA position on the recently released Governor’s Budget for FY 20-21

BACKGROUND: The Governor released his January Budget proposal (also known as the “November Estimate”) for FY 20-21 on Friday, January 10. In advance of preliminary Budget hearings in both the Senate and Assembly, ARCA needs to develop its response to the proposed Budget.

ANALYSIS/DISCUSSION:

FY 20-21 Budget Priorities:

- Elimination of Annual Family Program Fee and Family Cost Participation Program for Early Start;
- Rate increases for Independent Living Services and Infant Development Programs;
- Fully funding needed service coordination positions (including supervision and support), as this is a direct service; and,
- Establishment of a multiyear implementation plan for the rate study recommendations.

Major Policy Issues in Governor’s January Budget:

- \$71.0 million reduction in POS in FY 19-20, primarily due to lower than expected utilization of funds budgeted for increases in the state minimum wage
 - These funds should be reappropriated and a process developed to distribute them to service providers that were unable to access them due to higher local minimum wages.
- \$16.5 million for Enhanced Caseload Ratios for Consumers Age Three and Four
 - Support this concept but note that the policy should apply to all children under age 5 and that the estimate is underfunded and should reflect state salaries and appropriate benefit levels.
- \$7.5 million for Enhanced Behavioral Supports Homes with Delayed Egress and Secured Perimeter
 - Support funding this proposal as it will allow additional options for those found incompetent to stand trial, but note additional capacity is needed and that available space in Porterville Developmental Center should be prioritized for those who may pose the greatest risk.
- \$78.0 million for Performance Incentive Program
 - Staff Recommendation: Note appreciation for the proposed funding that can be used to support innovation at the local level and ARCA’s interest in working with the Administration as the program takes shape.
- \$18.0 million for Additional Provider Supplemental Rate Increase (Effective January 2021)
 - Support the proposal to expand rate increases to more service categories but note the implementation date should be sooner and should apply more broadly to services with updated rates.
- \$4.5 million for Systemic, Therapeutic, Assessment, Resources and Treatment (START) Training
 - Support the provision of funding for this promising model at four additional regional centers, but note that costs may be higher than anticipated, particularly in larger geographic areas.
- \$8.9 million for Temporary Expansion in the Secure Treatment Area
 - Support funding this proposal as it will allow more ready access to services for those found incompetent to stand trial.
- \$2.5 million DDS Information Security Office and Information Technology Data and Planning
 - Take no position on the proposed funding, but note regional centers’ needs in this area.
- \$1.4 million for Uniform Fiscal System (UFS) Modernization
 - Support and note the urgency of replacing the regional centers’ accounting system.
- 18-month extension of service provider rate increase and Uniform Holiday Schedule suspension sunset
 - Support the proposal and note the need to eliminate the sunset entirely.
- Repeal of the Uniform Holiday Schedule in FY 23-24
 - Support this proposal.

Department of Developmental Services

Governor's Budget Highlights



**Gavin Newsom
Governor
State of California**

**Mark Ghaly MD, MPH
Secretary
California Health and Human Services Agency**

**Nancy Bargmann
Director
Department of Developmental Services**

January 2020

DEPARTMENT OF DEVELOPMENTAL SERVICES GOVERNOR'S BUDGET HIGHLIGHTS

The Department of Developmental Services (Department) is responsible for administering the Lanterman Developmental Disabilities Services Act (Lanterman Act). The Lanterman Act provides for the coordination and provision of services and supports to enable people with developmental disabilities to lead more independent, productive, and integrated lives. The Early Start Program provides for the delivery of services to infants and toddlers at risk of having a developmental disability. The Department carries out its responsibilities through contracts with 21 community-based, non-profit corporations known as regional centers, two state-operated developmental centers, one state-operated community facility, and Stabilization, Training, Assistance and Reintegration (STAR) homes.

The number of individuals served by regional centers (consumers) is expected to increase from 350,047 in the current year to 368,622 in 2020-21. The ending population of individuals in state-operated residential facilities is estimated to be 302 on July 1, 2020.

GOVERNOR'S BUDGET SUMMARY

The 2020-21 Governor's Budget includes \$9.2 billion total funds (\$5.7 billion General Fund [GF]) for the Department in 2020-21; a net increase of \$1.0 billion (\$624.6 million GF) over the updated 2019-20 budget.

FUNDING SUMMARY <i>(Dollars in Thousands)</i>				
	2019-20	2020-21	Difference	Percentage Change
BUDGET SUMMARY				
Community Services	\$7,735,113	\$8,751,047	\$1,015,934	13.1%
State Operated Facilities	326,381	300,186	-26,195	-8.0%
Headquarters Support	97,881	118,220	20,339	20.8%
TOTALS, ALL PROGRAMS	\$8,159,375	\$9,169,453	\$1,010,079	12.4%
GENERAL FUND				
Community Services	\$4,686,900	\$5,314,052	\$627,152	13.4%
State Operated Facilities	283,828	267,126	-16,702	-5.9%
Headquarters Support	63,372	74,495	11,123	17.6%
GF TOTAL, ALL PROGRAMS	\$5,034,100	\$5,655,673	\$621,573	12.3%

For more detail, please refer to the Program and Funding Summary on page 7.

COMMUNITY SERVICES PROGRAM

2019-20

The 2019-20 updated Regional Center budget includes \$7.7 billion (\$4.7 billion GF), which is a net decrease of \$63.0 million (\$14.3 million GF), or 0.81 percent, as compared to the enacted budget. The primary driver of the decrease is attributed to expenditures for the January 1, 2019 Senate Bill (SB) 3 minimum wage increase coming in lower than originally estimated.

There is a net decrease of 114 consumers in the updated 2019-20 projections due to a slight decrease in the number of individuals served in the Early Start program.

Regional Center Operations

The Operations budget reflects a net increase of \$879,000 (\$27.4 million GF) over the enacted budget. The main driver for this increase is \$1.1 million in one-time funding for regional centers to assist consumers who may be eligible for increased benefits due to the expansion of CalFresh for Supplemental Security Income/State Supplementary Payment (SSI/SSP) recipients.

Purchase of Service Caseload Growth and Utilization

Updated Purchase of Service (POS) expenditures reflect a net decrease of \$71.0 million (\$48.0 million GF), or a 1.08 percent decrease, as compared to the enacted budget. The decrease is primarily attributed to expenditures for the January 1, 2019 SB 3 minimum wage increase coming in lower than originally estimated. The estimated increase in the Community Care Facilities (CCF) category reflected below is mostly related to expenditures for individuals who have moved from Developmental Centers.

Policy - POS

There is a net increase of \$7.1 million (\$6.3 million GF) in policy related expenditures for 2019-20 as compared to the enacted budget. The main drivers are:

SB 3 minimum wage, January 1, 2020 (\$12.00 to \$13.00 per hour)

Increase of \$5.9 million (\$4.1 million GF).

STAR Homes

Transfer of \$3.0 million GF from State Operations to Local Assistance for the development of the two community STAR homes.

2020-21

The 2020-21 Governor's Budget includes \$8.8 billion (\$5.3 billion GF) which is a net increase of \$1.0 billion (\$627.2 million GF) as compared to the updated current year budget.

The estimated 2020-21 population is 368,622, reflecting an increase of 18,575 (5.3 percent), as compared to the updated current year budget. This increased projection is comprised of 14,455 active consumers and 4,120 individuals receiving Early Start services.

Regional Center Operations

The 2020-21 regional center operation reflects a net increase of \$40.1 million (\$33.1 million GF), or a 5.46 percent, as compared to the updated current year budget. The increase is mainly attributable to the projected increase in population.

Policy - Regional Center Operations

There is a net increase of \$17.3 million as compared to updated current year budget. The 2020-21 Governor's Budget includes the following proposed policy revisions:

Enhanced Caseload Ratios for Consumers Ages Three and Four

Increase of \$16.5 million (\$11.2 million GF) to provide a 1:45 service coordinator to consumer caseload ratio for consumers who are three and four years old.

Specialized Home Monitoring

Increase of \$746,000 (\$508,000 GF) to provide required monitoring of additional specialized homes that will become available in 2020-21.

POS Caseload Growth and Utilization

POS caseload and Utilization reflects an increase of \$420.3 million (\$263.4 million GF), or 6.49 percent increase, as compared to the updated current year budget. The increase is primarily attributable to expenditure growth in the following categories: Community Care Facilities, Support Services, In-Home Respite and Miscellaneous. Estimated expenditure growth in Support Services is mainly due to growth in Supported Living Services, Personal Assistance, and Community Integration Training Program. For Support Services overall, 60 percent of the increase is due to higher caseload and 40 percent reflects higher per capita expenditures.

Policy - POS

There is a net increase of \$538.2 million (\$319.0 million GF) as compared to the updated current year budget for the following items:

Community Crisis Homes for Children

Decrease of \$4.5 million GF due to one-time start-up funding.

Development of STAR Homes

Decrease of \$3.0 million GF due to one-time start-up funding.

Enhanced Behavioral Supports Homes (EBSH) with Delayed Egress and Secured Perimeter (DESP)

Increase of \$7.5 million GF to develop five EBSHs with DESP to reduce reliance on restrictive settings and provide opportunities for individuals to move to the community, with appropriate and necessary supports.

Electronic Visit Verification Penalty Payment

Increase of \$5.1 million GF in estimated federal financial payment penalties for applicable services.

Performance Incentive Program

Increase of \$78.0 million (\$60.0 million GF) to establish a Performance Incentive Program for Developmental Services administered through Regional Centers. The Performance Incentive Program will align with each Regional Center's performance contract and require Regional Centers to meet an advanced tier of performance measures and outcomes to receive incentive payments.

Provider Supplemental Rate Increase (Effective January 2020)

Increase of \$206.2 million (\$124.5 million GF) reflects a full year impact compared to a half year in the current year.

Additional Provider Supplemental Rate Increase (Effective January 2021)

Increase of \$18 million (\$10.8 million GF) to increase rates for three additional services: Early Start Specialized Therapeutic Services, Independent Living Program, and Infant Development Program. The budget assumes the rate increases will be effective January 2021 upon approval of federal funding.

SB 3 Minimum Wage, January 1, 2020 (\$12.00 to \$13.00 per hour)

Increase of \$103.8 million (\$53.2 million GF) reflects a full year impact compared to a half year in the current year.

SB 3 Minimum Wage, January 1, 2021 (\$13.00 to \$14.00 per hour)

Increase of \$120.3 million (\$61.4 million GF) reflects a projected half-year impact due to the increased minimum wage.

Systemic, Therapeutic, Assessment, Resources and Treatment Training (START) Training

Increase of \$4.5 million (\$2.6 million GF) to support individuals in their current residential arrangement and prevent disruptions and admissions into more restrictive settings, such as Institutions for Mental Diseases, out-of-state services, acute psychiatric settings, Community Crisis Homes and STAR services through the provision of 24-hour crisis services and planning, and by providing training to families, direct support staff, and local partners (e.g., police, hospital staff, teachers) on person-centered, trauma-informed, and evidence-based support services for individuals with co-occurring developmental disabilities and mental health needs.

Uniform Holiday Schedule

Increase of \$2.4 million (\$1.4 million GF) to reflect actual expenditures through 2018-19.

STATE OPERATED FACILITIES PROGRAM

2019-20

The ending population on July 1, 2019 was 363 individuals. The Department projects an ending population of 302 individuals on June 30, 2020.

The 2020-21 Governor's Budget includes \$326.4 million (\$283.8 million GF), which is a net increase of \$5.0 million (\$4.1 million GF). The net increase is a combination of the following adjustments:

Operations Expenditures

Decrease of \$3.0 million GF reflecting a budget revision transferring \$3.0 million from State Operations to Local Assistance for the development of the two community STAR homes in Central California.

Employee Compensation and Retirement

Increase of \$8 million (\$7.1 million GF) for compensation and retirement adjustments approved through the collective bargaining process.

2020-21

The Governor's Budget includes \$300.1 million (\$267.1 million GF), a decrease of \$26.2 million (\$16.7 million GF) as compared to the updated current year budget. The decrease reflects the following adjustments:

Operations Expenditures

Decrease of \$24.7 million (\$15.6 million GF) and is comprised of a \$19.8 million reduction in Personal Services and \$4.9 million reduction in Operating Expenses and Equipment.

- Increase of \$8.9 million GF and 72.3 positions for the Secured Treatment Program (STP) at Porterville to temporarily expand bed capacity from 211 to 231 beds. The Department will add one Intermediate Care Facility (ICF) Unit of 20-beds. The STP bed capacity would return to 211 by July 1, 2024.
- Increase of \$11.9 million GF and 54.0 positions to extend the warm-shutdown period at Fairview DC through June 30, 2021. The Department of General Services is in the process of completing a site assessment to inform the disposition of the property.
- Increase of \$1.1 million GF for 8.0 positions for the South Coast Regional Project (SCRIP). The SCRIP will continue to support the transition activities of all individuals from state operated facilities.

Employee Compensation and Retirement

Decrease of \$1.5 million (\$1.1 million GF) for employee compensation and retirement adjustments approved through the collective bargaining process.

CAPITAL OUTLAY

The Governor's Budget does not include a proposal for capital outlay funds in 2020-21.

DEFERRED MAINTENANCE

The Governor's Budget does not include funding for deferred maintenance in 2020-21.

HEADQUARTERS

2019-20

The 2020-21 Governor's Budget includes \$97.9 million (\$63.4 million GF), a net increase of \$5.4 million (\$4.0 million GF). The increase is comprised of compensation and retirement adjustments approved through the collective bargaining process and included Item 9800 – Employee Compensation Adjustments; an increase in funding authority for Community State Staff Program; and DGS Reimbursement for O Street Office Cleanup.

2020-21

The 2020-21 Governor's Budget includes \$118.2 million (\$74.5 million GF) for Headquarters, an increase of \$20.3 million (\$11.2 million GF) compared to the updated current year. The net increase is comprised of employee compensation and retirement adjustments approved through the collective bargaining process, included Item 9800- Employee Compensation Adjustments and five Budget Change Proposals as detailed below:

Southern California Headquarters Office

\$2.0 million (\$1.6 million GF) for new leased space to support approximately 100 permanent positions in Costa Mesa/Orange County, CA in 2020-21. Of this request, \$1.2 million (\$1.0 million GF) is ongoing.

Information Security Office

\$0.3 million (\$0.2 million GF) and two (2.0) Information Technology Specialist I positions to support workload related to the highest assessed information security and cybersecurity vulnerabilities.

Information Technology Data and Planning

\$2.2 million (\$1.9 million GF) and four (4.0) permanent Information Technology Specialist II positions, resources equivalent to three (3.0) positions on a two-year limited term basis and supporting resources for modernization of the Information Technology Division organizational infrastructure to ensure support for increasingly complex technology and critical data needs of the Department's programs.

Uniform Fiscal System (UFS) Modernization

\$1.4 million (\$1.3 million GF) and two (2.0) positions on a two-year limited term basis, and related consulting resources to support planning for the UFS replacement project.

Community State Staff Program (CSSP) Reimbursement

\$9.7 million increase in reimbursement authority, for temporary help expenditures related to the continuing operation of the CSSP.

2020 Governor's Budget
Program and Funding Summary
(Dollars in Thousands)

	2019-20*	2020-21	Difference
Community Services Program			
Regional Centers	\$7,735,113	\$8,751,047	\$1,015,934
Totals, Community Services	\$7,735,113	\$8,751,047	\$1,015,934
General Fund	\$4,686,900	\$5,314,052	\$627,152
Program Development Fund (PDF)	2,242	2,280	38
Developmental Disabilities Svs Acct	150	150	0
Federal Trust Fund	53,580	53,580	0
Reimbursements	2,991,501	3,380,245	388,744
Mental Health Services Fund	740	740	0
State Operated Facilities Program			
Personal Services	\$273,954	\$252,658	-\$21,296
Operating Expense & Equipment	52,426	47,528	-4,898
Total, State Operated Facilities	\$326,381	\$300,186	-\$26,195
General Fund	\$283,828	\$267,126	-\$16,702
Federal Trust Fund	0	0	0
Lottery Education Fund	192	192	0
Reimbursements	42,361	32,868	-9,493
Headquarters Support			
Personal Services	70,183	83,465	8,282
Operating Expense & Equipment	27,698	34,755	6,824
Total, Headquarters Support	\$97,881	\$118,220	\$15,106
General Fund	\$63,372	\$74,495	\$10,890
Federal Trust Fund	2,797	2,723	-74
PDF	404	404	0
Reimbursements	30,817	40,107	4,290
Mental Health Services Fund	491	491	0
Totals, All Programs	\$8,159,375	\$9,169,453	\$1,004,846
Total Funding			
General Fund	\$5,034,100	\$5,655,673	\$621,340
Federal Trust Fund	56,377	56,303	-74
Lottery Education Fund	192	192	0
PDF	2,646	2,684	38
Developmental Disabilities Svs Acct	150	150	0
Reimbursements	3,064,679	3,453,220	383,541
Mental Health Services Fund	1,231	1,231	0
Totals, All Funds	\$8,159,375	\$9,169,453	\$1,004,845
Caseloads			
State Operated Facilities	363	302	-61
Regional Centers	350,047	368,622	18,575
Departmental Positions			
State Operated Facilities	2,518.2	1,951.8	-566.4
Headquarters	512.0	523.2	11.2

*Total Expenditures do not reflect the statewide item for Employee Retention Incentives of \$1.5 million in 2019-20 and \$15.7 million in 2020-21. The incentives were added by the 2016 Budget Act and displayed as a Carryover/Re-appropriation in the Governor's Budget Galley.



NBRC Community Services

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

Resource Development

The Resource Development Department received 18 requests for vendorization during the months of November and December and vendored 12 new services. Please join NBRC in welcoming the new vendors below to the North Bay Regional Center vendor community.

New Vendors

- Multiplicity Therapeutic Services-Behavior Analyst-Sonoma County
- Association of Behavior Consultants-Social Sexual Training-Sonoma County
- Gold Coast Care Home-Residential Care Facility for Elderly-Solano
- Russo Family Services-Independent Living Services-Sonoma County
- Inclusion Services, LLC-Behavior Analyst-Sonoma County
- Greenfields Nursing Corporation-4i Adult Residential Facility-Solano County
- Providence Residential Care-Residential Care for the Elderly-Solano County
- People's Care-Supported Living Services-Solano County
- On My Own-Supported Employment Services-Solano County
- All About Ability-Community Activities/Supports-Napa County
- Y.O.U., LLC-Community Integration-Solano County
- Dungarvin-Community Integration-Sonoma County

Welcome

Training

NBRC Quality Assurance Work – Nov/Dec 2019

42 QA Annual or Quarterly Vendor Reviews
 151 Vendors received QA technical assistance
 136 NBRC staff received QA technical assistance
 2 NBRC Vendor Trainings

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

For the complete list of trainings, please visit:

<https://nbrc.net/service-providers/calendars/>

Looking at Service Quality

Wednesday, February 2020

10:00 a.m. to 12:00 p.m.

NBRC's Napa Office located at:

610 Airpark Rd., Napa, CA

Presented By: NBRC's Quality Assurance Team

Looking at Service Quality offers vendors a way to look at their services and to identify opportunities to improve service quality for each individual supported. To view the Looking at Service Quality Handbook please visit:

<https://www.dds.ca.gov/transparency/dds-publications/>

RSVP to Jasminem@nbrc.net

Sign up for NBRC's **VENDOR CONNECTION**
 Newsletter

<https://nbrc.net/service-providers/>



Federal Revenue Department Board Report for Quarter 2, Oct – Nov – Dec 2019

The Federal Revenue Department consists of the HCBS/Medicaid Waiver program, 1915(i) State Plan Amendment (SPA) program, Nursing Home Reform (NHR), Audit preparation for all DDS and CPA Audits, CMS Setting Rules/HCBS Compliance, and Agency trainings re: all federally related programs and supports

- **HCBS Medicaid Waiver and 1915(i) SPA programs:**

Medicaid Waiver: Annual targets are no longer established by DDS; instructions are to continue to add clients monthly. Not adding monthly can result in the withholding of federal funds in our Operations budget and less POS (purchase of service) reimbursement.

1915 (i) State Plan Amendment (SPA):

The 1915(i) SPA will allow California to receive federal funding for POS services for individuals who may not qualify for Medicaid Waiver, but does not provide funds for operational expenditures.

Status: As of October 2019, 4488 clients are enrolled on the Medicaid Waiver and 1572 are enrolled on the 1915(i) SPA.

- **Audits:**

HCBS Audit

DDS and Department of Health Care Services (DHCS) biannual HCBS Medicaid Waiver audit concluded at the end of May.

Status: Draft report is completed and is being reviewed by DDS Management

Independent/CPA Audit

The CPA/Independent Audit began in October. The Federal Revenue team assisted in gathering client charts and information requested by the auditors.

Family Home Agency (FHA)

This audit is scheduled to begin late January. The Federal Revenue team will assist in gathering client charts and information requested by the auditors.

Enhanced Behavior Support Homes (EBSH)

These home audits are on going. The Federal Revenue Department Manager continues to assist in gathering client charts and information requested by the auditors.

Payment Error Rate Measurement (PERM)

Two client files were randomly selected by CMS; all documents justifying payment are due to CMS by end of January 2020

- **Training:** Department Manager and Federal Revenue staff provided New Employee and unit trainings for Service Coordinators in the 2nd quarter of the 19/20 fiscal year, to include:
 - Overview of all Federal Programs
 - Title 19/Targeted Case Management (TCM) notes and documentation requirements

- Client Development and Evaluation Reports (CDER) requirements and instructions

- **DDS/NBRC updates:**

- **CMS HCBS Settings Rule**

- **Status:** Federal Revenue are currently supporting the FY 17/18 and FY 18/19 grant recipients on budget monitoring, billing requirements, and overseeing milestones that meet the Proposal objectives.

- At this time, all agencies either are on target or are receiving technical assistance from NBRC to stay in compliance.

- Nineteen different proposals were submitted for FY 19/20 funding. DDS is expected to notify recipients by Feb 21st, 2020

- **Nursing Home Reform:**

- DDS continues to capture additional FFP by requesting long term care facilities to provide Pre Admission Screening and Resident Reviews (PAS/RRs) to be sent to DDS upon discharges, not just upon admission. The additional workload of processing these Level II PASRRs continues to increase and is being absorbed by the Federal Revenue unit.

- **NBRC Agency Support:** The Federal Revenue Department consists of a Department Manager, Supervisor, 2.5 FTE Internal Quality Monitors and 2 FTE Client Services Assistants who continue to provide trainings and support to service coordinators and supervisors in order to assist with compliance requirements and Federal regulations. The Federal Revenue Department will do so by:
 - Providing support with ongoing Medicaid Waiver enrollment
 - Providing support with ongoing 1915(i) State Plan Amendment (SPA) enrollment
 - Provide ongoing support to staff during all audits
 - Assist vendors in CMS HCBS Final Rule Settings Rules compliance/self-assessments
 - Coordinate increased Home and Community Based Alternative (HCBA) Waiver enrollments among the 3-county catchment area
- **NBRC Support:**
 - Federal Revenue Department Manager continues to co-chair the DDS/ARCA Federal Revenue subcommittee and provide consultation to DDS re: Regional Center practices.

*Prepared by January Crane, MPA
Department Manager, Federal Programs*



Board Report - 2019 Community Outreach by County

Solano

Benicia Early Education Fair (approximately 100-150 attendees)

Workforce Development Meeting at Solano County Office of Employment (approximately 40 people in attendance)

Children's Alliance Meeting Presentation in Solano County (approximately 40 people in attendance)

NBRC Town Hall Meeting for POS Disparity in Vallejo (12 attendees)

NBRC Presentation at Vacaville Police Department Family Resource Center (6 faculty members attended)

NBRC Presentation at Solano County Office of Education (approximately 60 people in attendance)

NBRC Presentation at CASA in Fairfield (approximately 20 people attended)

Clinical Team Presentation at Parents Empowering Parents Solano County

Home Visiting Community Advisory Board in Solano (approximately 30 people were in attendance)

Clinical Team Presentation at Solano County Office of Education

NBRC Presentation on Eligibility and Services at SELPA Solano County (approx. 20 participants)

NBRC Presentation at Benicia Parents Support Group (12 people attended)

Sonoma

Sonoma Collaborative Autism Diagnostic Clinic (Intake and Clinical Teams)

11th Annual Sonoma County Transition Fair (approximately 250 attendees)

NBRC Town Hall Meeting for POS Disparity in Santa Rosa (17 attendees)

Overview of Early Start at Sonoma State University

General Regional Center Presentation with Redwood Coast RC at Sonoma State University (20 people)

Diversity and Equity Specialist Interview by Professor Wayne Downey at Santa Rosa Junior College

NBRC Presentation for VOICES Eligibility Team in Santa Rosa (5 people were in attendance)

NBRC table at Inclusion Festival in Petaluma (approximately 250 people attended)

Counseling Program of Petaluma People Services Center

Community Presentation for Self-Determination Program in Santa Rosa (x 7)

NBRC Presentation for College to Career class at Santa Rosa Junior College (approx. 20 students and teachers were present)

NBRC presentation to Sonoma State University Sociology Class on careers in social services (approx. 45 students attended)

Napa

NBRC Town Hall Meeting for POS Disparity in Napa (approximately 30 people in attendance)

Down Syndrome Awareness Day Luncheon in Napa

Elder Abuse Awareness Symposium at Napa Valley College

NBRC Parent Orientation at NBRC Napa

Community Presentation for Self-Determination Program in Napa (x 7)

NBRC's Presentation on Eligibility and Supports for post-secondary students at American Canyon High School (approximately 25 participants)

Orientation to NBRC at Parents Can Napa (1 attendee)

Orientation to NBRC at Parents Can Napa (12 attendees)

Out of Catchment Area

Diversity & Equity Specialist attended Mesa Redonda Conference in San Rafael

Diversity & Equity Specialist attended Latino Policy Summit in Sacramento

Clinical Team Presentation at UC Davis MIND Summer Institute

Clinical Team Presentation for teachers at Alameda College

NBRC EARLY INTERVENTION DEPARTMENTS

EARLY INTERVENTION DEPARTMENT UPDATES

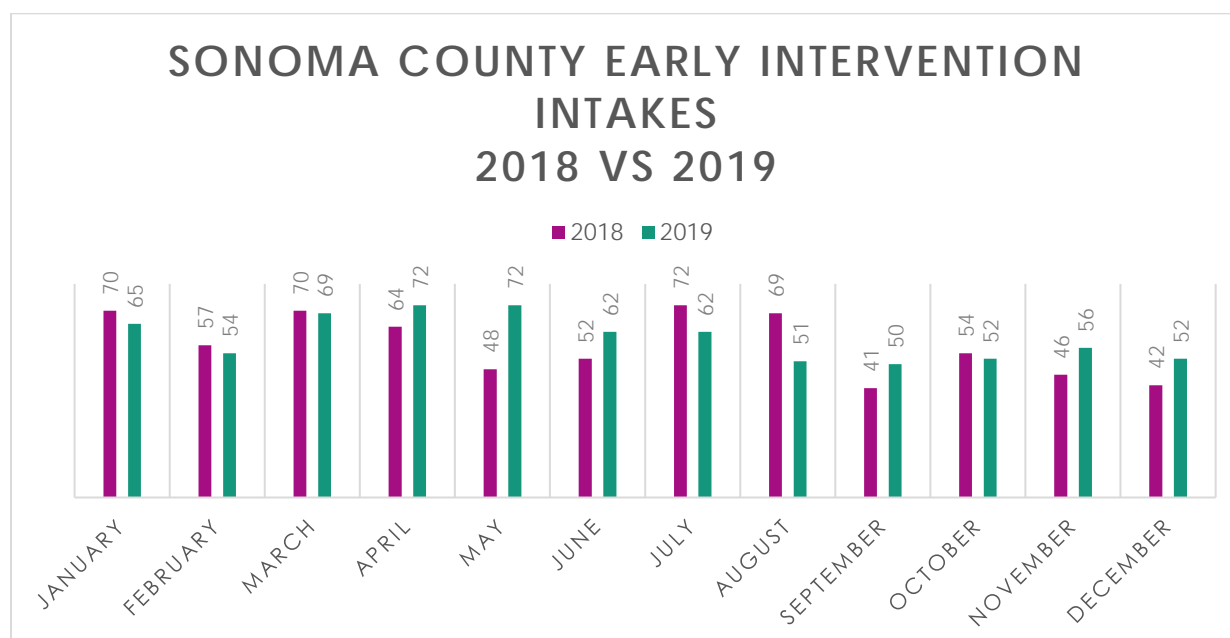
The EI units in the Napa and Santa Rosa office serve Napa, Solano, and Sonoma Counties. The units are responsible for the intake process, eligibility determination, and ongoing service coordination for the Early Start Program. The units also assist children and families with the transition into needed programs such as special education, Lanterman services, and Head Start prior to the child exiting Early Start at age three. Outreach in the community has continued through presentations to medical providers and at general community events.

The EI units continued to be involved in the State Systemic Improvement Plan (SSIP), which is a statewide focus on social-emotional development in 0-3 year-olds. The regional centers are the lead agency for staff and community training in this area as well as in providing information to families regarding social-emotional development in infants and toddlers.

During 2019, the EI units continued to experience a shortage in service providers and outreach efforts for service providers have been made alongside the Resource Development Department. In efforts to increase services in all three counties, including Speech Therapy, Occupational Therapy and Physical Therapy, startup funds were offered to create a program to include the three disciplines, which will be in development over the next 3 years.

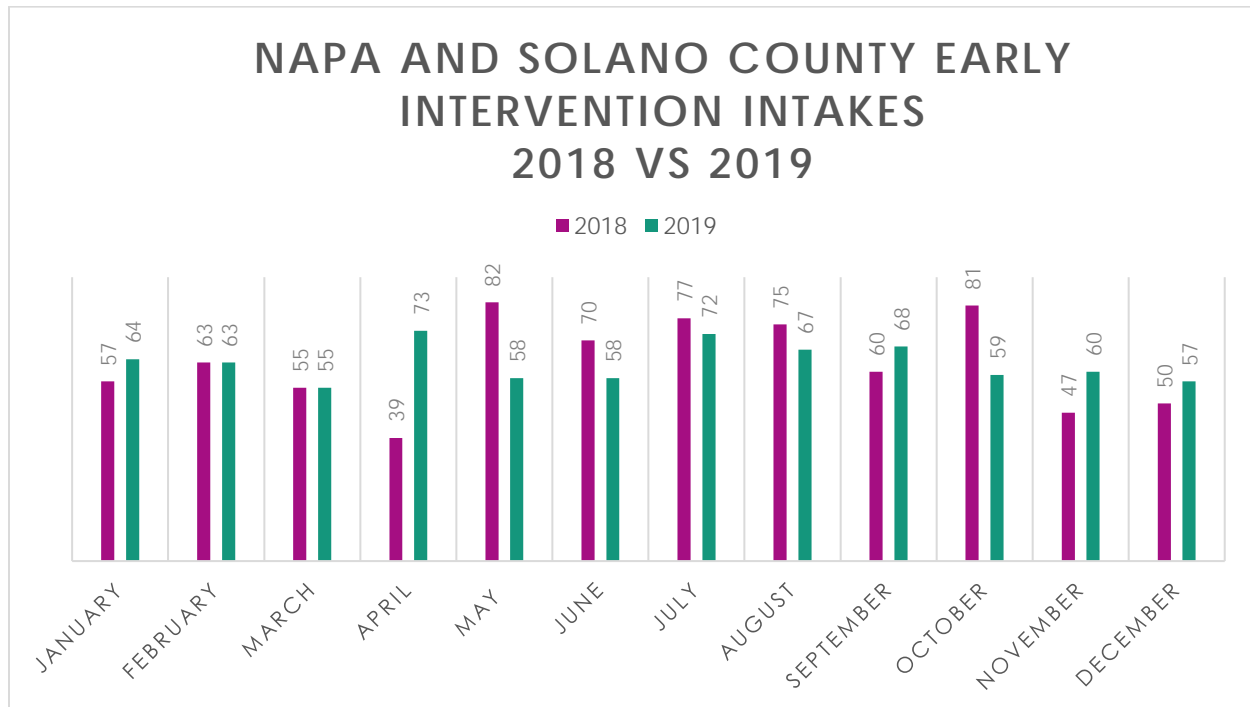
SONOMA COUNTY EARLY INTERVENTION INTAKES (0-3)

The graph below compares the intakes in Early Intervention from 2018 to 2019. In 2018 the Santa Rosa office completed 685 Early Intervention intakes compared to 717 in 2019. This is an increase of 32 intakes in 2019.



NAPA AND SOLANO EARLY INTERVENTION INTAKES (0-3)

The graph below compares the intakes in Early Intervention from 2018 to 2019. In 2018, the Napa office completed 756 Early Intervention intakes compared to 754 in 2019. This is a decrease of two intakes in 2019.



NBRC INTAKE DEPARTMENT

INTAKE DEPARTMENT UPDATES

The intake team reviews applicants in Napa, Solano, and Sonoma County for individuals 3 and older.

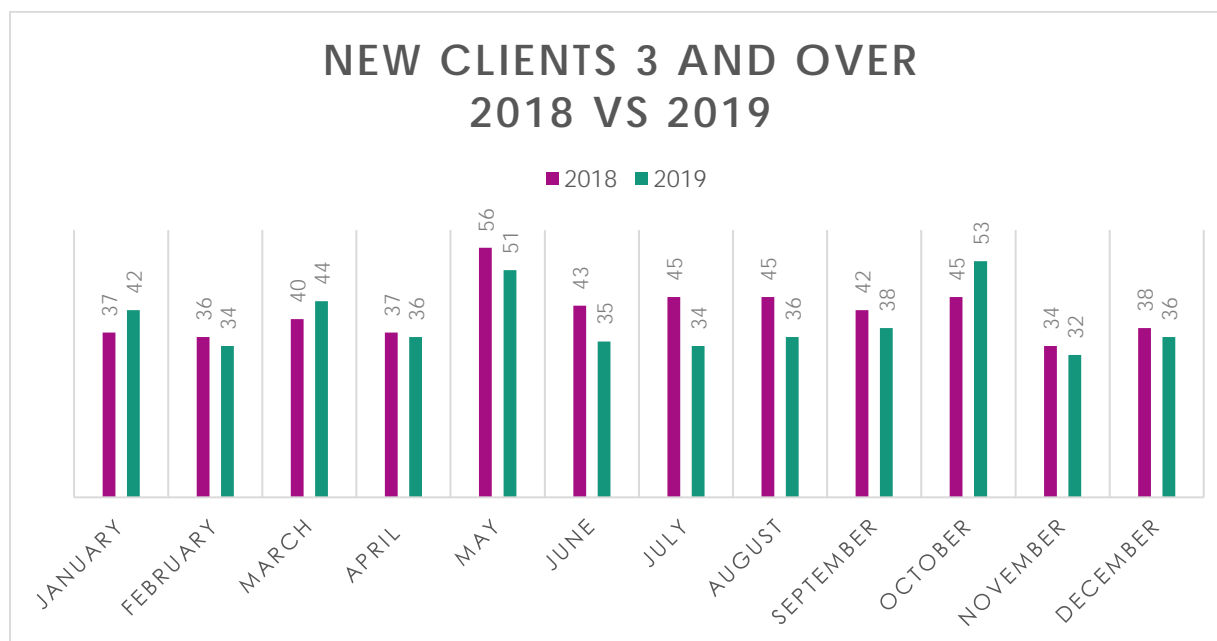
In 2019, the Intake Department implemented Appointment Plus, which provides software that assists with making clinical appointments for testing. Ori Gracy, Intake Referral Coordinator, was instrumental in locating and successfully implementing the program. Appointment Plus allows our internal and external clinicians to access client documentation in a secure location and be notified if an appointment is changed or cancelled. It also provides families and applicants with multiple reminders about their testing appointments via text message, which has reduced applicants missing their appointments.

This year the intake department will focus on recruiting clinicians for ASD and cognitive testing due to a reduction in the availability of vendored psychologists.

The intake department has seen a slight increase of walk-ins and the Intake Referral Coordinators strive to make themselves available to answer questions and start the intake process when appropriate. The Intake Department would like to continue being available for walk-ins as well as respond to the phone calls and emails as quickly as possible.

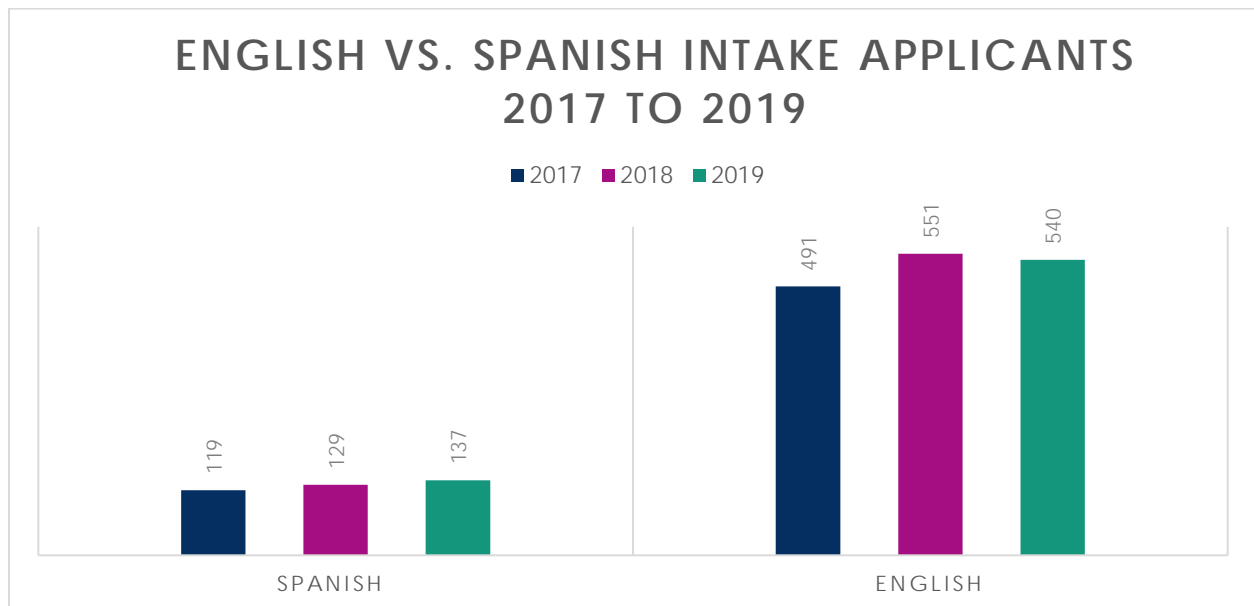
ELIGIBILITY FOR INDIVIDUALS 3 AND OVER

The chart below represents how many applicants were made eligible in 2018 in comparison to 2019 across all three counties. In 2018 the Intake Team made 498 applicants eligible for Regional Center Services. In 2019, 471 applicants were made eligible which was a decrease of 27 new clients from the previous year.



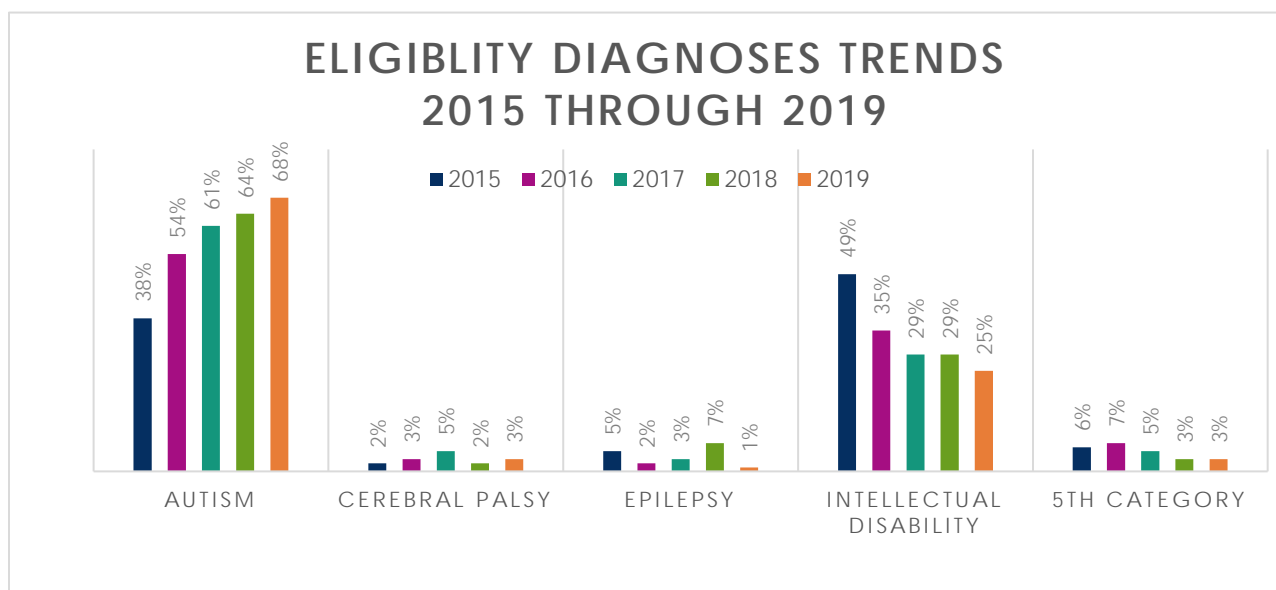
APPLICANTS BY LANGUAGE (3 AND OVER)

The chart below shows applicants by language for 2017 through 2019 across all three counties. In 2019 there were 137 Spanish-speaking applicants compared to 540 English-speaking applicants, with 70% of Spanish and English speaking applicants made eligible.



ELIGIBILITY DIAGNOSES

The graph below represents the percentage of diagnoses that applicants were made eligible under in Napa, Solano, and Sonoma County. Intakes include individuals over 3 as well as children from Early Intervention turning 3. The graph below shows trends between 2015 through 2019.



AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,323	13.7 %	MALES	6,180	64.2 %	OWN HOME	7,075	73.5 %
3 - 17	2,918	30.3 %	FEMALES	3,441	35.7 %	ILS	607	6.3 %
18 - 40	3,411	35.4 %				SLS	658	6.8 %
41 - 60	1,263	13.1 %				DC	11	.1 %
61 - 80	670	6.9 %				SNF	50	.5 %
						ICF	203	2.1 %
80 & OLDER	36	.3 %				CCF	768	7.9 %
						FOSTER CARE	170	1.7 %
						OTHER	79	.8 %
TOTAL:	9,621	100.0 %	TOTAL:	9,621	100.0 %	TOTAL:	9,621	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL	COUNTY	NUMBER	% TO TOTAL
MIXED	617	6.4 %	AUTISM	2,697	28.0 %	28. NAPA	1,204	12.5 %
ASIAN	246	2.5 %	EPILEPSY	1,074	11.1 %	48. SOLANO	4,048	42.0 %
BLACK	859	8.9 %	CEREBRAL PALSY	917	9.5 %	49. SONOMA	4,236	44.0 %
FILIPINO	353	3.6 %	MENTAL RETARDATION	4,840	50.3 %			.0 %
NATIVE AMERICAN	43	.4 %	OTHER	982	10.2 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,380	24.7 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,451	46.2 %						.0 %
OTHER	200	2.0 %						.0 %
UNKNOWN	472	4.9 %						.0 %
						OTHER	133	1.3 %
TOTAL:	9,621	100.0 %				TOTAL:	9,621	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	23	.2 %	0	433	4.5
ENGLISH	7,874	81.8 %	P		
SPANISH	1,577	16.3 %	1	1,120	
OTHER LATIN LANG.	2	.0 %	2	8,057	
CANTONESE CHINESE	6	.0 %	3		
MADARIN CHINESE	3	.0 %	8	11	
JAPANESE	2	.0 %			
VIETNAMESE	16	.1 %			
KOREAN	3	.0 %			
LAOTIAN	3	.0 %			
CAMBODIAN	3	.0 %			
OTHER ASIAN LANG.	4	.0 %			
RUSSIAN	3	.0 %			
ALL OTHER LANG.	102	1.0 %			
TOTAL	9,621	100.0 %	TOTAL	9,621	100.0



FAIR HEARING & MEDIATION UPDATE

JANUARY 1 – JANUARY 31, 2020

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 (19-12)	<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 withdrawn/made eligible.
Eligibility (19-15)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn/made eligible.
Funding Rent (19-16)	<u>Reason for Appeal:</u> Claimant appeals denial of funding rent. <u>Ruling:</u> Fair Hearing request withdrawn.
Eligibility (20-01)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
Reduction in Rental Assistance (20-02)	<u>Reason for Appeal:</u> Claimant appeals reduction in rental assistance. <u>Ruling:</u> Fair Hearing request pending.

Many Voters with Disabilities Can Vote by Mail Privately and Independently

January 2020, Pub. #7152.01

Background:

Vote-by-Mail has become ever more popular in California. However, voters with certain disabilities, for example vision and dexterity disabilities, are not able to vote privately and independently using a paper Vote-by-Mail ballot because they cannot read or mark it. Effective January 1, 2020 Remote Accessible Vote-by-Mail (RAVBM) must be available in every county in California. Prior to this mandate only certain counties offered this means of voting. This newly mandated method of access means voters with certain disabilities, such as vision and dexterity disabilities, can now vote privately and independently.

What is Remote Accessible Vote-by-Mail (RAVBM)?

Remote Accessible Vote-by-Mail (RAVBM) systems will allow voters with disabilities, many of whom often rely on others to assist them in reading and marking their ballot, to cast their vote privately and independently from home. This **IS NOT** internet voting.

How do RAVBM systems work?

Generally, a RAVBM system gives a voter with a disability an opportunity to download a ballot, allowing them to read it and mark it using their own assistive technology device. At that point, the voter with a disability has to print out their selections and return them to the County Elections Office. Disability Rights California published a [video demonstration of a RAVBM system](#).

How would a voter with a disability return their selections to the County Elections Office?

Voters will need to either mail it or drop it off at a polling place (or vote center) in the specially provided envelope you will receive from your County Elections Office and sign the envelope, which has specially punched holes to indicate where a person with a sight disability should sign.

What are the requirements for receiving a RAVBM ballot?

In some counties, a voter with a disability who would like to use the RAVBM system must, first, register as a Vote-by-Mail voter. **A voter may request a Vote-by-Mail Ballot or a RAVBM ballot up to seven (7) days prior to Election Day.**¹ Voters who reside in Voter's Choice Act counties,² other than Los Angeles,³ do not have to request a Vote-by-Mail ballot as they will automatically be receiving a ballot with the return envelope. All voters wishing to use the RAVBM system regardless of location must still however, request RAVBM up to seven (7) days prior to Election Day.

How many RAVBM systems are there in California?

Currently, the California Secretary of State has conditionally approved three systems, Democracy Live Secure Select 1.2.2, Five Cedars Group Alternate Format Ballot (AFB) v5.2.1 and Dominion ImageCast Remote 5.2.

How secure are RAVBM systems?

California has one of the most strenuous testing and certification programs in the country to ensure that your private and independent ballot is secure.

Individuals with Disabilities may also Contact Disability Rights California Voting Hotline for further information: 888-569-7955

¹ Some counties allow voters with disabilities to use RAVBM by going directly to the portal from the County Elections Office's website without a formal request. Individual counties can modify their website as needed. ([Return to Main Document](#))

² A [list of Voters' Choice Act](#) counties can be found on the Secretary of State's website. ([Return to Main Document](#))

³ Los Angeles County will be mailing every registered voter a ballot beginning in 2024. ([Return to Main Document](#))



A place where you receive services may include you in its count.

Census Bureau employees will work with transitional shelters, meal centers, and other places where people receive services to make sure everyone is counted. If you are staying in one of these places, or are experiencing homelessness and receive services there, you may be counted through an in-person interview with a census taker. A representative from the service's facility may submit a roster to the Census Bureau to make sure nobody is missed.

The military may include you in its count.

If you live in a military barracks or dormitory, a representative will count you as part of the facility. If you are assigned to a military vessel with a home port outside of the United States, you will be counted using data from the U.S. Department of Defense. For more information about how the census counts active duty military and their families, visit 2020CENSUS.GOV and search **military**.

To confirm how your building will be counted, check with your building supervisor or manager.

For more information, visit:

2020CENSUS.GOV

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Everyone counts in group housing.

No matter where you live, it is important that you are counted in the 2020 Census. Information collected in the census will help determine funding for vital community resources, congressional representation, and more.

You should be counted where you live and sleep most of the time. If you live in a group facility, like a dorm, military barracks, or shelter, U.S. Census Bureau employees will work with a representative from your building to make sure you are counted. You may be asked to complete an individual census form.

Your building may include you in its count.

Those living in most group facilities, including college dorms, nursing homes, psychiatric and other medical facilities, correctional facilities, group homes, and some shelters, will be counted in one of the following ways:

- A representative from your building will electronically submit your information to the Census Bureau. It will be encrypted to make sure it remains confidential.
- A Census Bureau employee will interview a representative from your building in person.
- A Census Bureau employee will drop off paper census forms for residents to complete, and pick them up later.
- At some medical and correctional facilities, a representative from your building will work as a census taker to collect information from the facility's residents.

For more information, visit:

2020CENSUS.GOV

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