



*Promoting Opportunities  
Supporting Choices*

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

## **MEETING NOTICE**

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

**DATE:** December 5, 2018

**TIME:** 5:00 – 7:00 p.m.

**PLACE:** North Bay Regional Center  
610 Airpark Road, Napa, CA 94558  
Napa Board Room

### **Board Related Meetings:**

- Vendor Advisory Committee December 11, 2018, 10:00 am – 12:00 pm at
  - North Bay Regional Center, Napa.

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

**North Bay Developmental Disabilities Services, Inc.**  
**Board of Directors' Regular Business Meeting**  
**Wednesday, December 5, 2018, 5:00 p.m.**  
**North Bay Regional Center**  
**610 Airpark Road, Napa, CA 94558**  
**AGENDA**

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Rita Edmonds-Norris, Vice President and Secretary (3 min)
- III. CONSIDERATION OF MINUTES  
Minutes of the Regular Business Meeting of November 7, 2018 be approved as submitted. (2 min)  
(Pgs. 2-9) ACTION
- IV. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (5 min)
- V. FEATURE PRESENTATIONS  
A. Client Satisfaction Survey Results – Ami Sullivan, Kinetic Flow (45 min) INFO  
B. CBEM – Kelly Weber, Senior Director of Critical Intervention Services (30 min) INFO  
    Sherri L. Kimbell, MA, LPC, PhDc  
    Emily Hamp, Assistant Director  
    Karre Williams, Chief Operating Officer  
C. Courtney Singleton, Interim Director of Community Services (20 min)  
    a. Sonoma Developmental Center Update INFO  
    b. Contracts over \$250,000 (Pgs. 10-12)  
        • Specialized Residential Facility ACTION  
        • Adult Residential Facility for Persons with Special Health Care Needs ACTION
- VI. TREASURER'S REPORT – Rosemarie Pérez, Treasurer (10 min) (Pgs. 13-14)  
Treasurer's Report be approved as submitted. ACTION
- VII. COMMITTEE REPORTS  
A. Audit Committee Update – Rosemarie Pérez, Treasurer (10 min)  
    a. Approval of FY 16-17 Independent CPA Audit Report ACTION  
    b. Approval of FY 17-18 Independent CPA Audit Engagement Letter ACTION
- VIII. DIRECTOR'S REPORT  
A. Gabriel Rogin, Executive Director (5 min) INFO
- IX. GOOD OF THE ORDER – any other Board business may be brought up at this time.
- X. GENERAL PUBLIC COMMENT (5 min)
- XI. CLOSED SESSION  
Executive Director Evaluation Process
- XII. RETURN FROM CLOSED SESSION
- XIII. ADJOURNMENT

CLOSED SESSION – 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 -- W&I Code 4663(a).

NEXT MEETING ANNOUNCEMENT - The next Board of Directors meeting is a regular business meeting scheduled for Wednesday, February 6, 2018 at North Bay Regional Center, 2351 Mendocino Ave., Santa Rosa, at 6:00pm.
---

**North Bay Developmental Disabilities Services, Inc.  
Board of Directors' Regular Business Meeting  
November 7, 2018, 5:00 p.m.  
Solano County Office of Education  
5100 Business Center Dr., Fairfield, CA 94534**

**MINUTES**

**NBRC BOARD MEMBERS PRESENT:**

Rita Edmonds-Norris, Vice President/Secretary  
David Mauger, VAC Representative  
Sara Speck, Solano County

Angel Hixson, President  
Rosemarie Pérez, Treasurer  
Jeremy Johnson, Solano County  
Franklin Phillips, Sonoma County (via phone)

**NBRC BOARD MEMBERS ABSENT:**

Jose Ayala, Napa County  
Rhonda Foster, Sonoma County

**STAFF PRESENT:**

Courtney Singleton, Interim Dir. of Community Services  
Isabel Calder, Fiscal Department Manager  
Rick Burkett, Assoc. Dir. IT  
Andrea Milam, Service Coordinator  
Soraya Green, Service Coordinator  
Claudia Calderon, Service Coordinator  
Jonathan Padilla, COAST Supervisor

Gabriel Rogin, Executive Director  
Nancy Kubota, Interim Chief Financial Officer  
Deanna Mobley, Assoc. Dir. Of Client Services  
Beth DeWitt, Director of Client Services

Jackie Lomas, Service Coordinator  
Deanna Heibel, Assoc. Dir. Of Client Services  
Ashley McConnell, Federal Revenue Supervisor  
Thomas Maseda, Director Administrative Services

**GUESTS PRESENT:**

Maria Denardo, Parent  
Alma Janssen, DDS  
Marie Marchese, R&D  
Leticia Leon, R&D  
Michael Lisenko, UCP of the North Bay  
Edith Thomas, Connections for Life

Tobias Weare, SCDD  
Frank Denardo, Client  
Holly Pagel, Connections for Life  
Kelly Weber, CBEM  
Karre Williams, CBEM  
Linda Plourde, Bayberry  
Elizabeth Clary, Alchemia

**CALL TO ORDER –**

*Angel Hixson President*, called the meeting to order at 4:59 p.m. A quorum was present and the Board introduced themselves.

*Angel Hixson, President* asked for a motion to move the General Public Comment Section to the beginning of the meeting.

**M/S/C (Phillips/Johnson) Move that the General public comment be moved to the beginning of the meeting.**  
**UNANIMOUS**

**GENERAL PUBLIC COMMENT –**

Mother spoke advocating for her 17 year old son regarding the denial of eligibility. Mother stated the following; He received services at 17 months after NBRC assessed him. He aged out at three years old and he was then transferred to the school district. He has been diagnosed with Aarskog Syndrome. After years of hospital stays, 5150 holds, numerous hospital transfers, her son is still not getting the services he needs. He has expressed that he wants to become independent and get a job to help others. He wants to make his own decisions. Mother also says her son was diagnosed with autism in July 2018.

- *Angel Hixson, Board President* thanked Mom for coming forward.
- *Gabriel Rogin, Executive Director* noted staff would follow up accordingly.

**CONSIDERATION OF MINUTES –**

**M/S/C (Pérez/Mauger) Move that the minutes of October 3, 2018 regular business meeting be approved as submitted.**  
**UNANIMOUS**

Angel Hixson, President invited Mrs. Denardo to the podium upon her introduction. She wanted to address the Board.

Mrs. Denardo spoke on behalf of her son. He didn't receive his SSI check for August 2018 and after being instructed to fill out a "special form" from SSI, they said he would be getting paid after 2 months. Once the check came it was only for one month instead of through to October. He works customer service in retail and SSI said he worked over the maximum number of hours. Mrs. Denardo is asking the Board for help getting her son's SSI checks for the months he didn't receive them.

Angel Hixson, Board President instructed Mrs. Denardo to fill out the Public Comment Card with her information so NBRC could follow up accordingly.

**FEATURE PRESENTATION – Courtney Singleton, Interim Director of Community Services**

**A. Sonoma Developmental Center Update**

Four NBRC clients remain at Sonoma Developmental Center (SDC.) 89 clients have successfully moved from SDC. We expect that the remaining four clients will be moved out by November 29<sup>th</sup>.

**B. Contracts over \$250,000 – (see attached)**

**a. New Leaf**

**M/S/C (Pérez/Speck) Move to approve the 11/1/18-10/31/20 New Leaf contract over \$250,000.**

**UNANIMOUS**

**b. CBEM**

- The Board requested a presentation at the December Board meeting to better understand CBEM's services.
- The Board extended the current contract through February 2019.

**M/S/C (Phillips/Mauger) Move to extend the CBEM contract from 8/1/18- 2/28/19.**

**UNANIMOUS**

**c. R&D Transportation**

**M/S/C (Edmonds-Norris/Pérez) Move to approve the 10 transportation contracts highlighted on the attached spreadsheet. The motion passed with Hixson, Edmonds-Norris, Pérez, Speck, Johnson and Mauger voting in favor.**

**APPROVED**

**Phillips ABSTAINED**

**d. Family Home Agencies (FHA)**

**M/S/C (Pérez/Edmonds-Norris) Move to approve to two FHA contracts listed on the attached spreadsheet.**

**UNANIMOUS**

**e. Supported Living Services**

**M/S/C (Mauger/Speck) Move to approve the 25 SLS contracts highlighted on the attached spreadsheet. The motion passed with Hixson, Edmonds-Norris, Pérez, Speck, Johnson and Mauger voting in favor.**

**APPROVED**

**Phillips ABSTAINED**

**TREASURER'S REPORT – Rosemarie Pérez, Treasurer**

- The Board Opportunity Fund decreased by \$5,000. The decrease was due to a transfer from the money market account into the checking account. The money market account balance was \$33,438.72 at the end of September 2018. The checking account ended the month of September with a balance of \$6,152.08 due to the \$930.99 in payments issued to support clients and family members.
- NBRC is in the process of the PEP, due December 10<sup>th</sup>. The PEP is the projection of the services we will be using in the rest of this fiscal year.
- Angel Hixson, Board President asked Nancy Kubota, Interim Chief Financial Officer, when she thought a line of credit will be established. Nancy Kubota anticipates early next year.

**M/S/C (Mauger/Phillips) Move that the Treasurer's Report for the month of October 2018 be approved as submitted.**

**UNANIMOUS**

**B. E-Preliminary Contract**

The E-Preliminary Contract was signed by the previous Board president without the full Board's approval of the contract.

**M/S/C (Edmonds-Norris/Speck) Move to retroactively approve the E-Preliminary Contract.**

**UNANIMOUS**

## **COMMITTEE REPORTS –**

### **A. Executive Committee Update – Angel Hixson, President**

- a. **NBRC Revised By-Laws** are included in the Board packet and will be brought back for a vote at a later date.
- b. **New Vendor Advisory Committee Members –**
  - o Stacey Martinez
  - o Jamie Freymuth Thompson
- c. **Board Mentorship** – During the September Board Retreat it was discovered that there was an opportunity to keep a member that was termed off, to maintain a seat on the Board as a mentor to new Directors.

**M/S/C (Phillips/Edmonds-Norris) Move that Linda Plourde be the Board Mentor.**

**UNANIMOUS**

### **d. Board Meeting Locations 2019**

- Note that the 2019 Board Meetings will be 6:00 pm – 8:00 pm.

**M/S/C (Johnson/Pérez) Move that the Board Meeting Locations for 2019 be approved as submitted.**

**UNANIMOUS**

### **B. Vendor Advisory Committee Update – David Mauger, VAC Representative**

- a. **VAC Partnership Agreement – Kelley Hanson, PACE Solano and Elizabeth Clarey, Alchemia**
  - 12 member voting body, committee of the Board of Directors.
  - Represent over 3,000 NBRC service providers in the Napa, Solano and Sonoma Counties.
  - VAC meets monthly on the 2<sup>nd</sup> Tuesday.

#### **Partnership Agreement –**

- 1) Advocacy – The people we serve, “Nothing about us, without us.”
- 2) Contribution – Partnership makes the services happen.
- 3) Communication – Timely communication, within two business days.
- 4) Professionalism – Ambassadors to the community and those we serve.
- 5) Intent – Come from a place of trust.
- 6) Reputation – Preserve relationships to be successful.
- 7) Chain of Command – Service Providers will be able to access the chain of commands.
- 8) Celebration – Celebrate the local achievements.
- 9) Collaboration – The people are more important than the paperwork.

The Partnership Agreement will be revisited along the way.

**M/S/C (Phillips/Johnson) Move the approval of the VAC Partnership Agreement.**

**UNANIMOUS**

### **C. Legislative Advisory Committee Update – Linda Plourde, Board Mentor**

Linda reviewed the Legislative Advisory Committee report that is included in the November Board Packet. She noted the Committee meetings are open to the public and the next meeting date is 11/27/18.

### **D. Client Advisory Committee Update – Franklin Phillips, Interim Chairperson; Angel Hixson, Board President; Sara Speck, Solano County and Gabriel Rogin, NBRC Executive Director**

The CAC had its first meeting today. There was a great turnout and a lot of feedback was received.

Examples are as follow

- Job opportunities in the community and at NBRC
- More funding for Day Programs
- Better communication with staff
- Assist with set up for meetings and events

- Health and wellness seminars
- Adult services
- More IHSS providers that know sign language
- Fidgets during meetings
- Info for parents and caregivers
- Would like more Service Coordinators that are engaged
- Public awareness
- Self-determination meeting
- Email minutes, summary to those that cannot attend

Next meeting: TBD

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

Gabriel noted the following:

- NBRC is interviewing for the CFO position. He thanked Nancy for the great job she has been doing. More interviews are being scheduled.
- Self-Determination letters were sent out for the pilot phase. NBRC followed up with those that are Spanish speaking. The next step is working with the Department of Developmental Services to schedule orientation.
- Community Placement Plan – NBRC is expecting to release a request for Close to knowing for proposal in December or January.
- DDS released guidelines for HCBS funding for 18-19. Application deadline is December 14<sup>th</sup> to the Regional Center.
- DDS is hosting a taskforce meeting on December 14<sup>th</sup>, provider survey has been sent out to get feedback on current rates.
- Mary Ida Cook Arts and Crafts Fair is Dec. 7<sup>th</sup>. Come interact with the people we serve and possibly purchase some of their artwork to celebrate.
- ARCA Retreat that was in October was collaborative and reassuring. The state level priorities are generally the same as ours locally.
  1. Sustainable funding for Service Providers and Regional Centers
  2. Inclusive Communities
  3. Affordable and accessible housing
  4. Flexibility in how we deliver services and don't forget the essentials of the Lanterman Act.
- *Angel Hixson, Board President* noted it was an emotional feeling being new in this process. She shared it was very powerful. As parents, this path is chosen for us because of our children and then there are people in this room who don't have a child with special needs it was amazing to see the passion.
- ARCA Grassroots day is April 3, 2019.
  - A day to go to the capitol and speak about our priorities.

#### **GOOD OF THE ORDER –**

- *Tobias Weare, SCDD* noted Self-Advocacy State Network meets the 5<sup>th</sup> and the 6<sup>th</sup>.
- *Rita Edmonds-Norris, Vice President and Secretary* noted the inmates in Solano County raise money and would like to help families during Christmas time. She asked Gabriel to gather a list of those in need.

**ADJOURNMENT –** *Angel Hixson, President* adjourned the regular business meeting at 7:06 p.m. and moved into a closed session meeting.

**NEXT MEETING ANNOUNCEMENT:** The next Board meeting will be a regular business meeting scheduled for December 5, 2018 at North Bay Regional Center, Napa at 5:00 p.m.



Date submitted to NBRC Board for review \_\_\_\_\_ 11/7/18  
Date approved by NBRC Board Executive Committee (if applicable) \_\_\_\_\_ N/A  
Date approved by NBRC Board \_\_\_\_\_ 11/7/18

The following contracts have been reviewed by Courtney Singleton, Interim Director Community Services and Gabriel Rogin, Executive Director, both 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
Money Management	1100	New Leaf-PN1016	11/1/18-10/31/20	YES	(Pérez/Speck)	
Crisis Intervention	105	CBEM-PN0913	08/01/18-07/31/21	-	(Phillips/Mauger)	Current contract was extended to 2/28/19. CBEM will present to the Board in December before approval of the full contract.
Transportation	51	Gateway Transportation-HN0368	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	183	Becoming Independent-H08222	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	103	Dungarvin, LLC-P20895	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	70	Milestones of Development-H13460	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	215	Pace Solano-H13225	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	175	United Cerebral Palsy-HN0286	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	26	MV Transit-NB-ZN0159	04/1/18-6/30/20	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	65	North Bay Transit Group, Inc.-PN1022	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	188	NSRT Enterprises-ZN0090	Month to Month	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Transportation	58	Transmetro Inc-North Bay-HN0433	08/01/17-06/30/19	YES	(Edmonds-Norris/Pérez)	Phillips abstained
Family Home Agency	28	Enriching Lives - HN0386	06/01/17-05/31/19	YES	(Pérez/Edmonds-Norris)	
Family Home Agency	56	California Mentor-HN0336	07/01/18-05/31/19	YES	(Pérez/Edmonds-Norris)	
Supported Living Service		A BRIGHT FUTURE SLS - PN0911	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19-12/31/19	YES	(Mauger/Speck)	Phillips abstained

Supported Living Service		ALDEA SUPPORTED LIVING P20320	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		ATLAS COMMUNITY SVCS PN1043	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		BAYBERRY INC. P20287	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		BECOMING IND SUPP LVG P20294	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		COMMUNITY CONNECTIONS P21003	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		CONNECTIONS FOR LIFE PN0227	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		HELPING HAND PN0914	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		INCLUSION SERVICES, LLC PN1014	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		JACUIT FOUNDATION INC PN0660	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		LIBERTY ILS INC PN0713	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		LIFEHOUSE, INC PN1008	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained





Supported Living Service		TAILORED LIVING CHOICES PN0473	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		WELLNESS SUPPORTED LVG PN0519	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained
Supported Living Service		WOOD SUPPORTED LIVING PN0981	03/01/17-2/28/18 3/1/18-12/31/18 01/01/19- 12/31/19	YES	(Mauger/Speck)	Phillips abstained



Date submitted to NBRC Board for review

12/5/18

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

The following contracts have been reviewed by Courtney Singleton, Interim Director Community Services 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)	Vendor #	Term of Contract	Maximum Annual Payment
Specialized Residential Facility	4	A PLACE OF GRACE	HN0315	12/15/18-until canceled	\$654,380
Specialized Residential Facility	3	RED JADE HOME	HN0317	07/01/16-until canceled	\$560,782
Specialized Residential Facility	4	KAVERE AT GREEN MOUNTAIN	HN0331	12/15/18-until canceled	\$616,032
Specialized Residential Facility	4	CARE GREAT	HN0392	07/01/16-until canceled	\$903,873
Specialized Residential Facility	4	A PLACE OF GRACE INC.	HN0393	12/15/18-until canceled	\$625,529
Specialized Residential Facility	4	PEOPLE'S CARE NORTHER CA	HN0416	12/15/18-until canceled	\$848,743
Specialized Residential Facility	4	INCLUSIONS SPECIALIZED	HN0417	12/15/18-until canceled	\$848,743
Specialized Residential Facility	4	INCLUSION SPECIALIZED	HN0419	12/15/18-until canceled	\$848,743
Specialized Residential Facility	4	CASA LUNA, INC	HN0434	08/14/17-until canceled	\$907,762
Specialized Residential Facility	4	EDRINE HOME	HN0438	03/16/18-until canceled	\$873,361
Specialized Residential Facility	4	ADELAIDE HOME LLC	HN0439	10/05/17-until canceled	\$907,762
Specialized Residential Facility	4	WAYNE HOME LLC	HN0441	12/7/17-until canceled	\$907,739
Specialized Residential Facility	4	A PLACE OF GRACE	HN0445	12/15/18-until canceled	\$669,541
Specialized Residential Facility	4	R&L RESIDENTIAL SERVICES	HN0447	01/22/18-until canceled	\$907,762
Specialized Residential Facility	4	Kalusugan Homes	HN0452	05/01/18-until canceled	\$907,762
Specialized Residential Facility	4	BAT - Erika's Home	HN0453	04/06/18-until canceled	\$1,009,707
Specialized Residential Facility	4	NARSAN HOMES, LLC JJ Home2	HN0458	05/01/18-until canceled	\$907,192
Specialized Residential Facility	4	Nanay Home	HN0459	05/15/18-until canceled	\$907,728
Specialized Residential Facility	4	NARSAN HOMES, LLC JJ Home 1	HN0466	05/31/18-until canceled	\$981,502

Specialized Residential Facility	4	Partners for Inclusion (Eve Court)	HN0469	6/8/2018-until canceled	\$907,735
Specialized Residential Facility	4	Lola Manor	HN0473	05/15/18-until canceled	\$897,972
Specialized Residential Facility	4	PEOPLE'S CARE NORTHERN	PN034	12/15/18-until canceled	\$905,156
Specialized Residential Facility	4	PEOPLE'S CARE MORNING SUN	PN042	12/15/18-until canceled	\$905,156
Specialized Residential Facility	3	Partners for Inclusion	HN0475	08/03/18-until canceled	\$805,968
Specialized Residential Facility	4	Bright Minds Residential Care	HN0491	12/15/18-until canceled	\$669,541
Adult Residential Facility for Persons with Special Health Care Needs	5	AEN HOMES, LLC	HN0420	12/1/18-until canceled	\$1,269,877
Adult Residential Facility for Persons with Special Health Care Needs	5	ABM HOMES DBA PETERSON	HN0425	01/01/19-until canceled	\$1,269,865
Adult Residential Facility for Persons with Special Health Care Needs	5	WNJT HOMES DBA MONTE	HN0426	02/01/18-until canceled	\$1,269,865
Adult Residential Facility for Persons with Special Health Care Needs	5	ERAH, LLC	HN0440	02/07/18-until canceled	\$1,358,119
Adult Residential Facility for Persons with Special Health Care Needs	5	ELWYN CALIFORNIA	HN0450	02/16/18-until canceled	\$1,439,784
Adult Residential Facility for Persons with Special Health Care Needs	5	ELWYN CALIFORNIA	HN0455	04/15/18-until canceled	\$1,470,672
Adult Residential Facility for Persons with Special Health Care Needs	5	Belen Haven II	HN0462	8/24/2018-until canceled	\$2,336,843
Adult Residential Facility for Persons with Special Health Care Needs	5	Belen Haven I	HN0463	07/25/18-until canceled	\$1,358,133
Adult Residential Facility for Persons with Special Health Care Needs	4	Serena Home LLC (Romana Home)	HN0464	05/01/18-until canceled	\$1,070,907



North Bay  
Regional Center

Operations \_\_\_\_\_  
Purchase of Service X \_\_\_\_\_

Date submitted to NBRC Board for review

12/5/18

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

The following contracts have been reviewed by Courtney Singleton, Interim Director Community Services 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)	Vendor #	Term of Contract	Maximum Annual Payment
Crisis Intervention	105	Creating Behavioral and Educational Momentum (CBEM)	PN0913	03/01/19-07/31/21	\$2,179,911



## **North Bay Regional Center Board Opportunity Fund December Board Meeting 12/5/18**

NBRC's Board Opportunity Fund money market account increased by \$100.00. The increase was due to a deposit from a donation to the Fund. The money market balance at the end of October 2018 was \$33,539.57. Earned bank interest for the money market account came to \$ .85.

In the month of October, there were two awards for \$500 each to support our clients. One request was to provide assistance for a parent of a client to travel to and from the hospital, and the other was to provide emergency rent assistance to a client. Also, there was a bank adjustment of \$32.07 to the checking account. The ending balance of the Board Opportunity Fund checking account is \$5,120.01 as of October 31, 2018.

**North Bay Regional Center**  
**CFO Board Report**  
**As of October 31, 2018**

33%  
4 months

	<u>YTD Actual</u>	<u>% Total</u>	<u>Forecast*</u>	<u>Total YTD Actual + Forecast</u>	<u>% expended</u>
<b>Purchase of Services (POS)</b>					
Supported Living Services	\$ 18,027,654	25%		\$ 18,027,654	
Community Care Facilities	18,832,676	26%		18,832,676	
Day Programs	11,028,573	15%		11,028,573	
Behavioral Services	10,304,062	14%		10,304,062	
Transportation	4,149,628	6%		4,149,628	
Medical Services	412,927	1%		412,927	
Respite	1,685,043	2%		1,685,043	
Other	7,322,993	10%		7,322,993	
<b>Total NON-CPP POS services</b>	<b>\$ 71,763,556</b>	<b>98%</b>	<b>\$ -</b>	<b>\$ 71,763,556</b>	<b>36.89%</b>
Community Placement Plan (CPP)	1,300,046	2%		1,300,046	
<b>TOTAL POS AND CPP EXPENSES</b>	<b>\$ 73,063,602</b>	<b>100%</b>	<b>\$ -</b>	<b>\$ 73,063,602</b>	<b>37.56%</b>

<b>Operations Expense (OPS)</b>					
Personnel	\$ 4,542,519	55.78%	\$ 9,956,524	\$ 14,005,953	
Benefits	1,935,315	23.77%	2,051,388	3,986,703	
Facilities/Insurance	664,506	8.16%	1,423,833	2,088,339	
Equipment	164,201	2.02%	228,737	392,938	
General Office	35,087	0.43%	104,834	139,921	
Communications	21,268	0.26%	151,801	173,069	
Mileage	82,844	1.02%	294,403	377,247	
Legal	42,379	0.52%	180,535	222,914	
Consultants	118,663	1.46%	154,970	273,633	
Bank Fee and Interest Expense	2,618	0.03%	5,722	8,340	
MHSA Grants	51,567	0.63%	170,964	222,531	
Grants	47,818	0.59%	268,642	316,460	
Other Expenses	5,769	0.07%	37,562	43,331	
Revenue	(64,498)	-0.79%	(126,014)	(190,512)	
<b>Total Non-CPP Operations Expense</b>	<b>\$ 7,650,056</b>	<b>94%</b>	<b>\$ 14,903,901</b>	<b>\$ 22,060,867</b>	
Community Placement Plan (CPP)**	493,090	6%	-	493,090	
<b>Total OPS &amp; CPP Expenses</b>	<b>\$ 8,143,146</b>	<b>100%</b>	<b>\$ 14,903,901</b>	<b>\$ 22,553,957</b>	<b>36.11%</b>

		<b>Remaining Allocation</b>
<b>E-1 -POS ALLOCATION</b>	<b>\$ 194,547,422</b>	<b>\$ 121,483,820</b>
<b>E-1 Non-Cpp OPERATIONS ALLOCATION</b>	<b>\$ 21,384,889</b>	
<b>E-1 CPP OPERATIONS ALLOCATION</b>	<b>\$ 1,169,068</b>	
<b>E-1 TOTAL OPERATIONS ALLOCATION</b>	<b>\$ 22,553,957</b>	<b>\$ 14,410,811</b>

\* Forecast for PURCHASE OF SERVICES will be reported upon the completion of the "Projected Expenditures of Purchase of Services" (PEP) report in December 2018.

\*\* CPP operations expenses are currently reflected in the YTD totals in operations. Staff will reclassify these expenses every calendar quarter.



**Vendor Advisory Committee  
Report to the NBDDS Board of Directors  
December 4, 2018**

**Submitted by: David Mauger**

The Vendor Advisory Committee met on November 13, 2018, 10 am at North Bay Regional Center, Napa.

This presentation will cover the highlights of this meeting. For more information, please refer to your board packet.

Ashley McConnell, Federal Revenue Supervisor, North Bay Regional Center announced the Home and Community-Based Services grant process is now open.

The Sonoma Vendor Group is putting together its annual legislative breakfast in March or April 2019. North Bay Regional Center and the Legislative Advisory Committee may partner for this event.

North Bay Housing Coalition Update:

- There are ongoing efforts to identify the level of housing need in our system as housing resources become more challenging to find.
- NBHC is looking at how to build relationships with local jurisdictions.
- NBHC is looking at providing training and education related to housing issues.
- NBHC is looking at opportunities to speak with parents to discuss legacy homes.



Michelle Ramirez reported the California Department of Developmental Services has a task force to present the Burns and Associates' rate study findings. DDS is using this information to study the reimbursement rates paid for community-based services for individuals with developmental disabilities.

#### Residential Committee:

Each Time the Residential Committee meets we have a follow-up meeting with Maura McDonough, Quality Assurance Supervisor, North Bay Regional Center. This is an open meeting to all members to review any concerns presented at the residential committee meeting. This committee has received wide support from North Bay Regional Center. Executive Team members have offered to attend, including Gabriel Rogin, Executive Director, NBRC.

A pressing topic during our meeting with Maura is the lack of placement opportunities for high needs individuals. This lack of placement opportunities leads to a hole in services that will affect a consumer needing a new home.

Maura acknowledges these resources continue to be a challenge.

The next Vendor Advisory Meeting is scheduled on 12/11/18 at North Bay Regional Center, Napa.

# Meeting Minutes

NBRC Vendor Advisory Committee  
North Bay Regional Center, Napa

November 13, 2018



I. Introductions and Acceptance of Minutes																									
<input checked="" type="checkbox"/> Call to Order Holly Pagel, VAC Co-Chair, called the meeting to order at 10:05 am  <input checked="" type="checkbox"/> quorum met  <input checked="" type="checkbox"/> previous meeting minutes M/S/C: Karen/Michelle/unan.	<p><u>VAC Co-Chairs</u></p> <input checked="" type="checkbox"/> Holly Pagel, Connections for Life (VAC Facilitator) <input checked="" type="checkbox"/> David Mauger, C. House (VAC Board Representative)																								
	<p><u>VAC Membership</u></p> <input checked="" type="checkbox"/> Elizabeth Clary, Alchemia <input checked="" type="checkbox"/> Kelley Hanson, PACE Solano <input checked="" type="checkbox"/> Mike Lisenko, UCP of the North Bay <input checked="" type="checkbox"/> Karen Lustig, Aldea Supported Living Services <input checked="" type="checkbox"/> Stacey Martinez, The Arc Solano <input checked="" type="checkbox"/> Linda Plourde, Bayberry, Inc. <input checked="" type="checkbox"/> Andrea Mendoza, REI/CHD <input checked="" type="checkbox"/> Michelle Ramirez, On My Own <input checked="" type="checkbox"/> Ali Tabatabai, New Leaf <input type="checkbox"/> Jamie Thompson, North Bay Industries																								
	<p><u>NBRC Staff</u></p> <table> <tr> <td>Isabel Calder</td><td>Fiscal Manager</td></tr> <tr> <td>Beth DeWitt</td><td>Director Client Svcs.</td></tr> <tr> <td>Joanne Giardello</td><td>CMS</td></tr> <tr> <td>Ashley McConnell</td><td>Fed. Rev. Supervisor</td></tr> <tr> <td>Maura McDonough</td><td>QA Supervisor</td></tr> <tr> <td>Deanna Mobley</td><td>Associate Director</td></tr> <tr> <td>Maika O'Brien</td><td>IQM</td></tr> <tr> <td>Gabriel Rogin</td><td>Executive Director</td></tr> <tr> <td>Courtney Singleton</td><td>Int. Dir. Comm. Svcs.</td></tr> <tr> <td>June Ursini</td><td>QAM</td></tr> </table>	Isabel Calder	Fiscal Manager	Beth DeWitt	Director Client Svcs.	Joanne Giardello	CMS	Ashley McConnell	Fed. Rev. Supervisor	Maura McDonough	QA Supervisor	Deanna Mobley	Associate Director	Maika O'Brien	IQM	Gabriel Rogin	Executive Director	Courtney Singleton	Int. Dir. Comm. Svcs.	June Ursini	QAM				
Isabel Calder	Fiscal Manager																								
Beth DeWitt	Director Client Svcs.																								
Joanne Giardello	CMS																								
Ashley McConnell	Fed. Rev. Supervisor																								
Maura McDonough	QA Supervisor																								
Deanna Mobley	Associate Director																								
Maika O'Brien	IQM																								
Gabriel Rogin	Executive Director																								
Courtney Singleton	Int. Dir. Comm. Svcs.																								
June Ursini	QAM																								
	<p><u>Service Provider Representatives</u></p> <table> <tr> <td>Nicholas Aguilar</td><td>Premier Healthcare Services</td></tr> <tr> <td>Lisa Ann Carbone</td><td>Lifehouse</td></tr> <tr> <td>Adria Carson</td><td>On My Own</td></tr> <tr> <td>James Cox</td><td>Becoming Independent</td></tr> <tr> <td>Debbi Davis</td><td>Special Care SLS</td></tr> <tr> <td>Paula Finley</td><td>Becoming Independent</td></tr> <tr> <td>Hillary Herbst</td><td>R &amp; D Transportation</td></tr> <tr> <td>Beth Kahiga</td><td>Napa Valley Support Services</td></tr> <tr> <td>Eric Martin</td><td>Oaks of Hebron</td></tr> <tr> <td>Terri Rowland</td><td>Milestones</td></tr> <tr> <td>Rachel Spratford</td><td>PRIDE Industries</td></tr> <tr> <td>Dawn Strong</td><td>Skills for Life</td></tr> </table>	Nicholas Aguilar	Premier Healthcare Services	Lisa Ann Carbone	Lifehouse	Adria Carson	On My Own	James Cox	Becoming Independent	Debbi Davis	Special Care SLS	Paula Finley	Becoming Independent	Hillary Herbst	R & D Transportation	Beth Kahiga	Napa Valley Support Services	Eric Martin	Oaks of Hebron	Terri Rowland	Milestones	Rachel Spratford	PRIDE Industries	Dawn Strong	Skills for Life
Nicholas Aguilar	Premier Healthcare Services																								
Lisa Ann Carbone	Lifehouse																								
Adria Carson	On My Own																								
James Cox	Becoming Independent																								
Debbi Davis	Special Care SLS																								
Paula Finley	Becoming Independent																								
Hillary Herbst	R & D Transportation																								
Beth Kahiga	Napa Valley Support Services																								
Eric Martin	Oaks of Hebron																								
Terri Rowland	Milestones																								
Rachel Spratford	PRIDE Industries																								
Dawn Strong	Skills for Life																								
	<p><u>Guests</u></p> <table> <tr> <td>Tobias Weare</td><td>State Council on Developmental Disabilities</td></tr> </table>	Tobias Weare	State Council on Developmental Disabilities																						
Tobias Weare	State Council on Developmental Disabilities																								

<b>II. Agenda changes/Additions/Trainings</b>	
	<p><b>Closure Days:</b> Darelyn Pazdel requested clarification regarding the process of informing NBRC when service providers choose to close on days not on the holiday schedule. Gabriel Rogin requested service providers inform NBRC in writing via an email to Courtney Singleton, Interim Director of Community Services.</p> <p><b>HCBS:</b> Ashley McConnell announced that the 2019-20 Home and Community-Based Services grant process is open.</p> <p><b>CIE/PIP:</b> Isabel announced that NBRC is changing the way it processes Competitive Integrated Employment/Paid Internship Program payments so that they go through e-billing. NBRC has been using manual invoices. Service providers will be able to see a history of payments on ebilling.</p> <p><b>DDS Rate Study:</b> DDS is holding a conference call on Thursday, November 15, re: rate study findings. Some program representatives will attend the meeting in Sacramento. Both are open to all.</p>
<b>III. Group Reports</b>	<b>Summary</b>
	<p><b>Napa-Solano Vendor Group:</b></p> <ul style="list-style-type: none"> <li>The Napa-Solano Vendor Group did not meet.</li> </ul> <p><b>Sonoma Vendor Group:</b></p> <ul style="list-style-type: none"> <li>Next meeting is November 28 at 10:30 at North Bay Industries.</li> <li>The Sonoma Vendor Group is putting together its annual legislative breakfast in March or April 2019. NBRC and the NBRC Legislative Committee may be a partner in this.</li> </ul> <p><b>Housing Update</b></p> <ul style="list-style-type: none"> <li>Mary Eble, Executive Director of the North Bay Housing Coalition, sent an email update</li> <li>Maura McDonough reported on the most recent NBRC-NBHC Housing meeting. In addition to continuing the conversation regarding legacy homes and monitoring legislation regarding housing issues, the group is working to collect: <ul style="list-style-type: none"> <li>Data re: types of housing and scope of need</li> <li>Best practices <ul style="list-style-type: none"> <li>Relationships with local jurisdictions</li> <li>Training and education on housing issues</li> </ul> </li> </ul> </li> </ul> <p><b>Trade Associations:</b></p> <ul style="list-style-type: none"> <li><b>CDSA:</b> Michelle Ramirez reported that the DDS task force will present Burns and Associates' findings this Thursday, November 15. Michelle also shared that changes to the 8868 Workers' Compensation code were not approved by the Workers' Compensation Insurance Rating Bureau. Electronic Visit Verification has been postponed to January 2020. The California Disability Services Association and Lanterman Coalition are asking for an 8% across-the-board increase.</li> <li><b>Arc/UCP:</b> Mike Lisenko alerted the group to keep an ear out from hearing and rally dates in January. The Arc-United Cerebral Palsy Coalition is looking at wage and hour law and is gathering information regarding Wage Orders 5 and 15 (break and lunch periods).</li> <li><b>CSLN:</b> Linda Plourde reported that the California Supported Living Network conference will take place in the spring, with several sessions on wage and hour law</li> <li><b>ANCOR:</b> Linda Plourde reported that 29 Congressional representatives, including John Garamendi, have signed on to a bill to</li> </ul>

create a new Standard Occupational Classification for Direct Service Providers. This is cost-neutral, so there is a good chance it will be approved.

**Board Report:**

- David Mauger reported on the Board of Directors meeting. The meeting had an emotional beginning as a parent presented the challenges she had experienced in trying to get her son services. Her son was recently diagnosed with autism, making him eligible for NBRC services.
- Courtney Singleton presented vendor contracts for approval. There was a great deal of board discussion regarding these, as well as some requests for additional information. The CBEM contract was temporarily extended.
- Stacey Martinez and Jamie Freymuth Thompson were approved as VAC Voting Members.
- Elizabeth Clary and Kelley Hanson presented an overview of the role of the NBRC Vendor Advisory Committee and the NBRC-VAC partnership agreement presentation.
- Linda Plourde provided a leg committee report and was approved for a one-year term as a board mentor to new directors.
- Franklin Phillips is chairing the NBRC Client Advisory Committee and reported on the first meeting, which took place November 7 at NBRC's Napa office.

**NBRC Report:**

- Board meeting:
  - Gabriel Rogin noted his appreciation for the presentation the VAC provided on the VAC's role and the NBRC-VAC Partnership Agreement.
  - NBRC is required to send any contract over \$250,000 to board for approval. Gabriel announced that the NBRC Board of Directors now wants NBRC to estimate contracts that may surpass \$250,000 and bring those to the board.
- **Housing:** Gabriel commented on the challenges with gaps in service for people served by NBRC and the importance of housing. NBRC will continue to work to identify and address gaps in service.
- **Fires:** Gabriel shared that NBRC is in contact with Far Northern Regional Center re: needs following fires in Paradise and surrounding area.
  - Due to smoke from fires, NBRC is allowing staff to work from home or take sick days.
- **SDC Closure:** Three NBRC service recipients remain at Sonoma Developmental Center. Gabriel and the NBRC team anticipate moves will take place by 11/30/18.
- **CFO Search:** Chief Financial Officer interviews will continue through the month of November.
- **Self-determination:** Selection letters have been mailed. NBRC is working with DDS to identify orientation dates, after which those selected may decide if they want to participate
- **CPP/CRDC:** RFPs to build service capacity are forthcoming
- **Art/Craft Fair:** The Mary Ida Cook Arts and Crafts Fair will take place December 7 from 10-1 at NBRC's Napa office.
- **ARCA:** Gabriel and Angel attended the Association of Regional Center Agencies' strategic planning session, which spent significant time discussing the essentials of Lanterman Act and IPPs.
- Grassroots Day is April 3 in Sacramento.

**Services and Vendor Relations:**

- Beth DeWitt reported that NBRC is in the final stages of revisions to the DAC committee, with changes anticipated by 12/1. Ivan will still be

	<p>available as a resource to Service Coordinators.</p> <ul style="list-style-type: none"> <li>• SLS subcommittee meeting met this morning. The subcommittee is discussing seamless change in service providers. SLS contracts, state minimum wage, travel reimbursements when serving people out of the agency's area, IHSS, and emergency retroactive purchases were discussed.</li> <li>• SLS/ILS group is NBRC-driven process. The group is exploring meeting remotely via teleconference.</li> <li>• Isabel will be putting together a new hire training on SLS/ILS.</li> <li>• Service providers were directed to the NBRC website for up-to-date information regarding chain of command at NBRC.</li> </ul> <p><b>SLS</b></p> <ul style="list-style-type: none"> <li>• Isabel Calder announced that ILS/SLS contracts will come up for renewal at the end of 2018.</li> </ul> <p><b>Supported Living Services Workgroup:</b></p> <ul style="list-style-type: none"> <li>• Holly Pagel reported that the ILS/SLS workgroup has absorbed the functions of the small SLS advisory committee and is working to identify an alternate time to meet.</li> </ul> <p><b>Residential Services Workgroup:</b></p> <ul style="list-style-type: none"> <li>• David Mauger reported that the next meeting is 12/6 at 2573 Claybank Rd., Fairfield - IMPACT.</li> <li>• Between each meeting, David meets with Maura McDonough.</li> <li>• The workgroup is exploring: <ul style="list-style-type: none"> <li>○ 30-day notice process</li> <li>○ Critical status waiting list - residential</li> <li>○ Relocations</li> <li>○ Homes wanting to retire and how to accommodate the loss of placements when homes close</li> <li>○ Processes for referrals for psychiatric and behavior support or crisis services.</li> </ul> </li> <li>• A residential survey is in development</li> <li>• The workgroup continues to clarify processes with R&amp;D Transportation. R&amp;D is supportive of day programs contacting residential providers</li> <li>• Elizabeth requested the workgroup address the need to identify and track the needs of regional center service recipients living in skilled nursing facilities, which are not always the most appropriate placement. Ali mentioned benefit consequences</li> </ul> <p><b>Housing Survey</b></p> <ul style="list-style-type: none"> <li>• Isabel Calder announced that a housing survey was distributed and is due by the end of the month. The survey was sent based on current authorizations.</li> </ul>
<b>IV. Community Concerns/Clarifications/ Presentations</b>	
	Darelyn Pazdel announced that the Thursday DDS conference call will not be recorded.
<b>V. NBRC Policies and Procedures</b>	
	<i>There were no policy/procedure updates.</i>
<b>VI. New Business</b>	
	<i>There was no new business.</i>

VII. Announcements	Summary
	<ul style="list-style-type: none"> <li>• <b>NBRC training:</b> Maura McDonough announced that NBRC will hold a training on preparing/writing quarterlies and other reports on Thursday, 12/4, from 10am - 12pm</li> <li>• <b>Arc Conference:</b> Stacey Martinez attended a training at ARC National Conventio. In January 2019 TennCare is rolling out system to address the workforce crisis; Besides more money, DSPs need more training and support. 2 universities in Tennessee are offering courses. This may be a model for California. Stacey also attended a breakout session on sexual abuse/autism - spectrum highlighting curriculum used in New Hampshire.</li> <li>• <b>Social Security:</b> Ali Tabatabai announced DC payee transfers are being processed after significant delays. New Leaf is anticipating 200 payee transfers statewide. New Leaf is contemplating transporting payee change applicants to</li> <li>• <b>Awards/accomplishments:</b> <ul style="list-style-type: none"> <li>○ Elizabeth Clary announced Nancy Alcott - Lattice - Champions for Children award</li> <li>○ Elizabeth announced Lisa Ann Carbone and Michelle Condit's participation in the all-night RAGNAR race in support of Lifehouse.</li> <li>○ Elizabeth announce that Joanne Giardello received an award for working to prevent sexual assault and violence in Solano County .</li> <li>○ Maura McDonough announced Liz Sutton's Lifetime Achievement award at the Sonoma County Mayors' Committee on the Employment of People with Disabilities' annual breakfast.</li> </ul> </li> <li>• Ali Tabatabai announced that New Leaf is offering training onsite at programs</li> </ul>
<b>Adjourn</b>	
	The meeting concluded at 11:25 am.

Minutes submitted by: Elizabeth Clary

NORTH BAY REGIONAL CENTER  
CONSUMER STATISTICS  
COUNTIES SELECTED: \*\* ALL \*\*

RUN: 10:39:14 11/19/2018  
STATUS CODES SELECTED: 0 P 1 2 3 8

AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,376	14.5 %	MALES	6,063	64.0 %	OWN HOME	6,883	72.7 %
3 - 17	2,802	29.6 %	FEMALES	3,402	35.9 %	ILS	614	6.4 %
18 - 40	3,350	35.3 %			SLS	646	6.8 %	
41 - 60	1,266	13.3 %			DC	18	.1 %	
61 - 80	639	6.7 %			SNF	50	.5 %	
					ICF	224	2.3 %	
0 & OLDER	32	.3 %			CCF	779	8.2 %	
					FOSTER CARE	176	1.8 %	
					OTHER	75	.7 %	
TOTAL:	9,465	100.0 %	TOTAL:	9,465	100.0 %	TOTAL:	9,465	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL	COUNTY	NUMBER	% TO TOTAL
MIXED	695	7.3 %	AUTISM	2,394	25.2 %	28. NAPA	1,180	12.4 %
ASIAN	244	2.5 %	EPILEPSY	1,080	11.4 %	48. SOLANO	3,999	42.2 %
BLACK	852	9.0 %	CEREBRAL PALSY	916	9.6 %	49. SONOMA	4,133	43.6 %
FILIPINO	345	3.6 %	MENTAL RETARDATION	4,826	50.9 %			.0 %
NATIVE AMERICAN	36	.3 %	OTHER	991	10.4 %			.0 %
POLYNESIAN		.0 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
SPANISH/LATIN	2,338	24.7 %						.0 %
WHITE	4,418	46.6 %						.0 %
OTHER	167	1.7 %						.0 %
UNKNOWN	370	3.9 %				OTHER	153	1.6 %
TOTAL:	9,465	100.0 %				TOTAL:	9,465	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	22	.2 %	0	500	5.2
ENGLISH	7,743	81.8 %	P		
SPANISH	1,557	16.4 %	1	1,152	
OTHER LATIN LANG.	1	.0 %	2	7,795	
CANTONESE CHINESE	6	.0 %	3		
MADARIN CHINESE	4	.0 %	8	18	
JAPANESE	2	.0 %			
VIETNAMESE	17	.1 %			
KOREAN	3	.0 %			
LAOTIAN	5	.0 %			
CAMBODIAN	3	.0 %			
OTHER ASIAN LANG.	4	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	96	1.0 %			

TOTAL	9,465	100.0 %	TOTAL	9,465	100.0
-------	-------	---------	-------	-------	-------





## NBRC Community Services

Become an NBRC Vendor! Visit the NBRC website:

<http://nbrc.net/service-providers/becomeavendor/>

### Resource Development

The Resource Development Department received 15 requests for vendorization during the month of October and vendored 6 new service providers. Please join NBRC in welcoming the new vendors below to the North Bay Regional Center vendor community.

### New Vendors

- Belen Haven II-In Home/Mobile Day Program-Solano County
- Kala Atterbury-Speech Therapy-Sonoma County
- C.A.S.A. Luna, Inc.-Enhanced Behavioral Support Home-Solano County
- Amani Day Services-Community Integration-Sonoma County
- Serena Homes, LLC DBA Anamor Home-Enhanced Behavioral Support Home-Sonoma County
- AE Contractors-Environmental Accessibility-Sonoma County



### NBRC Quality Assurance October 2018

17 QA Annual or Quarterly Vendor Reviews  
60 Individuals @ Day Program Arrangement Committee

40 Vendors received QA technical assistance  
54 QA assistance to NBRC employees

### Sonoma Developmental Center Update

All homes for individuals from Sonoma Developmental Center have been developed and licensed. As of 11/16/18 NBRC has three individuals remaining at Sonoma Developmental Center. One day program is pending licensure and one day program is searching for a site.

### Requests for Proposals

NBRC should be publishing our 2018-19 request for proposal (RFP) in December or January of 2019. To be notified as soon as the RFP is released email: [jasminem@nbrc.net](mailto:jasminem@nbrc.net)



### Special Incident Report (SIR) and Risk Mitigation

- DDS and Mission Analytics continues to encourage the promotion of the DDS SafetyNet website (<http://www.ddssafety.net/>) that provides user-friendly information on topics such as health, safety, and everyday life.

### Upcoming SIR Trainings

**Napa Office:** 610 Airpark Way, Board Room Dates & Times:

- Wed, January 30th, registration at 9:30, class 10:00 a.m.-12:00 p.m.
- Wed, May 29th, registration at 1:30 p.m., class 2:00 p.m.-4:00 p.m.
- Wed, September 25th, registration at 3:30 p.m., class 4:00 p.m.-6:00 p.m.

**Santa Rosa Office:** 2351 Mendocino Ave, Thai/Oaks Room Dates & Times:

- Wed, March 27th, registration at 3:30 p.m., class 4: p.m.- 6:00 p.m.
- Wed, July 24th, registration at 9:30 a.m., class 10:00 a.m. -12:00 p.m.
- Wed, November 27th, registration at 1:30 p.m., class 2:00 p.m. - 4:00 p.m.

RSVP to [SIR@nbrc.net](mailto:SIR@nbrc.net)

Keep updated on Service Provider communications? Sign up for NBRC's **VENDOR CONNECTION** newsletter [here](#) or visit <https://nbrc.net/service-providers/>





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

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

**FAIR HEARING & MEDIATION UPDATE**  
**NOVEMBER 1 – NOVEMBER 31, 2018**

Eligibility (17-35)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.
SLS (18-17)	<u>Reason for Appeal:</u> Claimant appeals denial of SLS. <u>Ruling:</u> Fair Hearing request pending.
Eligibility (18-18)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn.