



*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 6, 2019

TIME: 6:00 – 8:00 p.m.

PLACE: North Bay Regional Center
2351 Mendocino Ave., Santa Rosa, CA 95403
Oaks Thai Conference Room

Board Related Meetings:

- Vendor Advisory Committee February 12, 2019, 10:00 am – 12:00 pm at North Bay Regional Center, Napa.

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 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, February 6, 2019, 6:00 p.m.
North Bay Regional Center
2351 Mendocino Ave., Santa Rosa, CA 95403
AGENDA

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Rita Edmonds-Norris, Vice President and Secretary (5 min)
- III. CONSIDERATION OF MINUTES
Minutes of the Regular Business Meeting of December 5, 2018 be approved as submitted. (2 min) (Pgs. 2-8) ACTION
- IV. GENERAL PUBLIC COMMENT – Sign-up sheet (2 minutes per person unless otherwise allowed by Board Chairperson). (5 min)
- V. FEATURE PRESENTATIONS
 - A. Sonoma Developmental Center Update – Courtney Singleton, Interim Director of Community Services (20 min) INFO
 - B. CBEM Contract – Courtney Singleton, Interim Director of Community Services (10 min) (Pg. 9) ACTION
 - C. Purchase of Service Expenditure Projections for FY 18-19/ Fiscal Department Updates – Isabel Calder, Interim Chief Financial Officer (30 min) INFO
- VI. TREASURER'S REPORT – Rosemarie Pérez, Treasurer (10 min) (Pgs. 10-11)
 - A. Treasurer's Report be approved as submitted. ACTION
 - B. CPA Audit Update INFO
- VII. COMMITTEE REPORTS
 - A. Executive Committee – Angel Hixson, President (20 min)
 - a. NBRC Revised By-Laws (Pgs. 12-35) ACTION
 - b. Revised 2019 Board Meeting Schedule (Pg. 36) INFO
 - c. Master Board Calendar (Pgs. 37-38) INFO
 - d. Board Opportunity Fund Requests Over \$750 (Pg. 39) INFO
 - e. Board Opportunity Fund Name Change ACTION
 - B. Vendor Advisory Committee Update – David Mauger, VAC Representative (5 min) (Pgs. 40-44) INFO
 - C. Legislative Advisory Committee Update – David Mauger, VAC Representative (5 min) INFO
 - D. Client Advisory Committee Update – Franklin Phillips, Chairperson (5 min) INFO
- VIII. DIRECTOR'S REPORT
Gabriel Rogin, Executive Director (5 min) INFO
- IX. ARCA UPDATES
Angel Hixson, President and Gabriel Rogin, Executive Director (5 min) (Pgs. 58-67) INFO
- X. GOOD OF THE ORDER – any other Board business may be brought up at this time.
- XI. GENERAL PUBLIC COMMENT (5 min)
- XII. 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).

<p>NEXT MEETING ANNOUNCEMENT - The next Board of Directors meeting is a regular business meeting scheduled for Wednesday, March 6, 2018 at 6:00 pm at North Bay Regional Center, 610 Airpark Road, Napa CA.</p>
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**North Bay Developmental Disabilities Services, Inc.
Board of Directors' Regular Business Meeting
North Bay Regional Center
December 5, 2018 at 5:00 pm
610 Airpark Road, Napa, CA 94558**

MINUTES

NBRC BOARD MEMBERS PRESENT:

Rita Edmonds-Norris, Vice President/ Secretary
David Mauger, VAC Representative
Rosemarie Pérez, Treasurer
Jose Ayala, Napa County

NBRC BOARD MEMBERS ABSENT:

STAFF PRESENT:

Danielle Bernardo, Executive Assistant
Beth DeWitt, Director, Client Services
January Crane, Federal Revenue Manager
Katy Vanzant, Internal Quality Monitor
Lindsay Franco, Equity and Diversity Specialist
Rafael Hernandez, Case Management Supervisor
Patricia Cullen, Service Coordinator
Isabel Calder, Fiscal Manager

GUESTS PRESENT:

Ami Sullivan, Kinetic Flow
Mike Lisenko, UCPNB Service Provider
Elizabeth Clary, Alchemia
Holly Pagel, Connections for Life
Tony Marron, Parent

Angel Hixson, President
Jeremy Johnson, Solano County
Franklin Phillips, Sonoma County
Sara Speck, Solano County
Linda Plourde, Board Advisor
None
Gabriel Rogin, Executive Director
Thomas Maseda, Director, Administrative Services
Courtney Singleton, Interim Dir., Community Svcs.
Deanna Mobley, Associate Dir., Client Services
Deanna Heibel, Associate Dir., Client Services
Maura McDonough, QA Supervisor
Monique Tetard, Service Coordinator
Ivan Arce, Quality Assurance Liaison

Emily Hamp, CBEM
Sherri Kimbell, CBEM
Karre Williams, CBEM
Kelly Weber, CBEM
Edith Thomas, Connections for Life

CALL TO ORDER –

Angel Hixson, President, called the meeting to order at 5:03 p.m. A quorum was present and the Board and audience introduced themselves.

CONSIDERATION OF MINUTES

M/S/C (Johnson/Pérez) Move that the minutes of the November 7, 2018 regular business meeting be approved as submitted. UNANIMOUS

GENERAL PUBLIC COMMENT – None

FEATURE PRESENTATION –

A. Client Satisfaction Survey Results – Ami Sullivan, Kinetic Flow

Ami Sullivan noted the following;

The 2017 Client Services Accessibility and Satisfaction Survey objective was to gauge the overall service access, usage and satisfaction of the people NBRC serves and identify any potential disparities.

- Brief overview to review the general findings of the 22,000 data points, and 600 individual comments.
- 37 Questions (qualitative and quantitative)
- 58 participated in the survey online.
- 839 individuals participated via a telephone interview that were conducted in multiple languages.
- 45% Caucasian, 31% Hispanic/ Latino, 10.5% Other, 7.9% African American, 4.4% Asian and 1.2% Asian/ Other.

- The survey was based on a 5-point scale; 1.00 Poor, 2.00 Just OK, 3.00 Good, 4.00 Excellent, 5.00 Truly Outstanding.
- The highest rated metrics were:
 - Service Coordinator speaking to you in your preferred language (3.76)
 - Service Coordinator helping you feel comfortable talking about you/ your child (3.70)
- The lowest scores were received in the following:
 - Assisting you to identify and connect with natural supports (3.06)
 - Providing information on generic resources (3.08)

*For more detailed information, reference the December 5, 2018 Board Meeting packet.

- *Ami Sullivan* noted NBRC ranges in the “lower, middle” when it comes to other Regional Centers.
- *Gabriel Rogin* thanked Ami for the survey and the work put into it. He noted NBRC is not perfect, but this should be considered a positive report card. The overall takeaway was that this is a good starting point, positive, and hard work pays off. NBRC will be making sure we clarify expectations. Beth DeWitt, Director of Client Services is going to take the lead and create small groups to drill down even further and identify specific areas for improvement.

B. CBEM - *Kelly Weber, Senior Director of Critical Intervention Services, Sherri L. Kimbell, MA, LPC, PhDc. Emily Hamp, Assistant Director, Karre Williams, Chief Operating Officer*

- CBEM provides 24 hour crisis support, in person and by phone
- Immediate and/or in person support within 1 hour to provide services until the individual de-escalates.
- CBEM also helps the circle of support as they will be working with the individual on an ongoing basis.
- CBEM follows up with the Service Coordinator and support systems to impart what is most critical to reduce the potential of future crisis.
- CBEM provides short term stabilization, acute crisis intervention and behavior modification.
- CBEM does not use restraints or provide hands on management.
- Crisis Intervention Specialist (CIS) have a caseload of 5-10 and have weekly communication or face to face support.
- CBEM is proactive, preventative and reactive in critical situations before they become crisis.
- CBEM provides intervention support at critical times to deescalate crisis behaviors to support stabilization.
- CBEM has a database where CIS take case notes and document everything to share with the Regional Center.
 - Service Coordinators have access to the notes through the portal.
- CBEM aides with 5150 holds by informing law enforcement and/or hospital staff to give first response providers best practices and make law officers aware of information ahead of time when families give their permission.

CBEM Goals

Maintain the least restrictive living environment
Increase access to the community
Reduce 5150 holds and hospitalizations
Reduce emergency services
Successful transition to a new living environment
Promote safety, health
Prevent legal system involvement

- CBEM does outreach on an annual basis.
 - Attend a meeting in each unit at NBRC per year.
- CBEM drops into Napa weekly on Tuesdays and into Santa Rosa weekly on Thursdays.

July 2017 – Present, CBEM has served 134 clients

Demographics	County of Residence	Type of Residence
13-17 71.2%	Sonoma 44.8%	ILS/SLS 23.9%
18-24 24.6%	Napa 13.4%	FHA 1.5%
25-30 15.7%	Solano 41%	SNF ICF 4.5%
31-39 9%	Out of Area 0.7%	Homeless, unknown 1.5%
40-49 9.7%		RF 23.1%
50-59 9.7%		Family Home 45.5%
60-69 9%		
70+ 0.07%		

- CBEM recently invested in new technology to get better data points
- *Jeremy Johnson* noted he would like to see data on clients after they've been through the 6-9 months of intervention support, and how many of them are repeat clients.
- *Angel Hixson* noted she has some concerns that the Service Coordinators aren't fully aware of this service. She thanked CBEM for their time and noted the Board values the crisis work that they do.
- CBEM is looking into creating a step down rate and differentiate the types of services provided.
- Under 4 hours a month = Status 4 and CBEM doesn't charge a fee
- 24/7 hotline is available to anyone.

C. Courtney Singleton, Interim Director of Community Services

a. Sonoma Developmental Center Update –

- 2 Individuals remain at the Sonoma Developmental Center
 - NBRC anticipates one of them to move out on Friday 12/7/18 and the other is expected to move out on 12/17/18.
- The Day Program that lost their building in the fires is signing a new lease in Rohnert Park.

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

• Specialized Residential Facility (SRF)

M/S/C (Johnson/Phillips) Move approval of the 24 Specialized Residential Facility contracts highlighted on the attached spreadsheet. UNANIMOUS

Rosemarie Pérez recused herself from voting and left the room at 6:39pm.

◦ SRF – Partners for Inclusions (PFI)

M/S/C (Johnson/Speck) Move to approve Partners for Inclusions contract dated 8/3/18-until cancelled. UNANIMOUS

Rosemarie Pérez reentered the room at 6:40PM.

- Adult Residential Facility for Persons with Special Health Care Needs (ARFPSHN)
**M/S/C (Edmonds-Norris/Speck) Move to approve the 9 ARFPSHN contracts highlighted on the attached spreadsheet. The motion passed with Hixson, Edmonds-Norris, Pérez, Speck, Johnson, Mauger and Ayala voting in favor. APPROVED
Phillips ABSTAINED**

- *Jeremy Johnson* thanked Courtney Singleton for the additional work she has spent with the Sonoma Developmental Center Closure and cleaning up all of the contracts. He acknowledged she has done such a great job.

TREASURER'S REPORT –

- NBRC's Board Opportunity Fund money market account increased by \$100.00 and ended the month of October 2018 at \$33,539.57. The increase was due to a donation to the Fund.
- In October there were two awards for \$500 each to support our clients.

- One request was to provide assistance to a client to travel to and from the hospital to visit his child.
- The second request was to provide emergency rental assistance.
- The checking account ended the month of October 2018 with a balance of \$5,120.01
- NBRC is preparing the Purchase of Service PEP to be completed on Dec. 10th.

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

COMMITTEE REPORTS –

A. Audit Committee Update – Rosemarie Pérez, Treasurer

a. Approval of FY 16-17 Independent CPA Audit Report

The Audit Committee met on 11/29/18 to review the 16-17 draft Independent CPA audit report. Marcum LLP disclosed NBRC had 5 findings, but nearly all the findings have been corrected.

1. Purchasing and disbursements
 - a. The same person doing the purchasing, was also the one receiving.
 - b. NBRC corrected the finding by separating the tasks into two positions.
2. Payroll
 - a. The person that could hire was also determining salary and able to control payroll.
 - b. NBRC corrected that by ensuring there are employees that do the hiring and then there is also a payroll specialist.
3. Vendor Fiscal Monitoring
 - a. Regional Centers are required to do a certain amount of audits per year, but there wasn't a position at NBRC.
 - b. Since then NBRC has hired two Vendor Fiscal Monitors.
4. Delinquent Audit
 - a. The Audit was due March of 2018, it is now December 2018.
5. Contracts over \$250,000 were not prior approved by the Board.
 - a. NBRC has since corrected that by bringing all retroactive approvals to the Board, and they will be clearly noted in the minutes going forward.

M/S/C (Phillips/Speck) Move to approve the FY 16-17 Independent CPA Audit Report.

UNANIMOUS

b. Approval of FY 17-18 CPA Audit Engagement Letter

The 17-18 audit will start on December 17th with Marcum LLP. There is a contractual requirement for all Regional Centers. This audit must be completed and submitted no later than March 31st.

M/S/C (Johnson/Speck) Move to approve the FY 17-18 Independent CPA Engagement Letter.

UNANIMOUS

Angel Hixson, President asked the Board for a Motion to change the order of the Agenda. She asked that General Public Comment follow.

M/S/C (Johnson/Mauger) Move to approve the change in order of the agenda.

UNANIMOUS

GENERAL PUBLIC COMMENT –

Tony Marron spoke about his process with the court system and wanting to apply for conservatorship for his daughter. He asked the Board of Directors for additional support from North Bay Regional Center.

DIRECTOR'S REPORT – Gabriel Rogin, Executive Director, noted the following:

- Fires in Paradise, CA – NBRC is in regular contact with Far Northern Regional Center. Only one person from the catchment area needs to move to our area so far.
 - A GoFundMe page has been posted on our website and social media platforms.
- Doug Cleveland, passed away last week. He was a Director of Client Services at NBRC for 27 years. He was a caring, compassionate and dedicated man.
 - Family has requested in lieu of sending flowers or a card, they are asking donations to be sent to the Board Opportunity Fund on behalf of Mr. Cleveland.
 - Doug Cleveland founded the Fund and made the first major donation to it.

- *Linda Plourde* shared a memory of Mr. Cleveland and the impact he made with her 8 year old daughter. It was bring your Daughter to Work Day at NBRC. At the end of the day they were asked 5 things they enjoyed about the day and numbers 1-5 were Doug. Linda noted he was a superb supervisor and her favorite one by far.
- This Friday is the Mary Ida Cook Arts and Crafts Fair from 10:00 am – 1:00 pm.

GOOD OF THE ORDER – None

ADJOURNMENT – *Angel Hixson, President* adjourned the regular business meeting at 7:27 pm and the Board of Directors moved into a closed session meeting.

NEXT MEETING ANNOUNCEMENT: The next Board meeting will be a regular business meeting scheduled for February 6, 2019 at North Bay Regional Center, 2351 Mendocino Ave., Santa Rosa, CA 95403, at 6:00 p.m.

Date submitted to NBRC Board for review	<u>12/5/18</u>
Date approved by NBRC Board Executive Committee (if applicable)	<u>N/A</u>
Date approved by NBRC Board	<u>12/5/18</u>

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 and Vendor# (if applicable)	Term of Contract	Approved	M/S/C	Notes
Specialized Residential Facility	4	A Place of Grace – HN0315	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	3	Red Jade Home – HN0317	07/01/16-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Kavere at Green Mountain – HN0331	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Care Great – HN0392	07/01/16-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	A Place of Grace Inc. – HN0393	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	People’s Care Northern CA – HN0416	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Inclusions Specialized – HN0417	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Inclusions Specialized – HN0419	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Casa Luna, Inc. – HN0434	08/14/17-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Edrine Home – HN0438	03/16/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Adelaide Home, LLC. – HN0439	10/05/17-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Wayne Home, LLC. – HN0441	12/7/17-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	A Place of Grace – HN0445	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	R&L Residential Services – HN0447	01/22/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Kalusugan Homes - HN0452	05/01/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	BAT - Erika's Home – HN0453	04/06/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Narsan Homes, LLC. JJ Home2 – HN0458	05/01/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Nanay Home – HN0459	05/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Narsan Homes, LLC. JJ Home1 – HN0466	05/31/18-until canceled	YES	(Johnson/Phillips)	

Specialized Residential Facility	4	Lola Manor – HN0473	05/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	People’s Care Northern – PN1034	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	People’s Care Morning Sun- PN1042	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	3	Partners for Inclusion – HN0475	08/03/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Bright Minds Residential Care – HN0491	12/15/18-until canceled	YES	(Johnson/Phillips)	
Specialized Residential Facility	4	Partners for Inclusion (Eve Court) – HN0469	6/8/2018-until canceled	YES	(Johnson/Speck)	Pérez recused herself from voting.
Adult Residential Facility for Persons with Special Health Care Needs	5	Aen Homes, LLC. – HN0420	12/1/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	ABM Homes, DBA Peterson – HN0425	01/01/19-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	WNJT Homes DBA Monte – HN0426	02/01/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	Erah, LLC. – HN0440	02/07/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	Elwyn California – HN0450	02/16/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	Elwyn California – HN0455	04/15/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	Belen Haven II – HN0462	8/24/2018-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	5	Belen Haven I – HN0463	07/25/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained
Adult Residential Facility for Persons with Special Health Care Needs	4	Serena Home LLC (Romana Home) – HN0464	05/01/18-until canceled	YES	(Edmonds-Norris/Speck)	Phillips Abstained

Operations ____
Purchase of Service __X__

Date submitted to NBRC Board for review

02/06/19

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 6 month Payment
Crisis Intervention	105	Creating Behavioral and Educational Momentum (CBEM)	PN0913	03/01/19-08/31/19	\$1,089,551



North Bay Regional Center Board Opportunity Fund February Board Meeting 2/6/19

NBRC's Board Opportunity Fund money market account had a net decrease of \$4,500.00. This decrease reflects a \$5,000 transfer to the Board Opportunity Fund checking account and an increase of \$500 due to a donation to the Fund. The money market balance at the end of December 2018 was \$29,104.79. Earned bank interest for the money market account came to \$.82.

In the month of December 2018, there were eight (8) awards totaling \$5,143. Also, there was a bank maintenance fee of \$20 to the checking account. The ending balance of the Board Opportunity Fund checking account is \$3,580.34 as of December 31, 2018.

North Bay Regional Center
CFO Board Report
As of November 30, 2018

42%
4 months

			%		Total YTD
		<u>YTD Actual</u>	<u>YTD Total</u>	<u>Forecast*</u>	<u>Actual + Forecast*</u>
Purchase of Services (POS)					
Community Care Facilities	\$	23,693,706.00	25.70%	\$ 36,053,943.00	\$ 59,747,649.00
Supported Living Services	\$	22,573,884.00	24.49%	\$ 32,698,297.00	\$ 55,272,181.00
Day Programs	\$	16,589,962.00	18.00%	\$ 25,377,771.00	\$ 41,967,733.00
Behavioral Services	\$	12,759,062.00	13.84%	\$ 19,647,498.00	\$ 32,406,560.00
Other	\$	6,260,383.00	6.79%	\$ 9,709,797.00	\$ 15,970,180.00
Transportation	\$	5,133,570.00	5.57%	\$ 8,535,645.50	\$ 13,669,215.50
Respite	\$	2,146,286.00	2.33%	\$ 3,189,759.00	\$ 5,336,045.00
Medical Services	\$	525,725.00	0.57%	\$ 1,533,534.00	\$ 2,059,259.00
Total NON-CPP POS services	\$	89,682,578.00		\$ 136,746,244.50	\$ 226,428,822.50
Community Placement Plan (CPP)	\$	2,504,224.00	2.72%		
TOTAL POS AND CPP EXPENSES	\$	92,186,802.00	100.00%	\$ 136,746,244.50	\$ 226,428,822.50

		Remaining Allocation	Percent spent to date
E-1 -POS ALLOCATION	\$ 204,010,334.00	\$ 111,823,532.00	45.19%

*Forecast for PURCHASE OF SERVICES was reported on December 12, 2018 in the "Projected Expenditures of Purchase of Services" (PEP). This is what is being projected for the next 7 months.

ICF State Plan Amendment (SPA) offset	\$ (2,850,462.50)	\$ (2,295,985.50)	\$ (5,146,448.00)
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			%		Total YTD
		<u>YTD Actual</u>	<u>YTD Total</u>	<u>Forecast*</u>	<u>Actual + Forecast</u>
Operations Expense (OPS)					
Personnel	\$	5,780,331.00	\$ 0.58	\$ 8,225,622.00	\$ 14,005,953.00
Benefits	\$	2,264,375.00	\$ 0.23	\$ 1,722,328.00	\$ 3,986,703.00
Facilities/Insurance	\$	806,753.00	\$ 0.08	\$ 1,281,586.00	\$ 2,088,339.00
Equipment	\$	173,213.00	\$ 0.02	\$ 219,725.00	\$ 392,938.00
Consultants	\$	137,388.00	\$ 0.01	\$ 136,245.00	\$ 273,633.00
Mileage	\$	112,151.00	\$ 0.01	\$ 265,096.00	\$ 377,247.00
MHSA Grants	\$	57,284.00	\$ 0.01	\$ 165,247.00	\$ 222,531.00
Grants	\$	54,772.00	\$ 0.01	\$ 261,688.00	\$ 316,460.00
General Office	\$	49,487.00	\$ 0.00	\$ 90,434.00	\$ 139,921.00
Legal	\$	43,301.00	\$ 0.00	\$ 179,613.00	\$ 222,914.00
Communications	\$	34,065.00	\$ 0.00	\$ 139,004.00	\$ 173,069.00
Other Expenses	\$	7,299.00	\$ 0.00	\$ 36,032.00	\$ 43,331.00
Bank Fee and Interest Expense	\$	3,184.00	\$ 0.00	\$ 5,156.00	\$ 8,340.00
Revenue	\$	(76,607.00)	\$ (0.01)	\$ (113,905.00)	\$ (190,512.00)
Total Non-CPP Operations Expense	\$	9,446,996.00	95%	\$ 12,613,871.00	\$ 22,060,867.00
Community Placement Plan (CPP)		493,090.00	5%	-	493,090.00
Total OPS & CPP Expenses	\$	9,940,086.00	100%	\$ 12,613,871.00	\$ 22,553,957.00

		Remaining Allocation	Percent spent to date
E-1 Non-Cpp OPERATIONS ALLOCATION	\$ 21,384,889.00		
E-1 CPP OPERATIONS ALLOCATION	\$ 1,169,068.00		
E-1 TOTAL OPERATIONS ALLOCATION	\$ 22,553,957.00	\$ 12,613,871.00	44.07%

**TWELFTH ELEVENTH RESTATEMENT OF BYLAWS OF
NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.
A California Nonprofit, Public Benefit Corporation**

ARTICLE I

Name

The name of this Corporation is NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC ("Corporation"). This Corporation may do business as North Bay Regional Center or under such other fictitious name as deemed necessary from time to time.

ARTICLE II

Offices and Meetings

Section 2.1 Principal Office

The principal office for the transaction of the business of the Corporation ("principal executive office") shall be located in the County of Napa, the County of Solano or the County of Sonoma, in the State of California. The Board of Directors may change the principal executive office from one location to another within these counties. As of the date of execution of this First Twelfth Restatement of Bylaws, the principal executive office is located at 610 Airpark Road, 10 Executive Court, Suite A, Napa, California 94558-~~6267~~. Any change of this location shall be noted by the Secretary, on these Bylaws opposite this Section 2.1, or this Section 2.1 may be amended to state the new location.

Section 2.2 Other Offices

The Board of Directors may at any time establish branch or subordinate offices at any place or places at which the Corporation is qualified to do business, whether within or outside the State of California. As of the date of execution of this First Restatement of Bylaws, the Corporation maintains a second office 2351 Mendocino Avenue, Santa Rosa, California 95403-3114.

Section 2.3 Place of Meetings

Any meeting of Directors or Committees held pursuant to any provision of these Bylaws shall be held at any place within the State of California designated by the Board of Directors. In the absence of any such designation, all meetings shall be held at the principal executive office of the Corporation. However, no meeting, conference or other Board function shall be conducted in any facility that prohibits the admittance of any person, or persons, on the basis of race, national origin, ethnic group identification, religion, age, sex, sexual orientation, color, gender identification, ~~or~~ disability or any other legally protected classification. Further, all Board meetings shall be held in facilities which are accessible to persons with physical disabilities.

ARTICLE III

Purposes and Limitations

Section 3.1 General Purposes

The specific and primary purposes for which this Corporation is formed are to develop, obtain resources for and administer programs for persons with developmental disabilities and for the families of such persons, exclusively for charitable purposes, including but not limited to programs of prevention, developmental services, public information and education, research and manpower and resource development and evaluation.

Section 3.2 Philosophy

Individuals with developmental disabilities should have the same opportunities that are available to all citizens, regardless of age, sex or degree of handicap. Accordingly, it is the philosophy of this Corporation that its efforts promote normalization, individualization, least restrictive alternatives and recognition of the dignity of risk for persons with developmental disabilities and their families.

Section 3.3 Goals

In addition to the overall goals outlined in this Article III, this Corporation's goals also include those stated in its Performance Contract, in accordance with the requirements of Welfare and Institutions Code section 4629 and the Corporation's current contract with the Department of Developmental Services ("DDS").

Section 3.4 Solicitation and Contributions

The Corporation may, in accordance with applicable laws, solicit and receive contributions and donations from the general public for charitable purposes, expressly including, but not limited to, the specific and primary purposes for which this Corporation is formed, as more specifically described at Section 3.1. Such solicitation shall be in accordance with the requirements of the Supervision of Trustees and Fundraisers for Charitable Purposes Act, also known as the California Nonprofit Integrity Act of 2004, set forth at California Government Code section 12580 and following, to the extent that it may be applicable to the Corporation, from time to time.

Section 3.5 Limitations

The general purposes for which this Corporation is formed are to operate exclusively for charitable purposes.

Section 3.6 Dedication of Assets

This Corporation's assets are irrevocably dedicated to public benefit/charitable purposes. No part of the net earnings, properties, or assets of the corporation, on dissolution or otherwise, shall inure to the benefit of any private person or individual, or to any director or officer of the Corporation. On liquidation or dissolution, all properties and assets remaining after payment, or provision for payment, of all debts and liabilities of the Corporation shall be distributed to a nonprofit fund, foundation, or corporation that is organized and operated exclusively for charitable purposes and that has established its exempt status under Internal Revenue Code section 501(c)(3).

Section 3.7 Construction and Definitions

Unless the Lanterman Developmental Disabilities Services Act (the "Lanterman Act" at Welfare and Institutions Code section 4500 and following) or the context require otherwise, the general provisions, rules of construction, and definitions of the California Nonprofit Corporation Law shall govern the construction of these Bylaws. Without limiting the generality of the preceding sentence, the masculine gender includes the feminine and neuter, the singular includes the plural, the plural includes the singular, and the term "person" includes both a legal entity and a natural person.

ARTICLE IV

Membership

Section 4.1 Members

The Corporation shall have no members.

Section 4.2 References to Action by Members

Any action which would otherwise require approval by the members shall require only approval of the Board of Directors. All rights which would otherwise vest in members shall vest in the Directors.

ARTICLE V

Board of Directors

Section 5.1 Composition

(a) The number of Directors of the Corporation shall be at least ten (10) but not more than thirteen (13) Directors until changed by amendment to these Bylaws. The exact number of Directors shall be fixed, from time to time, within these limits, by resolution adopted by the Board of Directors. Any reduction in the authorized number of Directors shall not result in any Director being removed

before his or her term of office expires. The goal of the Board of Directors shall be to have Nine or twelve of the Directors ~~shall~~ include at least two (2) equal numbers of representatives each from Napa, Solano and Sonoma Counties. (A “representative” is defined for this section as a resident of such county, or an immediate family member of a consumer, who residing in such county.) One Director shall be a member of the Vendor Advisory Committee, who shall conform to the provisions of Welfare and Institutions Code section 4622, as outlined below.

(b) The Board of Directors shall make every effort to conform to criteria set forth in Welfare and Institutions Code section 4622, including the following criteria:

(1) The Board of Directors shall be composed of individuals who have demonstrated interest in, or knowledge of, developmental disabilities.

(2) The Board of Directors shall include persons with legal, management, public relations and developmental disability program skills.

(3) The Board of Directors shall include representatives of the various categories of disability to be served by the Corporation.

(4) The Board of Directors shall reflect the geographic ~~, socio-economic, cultural~~ and ethnic characteristics of the area to be served by the Corporation.

(5) A minimum of fifty percent (50%) of the members of the Board of Directors shall be persons with developmental disabilities or their parents or legal guardians.

(6) No less than 25 percent (25%) of the members of the governing board shall be persons with developmental disabilities.

(7) The Regional Center shall provide necessary training and support to all members of the Board of Directors to facilitate their understanding and participation, including issues relating to linguistic and cultural competency.

(8) Board members should be willing to devote an average of five (5) hours per month to the Corporation.

(9) The Board of Directors shall conform to such other membership criteria as are required by law.

(c) The person designated by the Service Provider Advisory Committee in accordance with the provisions of Welfare & Institutions Code section 4622, subd. (i) to serve as a member of the Board of Directors shall be one of the members of the Board of Directors. However, such person shall not do any of the following:

(1) Serve as an Officer of the Board of Directors;

(2) Vote on any fiscal matter affecting the purchase of services from any regional

center provider (as used herein, the term "fiscal matter" includes, but is not limited to, setting purchase of service priorities, transferring funds to the purchase of service budget, and establishing policies and procedures with respect to services); or

(3) Vote on any issue other than those described in paragraph (2) hereinabove in which the member has a "financial interest" as defined in Section 87103 of the California Government Code.

Furthermore, such person shall provide the Board of Directors with a list of any and all of his or her "financial interests" as such interests are described in Section 87103 of the California Government Code.

(d) By August 15 of each year, the Board of Directors shall provide DDS with documentation demonstrating that the composition of the Board is in accordance with the requirements of this Section 5.1. [W&I § 4622.5.]

Section 5.2 Qualifications

(a) No person shall serve as a Director for more than seven (7) years within ~~each~~ any eight-year period.

(b) No Director shall:

(1) Be an employee of the State Department of Developmental Services or any state or local agency which provides services to a client of the Corporation if employed in a capacity which includes administrative or policy making responsibility, or responsibility for the regulation of the Corporation.

(2) Be an employee or a member of the State Council on Developmental Disabilities ("State Council") or an Area Board on Developmental Disabilities ("Area Board").

(3) Except as otherwise provided for the one member of the Board of Directors selected by the Service Provider Advisory Committee as described in Section 8.4(d)(4) hereof, be an employee or member of the governing board of any entity from which the Corporation purchases client services.

(4) Have a "financial interest", as defined in Section 87103 of the California Government Code, in the Corporation's operations, except as a consumer of its services.

(5) Otherwise be a person barred from serving on the Board of Directors by law or government regulation.

(6) Violate the other Conflict of Interest Provisions in Title 17 of the California Code of Regulations.

(c) As required by law, the Lanterman Act, or government regulation (Title 17 of the

California Code of Regulations), each member of the Board of Directors shall file annually with the Board of Directors a completed Conflict of Interest Reporting Statement, statement on the form provided by DDS, declaring, under penalty of perjury, that such Director has neither a conflict of interest nor a potential conflict of interest as defined by said law or government regulation, except that the member of the Board of Directors designated by the Service Provider Advisory Committee as described in Section 8.4(d)(4) hereof shall also file annually the list of "financial interests" and be subject to the voting restrictions described in Section 5.1(c) of these Bylaws.

Section 5.3 Freedom from Liability

Except as provided in Corporations Code Section 5233, relating to self-dealing transactions,
No Director of this Corporation shall be personally liable for the debts, liabilities, or obligations of the Corporation.

Section 5.4 Terms of Office

(a) A Director may serve a maximum of two two-year terms and one three-year term of office, except that: (1) a Director who has already served six years in any seven-year period shall only be appointed for one additional year; and (2) the term of office of the Director designated by the Service Provider Advisory Committee as described in Section 8.4(d) hereof may be sooner terminated pursuant to the provisions of Section 8.4(d)(4) hereof. ~~Half of the seats shall be designated for re-election in odd-numbered years and half of the seats shall be designated for re-election in even-numbered years.~~ Elections shall be held ~~bi-annually~~ at the July meeting of Directors and as otherwise needed to fill vacancies. If there is an odd number of Directors at any time, the odd seat shall be designated for re-election ~~in either an odd or an even-numbered year,~~ for a one or two-year term, at the discretion of the Board, as deemed necessary to maintain continuity and orderly transition. ~~Similarly, if more or less than half of the Directors are subject to re-election in any year, the Board has discretion to change the designation of Board seats from odd to even or even to odd or to designate one or more seats for re-election after one year, in order to maintain continuity.~~

(b) The term of office of a Director elected to fill a vacancy on the Board of Directors caused by death, resignation or removal shall coincide with that of the Director whose office the new Director has been elected to fill.

(c) The term of office of any Director elected by the Board of Directors shall begin immediately upon such Director's election.

(d) Upon completion of seven years of service, a Director may serve for one year as a "Board Mentor" to new Directors, but only upon approval of the full Board. Such Board Mentor shall have no voting privileges, but may serve on Board committees in an advisory capacity, with full Board

approval. The role of Mentor is to provide instruction and insight to new members.

Section 5.5 Election

For all offices other than the Service Provider Advisory Committee directorship provided for in Section 8.4(d) hereof, Directors shall be elected at the annual meeting of the Board of Directors of the Corporation or as necessary to fill vacancies . Nominations shall be received for each seat on the Board of Directors for which a Director is to be elected in accordance with the provisions of Section 8.4(c) of these Bylaws. A plurality of the votes cast for such seat shall elect the Director to fill that seat. In the event that more than one person is nominated for a given seat on the Board of Directors, balloting for that seat shall be by secret ballot. Vacancies shall be filled prior to the annual meeting as appropriate to maintain the geographic representation required by these Bylaws.

Section 5.6 Powers

Subject to the provisions imposed by law, by the Articles of Incorporation or by these Bylaws, the activities and affairs of the Corporation shall be conducted by and all corporate powers shall be exercised by or under the direction of the Board of Directors. Without limiting the foregoing, the Board of Directors shall have, among other things, the power:

- (a) To carry out the purposes of the Corporation as expressed in its Articles of Incorporation and in these Bylaws.
- (b) To establish the policies of the Corporation.
- (c) To adopt rules and regulations, consistent with law, the Articles of Incorporation and these Bylaws, for the guidance of and the management of the affairs of the Corporation.
- (d) To appoint and remove the President, Vice President, Secretary, Treasurer, Executive Director or any other Officer of the Corporation and, except as otherwise provided in these Bylaws, to prescribe the duties and to fix the compensation of the Executive Director.
- (e) To establish, in addition to the standing committees hereinafter provided for, such committees as the Board of Directors may deem necessary or desirable, and to fix the duties and powers of said other committees.
- (f) To do, perform and transact all other business and acts which this Corporation by the laws of the State of California is permitted to do, transact and perform.

Section 5.7 Duties

The Directors shall:

- (a) Perform any and all duties imposed on them collectively or individually by law, by the Articles of Incorporation of the Corporation and by these Bylaws.

(b) Cause to be kept open to inspection of any person entitled thereto and making proper demand therefor, among other things, a book of minutes of all meetings of the Board of Directors and of the duly authorized committees of the Board of Directors, and adequate and correct books of account of the properties and business transactions of the Corporation, all in the form prescribed by law and showing the details required by law. The Board of Directors shall designate by resolution where such records shall be kept; and in the absence of any such designation, such records shall be kept at the principal executive office of the Corporation.

(c) Meet at such times and places as required by these Bylaws.

(d) Within 120 days after the end of the Corporation's fiscal year, cause to be prepared and delivered to each Director an annual report containing the following information, in appropriate detail, for the fiscal year:

(1) The assets and liabilities, including the trust funds of the Corporation as of the end of the fiscal year, with a separate listing for the Social Security Supplemental Custodian Account.

(2) The principal changes in assets and liabilities, including trust funds.

(3) The revenue or receipts of the Corporation, both unrestricted and restricted to particular purposes.

(4) The expenses or disbursements of the Corporation for both general and restricted purposes.

(5) Any information required by Section 5.7(e) of these Bylaws.

The annual report shall be accompanied by any report on it of independent accountants.

(e) As a part of the annual report referred to in Section 5.7(d), above, the Corporation shall annually furnish to each Director a statement briefly describing any indemnification or advances aggregating more than ten thousand dollars (\$10,000) paid during the fiscal year to any Officer or Director of the Corporation as authorized by Section 10.1 of these Bylaws.

Section 5.8 Limitation

A person who is a Director of the Corporation shall not solicit services from the Corporation through any procedure or means which would not be available to such person were he or she not a Director, and the Corporation shall not, in providing services, give preferential treatment to any person by reason of the fact that such person is a Director, or a relative or acquaintance of a Director of the Corporation.

Section 5.9 Compensation

The President, the Vice President, the Secretary, the Treasurer, and all of the Directors of the

Corporation shall serve without compensation for any services rendered by them to the Corporation as such Officer or Director. However, the immediately preceding sentence of the within Section 5.9 shall not operate to preclude any corporate Officer or Director from receiving reimbursement from the Corporation for reasonable expenses incurred by such Officer or Director in his or her capacity as an Officer or Director, in accordance with the Corporation's Travel Expense Reimbursement Policy. There shall be no compensation for non-business related travel companions. Neither shall there be loans to Directors or Officers, except as might be permitted by Article X of these Bylaws.

Section 5.10 Meetings

(a) Regular Meetings

The Board of Directors shall hold regular, scheduled meetings at least quarterly. The regular meeting which shall be designated the annual meeting shall be held during the month of June (or within forty-five (45) days thereafter as provided below). The President shall have the right to select the date in June for such annual meeting, or to postpone any annual meeting to a date not more than forty-five (45) days from June 30 of any year, by giving written notice to the Secretary of the date selected for such meeting not less than thirty (30) days before the date initially selected for such meeting.

(b) Special Meetings

Special meetings of the Board of Directors may be called at any time by the President, or if the President be absent or be unable to act or refuse to act, then by the Vice President, or by any five (5) Directors, which call shall be in writing, and filed with the Secretary of the Corporation.

(c) Notice

(1) Notice of each regular and special meeting of the Board of Directors shall be given by the Secretary to each Director not less than seven (7) days prior to the date of such meeting. Such notice shall include the date, time and location of, and a specific agenda for the meeting. No item shall be added to the agenda subsequent to the provision of this notice except emergency situations, described in subparagraph (e), below, or items brought before the Board at meetings by members of the public.

(2) Notice of any meeting need not be given to any member of the Board of Directors who signs a waiver of notice or a written consent to holding the meeting, or an approval of the minutes thereof, whether before or after the meeting, or who attends the meeting without protesting the lack of notice thereof prior to such meeting or at its commencement. All such written

waivers, consents and approvals shall be filed with the Secretary or made a part of the minutes of the meeting.

(d) Notice Pursuant to Written Request

Notice of meetings of the Board of Directors and of any Committee of the Board of Directors which exercises authority delegated to it by the Board of Directors shall be provided to any person who requests such notice in writing. The agenda shall identify all substantive topic areas to be discussed. Such notice shall be mailed at least seven (7) days in advance of each meeting.

(e) Emergency Meetings; Emergency Situations

The notice requirements contained in subparagraph (c)(1), above, shall not preclude the Board of Directors from taking action on any urgent request made by the California Department of Developmental Services, not related to purchase of service reductions, for which the Board makes a specific finding that notice could not have been provided at least seven (7) days before the meeting. In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of regional center services, an emergency meeting may be called without complying with the advance notice requirement outlined above in subparagraph (c). "Emergency situation" means any activity which severely impairs public health, safety, or both as determined by a majority of the members of the Board of Directors. In these situations, advance notice shall be provided if practicable. In addition, the Area Board shall be notified by telephone of each emergency meeting. The minutes of an emergency meeting, including a description of any actions taken at the meeting, shall be mailed immediately to those persons who request notice of meetings in writing.

(f) Conduct of Meetings

Meetings of Directors shall be presided over by the President of the Corporation, or in his or her absence by the Vice President or, in his or her absence, by a Director chosen by a majority of the Directors present. The Secretary of the Corporation shall act as Secretary of the Board of Directors. In the absence of the Secretary, the presiding Officer shall appoint a person to act as Secretary for the meeting.

(g) Quorum

A quorum of the Board of Directors shall consist of six (6) Directors, or, if there are fewer than thirteen (13) Directors currently serving, fifty percent (50%) of the current directors. Every action taken or decision made by a majority of the directors present at a duly held meeting at which a

quorum is present shall be an act of the Board, subject to the more stringent provisions of the California Nonprofit Public Benefit Corporation Law, including, without limitation, those provisions relating to (a) creation of and appointments to committees of the Board, which requires a majority of the directors then in office (Corporations Code section 5212), and (b) indemnification of directors, which requires a majority vote of a quorum consisting of directors who are not party to the action (Corporations Code section 5238, subdivision (e) and (c) approval of contracts or transactions in which a director has a material financial interest (Corporations Code section 5233). A meeting at which a quorum is initially present may continue after one or more Directors have departed, but a majority of a quorum must approve any proposal before their vote will be the action of the Board.

(h) Open Meetings

All meetings of the Board of Directors shall be open and public, and all persons shall be permitted to attend any meeting, except as otherwise provided in this Subsection (g) or in Section 5.10(h) or in the Welfare and Institutions Code. Board meetings shall be open and public in accordance with all of the following provisions:

(1) A copy of Article 3 of Chapter 5 of Division 4.5 of the Welfare and Institutions Code shall be provided to every new member of the Board of Directors upon his or her assumption of Board membership.

(2) For purposes of this Section 5.10, Board meetings shall include meetings conducted by any committee of the Board of Directors which exercises authority delegated to it by the Board of Directors. However, Board meetings shall not be deemed to include Board retreats planned solely for educational purposes.

(3) At each Board meeting, time shall be allowed for public input both before a matter is called on all properly noticed agenda items prior to board action on that item, in accordance with requirements of Welfare and Institutions Code sections 4660-4669. for a vote and at any time designated by the Board of Directors to allow public input on matters not on the agenda.

(4) Any person attending an open and public meeting of the Board of Directors shall have the right to record the proceedings on a tape recorder, video recorder, or other sound, visual or written transcription recording device, in the absence of a reasonable finding by the Board of Directors that such recording constitutes, or would constitute, a disruption of the proceedings.

(i) Closed Meetings

(i) The Board of Directors 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.

(ii) Any matter specifically dealing with a particular Regional Center client must be conducted in a closed session, except where it is requested that the issue be discussed publicly by the client, the client's conservator, or the parent or guardian, where the client is a minor. Minutes of closed sessions shall be kept by the designated Officer or employee of the Regional Center, but these minutes shall not be considered public records. Prior to and directly after holding any closed session, the Board shall state the specific reason or reasons for the closed session. In the closed session, the Board may consider only those matters covered in its statement of reason or reasons for the meeting.

(iii) The Board of Directors may hold a closed session regarding pending litigation when discussion in open session concerning those matters would prejudice the position of the Regional Center in litigation. Litigation shall be considered pending when any of the following circumstances exist:

(1) Any adjudicatory proceeding to which the Regional Center is a party has been initiated formally.

(2) A point has been reached where, based upon existing facts and circumstances and the advice of legal counsel, it is determined that there is a significant exposure to litigation against the Regional Center.

(3) Based upon existing facts and circumstances, the Regional Center has decided to initiate or is deciding whether to initiate litigation.

(iv) Prior to holding a closed session pursuant to subdivision (iii) of this Subsection (i), the Regional Center Governing Board shall state publicly to which portion of said subdivision (iii) it is pursuant, i.e., which kind of pending litigation will be discussed.

(j) Materials Distributed

Agendas and other writings or materials distributed prior to or during a Board meeting for discussion or action at the meeting, shall be considered public records, except those materials distributed during and directly related to a closed session authorized under Subsection (i) of this Section 5.10. Writings which are distributed prior to commencement of a Board meeting shall be

made available for public inspection upon request prior to commencement of the meeting. Writings which are distributed during a Board meeting shall be made available for public inspection at the time of their discussion at the meeting. A reasonable fee may be charged for a copy of the public record distributed pursuant to this subsection.

(k) Violation of Open Meeting Requirements

Any action taken by the Board in violation of Subsections (d) and (h) through (j) of this Section 5.10, is null and void.

(l) Inapplicability of Subsection (d) and Subsections (h) through (j) to Non-Regional Center Affairs

The provisions set forth in Subsections (d) and (h) through (j) of this Section 5.10 shall not apply to the corporate affairs of the Board of Directors which have no relationship to the role and responsibility of the Regional Center, set forth in Chapter 5 of Division 4.5 of the Lanterman Act.

(m) Participation in Meetings by Telephone or Other Telecommunications Equipment

A Board Director may participate in a meeting of the Board of Directors by conference telephone, video screen communication, or other communications equipment. Participation in a meeting under this Subdivision (m) shall constitute presence in person at the meeting if both of the following apply:

(1) Each member participating in the meeting can communicate concurrently with all of the other members.

(2) Each member is provided the means of participating in all matters before the Board, including the capacity to propose, or to interpose an objection to, a specific action to be taken by the Corporation.

(n) Robert's Rules of Order

Meetings [are generally to be conducted with appropriate parliamentary procedure, which the Board may choose to be](#) as provided in the latest edition of Robert's Rules of Order.

Section 5.11 Removal of Directors

(a) Any Director may be removed as a Director with or without cause at any time by resolution duly adopted by the Directors of the Corporation, provided that the following two conditions are satisfied:

(1) Notice of intention to offer a resolution for such removal is given to each Director of the Corporation not less than fifteen (15) days prior to the date of adoption of such resolution; and

(2) At least sixty-six and two-thirds percent (66 2/3 %) of the full number of

persons who at the time are Directors of the Corporation vote in favor of such removal.

(b) If any Director of the Corporation be absent for three (3) consecutive meetings of the Board of Directors or three (3) consecutive meetings of any Standing Committee of the Corporation of which such Director is a member, such Director may, by vote of a majority of the full number of persons who at the time are directors of the Corporation, be removed from office as a Director at the conclusion of the meeting of the Directors of the Corporation next succeeding such three (3) consecutive absences. Notice of such three (3) consecutive absences and of the immediately preceding sentence of these Bylaws shall be included by the Secretary in the notice of the meeting of the Directors of the Corporation next succeeding such three (3) consecutive absences.

(c) Whenever a Director is removed, the Secretary shall give written notice of such removal to such Director.

Section 5.12 Vacancies

(a) Occurrence

Vacancies in the Board of Directors shall exist (1) on the death, resignation, or removal of any Director; (2) whenever the size of the Board of Directors is increased; (3) on failure of the Directors to elect the full number of Directors authorized; and (4) upon the declaration by resolution of the Board of Directors of a vacancy in the office of a Director who has been declared of unsound mind by a final order of any court, convicted of a felony or been found by final order of any court to have breached a duty arising under Article 3, Chapter 7, Part 2 of Division 2 of the California Corporations Code (Sections 5230 through 5239). For purposes of this subsection (a), if a Director has been declared of unsound mind by a final order of any court, convicted of a felony or been found by final order of any court to have breached a duty arising under said Article 3 of the California Corporations Code and the Board of Directors does not declare a vacancy in the office of a Director within thirty (30) days after such order of court becomes final, then any Director may file a complaint with the superior court of the proper county to remove such Director from office.

(b) Filling Vacancies

Vacancies caused by the death or resignation of a Director or Directors, or by removal as provided in these Bylaws, or by an amendment increasing the size of the Board of Directors authorized, shall be filled by a [vote of a](#) majority of the Directors then in office, except that a vacancy in the Directorship held by the member of the Service Provider Advisory Committee pursuant to Section 8.4(d)(4) hereof shall be filled by election of a new designated member by said Committee. The person filling a vacancy pursuant to this subparagraph (b) shall hold office as a Director until the expiration of the term of office of the Director whose vacancy he or she is elected to fill, or, if the

office is created by amendment increasing the size of the Board of Directors, until the expiration of the term designated for such office.

(c) Reduction of Number

A reduction in the size of the Board of Directors shall not remove any Director prior to the expiration of his or her term of office.

Section 5.14 Good Faith, Standard of Care, Reliance on Information from Others

(a) Good Faith Requirement

A Director shall perform the duties of a Director, including duties as a member of any committee of the board upon which the Director may serve, in good faith, in a manner that Director believes to be in the best interests of the Corporation and with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

(b) Justified Reliance on Others

In performing the duties of a Director, a Director shall be entitled to rely on information, opinions, reports or statements, including financial statements and other financial data, in each case prepared or presented by:

(1) One or more officers or employees of the Corporation whom the Director believes to be reliable and competent in the matters presented;

(2) Counsel, independent accountants or other persons as to matters which the Director believes to be within that person's professional or expert competence; or

(3) A committee upon which the Director does not serve that is composed exclusively of Directors or any combination of Directors and persons described in paragraph (1), above, or persons described in paragraph (2), above, as to matters within the committee's designated authority, which committee the Director believes to merit confidence, so long as, in any case, the Director acts in good faith, after reasonable inquiry when the need therefor is indicated by the circumstances and without knowledge that would cause that reliance to be unwarranted.

(c) Freedom from Liability

Except as provided in Corporations Code Section 5233, relating to self-dealing transactions, a person who performs the duties of a Director in accordance with subdivisions (a) and (b), above, shall have no liability based upon any alleged failure to discharge the person's obligations as a Director.

ARTICLE VI.

Officers

Section 6.1 Number and Titles

The Officers of the Corporation shall be a President, a Vice President, a Secretary and a Treasurer.

Section 6.2 Qualifications, Election, Term of Office, and Vacancies

(a) Officers of the Corporation shall be elected by the Board at its July meeting as specified in Section 5.10(a) hereof. The term of office of each elected Officer shall begin immediately upon his/her election. In all cases, Officers shall be elected from among any of the Directors then serving other than the Director selected by the Service Provider Advisory Committee pursuant to Section 8.4(d)(4) hereof. Each Officer shall serve for a two-year term or until: (1) his or her successor is elected, (2) his or her resignation, (3) his or her removal at the pleasure of the Board of Directors, (4) the expiration of his or her term as a Director, or (5) his or her death, whichever occurs first. No person shall serve more than two (2) full consecutive terms in the same office. Vacancies among the Officers shall be filled by the Board of Directors.

(b) A list of nominees for Officers shall be provided by the Nominating Committee at a regular meeting of the Board of Directors prior to such annual meeting. Opportunity for additional nominations by any Directors shall be provided immediately prior to balloting.

Section 6.3 Duties of the President

The President shall preside at all meetings of the Board of Directors and at all meetings of the Executive Committee; shall execute all agreements with [the Department of Developmental Disabilities and the State of California governmental agencies](#) for funding of the Corporation and all leases of real property; shall, with the approval of the Board of Directors, appoint the chairpersons of all committees, except the Executive Committee, the Nominating Committee and the Service Provider Advisory Committee; shall be a member, ex officio with vote, of all Standing Committees other than the Service Provider Advisory Committee (except that the President may designate the First or the Second Vice President, in place of the President, to be a member, ex officio with vote, of any such Standing Committee other than the Service Provider Advisory Committee); and shall perform such other duties as may be required of him or her by these Bylaws or may be required of him or her from time to time by the Board of Directors.

Section 6.4 Duties of Vice President

The First Vice President shall perform all duties and exercise all powers of the President when the President is absent or is otherwise unable to act. The First Vice President shall perform such other duties as may be required from time to time by the Board of Directors.

Section 6.5 Duties of Secretary

The Secretary shall cause minutes of all meetings of the Board of Directors to be kept, shall be the custodian of the corporate records (which shall be kept in the Principal Office of the Corporation), shall cause all notices which are required by law or by these Bylaws to be given, and, generally, shall perform all duties incident to the office of Secretary and such other duties as may be required of him or her by law, by the Articles of Incorporation, by these Bylaws or from time to time by the Board of Directors.

Section 6.6 Duties of Treasurer

The Treasurer shall make provision for the care and custody of all funds of the Corporation, shall make provision for the deposit of such funds as required and designated by the Board of Directors, shall make provision for the maintenance of adequate accounts of the properties and business transactions of the Corporation, shall render reports and financial statements to the Directors as required by the Board of Directors and these Bylaws, and shall in general perform all duties incident to the office of Treasurer and such other duties as may be required by law, by the Articles of Incorporation, or by these Bylaws, or which may be assigned to him or her from time to time by the Board of Directors. All or part of the above duties may be delegated to the Executive Director or to such other staff as may be designated by the Executive Director.

ARTICLE VII.

Executive Management

(a) Executive Director

(1) The Executive Director shall act in the capacity of the Chief Executive Officer of the Corporation and as such shall have the authority and responsibility for the day-to-day management and administration of the affairs, employees and resources of the Corporation.

(2) The Executive Director shall, subject to the policies of the Corporation, employ, supervise, manage, control and discharge the employees of the Corporation.

(3) The Executive Director shall advise and counsel the Board of Directors in matters of policy and shall act as a representative for the Corporation at community, state and national meetings.

(4) The Executive Director shall sign all contracts binding the Corporation except those relating to real property and those relating to agreements with [the Department of Deveopmental](#)

Disabilities and the State of California ~~any state agency~~ for funding of the Corporation.

(5) The performance of the Executive Director shall be reviewed annually by the Board of Directors.

(6) The Board of Directors shall review and approve the compensation of the Executive Director, including all benefits, to assure that it is just and reasonable. This review and approval shall occur upon the hiring of the Executive Director and whenever the term of his or her employment, if any, is renewed or extended, and whenever the Executive Director's compensation is modified. Separate review and approval shall not be required if a modification of compensation extends to substantially all employees.

ARTICLE VIII.

Committees

Section 8.1 Appointment of the Chairperson

The chairperson of each committee, with the exception of the Executive Committee, the Nominating Committee and the Service Provider Advisory Committee, shall be appointed by the President. The chairperson of each Standing Committee other than the Service Provider Advisory Committee shall be selected from among the members of the Board of Directors. The chairperson of the Service Provider Advisory Committee shall be selected as provided in Section 8.4(d)(4) of these Bylaws.

Section 8.2 Committee Membership

Each committee shall have at least two Directors. Committee membership shall be established by a simple majority of Directors present at a Board Meeting. Except as otherwise provided in these Bylaws, members of the committees are not required to be Directors of the Corporation. However, no committee can take action or be authorized to take action on behalf of the Board of Directors unless all of its members are members of the Board of Directors.

Section 8.3 Minutes

Each committee shall cause minutes of its proceedings to be kept and promptly furnish copies of said minutes to the Secretary of the Board of Directors.

The following Standing Committees are hereby established:

Section 8.4 Standing Committees

(a) Executive Committee

(1) The Executive Committee shall be comprised only of the President, the Vice President, the Secretary, the Treasurer. The Executive Committee shall exercise the full powers of the Board of Directors between regular Board meetings, except for:

(i) The power to adopt, amend or repeal the Articles of Incorporation or these Bylaws;

(ii) The power to act contrary to policies established by or prior actions of the Board of Directors;

(iii) The power to fill vacancies on the Board of Directors or on the Executive Committee;

(iv) The power to approve expense reimbursement ~~fix~~ compensation of Directors for serving on any committee;

(v) The power to appoint committees of the Board of Directors or the members thereof;

(vi) The power to expend (or authorize the expenditure of) corporate funds to support a nominee for Director after there are more people nominated for Director than can be elected;

(vii) The power to approve any self-dealing transaction; and

(viii) The power to appoint or remove the Executive Director.

The President shall be the chairperson of the Executive Committee.

(2) All actions taken by the Executive Committee shall be reported at the next meeting of the Board of Directors.

(3) Meetings of the Executive Committee shall be held at the call of the President or any two (2) members of said Committee. Notice of the meeting shall be given to each member of the Executive Committee either orally or in writing, by means of telephone, telegraph, personal visit or mail, not less than seven (7) days before the time at which the meeting is scheduled to take place, unless notice is waived by such member in writing. Such written notice shall also be sent to anyone who requests notice of Executive Committee meetings in writing.

(c) Nominating Committee

(1) The Nominating Committee shall be comprised of the President or Vice President or another Board Officer and two (2) other persons selected by the Board of Directors from among its members or advisors. The Nominating Committee shall select its own Chairperson.

(2) The Nominating Committee has the responsibility to seek out and recommend qualified candidates for presentation and election as Directors and Officers of the Corporation and, pursuant to subsection (d) of this Section 8.4, as members of the Service Provider Advisory Committee.

(3) The Nominating Committee shall meet periodically throughout the year to

assure that the Board of Directors will have continuity of experienced leadership.

(4) The Nominating Committee shall recommend Directors and Officers in sufficient numbers to fill vacancies, both at the end of terms of office and caused by resignation, incapacity, death or removal.

(5) The Nominating Committee shall prepare its slate of recommended candidates for election as directors and its slate of recommended candidates for election as Officers before each annual meeting of the Board of Directors. Both such slates, for informational purposes, shall be presented at a regular meeting of the Board of Directors held before the date of the annual meeting of said Board and shall be filed with the Secretary not later than fifteen (15) days before the date of such annual meeting of the Board. The slate of recommended candidates for membership on the Service Provider Advisory Committee (whether for initial membership or to fill vacancies on said Committee), shall be presented to the Board of Directors at such time as the Board shall designate, and in the absence of such designation, shall be presented at a regular meeting of the Board of Directors held before appointments to said Committee are to be made.

(d) Service Provider Advisory Committee

(1) The Corporation shall have a Service Provider Advisory Committee. The Service Provider Advisory Committee shall provide advice, guidance, recommendations and technical assistance to the Board of Directors in order to assist the Corporation in carrying out the Corporation's mandated functions. The Service Provider Advisory Committee shall be comprised of a total of ten (10) representatives of the providers from which the Corporation purchases consumer services (herein "service providers"), who shall be selected from among the various categories of service providers.

(2) The members of the Service Provider Advisory Committee shall be elected as such by the Board of Directors and shall each serve for a two (2) year term. Vacancies on said Committee caused by death, resignation or removal shall be filled by the Board of Directors for the balance of the term of the Committee member who died, resigned, or was removed. Each member of the Service Provider Advisory Committee shall be either an employee of, a member of the governing board of, a partner in, or a proprietor of, a service provider.

(3) The Nominating Committee shall present to the Board of Directors a slate of candidates to fill vacancies in the membership of the Service Provider Advisory Committee. The Nominating Committee shall take into consideration the composition which, according to subparagraph (1) of this Section 8.4(d), the Service Provider Advisory Committee is intended to have.

(4) The Service Provider Advisory Committee shall designate, from among its

members, by majority vote, its own representative to sit on the Board of Directors. The representative so designated as a Director shall also be the chairperson of the Service Provider Advisory Committee. Such representative shall serve as a Director and as chairperson of said Committee for a two (2) year term or until the occurrence of one of the following events, whichever occurs first: (a) his or her successor is elected, (b) his or her resignation, (c) his or her removal at the pleasure of said Committee, or (d) the expiration of his or her term as a committee member. A vacancy in the position of chairperson caused by death, resignation or removal shall be filled by said Committee for the balance of the unexpired term of the chairperson who died, resigned, or was removed.

(5) The Service Provider Advisory Committee shall meet quarterly or at such other intervals as may be designated.

Section 8.5 Other Committees

Other Committees may be appointed and authorized with such responsibilities and authority as, and for such terms as, the Board of Directors may specify, so long as all members of any Committee taking action on behalf of the Board of Directors are elected by a majority of the Board of Directors from among sitting Board members.

Section 8.6 Limitation on Authority

Except as expressly delegated to any particular committee by these Bylaws or by resolution of the Board of Directors, no Committee shall have any authority to take any action, make any expenditure or incur any liability in the name of or on behalf of the Corporation. Further, no Committee may be delegated authority which would otherwise be exercised by the Board of Directors unless all of the members of the Committee are also members of the Board of Directors, or unless all of the actions proposed by such Committee are ratified by the Board of Directors prior to their execution. The Executive Committee is the only Committee with the right to bind the Board by its vote, and that only to the extent that the Board has delegated that right to it. The Service Provider Advisory Committee has the right to select its chairperson, who will be a member of the Board of Directors, pursuant to Welfare and Institutions Code section 4622, subdivision (i). Other than the Executive Committee, no committee can bind the Board in any way. They can only vote to make recommendations to the Board of Directors.

ARTICLE IX.

Miscellaneous Provisions

Section 9.1 Fiscal Year

The fiscal year of the Corporation shall commence on July 1 and end on the next succeeding

June 30.

Section 9.2 Execution of Checks and Other Documents

All checks, drafts or other orders for payment of money, notes or other evidence of indebtedness, issued in the name of, or payable to, the Corporation, shall be signed or endorsed by such person or persons, and in such manner as shall be determined, from time to time, by resolution of the Board of Directors. The name of the persons so designated shall be set forth in a Exhibit attached to these By-laws and may be changed by the Board from time to time. The Board of Directors, except as in these Bylaws or otherwise provided may authorize any Officer or Officers, agent or agents to enter into any contracts or execute any instruments in the name of the Corporation. Such authority may be general or confined to specific instances. Unless so authorized by the Board of Directors or by these Bylaws, no Officer, agent or employee of the Corporation shall have any power or authority to bind the Corporation by any contract or engagement, or to pledge its credits, or to render it liable for any purpose or to any amount.

Section 9.3 Parliamentary Procedure

It shall be the general intent of the Board to proceed under Parliamentary procedures, and the Board may choose to follow~~The the~~ rules contained in *Roberts Rules of Order* (latest revision) ~~shall govern the Corporation~~ in all cases to which they are applicable and in which they are not inconsistent with law or with the Articles of Incorporation, Bylaws or special rules of order of the Corporation.

Section 9.4 Seal

The Corporation shall have a seal consisting of a circle having on its “North Bay Developmental Disabilities Services, Inc.”

Section 9.5 Service of Notice and Waiver of Notice

Whenever any notice is required by these Bylaws to be given, personal service is not meant unless expressly so stated; and any notice so required shall be deemed to have been sufficient if given by email, posting on the Web Site, or by deposit of the same in a post office box in a sealed postpaid wrapper with first class postage thereon prepaid, addressed to the person entitled thereto at his or her post office address last known to the Secretary of the Corporation. Such notice shall be deemed to have been given on the day of such sending, posting or mailing. Any notice required by these Bylaws to be given may be waived as provided by Section 5.10(c) hereof.

Section 9.6 Severability

If any provision of these Bylaws is determined by a court of competent jurisdiction or

otherwise to be illegal or invalid, these Bylaws shall be interpreted as though such illegal or invalid provision was never made a part of these Bylaws.

ARTICLE X.

Indemnification

Section 10.1 Right of Indemnity

To the fullest extent permitted by law, this Corporation shall indemnify its Directors, Officers, employees, and other persons described in Section 5238, subdivision (a) of the California Corporations Code, including persons formerly occupying any such position, against all expenses, judgments, fines, settlements and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in that Section, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in that section. "Expenses," as used in this bylaw, shall have the same meaning as in section 5238, subdivision (a) of the California Corporations Code.

Section 10.2 Approval of Indemnity

On written request to the Board of Directors by any person seeking indemnification under Section 5238, subdivision (b) or Section 5238, subdivision (c) of the California Corporations Code, the Board shall promptly determine under Section 5238, subdivision (e) of the California Corporations Code whether the applicable standard of conduct set forth in Section 5238, subdivision (b) or Section 5238, subdivision (c) has been met and, if so, the Board shall authorize indemnification.

Section 10.3 Advancement of Expenses

To the fullest extent permitted by law and except as otherwise determined by the Board of Directors in a specific instance, expenses incurred by a person seeking indemnification under Section 10.1 and 10.2 of these Bylaws in defending any proceeding covered by those Sections shall be advanced by the Corporation before final disposition of the proceeding, on receipt by the Corporation of an undertaking by or on behalf of that person that the advance will be repaid unless it is ultimately determined that the person is entitled to be indemnified by the Corporation for those expenses.

Section 10.4 Purchase of Insurance

The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its Officers, Directors, employees, and other agents, against any liability asserted against or incurred by any Officer, Director, employee, or agent in such capacity or arising out of the Officer's, Director's, employee's, or agent's status as such. Such coverage shall include, but not be limited to indemnity for fiduciaries of any Corporation employee benefit plan or plans.

Purchase of such coverage shall be limited to that which is reasonably prudent in light of the Corporation's budget considerations, as reviewed from time to time.

ARTICLE XI.

Amendment of Bylaws

These Bylaws or any of them may be replaced or amended or new or additional Bylaws may be adopted by the Board of Directors provided that both of the following two conditions have been complied with:

- (a) Notice of the proposed change has been given to each of the Directors at least ten (10) days before the adoption of such change; and
- (b) At least a majority of the Directors then in office vote in favor of such change.

CERTIFICATE OF SECRETARY

The undersigned, being the Secretary of the Corporation, hereby certifies:

1. That I am the duly elected and acting Secretary of the NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC., a California Nonprofit Public Benefit Corporation, and

2. That the attached ~~Twelfth~~ Eleventh Restatement of the Bylaws, consisting of twenty-four (24) pages, was duly adopted by the Board of Directors of said Corporation on , 2018, February 5, 2014, and is now in full force and effect.

IN WITNESS WHEREOF, I have hereunto set my hand and have affixed the seal of this Corporation hereto this 5th day of March, , 2018.

[SEAL]

SECRETARY

Board Meeting Locations 2019

New time: 6:00 pm – 8:00 pm

January 2	Regular Business Meeting	No Meeting
February 6	Regular Business Meeting	NBRC Santa Rosa Office
March 6	Regular Business Meeting	NBRC Napa Office
April 3	Regular Business Meeting	Solano County Office of Education
May 1	Regular Business Meeting	NBRC Santa Rosa Office
June 5	Annual Board Meeting	NBRC Napa Office
July 3	Regular Business Meeting	NBRC Santa Rosa Office
August 7*	Regular Business Meeting	No Meeting / Board all day Retreat
September 4	Regular Business Meeting	Solano County Office of Education
October 2	Regular Business Meeting	NBRC Santa Rosa Office
November 6	Regular Business Meeting	Solano County Office of Education
December 4	Regular Business Meeting	NBRC Napa Office

*Board Retreat in August



Master Board Calendar 2019

Month	Awareness Days	Item	Due Date
JANUARY No Board Meeting		Executive Director Performance Review	January 1 st
FEBRUARY NBRC Santa Rosa	11th: International Epilepsy Day	Executive Director Contract Renewal (based on term) Purchase of Service Expenditure Projections Overview CPA Audit Status Update	February 1 st February Board Meeting Audit Committee Meeting
MARCH NBRC Napa	Cerebral Palsy Awareness Month Developmental Disabilities Month 26th: Purple Day for Epilepsy	Annual CPA Audits due to DDS (reports should be submitted in January or February every year)	March 31 st
APRIL Solano County Office of Education	Autism Awareness Month 2nd: World Autism Awareness Day (dress in blue to recognize individuals with Autism)	Nominating Committee prepares list of Board Officers (elections only required every two years)	Nominating Committee Meeting
MAY NBRC Santa Rosa		Disparity Report Nominating Committee presents list of Board Officers (elections only required every two years) Community Resource Development Plan	May Board Meeting Depending on the release of information from DDS

JUNE NBRC Napa	18th: Autistic Pride Day	Annual Board Meeting Employee Recognition/ Napa	June Board Meeting
JULY NBRC Santa Rosa	26th: Disability Independence Day	Employee Recognition/ Santa Rosa Board votes/elects Board Officers (elections only required every two years) Public Input Session for Caseload Ratio Corrective Action Plan	July Board Meeting
AUGUST No Board Meeting Board Retreat in Napa		Board of Directors Retreat Board of Directors to sign Conflict of Interest Statements	By August 11 th
SEPTEMBER Solano County Office of Education		Performance Contract Draft presented for feedback	September Board Meeting
OCTOBER NBRC Santa Rosa	National Disability Employment Awareness Month (NDEAM)	Performance Contract presented for approval Executive Director Performance Surveys sent out	October Board Meeting
NOVEMBER Solano County Office of Education	Epilepsy Awareness Month	All Contracts over \$250,000 for approval	November Board Meeting
DECEMBER NBRC Napa	3rd: International Day of People with Disabilities		

**Board Opportunity Fund Requests Over \$750
December 2018 and January 2019****Formally approved by the Executive Committee on December 20, 2018 –**

1. Cremation for a person that passed away. No family involvement, leaving no funds to cover the costs. North Bay Regional Center (NBRC) feels like we should honor our clients in death as we did in life.

M/S/C (Pérez/Edmonds-Norris) Move to approve the Board Opportunity Fund Request for assistance with \$821 in cremation costs for M.G. UNANIMOUS

2. Two people, were being asked to leave a home and they needed money for the deposit and rent to get into a new home right away. This request will be paid back as a loan over time.

M/S/C (Pérez/Edmonds-Norris) Move to approve the Board Opportunity Fund Request for \$1,800 for M.N. and M.A. UNANIMOUS

3. There were three people living together. One person moved out creating a gap to cover the full rent cost. The remaining two clients, J.K. and D.M. requested \$1,500 from the Board Opportunity Fund to help cover 1/3 of their rent for the months of December, January and February and allow them to find a third person or move out.

M/S/C (Pérez/Edmonds-Norris) Move that the remaining rent for J.K. and D.M. be covered for the next three months. UNANIMOUS

Formally approved by the Executive Committee on January 10, 2019 –

1. L.S., a 71 year old woman was living in a group home. She has always wanted to live in her own apartment and has been on a low income housing wait list for 4+ years. A unit opened up and L.S. needed assistance paying the deposit and first month's rent in order to secure the apartment.

M/S/C (Edmonds-Norris/Pérez) Move to approve the Board Opportunity Fund Request for \$1,022 to assist L.S. with the security deposit and first month's rent to move into her own apartment. UNANIMOUS



**Vendor Advisory Committee
Report to the NBDDS Board of Directors
February 6, 2019**

Submitted by: David Mauger

The Vendor Advisory Committee met on January 8th, 2019 at North Bay Regional Center, Napa.

The Employment Taskforce, a committee that wants to increase the success rate of consumers employed or aspire to be employed, met on January 23rd, 2019 at North Bay Regional Center, Napa. For more information, please contact Maura McDonough, North Bay Regional Center.

There was a Clients' Rights training for Service Providers on January 22nd, 10 a.m. to 12 p.m. @ North Bay Regional Center, Napa.

Supported Living vendors are working with North Bay Regional Center reviewing Supported Living contracts specific to Title 17 requirements, the language in the contracts, and the QA tool for assessments, making sure all are in alignment.

There was an announcement that one residential facility having received Home and Community Based Services grant money would open a training opportunity to all homes, specific to person-centered services. There is limited space. For more information, please contact January Crane, Department Manager, North Bay Regional Center.

Announcement the Sonoma County Mayor's Committee on employing people with disabilities is seeking new members. For more information, please contact Eric Martin, Oaks of Hebron.

Meeting Minutes

NBRC Vendor Advisory Committee
North Bay Regional Center, Napa

DATE January 8th, 2019



I. Introductions and Acceptance of Minutes																																											
<input checked="" type="checkbox"/> Call to Order – Holly Pagel, VAC Co-Chair, called the meeting to order at 10:03 am. <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> previous meeting minutes <u>Not approved.</u>	<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 type="checkbox"/> Kelley Hanson, PACE Solano <input 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 type="checkbox"/> Linda Plourde, Bayberry, Inc. <input checked="" type="checkbox"/> Andrea Mendoza, REI/CHD <input 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> <p>January Crane, Department Manager Ashley McConnell, Federal Revenue Supervisor Maura McDonough, QA Supervisor Deanna Mobley, Associate Director Gabriel Rogin, Executive Director Malika O'Brien, IQM Isabel Calder, interim CFO June Ursini, QAM Courtney Singleton, Interim Director of Community Services</p> <p><u>Service Provider Representatives</u></p> <table> <tr> <td>Nicholas Aguilar</td><td>Premier Healthcare Services</td></tr> <tr> <td>Michelle Condit</td><td>Lifeshouse</td></tr> <tr> <td>Kandi Carter</td><td>Liberty</td></tr> <tr> <td>James Cox</td><td>Becoming Independent</td></tr> <tr> <td>Renee Fannin</td><td>Lynn and Darla SLS</td></tr> <tr> <td>Katy A. Santillan</td><td>Sonia Corina</td></tr> <tr> <td>Doug Hillyard</td><td>A Bright Future</td></tr> <tr> <td>Taylor Hughes</td><td>Inclusions Services</td></tr> <tr> <td>Eric Martin</td><td>Oaks of Hebron</td></tr> <tr> <td>Lori Ojeda</td><td>Sonia Corina Inc.</td></tr> <tr> <td>Darelyn Philpott</td><td>Solano Diversified Services</td></tr> <tr> <td>Lea Ronald</td><td>Napa Valley PSI</td></tr> <tr> <td>Christina Mance</td><td>Inclusion Services, LLC</td></tr> <tr> <td>Charlene Cleary</td><td>CA Mentor</td></tr> <tr> <td>Scott Barr</td><td>CA Mentor</td></tr> <tr> <td>Edie Thomas</td><td>Connections for Life</td></tr> <tr> <td>Lean Harris</td><td>CA Mentor</td></tr> <tr> <td>Kystina Holden</td><td>R&D Transportation</td></tr> <tr> <td>Rhonda Mottern</td><td>Connections for Life</td></tr> <tr> <td>Peter Ramirez</td><td>New Beginnings</td></tr> <tr> <td>Heather Stewart</td><td>Turning Point</td></tr> </table>	Nicholas Aguilar	Premier Healthcare Services	Michelle Condit	Lifeshouse	Kandi Carter	Liberty	James Cox	Becoming Independent	Renee Fannin	Lynn and Darla SLS	Katy A. Santillan	Sonia Corina	Doug Hillyard	A Bright Future	Taylor Hughes	Inclusions Services	Eric Martin	Oaks of Hebron	Lori Ojeda	Sonia Corina Inc.	Darelyn Philpott	Solano Diversified Services	Lea Ronald	Napa Valley PSI	Christina Mance	Inclusion Services, LLC	Charlene Cleary	CA Mentor	Scott Barr	CA Mentor	Edie Thomas	Connections for Life	Lean Harris	CA Mentor	Kystina Holden	R&D Transportation	Rhonda Mottern	Connections for Life	Peter Ramirez	New Beginnings	Heather Stewart	Turning Point
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II. Agenda changes/Additions/Trainings	
	<p>Maura McDonough discussed the employment taskforce which has the goal to increase the success rate of consumers who are employed or aspire to be so. Maura emphasized the importance of employment and acknowledged the people in the room that have worked hard in this endeavor. The employment first initiative is more than everyone working, but also includes the opportunity to make an informed choice. Maura announced the start of their employment task force to bring people together, brainstorm, share ideas, and to learn about connecting with businesses. Also to discuss what is happening at the state and regional level. There is a meeting scheduled from 10 a.m. to 12 p.m. on January 23rd, 2019 at North Bay Regional Center, 610 Airpark Road, Napa, CA.</p> <p>Maura announced a Clients' Rights for Service Providers training presented by Yulahlia Hernandez, Attorney and Client Rights Advocate, scheduled on January 22nd, 10 a.m. to 12 p.m. @ NBRC Napa. Denial of Rights in on the list of topics.</p> <p>Holly Pagel, Connections for Life, discussed the NBRC SLS contracts. A concern exists the current contract may not be in synch with Title 17 language so looking at having meetings as the committee moves forward to review the language in the contracts, and the QA tool for assessments, making sure both are in alignment. Open to feedback from other vendors. NBRC acknowledges these concerns, points out there was a rush to get them out to meet timelines which is why they only ran one year and is open to all discussion to improve the process. There is a desire to get everything in place by October 2019 when NBRC looks at contract renewals.</p>
III. Group Reports	Summary
	<p>Napa-Solano Vendor Group: No Meeting.</p> <p>Sonoma Vendor Group: Information not available.</p> <p>Housing Update</p> <p>Holly Pagel asked for Mary Eble, North Bay Housing Coalition, if there is interest in having a presentation about the ABLE program, which was a yes.</p> <p>Trade Associations: Presentation pushed to the next meeting.</p> <p>Michelle Ramirez, On My Own, mentioned state budget comes out on 1/15 so there will be a meeting then, and on 1/22 the Legislative Committee will meet. Also, there is a rally specific to rate increases in Sacramento at the Capitol building on April 3rd. More information to come as we get closer to the date.</p> <p>Ali Tabatabai, New Leaf, announced his agency is a member of an organization called the National Academy of Social Insurance that looks at economic insecurity and creating security through insurance programs like social security, Medicaid and Medicare. They are having a national conference later this month. Ali will serve as a delegate which is important because they look at the future of social security and other social programs necessary to provide economic security to the people we serve. Topics will include universal basic income, and what we will do during the next few decades. Ali is interested if anyone is interested in attending with him and if so to let him know. Ali will report his findings at a future VAC meeting.</p> <ul style="list-style-type: none"> • CDSA: • Arc/UCP: • CSLN: • ANCOR:

Board Report:

The last board meeting on 12/5 included a presentation by Ami Sullivan, from Kinetic Flow specific to the Client Satisfaction Survey.

The 2017 Client Services Accessibility and Satisfaction Survey objectives were to gauge the overall service access, usage, and satisfaction of the people NBRC serves and potential disparities.

Gabriel Rogin described this as a good baseline report and points the direction for further improvement. To this end, Beth DeWitt, Director of Client Services is going to take the lead and create small groups to drill down even further. The goal is to figure out where we can move forward or stay consistent with what we are doing well.

CBEM's – [Center for Behavior Education] upper management provided a comprehensive overview of their services as a follow up to the Board of Director's request to learn more about their company. CBEM is willing to provide a similar presentation to VAC if requested.

One parent discussed some of his struggles managing regional center services for his daughter and specifically asked for help for the board of directors. This parent presented detailed information about his problems, but concluded by saying, after listening to the entire board meeting, before his time to talk, he could tell the people in the room cared about their work and services.

The NEXT Board Meeting will be a regular business meeting scheduled for February 6, 2019, at North Bay Regional Center, 2351 Mendocino Ave., Santa Rosa 6:00 p.m.

NBRC Report:

Gabriel Rogin announced Isabel Calder will serve as the new interim CFO for NBRC which receive much applause. Isabel's credentials include serving as NBRC Fiscal Department Supervisor since 2013. Before that Isabel was the Fiscal Manager at Valley Mountain Regional Center for eight years. Described as extremely knowledgeable about the regional center system and having accomplished leadership skills.

Second announcement that NBRC has finished the Sonoma Developmental closure process. Gabriel emphasized the historical significance and pointed out ninety-three people have moved since the closure announcement in 2015. This closure was the fastest closure of a developmental center in California's history. The needs of each person were emphasized throughout the process, and people are thriving in their new lives. Special recognition made of regional center staff, providers, families, and community agencies who all worked as a team to achieve this goal.

Services and Vendor Relations:

Courtney Singleton asked what people would like to hear from her in future meetings, having accepted her new position working with the VAC. Her job within the VAC is to provide information and suggested sending her emails that she can then address at upcoming meetings.

	<p>SLS Supported Living Services Workgroup: Reported in the first part of the VAC meeting.</p> <p>Residential Services Workgroup: David Mauger announced the Residential Committee is not well attended and will go on a hiatus to see if it can get better defined, which will include meeting with Maura McDonough who served as the liaison to the group.</p>
IV. Community Concerns/Clarifications/Presentations	
	None
V. NBRC Policies and Procedures	
	<p>January Crane announced one home that received Home and Community Based Services grant money would open a training opportunity to all homes, specific to person-centered services. More information to follow.</p> <p>Additionally, The Department of Developmental Services is going to be looking at Special Incident Reports more intensely than they have in the past. One of the issues is when outside agencies are involved, and there is a lack of clarity in the report regarding who has been contacted, causing DDS to do a follow-up.</p> <p>January pointed out there have been improvements in reporting special incident reports and expressed appreciation.</p>
VI. New Business	
	None
VII. Announcements	Summary
	<p>Eric Martin, Oaks of Hebron, took advantage of New Leaf's offer to visit various vendors as a type of mutual learning experience, describing this as a helpful idea and expressed appreciation to Ali Tabatabai for the opportunity.</p> <p>Ali appreciated this mention, discussed how it benefits everyone, and reasserted the invitation to all vendors.</p> <p>Eric also announced the Sonoma County Mayor's Committee on employing people with disabilities is seeking new members.</p>
Adjourn	
	The meeting concluded at 10:40 am

Minutes submitted by David Mauger



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 November and December and vendored 3 new service providers. Please join NBRC in welcoming the new vendors below to the North Bay Regional Center vendor community.

New Vendors

- Heart's Desire Supported Living- Supported Living Services-Sonoma County
- NEA Home Inc.-In home day program-Sonoma County
- Letts Chat Speech Therapy-Early Start Therapeutic Services-Napa county



Sonoma Developmental Center Update

The last individual served by NBRC moved out of Sonoma Developmental Center (SDC) on December 17, 2018. This would not have been a success, without the great collaboration from Service Providers, Sonoma Developmental Center, Sonoma Regional Project, and The Department of Developmental Services. Thank you to all of you for your hard work and dedication to making new homes and smooth transitions for the individuals that moved from SDC. NBRC will be forever grateful.

Requests for Proposals (RFP)

Available now!

The NBRC 2018-19 RFP is out. For the complete RFP please visit: <https://nbrc.net/service-providers/resource-needs-requests-for-proposals/>

NBRC is looking to award startup funds for the below projects:

- Enhanced Behavioral Supports Home- Mental Health/Forensic-Solano County
- Enhanced Behavioral Supports Home- Women with Mental Health Solano County
- Enhanced Behavioral Supports Home- Children-Solano County
- Spiritual Care Coordination for people with developmental disabilities-Solano County



NBRC Quality Assurance October 2018

16 QA Annual or Quarterly Vendor Reviews
51 Vendors received QA technical assistance
58 QA assistance to NBRC employees
25 Vendors attended training on writing reports and documentation

IMPORTANT RFP DATES

Technical Briefing: January 31, 2019 @ 3:00 p.m. to 4:30 p.m.

Interviews: February 25th & 27th beginning @ 10 a.m.

RFP Due Date: February 15, 2019

Selection Notification: Week of March 4, 2019



Upcoming SIR Trainings

RSVP to SIR@nbrc.net

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

-Wed, May 29th, registration at 1:30 p.m., class 2:00 p.m.-4:00 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.

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



Federal Revenue Department Board Report for Quarter 2, Oct – Nov - Dec 2018

The Federal Revenue Department consists of the HCBS/Medicaid Waiver program, 1915(i) State Plan Amendment (SPA) program, Self Determination Program (SDP), 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 have not been established by DDS for several quarters; 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) 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: 74.2% of all active clients eligible for Federal Financial Participation (FFP) are enrolled in one or the other programs; 4241 individuals enrolled in the Medicaid Waiver program (54.4%) and 1536 individuals enrolled in the 1915(i)SPA program (19.7%).

- **Audits:**

HCBS Audit

DDS and Department of Health Care Services (DHCS) completed the biannual HCBS Medicaid Waiver audit in May 2017 at NBRC; next one is scheduled for May 2019.

Status: As of 2/8/18, the responses to May 2017 audit findings have been accepted and final draft posted to the NBRC website.

Independent/CPA Audit

The CPA/Independent Audit is in process, reviewing 2017. The Federal Revenue team continues to assist in gathering client charts and information requested by the auditors.

- **Training:** Department Manager and Federal Revenue staff provided New Employee and unit trainings for Service Coordinators in the 2nd quarter of the 18/19 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
 - Generic Benefits

- **DDS/NBRC updates:**

CMS HCBS Settings Rule

Status: Federal Revenue staff are working with two groups of vendors that received funding for CMS compliance in FY 16/17 and FY 17/18 on budget monitoring, billing requirements, and overseeing milestones that meet the Proposal objectives.

At this time, all but one of 15 agencies either are on target or are receiving technical assistance from NBRC to stay in compliance.

Community Services staff are in the process of reviewing 14 proposals submitted for FY 18/19 funding (7 from CCFs and 7 from day programs)

Self Determination Program

The NBRC Self Determination Advisory Committee met twice in quarter 2. New candidates have applied and the Committee will be reviewing applications at the next scheduled meetings.

Status: DDS has identified the initial 66 clients chosen for enrollment into the Self Determination Program. These participants have been notified via mail by DDS and NBRC is additionally notifying Spanish speaking clients via translated letter.

DDS has completed the training modules of the components of the SDP for identified RC staff and have announced their projected timeline for DDS implementation. This information can be located on the NBRC and DDS websites. DDS has created a portal on their website where families and clients can check to see if their name has been submitted.

Nursing Home Reform:

DDS continues to capture additional FFP by requesting LTC 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 has not been significant and is 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
 - Track the Client Development Evaluation Report (CDER) for timely completion
 - Provide ongoing support to staff during all audits
 - Outreach and trainings regarding the Self Determination Program option for both NBRC staff and community partners
 - Outreach and trainings regarding the CMS HCBS Final Settings Rule to vendors in collaboration with the Quality Assurance team

Prepared by January Crane, MPA



Training & Outreach 2018

Staff Training : 44 new hires

a. New Employee Orientation (2x/month)

- Human Resources
- Introductory presentations on NBRC technology and software and agency expectations; Lanterman Act, Dept of Developmental Services, and NBRC; Person Centered Planning and IPP Development; and Documentation and Compliance requirements

b. In Service Workshops (1-4x/year)

- Federal Revenue Programs
- Client Development and Evaluation Report (CDER)
- Targeted Case Management (TCM) & Documentation
- Intake and Eligibility
- Fiscal/Purchase of Service
- SANDIS
- Transportation w/ R&D
- Respite
- Daycare
- Special Incident Reports & Quality Assurance
- Dept of Rehab
- In Home Supportive Services
- Clients Rights, Advocacy, and Voting
- Legal Team, incl Mandated Reporting
- Mental Health Services
- DocuShare

c. Professional Skills Development (1x/year, both offices)

- End of Life/PreNeed
- Cultural Sensitivity
- Employment Options
- IEP and the Role of the Service Coordinator
- CMS Settings Rules
- Self Determination Program
- Clinical Team
- Generic Benefits, incl SSA, SSI, MediCal, Medicare, Rep Payee, CalABLE
- Behavior Interventions and Support Plans
- Partnership Health Plan
- Grief and Trauma

NBRC Learning Management System (LMS) –employee transcripts administration, new user setup, course/Learning Path enrollment and training assignments, Supervisor training and support;

- Intro to RC System
- Medicaid Waiver
- Exploring Generic Resources
- Risk Management
- Special Incident Reporting
- Intro to Special Education
- Aging and End of Life Planning

Community Outreach – recruitment, information and eligibility, purchase of service disparity projects, performance contract, risk mitigation

Outside of catchment area

- Univision TV PSA (Spanish)
- Clinical Team presentation to medical community
- CA Aging and Disability Resource Connection (ADRC), Sacramento
- University of SF MFT Traineeship Fair
- UCSF Developmental Disabilities Conference

Solano County

- Touro University Career presentation
- Solano Com College Career Workshop
- North Bay Medical Center, Fairfield
- Solano Network of Care website development group
- Family Fun Festival, Travis Air Force Base
- Solano Co IHSS Spring Conference
- Solano Co Transition Fair, Fairfield
- Solano Co Mental Health Stakeholder meeting
- Solano Senior Community Health Needs Assessment
- Healthy Solano Collaborative
- Solano AIDS Coalition Dia De Los Muertos Celebration
- 2018 Family Holiday Extravaganza, Vallejo
- Intro to NBRC/Parent Orientation (English & Spanish) x2

Sonoma County

- College to Career, Santa Rosa Jr College
- Sonoma Co Transition Fair, Santa Rosa
- DSLC NorCal Tech Expo
- Inclusion Festival, Santa Rosa
- 5th Annual State of Latino Community, Sonoma County
- DOR Job Fair Sonoma County Job Link
- Latino Health Forum, Santa Rosa
- Sonoma Co Family Public Health Resource Fair
- Self Determination (English & Spanish) x2
- Intro to NBRC/Parent Orientation (English & Spanish) x2
- POS Disparity (English & Spanish)

Napa County

- Spec Ed Teacher Training Day, NVUSD
- Care of Adults with Developmental Disabilities
- Elder Abuse Awareness Symposium, Napa Valley Comm College
- Down Syndrome Awareness Lunch, Napa
- Annual Day in the Park, Napa
- 14th Annual Bi-National Health & Wellness Fair, Napa
- Napa County Strategic Planning for Seniors
- Napa Senior Issues Forum
- Self Determination (English & Spanish) x2
- POS Disparity (English & Spanish) x2

Prepared by January Crane, MPA

NBRC EARLY INTERVENTION DEPARTMENTS

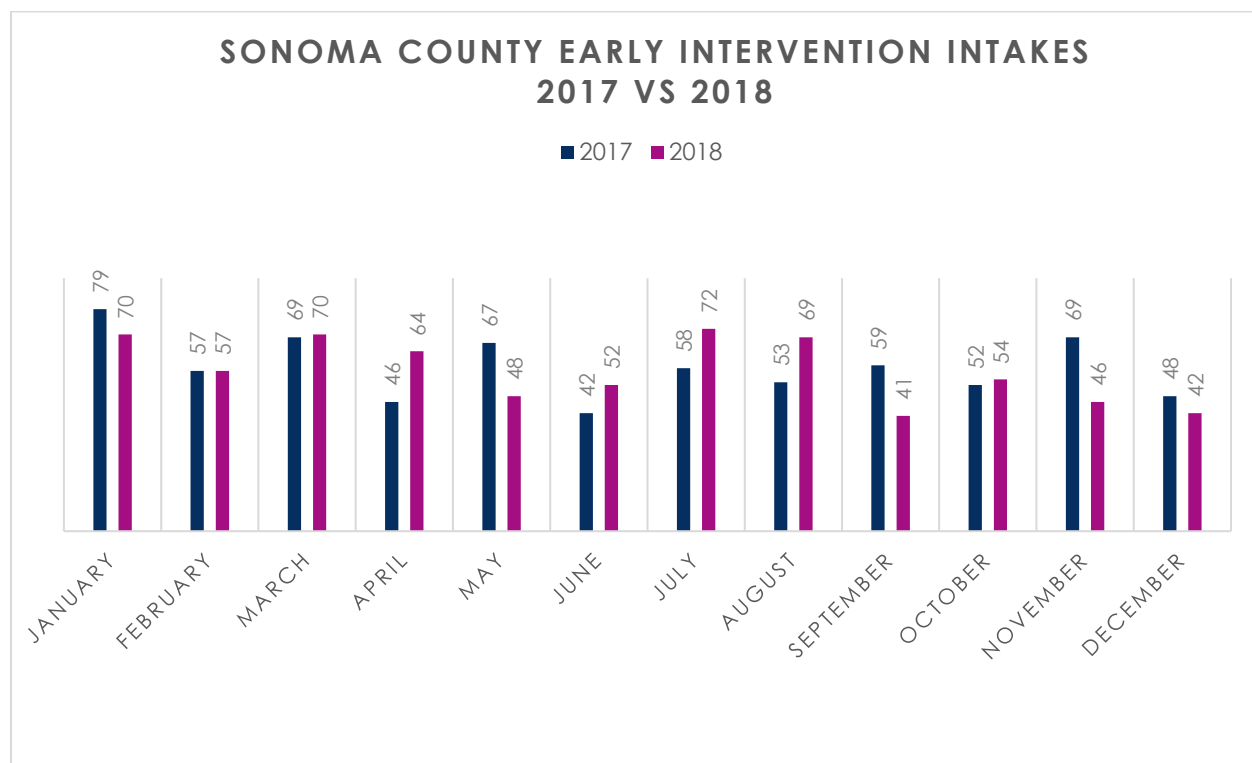
EARLY INTERVENTION DEPARTMENT UPDATES

The EI units in the Napa and Santa Rosa office serve Napa, Solano, and Sonoma Counties. The units are responsible for both 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. During 2018, the EI units went through Department of Developmental Services (DDS) Early Start monitoring visit which is held every three years and final results are still pending. Outreach in the community has continued through presentations to medical providers and at general community events.

In 2019, the EI units will be involved in the State Systemic Improvement Plan (SSIP) which is a state-wide 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. In 2019, there will also be a continued focus on resource development for therapies in early intervention.

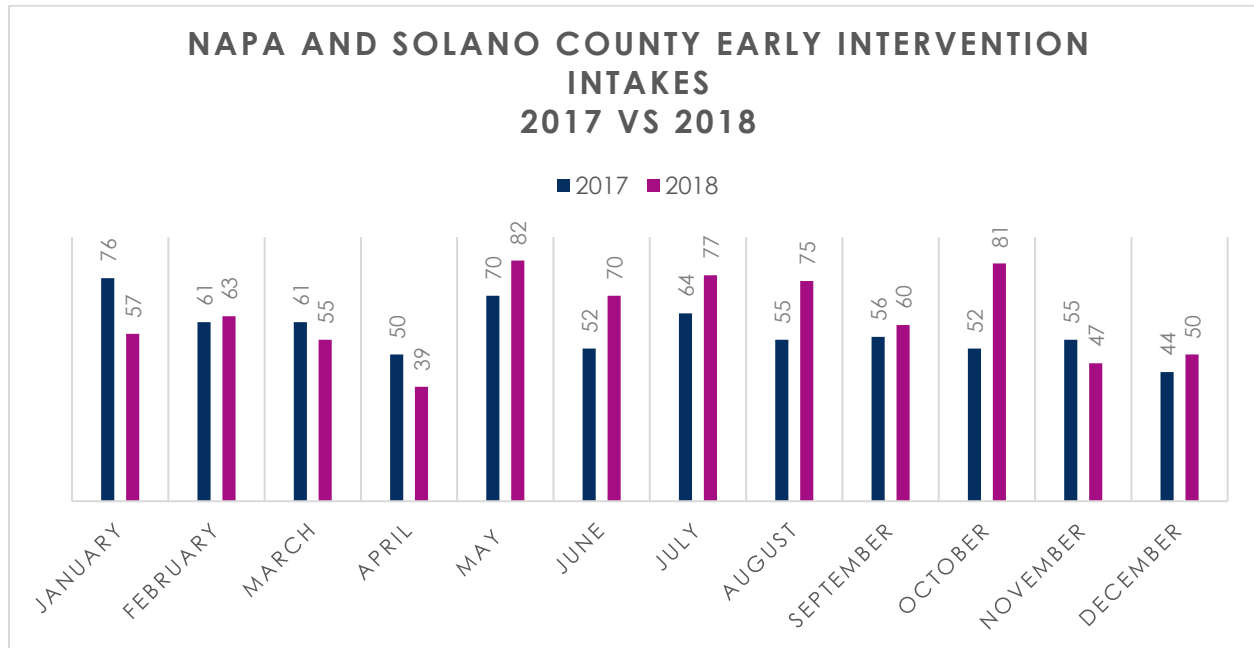
SONOMA COUNTY EARLY INTERVENTION INTAKES (0-3)

The graph below compares the intakes in Early Intervention from 2017 to 2018. In 2017 the Santa Rosa office completed 699 Early Intervention intakes compared to 685 in 2018. This is a decrease of 14 intakes in 2018.



NAPA AND SOLANO EARLY INTERVENTION INTAKES (0-3)

The graph below compares the intakes in Early Intervention from 2017 to 2018. In 2017 the Napa office completed 696 Early Intervention intakes compared to 756 in 2018. This is an increase of 60 intakes in 2018.



NBRC INTAKE DEPARTMENT

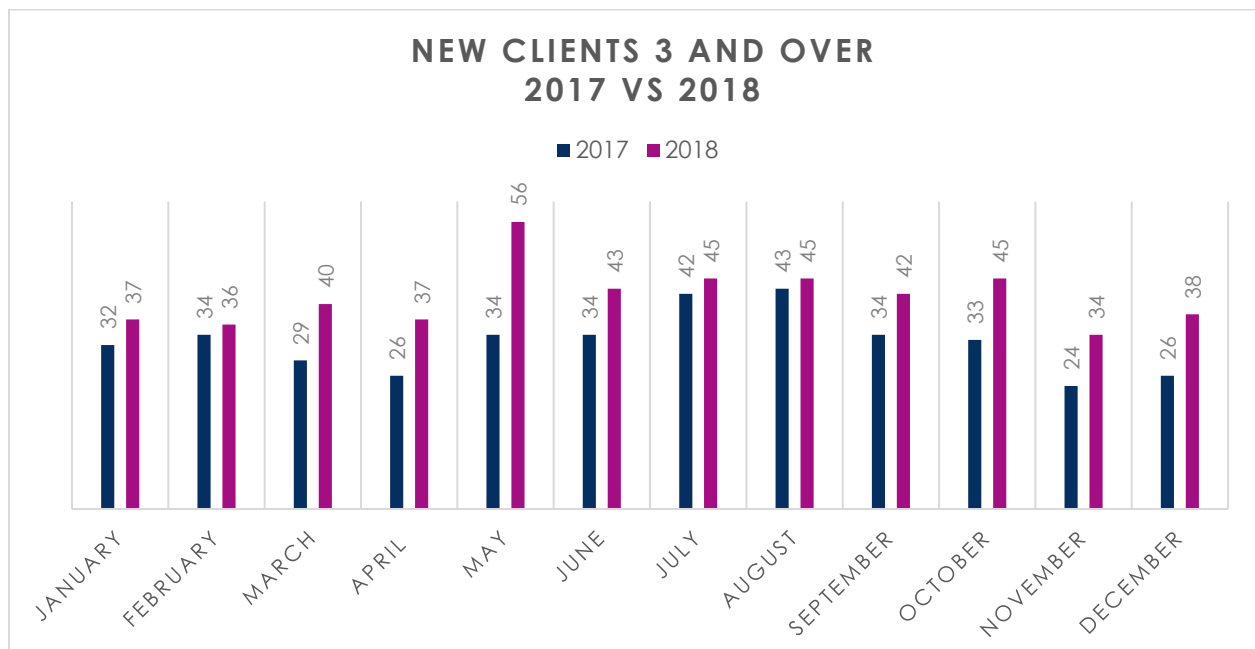
INTAKE DEPARTMENT UPDATES

The intake team reviews applicants in Napa, Solano, and Sonoma County for individuals 3 and older. In 2018 the Intake Department wanted to make the application process easier for applicants. So in addition to being able to reach the Intake Department at 707-256-1180 or emailing intake@nbrc.net, an Intake Inquiry Packet for individuals 3 and over has also been added on the NBRC website (nbrc.net). The packet can be found in both English and Spanish under Client Services/Eligibility/How to Apply for Services. The packet will help assist individuals in knowing what information they can provide in order to help determine eligibility.

In 2019, the Intake Department will also be contracting with Appointment Plus to provide software that will assist with making clinical appointments. The features that Appointment Plus will provide will include text messages to remind individuals of their clinical appointments, quick notification to clinicians when appointments are changed or cancelled, and secure access so clinicians can review their appointments and application information. With the increase in applicants, this will allow the Intake Department to provide a smooth process for both applicants and clinicians.

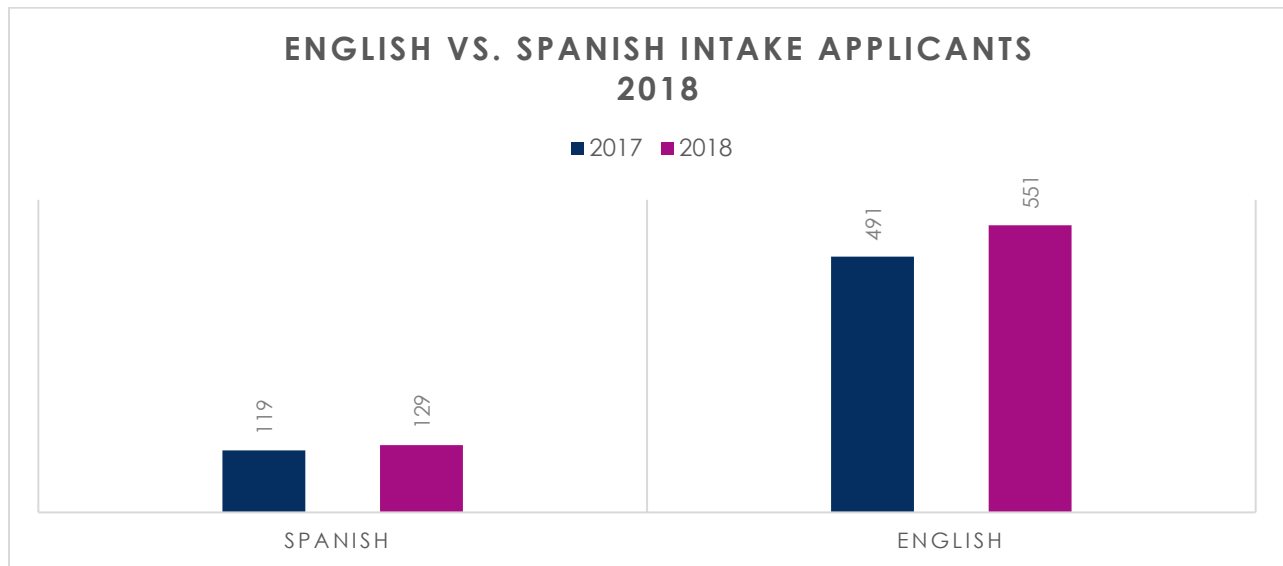
ELIGIBILITY FOR INDIVIDUALS 3 AND OVER

The chart below represents how many applicants were made eligible in 2017 in comparison to 2018 across all three counties. In 2017 the Intake Team made 391 applicants eligible for Regional Center Services. In 2018 that number increased to 498 new clients at NBRC! That is an increase of 107 more clients in 2018 than were made eligible in 2017. Intakes continue to increase as we expand our outreach within in the community by the intake department and disparity committee.



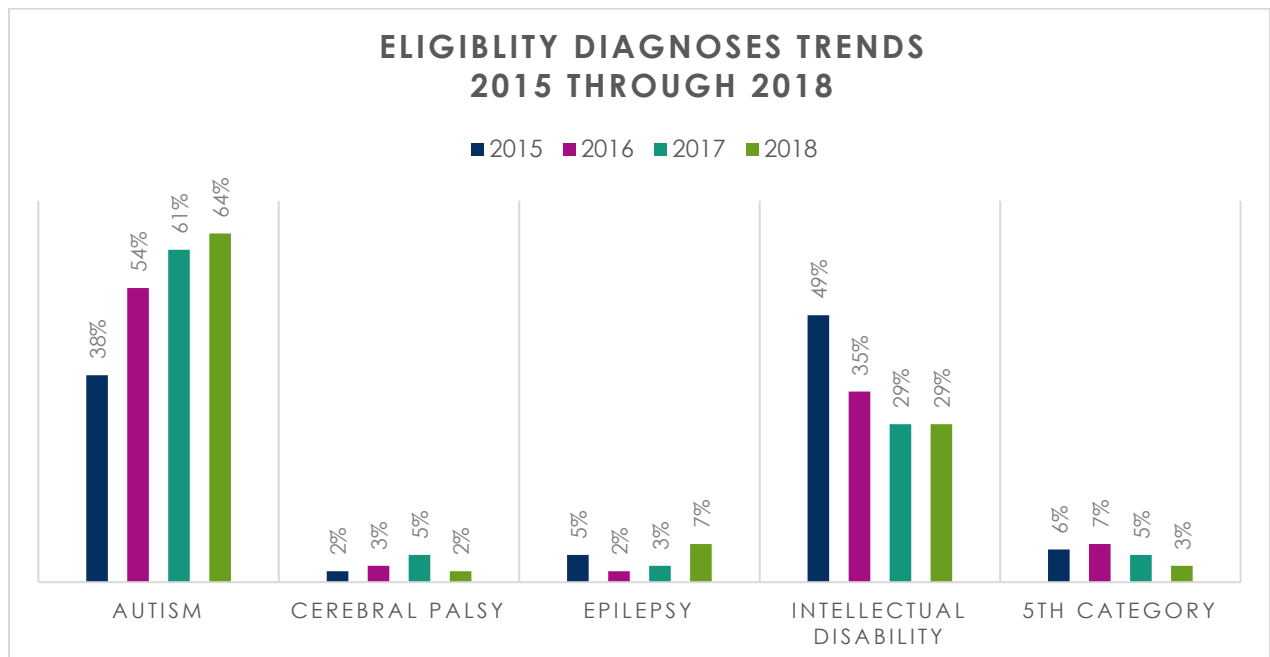
APPLICANTS BY LANGUAGE (3 AND OVER)

The chart below shows applicants by language for 2017 and 2018 across all three counties. In 2018 there were 129 Spanish speaking applicants compared to 551 English speaking applicants with 73% 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 2018.



AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,355	14.3 %	MALES	6,064	64.0 %	OWN HOME	6,881	72.6 %
3 - 17	2,808	29.6 %	FEMALES	3,401	35.9 %	ILS	608	6.4 %
18 - 40	3,352	35.4 %				SLS	643	6.7 %
41 - 60	1,268	13.3 %				DC	11	.1 %
61 - 80	648	6.8 %				SNF	51	.5 %
						ICF	224	2.3 %
80 & OLDER	34	.3 %				CCF	777	8.2 %
						FOSTER CARE	183	1.9 %
						OTHER	87	.9 %
TOTAL:	9,465	100.0 %	TOTAL:	9,465	100.0 %	TOTAL:	9,465	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL CONSUMERS	COUNTY	NUMBER	% TO TOTAL
MIXED	686	7.2 %	AUTISM	2,441	25.7 %	28. NAPA	1,168	12.3 %
ASIAN	250	2.6 %	EPILEPSY	1,085	11.4 %	48. SOLANO	4,028	42.5 %
BLACK	852	9.0 %	CEREBRAL PALSY	918	9.6 %	49. SONOMA	4,124	43.5 %
FILIPINO	354	3.7 %	MENTAL RETARDATION	4,841	51.1 %			.0 %
NATIVE AMERICAN	33	.3 %	OTHER	990	10.4 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,314	24.4 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,429	46.7 %						.0 %
OTHER	172	1.8 %						.0 %
UNKNOWN	375	3.9 %						.0 %
						OTHER	145	1.5 %
TOTAL:	9,465	100.0 %				TOTAL:	9,465	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	23	.2 %	0	480	5.0
ENGLISH	7,759	81.9 %	1	1,118	11.8
SPANISH	1,537	16.2 %	2	7,856	83.0
OTHER LATIN LANG.	1	.0 %	3		
CANTONESE CHINESE	6	.0 %	8	11	
MADARIN CHINESE	4	.0 %	P		
JAPANESE	2	.0 %			
VIETNAMESE	18	.1 %			
KOREAN	3	.0 %			
LAOTIAN	5	.0 %			
CAMBODIAN	3	.0 %			
OTHER ASIAN LANG.	4	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	98	1.0 %			
TOTAL	9,465	100.0 %	TOTAL	9,465	100.0

Consumer Advocate Report

January 1st – January 31st, 2019

The three self-advocacy groups are starting up this month in Vacaville, Fairfield, and Vallejo. Fairfield and Vallejo are in the process of electing officers, and Vacaville already has them. Each group will develop their own mission.

The Client Advisory Committee met on November 7, 2018 and had an open discussion of what interests them the most. Employment, Housing, Transportation, Resources, Support Groups, etc., were some of the interests. Board Member, Franklin Phillips is the interim chairperson until the committee holds elections. The next Client Advisory Committee Meeting will be in Santa Rosa on February 6th from 12:30 – 2:00 PM. A representative from R&D will be give a presentation about transportation services.

If the Government Shutdown continues much longer it will start to affect people with disabilities, including Medi-Cal and other financial income. Please write your legislators!

I continue to assist Service Coordinators with their cases and I am still the DDS Conservator designee. This is confidential information which I cannot report on.

Report submitted by Randy Kitch, Consumer Advocate.



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
DECEMBER 1, 2018 – JANUARY 31, 2019

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 withdrawn.
Eligibility (18-18)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn.
Eligibility (18-19)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request withdrawn.
Eligibility (18-20)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing request pending.

Department of Developmental Services

Governor's Budget Highlights



**Gavin Newsom
Governor
State of California**

**Michael Wilkening
Secretary
California Health and Human Services Agency**

**Nancy Bargmann
Director
Department of Developmental Services**

January 2019

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 appropriate services to infants and toddlers at risk of having developmental disabilities. The Department carries out its responsibilities through 21 community-based, non-profit corporations known as regional centers, two state-operated developmental centers, one state-operated community facility, and four community-based acute crisis homes.

The number of individuals with developmental disabilities in the community served by regional centers (consumers) is expected to increase from 333,094 in the current year, to 349,606 in 2019-20. The number of individuals who will reside in state-operated residential facilities is estimated to be 323 on July 1, 2019.

GOVERNOR'S BUDGET SUMMARY

The Governor's Budget includes \$7.8 billion total funds (\$4.8 billion GF) for the Department in 2019-20; an increase of \$435.2 million (\$332.4 million GF) over the updated 2018-19 budget.

FUNDING SUMMARY <i>(Dollars in Thousands)</i>				
	2018-19	2019-20	Difference	Percentage Change
BUDGET SUMMARY				
Community Services	\$6,892,600	\$7,398,803	\$506,203	7.3%
Developmental Centers	394,383	309,462	-84,921	-21.5%
Headquarters Support	70,895	84,793	13,898	19.6%
TOTALS, ALL PROGRAMS	\$7,357,878	\$7,793,058	\$435,180	5.9%
GENERAL FUND				
Community Services	\$4,087,869	\$4,450,177	\$362,308	8.9%
Developmental Centers	306,682	265,834	-40,848	-13.3%
Headquarters Support	42,314	53,217	10,903	25.8%
GF TOTAL, ALL PROGRAMS	\$4,436,865	\$4,769,228	\$332,363	7.5%

Additional detail is available in the Program and Funding Summary on page 7.

COMMUNITY SERVICES PROGRAM

2018-19

The updated current year projected community population is 333,094, a net increase of 356 consumers, compared to the 2018 Enacted Budget. The net increase results from a projected increase of 442 consumers in Active caseload, and a decrease of 86 in Early Start caseload.

The Governor's Budget updates the 2018 enacted budget to \$6.9 billion (\$4.1 billion GF); a decrease of \$78.0 million (\$64.8 million GF). The decrease includes a \$74.7 million decrease (\$37.1 million GF) in Purchase of Service (POS) expenditures and a \$3.2 million decrease (\$27.7 million GF) in Operations. The main driver for the overall GF decrease is additional federal reimbursements from Targeted Case Management (TCM).

Caseload and Utilization

Decrease of \$23.6 million (\$28.9 million GF) in regional center Operations (OPS) and Purchase of Services (POS) as follows:

- OPS decrease of \$3.2 million (\$27.7 million GF)
- POS decrease of \$20.4 million (\$1.2 million GF)

The decrease in OPS is due to updated caseload and staffing expenditures.

The decrease in POS is primarily attributed to actual expenditures for the January 2018 SB 3 Minimum Wage Increase coming in \$89.6 million lower than originally estimated. Estimated expenditures for 2018-19 are \$101.2 million.

SB 3 Minimum Wage Increase, Effective January 1, 2019

A decrease of \$54.6 million (\$33.1 million GF) due to prior year actual expenditures coming in lower than previously estimated.

2019-20

The budget year projected community population is 349,606, an increase of 16,512 consumers, compared to updated current year projections. This projected increase consists of 12,417 consumers in Active caseload and 4,095 in Early Start caseload over updated budget.

The Governor's Budget proposes \$7.4 billion (\$4.5 billion GF) for the Regional Center system, an increase of \$506.2 million (\$362.3 million GF) as compared to the updated current year budget. The increase is a result of the following adjustments:

Caseload and Utilization

Increase of \$402.2 million (\$302.5 million GF) in regional center OPS and POS as follows:

- OPS increase of \$31.3 million (\$24.0 million GF)
- POS increase of \$370.9 million (\$278.5 million GF)

The net increase in OPS is primarily due to updated caseload and staffing expenditures.

The increase in POS reflects adjustments for all POS budget categories based on current year expenditure trends.

Specialized Home Monitoring

Increase of \$5.5 million (\$3.7 million GF) to provide required monitoring of specialized homes. One licensed nurse or behavioral specialist will conduct the monitoring for four specialized homes. There will be 93 operational Adult Residential Facilities for Persons with Special Healthcare Needs, 58 operational Enhanced Behavioral Supports Homes and 26 Community Crisis Homes in 2019-20.

Specialized Caseload Ratios

Increase of \$3.8 million (\$2.6 million GF) to establish a 1:25 service coordinator-to-consumer caseload ratio for consumers with complex needs requiring intensive service coordination for stabilization in the least restrictive setting.

Developmental Center Closure/Ongoing Workload

Net increase of \$3.0 million (\$1.5 million GF) to continue regional center workload associated with the ongoing monitoring and coordination of individuals who transition from Developmental Centers. Funding has been shifted from the Agnews and Lanterman Developmental Center Closures to offset the \$8.3 million (\$3.9 million GF) total costs.

Impacts from Other Departments, Behavioral Health Treatment (BHT) Consumers with no Autism Spectrum Disorder (ASD)

Decrease in savings of \$39.4 million GF due to transition of all Medi-Cal Managed Care consumers with medically necessary BHT services. By the end of 2018-19, all of these consumers will have fully transitioned to Department of Health Care Services (DHCS). As a result, savings from Medi-Cal Managed Care occurred in 2018-19 only. Fee-for-service consumers continue to access services through regional centers and the Department is reimbursed by DHCS. Reimbursements for non-ASD fee-for-service are displayed in Reimbursements from DHCS.

Community Crisis Homes for Children

One-time increase of \$4.5 million GF to develop three community crisis homes for children. The estimated cost to develop each home is \$1.5 million.

Community Placement Plan for DC Closures

Decrease of \$21.6 million (\$14.5 million GF) due to closure of the three remaining Developmental Centers.

Uniform Holiday Schedule

Decrease of \$47.8 million (\$28.7 million GF) due to the expiration of the one-time 2018-19 appropriation that delayed implementation of the Uniform Holiday Schedule. The Department proposes to implement the policy effective July 1, 2019.

SB 3 Minimum Wage, January 1, 2019

Increase of \$76.0 million (\$38.4 million GF) to reflect the estimated full-year cost of the January 1, 2019 California minimum wage increase from \$11.00 to \$12.00 per hour.

SB 3 Minimum Wage, January 1, 2020

Increase of \$83.0 million (\$41.7 million GF) to reflect the estimated half-year cost of the January 1, 2020 California minimum wage increase from \$12.00 to \$13.00 per hour.

Bridge Funding

Decrease of \$42.0 million (\$25.0 million GF) due to the expiration of the one-time appropriation in 2018-19.

STATE OPERATED RESIDENTIAL AND COMMUNITY FACILITIES PROGRAM

2018-19

The DC and STAR Home population was 514 residents on July 1, 2018. The Department projects an ending population of 323 residents on June 30, 2019.

The Governor's Budget updates the 2018-19 Enacted Budget to \$394.4 million (\$306.7 million GF); an increase of \$9.8 million (\$7.5 million GF). The increase is a combination of the following adjustments:

Operations Expenditures

Decrease of \$0.8 million (\$0.3 million GF) in Operations Expense and Equipment (OE&E) costs due to a net reduction of 20 residents compared to 2018-19 Enacted Budget.

Employee Compensation and Retirement

Increase of \$11.6 million increase (\$8.1 million GF) for compensation and retirement adjustments approved through the collective bargaining process and Item 9800 – Employee Compensation Adjustments.

Sonoma and Fairview Lump Sum Leave Balance Payouts

Decrease of \$0.9 million (\$0.3 million GF) as compared to the 2018-19 Enacted Budget to fund lump sum leave balance payouts for separating employees.

2019-20

The Governor's Budget proposes a total of \$309.5 million (\$265.8 million GF) for the State Operated Residential and Community Facilities Program; a decrease of \$84.9 million (\$40.8 million GF) from the 2018-19 updated budget. The decrease reflects the following adjustments:

Operations Expenditures

Decrease of \$82.9 million (\$37.0 million GF) comprised of \$70.5 million in Personal Services and a \$12.4 million in OE&E due to a reduction in resident population. The decrease includes the following adjustments:

- \$11.7 million (\$7.3 million GF) increase and 100.6 positions to operate one

additional STAR Home in Northern California and to develop two Central Valley STAR homes and a Central Valley Crisis Assessment Stabilization Team (CAST) as part of the Department's ongoing Safety Net planning.

- DC staffing update, decrease of \$105.9 million (\$55.6 million GF), including position reductions from the Sonoma DC closure.
- One-time funding increase of \$5.0 million GF for Deferred Maintenance at Porterville.
- \$1.0 million GF increase for 8.0 Regional Resource Development Project (RRDP) staff required to continue monitoring of Sonoma residents who transitioned to the community.
- \$5.3 million GF increase for the ongoing cost of workers' compensation claims from open and closed facilities.

Employee Compensation and Retirement

Decrease of \$1.4 million (\$0.9 million GF) for employee compensation and retirement adjustments approved through the collective bargaining process. In total, the Governor's Budget includes \$10.1 million (\$7.1 million GF) for employee compensation and retirement adjustments in 2019-20.

Fairview and Porterville General Treatment Area Lump Sum Leave Balance Payouts

Decrease of \$0.6 million (\$2.9 million GF) to fund lump sum leave balance payouts for separating employees. In total the Governor's Budget proposes \$7.7 million (\$4.0 million GF) to fund lump sum leave balance payouts in 2019-20.

CAPITAL OUTLAY

The Governor's Budget does not include a proposal for Capital Outlay funds in 2019-20.

HEADQUARTERS

2018-19

The Governor's Budget updates the 2018-19 Enacted Budget to \$70.9 million (\$42.3 million GF); an increase of \$2.7 million (\$2.2 million GF). The increase is for employee compensation and retirement adjustments approved through the collective bargaining process and Item 9800 – Employee Compensation Adjustments.

2019-20

The Governor's Budget proposes \$84.8 million (\$53.2 million GF) for Headquarters in 2019-20, an increase of \$13.8 million (\$10.9 million GF) compared to the 2018-19 updated budget. The net increase results from the expiration of \$0.4 million GF in one-time funding and an increase for three Budget Change Proposals (BCPs) as detailed below:

Headquarters Restructure and Reorganization

\$8.1 million (\$6.5 million GF) and 54.0 positions to restructure the organization and realign resources to achieve efficient and effective system-wide improvements to better serve Californians in the developmental disabilities services system.

Home and Community-Based Services Assessments

\$3.0 million (\$1.8 million GF) in one-time funds to contract for the coordination and completion of on-site visits and assessments of providers and programs as required by the Home and Community-Based Services final rules.

Federal Claims Reimbursement System Project

\$3.2 million (\$3.0 million GF) for the Federal Reimbursement System Project, a multi-year information technology project to replace the legacy federal billing system that DDS utilizes to claim \$2.8 billion in federal funds annually. This request includes three-year limited term funding for 5.0 positions. The estimated costs for 2020-21 and 2021-22 are outlined in the BCP.

2019 Governor's Budget
Program and Funding Summary
(Dollars in Thousands)

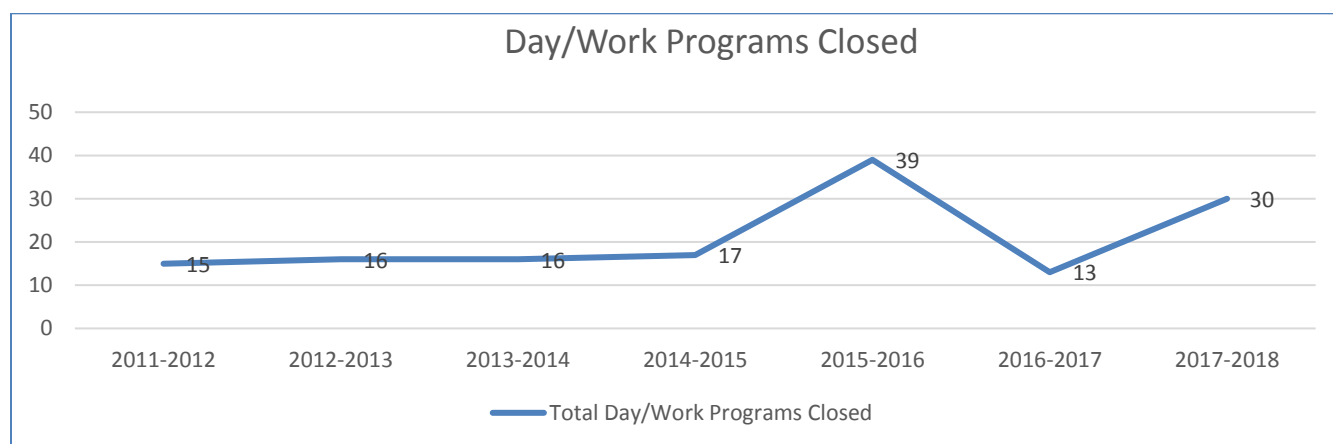
	2018-19*	2019-20	Difference
Community Services Program			
Regional Centers	\$6,892,600	\$7,398,803	\$506,203
Totals, Community Services	\$6,892,600	\$7,398,803	\$506,203
General Fund	\$4,087,869	\$4,450,177	\$362,308
Program Development Fund (PDF)	2,253	2,242	-11
Developmental Disabilities Svs Acct	150	150	0
Federal Trust Fund	54,276	54,276	0
Reimbursements	2,747,312	2,891,218	143,906
Mental Health Services Fund	740	740	0
Developmental Centers Program			
Personal Services	\$328,468	\$255,941	-\$72,527
Operating Expense & Equipment	65,915	53,521	-12,394
Total, Developmental Centers	\$394,383	\$309,462	-\$84,921
General Fund	\$306,682	\$265,834	-\$40,848
Federal Trust Fund	0	0	0
Lottery Education Fund	180	180	0
Reimbursements	87,521	43,448	-44,073
Headquarters Support			
Personal Services	61,754	69,442	7,688
Operating Expense & Equipment	9,141	15,351	6,210
Total, Headquarters Support	\$70,895	\$84,793	\$13,898
General Fund	\$42,314	\$53,217	\$10,903
Federal Trust Fund	2,761	2,708	-53
PDF	388	389	1
Reimbursements	24,953	27,999	3,046
Mental Health Services Fund	479	480	1
Totals, All Programs	\$7,357,878	\$7,793,058	\$435,180
Total Funding			
General Fund	\$4,436,865	\$4,769,228	\$332,363
Federal Trust Fund	57,037	56,984	-53
Lottery Education Fund	180	180	0
PDF	2,641	2,631	-10
Developmental Disabilities Svs Acct	150	150	0
Reimbursements	2,859,786	2,962,665	102,879
Mental Health Services Fund	1,219	1,220	1
Totals, All Funds	\$7,357,878	\$7,793,058	\$435,180
Caseloads			
Developmental Centers	514	323	-191
Regional Centers	333,094	349,606	16,512
Departmental Positions			
Developmental Centers	3,182.7	2,497.9	-684.8
Headquarters	444.0	503.0	59.0

*Total Expenditures do not reflect the statewide item for Employee Retention Incentives of \$20.1 million that was added by the 2016 Budget Act and displayed as a Carryover in the Governor's Budget Galley.

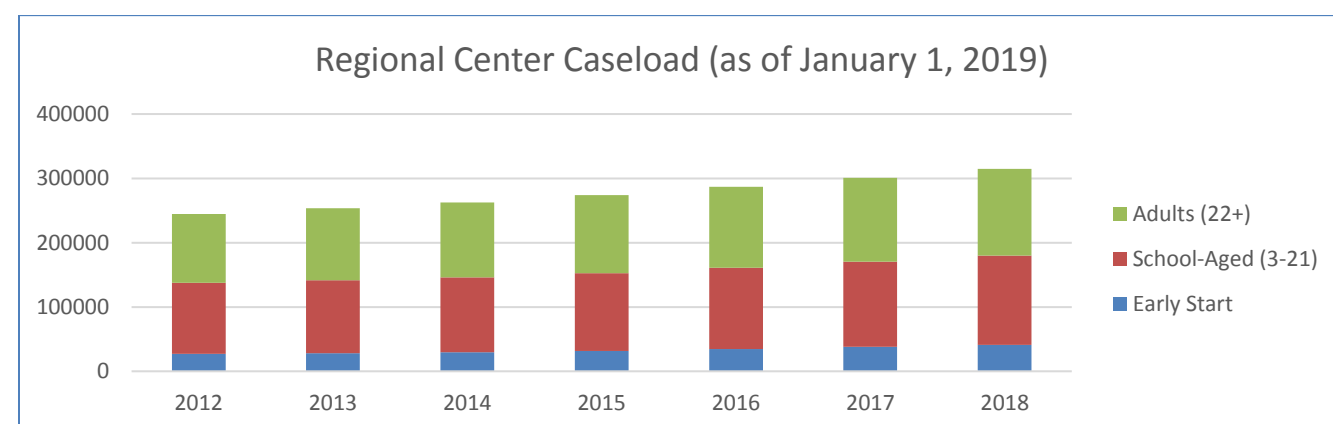
The Association of Regional Center Agencies (ARCA) represents the 21 non-profit regional centers that coordinate services for, and advocate on behalf of, over 320,000 Californians with developmental disabilities. ARCA and other members of the Lanterman Coalition, a group of statewide developmental services stakeholders, is requesting stopgap funding until comprehensive funding reform can be implemented.

Background

In the 2015-16 session, the Legislature recognized that programs for people with developmental disabilities were rapidly closing and desperately needed funding to stabilize them in order to prevent disruption in critical services. At the same time, regional centers were facing a shortfall of 744 service coordinators statewide. Increases in the Budget, as well as ABX2 1 (Ch. 3, 2016), that same year were intended to address shortages for both service providers and regional centers. These measures helped initially. For example, as noted in the chart below, there was a significant decrease in Day/Work Program closures between Fiscal Years 2015-2016 and 2016-2017. However, the closures and loss of program slots again increased in FY2017-18, which resulted in people waiting for services. This is largely due to economic changes since 2016, including an 8% increase in the consumer price index and a ~12% increase in California's wage index.



The rapid escalation in costs has occurred at the same time that the total population served continued to increase, including a 25% growth in the number of adults served (2011-2018), the group that uses the most services. This growth requires annual increases in system capacity to keep pace with the demand for needed services and supports. Yet available data shows a decrease in some service categories in recent years.



With a goal of long-term stabilization, ABX2 1 also included a comprehensive rate study, which is due March 1, 2019. Systems change for providers and regional centers is very complex and will likely take more than one year to implement. Until then, a minimum of an 8% down payment, for both service providers and regional center service coordination, is needed to bring the system back to where it was in 2016.

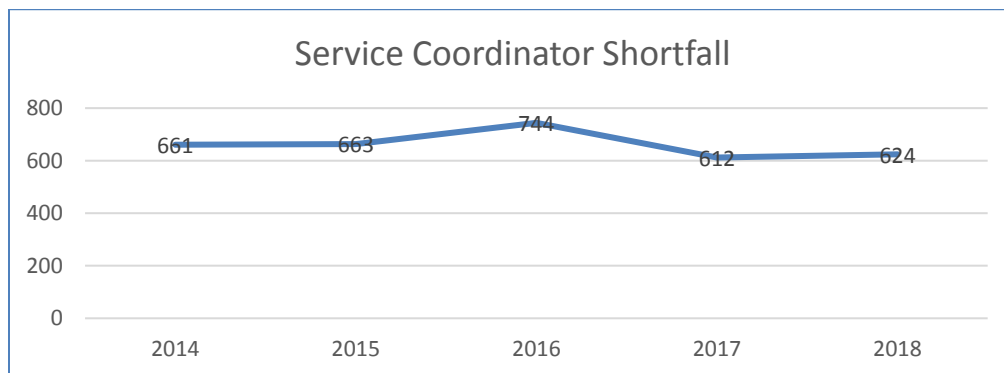
Service Providers

Providers help meet the daily direct support needs of individuals with developmental disabilities living in integrated communities of their choosing. But years of rate freezes have led to program closures and fewer available services. In FY 2017-18, the system saw the loss of 121 licensed residential homes (658 beds) as well as challenges developing critically-needed housing and support services, vocational support, and clinical services.

Faced with chronic underfunding, service providers struggle to recruit sufficient staff to meet the needs of the clients they serve. The complex, hands-on work of direct support professionals was never meant to be a minimum wage job, but many service providers cannot afford to pay more. The health and safety, and progress towards community participation, of people relies on appropriate recruitment and long-term retention of these workers, as without consistent support people cannot achieve their individual goals or potential. But over time, the value of their wages has eroded to unsustainable levels. In order to offer sustainable, quality services and properly serve people with developmental disabilities until funding reform can be implemented, providers need a minimum of an 8% down payment just to make up for inflationary losses.

Regional Center Operations

The core direct service of regional centers (RCs) is service coordination, which serves as a constant in people's lives and provides ongoing guidance to them and their families in setting goals and accessing services. Out-dated funding formulas mean RCs receive only 60% of the funding needed for each new service coordinator position.



The path forward for addressing this complex problem is the Developmental Services Task Force. But until their recommendations can be shaped and implemented, regional centers need a minimum of an 8% down payment for service coordination and other essential supportive services, to make up for inflationary losses.

Service coordinators only succeed when the number of individuals they serve (their "caseload") is at a manageable level. The relationships between the service coordinator and people with developmental disabilities and their families are most effective when they are long-term and not interrupted by high turnover rates. Also, to ensure federal matching funds (currently ~40% of our system's money), California promises the federal government we will maintain certain caseload ratios and support time-intensive person-centered planning. As of March 2018, RCs were 624 service coordinators short of legal compliance. Updated figures regarding the shortfall will be available in March 2019. To properly support people with developmental disabilities, the shortfall in positions should be fully funded to ensure they can be staffed at proper levels.

The Importance of 8%

Our system is being challenged to better serve existing needs and adapt to new ones. Bipartisan support reversed some Recession-era cuts, and gave some stability, but inflation is eroding those gains. This year, an 8% funding increase, and staffing to meet existing requirements, are critical for our system and the people who depend on it.