

Board of Directors Executive Committee Meeting
Monday, June 15, 2020, 6:30 pm
North Bay Developmental Disabilities Services, Inc.

Join Zoom Meeting:

<https://us02web.zoom.us/j/82419292031?pwd=aEVac2VqRFZYOEh6TnAyWnVoU3NuUT09>

Join by Phone:

Call-in: 1-669-900-6833 **Meeting ID:** 824 1929 2031 **Password:** 878085

AGENDA

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Sara Speck, Secretary
- III. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- IV. CONSIDERATION OF MINUTES – Angel Hixson, President INFO
 - A. Minutes of the Executive Committee Meeting of May 18, 2020 be approved as submitted.
- V. REVIEW OF JUNE 3RD ANNUAL BOARD MEETING INFO
- VI. JULY 15TH BOARD MEETING PREP INFO
- VII. CPA AUDIT - 990 TAX FORMS – Isabel Calder, Chief Financial Officer INFO
- VIII. EXECUTIVE DIRECTOR’S REPORT – Gabriel Rogin, NBRC Executive Director INFO
- IX. OTHER BUSINESS - Any other Board business may be brought up at this time.
- X. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- XI. ADJOURNMENT – Angel Hixson, President

CLOSED SESSION – a) The governing board of a regional center may hold a closed meeting to discuss or consider one or more of the following: (1) real estate negotiations, (2) the appointment, employment, evaluation of performance, or dismissal of a regional center employee, (3) employee salaries and benefits, (4) labor contract negotiations, (5) pending litigation (b) Any matter specifically dealing with a particular regional center client must be conducted in a closed session. -- W&I Code 4663(a) & (b).

NEXT MEETING ANNOUNCEMENT – The next Board of Directors Executive Committee call is TBD.

Board of Directors' Executive Committee Meeting

Monday, May 18, 2020 at 6:30 pm
North Bay Regional Center
610 Airpark Road, Napa, CA 94558

NBRC BOARD MEMBERS PRESENT: Jeremy Johnson, Vice President
Rosemarie Pérez, Treasurer
Sara Speck, Secretary
Angel Hixson, President

STAFF PRESENT: Gabriel Rogin, NBRC Executive Director
Danielle Bernardo, NBRC Executive Assistant

MINUTES

CALL TO ORDER –*President* called the meeting to order at 6:32 pm.

ROLL CALL AND INTRODUCTIONS – *Sara Speck, Secretary*, conducted roll call and a quorum was present.

PUBLIC COMMENT – None

CONSIDERATION OF MINUTES –

M/S/C (Pérez/Speck) Move that the April 20, 2020 minutes be approved as submitted.

UNANIMOUS

REVIEW OF MAY 6th BOARD MEETING –

Gabriel Rogin, NBRC Executive Director recapped the May 6th Board Meeting. (Minutes can be found in the June 3, 2020 board meeting packet.)

- *Gabriel* noted the Regional Center is looking into hosting board meetings via Zoom Webinar.

ANNUAL BOARD MEETING PREP –

Gabriel Rogin, NBRC Executive Director went over a draft agenda with the Executive Committee.

- There will be a short business meeting.
 - o The US Bank line of credit increase will be presented for approval.
 - The annual minutes from the June 2019 meeting will need to be approved.
 - There will be multiple client and vendor success stories.
 - The Mary Ida Cook Lifetime Achievement Award will be presented.
 - There will be Employee Anniversary Awards.
 - Management is working on a surprise video to thank staff and service providers.
- *Angel Hixson, Board President* noted she is upset that the Annual Board Meeting isn't happening in person. It is a meeting she looks forward to all year.
- *Gabriel Rogin, NBRC Executive Director* noted if there ever was a time to continue with an uplifting meeting, it's now.

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, NBRC Executive Director noted the following;

- The regional center was notified two clients in the same Skilled Nursing Facility have tested positive for COVID-19.
 - o One is asymptomatic and the other is in critical condition. NBRC's Physician is in contact with the hospital.
- The Governor's Budget was released and it isn't good news for our system.
 - *Angel Hixson* noted Support Providers are not making a lot of money, they're doing it because their hearts are in this field.
 - *Gabriel Rogin* noted there is an upcoming hearing and it is an opportunity to send a public letter out that supports our service provider community.
- NBRC has a solid plan. The regional center will make it through the year despite the cuts.
- The Legislative Advisory Committee meeting will be used to strategize messaging.

OTHER BUSINESS – None

PUBLIC COMMENT – None

ADJOURNMENT – *Angel Hixson, Board President* adjourned the meeting at 7:10 pm.

EXTENDED TO JULY 15, 2020

Return of Organization Exempt From Income Tax

OMB No. 1545-0047

Form 990

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

2018

Department of the Treasury Internal Revenue Service

Do not enter social security numbers on this form as it may be made public. Go to www.irs.gov/Form990 for instructions and the latest information.

Open to Public Inspection

A For the 2018 calendar year, or tax year beginning JUL 1, 2018 and ending JUN 30, 2019

Form 990 header section containing organization name (NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.), address (610 AIRPARK ROAD, NAPA, CA 94558), and identification numbers.

Part I Summary

Table with 3 main sections: Activities & Governance, Revenue, and Expenses. Includes rows for mission statement, member counts, revenue breakdown, and net assets.

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete.

Signature block section with fields for officer signature (ISABEL CALDER, CFO), preparer name (ROGER BULOSAN), and firm information (MARCUM LLP).

May the IRS discuss this return with the preparer shown above? (see instructions) [X] Yes [] No