



*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*

*Promoting Opportunities
Supporting Choices*

MEETING NOTICE

The next meeting of the Board of Directors is a Regular Business Meeting scheduled as follows:

DATE: January 3, 2024

TIME: 6:00 pm

PLACE: Hybrid - In Person or Zoom

In-Person

610 Airpark Road, Napa, CA 94558

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89709687840?pwd=QjllcTc0dzBBNXA2OEplanVjOFItUT09>

Join by Phone:

Phone Number: 1-669-900-6833

Webinar ID: 897 0968 7840

Passcode: 912329

Se Habla Español

American Sign Language Interpretation Available

Agenda Enclosed

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 Janelle Santana 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' Board Meeting – Hybrid
January 3, 2024, 6:00 p.m.

610 Airpark Road
Napa, CA 94558

AND

Join by Zoom Webinar:

<https://us02web.zoom.us/j/89709687840?pwd=QjllcTc0dzBBNXA2OEplLanVjOFItUT09>

Join by Phone:

Phone Number: 1-669-900-6833 **Webinar ID:** 897 0968 7840 **Passcode:** 912329

- I. CALL TO ORDER – Rosemarie Pérez, President
- II. ROLL CALL AND INTRODUCTIONS – Sara Speck, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Board Meeting Minutes from November 1, 2023 be approved as submitted. (2 min) (pgs. 4-6) ACTION
- IV. CONSIDERATION OF AGENDA – Additions or modifications to this agenda by Board Members. ACTION
- V. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- VI. TREASURER’S REPORT – Andrea Bednarova, Treasurer
 - A. Treasurer’s Report be approved as submitted (5 min) (pgs.16-17) ACTION
- VII. COMMITTEE REPORTS –
 - A. Executive Committee Update – Rosemarie Pérez, President (5 min)
 - i. ARCA Update
 - a. Approval of ARCA Membership Application and Agreement (pgs. 18-22) ACTION
 - ii. Draft Strategic Plan Review (pgs. 23-44) INFO
 - iii. Approved Contracts Over \$250,000
 - a. Enhanced Behavioral Support Home (EBSH) – A Place of Grace, Inc. (pg. 45) INFO
 - iv. Approved Board Opportunity Fund Requests
 - a. LS (pg. 46)
 - b. KM (pg. 47)
 - v. Approved Closed Session Item at November 13th Executive Committee Meeting
 - a. Agreement with SEIU for Wage Reopener
 - vi. Changed date of next Executive Committee Meeting to January 16th at 6:30pm.
 - B. Cultural/Linguistic Competency Committee Update – Rosemarie Pérez, President (5 mins) INFO
 - i. Review Board Policies (pgs.49-54)
 - C. Vendor Advisory Committee Update – Breeanne Kolster, VAC Co-Chair (5 mins) (pgs. 55-58) INFO
 - D. Public Policy Advisory Committee Update – Breeanne Kolster, VAC Representative (5 mins) INFO
 - E. Client Advisory Committee Update – Sara Speck, CAC Co-Chair (5 mins) INFO
 - F. Risk Reduction Advisory Committee Update – Joanne Giardello, Board Member (5 mins) INFO
 - G. Nominating Committee Update – Joanne Giardello, Nominating Committee Chair (15 mins) ACTION
 - i. Sara Speck’s Secretary Term ends February 2024 (pg. 59)
 - a. Nominations for Board Secretary
 - ii. Removal of Board Member for More Than 3 Consecutive Meeting Absences (pg. 60)
 - a. Jeremy Johnson

iii. Board Candidate Introduction & Election

a. Sahira Arroyos (pg. 61)

a. *If any board members have questions, please be prepared to have your questions ready at the meeting.*

VIII. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (15 mins)

INFO

A. Grassroots Day 2024

IX. GOOD OF THE ORDER – Any other Board business may be brought up at this time.

X. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)

XI. CLOSED SESSION (45 mins)

A. The appointment, employment, evaluation of performance, or dismissal of a regional center employee

XII. RETURN FROM CLOSED SESSION

A. Report on any action taken during the closed session (1 min)

INFO

XIII. ADJOURNMENT – Rosemarie Pérez, 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.

NEXT MEETING ANNOUNCEMENT – The next Board Meeting will be a Regular Business Meeting on February 7, 2024 at 6:00 pm at NBRC's Santa Rosa office – 520 Mendocino Avenue.

North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
November 1, 2023, 6:00 p.m.
Via In Person & Zoom Webinar

NBRC BOARD MEMBERS PRESENT:

Rosemarie Pérez, President, Sonoma County
Candace White, Vice President, Solano County
Sara Speck, Secretary, Solano County
Carl Vinson, Solano County
Rachel Ford, Solano County

Breeanne Kolster, VAC Representative
Ronald Gers, Sonoma County
Andrea Bednarova, Treasurer
Joanne Giardello, Solano County

NBRC BOARD MEMBERS ABSENT:

Jeremy Johnson, Solano County

NBRC STAFF PRESENT:

Gabriel Rogin, Executive Director
Beth DeWitt, Director of Client Services
Mariam Guirguis, Executive Assistant – Compliance

Courtney Singleton, Director of Community Services
Deanna Mobley, Director of Intake and Clinical Services

GUESTS:

Pamela, Spanish Interpreter
Liz, ASL Interpreter
Holly Pagel
Iyonel Philippe-Auguste
Marc Anglade
Samantha Wilhite
Taylor Berry-24 Hour Home Care
Advanced Supportive Living
Lica Michaud
Sahira Arroyos, Arc
Martha Valdez

Genavive, ASL Interpreter
Katy Vanzant, NBRC
Messina Dovichi, Turning Point
Jana Cooper, Turning Point
Duke Lange Philippe-Auguste
Mardochee Anglade
Maureen FitzGerald
Sophia Agafonow - DDS
Alisha Norwood
Maries iPhone(2)
Jamir Jones, Arc

MINUTES

CALL TO ORDER – *Rosemarie Pérez, President*, called the regular business meeting to order at approximately 6:01 pm.

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

CONSIDERATION OF MINUTES –

- i. Regular Business Meeting Minutes from October 4, 2023 be approved as submitted.

M/S/C (Gers/Bednarova) Moved to approve the October 4, 2023 minutes as submitted.

APPROVED
UNANIMOUS
Speck **ABSTAINED**

CONSIDERATION OF AGENDA

- No additions or modifications to the agenda by Board Members.

M/S/C (Gers/Bednarova) Moved to approve the agenda as submitted.

APPROVED
UNANIMOUS

GENERAL PUBLIC COMMENT – None

APPROVAL OF CONTRACTS OVER \$250,000

Courtney Singleton, Director of Community Services, presented the contracts for approval on pages 5-11 of the November 2023 board meeting packet.

A. Crisis Services

1. Turning Point Community Programs

- i. Messina Dovichi & Jana Cooper shared a presentation about the services Turning Point Community Programs provides.

M/S/C (Gers/Speck) Moved to approve the Turning Point Community Programs contract on page 5 of the November board meeting packet as submitted.

**APPROVED
UNANIMOUS
Kolster ABSTAINED**

B. Specialized Residential Facility (SRF)

1. Kalusugan Homes, LLC

M/S/C (Gers/Speck) Moved to approve the Kalusugan Homes, LLC contract on page 6 of the November board meeting packet as submitted.

**APPROVED
UNANIMOUS
Kolster ABSTAINED**

C. Supported Living Services (SLS) Contracts

- o Duke Lange Philippe-Auguste shared about the services Tomorrow House Supported Living Services provides.
- o The Board of Directors voted on the Supported Living Services contracts on pages 6-11 of the November board meeting packet.
 - 1. A Bright Future, Inc.
 - 2. Lifehouse, Inc.
 - 3. Lynn and Darla Supported
 - 4. Community Connections
 - 5. Tailored Living Choices
 - 6. On My Own Independent
 - 7. Connections for Life
 - 8. New Beginnings
 - 9. Becoming Ind Supp Lvg
 - 10. Special Care Supported
 - 11. Bayberry Incorporated
 - 12. Strategies to Empower
 - 13. Helping Hand Supportive
 - 14. Inclusion Services, LLC
 - 15. Lighthouse Living Svcs
 - 16. Omelagah, Inc.
 - 17. Jaqui' Foundation Inc.
 - 18. Wood Supported Living
 - 19. Oaks of Hebron Supp Lvg
 - 20. Seasons Supported Living
 - 21. Advanced Supportive
 - 22. Side by Side Supported
 - 23. Wellness Supported Living
 - 24. New Horizons SLS, LLC
 - 25. Liberty ILS Inc.
 - 26. Atlas Community Services
 - 27. E.L.R. Supported Living
 - 28. Lupus SLS
 - 29. Heart's Desire Supported
 - 30. A.A. Living Opportunities
 - 31. Spread Your Wings

- 32. Community Anchor Services
- 33. Peace of Mind SLS
- 34. Infinity & Beyond
- 35. United Supportive Living
- 36. Tomorrow House Supportive Living
- 37. BBMS Supportive Living Services
- 38. Outcomes SLS

M/S/C (Gers/Speck) Moved to approve the Supported Living Contracts on page 6-10 of the November board meeting packet as submitted.

**APPROVED
UNANIMOUS
Kolster/Perez ABSTAINED**

TREASURER’S REPORT –

Treasurer’s Report be approved as submitted.

Andrea Bednarova, Treasurer, reviewed the Treasurer’s Report. A summary of the Board Opportunity Fund and the CFO board report can be found in the November 2023 board packet.

- o Doug Cleveland Board Opportunity Fund
 - o The report summarizes activity on the account through September 30, 2023. There were no deposits or awards issued in the month of September.
- o Operations
 - o The CFO report reflects the updated Ops budget totaling \$37,671,981 allocated through the E Prelim contract. The total Ops amount paid through September 30, 2023, represents is 21% of the budget.
 - o NBRC received the E-1 contract which included the remaining Operations funding. Also included was Community Placement Program allocation (As a reminder, we did not receive CPP funding for FY23 until late June). The E-1 also included Grant funding for Senior Companion Program and Mental Health Services Act.
 - o NBRC staff is working on establishing the budget which will include the recruitment of new policy positions and several additional growth positions. The primary recruitment focus is case management to help reduce caseload ratios.
- o Purchase of Service
 - o The CFO report reflects the total Purchase of Service (POS) budget allocated through the E-1 contract. The total POS amount paid through September 30, 2023, is 19% of the budget.
 - o NBRC cash flow remains stable.

M/S/C (Gers/Speck) Motioned to approve the Treasurer’s Report as submitted.

**APPROVED
UNANIMOUS**

COMMITTEE REPORTS –

A. Executive Committee Update –

Rosemarie Pérez, President, updated the board on the following items.

- a. Rosemarie Pérez shared that the following contracts over \$250,000 were approved at the previous Executive Committee meeting.
 - 1. The E-1 Contract can be found on page 14 of the November 2023 board meeting packet.
 - 2. The D-3 Contract can be found on page 15 of the November 2023 board meeting packet.
 - 3. The Adult Residential Facility for Person with Special Healthcare Needs (ARFPSHN) contract can be found on page 16 of the November 2023 board meeting packet.

b. **Board Opportunity Fund Request**

1. Holiday Gift Cards for Families in Need

- a. Rosemarie Pérez, President, presented the board opportunity fund request on page 17 of the November 2023 board meeting packet.

M/S/C (Gers/Speck) Motioned to approve the request on page 17 for holiday gift cards in the amount of \$15,000.00 for families in need.

**APPROVED
UNANIMOUS**

c. ARCA Update

1. Rosemarie Pérez, President, asked board members to review the draft documents from ARCA for a vote at the January Board Meeting.

- a. Membership and Application Agreement
b. Membership Standards and Practices Framework

B. Cultural/Linguistic Competency Committee (CLCC) Update –

- a. Rosemarie Pérez, President, shared the following items that the committee discussed.

- a. Service Access and Equity Grant
b. Legislative Breakfast focus areas
c. Reviewed draft board policies

1. Lanterman Act Policy

C. Vendor Advisory Committee (VAC) Update –

- a. Breeanne Kolster, VAC Co-Chair, shared about the Vendor Fair that occurred on October 26th.

- b. Breeanne Kolster listed the following items discussed during the Vendor Advisory Committee meeting.

- a. Presentation from ParentsCAN
b. DSP Training Stipend
c. Regional Center Communication Trainings
d. POS Processing Timelines
e. Housing and Transportation
f. SLS Contracts

D. Public Policy Advisory Committee (PPAC) Update –

- a. Breeanne Kolster, VAC Representative, gave an overview of the items discussed at PPAC.

- a. ANCOR Conference overview - Workforce and standard occupation classification
b. Discussed ARCA membership standards
c. Legislative Breakfast – Tentatively scheduled for Friday, April 19th at NBRC's Santa Rosa office.

E. Client Advisory Committee (CAC) Update –

- a. Sara Speck, CAC Co-Chair, shared the following topics from the previous meeting.

- a. Abuse Prevention and Social Sexual Education – Dr. Katie Pedgrift and Joanne Giardello
b. Employment Ideas – Caitlin Wilson, NBRC Quality Assurance Monitor
c. Executive Director's Report
d. The next CAC meeting is scheduled for March 22, 2024 at 1:00pm.

F. Risk Reduction Advisory Committee (RRAC) Update –

- a. Joanne Giardello, RRAC Chair, shared the following about the meeting that occurred on October 25th.

- a. The group discussed how the Relationships Decoded curriculum can be utilized more in the community.

G. Nominating Committee Update –

Joanne Giardello, Nominating Committee Chair Member, shared the following.

1. **Board Vendor Representative Term Election**

- a. Breeanne Kolster's first term ends in December 2023 as Vendor Representative on the Board of Directors.
b. Breeanne Kolster was recommended for a second term.

- c. Breeanne Kolster left the meeting while board members took a vote.
All board members present motioned to approve Breeanne Kolster for a second term as Vendor Representative on the Board of Director's from January 2024 to December 2025.

**APPROVED
UNANIMOUS**

2. Board Candidate Election

- a. Martha Valdez was interviewed on September 19, 2023 by the Nominating Committee and recommended to the Board of Directors.
- b. Martha Valdez was introduced to the Board of Directors at the October 4, 2023 board meeting and was presented at the November 1st meeting for a vote.
- c. Marth Valdez left the meeting while board members took a vote.
All board members present motioned to approve Martha Valdez as a Board of Director for a one-year term starting November 2023 to October 2024.

**APPROVED
UNANIMOUS**

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, Executive Director, reviewed the following with the Board of Directors.

- a. A modified version of the Board Meeting Locations for 2023
 - i. The Board requested to cancel the regular business meeting in December 2023.
 - ii. The Board would like to begin the diversity and equity training at 6pm and have a closed session at 7pm on December 6, 2023.

M/S/C (Kolster/Gers) Motioned to approve the cancellation of the regular business meeting on December 6, 2023.

**APPROVED
UNANIMOUS**

- b. A draft version of Board Meeting Training Plan for 2024 was presented to the Board of Directors for review. A copy of the draft can be found in the November 2023 board meeting packet.
 - i. Board members reviewed the training options and gave feedback on what they prefer.
 - 1. Rachel Ford, Board Member, requested the following board trainings.
 - a. Board participation and presentation to shorten the length of Board Meetings.
 - b. Getting Justice through Systemic Change
 - 2. Breeanne Kolster, VAC Representative, suggested an overview of strategic planning at the beginning of 2024.
- c. NBRC is going to post new service coordinator positions soon to help reduce caseload ratios.
- d. NBRC is planning to move forward with a satellite office in Vacaville.
- e. An Open House event for the opening of the Santa Rosa office will be announced soon.
- f. Gabriel Rogin, Executive Director, shared his appreciation for vendors and regional center staff participation and support during the Vendor Fair and All Staff Meeting on October 26th.

GOOD OF THE ORDER –

Gabriel Rogin, Executive Director, gave an update on the Trunk or Treat event that occurred on Halloween, October 31st.

- About 15 vehicles were decorated.
- Approximately 200 people attended the event.

December 8, 2023 – Mary Ida Cook Arts & Crafts Fair at NBRC Napa office. The event flyer can be found on page 27 & 28 of the November board meeting packet.

GENERAL PUBLIC COMMENT – None

CLOSED SESSION –

The Board of Directors moved into closed session at 7:50pm to discuss the appointment, employment, evaluation of performance, or dismissal of a regional center employee.

RETURN FROM CLOSED SESSION –

The Board of Directors returned from closed session at 8:45pm and there was no action taken.

ADJOURNMENT – *Rosemarie Pérez, President*, adjourned the meeting at 8:45pm.

Date submitted to NBRC Board for review

11/01/2023

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

11/01/2023

Operations

Purchase of Service

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

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	APPROVED	Notes
Crisis Services	Current # of Clients 38 (Projected 100)	Turning Point Community Programs dba North Bay Start PN1182	01/01/2024- 12/31/2024	\$3,391.32 (Individual Monthly Rate) \$4,069,584 (Max Annual Payment)	M/S/C (Gers/Speck) ABSTAINED (Kolster)	START Program

Summary:
 TPCP’s North Bay Start program is an evidenced-based, comprehensive model with a person-centered approach that applies principles of positive psychology, utilizes therapeutic tools, and creates linkages to natural and community-based resources. Services of the CSNB program include but are not limited to: Ongoing biopsychosocial assessments; Determination and assessment of strengths of the individual and team; System engagement and consultation; Cross systems crisis prevention and intervention planning; Comprehensive service evaluations; Clinical, medical and other interdisciplinary consultation and collaboration; and all other planned clinical team activities. Diagnostic eligibility for the program includes Intellectual Disability (ID), Developmental Disability, a 5th Category as defined by NBRC that includes disabling conditions found to be closely related to ID or require treatments similar to those needed for individuals with ID, Autism Spectrum Disorders and any co-occurring mental health diagnosis that is impairing the individual’s functioning or symptoms.

North Bay Start individual services:



- Community Support, Crisis Intervention & Stabilization, Crisis On-Call Support , Medical/Psychiatric Consultation, CSNB Facilitated Team Meeting(s), Comprehensive Service Evaluation, Cross-Systems Crisis Prevention/Intervention Plan, Clinical Education Team and Follow Up, Assessment , Referrals and Linkages, Outreach Visits and Coordination

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	APPROVED	Notes
Specialized Residential Facility	4	Kalusugan Homes, LLC HN0452	01/01/2024- 12/31/2027	\$20,462.46 (Individual Monthly Rate) \$982,199 (Max Annual Payment)	M/S/C (Gers/Speck) ABSTAINED (Kolster)	Contract renewal-opened in 2018

Summary:

These **Specialized Residential Facility (SRF)** are licensed by California Social Services, Department of Community Care Licensing and vendored by North Bay Regional Center to serve individuals with medical and/or behavioral needs. Many were developed to serve individuals moving from Sonoma Developmental Center. The homes provide between 2 -3 staff to 4 client ratio during awake hours with a 2 staff to 4 client ratio overnight. Professional Consultation services may include: A Registered Nurse, Board Certified Behavior Analyst, Occupational Therapist, Registered Dietician, Recreational Therapist and/or Physical Therapist. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, on an annual basis by Quality Assurance Staff and annually unannounced by Community Care Licensing.

Purpose of Contract	Consumers Served	Total Hours Billed FY 2023	Contractor Name and Vendor#	Term of Contract	APPROVED	Contract Amounts
Supported Living Service	72	389,062	A BRIGHT FUTURE, INC PN1129	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$13,488,593 Actual: 1/1/23-08/31/23 Estimated projected payment to exceed \$250,000

Serves individuals with higher needs at a 1:1 or in some instances 2:1 staff to client ratio.

Supported Living Service	73	327,770	LIFEHOUSE, INC PN1008	01/01/23- 12/31/23	M/S/C (Gers/Speck)	\$10,086,729 Actual: 01/01/23-08/31/23 Estimated
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					ABSTAINED (Kolster/Pérez)	projected payment to exceed \$250,000
Multiple individuals have a Health and Safety Waiver approved by the Department of Developmental Services						
Supported Living Service	31	144,764	LYNN AND DARLA SUPPORTED PN0641	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$5,279,374 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	54	162,387	COMMUNITY CONNECTIONS PN1249	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$5,194,323 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	25	154,764	TAILORED LIVING CHOICES PN1239	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$4,696,930 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000
Serves individuals that have moved from Sonoma Developmental Center and other locked settings						
Supported Living Service	46	54,075	ON MY OWN INDEPENDENT PN0929	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$4,335,961 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	25	49,896.79	CONNECTIONS FOR LIFE PN0227	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,667,585 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	43	103,360	NEW BEGINNINGS PN0471	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$3,649,184 Actual: 01/01/23-8/31/23 Estimated projected payment to exceed \$250,000

Supported Living Service	61	85,630	BECOMING IND SUPP LVG P20294	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$2,885,736 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service (Medical)	4	58,298	SPECIAL CARE SUPPORTED PN1065	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$2,717,365 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Serves individuals with medical needs that require nursing services. Provides Registered and Licensed Vocational Nursing Services to clients in Supported Living						
Supported Living Service	24	9,8542	BAYBERRY INCORPORATED P20287	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$2,908,172 Actual: 01/01/23-8/31/2022 Estimated projected payment to exceed \$250,000
Supported Living Service (CPP,SDC)	20	127,884.62	STRATEGIES TO EMPOWER PN1067	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$3,334,854 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Serves individuals that have moved from Sonoma Developmental Center and other locked settings						
Supported Living Service	22	60,627	HELPING HAND SUPPORTIVE PN0914	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$2,013,062 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service (CPP)	12	51,888	INCLUSION SERVICES, LLC PN1014	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,838,645 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Serves individuals that have moved from locked settings						

Supported Living Service	27	39,445	LIGHTHOUSE LIVING SVCS PN0795	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,368,676 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service (DC, CPP)	6	22,309	OMELAGAH, INC PN1023	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$768,364 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Serves individuals that have moved from Porterville Developmental Center and other locked settings						
Supported Living Service	9	60,042	JAQUI' FOUNDATION INC PN0660	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$2,037,935 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	4	12,885	WOOD SUPPORTED LIVING PN0981	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$400,022 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	30	7,392	OAKS OF HEBRON SUPP LVG P20286	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,225,882 Actual: 1/1/22- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	4	23,609	SEASONS SUPPORTED LIVING PN1168	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$775,406 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	24	77,896	ADVANCED SUPPORTIVE PN1134	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED	\$2,718,113 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000

					(Kolster/Pérez)	
Supported Living Service	3	18,533	SIDE BY SIDE SUPPORTED PN1100	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$477,258 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	6	20,998	WELLNESS SUPPORTED LIVING PN0519	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$748,996 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	5	15,908	NEW HORIZONS SLS, LLC PN1021	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$555,664 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	6	7361	LIBERTY ILS INC PN0713	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$272,051 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	16	20,079	ATLAS COMMUNITY SERVICES PN1043	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$622,254 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	1	6,984	E.L.R. SUPPORTED LIVING PN0870	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$251,946 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	1	17360	LUPUS SLS PN1263	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$756,354 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000

Supported Living Service	6	7,499	HEART'S DESIRE SUPPORTED PN1132	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$258,757 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	24	107,314	A.A. LIVING OPPORTUNITIES PN1174	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$3,077,030 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	32	38,775	SPREAD YOUR WINGS PN1214	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,300,923 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Services	5	11,749	COMMUNITY ANCHOR SERVICES PN1216	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$385,104 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	8	42,674	PEACE OF MIND SLS PN1194	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,372,164 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	16	17,537	INFINITY & BEYOND PN1217	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$536,928 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	28	53,164	UNITED SUPPORTIVE LIVING PN1220	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$1,794,990 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	18	36,270	TOMORROW HOUSE SUPPORTIVE LIVING PN1226	01/01/23- 12/31/23	M/S/C (Gers/Speck)	\$1,225,779 Actual: 01/01/23-08/31/23 Estimated projected payment to exceed \$250,000

					ABSTAINED (Kolster/Pérez)	
Supported Living Service	8	14,348	BBMS SUPPORTIVE LIVING SERVICES PN1242	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$491,757 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000
Supported Living Service	10	17,981	OUTCOMES SLS PN1272	01/01/23- 12/31/23	M/S/C (Gers/Speck) ABSTAINED (Kolster/Pérez)	\$682,964 Actual: 01/01/23- 08/31/23 Estimated projected payment to exceed \$250,000

Summary:

Supported Living Services (SLS) consist of a broad range of services for adults with developmental disabilities who, through the Individual Program Plan (IPP) process, choose to live in homes they themselves own or lease in the community.

Supported Living Services may include:

- Assistance with selecting and moving into a home of one's choosing;
- Selecting staff and housemates;
- Acquiring household furnishings.
- Common daily living activities (shopping, cooking, medical appointments);
- Becoming a participating member in community life (fun); and,
- Managing personal financial affairs, as well as other supports
- Services are offered for as long and as often as needed, with flexibility to meet an individual's changing needs overtime

<https://www.dds.ca.gov/services/supported-living-services/>

Supported Living Services Principles - Lanterman Act -Welfare and Institutions Code §4689

The Department of Developmental Services, Regional Centers and Service Providers are charged with ensuring that supported living arrangements adhere to the following principles:

- Consumers shall be supported in living arrangements, which are typical of those in which persons without disabilities reside.
- The services or supports that a consumer receives shall change as his or her needs change without the consumer having to move elsewhere.
- The consumer's preference shall guide decisions concerning where and with whom he or she lives.
- Consumers shall have control over the environment within their own home.
- The purpose of furnishing services and supports to a consumer shall be to assist that individual to exercise choice in his or her life while building critical and durable relationships with other individuals.
- The services or supports shall be flexible and tailored to a consumer's needs and preferences.
- Services and supports are most effective when furnished where a person lives and within the context of his or her day-to-day activities.
- Consumers shall not be excluded from supported living arrangements based solely on the nature and severity of their disabilities.



BOARD FUND REQUEST

Approved by the Board of Directors on November 1, 2023

M/S/C (Gers/Speck)

CLIENT NAME	Gift Cards for Families in Need
PAY TO THE ORDER OF	NBRC
AMOUNT REQUESTED	\$ 15,000.00

REQUESTING BY: NBRC Board of Directors PRINT NAME: NBRC Board of Directors DATE: 11/1/2023

JUSTIFICATION FOR REQUEST	100 gift cards for \$150/each. The total cost is as follows: \$15,000 for funds added to the cards
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North Bay Regional Center Doug Cleveland Board Opportunity Fund January 3, 2024, Board Meeting

The Doug Cleveland Board Opportunity Fund ending balance as of November 30, 2023, was **\$47,840.20**.

Below are the transactions that occurred in the month of November 2023:

Donations and Deposits:

- One Donation \$10,000.00
- No Deposits

Awards:

- Two awards were issued totaling: \$6,036.47

Other Transactions:

- None

Ops Expenditures 5 months 36%	CFO Board Report November 30, 2023 42% of the fiscal year has elapsed				POS Expenditures 5 months 33%
OPERATIONS		Total Ops Allocation: \$			37,671,981
Total General Ops Contract: \$	35,725,171	Total CPP Contract: \$		1,345,793	
General Ops Amount Available: \$	23,160,797	CPP Contract Amount Available: \$		1,345,793	
					Total YTD
OPERATIONS EXPENSE (OPS)	YTD Actual	% by category	Forecast*	Actual + Forecast	
Personnel	\$ 8,910,297	70.92%	\$ 14,279,721	\$	23,190,018
Benefits	\$ 2,013,037	16.02%	\$ 6,125,712	\$	8,138,749
Facilities	\$ 1,046,949	8.33%	\$ 1,438,745	\$	2,485,694
Equipment	\$ 154,605	1.23%	\$ 353,395	\$	508,000
Communications	\$ 221,848	1.77%	\$ 103,152	\$	325,000
Mileage	\$ 104,897	0.83%	\$ 175,103	\$	280,000
Legal	\$ 54,499	0.43%	\$ 45,501	\$	100,000
General Office	\$ 28,219	0.22%	\$ 26,781	\$	55,000
Consultants	\$ 92,366	0.74%	\$ 590,634	\$	683,000
Bank Fee and LOC	\$ 11,450	0.09%	\$ 15,400	\$	26,850
Other Expenses	\$ 18,448	0.15%	\$ 119,412	\$	137,860
Revenue	\$ (92,241)	0.00%	\$ (112,759)	\$	(205,000)
Total Operations Expenses	\$ 12,564,374			\$	35,725,171
Community Placement Plan (CPP)	\$ -	0%	\$ 1,345,793	\$	1,345,793
Senior Companion Program (SCP) - Grant	\$ 119,928	36%	\$ 209,694	\$	329,622
Mental Health Services Act (MHSA) - Grant	\$ 45,158	17%	\$ 226,237	\$	271,395
Total Ops Paid: \$		12,729,460			
PURCHASE OF SERVICES		Total POS Allocation: \$			506,986,276
Total POS Contract: \$	506,986,276	Total CPP Contract: \$		-	
POS Contract Amount Available: \$	339,274,662	CPP Contract Amount Available: \$		-	
					Total YTD
PURCHASE OF SERVICES (POS)	YTD Actual	%	YTD Total	Forecast*	Actual + Forecast*
Community Care Facilities	\$ 54,236,530	32.3%	\$ 77,840,203	\$	132,076,733
Supported Living Services	\$ 41,095,215	24.5%	\$ 57,622,843	\$	98,718,058
Day Programs	\$ 30,081,023	17.9%	\$ 42,839,623	\$	72,920,646
Behavioral Services	\$ 15,002,346	8.9%	\$ 21,285,420	\$	36,287,766
Other	\$ 11,726,288	7.0%	\$ 17,161,355	\$	28,887,643
Transportation	\$ 7,104,628	4.2%	\$ 10,008,224	\$	17,112,852
Respite	\$ 4,301,259	2.6%	\$ 6,632,094	\$	10,933,353
Medical Services	\$ 4,164,325	2.5%	\$ 6,654,130	\$	10,818,455
Community Placement Plan (CPP)	\$ -	0.0%	\$ -	\$	-
TOTAL POS EXPENSES	\$ 167,711,614	100.0%	\$ 240,043,892	\$	407,755,506
<i>*This budget reflects through the E - 1 for FY24.</i>					
Total Regional Center Budget:				\$	544,658,257

ASSOCIATION OF REGIONAL CENTER AGENCIES, INCORPORATED

MEMBERSHIP APPLICATION AND AGREEMENT

THIS MEMBERSHIP APPLICATION AND AGREEMENT is made by and between the ASSOCIATION OF REGIONAL CENTER AGENCIES, INCORPORATED ("ARCA") and the undersigned Regional Center (hereinafter "REGIONAL CENTER").

WHEREAS, ARCA is a nonprofit public benefit corporation organized and existing under the laws of the State of California. The principal office for the transaction of business of ARCA is located in the State of California.

WHEREAS, ARCA exists to promote, support, and advance Regional Centers in achieving the intent and mandate of the Lanterman Developmental Disabilities Services Act ("Lanterman Act") in providing community-based services that enable individuals with developmental disabilities to achieve their full potential and highest level of self-sufficiency.

ARCA and the undersigned REGIONAL CENTER hereby agree as follows:

1. **MEMBERSHIP.** ARCA has no statutory voting members. All members of ARCA are non-voting members. Each ARCA member has two directors on the Board of Directors ("Board"). Membership in ARCA, and thus representation on the Board, is conditioned upon REGIONAL CENTERS signing of and complying with this Agreement, paying any required dues, fees and assessments, and ARCA's approval.
2. **QUALIFICATION.** By signing below, REGIONAL CENTER agrees that it is a "regional center" as described in the Lanterman Act and is therefore qualified to become a member of ARCA as described in the ARCA bylaws.¹
3. **DUES, FEES, AND ASSESSMENTS.** REGIONAL CENTER agrees to pay to ARCA such dues, fees, and/or assessments as are established from time to time by the Board of Directors of ARCA, if any. Dues, fees, and/or assessments paid by REGIONAL CENTER are not refundable upon withdrawal of this application, or upon resignation or termination/expulsion from membership.
4. **TERM.** If REGIONAL CENTER is approved by ARCA, this Agreement shall become effective on the date a signed copy is received by ARCA and shall terminate upon written notice of resignation by REGIONAL CENTER to ARCA, or by ARCA's termination of the membership pursuant to the procedures in ARCA bylaws (termination or expulsion). If membership is not resigned or terminated, and the member is not suspended or expelled, the membership shall continue indefinitely upon timely payment by REGIONAL CENTER of any required dues, fees, and/or assessments set by the Board and compliance with this agreement and any other requirements established by the Board.
5. **BYLAWS, POLICIES AND PROCEDURES.** REGIONAL CENTER hereby accepts and consents to be bound by, and promises and agrees to fully comply with, ARCA's Bylaws and all policies and procedures adopted by ARCA's Board of Directors which are now in effect or may be adopted later and as amended from time to time.

¹ Any "Regional Center" (as defined in the Lanterman Developmental Disabilities Services Act) within the State of California may be admitted to ARCA as a non-voting member. All members are admitted to membership on condition of signing any required membership application/agreement (which includes agreeing to comply with these Bylaws and any policies and procedures adopted by the Board), and the payment of such dues, fees, and assessments as shall be established by the Board.

6. BOARD MEETING PARTICIPATION. The undersigned REGIONAL CENTER agrees to bear the cost of participation by their Board representatives at Board meetings, including but not necessarily limited to travel (travel accommodations, mileage or airfare), lodging, meals, disability-related support needs, etc.

7. TERMINATION/SUSPENSION/EXPULSION. Pursuant to the ARCA bylaws, membership terminates automatically if a member resigns, or if the member entity dissolves, or if required dues, fees, or assessments are not timely paid. The bylaws further provide that after a fair procedure, a member may be suspended or expelled from membership upon a finding by the Board that the member has failed in a material and serious degree to comply with ARCA's Articles of Incorporation, bylaws, policies, procedures, or any law applicable to ARCA and its members, or has engaged in conduct materially and seriously prejudicial to the purposes and interests of ARCA.

8. NOTICES. All notices to be given under this Agreement shall be considered delivered when deposited in the U.S. Mail or with an express mail service, postage prepaid, to the parties addressed as follows:

ARCA

REGIONAL CENTER: (please fill in street address

980 9th Street, Suite 1450

Sacramento, CA 95814

9. SEVERABILITY. Should any portion of this Agreement be determined to be unlawful, and provided that such portion of this Agreement is severable, it shall be eliminated from this Agreement and the other provisions of this Agreement shall continue in effect.

10. ASSIGNMENT. This Agreement shall not be assignable by either party without the prior written consent of the other party.

11. MEDIATION/ARBITRATION FOR DISPUTES. By signing this Agreement, the parties agree that they have not and will not file a class action suit or any other type of lawsuit against the other party or its directors, officers, employees, contractors, or agents. Relative to any and all disputes, claims or controversies arising out of or relating to this Agreement or the breach, termination, enforcement, interpretation or validity thereof, the parties agree to first participate, in good faith, in an informal mediation process, using a mediator agreed upon by the parties. Either party may request informal mediation by written request to the other party. The parties will share the cost of the mediator and related expenses, but shall pay their own attorneys' fees incurred during mediation, if any. Any informal mediation shall take place in Sacramento, California if in person, or by electronic video conference (Zoom or similar) if the latter is agreed to by both parties. All offers, promises, conduct and statements, whether oral or written, made in the course of the mediation by any of the parties, their agents, employees, experts and attorneys, and by the mediator, are confidential, privileged and inadmissible for any purpose, including impeachment, in any arbitration or other proceeding involving the parties, provided that evidence that is otherwise admissible or discoverable shall not be rendered inadmissible or non-discoverable as a result of its use in the mediation.

If the informal mediation process is unsuccessful, the parties agree that the dispute, claim or controversy shall be submitted to JAMS, or its successor, for final and binding arbitration.

Either party may initiate arbitration at JAMS with respect to the matters submitted to mediation by filing a written demand for arbitration at any time following the initial mediation session or 45 days after the date of filing that written request for mediation, whichever occurs first. The mediation may continue after the commencement of arbitration if the parties so desire. Unless otherwise agreed by the parties, the mediator shall be disqualified from serving as arbitrator in the case. Any arbitration shall take place in Sacramento, California if in person, or by electronic video conference (Zoom or similar) if

the latter is agreed to by both parties. The provisions of this section may be enforced by any Court of competent jurisdiction, and the party seeking enforcement shall be entitled to an award of all costs, fees, and expenses, including attorneys' fees, to be paid by the party against whom enforcement is ordered. Any mediation or arbitration shall take place in Sacramento, California.

12. ATTORNEYS' FEES AND VENUE. If an action at law or in equity is necessary to enforce the required mediation and/or arbitration in paragraph 10 above, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs in addition to any other reasonable relief to which it may be entitled. With respect to any such action or proceeding, the parties agree and submit to the jurisdiction and venue of the appropriate court in the County of Sacramento, State of California.

13. GOVERNING LAW. This Agreement and any mediation or arbitration shall be subject to, construed, enforced and governed by the laws of the State of California.

By signing below, the undersigned REGIONAL CENTER represents that the statements made above are true and correct, and that it understands the foregoing agreement and agrees to abide by the terms and conditions herein.

Date: _____ REGIONAL CENTER name: _____

Signature of REGIONAL CENTER Board President, with authorization
from the REGIONAL CENTER Board of Directors

Print name of REGIONAL CENTER Board President

Telephone number(s)

Email Address(es)

Date: _____

Membership APPROVED by ARCA _____

Membership NOT APPROVED by ARCA _____

Signature of ARCA Board Officer

Print name and title of ARCA Officer

Membership Standards and Practices Framework

ARCA’s mission is “to promote, support, and advance regional centers in achieving the intent and mandate of the Lanterman Developmental Disabilities Services Act.” The organization and its Executive Director have two charges: fulfill the stated Mission under the broad policy and legislative guidance of its Board of Directors, and leading the Association to effectively define the public face of the regional center system. Success in these areas results in the preservation of local control and decision-making authority of the 21 regional centers, including the protection of this autonomy from external threats, and in working successfully with the Department, Legislature and advocacy groups to further empower the regional centers to fulfill their mission for the 400,000+ people we serve. Achievement of these mandates is only possible through collective and consistent commitments and action by all regional centers.

Henceforth, the Association will establish consistent standards for its member organizations. ARCA will support its members in pursuit of those expectations and hold each accountable to meeting them.

This work will be spearheaded by a Standards and Practices Committee, which will be a newly-created standing advisory committee comprised of seven members, including a Chair selected by ARCA’s Board President in addition to three regional center Executive Directors and three Board Delegates. The Committee will recommend to ARCA’s Board of Directors for its consideration standards in at least the following areas with an eye towards supporting the diverse populations served by regional centers:

1. Positive community relations;
2. Implementation of key statewide initiatives;
3. Active local political participation that advances the goals of the Association;
4. Non-adversarial appeals and dispute resolution processes;
5. Person-centered thinking and planning practices;
6. Responsiveness to those served and community partners;
7. Local board practices; and,
8. Greater consistency in purchase of service practices and patterns.

Upon request, the Standards and Practices Committee will support individual regional centers to identify sources of requested technical assistance either from consultants or other member organizations.

When prompted by significant concerns that the actions of an individual regional center present the potential for statewide implications or hampering ARCA’s ability to fulfill its mission, the Committee will examine the individual situation. If appropriate, it will recommend a course of action to address and ameliorate it. Every effort will be made to identify opportunities for the individual regional center in question to again meet the standards established by the Association, including but not limited to, consultation with ARCA’s Executive Director or coordinated technical assistance from other regional centers and/or consultants.

ARCA's strength comes from having all 21 of the regional centers acting in concert. However, if after a reasonable period of time following a recommendation from the Committee for correction, if an individual regional center either cannot or chooses not to meet the expectations of the Association, the Committee may recommend suspension or expulsion of the regional center from membership in the Association. During any period of suspension or non-membership, the regional center in question shall have no access to ARCA's membership benefits, which include but are not limited to, attendance at ARCA-sponsored meetings, participation in its committees, and receipt of technical assistance from the Association's Executive Director or staff. Any regional center under expulsion may apply for readmittance to the organization after a period of no less than 6 months.

DRAFT

- draft -



North Bay Regional Center

2024 – 2026 Strategic Plan



Welcome!

Bienvenida/o!

欢迎!

Chào mừng!



- North Bay Regional Center is one of 21 Regional Centers for persons with developmental disabilities in California. Started as a grass roots movement, regional centers were originally established to assist persons with intellectual disabilities — and their families — in identifying and developing services and programs within their communities that help them lead more independent lives.
- Incorporated in 1972, North Bay Regional Center celebrated it's 50th anniversary in 2022!
- We proudly serve over 10,000 people in the the Napa, Solano and Sonoma counties.
- Guided by a dedicated 9-13 member Board of Directors and supported by 250+ staff.

Our Mission:

(what we do and for whom)

Our mission is to empower, respect and serve each child and adult with or with the potential for a developmental disability, while promoting the health and well-being of each individual, their families, and our community.

Our Vision:

(our primary, long-term goal)

We envision a world where individuals determine and achieve the life they choose, surrounded by a diverse and supportive community.

We are **PROUD** to serve our community...

We are:

Person-Centered, Client and Family Focused

Responsive

Outcome Driven

United and Collaborative

Dynamic and Determined



Our Values:

(what we believe in)

Belonging ~ Compassion ~ Dignity and Respect
~ Honesty and Integrity ~ Humility

Welcome to North Bay Regional Center and NBRC's 2024-26 Strategic Plan!

In 1972 North Bay Regional Center (NBRC) was incorporated as one of twenty-one regional centers across California to support individuals with or with a potential developmental disability in Napa, Solano and Sonoma counties. The regional center system was established in 1969 to meet the needs of children and adults with intellectual and developmental disabilities in their home communities as an alternative to state developmental centers. Authored by Assemblyman Frank D. Lanterman, the Lanterman Act, as it has come to be known, established a community based nonprofit regional center system that would be responsive to a local board of directors and reflective of the needs of the communities within their catchment areas.

Today, NBRC supports more than 10,000 individuals and their families through a collaboration of more than 300 staff, more than 1,500 service providers, and numerous community organizations. To help guide our efforts and ensure we are honoring our communities to the best of our abilities, the NBRC Board of Directors and Leadership Team committed to creating this 2024-26 Strategic Plan.

A Strategic Plan guides the organization in its focus on specific areas. This focused plan helps ensure the long-term vision of the organization while still doing everything needed on a day-to-day basis to best support the people served. NBRC's 2024-2026 Strategic Plan has five areas of focus: Supporting out Teams, Housing Retention and Development, Communication and Community Outreach, Supporting Our Self-Advocates, and Funding and Legislative Advocacy. The chosen areas of focus reflect the insights and the lived experiences of people served and their families, staff members, service providers, community collaborators, and our Board of Directors. The Board heartfully thanks all of those who invested in and supported the creation of our plan.

Our communities' involvement was an important part of the plan development. It served as a vital foundation to ensure that we continue to reflect and honor the experiences, abilities and needs of those we serve, as well as the efforts and experience of our Board, our staff, and our service providers. We present this strategic plan to help guide NBRC in ensuring people with intellectual and developmental disabilities of all ages, cultures, and backgrounds, feel a sense of belonging in our communities.

*Rosemarie Perez, President, Board of Directors
Gabriel Rogin, Executive Director*

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Strategic Planning Process

A Strategic Plan is a roadmap – it helps guide the organization to identify:

- **where** they want to go (provides direction);
- **the best way** to get there (provides instruction);
- **what** they will need to get where they want to go (identifies resources);
- **milestones or outcomes** – like mile markers in the road, helping us identify if we are making progress – impacting the lives of those we serve to the best of our abilities and resources; and
- **when** – the plan starts January 1, 2024, and ends December 31, 2026, based on the fiscal year.

The Strategic Plan has been shaped from the input of people served and their families, the Board of Directors, the Regional Center staff, service providers, community partners, and advocacy groups. The Strategic Plan was adopted by Board of Directors in September 2023. Each year Regional Center staff will present to the Board of Directors, and the community, the progress on the Plan.

Based on the needs of our community, the Strategic Plan includes special focus on five key areas. These areas are additional areas of focus where we would like to see a change; they are in addition to areas NBRC focuses on each day – supporting each person served and family to the best of our ability.

Supporting our Teams

North Bay Regional Center seeks to create a stable, connected and educated workforce with improved support.

NBRC employs nearly 300 staff members in two offices that are the heart of our organization, each playing a vital role in meeting the needs of the people we serve. While we continue to advocate for funding for our staff, this Strategy seeks to build a stronger, more connected and supported workforce that improves morale and maintains a stable core.





Supporting our Teams:

Strategies

(how we will drive change)

1.1 Strengthening our Teams:

NBRC will work towards ensuring we have a diverse workforce that feels vital, engaged, supported, and connected across and within offices, departments, and teams.

1.2 Promoting a Positive Culture:

NBRC will create and foster a mission-driven sense of community within the regional center which is encouraging and engaging.

1.3 Promoting Health and Wellbeing:

NBRC will support and encourage all staff members to focus on a healthy work/life balance.

1.4 Training and Education:

NBRC will promote staff empowerment through efficient training and education.

Supporting our Teams: Outcomes

(how we will measure our progress)

Measure	Baseline	2024	2025	2026
Annual Turnover Rates <i>(Strategy(ies) 1.1, 1.2, 1.3, 1.4; Source: Paylocity)</i>				
Average Tenure vs Statewide <i>(Strategy(ies) 1.1, 1.2, 1.3, 1.4; Source: Paylocity)</i>				
Ethnicity Representation vs Community <i>(Strategy(ies) 1.1; Source: Paylocity, % annual average)</i>				
Employee Morale <i>(Strategy(ies) 1.1, 1.2, 1.3; Source: Paylocity Survey, TBD)</i>	-----	Baseline		
% of Attendees at Internal Events <i>(Strategy(ies) 1.2, 1.3, 1.4; Source: TBD)</i>				



Housing Retention and Development

*North Bay Regional Center seeks to ensure people have
person-centered, accessible housing of choice.*

Housing is the forefront of community engagement and belonging. Through outreach, education, collaboration, and development, NBRC seeks to provide equitable and inclusive, housing of choice for each person/family served that is safe and affordable.





Housing Retention and Development: Strategies

(how we will drive change)

2.1 Increasing the Availability of Housing Options:

NBRC will maintain existing housing options, while expanding new housing options for people served by NBRC.

2.2 Adopt Individual Housing Planning:

NBRC will ensure housing planning is a person centered, supportive process that is inclusive and equitable, reflective of people's language, culture(s), preferences, strengths, abilities, and challenges.

2.3 Outreach, Advocacy and Training:

NBRC will educate all stakeholders, and our communities, on housing needs and opportunities for people with developmental disabilities and their families.

2.4 Continuous Improvement and Data Refinement

NBRC will continuously improve our housing access and development processes by being data- driven.

Housing Retention and Development: Outcomes

(how we will measure our progress)

Measure	Baseline	2024	2025	2026
Housing Satisfaction <i>(Strategy(ies) 2.1, 2.2, 2.3, 2.4; Source: CDER-Consumer Survey Q17)</i>	-----	Baseline		
Number of Adults in Home Settings <i>(Strategy(ies) 2.1, 2.2, 2.3, 2.4; Source: Performance Contract)</i>				
Number of New Housing Options Developed <i>(Set-Asides, Community Care Facilities, etc.) (Strategy(ies) 2.1, 2.3; Source: TBD, assess each type)</i>				
Time Necessary to Obtain Housing with a Housing Referral <i>(North Bay Housing Coalition, ILS/SLS, Group Home, or Brilliant Corners) (Strategy(ies) 2.1, 2.2, 2.3; Source: TBD)</i>	-----	Baseline		
Number of Trainings For Housing Success (all Stakeholders) <i>(Strategy(ies) 2.3; Source: TBD)</i>				

Communication and Outreach

NBRC seeks to ensure our staff, people and families served, service providers, collaborative partners and our communities are empowered with communication, information and education about who we are, what we do and how we do it.

Equitable, supported service provision starts with open information, communication and access. Through outreach, education, collaboration, and development, NBRC seeks to increase our connectivity with all of our stakeholders and communities.





Communication and Outreach: Strategies

(how we will drive change)

3.1 Equal Information, Access and Opportunities:

NBRC will ensure people in our communities are aware of what the regional center does, how we can support them and feel welcome; that NBRC is a true community-based organization.

3.2 Collaboration and Building Relationship:

NBRC will develop and build relationships with community based organizations, government agencies, and educational organizations to collaborate and build awareness and support networks for people and families served.

3.3 Staff Communication:

NBRC will work to improve and streamline communication to ensure all staff are kept informed, and in ways that support staff to do their jobs to the best of their abilities, increasing consistency across offices, departments and teams.

Communication and Outreach: Outcomes

(how we will measure our progress)

Measure	Baseline	2024	2025	2026
Social Media, Website Visits <i>(Strategy(ies) 3.1; Source: Analytics: website hits, Social Media followers, posts)</i>				
Number of Community Events <i>(Strategy(ies) 3.1; Source: Analytics)</i>				
Awareness of NBRC Supports by People Served <i>(Strategy(ies) 3.1, 3.2; Source: TBD, Individual/Family Survey)</i>	-----	Baseline	-----	
Employee Satisfaction with Internal Communication <i>(Strategy(ies) 3.3; Source: Paylocity)</i>				



Strengthening Self Advocates

NBRC will support people served to be the best self-advocates they can in representing their lives, needs and desires and in a way that the system can learn from their lived experiences.

Within the regional center system, people served, and their families, play a vital role advocating for services and supports that are responsive to their lived experiences. NBRC wants to ensure self-advocates have opportunities to be leaders in their own lives and in their services, as well as have a vital role in our system.... Nothing About Us, Without Us!





Strengthening Self-Advocates:

Strategies

(how we will drive change)

4.1 Encourage participation in Advocacy and Leadership:

NBRC will ensure people served are invited, supported and engaged in advocacy opportunities, in order to help drive system change.

4.2 Training and Education:

NBRC will develop and offer training to support self-advocates, discussing self-advocacy at planning team meetings, and connecting self-advocacy with training and outreach.

4.3 Creating a Connected and Supported Advocacy Network:

NBRC will create a network or structure to help support and encourage self-advocates, offer informal peer supports and mentoring.

Strengthening Self-Advocates: Outcomes

(how we will measure our progress)

Measure	Baseline	2024	2025	2026
Number of Client Advisory Committee (CAC) Participants <i>(Strategy(ies) 4.1, 4.2, 4.3; Source: Average CAC Attendance)</i>				
Number of The Advocator Touches <i>(Strategy(ies) 4.1, 4.2, 4.3; Source: Email Distribution Social Media hits, Website Visits)</i>				
Number of Self-Advocates attending NBRC Board Committee Meetings <i>(Strategy(ies) 4.1, 4.2, 4.3; Source: NBRC Meeting Attendance)</i>				
Number of Self-Advocacy Trainings <i>(Strategy(ies) 4.2; Source: TBD)</i>				

Funding and Legislative Advocacy

NBRC will support the regional center, and its communities, to determine legislative priorities, including funding, for our catchment area and determine how to best achieve those priorities.

NBRC will ensure legislative advocacy efforts are structurally, systematically supported and engaging of, and open, inviting, inclusive, relevant, and accessible to, all of our diverse communities and varying stakeholders in order to drive change and have the greatest impact possible.





Funding and Legislative Advocacy: Strategies

(how we will drive change)

5.1 Build an Integrated Structure for NBRC's Legislative Advocacy:

NBRC will create and build an integrated and connected foundational structure to effectively engage internal efforts, individuals and families served, and external community partners.

5.2 Increase the Impact of NBRC's Voice:

NBRC will empower people served, families, community partners by offer education, training and outreach.

5.3 Planning and Engaging in Community Priorities:

NBRC will address areas of importance to NBRC communities in key priority areas, build connections and relationships, educating legislators



Funding and Legislative Advocacy: Outcomes

(how we will measure our progress)

Measure	Baseline	2024	2025	2026
Public Policy Committee Participation and Impact <i>(Source: PPC Survey Assessing Impact)</i>	-----			
Number of Board / Community Advocacy Trainings <i>(Strategy(ies) 5.2; Source: TBD)</i>				
Number of Legislative System Engaged Events <i>((Strategy(ies) 4.3, 5.1, 5.2, 5.3; Source: TBD)</i>	-----			

Contact Us!

Keep in Touch!

Get Involved!

- **Napa/Solano County Office:**

610 Airpark Rd.
Napa, CA 94558
Telephone (707) 256-1100
Fax (707) 256-1112
TDD (707) 257-0213

- **Sonoma County Office:**

520 Mendocino Avenue
Santa Rosa, CA 95401
Telephone (707) 569-2000
Fax (707) 542-9727
TDD (707) 525-1239

- **Emergency Response:**

(800) 884-1594 (evenings/weekends)



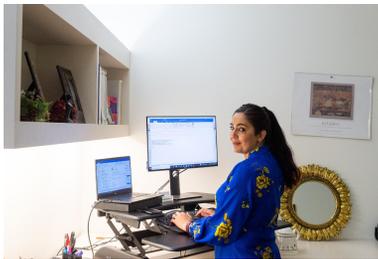
- **Early Start Warmline (0-36 months)**

- Napa/Solano Counties (800) 646-3268
Sonoma County (707) 755-5113
(707) 751-0171 (Fax)



- **Intake referral Coordinator (3 and over)**

(707) 256-1180 / Intake@nbrc.net



- **Agency Email**

Northbay@nbrc.net

- **Agency Website:**

www.NBRC.net



Date submitted to NBRC Board for review

12/18/23

Date approved by NBRC Board Executive Committee (if applicable)

12/18/23

Date approved by NBRC Board

Operations

Purchase of Service

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

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	APPROVED	Notes
Enhanced Behavioral Supports Home-Delayed Egress/Secure Perimeter	4	A Place of Grace, Inc.	12/19/23 to 12/31/26	\$85,845/per month \$1,030,140/Annually	M/S/C (White/Speck)	
<p>Summary:</p> <p>This Enhanced Behavioral Homes (EBSH) was developed to serve individuals with challenging behavioral needs that are moving from Porterville Developmental Center. These individuals cannot be served in any other setting, due to their specific needs. All staff in the homes must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The staffing levels are determined by each individual client's needs. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the home. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, monthly by NBRC's Board Certified Behaviorist, quarterly by NBRC's Quality Assurance Staff, semiannually by The Department of Developmental Services and annually unannounced by Community Care Licensing. Each client has their own individual budget that covers additional staffing costs, based on the client's needs.</p> <p>The below items are covered in this cost contract:</p> <ul style="list-style-type: none"> • Rent and maintenance for the property • 168 hours a week of Lead Staffing and all associated training costs • 40 hours a week of the home Administrator • Board Certified Behavior Analyst • Transportation • Insurance • Phone/ Internet/Cable/Utilities • Food • Repairs 						



North Bay
Regional Center

Board Opportunity Fund Request

**Approved by Board of Directors’
Executive Committee on
11/22/2023**

Date: 11/1/2023
Service Coordinator: B.D.
Individual Name: L.S.
County of Residence: Solano
Type of Request: Monetary Assistance

L.S. is a 24-year-old male eligible for regional center services due a diagnosis of Mild Intellectual disability. L.S. and his family were hit by a tragic event on 7/2/2023, when their home caught fire and everything they own was completely lost.

L.S lost all his personal belongings and, although the family had insurance that will help rebuild their home, the insurance did not cover anything inside. The family has slowly been trying to recover and collect replacement items, but L.S. would benefit from personal items that, at this time, the family is unable to financially replace. He and his family have suffered mentally and emotionally and have relocated to a temporary apartment until their home is ready.

List of needed items:

Clothes and shoes: \$500 (pants, shirts, underwear, socks, shoes)

Computer: \$500

Mattress: \$ 250

TOTAL FUNDS REQUESTED: \$1,250

ALTERNATIVE RESOURCES EXPLORED: The family had home insurance but it did not extend to belongings in the home. They are not affiliated with any churches or other agencies but have found opportunities to replace some necessities. The items requested are specifically for L.S



North Bay Regional Center

Board Opportunity Fund Request Approved by the NBRC Board of Directors' Executive Committee on 11/22/2023.

Date: 11/8/23
Service Coordinator: D.M
Individual Name: K.M.
County of Residence: Solano
Type of Request: Past Due Rent to avoid homelessness

Summary

Include diagnosis, detailed circumstances and why the funds are needed. Please also include an itemized list of costs (approximate).

K.M. is a 31-year-old African American/Filipino unconserved young woman who is eligible for North Bay Regional Center services based on her diagnoses of Mild Intellectual Disability. K.M. experiences petite mal seizures and takes medication to keep them under control. K.M. needs assistance to maintain her prescription medication, verbal and physical assistance for her activities of daily living and supervision due to a lack of safety awareness. She attends a day program.

K.M. and her parents have lived in a Mobile Home Community and RV park since 2018. Their rent has increased during that time from \$300 per month to \$917.05 a month currently. They were stable living in the motor home until sadly, her father passed away in November of last year. K.M. and her mother were supposed to relocate to an apartment with K.M.'s brother however, he did not follow through and has stopped all contact with them. As a result, K.M. and her mother are still in the mobile home park and struggling to pay the rent. The father was the financial provider.

They cannot afford to remain at the RV park but also do not want to be evicted without a place to stay. Her mother is 61 years old and is on dialysis three times a week. Her parents were married for 30 + years but her mother never obtained a “green card” being from the Philippines and living here on an expired work visa. K.M. would like to continue to reside with her mom. They would like assistance to pay the past due rent to allow them more time while alternative living options are being explored.

K.M. and her mother owe three months of unpaid rent but also need assistance with past due utilities. The total request is \$3869.42. *The Executive Committee elected to add an additional month of rent to the request: \$917.05. Therefore, the total request is adjusted to \$4,786.47.*

TOTAL FUNDS REQUESTED: \$4,786.47

ALTERNATIVE RESOURCES EXPLORED: North Bay Housing Coalition, Adult Protective Services, Catholic Charities, Independent Living Services, 811 program.

Service Coordinator: D.M.
Supervisor: N.M.

NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

BOARD OF DIRECTORS

BOARD POLICY NO. 4

Education and Wellbeing Policy

PURPOSE

NBRC recognizes the importance of educating and promoting the wellbeing of people with developmental disabilities and the communities they live in. With the goal of mitigating the impact, increasing education, fostering acceptance and promoting the overall wellbeing of individuals with developmental disabilities.

POLICY

1. NBRC promotes positive health outcomes for individuals served and their families to reach optimum mental, physical and social, health.
2. NBRC partners with vendors and community-based organizations to empower our clients to thrive and live as independently as possible within the geographically, culturally, and ethnically diverse communities we serve.
3. NBRC empowers people with information regarding conditions that may exacerbate developmental disabilities. NBRC staff provides education on relevant health topics to support individuals served by NBRC.
4. NBRC supports strategies used to focus on social factors that contribute to health and address social inequalities, such as poverty, unequal access to healthcare, lack of education, stigma and racism.
5. NBRC collaborates with community health partners to assist clients to have access to available services and support.
6. NBRC collaborates and educates community partners to provide information regarding developmental disabilities, regional center services and early intervention support.

**NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.
BOARD OF DIRECTORS
BOARD POLICY NO. 12**

The Lanterman Developmental Disabilities Services Act “The Lanterman Act”

Background

The Lanterman Developmental Disabilities Services Act (also known as the “Lanterman Act”) is an important piece of legislation that was passed into law in 1969. The act is a California law which states that people with developmental disabilities and their families have a right to receive/access the services and support they need in order to have the same opportunities as other people without disabilities.

The Lanterman Act outlines the rights of individuals with developmental disabilities and their families/care providers. It details how the regional centers and service providers can help these individuals, what services and supports they can obtain, how to use the individualized program plan to get needed services, what to do when someone violates the Lanterman Act, and how to improve the system.

Policy

DRAFT

Policy Statement:

We, at the North Bay Regional Center, will make every effort to uphold and respect all provisions of the Lanterman Act. We hold the rights of our clients and their families/caregivers in the upmost regard therefore we seek to help individuals receive/access the services and support they need in order to have the same opportunities as other people without disabilities. We aim to support families/caregivers and clients to understand their rights under the law, to obtain services and support in an equitable and culturally sensitive manner, and to understand the process for reporting violations under the Lanterman Act. We also want families/caregivers and the clients we serve to understand that they are an integral part of our system of care therefore the feedback that we receive regarding system improvement is vital to making the Regional Center more equitable and accountable.

Lanterman Developmental Disabilities Services Act:

<https://www.dds.ca.gov/transparency/laws-regulations/lanterman-act-and-related-laws/>

History of Regional Centers & the Lanterman Act:

<https://www.altaregional.org/history-regional-centers#:~:text=In%201976%2C%20the%20legislation%20was,mental%20retardation%E2%80%9D%20to%20intellectual%20disability.>

A Consumer Guide to the Lanterman Act:

www.dds.ca.gov/wp-content/uploads/2021/03/Consumer_Guide_To_The_Lanterman_Act.pdf

Founding California's Regional Centers – video:

https://www.youtube.com/watch?v=epgYYmvqW_I&t=2s

For questions/inquires:

California Department of Developmental Services

Mailing Address

P. O. Box 944202

Sacramento, California 94244-2020

General Information:

833-421-0061

Email: info@dds.ca.gov

DRAFT

NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

BOARD OF DIRECTORS

BOARD POLICY NO. 13

Service Equity, Diversity and Inclusion Policy

Background

North Bay Regional Center acknowledges inequity exists, and therefore, inequity is historically reflected in systems and institutions, including the regional center system. North Bay Regional Center is committed to identifying opportunities for change with an enhanced focus on equity, diversity, and inclusion, bringing awareness of different cultures and identities throughout our entire community. This policy shall serve as an overall plan embracing the philosophy, general goals, and acceptable procedures within North Bay Regional Center. Diversity, equity, and inclusion should be reflected in NBRC's culture, practices and relationships with a commitment to accountability and transparency, working to eliminate barriers in service delivery by increasing utilization, and reducing disparities in our system.

Definitions

Equity is the fair opportunity to have access to services, support and quality for all population groups. Equity seeks to render justice by deeply considering structural factors which benefit some communities and have harmed other social communities in access to services, quality of services, and adverse effects in the general quality of life. Sometimes justice demands, for the purpose of equity, an unequal response.

Diversity includes all the ways in which people differ and encompasses all the different characteristics which make one individual or group different from another. It is all-inclusive and recognizes the value everyone brings. This includes, but is not limited to, national origin, language, race, color, disability, ethnicity, gender, age, religion, sexual orientation, gender identity, socioeconomic status, veteran status, and family structures.

Inclusion is a state of being valued, respected, and supported. Inclusion is the process of creating a culture and environment which recognizes, appreciates, and effectively utilizes the talents, skills, and perspectives of everyone.

Linguistic Competence is the capacity of an organization and its personnel to communicate effectively and convey information in a manner that is easily understood by diverse groups including persons of limited English proficiency, those who have low literacy skills or are not literate, individuals with disabilities, and those who are deaf or hard of hearing.

Intersectionality is to see the interactive effects of various forms of discrimination and disempowerment. It is the acknowledgement everyone has their own unique experiences of discrimination and oppression.

Culturally Appropriate Denotes an approach which considers multiple cultural factors in the design and delivery of services, training, research, collaboration/partnerships, and community engagement.

Cultural Humility is the ability to recognize one's own limitations to avoid making assumptions about other cultures. It is the commitment to ongoing learning of cultural sensitivities.

Implicit Biases are negative associations people unknowingly hold. They are expressed automatically, without conscious awareness. It affects individuals' attitudes and actions, thus creating real-world implications, even though individuals may not even be aware those biases exist within themselves.

Racism is a powerful collection of racist policies which lead to racial inequity and are substantiated by racist ideas.

Institutional Racism is the way in which institutional policies and practices create different outcomes for different racial groups.

Audism is negative stigma toward anyone who does not hear; like racism or sexism, audism judges, labels, and limits individuals based on whether a person hears and speaks.

Disparity is defined as an unequal or different outcome or condition which can adversely affect groups of people.

Privilege is unearned social power accorded by the formal and informal institutions of society to ALL members of a dominant group. Privilege is usually invisible to those who have it.

Language Deprivation is lack of linguistic stimuli that are necessary for the language acquisition processes. This results when a child does not receive sufficient language input to acquire or learn any language or readily develop cognitive capabilities.

Policy

NBRC recognizes and embraces diversity, equity, and inclusion as an integral part of our agency and our strategic plan. NBRC will adopt and implement strategies toward eliminating disparities, promoting inclusion and increased representation.

NBRC will turn these values into measurable actions which promote Service Equity, Diversity, and Inclusion, including development of procedures, performance contract

measures, training, resource development, community outreach, internal and external communications. NBRC will actively seek feedback from clients and their families to assess the effectiveness of efforts made to address service equity needs. NBRC will analyze and review Purchase of Service expenditure data by ethnicity, age, location and by living situation and employ strategies to address differences and potential deficiencies.

NBRC believes that developing the competency of staff and service providers facilitates a service provision which is empathetic, compassionate, collaborative, and sensitive to interactions with our community.

NBRC values collaboration with the diverse community we serve.

For 4731 Complaints: <https://www.dds.ca.gov/general/appeals-complaints-comments/>

For Fair Hearing: <https://www.dds.ca.gov/general/appeals-complaints-comments/fair-hearings-complaint-process/>

DRAFT

VAC MEETING MINUTES



Vendor Advisory Committee
North Bay Regional Center

October 10, 2023, at 10:00 am - 11:30 am
Via Zoom



- A. CALL TO ORDER- *Stacey Martinez, VAC Co-Chair*, called the meeting to order at 10:01 am.
- a. Roll Call of Voting Members: Stacey Martinez, Breeanne Kolster, Eric Martin, Jeremy Hogan, Jamie F Thompson, James Cox, Jessica Sadowsky, Mary Eble, Carin Hewitt, Samantha Wilhite (absent), and Adria Carson.
 - b. Establish Quorum: established



B. CONSIDERATION OF AGENDA

- a. Additions or modifications to this agenda by voting members – None

C. APPROVAL OF MINUTES:

- a. August 8, 2023, Meeting Minutes – Approved by Jamie Thompson. Seconded by Adria Carson. Mary Eble abstained. All in favor, none opposed.

D. SPECIAL PRESENTATION

- a. Family Resource
 - a. Marlena Garcia, Executive Director at ParentsCAN, shared an overview of the community navigator program and the services that ParentsCAN provides.
 - 1. [Community-navigator-Program-ENGLISH.pdf](#)
 - 2. [Community-navigator-Program-SPANISH.pdf](#)
 - b. Marlena Garcia, ParentsCAN, and Jeremy Hogan to connect regarding the 2024 Legislative Breakfast planning.
 - c. Marlena's Contact Information
 - 1. 707-253-7444 x101
 - 2. marlenag@parentscan.org

E. GROUP REPORTS

- a. Napa-Solano Vendor Group
 - a. Kelley Hanson shared the topics discussed.
 - 1. Direct Support Professional (DSP) Training Stipend
 - 2. Solano County Health Orders
 - 3. Regional center communication to vendors about trainings that are cancelled.
 - 4. Purchase of Services (POS) not being processed in a timely fashion.
- b. Sonoma Vendor Group – None

- c. Residential/Housing
 - a. Mary Eble shared a housing opportunity, included in the link below.
 - 1. <https://sonomacounty.ca.gov/development-services/community-development-commission/divisions/sonoma-county-housing-authority/applicants>
- d. Transportation
 - a. Leticia Leon, R&D Transportation, shared statistics of commercial transportation services given to 1,458 people served in a 20-service day month.
 - 1. There's a need for wheelchair accessible vehicles.
- e. Trade Associations
 - a. CDSA – None
 - b. CCLN – None
 - c. ANCOR – Jessica Sadowsky will give the ANCOR update during the Public Policy Committee update later in the meeting.
 - d. ARC/UCP – Jeremy Hogan shared a link to the UCP 2023 Conference on Latinos with Disabilities on October 17th-19th.
 - 1. <https://ucp.org/2023cld/>
- f. NBRC Board Report
 - a. Breeanne Kolster, VAC Representative, reported the following on the Board Meeting that occurred on October 4th.
 - 1. Moment of Silence for Randy Kitch, Former NBRC Consumer Advocate.
 - 2. Outreach & Engagement presentation from Abigail Andrade, NBRC's Community Outreach and Engagement Specialist.
 - a. Upcoming Event: Trunk or Treat in Fairfield on Halloween
 - 3. Staffing Update
 - 4. Committee Updates
 - 5. Board Meeting Locations for 2024
- g. ARCA Report
 - a. Gabriel Rogin, NBRC Executive Director, reported the following.
 - 1. A Celebration of Life is being planned for Randy Kitch. Information will be shared as it approaches.
 - 2. NBRC is having more of an emphasis on Tribal Outreach.
 - 3. ARCA Meetings are next week. Gabriel will keep the group posted.
- h. Committees/Subcommittees
 - a. Public Policy Advisory Committee (PPAC)
 - 1. Jessica Sadowsky shared legislative updates.
 - 2. Jeremy Hogan shared the following.
 - a. The topic for 2024 Legislative Breakfast is Service Access and Equity.
 - b. We plan to hold the event by mid to late April of next year.
 - c. Reach out to Jeremy Hogan if you'd like to join the planning team for the Legislative Breakfast.
 - i. Jeremy's email is jhogan@ucpn.org

- d. The next Legislative Breakfast planning meeting is on Friday, October 20th.
- b. SLS/ILS Subcommittee –
 1. Eric Martin shared the following.
 - a. Coordinated Family Support
 - i. Info: <https://www.dds.ca.gov/services/coordinated-family-support-service/>
 - ii. Gabriel Rogin, NBRC Executive Director, to follow up with Marlena Garcia, ParentsCAN, to see if they can spread the word about this new service option.

F. NBRC UPDATES:

- a. Fiscal
 - a. Isabel Calder, NBRC CFO, shared the following.
 1. Authorizations go out on Tuesday/Thursday.
 2. Invoices go out the 16th, 22nd, and last day of the month.
 3. DSP Training Stipend Information
 - a. [NBRC DSP Stipend Program.pdf](#)
- b. Vendor Relations
 - a. Courtney Singleton, NBRC Director of Community Services, reported the following.
 1. Quality Incentive Program (QIP) – Wellness and Prevention
 - a. The Department of Developmental Services (DDS) is gathering data on preventative medical appointments that are done on a regular basis. A communication was sent out to residential providers about this new program.
 2. Electronic Visit Verification (EVV)
 - a. DDS is working on cleaning up the data for the vendors that signed up.
 - b. If there are errors or items that need to be cleaned up, you will receive communication from DDS.
 3. Circle-Up Training Focus Groups for Vendors
 - a. Courtney will send information to vendors shortly.

G. OLD BUSINESS

- a. Vendor Fair – October 26th 9:30am – 11:00am in Sonoma
 - a. So far, we have received 55 responses from vendors that will attend.
- b. VAC Opening
 - a. Application: <https://forms.gle/KRCVVfNWX1VgYXwY6>
- c. Co-Chair Terms for Stacey & Breeanne
 - a. According to the VAC Bylaws, co-chair term elections happen in April and both co-chairs cannot term off in the same year.
 1. Stacey Martinez, VAC Co-Chair, will end her co-chair term in April 2024.
 2. Breeanne Kolster, VAC Co-Chair, will end her co-chair term in April 2025.

- d. Concerns about Purchase of Service (POS) delays
 - a. Gabriel Rogin, NBRC Executive Director, will have the Director and Associate Directors from case management attend future VAC meetings to help answer questions that arise.
 - b. Vendors suggested the following.
 - 1. Make a flow chart to better understand timing of the POS process.
 - 2. Training on POS process
 - 3. Form a subcommittee to discuss the POS process in more detail.
 - c. Isabel Calder, NBRC CFO, clarified the reason why NBRC does not regularly pay vendors retroactively.

H. NEW BUSINESS

- a. Survey for Vendors – deferred this topic to the next meeting. Not enough time to discuss.
- b. Vendor Communication
 - a. Transparency
 - b. Change in Contact Information

I. VENDOR COMMUNITY: OPEN FORUM

- a. SIR Link on NBRC's Website is not operational.
 - a. Courtney Singleton, NBRC Director of Community Services, to follow up on this.
- b. Please submit any questions, comments, or issues you wish the VAC facilitator to bring up during the meeting. Before the meeting, complete the Google Form.
 - a. <https://forms.gle/dRKKvPr1As3sHA8Z8>

J. GENERAL ANNOUNCEMENTS

- a. The next VAC meeting will be held on Tuesday, November 14, 2023, at 10 am. The meeting will be hybrid so you can attend by Zoom or at the NBRC Napa Office.
- b. Sprout Film Festival – October 13, 2023
 - a. <https://thearcsolano.org/community-events/event-calendar.html/event/2023/10/13/sprout-film-festival-for-consumers/448751>
- c. Tobias Weare, SCDD, shared via chat.
 - a. Please spread the word for local SCDD and community partner activities this month.
 - 1. [SCDD Events North Bay Office October.pdf](#)
 - 2. [Fall Career Fair ~ Oct-17 \(final\).pdf](#)

K. AGENDA ITEMS FOR FUTURE MEETINGS – None



L. ADJOURNMENT- *Stacey Martinez, VAC Co-Chair*, ended the meeting at 11:35AM.

Section 6.2 (a) 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 resignation, (2) his or her removal at the pleasure of the Board of Directors, (3) the expiration of his or her term as a Director, or (4) 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.

Section 5.11 (b) Removal of Directors

(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.



Proposed Board Candidate: Sahira Arroyos

County: Solano

Sahira Arroyos currently lives in Fairfield, California and has been a part of North Bay Regional Center since she was little. She's currently a consumer in the non-profit organization of The Arc-Solano's Tailored Day Service program in Vallejo, which she has been involved in for 5 years. During this time, she has participated in multitudes of volunteering opportunities and events, such as being a literacy tutor, hosting Zoom meetings where she would create and follow a lesson plan. Her goal in these classes is to build other TDS participants' advocacy skills and inform them with ways they can improve their overall health. She also partakes in administrative volunteer work at The Arc-Solano. She often attends a weekly Public Speaking group virtually in Southern California.

In her spare time, she likes traveling, listening to music, watching movies, TV shows, spending time with family, shopping, going to concerts, and visiting theme parks. She is very punctual and responsible, kind, attentive, advocative, and supportive of others with disabilities. She speaks English and Spanish fluently and is currently learning Italian. One of the most important things to Sahira is being valued and serviceable in her community.

The Nominating Committee recommends Sahira Arroyos to the NBRC Board of Directors for a one-year term starting January 2024.

FAIR HEARING & MEDIATION UPDATE
NOVEMBER 1, 2023 – DECEMBER 31, 2023

Placement (23-14)	<u>Reason for Appeal:</u> Claimant appeals placement. <u>Ruling:</u> Mediation completed. Fair Hearing rescheduled.
Eligibility (23-20)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair Hearing completed. Claimant's appeal was denied.
Eligibility (23-21)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolution found. Found eligible.
Eligibility (23-22)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing scheduled.
Eligibility (23-23)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Fair Hearing not requested at this time.
Eligibility (23-24)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Fair Hearing not requested at this time.
Eligibility (23-25)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing pending schedule.
Eligibility (23-26)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Fair Hearing not requested at this time.