



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

www.nbrc.net

520 Mendocino Ave, Santa Rosa, CA 95401
Phone: (707) 569-2000 • TTY (707) 525-1239

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.

MEETING NOTICE

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

DATE: January 7, 2026

TIME: 6:00 pm

PLACE: Hybrid – NBRC Napa Office or Zoom
610 Airpark Road, Napa, CA 94558

Please click the link below to register for the webinar:

https://us02web.zoom.us/webinar/register/WN_VelgT0OISguAgGnKlzE2xg

Se Habla Español

American Sign Language Interpretation Available

Agenda Enclosed

The NBRC Board of Directors is actively recruiting for board members. Please email your completed application or send any questions to Janelle Santana at janelles@nbrc.net.

- [NBRC Board Application - English](#)
- [NBRC Solicitud de Junta - Español](#)
- [Ang Aplikasyon para Maging Miyembro ng Lupon ng mga Direktor ng - Tagalog](#)

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 7, 2026 6:00 p.m.
610 Airpark Road
Napa, CA 94558

AND

Register for Zoom Webinar:

https://us02web.zoom.us/webinar/register/WN_VelqT00ISguAgGnKlxE2xg

- I. CALL TO ORDER – Martha Valdez, President
- II. ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from December 3, 2025, be approved as submitted. (2 min) (pgs. 1-4) ACTION
- IV. CONSIDERATION OF AGENDA – Additions or modifications to this agenda by Board Members (2 min) 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) 256-1224 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- VI. AMENDMENT OF CALPERS CONTRACT – Jennifer Crick, Director of Administrative Services ACTION
 - A. Public Employees' Pension Reform Act (PEPRA) of 2013 (15 mins) (pgs. 5-8)
- VII. PRESENTATION: ALIFT LEADERSHIP COHORT – INFO
 - A. Carin Hewitt, ALift LLC; Teali, Ellen Sweigert, and Sahira Arroyos (pgs. 9-16) (15 mins)
- VIII. STRATEGIC PLAN ANNUAL IMPLEMENTATION OVERVIEW – INFO
 - A. Ami Sullivan, Kinetic Flow; Courtney Singleton, Director of Community Services; Gabriel Rogin, Executive Director; Jennifer Crick, Director of Administrative Services; Claudia Ritchie, Director of Equity & Engagement (pgs. 18-37) (30 mins)
- IX. TREASURER'S REPORT – Andrea Bednarova, Treasurer ACTION
 - A. Treasurer's Report be approved as submitted (5 min) (pgs. 38-39)
- X. COMMITTEE ACTION ITEMS – ACTION
 - A. Nominating Committee – Joanne Giardello, Nominating Committee Chair (15 mins)
 - i. Vote for Board Member Terms (pg. 40)
 - 1. Cheryl Snavely's Second Term 03/26 – 02/29 (pg. 41)
 - 2. Christopher Bennett's Second Term 03/26 – 02/29 (pgs. 43-45)
 - ii. Vote for Board Officer Terms
 - 1. Board Secretary Nominees (pg. 42)
 - a. Ronald Gers (pg. 47)
 - b. Christopher Bennett (pg. 43-45)
 - 2. Board Treasurer Nominees (pg. 46)
 - iii. Introduction/Vote for Board Candidate
 - 1. Swati Vembakottai (pg. 48)
 - B. Public Policy Advisory Committee (PPAC) – Alan Kerzin & Christopher Bennett, Board Members INFO

- i. State Council on Developmental Disabilities (SCDD) Public Policy Priorities (pgs. 49 –53) (10 mins)
- C. Client Advisory Committee (CAC) – Christopher Bennett, CAC Chair (5 mins) INFO
 - i. Presentation: Advocacy One-Pager (pgs. 52 –60)
- XI. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 mins) INFO
- XII. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XIII. 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) 256-1224 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- XIV. CLOSED SESSION (20 mins)
 - a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee
 - b. Labor contract negotiations
- XV. RETURN FROM CLOSED SESSION
 - c. Report on any action taken during the closed session (1 min) INFO
- XVI. ADJOURNMENT – Martha Valdez, 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 is on February 4, 2026 at NBRC's Santa Office – 520 Mendocino Avenue, Santa Rosa, CA 95401.

North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
December 3, 2025, 6:00 p.m.
Via In Person & Zoom Webinar
445 Merchant Street, Vacaville, CA

NBRC BOARD MEMBERS' PRESENT:

Martha Valdez, President, Sonoma County
Ronald Gers, Secretary, Sonoma County
Cheryl Snavely, Sonoma County
Christopher Bennett, Napa County
Breeanne Kolster, VAC Representative

Sahira Arroyos, Vice President, Solano County
Andrea Bednarova, Treasurer
Alan Kerzin, Sonoma County
Joanne Giardello, Solano County

NBRC BOARD MEMBERS ABSENT:

None

NBRC STAFF PRESENT:

Gabriel Rogin, Executive Director
Beth DeWitt, Director of Client Services
Claudia Ritchie, Director of Equity and Engagement
Courtney Singleton, Director of Community Services
Jennifer Crick, Director of Administrative Services

Janelle Santana, Executive Assistant
Isabel Calder, Chief Financial Officer
Mariam Guirguis, Executive Assistant – Compliance
Abigail Andrade, Community Outreach & Engagement Specialist

GUESTS (names listed as seen on Zoom):

Amber Lopez, Spanish Interpreter
Stacey Martinez, The Arc – Solano
Derek Hearhtower
Jessica Sadowsky, Bayberry Inc.
Sharon & Jett Nebeker-Speck
Sara Speck
Kenny Kolster

Chris Aguire, DDS
ASL Interpreter, DeBlois
ASL Interpreter, Nicole
Caroline Smith
Rita's iPad
Rudy, Spanish Interpreter
Adriana Diaz, 24 Hour Homecare
Linda Plourde, Bayberry Inc.

MINUTES

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

ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary, conducted roll call and a quorum was present.

ACKNOWLEDGEMENT OF BREEANNE KOLSTER, BOARD VENDOR REPRESENTATIVE

This is Breeanne Kolster's last board meeting as her 4-year term as the Board Vendor Representative comes to an end.

- Board Members thanked Breeanne Kolster for her dedicated service as a board member.

CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from November 5, 2025, approved as submitted.

M/S/C (Gers/Arroyos) Moved to approve November 5, 2025, minutes as submitted.

**APPROVED
UNANIMOUS**

CONSIDERATION OF AGENDA – No modifications.

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

**APPROVED
UNANIMOUS**

GENERAL PUBLIC COMMENT –

- Derek Hearthtower, Community Member, highlighted the importance of stimming for individuals with autism. Separately, Derek H noted the retaliation experienced with North Bay Industries.

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 on pages 9-10 of the December 2025 board packet.

- Board Opportunity Fund
 - o The Opportunity Fund had an ending balance of **\$53,179.30** as of October 31, 2025. There were no transactions to report.
- Operations – Current Fiscal Year 2025/2026
 - o NBRC paid a total amount of **\$13,978,178** for all operation expenditures, including Senior Companion Program, Mental Health Services Act, and LACC through October 31, 2025.
 - o NBRC's Operations expenditure report is within the 33% lapse of this fiscal year.
 - o NBRC staff will continue to closely monitor expenditures to ensure a balanced budget year.

Here is a summary of the projections in the report. These are estimates, and as the year progresses, there are times when budget allocations are shifted from one category to another. This report reflects NBRC's estimated projections for the year.

- **Personnel & Benefits:** Our personnel and benefits are estimated to be 90% of our Operations allocation. This percentage is slightly higher than we have had in prior years. This is primarily due to growth, Cost of Living Increase, and health benefit costs.
- **Facilities:** This reflects our rent allocation along with building overhead costs including maintenance, janitorial, and parking expenses for all 3 office locations.
- **Equipment:** This reflects costs associated with all office equipment including printers, postage machines, and software costs. *Laptops were purchased with remaining budget funds from the prior year balance.
- **Communication:** This reflects costs associated with our system networks (Wi-Fi, phones), translation and interpreting costs, along with cell phone and remote work reimbursement for staff.
- **Mileage:** This reflects costs associated with travel and mileage reimbursements for home and vendor visits, conference and training expenses. Mileage is another area that has increased.
- **Legal:** This reflects costs associated with legal counsel for lease and contract reviews, employee relations, and liability.
- **General Office:** This reflects all office related costs including postage, printing, courier services, and supplies.
- **Consultants:** This reflects costs associated with all consultants including website designer, recruitment firms, and a state nurse for specialized homes.
- **Bank Fees and LOC (Line of Credit):** These are standard banking expenses.
- **Other Expenses:** This reflects miscellaneous expenses such as All staff meetings, reimbursements, and business fees.
- **CPP, SCP, MHSA, and LACC** are all grants are earmarked funds.
- **Revenue:** This reflects interest earned from CD investments and miscellaneous reimbursements from the Department of Developmental Services (DDS).
- Purchase of Service – Current Fiscal Year 2025/2026
 - o NBRC paid a total of **\$189,630,568** for POS expenditure through October 31, 2025. The final adjustments are being completed for Rate Reform implementation. There are two services that remain to be transitioned. We have estimated our projections based on the 4 months of

POS payments. We have an estimated \$11.9 million in POS funds to cover remaining rate reform adjustments.

- Cashflow

- o As of November 26, 2025, our cash availability is \$104,380,301. Of this amount, \$75 million is invested in a 30-day CD. This investment will earn just over \$200,000 interest.
- o We anticipate receiving just over \$50 million for the October State Claim on December 10th.

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

**APPROVED
UNANIMOUS**

COMMITTEE ACTION ITEMS –

A. Nominating Committee Update –

a. Vote for Board Member Term

- i. The Nominating Committee recommended Joanne Giardello for her third and final board term (3 years) from February 2026 to January 2029.
- ii. Joanne G. left the room. Board members discussed.

M/S/C (Gers/Snavely) Motioned to approve the final term for Joanne Giardello from 02/2026 – 01/2029.

All board members present voted in favor.

b. Vote for Board Vendor Representative

- i. The Nominating Committee recommended Jessica Sadowsky as the Board Vendor Representative from January 2026 to December 2027 (2-year term).
- ii. Jessica S. left the room.
- iii. Board members discussed.

M/S/C (Kolster/Bednarova) Motioned to approve the first term for Jessica Sadowsky as Board Vendor Representative from 01/2026 – 12/2027. All board members present voted in favor.

c. Nominations for Board Secretary & Treasurer

- i. Joanne Giardello, Nominating Committee Chair, shared the need for nominations for Board Secretary & Treasurer. To vote at the February Board Meeting.

B. Client Advisory Committee (CAC) Update –

- a. The report from Christopher Bennett, CAC Chair, can be found on page 15 of the December 3rd board meeting packet.

REPORT FROM ASSOCIATION OF REGIONAL CENTER AGENCIES (ARCA) ACADEMY PARTICIPANTS

- Martha Valdez, Board President; Joanne Giardello, Board Member, & Christopher Bennett, Board Member, recently attended the ARCA Academy and shared the following topics discussed.
 - o Leadership development and inspiring regional center boards
 - o Learned about past mistakes
 - o State Budget Overview presentation
 - o Public Awareness & Policy Advocacy
 - o Responsibility of the Board and Executive Director

EXECUTIVE DIRECTOR'S REPORT –

Approval of 2026 Board Training Plan

- Gabriel Rogin, Executive Director, presented the board training plan for approval. It can be found on pages 31-32 of the December Board Meeting packet.

M/S/C (Gers/Arroyos) Motioned to approve the 2026 Board Training Plan as submitted. APPROVED

GOOD OF THE ORDER –

- Breeanne Kolster, Board Vendor Representative, shared about the legislative lunch date on Friday, April 10th. Location to be determined.
- Christopher Bennett, Board Member, shared a brief explanation of the one-page advocacy letter.

GENERAL PUBLIC COMMENT –

- Sara Speck, Community Member, shared her appreciation for Breeanne Kolster serving on the board of directors.

CLOSED SESSION –

The board moved into closed session at 7:15pm to discuss the following.

- a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee.
- b. Labor negotiations

RETURN FROM CLOSED SESSION-

A. Report on any action taken during closed session.

The board returned from the closed session at 8:06pm and there was no action taken.

ADJOURNMENT – Martha Valdez, President, adjourned the regular business board meeting at 8:06pm.



EXHIBIT

California
Public Employees' Retirement System

AMENDMENT TO CONTRACT

Between the
Board of Administration
California Public Employees' Retirement System
and the
Board of Directors
North Bay Regional Center

The Board of Administration, California Public Employees' Retirement System, hereinafter referred to as Board, and the governing body of the above public agency, hereinafter referred to as Public Agency, having entered into a contract effective October 16, 2002, and witnessed October 2, 2002, which provides for participation of Public Agency in said System, Board and Public Agency hereby agree as follows:

- A. Paragraphs 1 through 11 are hereby stricken from said contract as executed effective October 16, 2002, and hereby replaced by the following paragraphs numbered 1 through 13 inclusive:
 1. All words and terms used herein which are defined in the Public Employees' Retirement Law shall have the meaning as defined therein unless otherwise specifically provided. "Normal retirement age" shall mean age 60 for classic local miscellaneous members and age 62 for new local miscellaneous members.
 2. Public Agency shall participate in the Public Employees' Retirement System from and after October 16, 2002, making its employees as hereinafter provided, members of said System subject to all provisions of the Public Employees' Retirement Law except such as apply only on election of a contracting agency and are not provided for herein and to all amendments to said Law hereafter enacted except those, which by express provisions thereof, apply only on the election of a contracting agency.

3. Public Agency agrees to indemnify, defend and hold harmless the California Public Employees' Retirement System (CalPERS) and its trustees, agents and employees, the CalPERS Board of Administration, and the California Public Employees' Retirement Fund from any claims, demands, actions, losses, liabilities, damages, judgments, expenses and costs, including but not limited to interest, penalties and attorney fees that may arise as a result of any of the following:
 - (a) Public Agency's election to provide retirement benefits, provisions or formulas under this Contract that are different than the retirement benefits, provisions or formulas provided under the Public Agency's prior non-CalPERS retirement program.
 - (b) Any dispute, disagreement, claim, or proceeding (including without limitation arbitration, administrative hearing, or litigation) between Public Agency and its employees (or their representatives) which relates to Public Agency's election to amend this Contract to provide retirement benefits, provisions or formulas that are different than such employees' existing retirement benefits, provisions or formulas.
 - (c) Public Agency's agreement with a third party other than CalPERS to provide retirement benefits, provisions, or formulas that are different than the retirement benefits, provisions or formulas provided under this Contract and provided for under the California Public Employees' Retirement Law.
4. Employees of Public Agency in the following classes shall become members of said Retirement System except such in each such class as are excluded by law or this agreement:
 - a. Employees other than local safety members (herein referred to as local miscellaneous members).
5. Any exclusion(s) shall remain in effect until such time as the Public Employees' Retirement System determines that continuing said exclusion(s) would risk a finding of non-compliance with any federal tax laws or regulations. If such a determination is contemplated, the Public Employees' Retirement System will meet with the Public Agency to discuss the matter and coordinate any required changes or amendments to the contract.

In addition to the classes of employees excluded from membership by said Retirement Law, the following classes of employees shall not become members of said Retirement System:

- a. **SAFETY EMPLOYEES;**

- b. MEMBERS OF THE GOVERNING BODY FIRST ELECTED OR APPOINTED PRIOR TO JULY 1, 1994. (ELECTED OR APPOINTED OFFICIALS WHO ARE FIRST ELECTED OR APPOINTED ON OR AFTER JULY 1, 1994, OR TO A TERM OF OFFICE NOT CONSECUTIVE WITH A TERM HELD ON JUNE 30, 1994, ARE EXCLUDED PURSUANT TO GOVERNMENT CODE SECTION 20322); AND
 - c. EMPLOYEES WHO ARE MEMBERS OF THE NORTH BAY REGIONAL CENTER EMPLOYEES' RETIREMENT PLAN WHO DID NOT WAIVE THEIR RIGHTS UNDER THAT PLAN AS OF THE OCTOBER 16, 2002.
- 6. Assets heretofore accumulated with respect to members in the local retirement system upon contract date who waive their rights under that system shall be transferred to the public Employees' Retirement System upon October 16, 2002, and applied against the liability for prior service incurred hereunder. That portion of the assets to be transferred which represents the accumulated contributions (plus interest thereupon) required of the employees under said local system shall be credited to the individual membership account of each such employee under the Public Employees' Retirement System.
- 7. The percentage of final compensation to be provided for each year of credited prior and current service as a classic local miscellaneous member shall be determined in accordance with Section 21353 of said Retirement Law (2% at age 60 Full).
- 8. The percentage of final compensation to be provided for each year of credited prior and current service as a new local miscellaneous member shall be determined in accordance with Section 7522.20 of said Retirement Law (2% at age 62 Full).
- 9. Public Agency elected and elects to be subject to the following optional provisions:
 - a. Section 20938 (Limit Prior Service to Members Employed on Contract Date).
 - b. Section 21536 (Local System Service Credit Included in Basic Death Benefit).
- 10. Public Agency shall contribute to said Retirement System the contributions determined by actuarial valuations of prior and future service liability with respect to local miscellaneous members of said Retirement System.

11. Public Agency shall also contribute to said Retirement System as follows:

- a. Contributions required per covered member on account of the 1959 Survivor Benefits provided under Section 21574 of said Retirement Law. (Subject to annual change.) In addition, all assets and liabilities of Public Agency and its employees shall be pooled in a single account, based on term insurance rates, for survivors of all local miscellaneous members.
- b. A reasonable amount, as fixed by the Board, payable in one installment within 60 days of date of contract to cover the costs of administering said System as it affects the employees of Public Agency, not including the costs of special valuations or of the periodic investigation and valuations required by law.
- c. A reasonable amount, as fixed by the Board, payable in one installment as the occasions arise, to cover the costs of special valuations on account of employees of Public Agency, and costs of the periodic investigation and valuations required by law.

12. Contributions required of Public Agency and its employees shall be subject to adjustment by Board on account of amendments to the Public Employees' Retirement Law, and on account of the experience under the Retirement System as determined by the periodic investigation and valuation required by said Retirement Law.

13. Contributions required of Public Agency and its employees shall be paid by Public Agency to the Retirement System within fifteen days after the end of the period to which said contributions refer or as may be prescribed by Board regulation. If more or less than the correct amount of contributions is paid for any period, proper adjustment shall be made in connection with subsequent remittances. Adjustments on account of errors in contributions required of any employee may be made by direct payments between the employee and the Board.

B. This amendment shall be effective on the _____ day of _____, _____.

BOARD OF ADMINISTRATION
PUBLIC EMPLOYEES' RETIREMENT SYSTEM
BY _____
MELODY BENAVIDES, CHIEF
PENSION CONTRACTS AND PREFUNDING
PROGRAMS DIVISION
PUBLIC EMPLOYEE RETIREMENT SYSTEM

BOARD OF DIRECTORS
NORTHBAY REGIONAL CENTER
BY _____
PRESIDING OFFICER

Witness Date _____
Attest: _____

Clerk _____

Leadership Academy

Overview

Building educated and empowered leaders to positively impact the disability service system.

Formando líderes capacitados y empoderados para impactar positivamente el sistema de servicios para personas con discapacidad.

Leadership Academy

Schedule of Sessions



Leadership Academy Outcomes



Develop leadership and mentoring skills



Create a pool of community trainers



Empower participants to lead in life and community



English and Spanish sessions twice per year

Strengthening Community



Ellen Sweigert



Justin Hole



Lea Ronald



Eric Aguilar



Thomas Iland



Nicole Adler



Kenya Martinez



Tobias Weare



DISABILITY
VOICES
UNITED



ParentsCAN
Family Center

Special Needs. Specialized Support.



SVUSD
Sonoma Valley Unified School District



Voices from the Academy

“It has helped me learn more about leadership and how to be a successful leader.”



“For myself and others.”



“Discussing things with others.”



“It helped me become the person I always wanted to be, the person that is not afraid to question anything.”



“By helping my voice be heard.”

“Hearing NBRC telling me everything made me realize that what I already learned previously, I’m doing it right.”



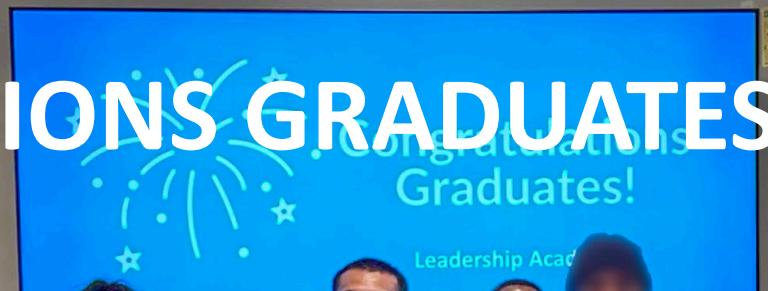
“THANK YOU for putting together the Leadership Academy classes it was so much fun I learned so much and will use my skills I learned by teaching a class at my day program in the near future you guys have been amazing and it was so great meeting you all.”



Let's Hear from our Graduates!

Leadership Academy

CONGRATULATIONS GRADUATES OF COHORT II



**Want More
Information about
our Leadership
Academy?**

Contact Elvializ Ramos at
elvializ@aliftllc.com

www.aliftllc.com



2024 – 2026 Strategic Plan

Year 2: Report to the Board of Directors

North Bay
Regional Center



Centro Regional
del Norte de la Bahía



What is a Strategic Plan?

- a **tool** towards the intentional achievement of a defined future.
- a **path** you outline to help achieve your vision.
- a **roadmap** to help ensure you go where you want to!
- January 2026 NBRC is reporting Year 2 Progress!

Why have a Strategic Plan?

Because **life** happens... but our Vision should not waiver.

Drives:

- Intentional Growth and Development
- Resource Allocation
- Training and Development



Creating the Strategic Plan

Inclusion, Empowerment, Engagement



Grounded in a Foundation of Person Centered Thinking and Diversity, Equity and Inclusion!



We **VALUE**

(what we believe in)

Belonging
Compassion
Dignity and Respect
Honesty and Integrity
Humility



We **(en)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.



Our **MISSION**

(what we do, for whom)

Supporting and empowering people with developmental disabilities to live the lives they choose.



OUR Staff are PROUD!

Person-Centered, Client and Family Focused
Responsive
Outcome Driven
United and Collaborative
Dynamic and Determined

2025

by the Numbers

12,922 - Number of People Supported by NBRC

64,853 - Authorizations Processed

\$510,203,267 - Services Paid

5,495 - Vendor Rates Updated/Created (Rate Reform)

2025

Efforts and Factors

- **Reduced Caseload Ratios**
- **Expanding Self-Determination**
- **Maintaining commitment to Diversity and Equity**
- **Implementing Standardized IPP Template**
- **Preparing for Standardized Respite and Vendorization**
- **Supporting our Communities through Changing Political Environment**
- **Preparing for Public Records Act implementation**
- **Hired/Trained 70 Staff, Promoted 15 Staff**
- **Revamping New Hire Trainings**
- **Renovating Office Space / Upgrading Physical Spaces**
- **Prioritizing Leadership Trainings**
- **Expanding Person Centered Thinking**

SUPPORTING OUR TEAMS

8 Jennifer Crick

Director of Administrative Services

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



Our Intent:

- ✓ Create an Employee Engagement Steering Committee to guide change (created 2024, ongoing)
- ✓ Increase Employee Input (ongoing)
- ✓ Launch Supervisory Training (Launched and ongoing)
- ✓ Improve Effectiveness/Efficiency of Hybrid Work Environment (ongoing)
- ✓ Improve Internal PCT Culture (ongoing)

Efforts and Achievements:

- ✓ Continued the Employee Engagement Steering Committee
- ✓ Established strong Person-Centered Thinking foundation:
 - ✓ PCT Steering Committee, PCT Coordinator
 - ✓ Trained All Staff in PCT
 - ✓ 6 certified PCT Trainers, 15 PCT coaches
 - ✓ One page descriptions for all employees
 - ✓ Integrated PCT skills into the Individual Program Planning (IPP) process
 - ✓ Board approved PCT policy to guide efforts

- ✓ Created (and hired) new Training Supervisor Position
- ✓ Created a Training Committee
- ✓ Continuing leadership skills development
- ✓ Revamping New Hire Employee Training
- ✓ Hosted Spring Annual Recognition Meeting, Fall Employee Appreciation Day
- ✓ Expanded support for employee wellness and benefits

Our continued efforts...

- Adopting Positive Productive Meeting Agenda for all Meetings, starting with Leadership Meetings
 - Enriching New Employee Training / OnBoarding
 - Enhancing Employee Recognition Program
- Increasing Employee Access to Wellness Support
 - Increasing Employee Engagement

HOUSING RETENTION AND DEVELOPMENT

8 Courtney Singleton
Director of Community Services

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



Our Intent:

- ✓ Increase NBRC Set-Asides (continual, in-progress)
- ✓ Gather SLS Housing Needs Data (in progress)
- ✓ Establish Consistent Messaging for Advocacy around Housing (continual, in-progress)

Efforts and Achievements (Retention):

- ✓ Completed and Distributed retention planning tool for residential care homes
- ✓ Attended Lanterman Housing Alliance conference and Generation H Housing Summit

Efforts and Achievements (Development):

- ✓ Increased NBRC housing capacity:
 - ✓ Broke ground on Asiago Hills, (Freebird Housing) for 11 units of affordable housing in Healdsburg for individuals with IDD
 - ✓ Initiated collaboration with 2 new housing developers (Danco, Jamboree Housing)
 - ✓ DDS awarded NBRC start up funding for two multi-family housing projects:
 - ✓ EAH Housing in Fairfield \$1,600,000 for 16 apartments
 - ✓ Jamboree Housing in Napa \$1,500,000 for 10 apartments
- ✓ Added new Housing Access Service vendor with roommate matching app OOMM

Our continued efforts...

- Ensuring People/Families Served are aware of all housing options
- Educating community partners on housing needs for IDD population
- Continuing proactive housing retention system

COMMUNICATION AND OUTREACH

8 Claudia Ritchie

Director of Equity and Engagement

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.



Our Intent:

- ✓ Website Redesign (Launching 2026)
- ✓ Increase Social Media Engagement (ongoing)
- ✓ Created Outreach Strategy and Increase Outreach (ongoing)
- ✓ Increase Internal Communication (ongoing)

Efforts and Achievements (External):

- ✓ NBRC Outreach – 1,413 people participated in NBRC activities
- ✓ NBRC staff connected with individuals at community events
 - ✓ Hosted 5 Community Events, 1 Conference, 4 Focus Groups, 6 Cultural Connects, 3 Community Conversations, 18 Training Sessions, and attended 7 Community Events
- ✓ Hosted Leadership Academy for Spanish Speakers, Spanish Wellness workshops, trainings
- ✓ Launched Outreach Mass texting notification system
- ✓ Increased Social Media engagement and interactions by 39.2%
- ✓ Completed Internal DEIB Assessment

Efforts and Achievements (Internal):

- ✓ Launched internal NBRC quarterly newsletter
- ✓ Launch of VibeTV for video announcements
- ✓ Created Executive Leadership Team and Labor-Management email boxes

Our Continued Efforts:

- Completing website redesign and launch
 - Increasing NBRC visual presence
- Continuing to align and coordinate NBRC communications
- Increasing outreach and support – Support Circles, focus groups for Deaf+ Community, Spanish parent mentor program
 - Embedding Person-Centered Thinking throughout NBRC's culture and communities

STRENGTHENING SELF-ADVOCATES

 Claudia Ritchie

Director of Equity and Engagement

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.



Our Intent:

- ✓ Strengthen CAC with independent facilitator, new members, innovation (in-progress)
- ✓ Empower CAC with standard Agenda, Action Items and Board Reporting (in-progress)
- ✓ Support Self-Advocates with Access (ongoing)

Efforts and Achievements (Internal):

- ✓ Increased CAC attendance and developed advocacy tools (ongoing)
- ✓ Established Planning Committee for Client Advisory
- ✓ Worked with VAC to form a sub-committee for supporting self-advocacy
- ✓ Partnering with Board committees to elevate self-advocate voices and increase leadership opportunities

Efforts and Achievements (External):

- ✓ Provided training for:
 - ✓ Advocates and Advocacy Avenues Presentation to the CAC
 - ✓ Using One-Page Descriptions as a self-advocacy tool for individuals receiving NBRC services
 - ✓ High School Advocacy Project for Students with disabilities and Parents/School Professionals & SELPA (Napa, Sonoma)
 - ✓ Middle/High school students with disabilities in advocating for their own interests (IEP participation, school resources, post-graduation tracks)

Our continued efforts...

- Creating foundational partnerships with Board committees to inform, lead, and support initiatives
- Increasing self-advocate engagement at a local and state level – CAC led Legislative Event
- Increasing self advocates engagement through community events and outreach



How Can YOU Be Involved?

- Join a Committee or Workgroup!
- Provide Feedback on Upcoming Initiatives

Next Steps:

- Continue to Drive Change!
- Report annual progress on the Plan to Board/Staff (Year 3, 2026)
- Begin discussions on 2027-29 Strategic Plan





**North Bay Regional Center
Doug Cleveland
Board Opportunity Fund
January 7, 2026
Board Meeting**

The Doug Cleveland Board Opportunity Fund ending balance as of November 30, 2025, was **\$53,179.30**

There were no transactions in the month of November to report.

Ops Expenditures 5 months 38%	CFO Board Report November 2025 42% of the fiscal year has elapsed	POS Expenditures 5 months 41%
OPERATIONS		
	Total Ops Allocation: \$ 43,671,371	
Total General Ops Contract: \$ 41,201,623 General Ops Amount Available: \$ 25,444,714	Total CPP Contract: \$ 1,345,793 CPP Contract Amount Available: \$ -	
OPERATIONS EXPENSE (OPS)	YTD Actual	% by category
Personnel	\$ 11,597,019	73.60%
Benefits	\$ 2,659,268	16.88%
Facilities	\$ 1,188,869	7.55%
Equipment	\$ 223,001	1.42%
Communications	\$ 251,970	1.60%
Mileage	\$ 163,866	1.04%
Legal	\$ 28,098	0.18%
General Office	\$ 15,509	0.10%
Consultants	\$ 181,238	1.15%
Bank Fee and LOC	\$ 12,390	0.08%
Other Expenses	\$ 42,724	0.27%
Revenue (Interest earned)	\$ (607,043)	-3.85%
Total Operations Expenses	\$ 15,756,909	100%
	\$ 25,444,714	\$ 41,201,623
Community Placement Plan (CPP)	\$ 1,345,793	100%
Senior Companion Program (SCP) - Grant	\$ 126,062	36%
Mental Health Services Act (MHSAs) - Grant	\$ 63,256	22%
Language, Access, Cultural Competency Funding (LACC)	\$ 136,152	28%
Total Paid for Operations: \$ 17,428,172		
PURCHASE OF SERVICES		
	Total POS Allocation: \$ 579,029,767	
Total POS Contract: \$ 577,257,243 POS Contract Amount Available: \$ 338,394,715	Total CPP Contract: \$ - CPP Contract Amount Available: \$ -	
PURCHASE OF SERVICES (POS)	YTD Actual	%
Community Care Facilities	\$ 71,115,707	29.8%
Supported Living Services	\$ 57,519,174	24.1%
Day Programs	\$ 48,810,385	20.4%
Behavioral Services	\$ 20,960,629	8.8%
Other	\$ 18,858,190	7.9%
Transportation	\$ 8,512,899	3.6%
Respite	\$ 9,266,626	3.9%
Medical Services	\$ 3,818,918	1.6%
Community Placement Plan (CPP)	\$ -	0.0%
TOTAL POS EXPENSES	\$ 238,862,528	100.0%
	\$ 330,988,045	\$ 569,850,573
<i>Estimated balance for late bills and Rate Reform adjustments \$ 9,179,194</i>		
<i>*This budget reflects through the B-2 for FY26</i>		
Total Regional Center Budget: \$ 622,701,138		

NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

Page 1 of 1

BOARD OF DIRECTORS

<u>Term</u>	<u>Name</u>	<u>County</u>
11/23 – 10/24 11/24 – 10/27 11/27 – 10/30 (10/30) PRESIDENT: 10/24 – 09/26	Martha Valdez	Sonoma
11/19 - 10/22 11/22 – 10/25 11/25 – 10/26 (10/26) TREASURER: 3/22 – 2/24, 3/24 – 2/26	Andrea Bednarova	
07/22 – 06/23 07/23 – 06/26 07/26 – 06/29 (06/29) SECRETARY: 3/24 – 2/26	Ronald Gers	Sonoma
01/24 – 12/24 01/25 – 12/27 01/28 – 12/30 (12/30) VICE PRESIDENT: 7/25 – 6/27	Sahira Arroyos	Solano
1/26 – 12/27 1/27 – 12/28 (12/28) VAC REP	Jessica Sadowsky	Napa / VAC
02/22 – 01/23 02/23 – 01/26 02/26 – 01/29 (01/29)	Joanne Giardello	Solano
03/25 – 02/26 03/26 – 02/29 03/29 – 02/32 (02/32)	Cheryl Snavely	Sonoma
03/25 – 02/26 03/26 – 02/29 03/29 – 02/32 (02/32)	Christopher Bennett	Napa
04/25 – 03/26 04/26 – 03/29 04/29 – 03/32 (03/32)	Alan Kerzin	Sonoma

(Dates in brackets are the 7th consecutive year)

Revised 01/2026



Proposed Board Member for a 2nd Term: Cheryl Snavely

County: Sonoma

Cheryl Snavely is a dedicated advocate with experience across education, healthcare, and family support services. Her advocacy is shaped by navigating special education and healthcare systems to secure appropriate services for her child with Autism and speech and language delay, as well as by long-standing family exposure to disability, giving her a practical, family-centered perspective.

She brings professional experience as an AG & Nutrition Educational Assistant, IHSS provider, and Certified Massage Therapist, along with a strong background in accounting, payroll, compliance, and OSHA regulations. Cheryl has completed Partners in Policy-making training focused on collaboration with policymakers, advocates, and regional centers.

Cheryl is actively engaged in her local school community, volunteering to teach hands-on, garden-based learning during the school day for Transitional Kindergarten, third grade, and a Special Education classroom, and supporting an after-school garden club program that promotes inclusion, teamwork, and experiential learning.

During her current term, Cheryl has supported board operations by monitoring the Board's public email account and is developing and serving as Chair of the Board Development Committee. In this role, she has helped establish the committee's structure and priorities and is developing fundraising opportunities for the Board Opportunity Fund, with the goal of expanding resources available to individuals and families served by the regional center. Outside of her work, Cheryl enjoys spending time gardening and hiking with her children.

Cheryl Snavely served a one-year term from March 2025 to February 2026.

Cheryl is seeking her second term on NBRC's Board of Directors from **03/2026 to 02/2029**.

Board Bylaws

Section 6.5 Duties of Secretary

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



Proposed Board Member for a 2nd Term: Christopher Bennett

Nominee for Board Secretary

County: Napa

Christopher Bennett is the Chairman of the Client Advisory Committee and Board Member. Christopher attends Sub Committee hearings, ARCA Academy conferences, planning meetings for the Client Advisory Committee, Public Policy, Regional Center legislative events, Arc of California Disco at the Capitol, and Disability awareness events. After interning with the California State Legislature, Christopher announced Regional Center Advocacy One Pagers for self-advocates, committees, and community members. Christopher worked as a receptionist with UCP of North Bay, office secretary of the YMCA of Newport Beach- Costa Mesa, and studied in Office Technology.

Christopher served on past Boards, was nominated for the United States Congressional Medal of Honor Society Citizen's Honors Award of the United States Congress. The United States House of Representatives panelists are meeting in February and selecting the finalists for the US Congressional Citizen's Honors Medal Award, to be announced in February for March 2026.

Christopher Bennett is willing to serve as Board Secretary while continuing his 2nd year term on the Board of Directors.

The Nominating Committee recommends Christopher Bennett for a second term as Board member from March 2026 to February 2029 (3 years).

Christopher is also a nominee for Board Secretary.

2025 ARCA ACADEMY
CERTIFICATE OF COMPLETION

THIS CERTIFIES THAT

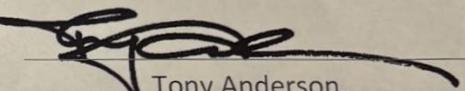
CHRISTOPHER BENNETT

has successfully completed the **2025 ARCA Academy, "Leadership Development: Building Professional and Inspired Regional Center Boards."**

This 9-hour two-day conference, supported by the California Community Collaborative for Developmental Services, provides the statewide leadership and governance board director training of the California regional centers in support of people with developmental disabilities and their families.

NOVEMBER 15, 2025




Tony Anderson,
Associate Director

The Association of Regional Center Agencies

STANDING COMMITTEES:
BUDGET & FISCAL REVIEW
SUB-COMMITTEE #3, CHAIR
EDUCATION
ENVIRONMENTAL QUALITY
GOVERNMENTAL ORGANIZATION
HEALTH & HUMAN SERVICES
VETERANS AFFAIRS

STATE CAPITOL, ROOM 4081
SACRAMENTO, CA 95814
(916) 445-3375
(916) 323-6958 FAX

California State Senate

SENATOR
WESLEY CHESBRO
SECOND SENATORIAL DISTRICT



SELECT COMMITTEES
CALIFORNIA'S WINE INDUSTRY
CHAIR
DEVELOPMENTAL DISABILITIES
& MENTAL HEALTH CHAIR
BAY AREA TRANSPORTATION
FORESTRY
MOBILE & MANUFACTURED
HOMES
RURAL EDUCATION

MAY - 4 2005

February 24, 2005

To Whom It May Concern:

Christopher Bennett has been an intern in State Senator Wesley Chesbro's Napa District office for the past year. He has been very helpful, performing tasks in the office as well as helping with outside activities. He works well with others and is very interested in the operations of the office and government in general.

As his supervisor, I have enjoyed working with Christopher. He is very polite, conscientious, and enthusiastic. He is living his life to its fullest potential and is a wonderful example of self-determination. He has a real desire to be a productive individual and to make a difference.

If you have further questions, I would be happy to discuss them with you. My office number is ~~707-576-2773~~

Sincerely,

Laurie Puzo
Field Representative
Napa District Office
California State Senator Wesley Chesbro

444 GEORGIA STREET
VALLEJO, CA 94590
TEL (707) 648-5312
FAX (707) 648-5333

50 O STREET, SUITE 1204
SANTA ROSA, CA 95404
TEL (707) 576-2771
FAX (707) 576-2773

710 E STREET, SUITE 150
EUREKA, CA 95501
TEL (707) 445-6508
FAX (707) 445-6511

1040 MAIN STREET, SUITE 205
NAKA, CA 95459
TEL (707) 224-1990
FAX (707) 224-1992

P.O. BOX 785
UKIAH, CA 95462
TEL (707) 468-8931
FAX (707) 468-8931

Printed on Recycled Paper

Board Bylaws

Section 6.6 Duties of Treasurer

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



Nominee for Board Secretary: Ronald Gers

County: Sonoma

Ronald Gers is a person served by North Bay Regional Center. He served as a board member for The Middle Way for 8 years and regularly attends NBRC Board Meetings & Executive Committee Meetings. He has lived in the North Bay area for over 25 years and likes to help people get the services and support that they need.

Ronald has served on the Board of Directors since July of 2022. He served as Board Secretary from March 2024 to February 2026 (two years).

Ronald Gers is seeking a second two-year term as Board Secretary from March 2026 to February 2028.



Proposed Board Member: Swati Vembakottai

County: Sonoma

My name is Swati Vembakottai. Thank you for this opportunity to share a brief introduction about myself. I came to the United States to pursue my education. After completing my Bachelor's in Biomedical Engineering and Mathematics, I was eager to develop my skills further. I was fortunate to work with exceptional researchers in the field of Brain and Cognitive Sciences for over seven years, during which time I discovered my passion for research and genetics. I decided to pursue Masters to become more proficient in research and data analysis skills.

In 2016, we were blessed with identical twin daughters. Life took a significant turn when both of my daughters were diagnosed with multiple diagnoses. I decided to dedicate my full attention to providing the quality care they required. In the past five years, we have established the best possible therapies and care for them. Both of my daughters are part of SDP in NBRC, and we are deeply grateful to the services and support. My journey with my daughters has not only instilled in me immense patience, respect, but also a profound sense of the importance of giving back to the community in any way possible so other parents do not go through the same struggles we did. I hope my experiences and skills will be helpful to the Board.

The Nominating Committee recommends Swati Vembakottai to serve a one one-year term on the Board of Directors from February 2026 – January 2027.

Policy Priorities 2025–2026

Protecting and Enhancing Civil Rights

A Every person with intellectual and developmental disabilities (I/DD) has the right to self-determination, equality of opportunity, full participation, independent living and economic self-sufficiency, no matter their disability.

The Council will work to ensure civil rights, including identification and reduction of racial and ethnic inequalities and disparities are protected and enhanced and full implementation of state and federal policies, including but not limited to the Workforce Innovation and Opportunity Act, Home and Community-Based Services Settings Rule, Every Student Succeeds Act and Achieving Better Life Experience Act.

Guaranteeing Access to Education and Employment

Every student with I/DD has the right to a quality inclusive education with their peers that prepares them for post-secondary education and/or competitive integrated employment (CIE). Students with disabilities must be provided the same learning opportunities, in the classroom and online, as students without disabilities.

Every person with I/DD should have the opportunity to be employed in CIE. Individuals must have access to information, benefits counseling, transition planning, job training, career exploration and information and support for inclusive post-secondary education. New or expanded pathways to CIE must be developed and supported, including apprenticeships and internships.

The Council will work to ensure the implementation of the Individuals with Disabilities Education Act, Every Student Succeeds Act, and other federal and state policies to ensure that students with disabilities are provided the services and supports needed to receive quality inclusive education.

The Council will work to ensure the full and robust implementation of the Workforce Innovation and Opportunity Act and California's Employment First Law, that policies and practices improve opportunities for and incentivize CIE, to create hiring incentives and supports for all employers and contractors and make the state a model employer.

Identifying & Prioritizing Emerging Issues in the I/DD Community

Every person with a developmental disability should not have to deal with problems that arise due to the emergence of inequality issues in the community. Events in our everyday lives, both due to policy changes and unforeseen events, have the ability to cause unintended consequences for the I/DD community. These issues must be identified and acted upon swiftly to ensure as little harm as possible is inflicted.

The Council will work to ensure any and all emerging issues, including but not limited to dealing with disparity across all I/DD issues, barriers to participating in a community setting, and roadblocks to access for people with I/DD, are dealt with through policy changes.

The Council will work to ensure the Self-Determination Ombudsperson program at the Department of Developmental Services uses its authority to ensure people with I/DD become successful participants in the Self-Determination Program.

Promoting Access to Quality Supports in the Community

Every person with I/DD should be able to fully participate in their communities. The ability to receive quality, individualized services, is the cornerstone for people with I/DD to be safe, healthy, and to promote self-determination, interdependence, and inclusion.

Community-based services/supports require adequate wages for providers; therefore, the state must restore rates. Disparities in access, outcomes, and quality of services and supports must be addressed, and complexities in the service delivery systems must be reduced.

The Council will work to continue to restore the Department of Developmental Services programs cut in 2009, to make meaningful improvements to the service delivery system to reduce disparities, increase transparency and accountability, and increase quality outcomes, support efforts to provide adequate wages to providers for inclusive and quality supports, and work to ensure successful implementation of the Self-Determination Program.

Ensuring Safety in the Community

Every person with I/DD has a right to be safe and must receive emergency preparedness training and training in personal safety. Law enforcement personnel, first responders, emergency medical professionals, and the judicial system must be trained in how to work with people with I/DD (including those who are suspects, victims or witnesses of crimes).

The Council will work to ensure people with I/DD are safe, free from abuse and neglect and have access to services and supports in their communities during all types of disasters or emergencies and an adequate safety net for people in crisis and access to adequate crisis intervention services.

Improving Housing and Community Living

Every person with I/DD should have the opportunity to live in the community. Permanent, affordable, accessible, safe, and sustained housing options must be continually developed. Statewide inclusive living options for individuals with I/DD must be increased and enhanced through access to housing and subsidies, paired promptly, with needed services and supports.

The Council will work to implement the policy recommendations in the Statewide Strategic Framework for Housing and create a dedicated housing fund to support integrated community housing for people with I/DD.

For more information contact: Policy@scdd.ca.gov | (916) 263-7919



North Bay
Regional Center

CAC Committee One Pagers for Regional Center Advocacy at SubCommittee hearings

January 7, 2026



By

CAC Chairman Christopher Bennett

TIP SHEET: MAKING A ONE PAGER FOR MEETINGS, HEARINGS, SUB COMMITTEES

- **A brief statement on the organization** you represent (if applicable) and what the organization does.
- **A brief summary of the problem** that you are seeking help on. Use data and reference studies (when applicable) to support your position on the issue.
- **A brief summary of the solution** to the problem, such as legislation, and what it will do for you and/or your community.
- **What your legislator can do to help**, also known as the “Ask.” Examples: Cosponsor H.R. 1, vote against H.R. 2, sign onto a letter in support of X, etc.
- **Include a list of supporters** such as a group of other organizations that support your position or piece of legislation, the cosponsors of the legislation, and/or the other signers of the letter.
- **Include your contact information** so that the legislator and staff person can contact you if they have any questions



Dear United States Representatives, Senators of the United States Congress, United States Senate,

my name is Christopher Bennett Former United States Congressional Intern with Down Syndrome of the United States Congress, United States House of Representatives, Democratic Caucus, Democratic leaders, the House of Democrats, United States Congressional Task Force on Down Syndrome and causes that our party supports, and I am also a person with Down Syndrome. I live on my own with support from a non-profit called Moving Forward Towards Independence here in Napa, which helps me with independent living skills I represent non profits, national non profit conference groups under the HR 1 for Americans with Disabilities across our country, our nation

Among other places, I have worked as an intern for the State of California Legislature from 2005 to 2008 of 118th Congress of 2024 of the House of Democrats, serving the City of Napa as the Disability Access Representative for the City Council (non-elected), and applied to be the Governor's Appointee to the State Council on Developmental Disabilities.

I am writing today to ask you to please offer state funding or new programs to help address the impacts of the terrible budget cuts that have been instituted as a result as the country's. HR-1 funding bill. These cuts unfairly impact people like me with disabilities and will hurt our access to health care, programs, non profit programs, agencies, regional centers, national conference groups that could help us thrive and continue to contribute to the state and the nation, protecting our communities from the Trump Administration, MAGA Doge Republicans, to push back on militarizing Los Angeles, Washington DC, other States are next across our country, our nation.

I am also concerned about the proliferation of unjust tactics used on undocumented people, the loss of the Department of Education, Special Education, the ADA Act, the Rehabilitation Act, our Civil Rights, Human Rights and threats against elected officials who are trying to represent their constituents of the GOP ReDistricting Act, Ice

Friday, October 24, 2025

DDS Sample Leave Behind Biography One Pagers on behalf of the Regional Centers, Clients, families, to leave behind at the Sub Committee State Senate Hearings

Dear.

My Name is.

and I am from Name of Hometown

Introduction of your self and a few sentences about your self, regional center, county you are from You might include

Age

Where you work or go to work or School or Day Program

Hobbies

Interests

Goals

The Ask I am asking for, why

Tips for Creating a One-Pager

www.agu.org/sharingscience

PURPOSE

- Your goal in creating a one-pager is to have a single page document that includes your contact information, a summary of your expertise, and a few key points.
- The document should be clear enough that someone with no prior knowledge of the topic can understand your main points.



WHAT TO INCLUDE

- Your contact information: name, title, institution, and expertise.
- Your main points (no more than three).
- Your specific ask, or what you want the office to do. It could be supporting or opposing a bill, a specific funding level for an agency or program, or contacting you on an issue.
- Images or simple diagrams that help illustrate your main points.
- Relevant facts or information that pertains particularly to the state or district (such as the location of the institution or research).
- If you would like to include references for certain facts in the document, superscript is recommended, with all references listed on the bottom or back.



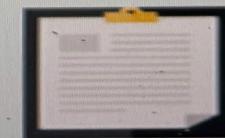
DESIGN

- Keep the document as clean and simple as possible so it is easy to read and understand.
- Colorful images or simple diagrams can help make the one pager more engaging.
- Avoid complicated diagrams or charts that would need additional explanation or a deep understanding of the subject matter to comprehend.
- Bulleted points can help make the document easy to scan for information.
- Include hyperlinks to relevant sources of information or personal/laboratory web pages.



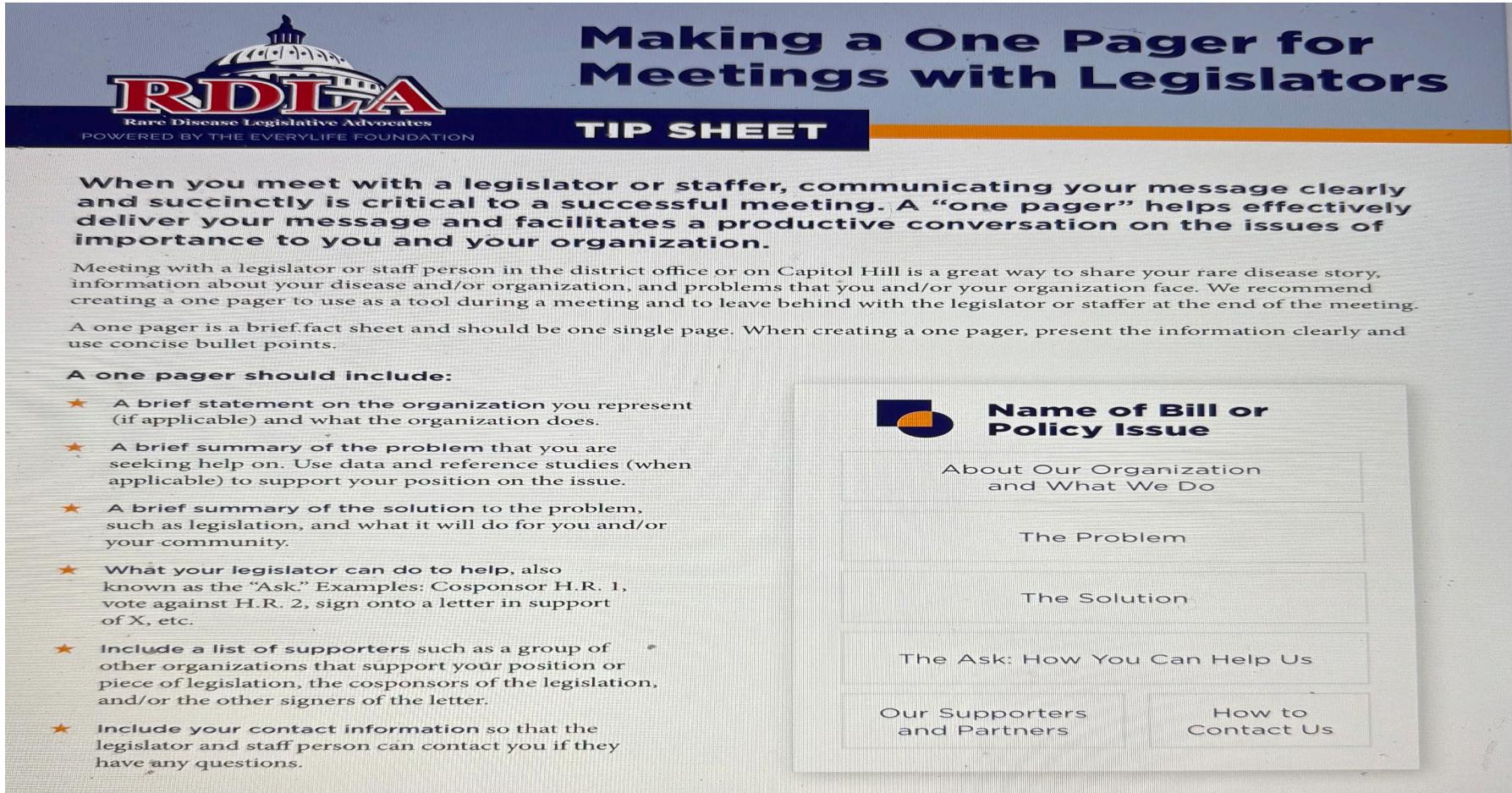
DRAFT YOUR ONE-PAGER

- Use the template on the second page of this document to draft your one pager.
- Create a final version in Canva, PowerPoint, Keynote, Photoshop, Illustrator, or another program.
- Want more tips? Check out our recorded webinar on [Creating an Effective Policy One-Pager](#).



How to Create Your Own One Pagers for Regional Center Advocacy

- <https://youtu.be/N2o5dzkqc5Q?si=gOgdS5xK2dAL0KEm>



RDLA
Rare Disease Legislative Advocates
POWERED BY THE EVERYLIFE FOUNDATION

Making a One Pager for Meetings with Legislators

TIP SHEET

When you meet with a legislator or staffer, communicating your message clearly and succinctly is critical to a successful meeting. A “one pager” helps effectively deliver your message and facilitates a productive conversation on the issues of importance to you and your organization.

Meeting with a legislator or staff person in the district office or on Capitol Hill is a great way to share your rare disease story, information about your disease and/or organization, and problems that you and/or your organization face. We recommend creating a one pager to use as a tool during a meeting and to leave behind with the legislator or staffer at the end of the meeting.

A one pager is a brief fact sheet and should be one single page. When creating a one pager, present the information clearly and use concise bullet points.

A one pager should include:

- ★ A brief statement on the organization you represent (if applicable) and what the organization does.
- ★ A brief summary of the problem that you are seeking help on. Use data and reference studies (when applicable) to support your position on the issue.
- ★ A brief summary of the solution to the problem, such as legislation, and what it will do for you and/or your community.
- ★ What your legislator can do to help, also known as the “Ask.” Examples: Cosponsor H.R. 1, vote against H.R. 2, sign onto a letter in support of X, etc.
- ★ Include a list of supporters such as a group of other organizations that support your position or piece of legislation, the cosponsors of the legislation, and/or the other signers of the letter.
- ★ Include your contact information so that the legislator and staff person can contact you if they have any questions.

Name of Bill or Policy Issue

About Our Organization and What We Do

The Problem

The Solution

The Ask: How You Can Help Us

Our Supporters and Partners

How to Contact Us

Advocating with your DDS, Regional Centers
Include your Elected Officials with the Public
Policy Committee, the Clients Advisory
Committee



guidelines to the One Pagers

- Every year, city leaders look to the state Legislature for support in serving Minnesotans and helping to solve issues at the local level. When it comes to communicating issues to legislators, perhaps no one is in a better position to do so than city officials.
- Legislators and city officials may share the same constituents, but city officials are the first line of communication when residents have a problem. Cities directly deliver vital services to their residents, and are the first to know when those services fall short and when issues arise. As such, it is important for city officials to communicate the needs of their communities to legislators.
- However, lawmakers' time and attention can be scarce, particularly in the midst of a fast-paced legislative session. Minnesota legislators typically only meet for about four months per year and during that time there are hundreds of hearings and meetings, and thousands of pieces of legislation to consider. That is why it is important for city officials to make their messaging as clear, concise, and as useful as possible. Legislators need to be able to easily understand the issue, and subsequently present and explain it to their colleagues to gain support
- **What is the “ask”?** Are you seeking funding for a bonding project or general funding? Is it policy related? Provide a paragraph or two about what you are specifically asking for, and, if you can, reference specific legislation or bills.
- **Provide background.** Legislators like to tell stories. They want to explain how problems came to be, how they impact Minnesotans, and how the Legislature can help. Provide brief background on the problem your community or residents are facing and how the legislation will help. Requesting a new public safety facility, community center, or street funding? Explain why it's needed and how it will serve your community.
- **Quantify the ask.** If you're asking for funding, provide an exact dollar amount or projection of the financial need. Legislators want to know specific figures when attempting to budget among hundreds of other funding requests.
- **Provide visuals.** Adding photos paints a more complete picture of the ask and makes the one-pager easier to skim at a quick glance. Is your city's infrastructure clearly in need of repair? Include a photo. Minnesotans all know what a street in dire need of repair looks like, but they may not be as familiar with wastewater infrastructure. Concept photos of proposed projects or infographics are also a great choice.
- **Highlight and enlarge the main issue and ask.** Break the issue down into three memorable points. With limited time, it is important to emphasize the main points of your ask.
- **Beyond the one-pager.** Make sure your one-pager includes contact information and note that you are available to answer any questions. You can always supplement a one-pager with separate information such as design and cost details, testimony notes, etc. And remember that the one-pager is just one component of your advocacy plan – don't forget to regularly follow up with your legislators with emails, phone calls, or meetings.

Advocacy One Pager Sample
by Christopher Bennett, NBRC Board Member & CAC Chair

Date

Dear ()

My Name is () and I am from Name of Hometown

Introduction of yourself and a few sentences about yourself, regional center, county you reside in.

If you want to include the following:

- Age
- Where you work or go to work or School or Day Program
- Hobbies
- Interests
- Goals

The ask I am asking for and my reason why

Always Say Thank You

Your name

Contact information, including:

- Address
- Phone
- Email



FAIR HEARING & MEDIATION UPDATE
DECEMBER 1, 2025 – DECEMBER 31, 2025

Eligibility (25-40)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-41)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-43)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Withdrawn without resolution.
Eligibility (25-44)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-46)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at Informal Meeting. Eligible.
Eligibility (25-51)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> No response from claimant. Administratively closed.
Eligibility (25-52)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Service (25-54)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing held. Appeal denied.
Service (25-55)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Resolved at informal meeting. Resolution found.
Eligibility (25-56)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-58)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation held. Eligible.
Eligibility (25-59)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at informal meeting. Eligible.
Eligibility (25-60)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-61)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing to be scheduled.

Service (25-62)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing to be scheduled.
Service (25-63)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing to be scheduled.
Service (25-64)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing to be scheduled.

EVENT SCHEDULE



North Bay
Regional Center

2026

06
JAN

2ND ANNUAL WINTER RESOURCE FAIR

HOSTED IN NAPA COUNTY

Celebrating Día de los Reyes

23
APR

2ND ANNUAL SPRING RESOURCE FAIR

HOSTED IN SOLANO COUNTY

Honoring Asian American and Native
Hawaiian/Pacific Islander Heritage Month (AANHPI)

31
JUL

3RD ANNUAL YOU BELONG! SUMMER RESOURCE FAIR

HOSTED IN NAPA COUNTY

An NBRC Fun Fest Celebrating Community & All
Identities!

23
OCT

4TH ANNUAL FALL RESOURCE FAIR

HOSTED IN SONOMA COUNTY

Spooktacular Trunk-or-Treat Celebration

For More Information

DEIB@nrc.net



North Bay
Regional Center

ISKEDYUL NG KAGANAPAN

2026

06
ENE

IKA-2 TAUNANG WINTER RESOURCE FAIR

NAKA-HOST SA NAPA COUNTY

Pagdiriwang ng Araw ng Tatlong Hari

23
ABR

IKA-2 TAUNANG SPRING RESOURCE FAIR

HIKO-HOST SA SOLANO COUNTY

Pagpupugay sa Buwan ng Pamaña ng mga Asyano-Amerikano
at Katutubong Hawaiian/Taga-islang Pasipiko (AANHPI)

31
HUL

IKA-3 TAUNANG YOU BELONG! SUMMER RESOURCE FAIR

NAKA-HOST SA NAPA COUNTY

Isang NBRC Fun Fest na Nagdiriwang ng Komunidad
at Lahat ng Pagkakilanlan!

23
OKT

IKA-4 NA TAUNANG FALL RESOURCE FAIR

HIKO-HOST SA SONOMA COUNTY

Nakakagulat na Pagdiriwang ng Trunk-or-Treat

Para sa Karagdagang
Impormasyon

DEIB@nrc.net



North Bay
Regional Center

CALENDARIO DE EVENTOS

2026

06
ENE

2^a FERIA ANUAL DE RECURSOS DE INVIERNO

ALOJADO EN EL CONDADO DE NAPA

Celebrando el Día de los Reyes

23
ABR

2^a FERIA ANUAL DE RECURSOS DE PRIMAVERA

ALOJADO EN EL CONDADO DE SOLANO

Mes de la Herencia Asiático-Americana y Nativa
Hawaiana/de las Islas del Pacífico (AAHPI)

31
JUL

3^a FERIA ANUAL DE RECURSOS DE VERANO "YOU BELONG!"

ALOJADO EN EL CONDADO DE NAPA

¡Un festival divertido de NBRC que celebra la
comunidad y todas las identidades!

23
OCT

4^a FERIA ANUAL DE RECURSOS DE OTOÑO

ORGANIZADO EN EL CONDADO DE SONOMA

Celebración espeluznante de "Dulces en Cajuelas"

Para más información

DEIB@nrc.net