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www.nbrc.net

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: June 4, 2025

TIME: 7:00 pm

PLACE: Hybrid – NBRC Vacaville Office or Zoom
445 Merchant Street, Vacaville, CA 95688

Please click the link below to join the 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

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
June 4, 2025 7:00 p.m.
445 Merchant Street
Vacaville, CA 95688

AND

Join by Zoom 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

Board Members only meet from 6pm – 7pm for a training.

- I. CALL TO ORDER – Martha Valdez, President
- II. ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary (3 min)
- III. ACKNOWLEDGEMENT OF SARA SPECK, BOARD VICE PRESIDENT INFO
A. Thank you, Sara Speck, for your dedicated service as a board member!
- IV. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from May 7, 2025, be approved as submitted. (2 min) (pgs. 1-5) ACTION
- V. CONSIDERATION OF AGENDA – Additions or modifications to this agenda by Board Members. ACTION
- VI. 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)
- VII. APPROVAL OF REVISED NBRC CONFLICT-OF-INTEREST POLICY – (pgs. 6-8) ACTION
Gabriel Rogin, Executive Director (10 min)
- VIII. CONTRACTS FOR APPROVAL OVER \$250,000 – ACTION
Courtney Singleton, Director of Community Services (10 min) (pgs. 9-10)
 - A. Enhanced Behavioral Supports Home
 - i. A Place of Grace
 - B. Adult Residential Facility for Persons with special healthcare needs
 - i. Brilliant Corners
 - C. Specialized Residential Facility
 - i. Brilliant CornersIsabel Calder, Chief Financial Officer (5 min)
 - D. B-1 Contract for Fiscal Year 25/26 (pg. 11)
- IX. TREASURER'S REPORT – Isabel Calder, CFO
A. Treasurer's Report be approved as submitted (5 min) (pgs. 12-13) ACTION
- X. APPROVAL OF NBRC'S PERFORMANCE CONTRACT PLAN FOR FISCAL YEARS 2025-2026 ACTION
Courtney Singleton, Director of Community Services (pgs. 14-23)
- XI. PUBLIC INPUT ON PERFORMANCE CONTRACT PLAN FOR FY 2025-2026 – 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)
- XII. COMMITTEE REPORTS –
 - A. Nominating Committee Update – Joanne Giardello, Nominating Committee Chair (5 mins) ACTION
 - i. Vote for Vice President beginning July 1, 2025

1. Christopher Bennett (pg. 24)
2. Sahira Arroyos (pg. 25)
- B. Executive Committee Update – Martha Valdez, President (5 min) INFO
- C. Vendor Advisory Committee Update – Breeanne Kolster, VAC Co-Chair (5 mins) (pgs. 26-31) INFO
- D. Cultural/Linguistic Competency Committee Update – Joanne Giardello, CLCC Co-Chair (5 mins) INFO
 - i. Outreach Events (pgs. 32-35)
 1. Board Volunteers for Resource Fair in Solano County on June 7th
- D. Public Policy Advisory Committee Update – Breeanne Kolster, VAC Representative (5 mins) INFO
 - i. Federal & Legislative Update
 1. Christopher Bennett, Board Member (5 mins)
- E. Client Advisory Committee Update – Sara Speck, CAC Co-Chair (5 mins) (pg. 36) INFO
- F. Risk Reduction Advisory Committee Update – Joanne Giardello, RRAC Chair (5 mins) INFO
- XIII. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 mins) INFO
 - A. May Revise Overview
 - B. Board Retreat Topics
 - C. Monitoring Board Email Account
- XIV. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
 - A. Final Thoughts by Sara Speck, Vice President (5 min)
- XV. 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)
- XVI. CLOSED SESSION (15 mins)
 - A. The appointment, employment, evaluation of performance, or dismissal of a regional center employee
- XVII. RETURN FROM CLOSED SESSION
 - B. Report on any action taken during the closed session (1 min) INFO
- XVIII. 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 July 2, 2025 at NBRC's Napa Office – 610 Airpark Road, Napa, CA 94558.

North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
May 7, 2025, 6:00 p.m.
Via In Person & Zoom Webinar
520 Mendocino Avenue, Santa Rosa, CA 95401

NBRC BOARD MEMBERS PRESENT:

Martha Valdez, President, Sonoma County
Andrea Bednarova, Treasurer
Ronald Gers, Secretary, Sonoma County
Cheryl Snavelly, Sonoma County
Christopher Bennett, Napa County

Sara Speck, Vice President, Solano County
Sahira Arroyos, Solano County
Breeanne Kolster, VAC Representative
Joanne Giardello, Solano County
Alan Kerzin, Sonoma 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

Janelle Santana, Executive Assistant
Courtney Singleton, Director of Community Services

GUESTS (names listed as seen on Zoom):

Amber Lopez, Spanish Interpreter
Adriana Diaz, 24 Hour Home Care
Brian DeWitt iPhone
Mercedes Murphy, Assistant Program Director

Merilee Bennett
Chris Aguire, DDS
Stacey Martinez, The Arc - Solano
Micharde Marcelin, Right Hand SLS

MINUTES

CALL TO ORDER – Martha Valdez, President, called the regular business meeting to order at approximately 6:00 pm.

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

CONSIDERATION OF MINUTES – Annual Board & Short Business Meeting Minutes from April 2, 2025, be approved as submitted.

- Change to the April Board Meeting Minutes: Sara Speck, Vice President, adjourned the meeting.

M/S/C (Gers/Speck) Moved to approve the April 2, 2025 minutes with the adjustment to the April 2, 2025 meeting minutes.

**APPROVED
UNANIMOUS**

CONSIDERATION OF AGENDA – No modifications

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

**APPROVED
UNANIMOUS**

GENERAL PUBLIC COMMENT – None

REVIEW OF CHANGES TO NBRC'S DRAFT CONFLICT-OF-INTEREST POLICY –

The draft policy can be found as an attachment to the May board meeting packet on NBRC's website.

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

Board Members made the following recommendations.

- Add language regarding political activity and tax-exempt status
- In the Prior Service on NBRC Board of Directors section: change the timeline for board members to 60 days versus 30 days.

CONTRACT FOR APPROVAL OVER \$250,000

Courtney Singleton, Director of Community Services, provided a summary of the A-2 contract that can be found on page 9 of the May board meeting packet.

M/S/C (Gers/Speck) Moved to approve the A-2 contract as submitted.

**APPROVED
UNANIMOUS**

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 May 2025 board packet.

- Doug Cleveland Board Opportunity Fund
 - o A summary of this report is included in the board packet. The Opportunity Fund had one transaction in the month of March 2025 in the amount of \$1,000.00. The remaining account balance as of March 31, 2025, is \$38,039.30. This does not include the generous donation from Sara Speck's parents in the amount of \$2,000.
- Operations
 - o The operations expenditure represents 66% of our total operations budget to date. As of March 31, 2025, 75% of the fiscal year has elapsed.
 - o NBRC has adjusted the remaining \$672,897 for Community Placement Plan (CPP). This means we have deducted the amount from our General Operations and have coded the expenditures to CPP as noted on the CFO report. This adjustment was completed with the confirmation from DDS on the remaining CPP funding included in the A-2 amendment.
 - o We continue to maintain a solid budget for the fiscal year and are preparing for year-end. We are currently reviewing all policy and contract renewals and assessing agency needs, specifically equipment and IT investments for future growth.
 - o As of April 2025, NBRC has a total of 355 employees.
- Purchase of Service (POS)
 - o The POS expenditure represents 69% of the total POS budget. As of March 2025, 75% of the fiscal year has elapsed.
 - o NBRC continues to monitor the financial impact from the Rate Reform implementation. On April 10, 2025, NBRC submitted POS projections in the amount of \$24,598,012 to DDS for consideration. The A-2 includes an allocation for the POS projections submitted and NBRC has sufficient spending authority to cover the rate increases.
 - o Staff continue to work on Rate Reform. Our Community Resources Department is working on obtaining signed Provider Agreements and reconciling the information from DDS regarding Provider Directory compliance. Once the reconciliation is completed, NBRC will begin converting vendors to their new codes and will adjust the rates to include the 10% incentive.
- Cashflow
 - o As of April 22, 2025, the bank balance is \$88,886,037 (\$38,886,037 cash availability and \$50 mil in a 30-day CD). NBRC has earned just over \$1.4 mil in interest through March 2025. We anticipate earning additional interest for the current CD investment which matures next week.
 - o Gabriel Rogin, Executive Director, agreed to have Isabel Calder, CFO, conduct an overview of budget terms for Board Members in the future.

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

**APPROVED
UNANIMOUS**

PRESENTATION: NBRC'S PERFORMANCE CONTRACT PLAN FOR FY 2025-2026

Courtney Singleton, Director of Community Services, shared an overview of NBRC's Performance Contract Plan for fiscal years 2025-2026. The data can be found as an attachment to the May board meeting packet on NBRC's website.

- Alan Kerzin, Board Member, commented on the data regarding increasing employment opportunities.
- Martha Valdez, President, suggested we use examples of how NBRC progressed over the years.
- Board members suggested that Claudia Ritchie, Director of Equity and Engagement, and Abigail Andrade, Community Outreach and Engagement Specialist, join a future board meeting to give more context around the disparity data.
- Breeanne Kolster, VAC Representative, commented on how transportation and employment work together.

PUBLIC INPUT ON PERFORMANCE CONTRACT PLAN FOR FY 2025-2026 - None

COMMITTEE REPORTS –

A. Executive Committee Update –

- a. Martha Valdez, President, shared the following.
 - i. Fundraising for the Board Opportunity Fund
 - 1. Martha shared an idea for the board to have a Development Committee to raise awareness of the board fund and secure donors.
 - 2. Cheryl Snaveley, Joanne Giardello, Martha Valdez, Sara Speck expressed their interest in being a member of the committee.
 - 3. Gabriel Rogin, Executive Director, to check with DDS, other regional centers, and legal counsel for guidance on fundraising for the board opportunity fund.

B. Vendor Advisory Committee (VAC) Update –

- a. Breeanne Kolster, VAC Co-Chair, provided an overview of topics discussed at the last VAC Meeting.
 - i. Fiscal Year Holiday Schedule Approved
 - ii. Rate Reform & Quality Incentive Updates
 - iii. A purchase of service roundtable discussion was held to engage in a collaborative discussion between NBRC and vendors.
 - 1. A 90-day game plan is in place, with Associate Director's, providing additional meeting time for vendors needing assistance.
 - iv. The next meeting is on May 12th.

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

- a. Joanne Giardello, CLCC Chair, shared an overview of topics discussed at the CLCC meeting.
 - i. Rosemarie Pérez's board term has come to an end. Therefore, Joanne will be chair of this committee.
 - ii. Ongoing policies under discussion include a person-centered policy and accessibility of facilities.
 - iii. The next meeting is scheduled for May 15th.

D. Public Policy Advisory Committee Update –

- a. Breeanne Kolster, VAC Representative, shared the group discussed the following topics.
 - i. Update on legislative luncheons and meetings with state and federal legislators.
 - ii. Head start funding and Assembly Bills 1096 and 49
- b. Federal Update - Christopher Bennett, Board Member, shared the following.
 - i. A summary of Christopher's report can be found on pages 17-25 of the May board meeting packet.

1. Christopher recently returned from Washington, DC where he received the Self Advocate of the Year Award with the National Down Syndrome Society.
2. Update on the State of California Senate Subcommittee for Health and Human Services

E. Client Advisory Committee Update –

- a. Sara Speck, CAC Co-Chair, noted the committee is planning to meet on June 6th from 1:00pm – 2:30pm in Napa and Zoom.

F. Risk Reduction Advisory Committee Update –

- a. Joanne Giardello, RRAC Chair, shared the next RRAC is on May 28th at 12:30-1:30pm.
 - i. The last meeting included a presentation from Randy with Safe Quest Solano.
 - ii. The meeting was well-received, with vendors and client representation in attendance, and plans for future collaboration with the agency.

G. Nominating Committee Update –

- a. Joanne Giardello, Nominating Committee Chair, provided an update on the nominating committee's activities, including seeking applications for the board and the upcoming election for the Vice President's position.

UPDATE ON MASTER PLAN FOR DEVELOPMENTAL SERVICES MEETING

Sara Speck, Board Vice President, provided an overview of the master plan for developmental services, emphasizing its goal to improve support for people with IDD and their families.

- The plan includes 170 recommendations, developed over a year by self-advocates, family members, and community members.
- The final draft of the master plan was released in March 2025, with a focus on improving coordination and services for people with IDD.

EXECUTIVE DIRECTOR'S REPORT –

- Gabriel Rogin, Executive Director, discussed the current budget climate, including potential funding reductions and the importance of communication and collaboration.
- The upcoming ARCA rally on May 22 is mentioned as an opportunity for advocacy, with details to be shared with the board.
- Gabriel Rogin shared the importance of service providers submitting service acknowledgment forms and enrolling in the provider directory by the end of May.

GOOD OF THE ORDER –

Alan Kerzin, Board Member, shared positive news about federal funding for special education and Title One for low-income families, highlighting the importance of advocacy.

GENERAL PUBLIC COMMENT – None

CLOSED SESSION –

The board moved into closed session at 8:16pm to discuss the appointment, employment, evaluation of performance, or dismissal of a regional center employee.

RETURN FROM CLOSED SESSION-

A. Report on any action taken during closed session.

The board returned from the closed session at 8:41 pm and there was no action taken.

ADJOURNMENT – Martha Valdez, President, adjourned the regular business board meeting at 8:41 pm.

Date submitted to NBRC Board for review

05/07/2025

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

05/07/2025

Operations ☒

Purchase of Service ☒

The following contracts have been reviewed by Isabel Calder, Chief Financial Officer, and Gabriel Rogin, Executive Director. Both of whom recommend approval by the NBRC Board of Directors.

Purpose of Contract	Contractor Name and Vendor#	Term of Contract	Total Contract Amount	APPROVED	Notes
A Series Contract for Fiscal Year 24/25	Department of Developmental Services	July 1, 2024 – June 30, 2031	\$561,998,954	M/S/C (Gers/Speck)	The A-2 amendment for FY 24/25 includes the following: <ul style="list-style-type: none"> Ops: \$ 869,990 POS: \$ 23,391,788
<p>The A-2 amendment includes the remaining Ops allocation, including policy funding, for a total of \$869,990 which includes the remaining Community Placement Program (CPP) allocation (\$672,897).</p> <p>The A-2 amendment includes additional POS allocation in the amount of \$23,391,788. This allocation includes projected Rate Reform increases and Start Up funds for Community Resource Development Plan (CRDP) approved projects.</p>					

NBRC Policy

Conflict-of-Interest Policy

Intent

It is essential that all employees of North Bay Developmental Disabilities Services, Inc., aka North Bay Regional Center (NBRC) comply with conflict-of-interest standards, which are imposed by law, and that employees avoid even the appearance of a conflict of interest. A “conflict-of-interest” is defined by Division 2, Chapter 3, Subchapter 3, Article 1 of Title 17 of the Code of California Regulations and is explained in greater detail below.

All NBRC employees must complete a Conflict-of-Interest Disclosure Form upon hire, annually, and upon any change in employment status, i.e. promotion, transfer, etc., to bring to the attention of their Director any real, perceived, or potential conflict-of-interest. The Director will bring the real, perceived, or potential conflict-of-interest to the Director of Administrative Services for review, and action will be taken to mitigate the conflict, as appropriate.

All candidates for nomination, election, or appointment to NBRC’s Board of Directors, as well as applicants for the position of NBRC’s Executive Director, must disclose any real, perceived, or potential conflict-of-interest prior to being appointed, elected, or confirmed for hire by NBRC or the NBRC Board of Directors.

Employment of Relatives/Immediate Family Members

For purposes of this policy, “immediate family member” and “relatives” both are defined as the individual’s spouse, domestic partner, parents, stepparents, grandparents, siblings, step-siblings, children, stepchildren, grandchildren, parent-in-law, siblings-in-law, sons-in-law, and daughters-in-law. This definition should also be considered to include such associates by blood, marriage, adoption, and in loco parentis.

For purposes of this policy, “regional center senior staff” are defined as the Executive Director, Associate/Deputy Executive Director (or comparable position), members of NBRC’s Executive Team, and the highest-ranking employee in each of the following disciplines: Case Management, Client Services, Clinical Services, Community Services, Finance, and Human Resources.

No person can be employed by NBRC if an immediate family member is also employed by NBRC and the two family members either report to the same supervisor or are in a direct supervisory relationship with each other. This rule applies to any other arrangement which may create a similar real, perceived, or potential conflict of interest.

No person can be employed by NBRC when they, or an immediate family member, are a governing board member of North Bay Developmental Disabilities Services, Inc., or an employee of the Department of Developmental Services.

Regional center senior staff are prohibited from hiring relatives at the regional center or any ancillary foundation or organization.

Prior Service on NBRC Board of Directors

A period of at least 60 calendar days must pass following termination of membership on the NBRC Board of Directors before an individual may be employed by NBRC.

Other Employment

If an individual is employed by NBRC, they cannot be otherwise employed, or self-employed, in activities which relate primarily to the developmentally disabled, utilize the reputation of NBRC, involve clients of NBRC, or relate to vendors of service to NBRC. The NBRC Executive Team must approve of any outside employment of any NBRC employees which has the potential to interfere with their duties as an NBRC employee, to avoid any real, perceived, or potential conflict-of-interest.

Vendors

An individual cannot be employed by NBRC and work for an NBRC vendor.

NBRC employees must disclose if they have an immediate family member who is employed by an NBRC vendor (or any organization either doing, or actively planning to do, business with NBRC) and a mitigation plan must be submitted for review by the Executive Team (review by the Department of Developmental Services may also be required).

Honoraria

Honoraria cannot be accepted for consultation, speeches, educational, and other activities performed during work hours.

Clients/Individuals Served

No clients/individuals served by NBRC will be assigned to work with an employee who is a relative/immediate family member of the client/individual served. For instance, a client/individual served will not be assigned to work with a relative/immediate family member who is their NBRC Service Coordinator.

Gifts

Employees are not to accept any gift of value from any person doing business with NBRC. The maximum value of any gift or favor is fifteen dollars (\$15.00).

If presented with any gift or favor, NBRC employees should politely decline the gift or favor received from any person or entity.

Normal inexpensive advertising gifts which are valued under fifteen dollars (\$15.00) such as pens, pencils, paperweights, calendars, general desk items, etc., bearing the name of the firm, or edible items such as small baskets of fruit or boxes of cheese, are not considered “gifts of value”.

Political Activity

NBRC employees and board members cannot engage in partisan political activities while on agency time or where actually, or apparently, acting in the capacity of an employee or representative of NBRC. Engagement in partisan activities can cause NBRC to risk losing its tax-exempt status and the ability to receive tax-deductible donations. Specifically, NBRC employees and board members are prohibited from directly or indirectly participating or intervening in any political campaign on behalf of or in opposition to any candidate for public office. This includes any verbal or written statements made on behalf of the organization that favors or opposes a candidate, and the use of agency resources for such partisan purposes.

Personnel/Disciplinary Action

Any employees who violate the provisions of NBRC’s Conflict of Interest policy will be subject to disciplinary action up to, and including, discharge from employment with NBRC.

Date submitted to NBRC Board for review

06/04/2025

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

 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.

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	Notes
Enhanced Behavioral Supports Home	4	A Place of Grace	License Date – 12/31/27	\$97,644 Monthly* \$1,171,728 Annually*	New Contract Solano County

Summary

This Enhanced Behavioral Support Home (EBSH) was developed to individuals with challenging behavioral needs that are moving from Porterville Developmental Center, other locked settings and individuals being deflected from locked settings. The individuals that live in these homes, cannot be served in any other setting. This is a four (4) bedroom home, with each individual having their own room. A full-time administrator is responsible for the operation of the home. All staff must be Licensed Psychiatric Technicians or Registered Behavior Technicians. There is a base staffing ratio of one lead staff on every shift. Additional staffing levels are determined based on each individual's needs, through their Individual Program Plan (IPP). An additional purchase of service is put in place to fund this staffing, separate from this contract amount. 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 on a monthly basis by NBRC's Board Certified Behavior Analyst (BCBA), quarterly by each client's NBRC Service Coordinator, quarterly by NBRC's Quality Assurance Staff, semiannually by The Department of Developmental Services' BCBA, and annually unannounced by Community Care Licensing.

The below items are covered in the facility cost per month:

- | | | | |
|---|----------------------|---------------------------|-----------------|
| -Rent for the property | -Insurance | -Board Certified Behavior | -Internet/Cable |
| -744 hours a month of Lead Staff (salary, benefits & taxes) | -Phone | Analyst supervision | -Utilities |
| -40 hours a week of the home Administrator | -Repairs/Maintenance | -Property Taxes | -Transportation |

**Subject to change based on DDS approval*

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	Notes
Adult Residential Facility for Persons with special healthcare needs (ARFPSHN)	5	Brilliant Corners	06/30/25-06/30/27	\$350,000 Acquisition Funding \$400,000 Rehabilitation Funding	Start Up Contract Dementia
Specialized Residential Facility (Level 7)	4	Brilliant Corners	06/30/25-06/30/27	\$300,000 Acquisition Funding \$350,000 Rehabilitation Funding	Start Up Contract Substance Abuse
<p>The contract total (\$1,400,000) will be used to purchase and renovate two (2) homes in NBRC's service area. Acquisition Costs include but are not limited to: The down payment, pre-development costs, closing costs, property inspections, home warranty, title insurance etc. Renovation costs include but are not limited to: Modifications to make the home accessible and safe such as ramps, bathroom modifications, hardened or softened walls; replacement of old systems such as water heaters, HVAC, generators; bringing the home up to building code compliance, adding additional bedrooms and holding costs. These homes are deed restricted used as housing for individuals with intellectual and developmental disabilities in perpetuity.</p>					

Date submitted to NBRC Board for review

6/4/2025

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

Operations ☒

Purchase of Service ☒

The following contracts have been reviewed by Isabel Calder, Chief Financial Officer and Gabriel Rogin, Executive Director. Both of whom recommend approval by the NBRC Board of Directors.

Purpose of Contract	Contractor Name and Vendor#	Term of Contract	Total Contract Amount	Notes
B Initial (previously referred to as the Preliminary) Contract for Fiscal Year 25/26	Department of Developmental Services	July 1, 2019 – June 30, 2026	\$558,043,256	<p>The B Initial Contract for FY 25/26 includes the following:</p> <ul style="list-style-type: none"> • Ops: \$37,652,283 • POS: \$518,105,590

Operations allocation represents 85% of the proposed base funds available for regional center allocation based on the 2025 May Revise.

POS allocation represents 80% of the proposed base funds available for regional center allocation based on the 2025 May Revise.



North Bay Regional Center Doug Cleveland Board Opportunity Fund June 4, 2025, Board Meeting

The Doug Cleveland Board Opportunity Fund ending balance as of April 30, 2025, was **\$39,039.30**

There was one donation from the Speck Family (Sara Speck's parents) in the amount of \$2,000.00 deposited in **April 2025**.

Donations and Deposits:

- One Donation **\$2,000**
- No Deposit

Awards:

- No award

Other Transactions:

- None

Ops Expenditures 9 months 75%	CFO Board Report April 2025				POS Expenditures 9 months 78%
83% of the fiscal year has elapsed					
OPERATIONS		Total Ops Allocation:		\$	41,326,440
Total General Ops Contract:		\$	39,270,717	Total CPP Contract: \$ 1,345,794	
General Ops Amount Available:		\$	9,923,800	CPP Contract Amount Available: \$ -	
Total YTD					
OPERATIONS EXPENSE (OPS)	YTD Actual	% by category	Forecast*	Actual + Forecast	
Personnel	\$ 22,109,057	75.34%	\$ 5,948,741	\$ 28,057,798	
Benefits	\$ 4,938,537	16.83%	\$ 1,903,936	\$ 6,842,473	
Facilities	\$ 2,333,235	7.95%	\$ 307,256	\$ 2,640,491	
Equipment	\$ 595,978	2.03%	\$ 300,820	\$ 896,798	
Communications	\$ 386,078	1.32%	\$ 405,930	\$ 792,008	
Mileage	\$ 264,389	0.90%	\$ 54,611	\$ 319,000	
Legal	\$ 42,263	0.14%	\$ 7,737	\$ 50,000	
General Office	\$ 59,215	0.20%	\$ 188,512	\$ 247,727	
Consultants	\$ 241,942	0.82%	\$ 428,058	\$ 670,000	
Bank Fee and LOC	\$ 24,802	0.08%	\$ 198	\$ 25,000	
Other Expenses	\$ 50,464	0.17%	\$ 11,521	\$ 61,985	
Revenue	\$ (1,699,043)	-5.79%	\$ (15,000)	\$ (1,714,043)	
Total Operations Expenses	\$ 29,346,917	100%	\$ 9,542,320	\$ 38,889,237	
Community Placement Plan (CPP)	\$ 1,345,794	100%	\$ -	\$ 1,345,794	
Senior Companion Program (SCP) - Grant	\$ 238,430	71%	\$ 95,764	\$ 334,194	
Mental Health Services Act (MHSA) - Grant	\$ 224,097	60%	\$ 151,638	\$ 375,735	
Language, Access, Cultural Competency Funding (LACC)	\$ 164,121	43%	\$ 217,359	\$ 381,480	
Total Paid for Operations: \$ 31,319,359					
PURCHASE OF SERVICES		Total POS Allocation:		\$	520,672,514
Total POS Contract:		\$ 518,905,894	Total CPP Contract:		\$ 1,766,620
POS Contract Amount Available:		\$ 111,931,958	CPP Contract Amount Available:		\$ 1,766,620
Total YTD					
PURCHASE OF SERVICES (POS)	YTD Actual	% YTD Total	Forecast*	Actual + Forecast*	
Community Care Facilities	\$ 126,028,607	31.0%	\$ 25,236,765	\$ 151,265,372	
Supported Living Services	\$ 95,755,227	23.5%	\$ 19,286,271	\$ 115,041,498	
Day Programs	\$ 79,657,538	19.6%	\$ 16,056,037	\$ 95,713,575	
Behavioral Services	\$ 35,834,609	8.8%	\$ 7,212,255	\$ 43,046,864	
Other	\$ 30,949,857	7.6%	\$ 4,465,932	\$ 35,415,789	
Transportation	\$ 17,265,894	4.2%	\$ 3,456,238	\$ 20,722,132	
Respite	\$ 14,054,154	3.5%	\$ 3,029,502	\$ 17,083,656	
Medical Services	\$ 7,428,050	1.8%	\$ 1,511,604	\$ 8,939,654	
Community Placement Plan (CPP)	\$ -	0.0%	\$ -	\$ -	
TOTAL POS EXPENSES	\$ 406,973,936	100.0%	\$ 80,254,604	\$ 487,228,540	
Projected Rate Reform adjustments				\$ 21,580,820	
Total with rate reform projections				\$ 508,809,360	
*This budget reflects through the A-2 for FY25					
Total Regional Center Budget:				\$ 561,998,954	



Performance Contract Plan

Meeting June 4, 2025





North Bay Regional Center (NBRC) promotes opportunities and supports choices for people with developmental disabilities, or at risk of developmental disabilities, in Solano, Sonoma, and Napa Counties.




This Plan for fiscal Year 2025-26 reflects targeted activities NBRC will engage in to continue to improve outcomes related to Public Policy Measures and Compliance Requirements as a result of both internal review and external feedback sessions.

NBRC's Performance Goals are achieved when NBRC data exceeds the statewide average (★) or has improved over the prior year (↑)



Public Policy Performance Measures	Statewide Averages	NBRC Outcomes	Planned Activities for 07/01/2025-06/30/2026
<i>Number and percent of minors residing with families – own home, foster home, with guardian</i>	99.69% FY 2022-23	4,468/99.57% FY 2023-24	<ul style="list-style-type: none">NBRC continues to monitor family and children's support needs around health, living arrangements, school, and community integrationService Coordinators will continue to assess for behavior, respite, and daycare supports, durable medical equipment, and other services and supports to maintain children in the family home
<i>Number and percent of adults residing in independent living arrangements, with or without services</i>	9.07% FY 2023-24	↑★ 653/11.54% FY 2023-24	<ul style="list-style-type: none">NBRC continues advocating for individuals to assert their rights to access the living arrangement of their choice
<i>Number and percent of adults residing independently, with Supported Living services</i>	4.74% FY 2023-24	★ 634/11.20% FY 2023-24	<ul style="list-style-type: none">NBRC is working with housing developers to increase affordable housing options.NBRC to monitor quality outcomes and ensure access to all generic services, e.g., IHSSService Coordinators will conduct quarterly monitoring visits to ensure quality services

Public Policy Performance Measures	Statewide Averages	NBRC Outcomes	Planned Activities for 07/01/2025-06/30/2026
<i>Number and percent of adults residing in adult Family Home Agency (FHA) homes</i>	0.74% FY 2023-24	★ 57/1.01% FY 2023-24	<ul style="list-style-type: none"> NBRC will continue to identify FHAs as a living option, working with vendors to ensure quality services and supports meet individuals' needs Service Coordinators will conduct quarterly monitoring visits. NBRC's Quality Assurance Team will complete 2 unannounced visits per year for each family home.
<i>Number and percent of adults residing in family homes – home of parent/guardian</i>	69.25% FY 2023-24	↑ 3309/58.47% FY 2023-24	<ul style="list-style-type: none"> NBRC will examine available data to anticipate future resource development needs Service Coordinators will continue to assess for services needed in the family home.
<i>Number and percent of adults residing in home settings – independent living, supported living, adult FHA, and family homes</i>	83.86% FY 2023-24	↑ 4653/82.20% FY 2023-24	<ul style="list-style-type: none"> NBRC continues advocating for individual to assert their rights to access the living arrangement of their choice
<i>Number and percent of minors living in facilities service more than 6</i>	0.02% FY 2023-24	★ 0/0.00% FY 2023-24	<ul style="list-style-type: none"> NBRC develops homes that serve 4 children or less while meeting health and behavioral needs in line with Home and Community Based Service standards
<i>Number and percent of adults living in facilities serving more than 6</i>	1.46% FY 2023-24	↑ ★ 19/0.32% FY 2023-24	<ul style="list-style-type: none"> NBRC develops homes that serve 4 adults or less while meeting health and behavioral needs in line with Home and Community Based Service standards NBRC will continue monitoring these settings and assessing for support needs quarterly.

Public Policy Performance Measures - Employment	Statewide Averages	NBRC Outcomes	Planned Activities for 07/01/2025-06/30/2026
<i>Number and percent of individuals ages 16-64 with earned income (source: Employment Development Department)</i>	15.20% 2023	  1268/22.20% 2023	<ul style="list-style-type: none"> NBRC will continue working with the Dept. of Rehabilitation and local collaborative groups to promote Employment First with the individual planning team and increase employment opportunities NBRC will increase business outreach and by hosting The Employment Task Force and inviting businesses to attend and present
<i>Average annual wages for individuals ages 16-64 (source: Employment Development Department)</i>	\$14,251 2023	 \$13,142 2023	<ul style="list-style-type: none"> The practice of paying individuals with developmental disabilities sub-minimum wage ended 12/31/24
<i>Annual earnings of individuals ages 16-64 compared to all people with disabilities in California (source: Cornell University Disability Status Report)</i>	\$29,382 2022	N/A	
<i>Number and percent of adults who entered in competitive integrated employment following participation in a Paid Internship Program (source: Paid Internship Program Survey)</i>	2650/10% FY 2022-23	 34/2% FY 2022-23	<ul style="list-style-type: none"> NBRC will increase training opportunities on Competitive Integrated Employment (CIE) for clients, vendors, and Service Coordinators to increase employment, awareness, and utilization of supports and programs NBRC will collaborate with Dept. of Rehabilitation and local school districts, through the Local Partnership Agreement (LPA) process, to increase opportunities for informed choice and employment NBRC will coordinate the Employment Task Force that brings education and collaboration to vendors, businesses, Department of Rehabilitation and community partners NBRC will continue to host job clubs monthly for individuals to make connections and learn about employment NBRC will partner with the provider community to engage with businesses to hire individuals with intellectual and developmental disabilities NBRC to review how transportation services work with employment services to determine if there are additional transportation options available to get people to work.

Public Policy Performance Measures - Employment	Statewide Averages	NBRC Outcomes	Planned Activities for 07/01/2025-06/30/2026
<i>Average wages and hours worked for adults engaged in competitive integrate employment on behalf of whom incentive payments have been made</i> (source: Competitive Integrated Employment Program Survey)	\$15.96 14 hrs/wk FY 2021-22	 \$16.53 15 hrs/wk FY 2021-22	<ul style="list-style-type: none"> NBRC to develop outreach plan to re-engage vendors regarding CIE incentive payments
<i>Average hourly or salaried wages and hours worked per week for adults who participates in a Paid Internship Program</i> (source: Paid Internship Program Survey)	\$15.96 14 hrs/wk FY 2022-23	 \$15.76  12 hrs/wk FY 2022-23	<ul style="list-style-type: none"> NBRC to develop outreach plan to re-engage vendors regarding the Paid Internship Program
<i>Total number of 30-day, 6-month and 12-month incentive payments made for the fiscal year.</i> (source: Competitive Integrated Employment Incentive Program survey)	2684 FY 2022-23	36 FY 2022-23	<ul style="list-style-type: none"> NBRC to develop outreach plan to re-engage vendors regarding CIE incentive payments
<i>Percentage of adults who reported having competitive integrated employment as a goal in their IPP</i> (source: National Core Indicator Adult Consumer Survey)	35% 2021-22	N/A* 2021-22	<ul style="list-style-type: none"> NBRC will promote Employment First with the individual planning team and continue to provide training to Service Coordinators on advocating for integrated employment opportunities in the community <p>*Count of consumers included in the EDD data is determined by how precisely consumer's names match between the EDD data and the Department's data. New methodology, implemented in 2021 and applied to 2019 and 2020 data, requires consumers names to match more precisely than in previous years in order to be counted in the dataset.</p> <p>**Regional centers receive an 'N/A' designation if fewer than 20 people respond to the survey item.</p>

Compliance Measure – Public Policy and Compliance	2022-23	2023-24	Planned Activities for 07/01/2025-06/30/2026
Unqualified independent audit with no material findings	YES	Yes	NBRC will continue to utilize sound business practices in compliance with audits
Substantial compliance with the Department fiscal audit	YES	Yes	NBRC will continue to fulfill internal auditing requirements
Operates within operations budget	YES	Yes	NBRC will continue to monitor and provide monthly reporting
Certified to participate in the Home and Community-Based Waiver	YES	Yes	NBRC Internal Quality Monitor conducts monthly audits, as well as ongoing training on all Federal Programs
Compliance with Vendor Audit Requirements per contract	YES	Partially Met	NBRC will continue to perform audits with our vendors on a regular basis
IPP Development per W&I Code requirements	97% (2023)	N/A*	NBRC will continue to regularly monitor IPP reports *N/A indicates that the regional center was not reviewed for the measure during the current period.
IFSP Development per Title 17 requirements per ESR	86.1%	87.3%	NBRC will continue to submit RFPs for speech, OT, and PT for additional assistance in timely assessments NBRC will continue monitoring IFSP input data internally to ensure IFSP's are completed in a timely manner
Compliance Measure	Statewide Averages	NBRC Outcomes	Planned Activities for 07/01/2025-06/30/2026

CDER/ESR Currency	96.65% FY 2023-24	  99.94% FY 2023-24	<ul style="list-style-type: none"> NBRC will continue monitoring monthly reports to ensure CDERS and ESRs are current
Intake/Assessment and IFSP timelines (ages 0-2)	*statewide data collection under development	74.3% FY 2021-22	<ul style="list-style-type: none"> NBRC will continue monitoring IFSP input data internally to ensure IFSP's are completed in a timely manner NBRC will continue to submit RFPs for speech, OT, and PT for additional assistance in timely assessments
Intake/Assessment timelines for individuals ages 3 or older			<ul style="list-style-type: none"> NBRC will continue providing timely completion of intake/assessment for children 3 years old and above. NBRC will develop an outreach plan for bilingual clinicians who can assist in the assessment process. NBRC will develop a plan to process intakes to help increase eligibility determinations timelines.
<i>142 days or less</i>	77.70% FY 2023-24	66.55% FY 2023-24	
	*****	*****	
<i>143-240 days</i>	14.02% FY 2023-24	25.13% FY2023-24	
	*****	*****	
<i>Over 240 days</i>	8.28% FY 2023-24	8.32% FY 2023-24	

All ages

	Individuals Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized
American Indian or Alaska Native	64	\$ 2,480,906	\$ 3,260,554	\$ 38,764	\$ 50,946	76.1%
Asian	741	\$ 22,560,630	\$ 28,088,414	\$ 30,446	\$ 37,906	80.3%
Black/African American	998	\$ 44,859,782	\$ 57,261,158	\$ 44,950	\$ 57,376	78.3%
Hispanic	3,591	\$ 52,103,501	\$ 71,259,595	\$ 14,509	\$ 19,844	73.1%
Native Hawaiian or Other Pacific Islander	25	\$ 408,044	\$ 601,521	\$ 16,322	\$ 24,061	67.8%
White	4,788	\$ 266,514,924	\$ 333,276,471	\$ 55,663	\$ 69,607	80.0%
Other Race/Ethnicity or Multi-Cultural	2,635	\$ 43,451,233	\$ 61,527,753	\$ 16,490	\$ 23,350	70.6%
Total	12,842	\$ 432,379,020	\$ 555,275,467	\$ 33,669	\$ 43,239	77.9%

For birth to age 2 years, inclusive

	Individuals Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized
American Indian or Alaska Native	*	*	*	*	*	57.2%
Asian	93	\$ 618,275	\$ 1,011,674	\$ 6,648	\$ 10,878	61.1%
Black/African American	84	\$ 445,072	\$ 772,195	\$ 5,298	\$ 9,193	57.6%
Hispanic	930	\$ 5,408,020	\$ 8,745,018	\$ 5,815	\$ 9,403	61.8%
Native Hawaiian or Other Pacific Islander	*	*	*	*	*	71.0%
White	617	\$ 3,586,270	\$ 5,652,912	\$ 5,812	\$ 9,162	63.4%
Other Race/Ethnicity or Multi-Cultural	867	\$ 3,844,827	\$ 6,360,901	\$ 4,435	\$ 7,337	60.4%
Total	2,599	\$ 13,987,192	\$ 22,689,433	\$ 5,382	\$ 8,730	61.6%

For age 3 years to 21 years, inclusive

	Individuals Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized
American Indian or Alaska Native	**	**	**	**	**	52.5%
Asian	321	\$ 2,107,232	\$ 3,583,375	\$ 6,565	\$ 11,163	58.8%
Black/African American	368	\$ 5,209,043	\$ 7,931,027	\$ 14,155	\$ 21,552	65.7%
Hispanic	1,852	\$ 9,186,732	\$ 15,449,328	\$ 4,960	\$ 8,342	59.5%
Native Hawaiian or Other Pacific Islander	**	**	**	**	**	43.3%
White	1,437	\$ 18,320,609	\$ 29,283,449	\$ 12,749	\$ 20,378	62.6%
Other Race/Ethnicity or Multi-Cultural	1,284	\$ 10,166,194	\$ 17,120,740	\$ 7,918	\$ 13,334	59.4%
Total	5,305	\$ 45,127,675	\$ 73,651,263	\$ 8,507	\$ 13,883	61.3%

For age 22 years and older

	Individuals Count	Total Expenditures	Total Authorized Services	Per Capita Expenditures	Per Capita Authorized Services	Utilized
American Indian or Alaska Native	**	**	**	**	**	78.3%
Asian	327	\$ 19,835,123	\$ 23,493,365	\$ 60,658	\$ 71,845	84.4%
Black/African American	546	\$ 39,205,668	\$ 48,557,936	\$ 71,805	\$ 88,934	80.7%
Hispanic	809	\$ 37,508,749	\$ 47,065,249	\$ 46,364	\$ 58,177	79.7%
Native Hawaiian or Other Pacific Islander	*	*	*	*	*	73.9%
White	2,734	\$ 244,608,045	\$ 298,340,111	\$ 89,469	\$ 109,122	82.0%
Other Race/Ethnicity or Multi-Cultural	484	\$ 29,440,212	\$ 38,046,112	\$ 60,827	\$ 78,608	77.4%
Total	4,938	\$ 373,264,153	\$ 458,934,771	\$ 75,590	\$ 92,939	81.3%

North Bay Regional Center

All ages

	Individuals Count	Individuals Receiving Purchased Services	Individuals with No Purchased Services	Percent with No Purchased Services
American Indian or Alaska Native	64	**	**	**
Asian	741	599	142	19.2%
Black/African American	998	847	151	15.1%
Hispanic	3,591	2,998	593	16.5%
Native Hawaiian or Other Pacific Islander	25	**	*	*
White	4,788	4,140	648	13.5%
Other Race/Ethnicity or Multi-Cultural	2,635	2,139	496	18.8%
Total	12,842	10,791	2,051	16.0%

For birth to age 2 years, inclusive

	Individuals Count	Individuals Receiving Purchased Services	Individuals with No Purchased Services	Percent with No Purchased Services
American Indian or Alaska Native	*	*	0	0.0%
Asian	93	**	*	*
Black/African American	84	**	*	*
Hispanic	930	887	43	4.6%
Native Hawaiian or Other Pacific Islander	*	*	0	0.0%
White	617	590	27	4.4%
Other Race/Ethnicity or Multi-Cultural	867	805	62	7.2%
Total	2,599	2,458	141	5.4%

For age 3 years to 21 years, inclusive

	Individuals Count	Individuals Receiving Purchased Services	Individuals with No Purchased Services	Percent with No Purchased Services
American Indian or Alaska Native	**	**	**	39.3%
Asian	321	240	81	25.2%
Black/African American	368	274	94	25.5%
Hispanic	1,852	1,396	456	24.6%
Native Hawaiian or Other Pacific Islander	**	**	*	26.7%
White	1,437	1,074	363	25.3%
Other Race/Ethnicity or Multi-Cultural	1,284	924	360	28.0%
Total	5,305	3,936	1,369	25.8%

For age 22 years and older

	Individuals Count	Individuals Receiving Purchased Services	Individuals with No Purchased Services	Percent with No Purchased Services
American Indian or Alaska Native	**	**	*	13.8%
Asian	327	**	**	**
Black/African American	546	**	**	**
Hispanic	809	715	94	11.6%
Native Hawaiian or Other Pacific Islander	*	*	*	22.2%
White	2,734	2,476	258	9.4%
Other Race/Ethnicity or Multi-Cultural	484	410	74	15.3%
Total	4,938	4,397	541	11.0%

Per capita purchase of service expenditures by individual's primary language
(only languages chosen by 30 or more individuals included)

Language	Count of UCI		Per Capita Purchase of Service Expenditures	
	21-22	22-23	21-22	22-23
English	9,419	10,103	\$32,142	\$34,312
Spanish	1,878	2,077	\$10,851	\$10,827
Tagalog	54	56	\$23,579	\$26,680

Planned Actions Addressing Disparities in Required Public Policy Measures 2025-26



NBRC Staff

- Ongoing recruitment of bilingual staff for all roles.
- Community Outreach & Engagement Coordinator to organize and promote various community activities.
- Generic Resource Specialist to maintain connections with resource agencies and connect clients and families with appropriate support.
- Training for all staff in Person Centered Thinking practices.

Vendors

- Collaboration with vendors to enhance service delivery and reduce disparities.
- Recruitment of diverse service providers and staff.
- DEIB consultant to complete an assessment of NBRC's current DEIB efforts and provide recommendations to identify and address systemic barriers to increasing equity and increase access to services and support for NBRC clients and families.

Training & Education

- Offering SDP Independent Facilitation Training in multiple languages.
- Creation of Animated Educational Videos to aid clients in understanding RC resources.
- Workshops for clients and parents to increase awareness of services and resources.
- Hosting informational sessions for NBRC community regarding other community based organizations and generic resources.
- Host Technology Training for our NBRC community including clients, parents, caregivers to reduce digital divide barriers.

Community Outreach and Engagement

- Hosting focus groups and community meetings to identify methods for enhancing service accessibility.
- Hosting Quarterly Information Sessions and general overview presentations for Community-Based Organizations. Aimed at raising awareness about NBRC and nurturing partnerships.
- Annual "Reunion Conference" for clients and caregivers.
- NBRC Outreach Events celebrating diversity with art contests and galleries to showcase NBRC client art. Each event has a resource fair that includes vendors, community-based organizations, and county agencies. (please refer to Events Schedule 2025)
- NBRC opt-in texting updates available to the community to increase knowledge and awareness of NBRC programming and events.

Interpretation and Translation

- Translation of essential forms and documents.
- Interpretation available in Spanish, Tagalog, and ASL
- Multilingual website and enhanced translation in Spanish and Tagalog.

Website and Social Media

- Redesigning the website to enhance accessibility.
- Development of a user-friendly mobile web application with enhanced translations.
- Active presence on social media platforms.
- Event Message Line with pre-recorded messages in multiple languages for increased accessibility.



Vice President Nominee: Christopher Bennett

County: Napa

I'm Christopher Bennett the younger son of Merilee, Bruce Bennett of Moving Forward Towards Independence of the City of Napa Local Government of the City of Napa, younger brother of Brian Bennett of Washington, DC. I'm the Former United States Congressional Intern with Down Syndrome of the United States Congress, the United States House of Representatives of the State of California with United States Congressman Mike Thompson's Napa County District of the National Down Syndrome Society, the National Down Syndrome Congress, the US. Congressional Task Force on Down Syndrome. I'm accepting the 2025 National Down Syndrome Society Self Advocate of the Year Award of the Champions of Change Awards at our Advocacy Conference in Washington DC on the last week of April. California State Captain of the Disability Policy Seminar.

Let's improve our quality of life for our regional centers, clients, families, our communities, and the City of Napa.



Vice President Nominee: 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 been involved with The Arc-Solano's Tailored Day Service program for almost seven 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.

VAC MEETING MINUTES



Vendor Advisory Committee

North Bay Regional Center

April 8, 2025 at 10:00 am - 11:30 am
Via Zoom & In Person
520 Mendocino Ave, Santa Rosa CA 95401

VAC VOTING MEMBERS PRESENT:

Adria Carson, On My Own
Kelley Hanson, Pace Solano
Samantha Wilhite, Connections for Life
Sara Trail, Connected Living

Breeanne Kolster, VAC Co-Chair, 24 Hour Home Care
Carin Hewitt, alift, llc
Kaela Talafili, Becoming Independent
Mary Eble, North Bay Housing Coalition

VAC VOTING MEMBERS ABSENT:

Jeremy Hogan, VAC Co-Chair, UCP of the North Bay
Jessica Sadowsky, Bayberry Inc.
Marissa Elder, Enriching Lives Family Home Agency
Eric Martin, Oaks of Hebron

NBRC STAFF PRESENT at 10:30am:

Beth Dewitt, Director of Client Services
Isabel Caldwell, Chief Financial Officer
Gabriel Rogin, Executive Director
Diana Azinger, Resource Development Supervisor
Jasmine Martin,

GUESTS (Names as listed in Chat):

Julia Prentice, Solano Diversified Services
Ronda Reyes, Solano Diversified Services
Robert Hutt, NBI
Miles, Program director- Strategies to Empower People
Jen Whalen. UCPNB
Shanna Grogg, Starshine Therapeutic Services
Barbara Montaldo, Moving Forward Towards Independence
Brandi Auble, Regional Director, CA Mentor
Michelle Ramirez, On My Own
Graciela Menor - Enriching Lives
Shayne Aloe, Kreative Community Services
Lea Munoz, Integrated Resources Institute
Patti Ambriz-Inclusion Specialized Programs
Jerry Corradi, UCPNB
Jesse Hansen - Dunganarvin
Sam Swank, Optimum Care SLS II
Jose Hernandez Inclusion Services
Sydney Pekarek, Inclusion Services
Dawn Strong, Flourish ILS
Rich Woldemar
Dannell Merritt, PRIDE Industries

Cathy Forsyth – Liberty ILS
William Gadson - Inclusion Specialized Programs
Jill Hill, Inclusion Services
Maria R - Pacific Homecare Services
Stanley Alli and Lola Alli, Lola Manor LLC & Agape
Care & Development, Inc
Holly Grant, CBEM
Stephanie Munson, Goodwill- Redwood Empire
Holly Pagel-Empowered Living SLS
Dalia Flores-North Bay Industries
Charmaine Straughter CFL
Andrea Mendoza, Advanced Supportive Living
Leah Gulley, alift
Debbi Davis from Special Care Services
Jamie Thompson, Napa Valley Support Services
Natalie Terrell New Leaf Solutions
Taylor Vandergrind and Jesse Carbone- North Bay
Industries
Jess Perez- Milestones of Development
Jessica Graham, Family Works
Briana Terrell, United Cerebral Palsy of the North Bay

A. CALL TO ORDER at 10:04am

- a. Roll Call of Voting Members
- b. Establish Quorum-quorum established

B. CONSIDERATION OF AGENDA:

- a. Breeanne asked for any additions or modifications to the agenda. None noted.

C. APPROVAL OF MINUTES:

- a. Breeanne asked for any corrections to the March 11, 2025 meeting minutes as presented. None noted. Adria moved and Samantha seconded to approve the March minutes as presented. Mary abstained the vote due to absence.

D. OLD Business

- a. **Legislative Luncheon Overview** – Breeanne asked for any input from the community about the luncheon. Gabriel chimed in to thank Jeremy for his leadership and felt the event went very well. There were 4 legislative representatives, the room was overflowing, and they had a good discussion about how Medicaid cuts would impact our system. Breeanne also recognized Jessica for managing the zoom and asked for any feedback regarding potential changes for future events. It was asked if the questions requested ahead of time from the vendor community were used. Breeanne said they got very few responses and decided to pivot and not ask questions. There was instead an opportunity to share questions at the luncheon that could be sent to the legislative aids post the event. They only got one question for that as well. All agreed that having an open forum for questions is important for future events.

VENDOR COMMUNITY OPEN FORUM

E. NEW BUSINESS

- a. **2025 Holiday Schedule** – Breeanne reviewed the proposed holiday schedule and asked for feedback. In particular, there was discussion about the Christmas holiday which is midweek and making it so organizations will have to be open on Christmas eve in order to be able to offer a 4 day weekend. All agreed that this was the best option. No further issues with the holiday calendar were noted.
- b. **Rate Acknowledgement Letters** – Vendors shared that they have not received rate letters for all service codes. There was also conversation about how vendors that are on the provider directory are only getting paid 90% but should get 100%. How can this be resolved with NBRC or DDS as “back pay” for QIP may be due. Breeanne agreed to ask these questions of NBRC when they are present.

F. SPECIAL PRESENTATION

- a. No Presentation

G. GROUP REPORTS

- a. **Napa / Solano Vendor Group**- Kelley reported that the group met on 4/7. There was discussion about rate acknowledgement letters and vendors who met QIP standards but are only receiving 90%. The question was asked about how they will receive back pay. Other vendors have not received rate letters (605, 612, 117). They are assuming these will go out by 5/31/25 given the new DDS directive, but vendors want to make sure they are not missing anything and are billing accurately. The group also talked about behavioral services and some of the new requirements for staff training. Kelley shared that the scheduler for R&D said they

would come to a vendor meeting to talk about routes but there aren't a lot of trans agencies in the vendor group. Lastly, Kelley shared that the group talked positively about the luncheon and how well it was attended. If there is someone in Napa or Solano who wants to join this group, contact kelly@pacesolano.org to get on the mailing list.

- b. **Sonoma Vendor Group-** Carin Hewitt read the report on behalf of Elizabeth Clary and the rest of the members who were not present. The Sonoma County service provider group met via Zoom on March 24 and 26. Both meetings were well-attended. The group briefly reviewed aspects of rate reform, including updated service descriptions, standardized staffing requirements, and DDS directives. There was a general request that NBRC examine its communication regarding new rates and consolidate the information it is sharing with service providers.

The group had more in-depth discussion regarding Title 17 review visits and the difference between meeting and exceeding a requirement. Some providers reported being penalized for not exceeding some requirements, though they believed they were meeting them.

There was also conversation regarding the difference between fingerprinting requirements for DSS-licensed providers under Title 22 and DDS providers under Title 17. Some providers shared that NBRC is requiring non-DSS providers to go through the DSS process. The DSS process requires service providers to associate background checks with a facility number, which non-licensed providers do not have. This is resulting in delays in service, in addition to confusion at Community Care Licensing. The group discussed the availability of LiveScan service, namely that it does not need to be associated with a facility to be valid and was not clear why this requirement exists at NBRC.

The group also reviewed transportation, in particular TRF turn-around, route lengths, route capacity, and efficiency that could be achieved through collaboration. Several providers reported receiving a POS for a day program without transportation in place or with the transportation referral pending. This places additional demands on both the person served and the provider and results in funding loss for the provider as they hold a spot, sometimes for multiple months.

SIR follow-up was also briefly brought up. Years ago, NBRC had a wellness team that provided medical advocacy support. There was some discussion regarding whether a similar resource still exists and how to access it. Accessing medical support at NBRC can be challenging when a service coordinator may not be paying attention to SIRs and service provider communications.

Sonoma County service providers continue to experience delays in POS reauthorizations. NBRC service coordinators have attributed this to changes in the IPP form. Gaps in POS reauthorizations are placing service providers in the position of providing service without funding.

The group touched on the upcoming legislative breakfast, with a brief review of area lawmakers.

Questions for NBRC:

- On new staff training requirements for 515 and similar service codes, is the rate retroactive once the provider attests, they will comply with the new requirements?
- Would it be possible for NBRC to consolidate its general communications regarding rate reform?
- What is NBRC's process to train new service coordinators in the TRF/transportation referral process?
- Is NBRC's requirement that non-licensed providers adhere to Title 22 requirements established in regulation? Who is NBRC's point person on this issue?

- What is the process to access medical advocacy at NBRC?
- Is there a work-around at NBRC for timely POS reauthorizations while the new IPP form is being implemented?

Gabriel asked for clarification regarding fingerprinting requirements. Carin said she would follow up with Elizabeth. He also suggested that Breeanne might get Deanna Mobley on the agenda to talk about mental health resources at NBRC.

Contact Elizabeth if you want to join the Sonoma Vendor Group elizabeth.clary@alchemy.org

- c. **Housing Report-** Mary Eble, North Bay Housing Coalition (NBHC) reported that 5 apartment complexes are opening in Napa County. The deadline is 4/10. This is a project-based rental subsidy, not a housing voucher. It is a lottery, and she shared fliers in the chat.

Mary attended the Lanterman Housing Alliance – one presenter shared their work in LA County with persons who are unhoused. They worked with public entities to create rental subsidy programs. The NBRC housing committee to learn more about this and if there's a way to replicate all or some program components.

One of the NBRC strategic plan's housing goals is to survey SLS agencies on the challenges and obstacles faced in finding housing for people with I/DD. Courtney will send the survey in near future.

NBRC and NBHC met with EAH developers who want to set aside units in their project, Tabor Commons, in Fairfield. They need financial support and are discussing CRDP funding from NBRC as a possibility.

- d. **NBRC Board Report-** Breeanne reported that it was the annual meeting, and she was super impressed with the success stories. The annual board meeting is an opportunity to celebrate individuals, providers and other success stories. There were several success stories, and the event was filmed and should be available for everyone to see. Breeanne shared that Mary Carol Alsbury was presented the Mary Ida Cook award for her work with Special Olympics. Post the success stories, the board had a short business meeting where they approved a contract for a specialized residential facility, voted Alan Kerzin onto the board, and Sara Speck shared an overview of the Master Plan, which was released on March 28, and is on the DDS website. In addition, Linda spoke about AB849 and then moved into an ARCA update and closed session. Breeanne also recognized Rosemary Perez as this was her last meeting.
- e. **ARCA Report -** Gabriel shared gratitude for everyone who showed up at the annual meeting. It is really important to celebrate success and coming together to work on kinks. He noted that, speaking of success stories, congress is voting to protect Medicaid. This is good news for our community. All the grassroots advocacy matters. In terms of the VAC meeting input, he wanted to share that he does follow up on concerns. He has heard the issues with POS timeliness. There is a roundtable discussion to be held in person in the Napa office on April 22nd at 10am. Reach out to Breeanne at if you are interested in joining the meeting.

NBI asked for an update on adding letterhead to the IPP template, DDS is not allowing NBRC to do this, but Gabriel will follow up to see if at least DDS can add their letterhead.

There was a question about sharing success stories more regularly. Ellen offered to help bring success stories to the meetings. There is also going to be a place on the new website to share success stories.

Lastly, AB49 is a bill in the state assembly that would limit ICE from going into schools and day care centers without a warrant. This protects children. ARCA is debating whether to get

involved. Gabriel reported that the NBRC Board recommended that ARCA should support the bill.

f. Committees / Subcommittees

- **Public Policy Advisory Committee** – There was lengthy discussion at the last meeting about the current political climate and how we can advocate for Medicaid, and AB49. Much of the meeting focused on the luncheon. The next meeting is 9am Tuesday April 22nd (one hour earlier) due to the POS meeting at 10. If interested in attending, contact Breeanne.
- **By – Laws Review** – Meeting set for April 22nd at 12pm to discuss the role of secretary and talk about how to recruit for vacant seats.

H. NBRC UPDATES:

- a. **Fiscal** - Isabel shared that of the service codes addressed, 247 rates are associated. They have updated 1,750 rates. Transportation, FHA and 113 Specialized Homes are still in the works and have some challenges. Because the system is complex, it only allows for one rate adjustment. In response to questions about the provider list, they are asking for a final QIP list. For vendors who got 90%, the 10% will be given once the provider agreements and QIP list is reconciled. There was also a question about 515 (which is converting to 531 or 532). All but 3 vendors have received the 100% so there is no retroactive payment if they are 100%. The codes that are not yet complete include 116 (single discipline - PT, OT etc.) For early start agencies in 116 and 805, there are subcodes which complicate things. This means they have to do rate changes and train SCs as this is a different way to authorize services. This is why they are waiting to finalize these rate increases. They need to train SCs and understand how early start vendors are going to implement services. She recognized that everyone wants the increases but there are steps that need to happen to ensure a smooth process.

In regard to behavior services, there are 6 different codes and depending on the service, depends on the sub code. For current vendors in 605, 612, 116 they can't add those codes without the training. They need to train SCs on how different the process is going to be for authorizing behavioral services. 806 and 116 are the current priority.

Provider agreements have been going out. They recognize that this is not a perfect system, but it is a lot to make sure everything is right. They want to make sure they are not having over payments. Diana and Jasmine shared they are working on the provider agreements. They have compiled what is received and will get it to fiscal by end of week. They will work on 620, 115 and 117. For 116, it was sent out last week and adjustments need to be made so an updated agreement is coming. Jasmine is also sending a letter to make sure vendors are getting notified. Will work on 950, 954 and 113 by end of month. All agreements will be sent out by the 31st and then they will follow up.

Isabel mentioned that with all the rate increases (sick leave, 90% and 100% rate reform) NBRC has increased payout from \$34 million to \$42 million.

If anyone has questions about the rate reform, email either rates@nbrc.net or jasmine@nbrc.net

- b. **Vendor Relations** – Courtney on vacation.

- c. **Consumer Advocacy** - Ellen shared that on Sunday, Justin Sienna had an Autism Awareness Walk called Beyond the Label. They had over 600 people attend. Next month is the locomotion month to track exercising. It is a fundraiser for the Napa Valley Wine Trail which goes from Napa to Calistoga. She wondered if the VAC might be interested in having someone speak about it. She is also noting other events of interest. Breeanne said she would be happy to follow up with Ellen on her emails. The spring issue of the Advocator will come out late April and early May.

I. GENERAL ANNOUNCEMENTS (from vendors, NBRC, & public)

- a. Next VAC is Tuesday, May 13, 2025
- b. Next Client Advisory Committee is April 16, 2025 1-2pm. Breeanne will confirm whether it is online or in person.

J. FUTURE AGENDA ITEMS

- a. Elissa to touch on SDP next month.
- b. Action item to reach out to Deanna Mobley about Medical Connections
- c. Roll over for the fiscal year
- d. Possible guest speaker to talk about Locomotion

K. ADJOURNMENT at 11:30am

EVENTS SCHEDULE

2025

**FEB
28**

WINTER RESOURCE FAIR

Hosted in Solano County

AUTISM ACCEPTANCE MONTH

Resource Fair hosted in Sonoma County

**APR
30**

**JUL
25**

2ND ANNUAL YOU BELONG!

Summer Resource Fair hosted in Napa County

3RD ANNUAL REUNION CONFERENCE

Hosted in Solano County

**SEPT
20**

**OCT
24**

3RD ANNUAL TRUNK OR TREAT

Resource Fair hosted in Napa County

TRIBAL SYMPOSIUM

Hosted in Sonoma County

**NOV
15**



PROGRAMA DE EVENTOS

2025

**FEB
28**

FERIA DE RECURSOS DE INVIERNO

Organizado en el condado de Solano

MES DE LA ACEPTACIÓN DEL AUTISMO

Feria de recursos organizada en el condado de Sonoma

**ABR
30**

**JUL
25**

2DO ANUAL ¡TU PERTENECES!

Feria de recursos de verano

Organizado en el condado de Napa

3RA CONFERENCIA ANUAL LA REUNIÓN

Organizado en el condado de Solano

**SEP
20**

**OCT
24**

3ER ANUAL DULCES EN CAJUELAS

Feria de recursos organizado en el condado de Napa

SIMPOSIO TRIBAL

Organizado en el condado de Sonoma

**NOV
15**



ISKEDYUL NG MGA KAGANAPAN

2025

**FEB
28**

TAGLAMIG RESOURCE FAIR

Naka-host sa Solano County

BUWAN NG PAGTANGGAP SA AUTISM

Resource Fair na naka-host sa Sonoma County

**APR
30**

**HUL
25**

2ND ANNUAL YOU BELONG!

Summer Resource Fair
Naka-host sa Napa County

3RD ANNUAL REUNION CONFERENCE

Naka-host sa Solano County

**SEPT
20**

**OCT
24**

3RD ANNUAL TRUNK OR TREAT

Resource Fair na naka-host sa Napa County

TRIBAL SYMPOSIUM

Naka-host sa Sonoma County

**NOV
15**





DDS Department of
Developmental
Services



North Bay
Regional Center

CALIFORNIA
SCDD
State Council on Developmental Disabilities

VALLEJO COMMUNITY RESOURCE FAIR



Saturday, June 7, 2025
11:00 - 2:00 PM
Courtyard by Marriott
1000 Fairgrounds Drive
Vallejo, CA 94589

**Free
Event**

EVENT DETAILS



Resource Fair

Access vital information
and resources that
support Solano County.



Raffles

Get the opportunity to
win raffle prizes
simply by engaging
with the participating
resources.



Referral Services

Establish connections
and initiate referral
processes with local
agencies, such as the
North Bay Regional
Center!



Food

Light food and
beverages will be
provided at no cost.



**Vendor
Registration
HERE**

**Contact Us
for more information**

www.nbrc.net

[707-256-1216](tel:707-256-1216)

DEIB@nbrc.net



NBRC CLIENT ADVISORY COMMITTEE

June 6, 2025

1:00 PM - 2:30 PM

**The meeting will be held in Napa Office
or via Zoom**

Please join us for a presentation on generic resources from NBRC's Generic Resources Specialist, Jessica Hetherington.

Plus, other agency updates and information sharing, including an overview of NBRC's draft Person-Centered Policy from Geri Audette, NBRC's Communications Specialist.

Zoom meeting information below.

[Click Here](#)

Meeting ID: 817 4829 4894

Passcode: 062299

**Please email janelles@nbrc.net
if you have any questions.**



FAIR HEARING & MEDIATION UPDATE

MAY 1, 2025 – MAY 31, 2025

Service (24-24)	<u>Reason for Appeal:</u> Claimant appeals denial of funding for a service. <u>Ruling:</u> Fair Hearing held.
Eligibility (25-3)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Administratively closed.
Eligibility (25-6)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-8)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing rescheduled.
Eligibility (25-9)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing scheduled.
Service (25-11)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation held. Resolution found.
Service (25-12)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation held. Resolution found.
Eligibility (25-13)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolution found. Eligible.
Eligibility (25-14)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolution found. Eligible.
Eligibility (25-15)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting held.
Eligibility (25-16)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolution found. Eligible.
Service (25-17)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing scheduled.
Eligibility (25-18)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation held. Withdrawn without resolution.

Service (25-19)	<u>Reason for Appeal:</u> Claimant appeals denial of funding for service. <u>Ruling:</u> Mediation & Hearing scheduled.
Service (25-20)	<u>Reason for Appeal:</u> Claimant appeals denial of funding for service. <u>Ruling:</u> Informal meeting held. Resolution found.
Service (25-21)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Informal meeting held. Resolution found.
Eligibility (25-22)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation to be scheduled.
Eligibility (25-23)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing scheduled.
Eligibility (25-24)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing scheduled.
Eligibility (25-25)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation & Hearing to be scheduled.