



*Sponsors of
North Bay Regional Center
and other programs
for persons with developmental disabilities
610 Airpark Road
Napa, CA 94558
707-256-1224
Fax: 707-256-1230*

*Promoting Opportunities
Supporting Choices*

MEETING NOTICE

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

DATE: March 2, 2022

TIME: 6:00 pm

PLACE: Via Zoom

Please click the link below to join the webinar:

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

Join by Phone:

Phone Number: 1-669-900-6833

Webinar ID: 897 0968 7840

Passcode: 912329

Se Habla Español

Agenda Enclosed

REMINDER: Notices are posted at www.nbrc.net. All meetings are made accessible to persons with disabilities and all members of the public are welcome to attend. Please contact Janelle Santana at (707) 256-1224 for further information or to request any disability-related modifications or accommodations.

North Bay Developmental Disabilities Services, Inc.

Board of Directors' Board Meeting

March 2, 2022, 6:00 p.m.

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

- I. CALL TO ORDER – Rosemarie Pérez, President
- II. ROLL CALL AND INTRODUCTIONS – Sara Speck, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from February 2, 2022 be approved as submitted. (2 min) (pgs. 1-5) ACTION
- IV. GENERAL PUBLIC COMMENT – Please use the chat in the Zoom meeting to sign up, or if attending by phone, please text your name to (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- V. 20-21 CPA AUDIT REVIEW – Jessica Kober, Senior Manager and Tom Huey, Partner, Windes: Accounting Firm for Tax Audit & Advisory Services (30 min) ACTION
- VI. OVERVIEW OF AVAILABLE MONITORING DATA FOLLOW-UP - Courtney Singleton, Director of Community Services (10 min) (pgs. 6-16) INFO
- VII. APPROVAL OF CONTRACTS OVER \$250,000 – Courtney Singleton, Director of Community Services (7 mins) (pgs. 17-20) ACTION
 - A. Specialized Residential Facilities (SRF)
 - B. Adult Residential Facilities for Persons with Special Healthcare Needs (ARFPSHN)
 - C. Enhanced Behavioral Support Homes (EBSH)
- VIII. REVIEW OF REVISED NBRC SOCIAL RECREATIONAL POLICY – Beth DeWitt, Director of Client Services (10 mins) (pg. 21) ACTION
- IX. TREASURER'S REPORT – Rosemarie Pérez, President
 - A. Treasurer's Report be approved as submitted. (5 min) (pgs. 22-23) ACTION
 - B. FY 2020-2021 B4 Contract (5 min) (pgs. 24-28) ACTION
- X. COMMITTEE REPORTS –
 - A. Executive Committee Update – Rosemarie Pérez, President (5 min)
 - i. Committee Membership Discussion (pgs. 29-30)
 - B. Cultural/Linguistic Competency Committee Update – Rosemarie Pérez, President (5 min) INFO
 - C. Vendor Advisory Committee Update – Breeanne Burris, VAC Co-Chair (5 min) (pgs. 31-36) INFO
 - D. Public Policy Advisory Committee Update – Breeanne Burris, VAC Representative (5 min) INFO
 - E. Nominating Committee Update – Rosemarie Pérez (20 min) ACTION
 - i. Revised Bylaws Related to Board Terms (pg. 37)
 - ii. Election for Treasurer
 - a. Andrea Bednarova
 - iii. Election for Board Member
 - a. Brien Farrell (pg. 38)
- XI. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 min)
 - A. Grassroots Day – April 5th

- XII. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XIII. GENERAL PUBLIC COMMENT – Please use the chat in the Zoom meeting to sign up, or if attending by phone, please text your name to (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- XIV. CLOSED SESSION
A. Real Estate Negotiations
- XV. RETURN FROM CLOSED SESSION
A. Report on any action taken during the closed session (1 min) INFO
- XVI. ADJOURNMENT – Rosemarie Pérez, President

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

NEXT MEETING ANNOUNCEMENT – The next Board Meeting will be a regular business Board Meeting on April 6, 2022 at 6:00 pm.

North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
February 2, 2022, 6:00 p.m.
Via Zoom

NBRC BOARD MEMBERS PRESENT:

Rosemarie Pérez, Treasurer, Sonoma County	Rita Edmonds-Norris, Solano County
Jose Ayala, Napa County	Sara Speck, Secretary, Solano County
Breeanne Burris, VAC Representative	Angel Hixson, President, Solano County
	Andrea Bednarova, Attorney
	Jeremy Johnson, Vice President, Solano County

NBRC BOARD MEMBERS ABSENT:

Lynette Stagner, Napa County	Hue Truong, Sonoma County
Alexis Jarreau, Solano County	

NBRC STAFF PRESENT

Isabel Calder, Chief Financial Officer	Courtney Singleton, Director of Community Services
Beth DeWitt, Director of Client Services	Jennifer Crick, Director of Administrative Services
Gabriel Rogin, Executive Director	Dena Carino, Service Coordinator
Janelle Santana, Executive Assistant	Jennifer Davis, Senior Service Coordinator

GUESTS: (*Based on participants' names in the Zoom meeting.)

Brien Farrell	Joanne Giardello
Cindy Cahill	Mary Agnes Nolan, SCDD QAC
Franklin Phillips, CAC Chairperson, Community	Maxine Paula Milam, DDS
Holly	Paula Finley
Samantha Wilhite	Trinidad Lopez, ICS Interpreting Services
Joe Schunk	Sophia Agnafonow, DDS

MINUTES

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

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

CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from the January 5, 2022, meeting be approved as submitted.

M/S/C (Speck/Edmonds-Norris) Move to approve the minutes. **UNANIMOUS**

GENERAL PUBLIC COMMENT –

MaryAgnes Nolan, SCDD Quality Assessment Coordinator for the National Core Indicator's Project, provided an update on the upcoming National Core Indicators (NCI) Family Mail-In Survey Cycle;

- Mail in Surveys are expected to be distributed starting February 15, 2022. These are sometimes referred to as the "Family Survey" and include 3 different types of surveys that will be mailed out.
 - Child Family Surveys (CFS) – Families with a child 3-17 years old living in the family home
 - Adult Family Surveys (AFS) – Families with an adult child (18 and over) living in the family home
 - Family Guardian Surveys (FGS) – Families with an adult child (18 and over) living in the community
- Unfortunately, the surveys won't be stapled this time so it is important that all survey sheets get sent back in the envelope provided. Also, families receiving the English surveys will have the opportunity to do the survey online using a code listed on the front page (instead of mailing back).

REVIEW DRAFT OF NBRC SOCIAL RECREATIONAL POLICY-

Beth DeWitt, Director of Client Services, presented a draft of the North Bay Regional Center Social Recreational Policy. The attachment can be found in the February 2022 board packet.

- We have scheduled tentative Town Hall Meetings for February 17th & 28th.
 - We plan to make announcements at all North Bay Regional Center Committee Meetings.
- We are going to make flyers for Service Coordinators to hand out.
- We are planning outreach efforts to local school districts.

Jeremy Johnson, Vice President, noted he’s excited about this policy.

Dena Carino, Service Coordinator, asked if the policy only applies to individuals living with families.

Gabriel Rogin, Executive Director, noted the NBRC team needs to look at the individual needs of the request and it would depend on the situation.

The Board of Directors gave their feedback on the Social Recreational Policy:

- *Andrea Bednarova, Board Member*, recommended to attach a procedure after the policy is approved. The procedure would not need to be approved by the board.
- *Rosemarie Pérez, Treasurer*, stated the policy needs to be more inclusive of residential status or age. She noted that the board wants to make sure that the policy is inclusive, equitable, and that we’re following the directive that was given to us.
- *Jeremy Johnson, Vice President*, brought up the subject of standardization of this policy across all regional centers in regards to rates, hours, and types of activities.
- *Gabriel Rogin, Executive Director*, noted that North Bay Regional Center will evaluate how other Regional Centers are approaching the policy. Along with that, we will get feedback from the board and town hall meetings.
 - *Beth DeWitt, Director of Client Services*, will gather examples of what’s happening at other Regional Centers and bring to the board as an informational item.
 - She will present the revised version for a vote during the Board Meeting in March.

TREASURER’S REPORT –

A. Treasurer’s Report be approved as submitted.

Rosemarie Pérez, Treasurer, reviewed the Treasurer’s Report. A summary of the Board Opportunity Fund and the CFO board report can be found in the February 2022 board packet.

- North Bay Regional Center purchased a new phone system called RingCentral.
- The Windes Audit has been completed. It will be presented to the board at the Board Meeting in March.
- The Audit Committee is scheduled to have a preliminary review of the Windes Audit on February 25th at 1:00pm.

M/S/C (Edmonds-Norris/Speck) Move to approve the Treasurer’s Report as submitted. UNANIMOUS

B. FY 2021-2022 C-2 Contract

Rosemarie Pérez, Treasurer, reviewed the FY 2021-2022 C-2 Contract

M/S/C (Edmonds-Norris/Speck) Move to approve the FY 2021-2022 C-2 Contract as submitted.

**UNANIMOUS
Burris ABSTAINED**

COMMITTEE REPORTS –

A. Cultural/Linguistic Competency Committee Update –

Rosemarie Pérez, Treasurer, noted the following;

- North Bay Regional Center staff reported they are in the final stages of providing staff surveys.
- *Breeanne Burris, VAC Representative*, mentioned the CLCC Subcommittee is reviewing a survey they want to send out.
- The Covenant for Brave Space is being adopted by North Bay Regional Center staff and other committees.
- Courtney Singleton, Director of Community Services, is editing the board policy on nondiscrimination in services.

- The review of the board policy on employment began. There's research that needs to be done, so we will circle back to it.
- Jennifer Crick, Director of Administrative Services, is doing research on the Affirmative Action board policy and will follow up with the committee at the next meeting.
- The next CLCC meeting is scheduled for February 17th from 12pm to 1pm.
 - o The board members requested a calendar invitation for this meeting.

B. Vendor Advisory Committee Update –

Breeanne Burris, VAC Co-Chair, noted the following;

- We recognized six Direct Service Providers during the meeting.
 - o Four of these individuals have been with these providers for many years
- COVID continues to be a barrier for the service providers. A member suggested advocating for a COVID Coordinator.
- Due to the staffing crisis, the vendor community is advocating to accelerate the implementation of the rate increases.
- We have 1 vacancy on the Vendor Advisory Committee.
- We also implemented a new VAC specific email address: nbrcvac@gmail.com

C. Nominating Committee Update-

i. Revised Bylaws Related to Board Terms and Elections

Gabriel Rogin, Executive Director, shared a document outlining what it would look like if the board were to agree with aligning the board terms.

- o He noted the board has flexibility to structure the board terms how they see fit.
- *Jeremy Johnson, Vice President*, commented that aligning the end of board terms would make it more challenging to bring people on the board. He would like to keep it the way it is.
- *Andrea Bednarova, Board Member*, and *Angel Hixson, President*, were in agreement with Jeremy Johnson's statement.
- The board had a discussion around recurring Nominating Committee meetings to allow for an active recruiting process to replace board members that term off.
- *Gabriel Rogin, Executive Director*, recommended we have an active and engaged Nominating Committee for the next six months, then report back to the board on how it's going.
 - o The board is in alignment with regular Nominating Committee meetings.
- *Gabriel Rogin, Executive Director*, asked the board if we want to change the board terms to reflect 1 year, 3 year, 3 year terms.
 - o This board term change will be brought to the board to vote on next month.

ii. New Board Member Election

Joanne Giardello was excused from the meeting. All board members took a poll and voted.
Voted to approve Joanne Giardello as a board member starting February 2022 for a 1-year term.

**UNANIMOUS
Bednarova ABSTAINED**

iii. Election for Board Secretary

All board members took a poll and voted to have Sara Speck as Secretary for her second term.

Voted to approve Sara Speck as Secretary for her second term from March 2022 to March 2024.

UNANIMOUS

iv. Nomination for Treasurer

Rita Edmonds-Norris, Board Member, asked the board for nominations for Treasurer since Rosemarie Pérez has been voted as Board President.

- o Andrea Bednarova, Board Member, volunteered to have a conversation with Rosemarie Pérez, Treasurer, about the position.
- o Rita Edmonds-Norris, Board Member, nominated Hue Truong.

- Hue was not present at the meeting. Rosemarie Pérez, Treasurer, to notify her of the nomination.

v. Nomination for New Board Member

Brien Farrell, Community Member, was nominated to the board. He was introduced and shared a few thoughts. His bio can be found in the February 2022 board meeting packet.

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, Executive Director, noted the following;

- Thank you to the service providers for your continued dedication.
- The COVID rates were increasing rapidly. We decided to postpone our requirement to have staff come into the office 2 days/week.
- We have confirmed that this year is North Bay Regional Center's 50th Anniversary. We plan to do something special to recognize that.
- We are saying farewell to our wonderful board members: Angel Hixson, Rita Edmonds-Norris, and Lynette Stagner.
 - *Jeremy Johnson, Vice President*, noted these board members brought a great perspective to the board. It's been a joy to work with all of them and they will be missed.
 - *Sara Speck, Secretary*, read a heartfelt letter to each Rita, Angel, and Lynette.
 - *Rosemarie Pérez, Treasurer*, noted that the exiting board members taught her the ropes, history, and how to be a board member.
 - *Gabriel Rogin, Executive Director*, stated that Rita, Angel, and Lynette are courageous and inspirational in the way they live their lives.
 - *Angel Hixson, President*, stated that the NBRC staff are incredible.
 - *Rita Edmonds-Norris, Board Member*, noted she's watched so many positive changes over her 7 years on the board.

GOOD OF THE ORDER – None

GENERAL PUBLIC COMMENT –

- *Franklin Phillips, CAC Co-Chair*, commented that it was an honor serving with the departing members on the board. He wished the new board members great adventures.
- *Maxine Paula Milam, DDS*, thanked the departing board members via chat.

CLOSED SESSION –

The board moved into closed session at 8:34pm to discuss real estate negotiations.

RETURN FROM CLOSED SESSION-

A. Report on any action taken during closed session.

The board returned from the closed session at 9:03pm and there was no action taken to report on.

ADJOURNMENT – *Angel Hixson, President*, adjourned the regular business board meeting at 9:03 pm.

Date submitted to NBRC Board for review

February 2, 2022

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

February 2, 2022

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# (if applicable)	Term of Contract	Approved	M/S/C	Notes
C-2 Contract for Fiscal Year 21/22	Department of Developmental Services	July 1, 2019 – June 30, 2026	Yes	(Edmonds-Norris/Speck)	<p>The C-2 contract for FY 21/22 includes policy funds, START, and CPP allocation.</p> <ul style="list-style-type: none"> • Ops: \$2,908,582 • (total Ops \$29,284,421) • POS: \$911,899 <p>(total POS \$370,753,502)</p>
<p>Ops Allocation:</p> <ul style="list-style-type: none"> • Remaining Rent for Santa Rosa office • Policy items which include: Self Determination, Specialized Caseload Ratio, Health and Safety Waiver Assistance, START, and Performance Incentives • CPP funding and DC Closure Ongoing Workload allocation <p>POS Allocation:</p> <ul style="list-style-type: none"> • CPP start up allocation 					

NBRC DATA AVAILABLE FOR REVIEW

Contracts over \$250,000

VENDOR DATA COLLECTED BY NBRC

- Special Incident Reports
- Quality Assurance Reviews
 - Clinical Staff Reviews
- Compliance with Financial Audits

SPECIAL INCIDENT REPORT DATA

- Death
- Missing person
- Unauthorized absence
- Victim of a crime
- Reasonably suspected abuse or exploitation
- Reasonably Suspected Neglect
- Serious Injury or Accident
- Injury or Accident to Client
- Unplanned or unscheduled hospitalization
- Suicide attempt/threat
- Other sexual incident (not rape)
- Falls
- Emergency Room Visits
- Arrests
- COVID Positive

QA ANNUAL REVIEW DATA (SRF AND ARFPSHN)

- Adequate food
- Adequate supplies
- Staffing requirements
- Condition of home
- Training
- Disaster plan
- Personal money logs
- Toxic items locked
- Personnel record review
- Client record review
- Consultant hours
- Medication management

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

QA QUARTERLY REVIEW (EBSH AND CCH)

- Food
- Staffing
- Training
- Disaster plan
- Consultant hours
- Record review
- Behavior plan review
- Use of restraints
- Services in line with program design
- Medication management
- Personal money logs
- Personnel record review

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

BCABA CLINICAL MONTHLY REVIEW

(EBSH AND CCH)

- Target behavior review
- Alternative behaviors
- Replacement behaviors
- Baseline behaviors
- Goals
- Restraints used
- Individual behavior supports plan review
- Interventions followed
- Progress monitored
- Trauma informed care and person centered practices in place
- Data collection completed

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

RN CLINICAL MONTHLY REVIEW (ARFPSHN)

- Medical appointments
- Health status/changes
- Diet/weight changes
- Medication changes
- Medication errors
- Environment changes
- Staffing issues
- Medical equipment status

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

DDS SEMI ANNUAL REVIEW (EBSH AND CCH)

- NBRC quarterly visits – Service Coordinator
- NBRC BCBA monthly visits
- NBRC quarterly visit – Quality Assurance
- Behavior plan review
- Emergency intervention plans
- Use of restraints
- Staff qualifications
- Staffing schedule matches rates
- Staff training
- Positive behavior supports, person centered planning and trauma informed care are incorporated into program

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

DDS SEMI ANNUAL REVIEW (ARFPSHN)

- COVID Risk Mitigation (infection control)
- Health care plan review
- Regional center monitoring
- Review of special incident reports
- Review program plan/policies and procedures
- Emergency preparedness (generator)
- Buildings and grounds
- Staff requirements/licensure/certification
- Staff training
- Staffing schedule
- Medication administration
- Medical appointments
- Medication errors
- Observe clinical practices

KEY:

ARFPSHN=Adult Residential Facility for persons with special healthcare needs **SRF**=Specialized residential facility

EBSH=Enhance behavior supports home **CCH** = Community crisis home

QA ANNUAL SUPPORTED LIVING SERVICES DATA

- Progress towards client goals
- Support Client's knowledge of
 - Finances
 - Medication/Health
 - Nutrition
 - Self Advocacy
 - Housing/landlord & tenant
 - Health and safety
- Staff training
- Staff qualifications
- Documentation of services provided
- Staff supervision
- Active quality assurance policy
- Medication management
- Adequate food

FINANCIAL AUDITS

- Total annual amount paid to a vendor from all regional centers is more than or equal to \$500,000, but less than \$2,000,000, independent review report of financial statements for the entity's fiscal year that includes the last day of the most recent state fiscal year.
- Total annual amount paid to a vendor from all regional centers during each state fiscal year is equal to or more than \$2,000,000, the entity shall obtain an independent audit of its financial statements for the entity's fiscal year that includes the last day of the most recent state fiscal year.
- NBRC is currently on a Corrective Action Plan with DDS along with all other RCs due to vendors not completing financial audits in a timely manner.

Operations ____
Purchase of Service __X__

Date submitted to NBRC Board for review

3/02/2022

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

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

Purpose of Contract	Consumers Served	Contractor Name (if applicable)	Vendor #	Term of Contract	Maximum Annual Payment
Specialized Residential Facility	4	eDEA Care Integrity Group (Sakura Home)	TBD	03/04/22 through 12/31/24	\$726,513.20
Specialized Residential Facility	4	GLIM Residence, LLC	TBD	03/15/22 through 12/31/24	\$726,513.20

Summary:
These specialized residential facility are licensed by California Social Services, Department of Community Care Licensing and vendored by North Bay Regional Center to serve individuals with medical and/or behavioral needs. These homes will serve individuals with behavioral and medical needs. The homes provide between 2 -3 staff to 4 client ratio during awake hours with a 1 staff to 4 client ratio overnight. Professional Consultation services may include: A Registered Nurse, Board Certified Behavior Analyst, Occupational Therapist, Registered Dietician, Recreational Therapist and/or Physical Therapist. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, on an annual basis by Quality Assurance Staff and annually unannounced by Community Care Licensing. These homes are new and located in Solano County.

Date submitted to NBRC Board for review 12/01/21

Date approved by NBRC Board Executive Committee (if applicable) N/A

Date approved by NBRC Board 12/01/21

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

Purpose of Contract	Consumers Served	Contractor Name (if applicable)	Vendor #	Term of Contract	Maximum Annual Payment
Specialized Residential Facility	4	Bright Minds Residential Care	HN0491	01/01/22 to 12/31/24	727,068
Specialized Residential Facility	4	A PLACE OF GRACE MV	HN0315	01/01/22 to 12/31/24	708,048
Specialized Residential Facility	4	RED JADE	HN0317	01/01/22 to 12/31/24	\$813,936
Specialized Residential Facility	4	KAVERE AT GREEN MOUNTAIN	HN0331	01/01/22 to 12/31/24	\$666,547
Specialized Residential Facility	4	CARE GREAT	HN0392	01/01/22 to 12/31/24	\$977,991
Specialized Residential Facility	4	A PLACE OF GRACE Manzanita	HN0393	01/01/22 to 12/31/24	\$678,823
Specialized Residential Facility	4	PEOPLE'S CARE NORTHER CA	HN0416	01/01/22 to 12/31/24	\$918,332
Specialized Residential Facility	4	INCLUSIONS Dawn Way	HN0417	01/01/22 to 12/31/24	\$918,340
Specialized Residential Facility	4	INCLUSION Whisper Glen	HN0419	01/01/22 to 12/31/24	\$918,340
Specialized Residential Facility – SDC	4	ADELAIDE HOME LLC	HN0439	01/01/22 to 12/31/24	\$982,199
Specialized Residential Facility – SDC	4	WAYNE HOME LLC	HN0441	01/01/22 to 12/31/24	\$982,173
Specialized Residential Facility	4	A PLACE OF GRACE-Novato	HN0445	01/01/22 to 12/31/24	\$727,068
Specialized Residential Facility	4	R&L RESIDENTIAL SERVICES	HN0447	01/01/22 to 12/31/24	\$982,198
Specialized Residential Facility	4	BATs Erika's Home	HN0453	01/01/22 to 12/31/24	\$1,122,558
Specialized Residential Facility – SDC	4	NARSAN HOMES, LLC JJ Home2	HN0458	01/01/22 to 12/31/24	\$981,583
Specialized Residential Facility – SDC	4	Nanay Home	HN0459	01/01/22 to 12/31/24	\$982,162
Specialized Residential Facility – SDC	4	Adelaide Home II	HN0460	01/01/22 to 12/31/24	\$982,162
Specialized Residential Facility – SDC	4	NARSAN HOMES, LLC JJ Home 1	HN0466	01/01/22 to 12/31/24	\$1,053,104
Specialized Residential Facility - SDC	4	Partners for Inclusion (Eve Court)	HN0469	01/01/22 to 12/31/24	\$982,169

Specialized Residential Facility- SDC	4	Lola Manor	HN0473	01/01/22 to 12/31/24	\$971,605
Specialized Residential Facility – SDC	3	Partners for Inclusion	HN0475	01/01/22 to 12/31/24	\$805,968
Specialized Residential Facility	4	PEOPLE'S CARE Rolling Hills	PN1034	01/01/22 to 12/31/24	\$979,380
Specialized Residential Facility	4	PEOPLE'S CARE MORNING SUN	PN1042	01/01/22 to 12/31/24	\$979,380

Summary:

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

Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	Belen Haven II	HN0462	01/01/22 to 12/31/24	\$2,393,533
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	Belen Haven I	HN0463	01/01/22 to 12/31/24	\$1,469,501
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	ELWYN CALIFORNIA -Alderbrook	HN0455	01/01/22 to 12/31/24	\$1,963,636
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	ELWYN CALIFORNIA - El Ritero	HN0450	01/01/22 to 12/31/24	\$1,557,846
Adult Residential Facility for Persons with Special Health Care Needs – SDC	4	Serena Home LLC (Romana Home)	HN0464	01/01/22 to 12/31/24	\$1,158,722
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	AEN HOMES, LLC Grosse	HN0420	01/01/22 to 12/31/24	\$1,374,007
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	ABM HOMES DBA PETERSON	HN0425	01/01/22 to 12/31/24	\$1,373,994
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	WNJT HOMES DBA MONTE	HN0426	01/01/22 to 12/31/24	\$1,373,994
Adult Residential Facility for Persons with Special Health Care Needs – SDC	5	ERAH, LLC	HN0440	01/01/22 to 12/31/24	\$1,469,465

Summary:

An Adult Residential Facility for Persons with Special Healthcare Needs (ARFPSHN) is a four or five bedroom home licensed by Department of Social Services-Community Care Licensing, certified by The Department of Developmental Services and vendored by a regional center. An ARFPSHN provides care to individuals that require 24 hour licensed nursing care in a home setting. Staffing requirements are two staff to five individuals, with 24 hours a day of licensed nursing of which 40

hours a week must be a Registered Nurse. Individuals also receive 60 day visits by their physician. Professional Consultation services may include: A Registered Nurse, Board Certified Behavior Analyst, Occupational Therapist, Registered Dietician, Recreational Therapist and/or Physical Therapist. Individuals in these homes are some of NBRC's most medically fragile and the majority of individuals in these homes have moved from Sonoma Developmental Center. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, on an annual basis by Quality Assurance Staff, semiannually by The Department of Developmental Services and annually unannounced by Community Care Licensing.

Enhanced Behavioral Supports Home – SDC	4	Kwanza Care, LLC	HN0474	01/01/22 to 12/31/24	\$767,221
Enhanced Behavioral Supports Home – SDC	4	Serena Homes, LLC-Anamor	HN0484	01/01/22 to 12/31/24	\$673,005

Summary:
 These Enhanced Behavioral Homes (EBSH) were developed to serve individuals with challenging behavioral needs that have moved from Sonoma Developmental Center into the community. These individuals cannot be served in any other setting, due to their behavioral needs. All staff in the homes must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The staffing levels are determined by each individual client's needs. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the home. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, on an annual basis by Quality Assurance Staff, semiannually by The Department of Developmental Services and annually unannounced by Community Care Licensing.

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

- | | |
|---|----------------|
| Rent for the property | Insurance |
| 168 hours a week of Lead Staff (salary, benefits & taxes) | Phone |
| 40 hours a week of the home Administrator | Repairs |
| Board Certified Behavior Analyst supervision | Internet/Cable |
| Property Taxes | Utilities |
| | Transportation |

SDC= Developed for individuals that moved from Sonoma Developmental Center

North Bay Developmental Disabilities Services Inc.

Board of Directors

NBRC Social Recreational Policy

Purpose:

The purpose of this policy is to define and outline North Bay Regional Center's intent to support and foster social and recreational activities for individuals determined eligible for services and residing in the NBRC catchment area.

Policy:

North Bay Regional Center supports active and integrated social and recreational activities for all of its participants, both children and adults. Social Recreational opportunities can help individuals achieve IPP goals while facilitating community integration and inclusion. For those individuals with developmental disabilities, inclusive, community based activities that promote socialization, mental and physical well-being, are important to fostering acceptance and integration in a person's local community. NBRC will promote equitable, diverse and integrated activities that acknowledge and respect the culture and individual need of every NBRC participant. Social recreational opportunities can increase and expand the development of relationships for the individual, their family and the community at large.

NBRC will advocate for, link individuals to and collaborate with local public and private programs to encourage adaptation and removal of barriers that limit participation of individuals with developmental disabilities. If agreed to by the IPP team, and after all generic resources have been exhausted, NBRC can support cost effective, appropriate opportunities to facilitate maximum participation within integrated settings and activities.



North Bay Regional Center Doug Cleveland Board Opportunity Fund March 2, 2022 Board Meeting

The Doug Cleveland Board Opportunity Fund ending balance as of January 31, 2022 was **\$71,636.67**.

The account had the following activity in January 2022:

Donations and Deposits:

- Donation \$12.00

Grants:

- One grant \$250.00

One returned donation* \$1,000.00

**This donation was returned as it was donated by a NBRC vendor. To prevent any perceived conflict of interest, donations may not be accepted from our vendor community.*

Ops Expenditures 7 months 44%	CFO Board Report As of January 31, 2022		POS Expenditures 7 months 50%	
58% of the fiscal year has elapsed				
OPERATIONS		Total Ops Allocation: \$ 29,284,421		
Total General Ops Contract: \$ 27,570,853		Total CPP Contract: \$ 1,345,813		
General Ops Amount Available: \$ 15,484,656		CPP Contract Amount Available: \$ 20		
Total YTD				
OPERATIONS EXPENSE (OPS)	YTD Actual	% by category	Forecast*	Actual + Forecast
Personnel	\$ 8,576,906	63.85%	\$ 10,226,059	\$ 18,802,965
Benefits	\$ 1,883,030	14.02%	\$ 3,100,660	\$ 4,983,690
Facilities	\$ 1,193,862	8.89%	\$ 685,534	\$ 1,879,396
Equipment	\$ 203,174	1.51%	\$ 101,826	\$ 305,000
Communications	\$ 142,026	1.06%	\$ 7,974	\$ 150,000
Mileage	\$ 46,576	0.35%	\$ 73,424	\$ 120,000
Legal	\$ 9,252	0.07%	\$ 40,748	\$ 50,000
General Office	\$ 15,948	0.12%	\$ 19,052	\$ 35,000
Consultants	\$ 44,090	0.33%	\$ 521,403	\$ 565,493
Bank Fee and LOC	\$ 11,501	0.09%	\$ 8,499	\$ 20,000
Other Expenses	\$ 43,248	0.32%	\$ 32,252	\$ 75,500
Revenue	\$ (83,416)		\$ (100,000)	\$ (183,416)
START	\$ -		\$ 1,135,000	\$ 1,135,000
Community Placement Plan (CPP)	\$ 1,345,793	10.02%	\$ -	\$ 1,345,793
Total Operations Expenses	13,431,990		\$ -	\$ 29,284,421
Senior Companion Program - Grant				
	YTD Actual	% by category	Forecast*	Actual + Forecast
Senior Companion Program - Grant	\$ 122,362	33%	\$ 245,393	\$ 367,755
PURCHASE OF SERVICES		Total POS Allocation: \$ 370,753,502		
Total POS Contract: \$ 369,741,603		Total CPP Contract: \$ 1,011,899		
POS Contract Amount Available: \$ 184,637,352		CPP Contract Amount Available: \$ 1,011,899		
Total YTD				
PURCHASE OF SERVICES (POS)	YTD Actual	% YTD Total	Forecast*	Actual + Forecast*
Community Care Facilities	\$ 63,564,244	34.3%	\$ 45,778,135	\$ 109,342,379
Supported Living Services	\$ 45,379,600	24.5%	\$ 32,750,555	\$ 78,130,155
Day Programs	\$ 34,668,962	18.7%	\$ 25,368,222	\$ 60,037,184
Behavioral Services	\$ 13,446,690	7.3%	\$ 11,597,748	\$ 25,044,438
Other	\$ 13,293,910	7.2%	\$ 7,925,982	\$ 21,219,892
Transportation	\$ 5,796,236	3.1%	\$ 4,319,998	\$ 10,116,234
Respite	\$ 5,189,548	2.8%	\$ 3,998,446	\$ 9,187,994
Medical Services	\$ 3,765,061	2.0%	\$ 2,987,343	\$ 6,752,404
COVID and Rate Increases	\$ 247,076		\$ 2,785,381	\$ 2,785,381
Late billing	\$ -		\$ 2,141,056	\$ 2,141,056
Community Placement Plan (CPP)	\$ -	0.0%	\$ 1,011,899	\$ 1,011,899
TOTAL POS EXPENSES	\$ 185,351,327	99.9%	\$ 140,664,765	\$ 325,769,016
<i>*This budget reflects through the C-2 amendment.</i>				
Total Regional Center Budget:			\$ 400,037,923	



Date submitted to NBRC Board for review

03/02/2022

Date approved by NBRC Board Executive Committee (if applicable)

Date approved by NBRC Board

Operations <input checked="" type="checkbox"/> Purchase of Service <input type="checkbox"/>
--

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# (if applicable)	Term of Contract	Total Contract Amount	Notes
B-4 for Fiscal Year 20/21	Department of Developmental Services	July 1, 2019 – June 30, 2026	\$352,371.741	The B-4 includes OPS allocation in the amount of \$45,238 . This funding is allocated for CPP. NBRC total allocation for FY21 as of B-4: <ul style="list-style-type: none"> • Ops: \$25,524,843 • POS: \$326,846,898

FY 2020-21 Through B-4 Contract Budget Summary
Attachment A (formerly Exhibit A)

Contracting Agency: North Bay Developmental Disabilities Service, Inc.

Contract Number
HD199011
January 25, 2022

TOTAL OPERATIONS (Ops) which include the line items listed below:	\$25,524,843
<i>Less Separately Claimed Items:</i>	<i>-\$1,820,336</i>
Total Ops Regular Monthly Claim Authority:	\$23,704,507

In accordance with State Contract language under Article III: Fiscal Provisions Item #4 Payment Provisions, paragraph 3, the following Operation category expenditures must be claimed on a separate invoice:

Mental Health Services Fund	0
Total Foster Grandparent Sr Companion Program^{a/b/}	359,254
<i>^{a/} FGP, Total Federal</i>	<i>0</i>
<i>FGP, Federal Support</i>	<i>0</i>
<i>FGP, Federal Volunteer</i>	<i>0</i>
<i>FGP, Federal Stipend</i>	<i>0</i>
<i>^{b/} FGP & Sr. Companion, Total General State Funds</i>	<i>359,254</i>
<i>FGP, General State Fund, Support</i>	<i>0</i>
<i>FGP, General State Fund, Volunteer</i>	<i>0</i>
<i>Sr Compan, State Funds, Support</i>	<i>120,698</i>
<i>Sr Compan, State Funds, Volunteer</i>	<i>238,556</i>
Disparities	0
Total Regular CPP/CRDP	765,118
DC Closure Ongoing Workload	695,964

TOTAL PURCHASE OF SERVICES (POS) which include the line items listed below:	\$326,846,898
<i>Less Separately Claimed Items</i>	<i>-\$4,111,250</i>
Total POS Regular Monthly Claim Authority	\$322,735,648

In accordance with State Contract language under Article III: Fiscal Provisions Item #4 Payment Provisions, paragraph 3, the following Purchase of Service category expenditures must be claimed on a separate invoice:

^{c/} Part C	1,120,569
HCBSW Compliance	1,027,943
Grand Total Community Placement Plan (CPP), Regular	1,962,738
<i>Start-Up (CPP/CRDP)</i>	<i>1,929,138</i>
<i>Start-Up (COVID)</i>	<i>0</i>
<i>Assessment</i>	<i>0</i>
<i>Placement</i>	<i>33,600</i>
Total Early Intervention Program, Family Resource Centers/Network	\$0
Total Family Resource Services	\$0
TOTAL BUDGET	\$352,371,741

^{a/} FGP: Program Title: Foster Grandparent Program, CFDA Number: 94.011, Award No.19SFPCA002, 06 30 2022 is the last year of the three year grant.

^{b/} Senior Companion (GF) CFDA # 94.016, Program Title: Senior Companion Program, Award No.19SCPCA002, 06 30 2022 is the last year of the three year grant.

^{c/} Part C: CFDA Title: Infant and Toddler/Families (Part C) Program Title: Special Education-Grants for Infants and Families with Disabilities

CFDA Number: 84.181A, Award No: H181A190037. Federal Agency Name: Office of Special Education and Rehabilitative Services, United States Department of Education
Percent of Part C to Total Contract Funding: 0.32%

CONTRACT AMENDMENT INSTRUCTIONS EXHIBIT I

Contract Documents:

Please return your signed contract documents as soon as possible to the Department.

Via email, you have received a cover letter, exhibits, and Standard Agreement STD213A. Please email a signed copy of your STD213A to the Contract Analyst from whom you have received these electronic documents.

The Department of General Services and the State Controller's Office are involved in our contract process, and are accepting electronic signatures at this time.

Please email to karen.russ@dds.ca.gov one signed STD213A with Exhibit A attached.

Should you have questions or concerns, please send them to Karen Russ.

Explanation of Items for FY 2020-21 B-4 Amendment

Operations (OPS)

Early Start Recovery: Allocation based on discussions with regional centers.

Community Placement Plan/Community Resource Development Plan (CPP/CRDP): Allocation is based on Department-approved positions.

Foster Grandparent/Senior Companion Program: Net zero allocation, contract adjusts for line item transfer request; please refer to Attachment A, or the Budget Allocation Sheets provided to the FG/SCP Program Coordinator for details.

Purchase of Services (POS)

Community Placement Plan/Community Resource Development Plan (CPP/CRDP): Allocation is based on Department-approved start-up projects, assessment, and placement costs.

Department of Developmental Services, Budget Section, RC Allocation Unit
 EXHIBIT III Explanation of Items in Allocation
 Regional Center: North Bay Developmental Disabilities Service, Inc.

EXHIBIT III

FY 2020-21	<u>Operations</u>	<u>Purchase Of Services</u>	<u>Early Intervention Program</u>	<u>Family Resource Services</u>
Previous Contract (B-3):	\$25,479,605	\$326,846,898	\$0	\$0
This Amendment (B-4):				
Operations Allocation (Ops):				
Purchase of Services Allocation (POS):				
Ops CPP/CRDP Items:				
Regular CPP / CDRP	45,238			
POS CPP/CRDP Items:				
Regular / CRDP Start-Up		0		
Regular Assessment		0		
Regular Placement		0		
Early Intervention Program (EIP) Family Resource Centers/Networks:			0	
Family Resource Services (Formerly Prevention Program) :				0
Total B-4 Amendment	\$45,238	\$0	\$0	\$0
Total B-4 Contract	\$25,524,843	\$326,846,898	0	\$0
Grand Total Contract	\$352,371,741			

Committee Information

Section 8.2 Committee Membership

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

Committee	Members	Description	Next Meeting
Executive Committee	Board President - Rosemarie Pérez Board Vice President - Jeremy Johnson Board Secretary - Sara Speck Board Treasurer - TBD	The Executive Committee consists of officers elected by the Board of Directors. The Executive Committee oversees the direction of NBRC and provides leadership to the board. The committee meets monthly to discuss matters involving the agency and to plan the agenda for the upcoming board meeting.	March 21 st 6:30pm – 7:30pm Occurs the 3 rd Monday of every month
Nominating Committee	Board President - Rosemarie Pérez Additional Board Member - TBD	The Nominating Committee recommends, recruits, and interviews potential board members.	TBD Meetings to occur quarterly
Vendor Advisory Committee (VAC)	Board VAC Representative - Breeanne Burris	The Vendor Advisory Committee is comprised of service providers from Napa, Solano, and Sonoma counties. The members provide guidance, advice, and recommendations as they meet about issues and concerns that affect their services.	March 8, 2022 10am – 11:30am Occurs the 2 nd Tuesday of every month
Public Policy Advisory Committee (PPAC)	Board President - Rosemarie Pérez	The Public Policy Advisory Committee is an advisory committee to the board. The committee reviews public policy impacting regional center services including:	March 22 nd 10am – 11:30am

		<ul style="list-style-type: none"> - Congressional bills, California state legislation and budget trailer bills - Federal and state executive orders - Changes in regulation and other law relating to disability programs and services - Department of Developmental Services directives <p>The purpose of the committee is to keep the Board informed of important policy developments and recommend potential actions for the Board to take.</p>	Occurs the 4 th Tuesday of every month
Cultural and Linguistic Competency Committee (CLCC)	Board President - Rosemarie Pérez Board VAC Representative – Breeanne Burris	The CLCC promotes diversity, equity and belonging within our agency and community by gathering input, analyzing data, reviewing policies, and making recommendations to the Board.	March 17 th 12pm – 1pm Occurs the 3 rd Thursday of every month
Client Advisory Committee (CAC)	Board Secretary & CAC Co-Chair – Sara Speck	The CAC represents the perspectives of people served by NBRC. The members share information, provide feedback on NBRC policies and practices, and make recommendations to the Board.	March 25 th 1:00pm – 2:30pm Occurs quarterly, 3 rd Friday of the month
Audit Financial Committee	Board President - Rosemarie Pérez Board Member - Hue Truong Board Treasurer - TBD	The Committee reviews and reports on the results of NBRC's annual independent audit, including any findings and recommendations, to the Board of Directors.	As needed

VAC MEETING MINUTES



Vendor Advisory Committee
North Bay Regional Center

January 11, 2022 at 10:00 am - 11:30 am
Via Zoom



A. CALL TO ORDER- *Stacey Martinez, VAC Co-Chair*, called the meeting to order at 10:02 am.

- a. Roll Call of Voting Members: Stacey Martinez, Ali Tabatabai, Andrea Mendoza, Michelle Ramirez, Eric Martin, Breeanne Burris, Mary Eble, Jamie F Thompson, Michele Rogers, James Cox, Jamie Collins, Mike Lisenko (absent), and Jeremy Hogan (absent).
- b. Establish Quorum: established

B. CONSIDERATION OF AGENDA

- a. Additions or modifications to this agenda by voting members- no additions



C. APPROVAL OF MINUTES: **Action Item for voting VAC members**

- a. December 14, 2021, Meeting Minutes- approved by *Ali Tabatabai*. Seconded by *James Cox*. All in favor, none opposed.

D. SPECIAL PRESENTATION

a. DSP Appreciation

i. Napa Valley Support Services (NVSS)

Jeannie Smith recognized the following individuals as Direct Service Providers that demonstrate exemplary work;

- *Jessy Mangalathil* is a wonderful job coach. She's been with NVSS for over a decade and always willing to help.
- *Brad Hall* is a part-time job coach. He advocates for the clients and teaches them to advocate for themselves.
- *Bobby Roses* is an instructor that holds entertaining and interactive classes. He takes the time to speak to every attendee and offers words of encouragement. Bobby's kindness radiates to others without prejudice.
- *Dave Rodriguez* has worked for NVSS for 6 years. He volunteers as a person centered trainer and has a willingness to help others.

ii. Liberty ILS

Cathy Forsyth recognized the following Direct Service Providers for their outstanding work;

- *Valerie Davidson* has worked with Liberty ILS for 11 years. She has the ability to communicate with clients and demonstrates exemplary work ethic.

- Marlene Sanchez has worked with Liberty ILS for 10 years. She's demonstrated amazing dedication to her clients.

E. GROUP REPORTS

a. Napa- Solano Vendor Group

Kelley Hanson reported the following;

- We talked about the staffing crisis and how it's affecting every agency across the state.
- We brainstormed strategies for boosters and vaccinations.
- *Darelyn Pazdel* notified the group of a Virtual PCP Training being held on February 8th thru February 10th.

Please contact Darelyn for more information:

Darelyn.pazdel@prideindustries.com

- *Kelley Hanson* asked *Gabriel Rogin, Executive Director*, if North Bay Regional Center could provide a training regarding the business associate agreement.
 - Gabriel Rogin, Executive Director, to work with Courtney Singleton, Director of Community Services, and follow up with Kelley Hanson about the training.

b. Sonoma Vendor Group

- *Jamie F Thompson* noted that staffing continues to be a concern and the group was unable to meet. No other updates.

c. Residential - None

d. Housing

Mary Eble noted the following;

- The housing element cycle happens every 5 years and they're looking to get input from people. Mary is requesting feedback on the questions she will send to the group.
- A housing opportunity is coming up in April for those interested living in Dixon. Mary will send out an email to the group with more information.

e. Transportation

Leticia Leon noted the following;

- We are working in collaboration with North Bay Regional Center to gather information for the rate implementation.
- You should expect communication from R&D if we need anything from you.

f. Trade Associations

- CDSA- None
- CCLN

Jacquie V. Foss reported the following;

- The group discussed how the booster mandate has increased cost for providers and intervention is needed.
- We also requested that the deadline be lifted for the Executive Director's ability to approve Health and Safety Waivers.
- We are in communication with DDS about implementing a COVID-19 Coordinator.

iii. ANCOR- None

iv. ARC/UCP

- *Stacey Martinez, VAC Co-Chair*, announced that ARC will be hosting their 15th Annual Virtual Public Policy Conference April 26th thru 28th 9:30am-12:30pm. Easter Seals will be attending.

g. NBRC Board Report

Breeanne Burris, VAC Co-Chair, reported the following;

- The board meeting started out with well wishes for the New Year.
- The board recognized service providers in the community throughout the meeting.
- Courtney Singleton, Director of Community Services, presented an overview of available monitoring data.
 - o The board showed an interest in quality assurance and accountability.
 - o The information was brought forward with protection to confidentiality to service providers.
 - o *Gabriel Rogin, NBRC Executive Director*, noted we are spending more time educating the board on what service providers do. The board is grateful for the hard work service providers do.
- Angel Hixson, current Board President, will have her last meeting in February.
- The board voted for Rosemarie Pérez as Board President starting March 2022.
- Rita Edmonds-Norris and Lynette Stagner, Board Members, will be departing in February as well.
- We conducted make-up elections for board member terms missed in 2021.

h. ARCA Update

COVID

Deanna Mobley, NBRC Director of Clinical and Intake Services, reported;

- We are noticing an increase in positive cases. We report to DDS weekly.
- We're seeing individuals with minimal symptoms testing positive.

Michele Rogers, Early Learning Institute, noted the population of 0-4 years' old can't be vaccinated and are sometimes not being tested if a family member tests positive. Michele mentioned she will put this subject on the agenda for the next Early Start meeting. She thanked North Bay Regional Center staff for helping her sign up with the Department of Public Health to have rapid tests delivered.

Gabriel Rogin, NBRC Executive Director, noted the following;

- If a service provider is handling testing on their own, please feel free to reach out to Deanna Mobley, Director of Clinical and Intake Services.
 - Sign up for free COVID testing through COLOR. deannam@nbrc.net
- We want to support the service providers as much as we can.

State Budget

Gabriel Rogin, NBRC Executive Director, noted the following;

- There's a proposal for emphasis on pre-school for 3 and 4 year olds served by Regional Centers.

- DDS is looking to fund communication assessments for the individuals served by North Bay Regional Center that are deaf.
- They're looking to initiate a service model pilot to explain and expand employment opportunities.
- DDS is proposing to reduce caseload ratios at regional centers for service coordinators who serve ages 0-5 years old.
- They are looking to place Individuals with Disabilities Education Act Specialists at regional centers.
- DDS is looking to get a position that focuses on the aging population.
- DDS is exploring additional resources to support the Early Intervention population.
- There's a big emphasis on preventing climate change, preventing wildfires, expanding Medi-Cal eligibility regardless of immigration status, decreasing homelessness, and conservatorship reform over the coming years.

i. Committees/Subcommittees

i. Public Policy Advisory Committee

Stacey Martinez, VAC Co-Chair, noted that Linda Plourde is not present at this meeting, but would like to notify the group of the following;

- The Build Back Better act is on hold for now and we'll be revisiting it once Congress has addressed the Voting Rights Act.
- Linda Plourde will provide further updates next month.
- The next meeting is on January 25th at 10am. Email Ali Tabatabai if you need the link alit@newleafsolutions.com

ii. DSP Subcommittee

Stacey Martinez, VAC Co-Chair, mentioned she's looking for direct service provider nominations for February.

iii. Cultural Diversity (Cultural Linguistic Competency)

Breanne Burris, VAC Co-Chair, notified the group of the next VAC CLC Meeting on Thursday 1/20/22 at 9am. Please e-mail Breeanne for the link: Breeanne@24hrcares.com

iv. Early Intervention/Early Start Subcommittee

Michele Rogers notified the group of the following;

- There's a legislative update on January 24th from 9am-12pm.
- Congressman Huffman has a bill out to fund Part B. Our subcommittee may be looking at educational resources from our leadership for Part C.
- Everybody is working on rate adjustment information that's being requested
- DDS is interested in understanding the kind of support Early Start needs immediately.

F. NBRC UPDATES:

- a. Fiscal- None
- b. Vendor Relations

Courtney Singleton, Director of Community Services, notified the group of the following;

Rate Implementation

- We finished batch 2 of the rate implementation. We're working on batch 3.
- We're hoping to have batch 3 rates completed by this Friday.
- We will keep you updated if we have any changes or questions.

EVV

- We got clarification from DDS that the state wanted a system up and running by Jan 1st. Vendors are making sure to register and have all documents ready.

Supported Living Contracts did go out to vendors. Let Courtney Singleton, Director of Community Services, know if you didn't receive it.

c. Quality Assurance

Jason Lane, Quality Assurance Supervisor, noted the following;

- The vendor training calendar is posted on the North Bay Regional Center website.
- PPE will be transitioning over to Maria Marino, Emergency Preparedness and Facilities Coordinator. The next PPE Pickup at our Napa office is on January 18th 9:30am-12:00pm. We will be scheduling an event date at Santa Rosa in February.

d. Self-Determination Program- None

G. NEW BUSINESS

a. VAC Members and Contact Email

Stacey Martinez and Breeanne Burris are VAC Co-Chairs

If you have a general announcement or VAC question, please use nbrcvac@gmail.com

Send your DSP Nominations to that email as well.

b. Booster Mandate

The new Public Health Order requires vendors and NBRC staff to be fully vaccinated and boosted by February 1, 2022.

<https://www.cdph.ca.gov/Programs/CID/DCDC/Pages/COVID-19/Order-of-the-State-Public-Health-Officer-Health-Care-Worker-Vaccine-Requirement.aspx>

H. OLD BUSINESS

a. Staffing Shortage

Jacque Foss had a conversation with DDS about the staffing shortage. She noted the message isn't getting to the legislature/state capital. CCLN is going to put together a letter to emphasize our concerns.

I. GENERAL ANNOUNCEMENTS

a. Training/Events-

North Bay Regional Center has had intermittent phone issues. We are asking the community to try our regular numbers or use 800-884-1594 or northbay@nbrc.net
Courtney Singleton, Director of Community Services, to send out this announcement through MailChimp.

b. Community concerns- None

c. Reminders-

There is a vacancy on the Vendor Advisory Committee. If anyone is interested, submit your application.

J. AGENDA ITEMS FOR FUTURE MEETINGS - None

K. ADJOURNMENT- *Stacey Martinez, VAC Co-Chair*, ended the meeting.
11:18AM



Minutes Taken by Janelle Santana

Revised Bylaws for Board Member Terms of Office

03/2022

The language in green would be deleted and the language in red would be added.

Section 5.4 Terms of Office

(a) A Director may serve a maximum of [two two-year terms and one three-year term] one one-year term and two three year terms of office, except that: (1) a Director who has already served six years in any seven year period shall only be appointed for one additional year; and (2) the term of office of the Director designated by the Service Provider Advisory Committee as described in Section 8.4(d) hereof may be sooner terminated pursuant to the provisions of Section 8.4(d)(4) hereof. Elections shall be held at the [July] May meeting of Directors and as otherwise needed to fill vacancies, at the direction of the board, as deemed necessary to maintain continuity and orderly transition.



Proposed Board Member: Brien Farrell

County: Solano

Brien Farrell retired as Santa Rosa's City Attorney in 2008. He then taught government at Elsie Allen High School until 2015. He served the community through: Area IV Board, Family Advocates United, Fresh Air Vallejo, various non-profit boards, the Sonoma City Law Enforcement Task Force, and the DDS Task Force, Service Access & Equity Work Group.

Brien has a sister served by North Bay Regional Center. She lives in Fairfield. Brien, her conservator, lives nearby in Vallejo.

He assisted numerous families in securing appropriate services and homes throughout and since the closure process of Sonoma Development Center. He served on the board of Family Advocates United (formerly PHA) for 6 years, 2-3 years as president. He has worked extensively with elected officials to secure funding for services for all people with developmental disabilities. He supports unconditionally NBRC's mission "to provide the services that... diverse clients and families need in their unique circumstances."

He's an advocate for people with developmental disabilities and will work hard to support NBRC, its consumers, its staff, and families.

AGE RANGE	NUMBER	% TO TOTAL	GENDER	NUMBER	% TO TOTAL	RESIDENCE TYPE	NUMBER	% TO TOTAL
0 - 2	1,518	15.1 %	MALES	6,478	64.7 %	OWN HOME	7,504	75.0 %
3 - 17	3,032	30.3 %	FEMALES	3,527	35.2 %	ILS	613	6.1 %
18 - 40	3,492	34.9 %			SLS	645	6.4 %	
41 - 60	1,226	12.2 %			DC	10	.0 %	
61 - 80	711	7.1 %			SNF	27	.2 %	
80 & OLDER	26	.2 %			ICF	184	1.8 %	
					CCF	748	7.4 %	
					FOSTER CARE	192	1.9 %	
					OTHER	82	.8 %	
TOTAL:	10,005	100.0 %	TOTAL:	10,005	100.0 %	TOTAL:	10,005	100.0 %

ETHNICITY	NUMBER	% TO TOTAL	DISABILITY	NUMBER	% TO TOTAL CONSUMERS	COUNTY	NUMBER	% TO TOTAL
MIXED	614	6.1 %	AUTISM	3,143	31.4 %	28. NAPA	1,240	12.3 %
ASIAN	256	2.5 %	EPILEPSY	1,031	10.3 %	48. SOLANO	4,303	43.0 %
BLACK	829	8.2 %	CEREBRAL PALSY	892	8.9 %	49. SONOMA	4,344	43.4 %
FILIPINO	369	3.6 %	MENTAL RETARDATION	4,629	46.2 %			.0 %
NATIVE AMERICAN	50	.4 %	OTHER	925	9.2 %			.0 %
POLYNESIAN		.0 %						.0 %
SPANISH/LATIN	2,606	26.0 %	CONSUMERS MAY HAVE MULTIPLE DIAGNOSES					.0 %
WHITE	4,354	43.5 %					.0 %	
OTHER	339	3.3 %					.0 %	
UNKNOWN	588	5.8 %					.0 %	
						OTHER	118	1.1 %
TOTAL:	10,005	100.0 %				TOTAL:	10,005	100.0 %

PRIMARY LANGUAGE	NUMBER	% TO TOTAL	Status	Count	% TO TOTAL
SIGN LANGUAGE	28	.2 %	1	1,246	12.4
ENGLISH	8,260	82.5 %	2	8,199	81.9
SPANISH	1,585	15.8 %	3		
OTHER LATIN LANG.	2	.0 %	8	11	
CANTONESE CHINESE	6	.0 %	0	510	
MADARIN CHINESE	3	.0 %	P		
JAPANESE	2	.0 %	U	39	
VIETNAMESE	15	.1 %			
KOREAN	5	.0 %			
LAOTIAN	2	.0 %			
CAMBODIAN	2	.0 %			
OTHER ASIAN LANG.	5	.0 %			
RUSSIAN	2	.0 %			
ALL OTHER LANG.	88	.8 %			
TOTAL	10,005	100.0 %	TOTAL	10,005	100.0



FAIR HEARING & MEDIATION UPDATE

FEBRUARY 1, 2022 – FEBRUARY 28, 2022

Housing Assistance (21-10)	<u>Reason for Appeal:</u> Claimant appeals denial of housing assistance. <u>Ruling:</u> Fair Hearing completed. Decision made.
Personal Support Service Reimbursement (21-12)	<u>Reason for Appeal:</u> Claimant appeals denial of personal support service reimbursement. <u>Ruling:</u> Fair Hearing request scheduled.
DSP Rate Increase (22-1)	<u>Reason for Appeal:</u> Claimant appeals denial of rate increase. <u>Ruling:</u> Fair Hearing request scheduled.