



North Bay Regional Center  
610 Airpark Road  
Napa, CA 94558  
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*Promoting Opportunities  
Supporting Choices*

## **MEETING NOTICE**

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

**DATE:** May 1, 2024

**TIME:** 6:00 pm

**PLACE:** Hybrid - In Person or Zoom

### **In-Person**

Solano County Office of Education: 5100 Business Center Dr, Fairfield, CA 94534

**Please click the link below to join the webinar:**

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

### **Join by Phone:**

Phone Number: 1-669-900-6833

Webinar ID: 897 0968 7840

Passcode: 912329

Se Habla Español

American Sign Language Interpretation Available

### **Agenda Enclosed**

**REMINDER:** Notices are posted at [www.nbrc.net](http://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**  
**May 1, 2024, 6:00 p.m.**  
**Solano County Office of Education**  
**5100 Business Center Dr, Fairfield, CA 94534**

**AND**

**Join by Zoom Webinar:**

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

**Join by Phone:**

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

- I. CALL TO ORDER – Rosemarie Pérez, President
- II. ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Board Meeting Minutes from April 3, 2024 be approved as submitted. (2 min) (pgs. 1-6) ACTION
- IV. CONSIDERATION OF AGENDA – Additions or modifications to this agenda by Board Members. ACTION
- V. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- I. CONTRACTS FOR APPROVAL OVER \$250,000 – (20 min) ACTION
  - A. NBRC's A-Preliminary Contract (pg. 7) – Isabel Calder, Chief Financial Officer
  - B. NBRC's E-2 Contract (pg. 8) – Isabel Calder, Chief Financial Officer
  - C. Family Home Agencies (pg. 9) - Courtney Singleton, Director of Community Services
    - i. California Mentor Family Home Agency, LLC
    - ii. AMP INC DBA Enriching Lives
- II. PERFORMANCE CONTRACT PLANS FY 24/25, PERFORMANCE OUTCOMES FROM 2022 & DDS PERFORMANCE MEASURES – (20 min) ACTION

Courtney Singleton, Director of Community Services (attachment) & Gabriel Rogin, Executive Director (pgs. 10)
- III. PUBLIC COMMENT/INPUT - Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 320-3106 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- IV. REVISED SOCIAL RECREATION, CAMPING AND NON-MEDICAL THERAPIES POLICY – Beth DeWitt, Director of Client Services (pgs. 11-13) (10 min) ACTION
- V. PRESENTATION – Katie Hornberger, Department of Developmental Services (DDS) Ombudperson (15 min) (pgs. 14-25) INFO
- VI. TREASURER'S REPORT – Andrea Bednarova, Treasurer
  - A. Treasurer's Report be approved as submitted (5 min) (pgs. 26-27) ACTION
- VII. COMMITTEE REPORTS – *A list of upcoming committee meetings can be found on pages 28-29.*
  - A. Executive Committee Update – Rosemarie Pérez, President (5 min) INFO
    - i. Association of Regional Center Agencies (ARCA) Update
    - ii. Approved Board Opportunity Fund Request
      - a. RG (pg. 30-31)

- iii. July Board Meeting – Wednesday, July 3<sup>rd</sup> at 6pm. Availability of Board Members
- B. Cultural/Linguistic Competency Committee Update – Rosemarie Pérez, President (10 mins) INFO
  - i. Community Events – May Outreach Calendar (pg. 32)
- C. Vendor Advisory Committee Update – Breeanne Kolster, VAC Co-Chair (5 mins) (pgs. 33-37) INFO
- D. Public Policy Advisory Committee Update – Breeanne Kolster, VAC Representative (5 mins) INFO
  - i. Legislative Breakfast Overview
- E. Client Advisory Committee Update – Sara Speck, CAC Co-Chair (5 mins) (pg. ) INFO
  - i. Update on Master Plan for Developmental Services Meeting
- F. Risk Reduction Advisory Committee Update – Joanne Giardello, Board Member (5 mins) INFO
- G. Nominating Committee Update – Joanne Giardello, Nominating Committee Chair (10 mins) ACTION
  - i. Vote for Board Vice President
    - a. Sara Speck (pg. 38-40)

VIII. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 mins) INFO

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

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

XI. 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. – V&I Code 4663.

NEXT MEETING ANNOUNCEMENT – The next Annual Board Meeting is on June 5, 2024 at 6:00 pm at NBRC's Santa Rosa Office – 520 Mendocino Avenue, Santa Rosa, 95401.

**North Bay Developmental Disabilities Services, Inc.**  
**Board of Directors Regular Business Meeting**  
**April 3, 2024, 6:00 p.m.**  
**Via In Person & Zoom Webinar**  
**610 Airpark Road**  
**Napa, CA 94558**

**NBRC BOARD MEMBERS PRESENT:**

Rosemarie Pérez, President, Sonoma County  
Sara Speck, Solano County  
Ravinder Rangji, Solano County  
Carl Vinson, Solano County

Breeanne Kolster, VAC Representative  
Joanne Giardello, Solano County  
Sahira Arroyos, Solano County

**NBRC BOARD MEMBERS ABSENT:**

Martha Valdez, Sonoma County

Andrea Bednarova, Treasurer  
Ronald Gers, Secretary, Sonoma County

**NBRC STAFF PRESENT:**

Gabriel Rogin, Executive Director  
Jennifer Crick, Director of Administrative Services  
Courtney Singleton, Director of Community Services  
Beth DeWitt, Director of Client Services  
Guadalupe Lopez, Intake Department Manager

Deanna Mobley, Director of Intake and Clinical Services  
Janelle Santana, Executive Assistant  
Isabel Calder, Chief Financial Officer  
Jasmine Wells, Service Coordinator  
Dee Skrzypczak, Fiscal Supervisor

**GUESTS:**

Ana Acosta  
Jorge Diaz  
Diego Diaz  
Stacey Martinez  
iPhone  
iPhone V  
Jasmine, ParentsCAN  
Alma Monsisvais  
Manuela L.  
Marissa Elder  
Karina Ivette Hernandez  
Lesslie  
Gabrielle Philippe-Auguste

Amber Lopez, Spanish Interpreter  
ASL Interpreter - Josh  
ASL Interpreter - Linda  
Amanda & Holly Pagel  
Chris Aguire – DDS  
Eric  
Griselda Ramirez  
Holly Borso  
Karen R. Matrix Parent Network  
Lisa Hooks  
Taylor Berry, 24 Hour Home Care  
Yesenia Valencia  
1415\*\*\*\*249  
cb

**MINUTES**

**CALL TO ORDER** – Rosemarie Pérez, President, called the regular business meeting to order at approximately 6:02 pm.

**ROLL CALL AND INTRODUCTIONS** – Ronald Gers, Secretary was absent. Rosemarie Pérez, President, conducted roll call and confirmed quorum was present.

**CONSIDERATION OF MINUTES** –

- i. Regular Business Meeting Minutes from March 6, 2024 be approved as submitted.

**M/S/C (Speck/Arroyos) Moved to approve the March 6, 2024 minutes as submitted.**

**APPROVED**  
**UNANIMOUS**

**CONSIDERATION OF AGENDA**

- Andrea Bednarova, Treasurer, is not present. Rosemarie Pérez, President, will present the Treasurer’s Report.

**M/S/C (Kolster/Speck) Moved to approve the agenda as submitted.**

**APPROVED  
UNANIMOUS**

**GENERAL PUBLIC COMMENT – None**

*Rosemarie Pérez, Board President, shared that Candace White, Vice President, resigned from the Board of Directors.*

**APPROVAL OF CONTRACT OVER \$250,000**

Courtney Singleton, Director of Community Services, shared the contract that can be found on page 6 of the April Board meeting packet.

- Enhanced Behavioral Support Home (EBSH) – Delayed Egress
  - o Telecare

**M/S/C (Giardello/Speck) Moved to approve the Telecare contract as submitted.**

**APPROVED  
UNANIMOUS  
Kolster ABSTAINED**

**PRESENTATION: PROVISIONAL ELIGIBILITY**

Guadalupe Lopez, Intake Department Manager, gave an overview of Provisional Eligibility at North Bay Regional Center. A copy of the presentation can be found as an attachment to the April Board Meeting packet.

- Breeanne Kolster, VAC Board Representative, inquired about data of transition from Provisional Eligibility to full Lanterman services.
  - o Guadalupe Lopez, Intake Department Manager, shared in 2023, 19 children were evaluated for full Lanterman services. 11 remained eligible after being reevaluated.
- Rosemarie Pérez, Board President, asked if NBRC has data of how many people reapply for services after being found ineligible. No data at this time.
- Lisa Hooks, California State Council on Developmental Disabilities (SCDD), commented that she would like to see data demonstrating that this option was explained to families.

**TREASURER’S REPORT –**

**Treasurer’s Report be approved as submitted.**

Rosemarie Pérez, President, reviewed the Treasurer’s Report. A summary of the Board Opportunity Fund and the CFO board report can be found in the April 2024 board packet.

- There was no activity to report in the month of February 2024 for the Doug Cleveland Board Opportunity Fund.
- Operations
  - o NBRC is 67% through this fiscal year. The total paid through February represents 60% of the total Operations budget for the fiscal year. As a reminder, the total Operations expenditures include general operations, Community Placement Plan (CPP), Senior Companion Program (SCP) and Mental Health Services Act (MHSA) grants.
  - o As we begin to near the end of the fiscal year, NBRC’s budget remains balanced. NBRC will continue to closely monitor our expenditures through the remaining part of the budget year.
- NBRC paid 55% of the total Purchase of Service (POS) budget.
- NBRC cash flow remains stable. As of March 5, 2024, cash availability was \$102,330,536. Since receiving the advancement for the E-1, we have been investing in 30-day Certificate of Deposits (CD) to earn interest on the funds. We earned \$226,666 in February.
- Joanne Giardello, Board Member, sought clarification about how the CPP funding is allocated.

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

**APPROVED  
UNANIMOUS**

## **COMMITTEE REPORTS –**

### **A. Executive Committee Update –**

- a. Association of Regional Center Agencies (ARCA) Update
  - a. Rosemarie Pérez, President, asked Gabriel Rogin, Executive Director, to share an overview of what was discussed at the ARCA meetings last week.
    - 1. Daycare/Respite assessment tool development
    - 2. Transparency portal button on regional center websites
    - 3. Standardized data definitions
    - 4. Standardized IPP template – rollout in June 2024
    - 5. Standardized intake process
    - 6. Standardized vendorization procedures
    - 7. The Department of Developmental Services (DDS) is rolling out a provider directory soon.

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

- a. Rosemarie Pérez, President, shared the following.
  - a. Community Events
    - 1. The April Outreach Calendar can be found on page 11 of the April board meeting packet.
  - b. The next CLCC meeting is scheduled for April 18<sup>th</sup> at 12pm.

### **C. Vendor Advisory Committee (VAC) Update –**

- a. Breeanne Kolster, VAC Co-Chair, shared an overview of topics discussed at the VAC regular business meeting in March.
  - a. Evaluated flow of agenda items during VAC meeting
  - b. Vendors not being invited to IPP Meetings. Since then, VAC Voting Members connected with Beth DeWitt, Director of Client Services, to find out more information about it.
  - c. Updates from trade associations
  - d. April 9<sup>th</sup> – Silent Disco at the Capitol
  - e. ARCA Report
    - 1. Community events on a community calendar
  - f. VAC Holiday Schedule
  - g. Home and Community Based Services (HCBS) – NBRC’s Quality Assurance team is doing site visits.
  - h. Ellen Sweigert, Consumer Advocate, gave an update.
  - i. Ellisa Reiff, Self-Determination Program Supervisor, gave an overview of the Self-Determination Program.
  - j. Stacey Martinez’s VAC Co-Chair position will be ending on the VAC soon.
    - 1. VAC Co-Chair election will take place at the next VAC meeting.
  - k. Vendor Open Forum
    - 1. The next VAC meeting is scheduled for Tuesday, April 9<sup>th</sup> at 10am at NBRC’s Napa office.

### **D. Public Policy Advisory Committee (PPAC) Update –**

- a. Breeanne Kolster, VAC Representative, gave an overview of the items discussed at PPAC.
  - a. The Legislative Breakfast is on Friday, April 19<sup>th</sup> at 9:00 – 10:30am at NBRC’s Santa Rosa Office. The event will be held in Spanish with English interpretation.
    - 1. [North Bay Legislative Breakfast Flyer](#)
  - b. The next PPAC meeting is scheduled for April 23<sup>rd</sup> at 10:00am – 11:30am.

### **E. Client Advisory Committee (CAC) Update –**

- a. Sara Speck, CAC Co-Chair, shared an overview of what was discussed at the CAC meeting on March 22<sup>nd</sup>.
  - a. Presentation on R&D Transportation Resources
  - b. Executive Director Report
  - c. Ellen Sweigert, Consumer Advocate, shared about the newly released newsletter called The Advocator.

d. The next CAC meeting is on June 28<sup>th</sup> at 1:00pm – 2:30pm.

**F. Risk Reduction Advisory Committee (RRAC) Update –**

a. Joanne Giardello, RRAC Chair, shared the next RRAC meeting is scheduled for April 24<sup>th</sup> at 1:00pm.

**G. Nominating Committee Update –**

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

**a. Vendor Advisory Committee (VAC) Candidate Introduction & Election**

1. Marissa Elder was interviewed by the Nominating Committee on March 19<sup>th</sup> and recommended to the Board of Directors for a vote.

a. Marissa Elder left the meeting while board members took a vote.

**M/S/C (Pérez/Speck) Motioned to approve Marissa Elder as a VAC Voting Member.**

**All Board Members Present**

**APPROVED  
UNANIMOUS**

**b. Nominations for Board Vice President**

1. Sara Speck, Board Member, has been nominated.

2. The Board Vice President role is open for nominations and will be brought back next month for a vote.

a. Board members are welcome to email Joanne Giardello, Nominating Committee Chair, if they have nominations.

**EXECUTIVE DIRECTOR'S REPORT –**

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

- Carl Vinson, Breeanne Kolster, Sara Speck, Gabriel Rogin, and Joanne Giardello shared their experiences at yesterday's Grassroots Advocacy Event.
- Purchase of Service (POS) Data Meetings – recommendation to add break down by age in the data.
  - o Breeanne Kolster, VAC Board Representative, gave kudos to the staff that compiled the presentation during the POS Data meetings. The graphics were easy to understand.
  - o Rosemarie Pérez, Board President, expressed appreciation for people in the community that participated and contributed to the feedback for POS Data meetings.

**GOOD OF THE ORDER –**

Sara Speck, Board Member, shared the first meeting for the Master Plan for Developmental Services is on April 10<sup>th</sup>.

**GENERAL PUBLIC COMMENT –**

Stacey Martinez, VAC Co-Chair, shared the Direct Support Professional (DSP) Workforce Survey registration is open for the vendor directory. Information will be sent to vendors shortly.

Debbi Davis, Community Member, shared about an upcoming event.

- Developmental Disability and Neurodiversity Conference in Suisun City this Friday/Saturday.
- <https://April2024NeurodiversityConference.eventbrite.com>

**CLOSED SESSION –**

The board moved into closed session at 7:55pm 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 8:05pm and there was no action taken to report on.

**ADJOURNMENT –** *Rosemarie Pérez, President*, adjourned the meeting at 8:07pm.

Date submitted to NBRC Board for review 04/03/24  
 Date approved by NBRC Board Executive Committee (if applicable) \_\_\_\_\_  
 Date approved by NBRC Board 04/03/24

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

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

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	APPROVED	Notes
Enhanced Behavioral Supports Home-Delayed Egress	4	Telecare	Upon licensure through 12/31/2026	\$87,177.18/per month \$1,046,127/Annually	<b>M/S/C (Giardello/Speck)</b>  <b>ABSTAINED Kolster</b>	

Summary:

This Enhanced Behavioral Homes (EBSH) with delayed egress, was developed to serve individuals with challenging behavioral needs that are moving from Porterville Developmental Center or another type of locked setting. These individuals cannot be served in any other setting, due to their specific needs. All staff in the homes must be Licensed Psychiatric Technicians or Registered Behavior Technicians. The staffing levels are determined by each individual client's needs. The EBSH contract is governed by California Code of Regulations Title 17 sections §59057 through §59059. The facility budget is approved by NBRC and certified by The Department of Developmental Services. This contract is for the facility costs for the home. When the first individual moves into the home, the facility cost is paid to the EBSH vendor. These homes are monitored/visited on a quarterly basis by each client's NBRC Service Coordinator, monthly by NBRC's Board Certified Behavior Analyst, quarterly by NBRC's Quality Assurance Staff, semiannually by The Department of Developmental Services and annually unannounced by Community Care Licensing. Each client has their own individual budget that covers additional staffing costs, based on the client's needs.

The below items are covered in this cost contract:





- Rent and maintenance for the property
- 168 hours a week of Lead Staffing and all associated training costs
- 40 hours a week of the home Administrator
- Board Certified Behavior Analyst
- Transportation
- Insurance
- Phone/ Internet/Cable/Utilities
- Food
- Repairs



Date submitted to NBRC Board for review

5/1/2024

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
A Preliminary Contract for Fiscal Year 24/25	Department of Developmental Services	July 1, 2019 – June 30, 2026	<b>\$420,134,460</b>	The A-Preliminary contract for FY 24/25 includes the following: <ul style="list-style-type: none"> <li>• Ops: <b>\$23,723,026</b></li> <li>• POS: <b>\$396,411,434</b></li> </ul>

Operations allocation represents 85% of the proposed base funds available for regional center allocation based on the 2024 Governor’s Budget.

POS allocation represents 80% of the proposed base funds available for regional center allocation based on the 2024 Governor’s Budget.

Date submitted to NBRC Board for review

5/1/2024

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
E-2 Contract for Fiscal Year 23/24	Department of Developmental Services	July 1, 2019 – June 30, 2026	<b>\$573,059,046</b>	The E-2 contract for FY 23/24 includes the following: <ul style="list-style-type: none"> <li>• Ops: \$ 576,669</li> <li>• POS: \$27,824,120</li> </ul>

Operations allocation included the following:

- \$540,669 Policy funding in our General Operations which also included funding for Specialized Home Monitoring, Family Home Agency expansion, and Tuition Reimbursement Program.
- \$36,0003 in Community Placement Program

POS allocation included \$25,514,077 for General Purchase of Service and HCBS (to strengthen service provider compliance) and \$2,310,043 in Community Resource Development Plan (CRDP) allocation.

Date submitted to NBRC Board for review

05/01/2024

Date approved by NBRC Board Executive Committee (if applicable)

\_\_\_\_\_

Date approved by NBRC Board

\_\_\_\_\_

Operations

Purchase of Service

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Contract Amounts	Notes
Family Home Agency	46	California Mentor Family Home Agency, LLC, HN0365	06/01/24-05/31/27	Previous Year: \$ 2,621,596.01 New Contract: Over \$250,000	
Family Home Agency	26	AMP INC DBA Enriching Lives HN0386	06/01/24-05/31/27	Previous Year: \$ 1,819,402.75 New Contract: Over \$250,000	

**Summary:**

A Family Home Agency (FHA) approves family homes, which offer the opportunity for up to two adult individuals with developmental disabilities per home to reside with a family and share in the interaction and responsibilities of being part of a family. The individual with developmental disabilities receives the necessary service and supports from the family, agencies and the community to enable the individual to be a participating member of the family and the community where the family resides. The family home arrangement allows the sharing of food, housing, experience, responsibilities and togetherness.

The FHA is a private, nonprofit organization under contract to, and vendored by a regional center. FHAs are responsible for recruiting, training, approving and monitoring family homes, as well as providing ongoing support to family homes. Staff employed by the FHA make regular visits to the family home to ensure that necessary services and supports are in place, and that the match between the family and the new family member is viable, and continues to be viable. FHA agencies are monitored annually by North Bay Regional Center (NBRC) and biennially by the Department of Developmental Services. NBRC monitors each individual family home, 6 (six) times per year (two visits unannounced and four visits announced).



**Regional Center Performance Measures  
Recognition and Payment Amounts by Measure and Regional Center  
Phase I: Fiscal Year 2022-2023**



	EARLY START <a href="#">(Child Find and Identification)</a>		EMPLOYMENT <a href="#">(Participation in CIE)</a>	EQUITY & CULTURAL COMPETENCY <a href="#">(Linguistic Diversity)</a>		PERSON-CENTERED SERVICES PLANNING <a href="#">(SC Facilitation Skills)</a>
	Child Find Plan	Percent Served (Birth to 3)	Competitive Integrated Employment Placements	Bilingual Staff Survey	CMF Update	PCP Trainer(s)
ACRC	★	◇	Pending	★	★	★★★
CVRC	★	★		★★★		
ELARC	★	★		★★★		
FDLRC	★	★		★	◇	★★★
FNRC	★	★		★★★		
GGRC		◇		★	★	★★
HRC	★	★		★★★		
IRC	◇	◇		★	★	
KRC	★	★		★	★	★
NBRC	★	★		★★		
NLACRC	★	★		★★★		
RCEB	★	◇		★	★	★
RCOC	★	★		★	★	◇
RCRC	★	★		★★★		
SARC	★	◇		★	★	
SCLARC	★	★		★	◇	★★★
SDRC	★	★		★★★		
SG/PRC	★	★		★★★		
TCRC	★	★		★★★		
VMRC	★	★		★★★		
WRC	★	★	★★★			
	Child Find Plan submitted with required information	Percentage of infants identified as eligible (Indicators 5 & 6 of <a href="#">Early Start Local Performance Report</a> )	Achieved number of 30-day CIE placements that meets or exceeds the RC's higher performance target: \$75,000  Exceeds performance target by 10% or more: \$50,000	Completion of bilingual staff survey  If both measures met: Low-size RC: \$60,000 Mid-size RC: \$90,000 High-size RC: \$120,000	Update of Client Master File for 100% of individuals served	<ul style="list-style-type: none"> <li>One certified Person-Centered Plan Facilitation Trainer for every 10,000 people on RC average monthly caseload: \$70,000</li> <li>One additional trainer: \$15,000 (\$85,000 total)</li> <li>Two or more additional trainers: \$30,000 (\$100,000 total)</li> </ul>

- ★ Successfully met measure (some focus areas have additional incentives above the standard)
- ◇ Partially met measure
- ◇ Participated but did not meet measure
- (blank) Did not participate

# North Bay Developmental Disabilities Services Inc.

Board of Directors

## **NBRC Social Recreational, camping and non-medical therapies** **Policy**

### **Purpose:**

It is the intent of North Bay Regional Center to support and foster social and recreational activities for all individuals determined eligible for regional center services and residing in the NBRC catchment area.

### **Definition:**

**Social Recreational/camping and non-medical therapies are services provided by the regional center for the purpose of assisting individuals to participate in specialized, meaningful, integrated activities that promote positive relationships, social skill development and overall health and well-being. These services can foster inclusion while diminishing the overall impact of the developmental disability. NBRC prioritizes those that face barriers to promote inclusion and ensure equal access.**

### **Policy:**

North Bay Regional Center supports active and integrated for all 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. To that end, NBRC will work to remove barriers and prioritize specific services and ease access to those impacted by language and socio-economic factors by developing accessible and culturally relevant activities within the NBRC community. In addition, NBRC will ensure that all under-served communities are made aware of

the option to pursue social recreational activities through consistent outreach and education in the native language of those served. NBRC will also create methods to eliminate the economic barriers that prevent individuals from accessing social recreational opportunities by developing internal processes that support funding to all. Social recreational activities and non-medical therapies can increase and expand the development of relationships for the individual, their family and the community at large. ***These activities can include but are not limited to swimming lessons, horseback riding, gymnastics, art and/or music lessons/therapy.***

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. ~~After pursuing all generic sources as a source of funding, and after review and agreement by the IPP team, NBRC can support cost effective, appropriate opportunities to maximize participation within integrated settings and activities.~~

Recommendation: “While pursuing all generic resources as a source of funding, without delaying access, and after review and agreement by the IPP team, NBRC can support cost effective, appropriate opportunities to maximize participation within integrated settings and activities.”

***Eligibility:***

***All individuals over the age of 3 and eligible to receive services from North Bay Regional Center.***

***Requested services must be included in the Individual Program Plan and relate to an identified goal and/or eligibility diagnosis.***

***Requested services shall be integrated or lead to integration or inclusion in activities that are attended by people of all abilities and backgrounds.***

~~***All other generic resources, including parental responsibility (for minor children, under the age of 18), natural supports and other available resources will be exhausted prior to utilizing regional center funds.***~~

Eligibility:

Recommendation: “All other generic resources, including parental responsibility (for minor children, under the age of 18), natural supports and other sources will be pursued on an on-going basis but will not delay access to the service through the regional center funding.”

***All non-medical therapies may be subject to review by the NBRC clinical team prior to approval.***

***Exemptions:***

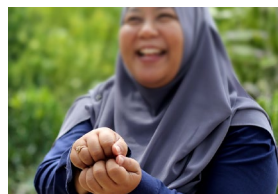
***The Executive Director or identified designee will review and may grant any exemptions to this policy based on individual, extraordinary circumstances. If an individual or their legal representative disagrees with the decision made regarding services related to this policy, they may seek appeal as described in Welfare and Institutions Code 4710, et al.***

DRAFT



# Offices of the Ombudsperson

May 1, 2024



# Introduction



## Division of Community Assistance and Resolutions



Office of the  
Self-  
Determination  
Ombudsperson



Office of the  
Lanterman  
Ombudsperson



Office of Quality  
Assurance



Office of Risk  
Management



Office of  
Community  
Appeals and  
Resolutions

# Statutory Authority

## WIC 4685.9

Established an independent and autonomous Office of the Self-Determination Program Ombudsperson. The law established rights and duties for the office. The Ombudsperson is appointed by the DDS Director for a term of 4 years and may be reappointed. The person must have adequate training and experience for the role. Calls to the office are confidential unless release is agreed to.

[Law section \(ca.gov\)](#)

[https://leginfo.legislature.ca.gov/faces/codes\\_displaySection.xhtml?sectionNum=4685.9.&nodeTreePath=9.8.6&lawCode=WIC](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=4685.9.&nodeTreePath=9.8.6&lawCode=WIC)

## AB 136

The budget bill signed by the Governor on July 16, 2021 putting that law into effect.

[Bill Text - AB-136 Developmental services. \(ca.gov\)](#)

[https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill\\_id=202120220AB136](https://leginfo.legislature.ca.gov/faces/billNavClient.xhtml?bill_id=202120220AB136)

# Role of the Ombudsperson

- Providing information
- Facilitating solutions to disagreements
- Investigating Complaints
- Reporting to the Legislature
- Recommending changes to DDS and the Legislature



**SDP Statewide = 1,016**

Email = 66%

Phone = 27%

WebForm = 7%

**Lanterman Statewide = 543**

Email = 61%

Phone = 33%

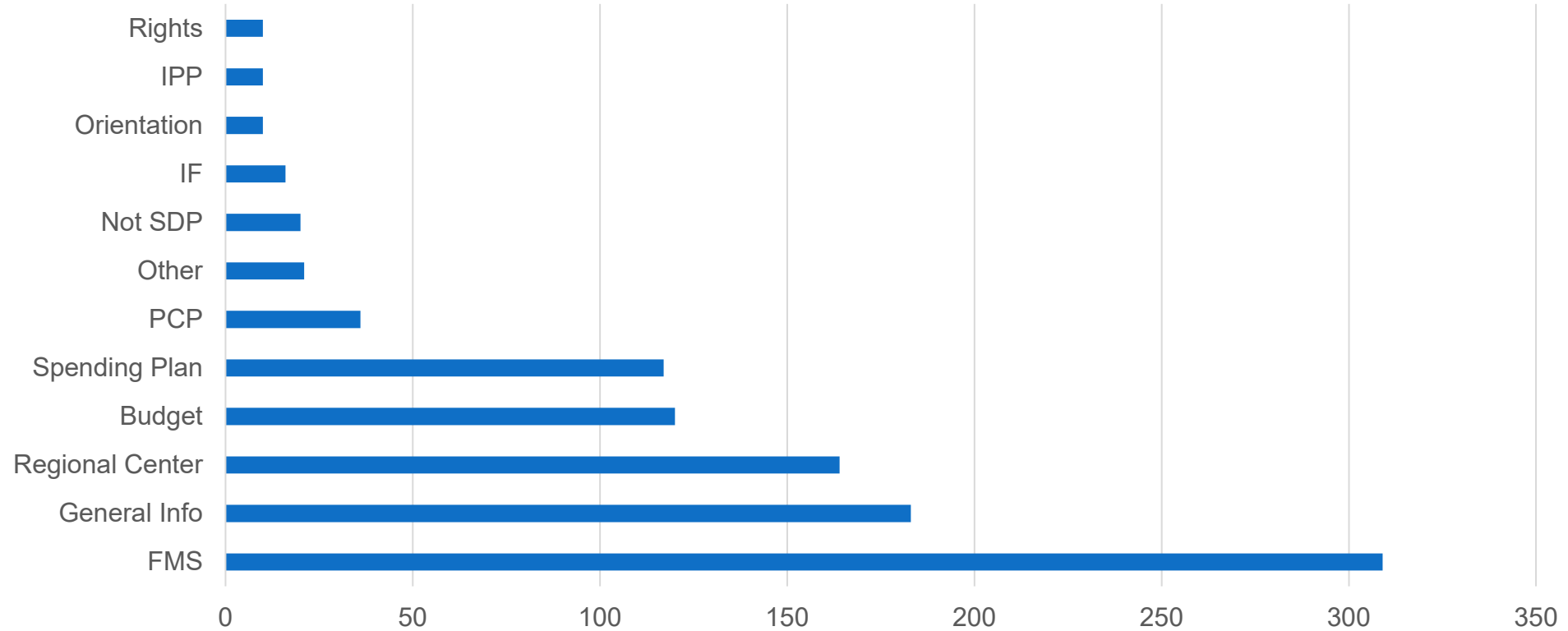
WebForm = 6%

**Fiscal Year 2022-2023**

# How We Helped

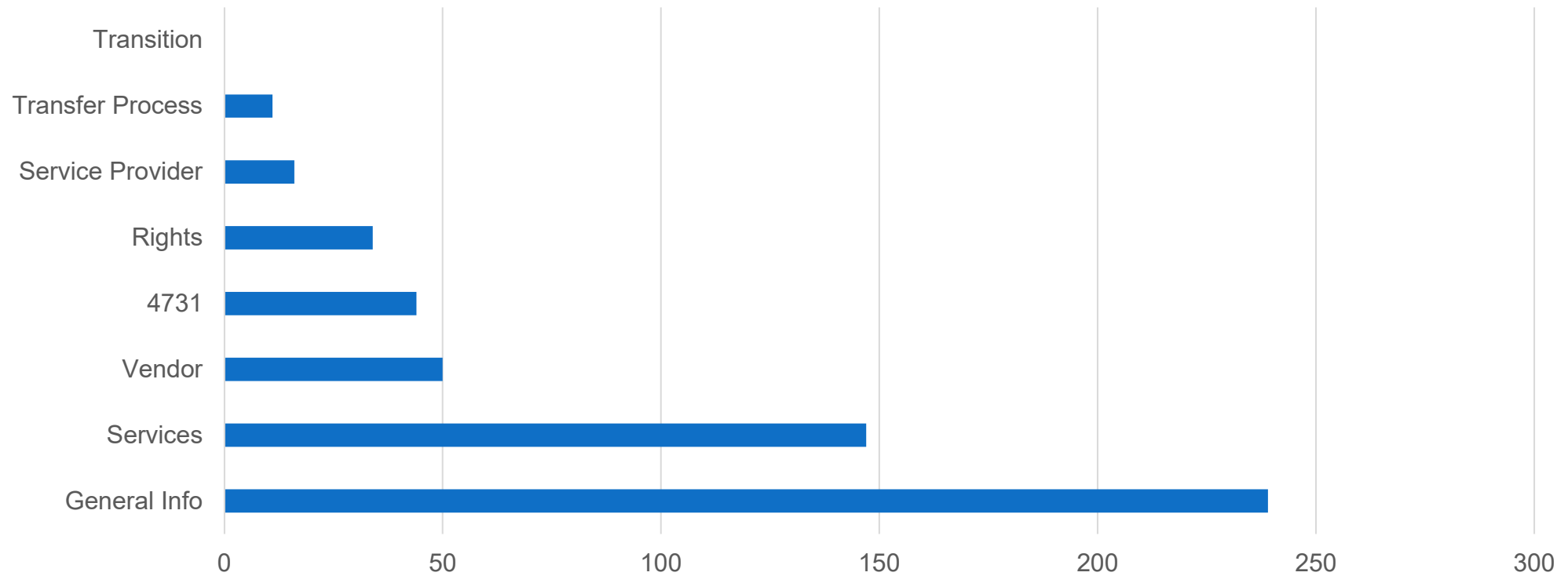
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# SDP Contacts by Category





# Lanterman Contacts by Category



# What We DON'T Do

- ❖ Decide disputes in favor of one party or another
- ❖ Represent someone in hearing
- ❖ Make a recommendation to a court or hearing officer
- ❖ Overturn a fair hearing final decision

# Dashboard

The screenshot shows the website [dds.ca.gov/initiatives/sdp/](https://dds.ca.gov/initiatives/sdp/). The header includes the California State Government logo, social media icons, and navigation links: About, Calendar, Careers, News Room, Contact Us, Translate, and Display Settings. The main navigation menu features icons for Consumers, Services, Regional Centers, Vendors, Initiatives, Transparency, and Search. A central message states: "This site is designed to allow individuals interested in the program, participants already in the program and their related support system access to resources to assist in getting enrolled and learning about the SDP. If you are interested in participating in the SDP, reach out to your regional center for more information on how to get started. If you have other questions, comments, or want to be notified of updates, please e-mail [sdp@dds.ca.gov](mailto:sdp@dds.ca.gov). The Self-Determination Local Advisory Committee at Central Valley Regional Center (CVRC) put together a video that talks about a meaningful life in the community through the Self-Determination Program. You can watch the video on the [CVRC website](#)."

The dashboard features eight content tiles, each with a representative image and a title:

- Orientation**: Image of a person wearing a headset and mask, likely a customer service representative.
- Program Directives**: Image of a young boy writing in a notebook with colorful markers.
- Frequently Asked Questions**: Image of an older man with a mustache waving his hand.
- SDP Ombudsman**: Image of a woman sitting on a blue couch, talking to a child.
- Financial Management Services (FMS)**: Image of three people in a meeting looking at a laptop screen.
- Independent Facilitators (IFs)**: Image of a wooden signpost with arrows pointing to "HELP", "SUPPORT", and "ADVICE".
- Background Checks**: Image of a hand holding a document with text, possibly a background check form.
- Resources and Tools**: Image of a man with a disability reading a book.

# How to Get Information or Assistance

Website at [Office of the Ombudsperson - CA Department of Developmental Services](#)

Email to [Ombudsperson@DDS.CA.GOV](mailto:Ombudsperson@DDS.CA.GOV)

Call 1-877-658-9731





# North Bay Regional Center Doug Cleveland Board Opportunity Fund May 1, 2024, Board Meeting

The Doug Cleveland Board Opportunity Fund ending balance as of March 31, 2024, was **\$29,437.13**.

There were two (2) transactions that occurred in March 2024:

Donations and Deposits:

- No Donation
- No Deposits

Awards:

- Two awards issued for a total of \$4,389.62
- 

Other Transactions:

- None

Ops Expenditures 8 months 70%	CFO Board Report March 31, 2024 75% of the fiscal year has elapsed				POS Expenditures 8 months 62%
<b>OPERATIONS</b>		<b>Total Ops Allocation: \$</b>			<b>37,671,981</b>
<b>Total General Ops Contract: \$</b>	<b>35,725,171</b>	<b>Total CPP Contract: \$</b>		<b>1,345,793</b>	
<b>General Ops Amount Available: \$</b>	<b>12,619,765</b>	<b>CPP Contract Amount Available: \$</b>		<b>-</b>	
Total YTD					
<b>OPERATIONS EXPENSE (OPS)</b>	<b>YTD Actual</b>	<b>% by category</b>	<b>Forecast*</b>	<b>Actual + Forecast</b>	
Personnel	\$ 16,428,613	71.10%	\$ 7,102,607	\$	23,531,220
Benefits	\$ 3,752,839	16.24%	\$ 4,049,705	\$	7,802,544
Facilities	\$ 1,795,921	7.77%	\$ 776,292	\$	2,572,213
Equipment	\$ 578,598	2.50%	\$ 46,402	\$	625,000
Communications	\$ 331,774	1.44%	\$ 68,226	\$	400,000
Mileage	\$ 199,398	0.86%	\$ 80,602	\$	280,000
Legal	\$ 93,556	0.40%	\$ 6,444	\$	100,000
General Office	\$ 54,417	0.24%	\$ 20,583	\$	75,000
Consultants	\$ 176,998	0.77%	\$ 402,486	\$	579,484
Bank Fee and LOC	\$ 20,960	0.09%	\$ 5,890	\$	26,850
Other Expenses	\$ 34,722	0.15%	\$ 103,138	\$	137,860
Revenue	\$ (362,390)	0.00%	\$ (42,610)	\$	(405,000)
<b>Total Operations Expenses</b>	<b>\$ 23,105,406</b>	<b>65%</b>		<b>\$</b>	<b>35,725,171</b>
<b>Community Placement Plan (CPP)</b>					
	\$ 1,345,793	100%	\$ -	\$	1,345,793
<b>Senior Companion Program (SCP) - Grant</b>					
	\$ 214,363	65%	\$ 115,259	\$	329,622
<b>Mental Health Services Act (MHSA) - Grant</b>					
	\$ 177,680	65%	\$ 93,715	\$	271,395
<b>Total Paid for Operations: \$ 24,843,242</b>					
<b>PURCHASE OF SERVICES</b>		<b>Total POS Allocation: \$</b>			<b>506,986,276</b>
<b>Total POS Contract: \$</b>	<b>506,986,276</b>	<b>Total CPP Contract: \$</b>		<b>-</b>	
<b>POS Contract Amount Available: \$</b>	<b>194,080,720</b>	<b>CPP Contract Amount Available: \$</b>		<b>-</b>	
Total YTD					
<b>PURCHASE OF SERVICES (POS)</b>	<b>YTD Actual</b>	<b>% YTD Total</b>	<b>Forecast*</b>	<b>Actual + Forecast*</b>	
Community Care Facilities	\$ 101,730,420	32.5%	\$ 67,242,634	\$	168,973,054
Supported Living Services	\$ 76,228,685	24.4%	\$ 42,267,280	\$	118,495,965
Day Programs	\$ 55,639,254	17.8%	\$ 31,039,176	\$	74,494,022
Behavioral Services	\$ 27,966,205	8.9%	\$ 18,164,579	\$	46,130,784
Other	\$ 23,447,354	7.5%	\$ 25,059,892	\$	48,507,246
Transportation	\$ 12,898,206	4.1%	\$ 7,125,659	\$	17,101,581
Respite	\$ 8,344,112	2.7%	\$ 5,736,019	\$	14,080,131
Medical Services	\$ 6,651,320	2.1%	\$ 4,713,306	\$	11,364,626
Community Placement Plan (CPP)	\$ -	0.0%	\$ -	\$	-
<b>TOTAL POS EXPENSES</b>	<b>\$ 312,905,556</b>	<b>100.0%</b>	<b>\$ 201,348,545</b>	<b>\$</b>	<b>499,147,409</b>
*This budget reflects through the E - 1 for FY24.					
<b>Total Regional Center Budget:</b>				<b>\$</b>	<b>544,658,257</b>



## Committee Information

For committee agendas and location information, please visit

<https://nbrc.net/about-us/board-of-directors/board-meetings/board-committee-meetings/>

Committee	Members	Description	Next Meeting
Executive Committee	Board President - Rosemarie Pérez Board Vice President – Vacant Board Secretary – Ronald Gers Board Treasurer – Andrea Bednarova	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.	May 20, 2024 6:30pm – 7:30pm  Occurs the 3 <sup>rd</sup> Monday of every month
Vendor Advisory Committee (VAC)	Board VAC Representative – Breeanne Kolster	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.	May 14, 2024 10am – 11:30am  Occurs the 2 <sup>nd</sup> Tuesday of every month
Public Policy Advisory Committee (PPAC)	Board VAC Representative – Breeanne Kolster Board Member – Sara Speck	The Public Policy Advisory Committee is an advisory committee to the board. The committee reviews public policy impacting regional center services including: <ul style="list-style-type: none"> <li>- Congressional bills, California state legislation and budget trailer bills</li> <li>- Federal and state executive orders</li> <li>- Changes in regulation and other law relating to disability programs and services</li> <li>- Department of Developmental Services directives</li> </ul> The purpose of the committee is to keep the Board informed of important policy developments and recommend potential actions for the Board to take.	May 28, 2024 10am – 11:30am  Occurs the 4 <sup>th</sup> Tuesday of every month

Cultural and Linguistic Competency Committee (CLCC)	Board President - Rosemarie Pérez Board VAC Representative – Breeanne Kolster Board Member – Sara Speck Board Member – Martha Valdez	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.	May 16, 2024 12pm – 1pm  Occurs the 3 <sup>rd</sup> Thursday of every month
Client Advisory Committee (CAC)	Board Member & CAC Co-Chair – Sara Speck Board Member – Martha Valdez	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.	June 28, 2024 1:00pm – 2:30pm  Occurs quarterly, 4 <sup>th</sup> Friday of the month
Risk Reduction Advisory Committee (RRAC)	Board Member – Joanne Giardello Board Member – Sara Speck	The Committee develops agendas that focus on policies, discussions, practices, and tasks related to prevention and response to neglect, physical and sexual abuse.	Mayn 29, 2024 1:00pm – 2:00pm  Occurs the last Wednesday of every month

**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.



**Approved by the Executive Committee on April 15, 2024  
(Perez, Bednarova)**



**Board Opportunity Fund Request**

Date: April 15, 2024
Service Coordinator: SPR
Individual Name: RG
DOB: 1969
County of Residence: Solano
Type of Request: Rental assistance

**Summary**

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

RG is a 54-year-old unconserved, man who is eligible for North Bay Regional Center services with a diagnosis of Mild Intellectual Disability. RG has been without housing for over a year. He has struggled for years with substance abuse and mental health disorders and has resided at Napa State Hospital, specialized residential facilities and has been in and out of jail multiple times. RG had a long period of stability before he relapsed into drugs, methamphetamine in 2023, and subsequently lost his placement and has been homeless since. There have been attempts to help RG become sober, but interventions have been unsuccessful. Recently, however, RG has suffered some serious health issues which have compelled him to seek help with overcoming his addiction. He receives psychiatric services from Turning Point and START services. A newly identified de-tox program has agreed to support RG and he has agreed to try the program. The de-tox program is out-patient and he will be there during day hours.

New Beginnings SLS has agreed to serve RG and recently found a roommate situation that he has agreed to try. The rent is \$650 a month, plus approximately \$150 for utilities which includes RG's PG&E, phone, water and garbage. RG lost his SSI while homeless, but a new application is being submitted and a payee will be identified. The team expects that process to take approximately 3-6 months to complete. While board funds are needed and utilized to confirm the lease, RGs Service Coordinator will also pursue a temporary rental subsidy through purchase of

service dollars (POS) to assist RG with the necessary funds until his social security benefits become available.

The ID team respectfully requests \$800.00 for one month of rent and utilities plus an additional one-time amount of \$500 to help him purchase a bed, mattress, dishes, towels, cleaning products and hygiene products.

TOTAL FUNDS REQUESTED: \$1300.00

ALTERNATIVE RESOURCES EXPLORED: Cal-Fresh, and local Food Banks, social security pending.

.....


# MAY/MAYO

05/24

SUNDAY DOMINGO	MONDAY LUNES	TUESDAY MARTES	WEDNESDAY MIERCOLES	THURSDAY JUEVES	FRIDAY VIERNES	SATURDAY SABADO	NOTES
			1	2	3	4 <div style="background-color: #90EE90; padding: 2px; border: 1px solid black; display: inline-block;">                     Translife Conference                      8:00 AM                      Santa Rosa                 </div>	<div style="background-color: #FFFF00; padding: 5px; border: 1px solid black; margin-bottom: 5px;"> <b>Community Presentation</b>  <i>Presentación Comunitaria</i> </div> <div style="background-color: #FF8C00; padding: 5px; border: 1px solid black; margin-bottom: 5px;"> <b>NBRC Hosted Event</b>  <i>Evento organizado por NBRC</i> </div> <div style="background-color: #90EE90; padding: 5px; border: 1px solid black;"> <b>Community Outreach Event</b>  <i>Evento de Alcance Comunitario</i> </div>
5	6	7	8 <div style="background-color: #FF8C00; padding: 2px; border: 1px solid black; display: inline-block;"> <b>NBRC Spring Info Session</b>                      2:00 PM                      Zoom                 </div>	9	10	11 <div style="background-color: #90EE90; padding: 2px; border: 1px solid black; display: inline-block;">                     Inclusion Festival                      11:00 AM                      Petaluma                 </div>	
12	13	14	15	16	17	18	
19	20	21	22	23	24	25	
26	27	28	29	30	31		

## VAC MEETING MINUTES



### Vendor Advisory Committee

North Bay Regional Center

February 13, 2024, at 10:00 am - 11:30 am  
Via Zoom & In Person

#### VAC VOTING MEMBERS PRESENT:

Stacey Martinez, VAC Co-Chair, The Arc-Solano  
Eric Martin, Oaks of Hebron  
Carin Hewitt, ALift, LLC  
Adria Carson, On My Own  
Samantha Wilhite, Connections for Life

Jamie F Thompson, Napa Valley Support Services  
Jessica Sadowsky, Bayberry Inc.  
Mary Eble, North Bay Housing  
Jeremy Hogan, United Cerebral Palsy of the North Bay

#### VAC VOTING MEMBERS ABSENT:

Breeanne Kolster, VAC Co-Chair, 24 Hour Home Care

James Cox, Becoming Independent

#### NBRC STAFF PRESENT:

Kelly Weber, Associate Director of Client Services  
Gabriel Rogin, Executive Director  
Janelle Santana, Executive Assistant  
Deanna Mobley, Director of Clinical and Intake Services  
Diana Azinger, Resource Development Rate Coordinator  
Deanna Heibel, Associate Director of Client Services

Ellen Sweigert, Consumer Advocate  
Dee Skrzypczak, Fiscal Supervisor  
Beth DeWitt, Director of Client Services  
Isabel Calder, Chief Financial Officer  
June Ursini, Resource Developer

#### GUESTS:

Dr. Suzanne Van Stralen, Liaison Office at A Bright Future  
Laurence Koross, Library Associate at Napa County  
Public Library  
Elizabeth Clary, Alchemia  
Marissa Elder, Enriching Lives Family Home Agency  
Stephanie Munson, Goodwill – Redwood Empire  
Eddie Esquivel, Manos  
Vanessa Dean, New Leaf Solutions  
Rebecca Hansen, CBEM LLC  
Natalie Lopez, New Leaf Solutions  
Tokasa Buinimasi  
Jesse Carbone, North Bay Industries  
Dalia Flores, North Bay Industries  
Shana Murray, Executive Director De Colores Arts  
Bulafiji SLS  
Claudia Silva, Lifehouse  
Robert Hutt, North Bay Industries  
Heather Crocker, ALift LLC  
Jose Hernandez, InClusion Services  
Joe Brewer  
Dawn Mcfadden, Lynn & Darla  
Melissa Cardenas, Dungarvin

Bobbie Scott, CBEM LLC  
Emma Bourke, North Bay Industries  
Kelley Hanson, Executive Director at Pace Solano  
Rhonda Mottern  
Venita Parrish, Aveanna Healthcare  
Taylor Berry, 24 Hour Home Care  
Alan Flores, United Access  
Brittanni Murphy, Connections for Life  
Frank Quinliven, CBEM LLC  
Kaela Talafili, Becoming Independent  
Mary Reynolds, Connections for Life  
Landon Vandergrind, North Bay Industries  
Tiffany Spiecker, Telecare CCH/EBSH  
Leticia Leon, R&D Transportation  
Andrea Mendoza, Advanced Supportive Living SLS  
Denise Hunley, Connections for Life  
Paloma Rodriguez, Aveanna Support Services  
Brandi Auble, Ca Mentor  
Eric Vanderville, Allied Integration Services  
Patti Ambriz  
Rochelle  
Ronda Reyes, Solano Diversified Services

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

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



## B. CONSIDERATION OF AGENDA

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

## C. APPROVAL OF MINUTES:

- a. December 12, 2023, Meeting Minutes – Approved by Jeremy Hogan. Seconded by Jessica Sadowsky. All in favor, none opposed.



## D. SPECIAL PRESENTATIONS

- a. Laurence Koross, Library Associate at Napa County Public Library, presented an overview of the following.
  - a. The extensive resources and services offered by the Napa Library, including e-books, streaming services, a library of things, literacy department, meeting and study rooms, public computers, free Wi-Fi, one-on-one technology help, event hosting, and a Friends of the Library wall and book sale.
  - b. Laurence Koross expressed a desire to make the library's resources more accessible and utilized by the community, particularly marginalized and vulnerable communities.
  - c. Laurence Koross also mentioned the availability of volunteering opportunities at the library and the intention to create opportunities if they are not currently listed. The meeting also highlighted the unique programs offered by Sonoma County libraries, such as the "Read to a Dog" program. The importance of libraries as community resources was emphasized, and the Napa library's branches and their respective events were also discussed.
  - d. Questions: call 707-259-8395 or email [Laurence.koross@countyofnapa.org](mailto:Laurence.koross@countyofnapa.org)
- b. Follow-Up for POS Procedures
  - a. Kelly Weber, NBRC Associate Director of Client Services and Dee Skrzypczak NBRC Fiscal Supervisor, had a discussion and clarified the procedures for NBRC's purchase of service from vendors.
    1. A copy of the presentation can be found [here](#).
    2. Addressed potential issues such as missing authorizations or invoice lines and the steps to resolve them.
    3. Kelly Weber and Dee Skrzypczak concluded by clarifying that acting supervisors cover for absent supervisors and can approve purchases.
    4. Isabel Calder, NBRC CFO, discussed the volume of new authorizations and renewals in January, noting a significant increase in May and June due to fiscal rollover preparations. Isabel Calder highlighted potential delays in the purchasing process, such as when a purchase doesn't align with the Individualized Placement Plan (IPP) or when service coordinators don't consider generic resources.
    5. Isabel emphasized the importance of effective communication and collaboration between service coordinators, supervisors, and vendors to

ensure timely approvals and services. The meeting also covered the use of the Sandis Portal for vendors to track authorization expiration dates and the importance of flagging high-priority purchases for quicker approval.

6. The committee discussed the importance of correctly reviewing and adhering to authorization emails. They stressed the need for the person receiving the authorization to check the dates and details.
  - a. Isabel Calder, NBRC clarified that there is a difference between a purchase of service request and an authorization. They also discussed the procedure for invoicing and the necessity of billing the exact hours and units, regardless of any rate changes. The issue of vendors not receiving the authorization email was also addressed.
7. The discussion concluded with a suggestion from VAC Voting Members for NBRC Associate Directors to participate in subcommittee meetings for better discussions.

#### E. GROUP REPORTS

- a. Napa-Solano Vendor Group – None
- b. Sonoma Vendor Group –
  - a. Eric Martin reported the following topics discussed at their recent meeting.
    1. Issues such as delayed or non-receipt of purchases by some vendors
    2. Unforeseen changes in the NBRC holiday schedule
      - a. Gabriel Rogin, NBRC Executive Director, apologized for any confusion and assured that the latest NBRC holiday schedule would be provided.
- c. Residential/Housing
  - a. Mary Eble reported on the NBRC Housing Committee meeting, highlighting progress of the 811 program and potential future developments. Mary also discussed the challenges of tracking the process from referral to housing and a new law prohibiting managers from holding credit history against someone with a subsidy.
  - b. Vallejo Section 8: [Vacaville Section 8 list.pdf](#)
    1. [https://www.cityofvallejo.net/our\\_city/city\\_government/vallejo\\_housing\\_authority/programs\\_and\\_services/how\\_to\\_apply/wait\\_list\\_status\\_updates](https://www.cityofvallejo.net/our_city/city_government/vallejo_housing_authority/programs_and_services/how_to_apply/wait_list_status_updates)
    2. Vallejo opens 2/20 and closed 3/5. Only 400 reapplications will be selected for the wait list.
    3. Vacaville opens 2/26 and closes 3/11. It's the same lottery process as Vallejo.
- d. Transportation
  - a. Leticia Leon, R&D Transportation, reported on the monthly transportation services, noting a total of 58,432 trips scheduled in January.

- e. Trade Associations
  - a. CDSA
    - 1. Elizabeth Clary, shared that they are preparing for legislative advocacy days in March, working to make changes in the Governor's proposed budget.
  - b. CCLN
    - 1. Eric Martin discussed CCLN's advocacy efforts in response to the Governor's budget, including plans to write letters and work with other organizations. Eric also mentioned potential plans to redefine Independent Living Services (ILS) to be more like Supported Living Services (SLS) and combine the two.
  - c. ANCOR
    - 1. Jessica Sadowsky to share a summary of the ANCOR update.
      - a. The Centers for Medicare & Medicaid Services' (CMS) are proposing changes to the Home and Community-Based Services (HCBS) Waivers application.
        - i. ANCOR sent a letter to CMS that outlines their priorities.
          - 1. Jessica Sadowsky will send the priority list to Stacey Martinez, VAC Co-Chair.
  - d. ARC/UCP
    - 1. Stacey Martinez, VAC Co-Chair, shared the ARC of California's legislative priorities and an upcoming legislative day in Sacramento.
      - a. Disco at the Capitol on April 9<sup>th</sup>
- f. NBRC Board Report
  - a. Breeanne Kolster, VAC Representative, was not present during the meeting. Stacey Martinez, VAC Co-Chair, read Breeanne's report on the NBRC Board Meeting that occurred on February 7, 2024.
    - 1. The Board of Director's approved funds for ARCA membership.
    - 2. Discussion of board policy changes aimed at inclusivity
    - 3. The strategic plan was approved by NBRC's Board of Director's.
    - 4. Ronald Gers was voted in as the new Board secretary.
    - 5. The next board meeting is on March 6, 2024 at the Solano County Office of Education.
- g. ARCA Report
  - a. Gabriel Rogin, NBRC Executive Director, shared several updates, including budget-related matters and upcoming events.
  - b. Diana Azinger has been promoted to Resource Development Supervisor starting February 16<sup>th</sup>.
- h. Committees/Subcommittees
  - a. Public Policy Advisory Committee (PPAC)
    - a. Jeremy Hogan shared the group discussed the American Rescue Plan Act.
    - b. The Legislative Breakfast advocacy event is scheduled for Friday, April 19<sup>th</sup> at NBRC's Santa Rosa office.

- c. The next PPAC meeting is scheduled for February 27<sup>th</sup>.
- b. SLS/ILS Subcommittee
  - 1. Eric Martin shared the group discussed the unfunded mandate from the State for sick leave for part-time employees.
- c. State VAC Coalition
  - 1. Stacey Martinez, VAC Co-Chair, shared the advocacy efforts of the State VAC Coalition.

#### F. NBRC UPDATES

- a. Fiscal – None
- b. Vendor Relations – None
- c. Consumer Advocacy – Ellen Sweigert, NBRC Consumer Advocate, to send the packet out of Solano and Sonoma resources.

#### G. OLD BUSINESS

- a. Co-Chair Nomination – Stacey Martinez, VAC Co-Chair will send out a request for nominations to VAC Voting Members.

#### H. NEW BUSINESS – None

#### I. VENDOR COMMUNITY: OPEN FORUM

- a) Please submit any questions, comments, or issues you wish the VAC facilitator to bring up during the meeting. Before the meeting, complete the Google Form:
  - a. To complete the Google Form: <https://forms.gle/dRKKvPr1As3sHA8Z8>

#### J. GENERAL ANNOUNCEMENTS

- a) The next VAC meeting will be held on Tuesday, March 12<sup>th</sup>, at 10 am in Santa Rosa.

#### K. AGENDA ITEMS FOR FUTURE MEETINGS

- a) By-Law Review Committee
- b) Idea Collection – how to assess communication with NBRC



#### L. ADJOURNMENT- *Stacey Martinez, VAC Co-Chair*, ended the meeting. 11:46AM



**NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.**

**BOARD OF DIRECTORS**

<b><u>Term</u></b>	<b><u>Name</u></b>	<b><u>County</u></b>
5/18 – 4/21 5/21 – 4/24 5/24 – 4/25 (4/25) <b>TREASURER:</b> 9/18 – 8/20, 9/20 – 2/22 <b>PRESIDENT:</b> 3/22 – 2/24, 3/24 – 9/24	<b>Rosemarie Pérez</b>	Sonoma
11/19 - 10/22 11/22 – 10/24 11/24 – 10/26 (10/26) <b>TREASURER:</b> 3/22 – 2/24, 3/24 – 2/26	<b>Andrea Bednarova</b>	
07/22 – 06/23 07/23 – 06/26 07/26 – 06/29 (06/29) <b>SECRETARY:</b> 3/24 – 2/26	<b>Ronald Gers</b>	Sonoma
7/18 – 6/21 7/21 – 6/24 7/24 – 6/25 (6/25) <b>SECRETARY:</b> 3/20 – 2/22, 3/22 – 2/24 <b>VICE PRESIDENT:</b> 5/24 – 6/25	<b>Sara Speck</b>	Solano
1/22 – 12/23 1/24 – 12/25 (12/25) VAC REP	<b>Breeanne Kolster</b>	Napa, Solano, Sonoma / VAC
02/22 – 01/23 02/23 – 01/26 02/26 – 01/29 (01/29)	<b>Joanne Giardello</b>	Solano
09/23 – 08/24 09/24 – 08/27 09/27 – 08/30 (08/30)	<b>Carl Vinson</b>	Solano
11/23 – 10/24 11/24 – 10/27 11/27 – 10/30 (10/30)	<b>Martha Valdez</b>	Sonoma
01/24 – 12/24 01/25 – 12/27 01/28 – 12/30 (12/30)	<b>Sahira Arroyos</b>	Solano
03/24 – 02/25 03/25 – 02/28 03/28 – 02/31 (02/31)	<b>Ravinder Rangji</b>	Solano

(Dates in brackets are the 7<sup>th</sup> consecutive year)

**Revised 5/2024**

## NBRC Board of Director's Bylaws

### **Section 6.3 Duties of the President**

The President shall preside at all meetings of the Board of Directors and at all meetings of the Executive Committee; shall execute all agreements with the Department of Developmental Services and the State of California for funding of the Corporation and all leases of real property; shall, with the approval of the Board of Directors, appoint the chairpersons of all committees, except the Executive Committee, the Nominating Committee and the Service Provider Advisory Committee; shall be a member, ex officio with vote, of all Standing Committees other than the Service Provider Advisory Committee (except that the President may designate the First or the

Second Vice President, in place of the President, to be a member, ex officio with vote, of any such Standing Committee other than the Service Provider Advisory Committee); and shall perform such other duties as may be required of him or her by these Bylaws or may be required of him or her from time to time by the Board of Directors.

### **Section 6.4 Duties of Vice President**

The First Vice President shall perform all duties and exercise all powers of the President when the President is absent or is otherwise unable to act. The First Vice President shall perform such other duties as may be required from time to time by the Board of Directors.



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

## **Proposed Board Vice President: Sara Speck**

Sara Speck is a NBRC client and is living a successful life as a person who has Down syndrome. Sara works at Safeway as a Head Courtesy Clerk and trainee. She volunteers 4 days a week at the Larsen Center in Vacaville where she is a pre-school Para Educator working with special needs kids. She was also a nominee for her volunteer work at the Solano County SELPA Community Advisory Committee. As a board member, her unique input is heard, shared and inspiring to those living in today's society with special needs.

The Nominating Committee recommends Sara Speck for Board Vice President from May 2024 to June 2025.

**FAIR HEARING & MEDIATION UPDATE**

**APRIL 1, 2024 – APRIL 30, 2024**

Eligibility (23-27)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing decision made.
Eligibility (24-7)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting held. No mediation or hearing requested at this time.
Eligibility (24-8)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Appeal withdrawn.
Service (24-9)	<u>Reason for Appeal:</u> Claimant appeals denial of request to fund service. <u>Ruling:</u> Mediation held. Fair Hearing rescheduled.
Eligibility (24-10)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Fair hearing scheduled.
Eligibility (24-11)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation in process of scheduling. Fair Hearing not requested at this time.