



*Promoting Opportunities
Supporting Choices*

*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*

MEETING NOTICE

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

DATE: May 3, 2023

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
May 3, 2023, 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 April 5, 2023 be approved as submitted. (2 min) (pgs. 1-4) ACTION
- IV. GENERAL PUBLIC COMMENT – Please use the chat in the Zoom meeting, 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. CONTRACTS OVER \$250,000 – Courtney Singleton, Director of Community Services (30 mins) (pgs. 5-8) ACTION
 - A. Family Home Agencies (FHA)
 - B. Presentation on R&D Transportation Services – Leticia Leon, R&D Vice President (attachment)
- VI. INTRODUCTION OF NBRC STAFF MEMBER – Erlisa Koci, Deaf and Hard of Hearing Resource Developer (15 mins) (pg. 9) INFO
- VII. TREASURER'S REPORT – Andrea Bednarova, Treasurer
 - A. Treasurer's Report be approved as submitted (5 min) (pgs.10-11) ACTION
- VIII. COMMITTEE REPORTS –
 - A. Executive Committee Update – Rosemarie Pérez, President (15 min) INFO
 - i. Strategic Planning Update
 - ii. Approved Specialized Residential Facility (SRF) Contract (pg. 12)
 - B. Cultural/Linguistic Competency Committee Update – Rosemarie Pérez, President (5 mins) INFO
 - C. Vendor Advisory Committee Update – Breeanne Kolster, VAC Co-Chair (5 mins) (pgs. 13-16) INFO
 - D. Public Policy Advisory Committee Update – Breeanne Kolster, VAC Representative (5 mins) INFO
 - i. Legislative Breakfast Update
 - E. Client Advisory Committee Update – Sara Speck, Secretary & CAC Co-Chair (5 mins) INFO
 - F. Risk Reduction Advisory Committee Update – Joanne Giardello, Board Member (5 mins) INFO
 - G. Nominating Committee Update – Joanne Giardello, Nominating Committee Chair (10 mins) INFO
- IX. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (15 mins)
 - A. 2023 Board Meeting Locations (pg. 17) ACTION
- X. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XI. GENERAL PUBLIC COMMENT – Please use the chat in the Zoom meeting, 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)
- XII. ADJOURNMENT – Rosemarie Pérez, President

(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 an Annual Meeting on June 7, 2023 at 6:00 pm.

North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
April 5, 2023, 6:00 p.m.
Via Zoom Webinar

NBRC BOARD MEMBERS PRESENT:

Rosemarie Pérez, President, Sonoma County
Candace White, Vice President, Solano County
Sara Speck, Secretary, Solano County
Joanne Giardello, Solano County

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

NBRC BOARD MEMBERS ABSENT:

Jose Ayala, Napa County
Jeremy Johnson, Solano County

Brien Farrell, Solano County

NBRC STAFF PRESENT:

Gabriel Rogin, Executive Director
Beth DeWitt, Director of Client Services
Isabel Calder, Chief Financial Officer
Barrie Gordon, Controller

Courtney Singleton, Director of Community Services
Deanna Mobley, Director of Intake and Clinical Services
Janelle Santana, Executive Assistant
Katie Gallagher, Self-Determination Program Supervisor

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

Hilary Baird
Lisa Hooks
Triny Lopez, ICS Interpreting Services
Carin Hewitt
Stacey Martinez
Holly Armijo

Linda Plourde
James Cox, BI
Danny T.
Corinne Sixkiller, DDS
Cindy Cahill
1707****720

MINUTES

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

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

CONSIDERATION OF MINUTES –

- i. Regular Business Meeting Minutes from March 1, 2023 be approved as submitted.

M/S/C (Speck/Bednarova) Moved to approve the minutes for March 1, 2023.

**APPROVED
UNANIMOUS**

GENERAL PUBLIC COMMENT –

Hilary Baird, Community Member, gave positive feedback on how North Bay Regional Center is conducting the 'Community Conversations'.

PRESENTATION ON SELF-DETERMINATION PROGRAM –

Katie Gallagher, NBRC Self-Determination Program Supervisor, presented an overview of the Self-Determination Program. The information can be found on pages 5-18 of the April 2023 Board Meeting packet.

- Katie Gallagher will send a flyer for the program to Gabriel Rogin, Executive Director, so it can be forwarded to the board. Katie will also send the flyer to Service Coordinators within NBRC.

TREASURER'S REPORT –

A. Treasurer's Report be approved as submitted.

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

- NBRC continues to be on track for a balanced budget.
- Operations
 - The Department of Developmental Services (DDS) has committed to funding the remaining portion of the Community Placement Plan (CPP) allocation. Once the full CPP allocation is received, the General operations budget will be adjusted accordingly and preparation for year-end will begin. Until then, NBRC will continue to monitor all expenses.
- Purchase of Service
 - The residential care homes received a rate increase in January 2023. In February there was an additional retrospective rate adjustment for minimum wage which was missed by DDS. All payments have been issued.
- Santa Rosa Office
 - Our Santa Rosa staff toured the new location on March 27th. Staff were excited to see the new office space and all appeared to be happy with the progress.
 - Our last day in the current office was on March 30, 2023. The movers began transferring office belongings to the new office on Monday, April 3rd.
 - There are still a few final details that need to be completed. Our expected first day of business is scheduled for May 1st.
 - We will work on planning an open house later this summer.

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

**APPROVED
UNANIMOUS**

B. Approval of B-6 Contract

Isabel Calder, CFO, reviewed the B-6 Contract that can be found on page 21 of the April 2023 board packet.

- This funding is for the Community Placement Plan (CPP) and Community Resource Development Program (CRDP) startup funds. This will be used to fund the development of new projects identified by the Community Resource Department.

M/S/C (Speck/Bednarova) Motioned to approve the B-6 Contract as submitted.

**APPROVED
UNANIMOUS**

COMMITTEE REPORTS –

A. Executive Committee Update –

- a. *Rosemarie Pérez, President*, updated the board on the following items.
 - a. Strategic Planning Update
 - 1. Sara Speck, Secretary, gave an update on the Strengthening Self-Advocates Workgroup.
 - a. We have developed strategies and an action plan to work towards our goal of empowering people served.
 - b. Executive Committee Approved Items
 - 1. The approved C-4 Contract can be found on page 22 of the April board meeting packet.
 - 2. The approved Support Letter from Board of Directors for AB 649 can be found on pages 23-25 of the April board meeting packet.
 - 3. The Executive Committee approved a board opportunity fund request that can be found on pages 26-27 of the April 2023 Board Meeting packet.
 - c. Committee Membership
 - 1. Rosemarie Pérez, President, encouraged board members to volunteer for committees.

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

- a. *Rosemarie Pérez, President*, shared the following.
 - a. A summary of 2023 Community Events can be found on pages 30-33.
 - b. CLCC is reviewing NBRC board policies.

C. Vendor Advisory Committee (VAC) Update –

- a. *Breeanne Kolster, VAC Co-Chair*, listed the following items discussed during the Vendor Advisory Committee meeting.
 - a. The VAC held their first hybrid meeting (in-person and virtual).
 - b. VAC has met the need for voting members.
 - c. Vendors discussed their concerns regarding paratransit and transportation barriers. VAC is working in collaboration with NBRC to resolve the barriers.
 - d. The communication issue was addressed quickly by NBRC. Thank you for acknowledging that and acting on it.
 - 1. VAC received an agency phone list
 - 2. Out-of-office messages have been in place since this issue was brought forward.
 - e. The group discussed the changes within Early Intervention and the escalation of service cancellations.

D. Public Policy Advisory Committee (PPAC) Update –

- a. *Breeanne Kolster, VAC Representative*, shared the following.
 - a. PPAC brainstormed creative ways to bring upon a larger workforce.
 - b. PPAC meets on the last Tuesday of every month at 10am. If you would like to attend, please let Mariam Guirguis know. mariamg@nbrc.net
 - c. The Legislative Breakfast Event is scheduled for April 21st from 9am to 10:30am at NBRC's Napa office or on Zoom. There will be representation from Assemblymembers and Senators.
 - 1. Please RSVP with Janelle Santana, NBRC Executive Assistant, if you would like to attend. janelles@nbrc.net or 707-256-1224
 - d. Update on Grassroots Day
 - 1. A group of NBRC service coordinators, vendors, and board members met with legislators to discuss advocacy points.
 - 2. Joanne Giardello, Board Member, and Rosemarie Pérez, Board President, shared their experience meeting with staff members of legislators.
 - 3. Gabriel Rogin, Executive Director, acknowledged the Service Coordinators that participated in Grassroots Day.

E. Client Advisory Committee (CAC) Update –

Sara Speck, Board Secretary & CAC Co-Chair, reported the committee met on March 24th from 1:00pm – 2:30pm.

- o Ami Sullivan, Kinetic Flow, updated CAC on NBRC's Strategic Planning process.
- o ALO Consulting presented an overview of Home and Community Services (HCBS).
- o Sara Speck, CAC Co-Chair, updated CAC on a committee she attends for the Association of Regional Center Agencies (ARCA).
- o Gabriel Rogin, Executive Director, shared about the opportunity to join NBRC's Board of Directors and encouraged people to apply.
- o The next CAC is on June 23rd from 1:00pm-2:30pm via Zoom. Topic is to be determined.

F. Risk Reduction Advisory Committee (RRAC) Update –

- a. *Joanne Giardello, Board Member & Prevention Committee Chair*, shared the following.
 - a. RRAC reviewed policies around abuse and neglect.
 - b. The next meeting is scheduled for April 26th at 1:00pm via Zoom. We plan to discuss current risk factors that contribute to people served being abused.

G. Nominating Committee Update –

- a. Board of Directors' Membership Discussion
 - a. *Joanne Giardello, Nominating Committee Chair*, reminded the board of the commitment to refer one person to the Board by the June board meeting.

EXECUTIVE DIRECTOR'S REPORT –

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

A. Backup Board Opportunity Fund Signer

- a. Currently, Gabriel Rogin is the sole authorized signer for the Board Opportunity Fund.
- b. Courtney Singleton, Director of Community Services, was selected to be the backup signer.

M/S/C (Speck/Giardello) Motioned to approve Courtney Singleton, Director of Community Services, as the backup board opportunity fund signer.

APPROVED

UNANIMOUS

Burris ABSTAINED

B. 2023 Board Meeting Locations & Attendance

- a. Gabriel Rogin notified the board of the dates for the Napa and Santa Rosa Annual Board Meetings.
- b. The Board Retreat was changed to August 9th.
- c. The Board decided to conduct future Board Meetings with a hybrid option.
- d. The Board decided to move the board meeting from July 5th to July 19th to hold an open house in the new Santa Rosa office prior.
- e. We will present a final version of the 2023 Board Meeting Locations for approval at the May board meeting.

C. ARCA Academy Flyer in packet

- a. Gabriel Rogin asked for board members to participate in the ARCA Academy event on April 29th.
 - i. Joanne Giardello, Rosemarie Pérez, and Breeanne Kolster volunteered to attend.

D. SR Office Move

- a. Our last day in the current Santa Rosa office was on March 30, 2023.
- b. Staff are still available via phone call or email.
- c. Our expected first day of business is scheduled for May 1st.
- d. We will work on planning an open house on July 19th.

E. NBRC is hiring rapidly and building capacity

- a. NBRC created an Associate Director of Early Intervention and Young Children position.
- b. Hiring new supervisors and service coordinators for 3 to 6-year-old age range.
- c. Posted Individuals with Disabilities Education Act (IDEA) Specialist
- d. NBRC announced the Tuition Reimbursement Program.

F. NBRC is tracking and addressing the new Performance Measures from DDS.

G. The Little Hoover Commission released its report. Gabriel Rogin summarized some of the focus areas.

- a. Increased consistency within and across regional centers.
- b. Looking for more direction from the Department of Developmental Services (DDS)
- c. Modernize data systems of regional centers
- d. Adjust selection process for regional center boards.
 - i. The report will be discussed at future legislative hearings.

GOOD OF THE ORDER – None

GENERAL PUBLIC COMMENT – None

ADJOURNMENT – Rosemarie Pérez, President, adjourned the regular business board meeting at 7:57pm.

Date submitted to NBRC Board for review

05/03/2023

Date approved by NBRC Board Executive Committee (if applicable)

N/A

Date approved by NBRC Board

Operations ☐

Purchase of Service ☒

The following contracts have been reviewed by Courtney Singleton, Director of Community Services, Isabel Calder, Chief Financial Officer and Gabriel Rogin, Executive Director. 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	Notes
Family Home Agency	46	California Mentor Family Home Agency, LLC, HN0365	06/01/23-05/31/24	Previous Year: \$ 2,781,971 New Contract: Over \$250,000	
Family Home Agency	33	AMP INC DBA Enriching Lives HN0386	06/01/23-05/31/24	Previous Year: \$1,947,236 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.

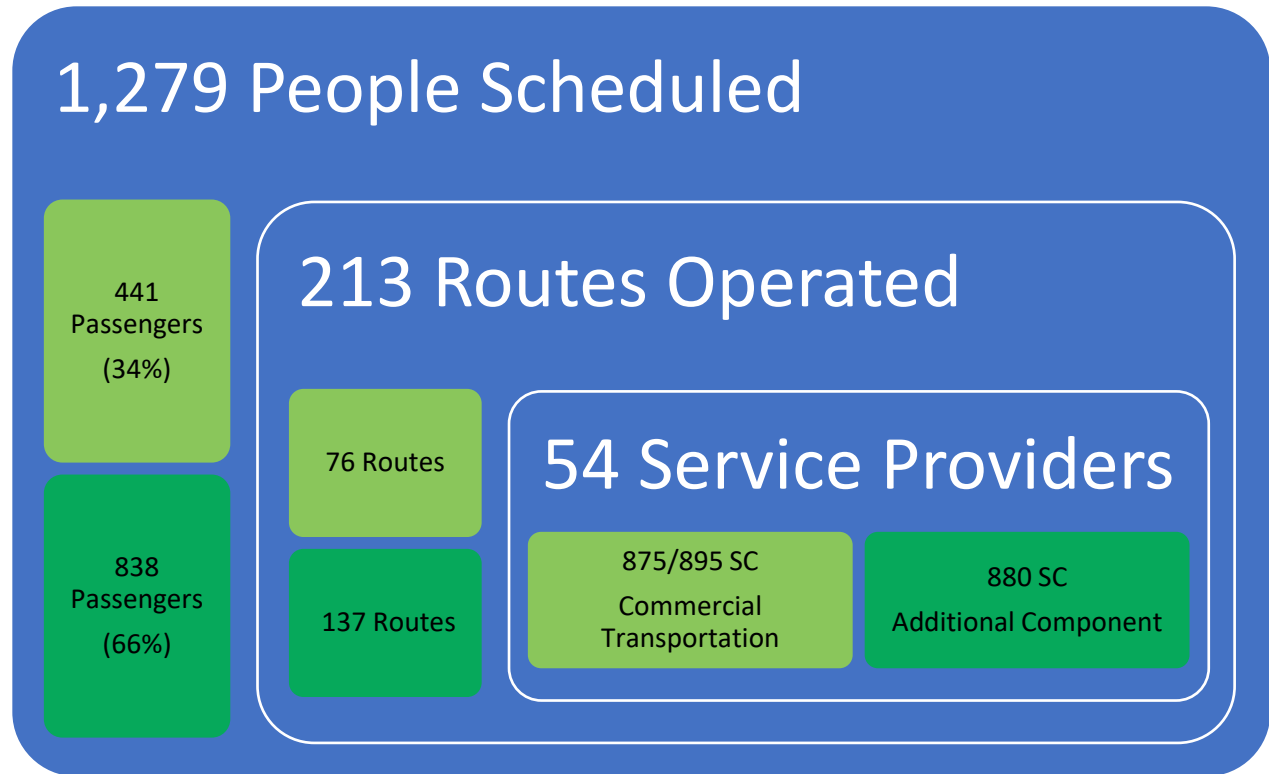
The FHA is a private, nonprofit organization under contract to, and vendored by a regional center. FHAs are responsible for recruiting, training, approving and monitoring family homes, as well as providing ongoing support to family homes. Social service staff employed by the FHA make regular visits to 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.

Purpose of Contract	Consumers Served	Contractor Name and Vendor# (if applicable)	Term of Contract	Annual Contract Amounts	Notes
Transportation Broker	1279 (March 2023)	R&D Transportation Services, Inc.	07/01/23-06/30/28	\$1,583,672 Maximum Annual Contract Amount	

Summary:

R&D Transportation has been providing transportation brokerage services to individuals served by NBRC since 2012. The majority of the contract funds go towards managing the transportation routes that allow individuals to attend their day programs. Currently R&D routes 1279 riders daily in Napa, Solano and Sonoma Counties. R&D completes a transportation access plan required by legislation for each individual they provide routed transportation for. Services provided under this contract include: Managing transportation contracts, scheduling all routes, quality assurance of transportation providers, call center support for vendors, clients and families, contract compliance audits, driver trainings, travel training, and developing new transportation services. R&D Transportation oversees \$10,000,000 in transportation contracts annually for NBRC.

North Bay Regional Center
Contract Transportation Dashboard for March 2023



During the month of March 2023, **54 transportation service providers** contracted by NBRC operated **213 routes**, scheduled to serve **1,279 people**, who required **49,749 passenger trips** during the service month. *Wow! That is a lot of trips!*

Fun Facts!

March: 23 Service Day Month

Scheduled Service Hours/Month: 13,315

Scheduled Service Miles/Month: 226,979

Average Rider Miles Traveled/Day: 8.92

Max Rider Miles Traveled/Day: 47.81

Min Rider Miles Traveled/Day: 1.09

Avg. Daily Ride Time Duration: 27 Minutes

Transportation Cost Summary

Total Not-to-Exceed Contracted Transportation Costs: \$1,361,157 Month; FYTD: \$10,191,222

(This reflects all scheduled transportation costs before all contractor invoices are reconciled.)

Capacity Building Plan

Five (5) routes required to reach the March 2020 service capacity of 218 routes scheduled.

Month/Year	# of Service Agreements	# of Routes Scheduled	# of People Scheduled
Jun-18	28	190	1,409
Jun-19	32	201	1,479
Jun-20	53	233	1,538
Jun-21	51	194	1,579
Jun-22	54	209	1,248

Attachment A

Attachment A – Fee Structure for Transportation Broker Services will henceforth reflect the rate adjustments authorized by the Department of Developmental Services (DDS) pursuant to **Assembly Bill 136, Chapter 76, Statutes of 2021, Section 4519.10**.

Sub Code	Rate Description	Rate Comments	Unit Type	Rate 3/31/2022	Rate Effective 4/1/2022	Rate Effective 1/1/2023	Comment
MBFF	MONTHLY BASE FIXED FEE A. TRANSPORTATION PLANNING SERVICES, B. QUALITY ASSURANCE FIELD OPERATIONS, AND C. CALL-CENTER SUPPORT	\$52,938.55	MONTHLY	\$52,938.55	\$ 86,381.30	\$ 119,944.50	Converted Trip Rate is \$1.08 per trip. Rate Model benchmark is \$3.27 per trip. 50% increase is \$1.10 per trip. Based on average of 61,024 trips and removing out bundled amounts, the result for this line-item service is rate of \$119,944.50
1VA	CONTRACT COMPLIANCE AUDITS FOR TRANSPORTATION SERVICE PROVIDERS CLASSIFIED UNDER SC 875,880, 895	\$855.39 PER AUDIT	PER UNIT	\$ 855.39	\$ 855.39	\$ 855.39	Bundled 1VA and 1DT with MBFF. Increase applied to MBFF.
1DT	PER DRIVER TRAINING FEE	\$28.52 PER PARTICIPANT	PER UNIT	\$ 28.52	\$ 28.52	\$ 28.52	Bundled 1VA and 1DT with MBFF. Increase applied to MBFF.
1MT	TRAVEL TRAINING SERVICES PER PARTICIPANT TRAINING	\$2,566.17 PER PARTICIPANT	PER UNIT	\$ 2,566.17	\$ 2,566.17	\$ 2,566.17	This service was compared to Mobility Training (Indendent Living). R&D's converted trip rate is \$64.15. The Benchmark is \$46.88. The current rate exceeds the Benchmark, thus no increase. The rate will be held harmless during the hold harmless period.
1MRT	TRAVEL TRAINING SERVICES RE-TRAINING WITH PARTICIPANTS WITHIN NOTED PARAMETERS	\$1,340.10 PER PARTICIPANT	PER UNIT	\$ 1,340.10	\$ 1,340.10	\$ 1,340.10	This service was compared to Mobility Training (Indendent Living). R&D's converted trip rate is \$67.05. The Benchmark is \$46.88. The current rate exceeds the Benchmark, thus no increase. The rate will be held harmless during the hold harmless period.

CHANGE IN RATE OF PAYMENT. As allowable in the model, commencing January 1, 2023, the rate increase will be equal to one-half of the difference between Contractor's current rate and the fully-funded rate model for service providers under Service Code 883. Commencing July 1, 2025, DDS shall implement the fully-funded rate model using two payment components: (i) a base rate equaling 90 percent of the rate model and (ii) a quality incentive payment equaling up to 10 percent of the rate model, to be implemented through the quality incentive program described in the statute. Notwithstanding anything in this paragraph to the contrary, if the California Legislature amends Welf. and Inst. Code Section 4519.10 (or adopts new legislation) to accelerate or otherwise modify the above-described rate increase phase-in schedule, this paragraph shall be deemed automatically modified to comply with the provisions in the amended or new legislation.



Erlisa Koci, MPA

Deaf & Hard of Hearing Resource Developer | Community Resource Services

Hi NBRC Community! My name is Erlisa and I am the new Deaf and Hard of Hearing (DHH) Resource Developer. I am deaf and mainly utilize American Sign Language to communicate. I have always been passionate about helping the Deaf & Hard of Hearing Community. My role with NBRC will focus on working closely with Service Coordinators and their DHH clients while also bridging the gap in services. Understanding the **deaf culture** is a key ingredient that strongly contribute to quality of service. I look forward to exploring key needs of our DHH clients and ultimately connecting with potential vendors who have experience in serving the DHH community.

A survey will be sent out to all Service Coordinators. The survey will help me gain better understanding of the current baseline for providing accessibility to DHH individuals.

DEFINITIONS

- **Deaf:** profound hearing loss: cannot be corrected by hearing aids
- **Hard of Hearing:** some degree of hearing loss: able to identify certain sounds and may be corrected by hearing aids

QUICK FACTS ABOUT DEAF INDIVIDUALS

- Avoid using terms such as “**hearing impaired**” and “**mute**”
- When a DHH individual has some degree of hearing, this does not automatically dismiss special needs and accommodations
- 30-40% of the DHH population will have additional disabilities
- American Sign Language is an **essential** language tool for effective communication
- Person-centered approaches are very rarely used with DHH individuals because of language barriers, additional disability, or simple assumptions
- Eye contact is necessary during face to face communication, even with an interpreter present
- Assistive devices such as hearing aids and cochlear implants do not guarantee hearing

SANDIS LANGUAGE CODE

- 01 – American Sign Language (ASL) is their primary language, even if they may not be fluent
- 02 – Client has no knowledge of ASL due to various reasons, but uses gestures or home signs

Questions about any of the above? I may be reached at: erlisak@nbrc.net or 707-266-6897
I look forward to connecting!



North Bay Regional Center Doug Cleveland Board Opportunity Fund May 3, 2023, Board Meeting

The Doug Cleveland Board Opportunity Fund ending balance as of March 31, 2023, was **\$57,061.80**.

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

Donations and Deposits:

- | | |
|----------------|----------|
| • No Donations | \$ 00.00 |
| • No Deposits | \$ 00.00 |

Awards:

- | | |
|----------------------------|-------------|
| • One (1) award was issued | \$ 1,042.00 |
|----------------------------|-------------|

Other Transactions:

- None

Ops Expenditures 9 month 67%	CFO Board Report As of March 31, 2023 75% of the fiscal year has elapsed				POS Expenditures 9 month 62%
OPERATIONS		Total Ops Allocation: \$ 31,797,439			
Total General Ops Contract: \$ 30,836,188		Total CPP Contract: \$ 672,897			
General Ops Amount Available: \$ 10,388,724		CPP Contract Amount Available: \$ -			
		Total YTD			
OPERATIONS EXPENSE (OPS)	YTD Actual	% by category	Forecast*		Actual + Forecast
Personnel	\$ 14,573,736	71.27%	\$ 6,942,717	\$	21,516,453
Benefits	\$ 3,013,397	14.74%	\$ 2,401,341	\$	5,414,738
Facilities	\$ 1,629,182	7.97%	\$ 512,530	\$	2,141,712
Equipment	\$ 599,020	2.93%	\$ 186,970	\$	785,990
Communications	\$ 284,667	1.39%	\$ 47,744	\$	332,411
Mileage	\$ 128,702	0.63%	\$ 67,919	\$	196,621
Legal	\$ 18,120	0.09%	\$ 30,923	\$	49,043
General Office	\$ 50,013	0.24%	\$ 16,385	\$	66,398
Consultants	\$ 214,031	1.05%	\$ 107,642	\$	321,673
Bank Fee and LOC	\$ 22,118	0.11%	\$ 9,031	\$	31,149
Other Expenses	\$ 41,144	0.20%	\$ 98,856	\$	140,000
Revenue	\$ (126,666)	0.00%	\$ (33,334)	\$	(160,000)
Total Operations Expenses	\$ 20,447,464		\$ 10,400,698	\$	30,836,188
Community Placement Plan (CPP)	\$ 672,897	100%	\$ 672,897	\$	1,345,794
Senior Companion Program - Grant	YTD Actual	% by category	Forecast*		Actual + Forecast
Senior Companion Program - Grant	\$ 178,099	62%	\$ 110,255	\$	288,354
Total Ops Paid: \$ 21,298,460					
PURCHASE OF SERVICES		Total POS Allocation: \$ 436,398,223			
Total POS Contract: \$ 436,398,223		Total CPP Contract: \$ -			
POS Contract Amount Available: \$ 167,723,287		CPP Contract Amount Available: \$ -			
		%	Total YTD		
PURCHASE OF SERVICES (POS)	YTD Actual	YTD Total	Forecast*		Actual + Forecast*
Community Care Facilities	\$ 90,307,586	33.6%	\$ 30,186,318	\$	120,493,904
Supported Living Services	\$ 65,120,112	24.2%	\$ 21,706,704	\$	86,826,816
Day Programs	\$ 47,997,044	17.9%	\$ 16,037,287	\$	64,034,331
Behavioral Services	\$ 21,707,394	8.1%	\$ 7,248,820	\$	28,956,214
Other	\$ 20,973,765	7.8%	\$ 7,078,166	\$	28,051,931
Transportation	\$ 9,974,803	3.7%	\$ 3,342,479	\$	13,317,282
Respite	\$ 6,567,909	2.4%	\$ 2,266,530	\$	8,834,439
Medical Services	\$ 6,026,323	2.2%	\$ 2,131,883	\$	8,158,206
Community Placement Plan (CPP)	\$ -	0.0%	\$ -	\$	-
TOTAL POS EXPENSES	\$ 268,674,936	100.0%	\$ 89,998,187	\$	358,673,123
*This budget reflects through the D-1 for FY23.					
Total Regional Center Budget:		\$ 468,195,662			

Date submitted to NBRC Board for review

04/17/2023

Date approved by NBRC Board Executive Committee (if applicable)

04/17/2023

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	APPROVED	Maximum Annual Payment
Specialized Residential Facility	Vendored for 4 consumers	AMANI Home, LLC	HN0510	04/10/2023 to 12/31/2025	Pérez/Bednarova	\$ 726,510.60

Summary:

Specialized Residential Facility (SRF) is 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. AMANI Home, is licensed as a Residential Care Facility for the Elderly (RCFE), providing care and support to elderly with restricted health conditions who require nursing care and assistance with self-care. The homes provide between 2 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, Recreational Therapist, and a Nutritionist. 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.

VAC MEETING MINUTES



Vendor Advisory Committee

North Bay Regional Center

February 14, 2023 at 10:00 am - 11:30 am
Via Zoom



- A. CALL TO ORDER – *Stacey Martinez, VAC Co-Chair*, called the meeting to order at 10:04 am.
 - a. Roll Call of Voting Members: Stacey Martinez, Breeanne Kolster, Eric Martin, Jeremy Hogan, Michael Lisenko, Michelle Ramirez, Jamie F Thompson, James Cox, Jessica Sadowsky, Michele Rogers (absent), Mary Eble (absent).
 - b. Establish Quorum: established
- B. CONSIDERATION OF AGENDA
 - a. Additions or modifications to this agenda by voting members – None
- C. APPROVAL OF MINUTES – **Action Item for VAC Voting Members**
 - a. December 13, 2022 Meeting Minutes – approved by Eric Martin. Seconded by Jessica Sadowsky. All in favor, none opposed.
- D. GROUP REPORTS
 - a. Napa-Solano Vendor Group
 - a. Kelley Hanson reported the following.
 - 1. The group met on the 27th of January.
 - 2. There was conversation around the metrics to determine appropriate wages for Direct Support Professionals.
 - 3. The group discussed the communication with NBRC and new directives.
 - b. Sonoma Vendor Group
 - a. Eric Martin reported the following items discussed during the meeting.
 - 1. HCBS Validations
 - 2. Staffing
 - 3. Business associate's agreement
 - 4. Job loss due to subminimum wage ending
 - b. Breeanne Kolster, VAC Co-Chair, would like to attend the group meeting.
 - 1. Eric Martin to forward meeting information to her.
 - c. Residential – None
 - d. Housing
 - a. Mary Eble sent her report via email to Stacey. It reads the following.
 - 1. The Housing committee met yesterday. Carmen, Housing Committee Chair, reported on the HUD 811 units. We have 7 unit still pending at Del Nido in Santa Rosa with units coming available in Windsor. This has a projected lease-up date this summer.
 - 2. This committee will go on hiatus while the housing workgroup of the NBRC strategy plan begins its work. It will share the “roadmap” started 3 years ago with the working group as it already established some housing goals.

The first workgroup meeting is 2/28. Once the workgroup has completed its work then the Housing Committee will reconvene.

3. Saanen shared a potential developer partner—Gabriel will follow-up with them.
 4. Former Sonoma Developmental Center (SDC) grounds: Developer also speaking with NBRC about partnership at former SDC grounds.
- e. Transportation
- a. Leticia Leon, R&D Transportation, reported.
 1. We gathered questions from service providers during the information sessions.
 2. We are going to formulate a monthly reimbursement rate template to support the billing methodology.
- f. Trade Associations
- a. ANCOR
 1. Jessica Sadowsky reported the following.
 - a. ANCOR's government relations group had a retreat in Baltimore.
 - b. Jessica gave an overview of the legislation that affects state and federal Medicaid funding and advocacy points that were discussed.
 - i. Introducing legislation to the Better Care Better Jobs Act
 - ii. Adding a category to the data collection of Bureau of Labor statistics workforce.
 - b. CDSA – None
 - c. CCLN
 1. Jacquie V. Foss reported;
 - a. We will send a survey out to address Independent Living Services (ILS) issues across the state.
 - b. We have a diverse group of providers gathering to fix the 90/10 issue.
 - c. PAVE has a signed contract with the Quality Incentive Program through the Department of Developmental Services (DDS). The data collection will target these areas: choice, satisfaction and informed decision making.
 - d. CCLN will have an in-person conference on April 12th & 13th in San Diego.
 - e. Advocacy Opportunities for Independent Living Services
 - i. February 22nd – First assembly hearing on the budget
 - ii. March 23rd – Senate Meeting.
 - d. ARC/UCP
 1. UCP Update from Jeremy Hogan
 - a. California Disability Advocacy Conference coming up from April 25-28th. <https://thearca.org/conference/2023-cdac-conference/>
- g. NBRC Board Report
- a. Breeanne Kolster, VAC Co-Chair, reported the following.
 1. A hybrid meeting was held – Zoom and in-person.

2. Guest speakers attended to educate the Board on different vendors and programs.
 - a. Courtney Singleton, Director of Community Services, presented monitoring data.
3. The Santa Rosa Office is moving and expected to open in Spring 2023.
4. Committee Updates
 - a. Rosemarie Pérez, Board President, gave an update on the Strategic Planning process.
 - b. The next Client Advisory Committee (CAC) meeting is on March 24th at 1pm via Zoom.
 - c. The next Risk Reduction Advisory Committee meeting is on February 22nd at 1pm.
 - d. Nominating Committee Update
 - i. VAC voting members will be voted on during the March Board Meeting.
5. Gabriel Rogin, NBRC Executive Director, gave an overview of the Governor's proposed budget.
6. Grassroots Day is scheduled for March 29th virtually.
 - a. Please let Breeanne or Gabriel know if you are interested in joining the advocacy group for this event.

h. ARCA

- a. The VAC expressed their concerns with NBRC's responsiveness. Multiple examples were provided of various service coordinators not responding to vendors on a timely basis.
 1. Gabriel Rogin, NBRC Executive Director, to update the VAC at the next meeting on how NBRC will address the concerns.

i. Committees/Subcommittees

- a. Public Policy Advisory Committee (PPAC) –
 1. Friday, April 21st 9am – 10:30am Legislative Breakfast Hybrid Event
- b. Cultural Diversity (Cultural Linguistic Competency)
 1. *Breeanne Kolster, VAC Co-Chair*, reported the following.
 - a. The subcommittee is wrapping up the project on the Holiday Awareness Calendar.
 - b. The CLCC is reviewing and revising NBRC board policies to ensure they are culturally and linguistically sensitive.
- c. Early Intervention/Early Start Subcommittee – None
- d. SLS/ILS Subcommittee – None

E. NBRC UPDATES

- a. Fiscal – None
- b. Vendor Relations
 - a. Courtney Singleton, Director of Community Services, reported.
 1. Coordinated Family Supports – NBRC will hold an informational meeting on March 1st. Courtney will send a flyer to Stacey Martinez for distribution.

- a. <https://www.dds.ca.gov/services/coordinated-family-support-service/>
- 2. Courtney Singleton asked VAC how they feel about Courtney presenting transparent monitoring data regarding provider performance to the Board of Directors publicly.
 - a. Courtney Singleton will meet with the SLS/ILS Subcommittee to gather feedback and bring the topic back up at a future VAC meeting.
- 3. HCBS Compliance
 - a. NBRC is moving to meet HCBS compliance requirements by March 1st.

F. OLD BUSINESS

- a. Update on new VAC voting members
 - a. VAC voting members will be voted on during the NBRC's March Board Meeting.

G. NEW BUSINESS –

- a. Vendor Community Matters
 - a. Stacey Martinez, VAC Co-Chair, shared a Google form with the VAC. The form is meant to gather feedback from vendors and the community on how to improve the VAC process. This will be a standing agenda item for future VAC meetings.
- b. Project for Person-Centered Thinking
 - a. Carin Hewitt is working with NBRC to bring attention to Person-Centered Thinking and will be sending out a survey.

H. GENERAL ANNOUNCEMENTS

- a. The next VAC meeting will be held on Tuesday, March 14, 2023 at 10am. Location is to be determined – it will either be Zoom only or hybrid (Zoom and the NBRC Napa Office).
- b. Training/Events – None
- b. Community Concerns – None
- c. Reminders – None

I. AGENDA ITEMS FOR FUTURE MEETINGS – None

- J. ADJOURNMENT - *Stacey Martinez, VAC Co-Chair*, ended the meeting.
10:56AM





Board Meeting Locations 2023

6:00 pm – 8:00 pm

January 4, 2023	Regular Business Meeting	<i>Via Zoom</i>
February 1, 2023	Regular Business Meeting	<i>Via Zoom</i>
March 1, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
April 5, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
May 3, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
June 7, 2023	<i>Annual Board Meeting</i>	<i>Hybrid – Zoom & NBRC Napa Office</i>
July 19, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Santa Rosa Office</i>
August 9, 2023	<i>No Board Meeting</i>	<i>Board Retreat – NBRC Napa Office</i>
September 6, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
October 4, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
November 1, 2023	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
December 6, 2023	Short Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>



FAIR HEARING & MEDIATION UPDATE

APRIL 1, 2023 – APRIL 30, 2023

Eligibility
(22-8)

Reason for Appeal: Claimant appeals denial of eligibility.

Ruling: Fair Hearing completed. Decision made – ineligible.

Eligibility
(22-9)

Reason for Appeal: Claimant appeals denial of eligibility.

Ruling: Fair Hearing completed. Decision made – ineligible.