



610 Airpark Rd, Napa, CA 94558
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www.nbrc.net

Our Mission:

(what we do and for whom)

Our mission is to empower, respect and serve each child and adult with or with the potential for a developmental disability, while promoting the health and well-being of each individual, their families, and our community.

MEETING NOTICE

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

DATE: November 5, 2025

TIME: 6:00 pm

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

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89709687840?pwd=QjllcTc0dzBBNXA2OEplLWVjOFItUT09>

Join by Phone:

Phone Number: 1-669-900-6833

Webinar ID: 897 0968 7840

Passcode: 912329

Se Habla Español

American Sign Language Interpretation Available

Agenda Enclosed

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

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

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

North Bay Developmental Disabilities Services, Inc.
Board of Directors' Board Meeting – Hybrid
November 5, 2025 6:00 p.m.
610 Airpark Road
Napa, CA 94558

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 – Martha Valdez, President
 - A. Acknowledgment of a missed public comment at October's Board Meeting
- II. ROLL CALL AND INTRODUCTIONS – Ronald Gers, Secretary (3 min)
- III. CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from October 1, 2025, be approved as submitted. (2 min) (pgs. 1-7) 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) 256-1224 to sign up. (2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)
- VI. PRESENTATION: NBRC PERSON-CENTERED THINKING (PCT) OVERVIEW – INFO
Meghan Dill, PCT Trainer & Service Coordinator; Carrie Brown, PCT Trainer & Coordinator (20 mins) (attachment)
- VII. TREASURER'S REPORT – Andrea Bednarova, Treasurer ACTION
 - A. Treasurer's Report be approved as submitted (5 min) (pgs. 8-9)
- VIII. COMMITTEE ACTION ITEMS – *A list of committee reports and upcoming meetings can be found on pages 10-11.*
 - A. Executive Committee – Martha Valdez, Board President
 - i. Report on Action Taken
 - 1. Approved B-2 Contract (pg. 12)
 - ii. Approval of Board Opportunity Fund Request
 - 1. Holiday Gift Cards for Families in Need (pg. 13)
 - iii. Approval of Doug Cleveland Board Opportunity Fund Document (pgs. 14-15)
 - B. Nominating Committee – Joanne Giardello, Nominating Committee Chair (5 mins) INFO
 - i. Board Terms (pg. 16)
 - ii. Introduction to Jessica Sadowsky, Candidate for Board Vendor Representative (pg. 17)
 - C. Proposal of Board Development Committee – Cheryl Snavelly, Board Development Committee Chair
 - i. Board Development Committee Flyer (pg. 18) (5 mins) INFO
- IX. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, Executive Director (10 mins)
 - A. Approval of 2026 Board Meeting Dates & Locations (pg. 19) ACTION
 - B. Draft 2026 Board Training Plan (pgs. 20-21) INFO
- X. GOOD OF THE ORDER – Any other Board business may be brought up at this time.
- XI. GENERAL PUBLIC COMMENT – Please use the sign-up sheet if attending in-person or chat in the Zoom meeting to sign up. If attending by phone, please text (707) 256-1224 to sign up.

(2 minutes per person unless otherwise allowed by Board Chairperson). (10 min)

XII. CLOSED SESSION (20 mins)

- a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee
- b. Any matter specifically dealing with a particular regional center client

XIII. RETURN FROM CLOSED SESSION

- c. Report on any action taken during the closed session (1 min)

INFO

XIV. ADJOURNMENT – Martha Valdez, President

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

NEXT MEETING ANNOUNCEMENT – The next Board Meeting is on December 3, 2025 at NBRC's Vacaville Office – 445 Merchant Street, Vacaville, CA 95688.
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North Bay Developmental Disabilities Services, Inc.
Board of Directors Regular Business Meeting
October 1, 2025, 6:00 p.m.
Via In Person & Zoom Webinar
520 Mendocino Avenue, Santa Rosa, CA 94591

NBRC BOARD MEMBERS' PRESENT:

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

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

NBRC BOARD MEMBERS ABSENT:

Breeanne Kolster, VAC Representative

NBRC STAFF PRESENT:

Gabriel Rogin, Executive Director
Beth DeWitt, Director of Client Services
Deanna Mobley, Director of Intake and Clinical Services
Claudia Ritchie, Director of Equity and Engagement
Collin Wilson, IT Tech
Barrie Gordon, Controller
Ellisa Reiff, Self-Determination Program Supervisor
Meghan Dill, Service Coordinator

Janelle Santana, Executive Assistant
Courtney Singleton, Director of Community Services
Isabel Calder, Chief Financial Officer
Mariam Guirguis, Executive Assistant – Compliance
Abigail Andrade, Community Outreach & Engagement Specialist
Carol Dee Skrzypczak, Fiscal Supervisor

GUESTS (names listed as seen on Zoom):

Amber Lopez, Spanish Interpreter
Stacey Martinez, The Arc – Solano
Derek Hearhtower
Maureen Fitzgerald
Swati Vembakottai
Yang Ausherman
Herman G. Hernandez, Executive Director at Los Cien

Chris Aguire, DDS
ASL Interpreter, DeBlois
ASL Interpreter, Nicole
Yolanda Sanchez
Merilee Bennett

MINUTES

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

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

CONSIDERATION OF MINUTES – Regular Business Meeting Minutes from September 3, 2025, be approved as submitted.

M/S/C (Gers/Arroyos) Moved to approve September 3, 2025, minutes as submitted.

**APPROVED
UNANIMOUS**

CONSIDERATION OF AGENDA – No modifications.

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

**APPROVED
UNANIMOUS**

GENERAL PUBLIC COMMENT –

- Derek Hearhtower, Community Member, shared the following concerns.

- NBRC denying self-employment.
 - NBRC did not send Notice of Actions within 5 days.
 - NBRC requires Derek to list vendors in the spending plan. According to Derek, it is not consistent with DDS policy.
 - NBRC paid Financial Management Services (FMS) against Derek's wishes.
 - Derek reminded NBRC that they think NBRC should terminate the contract with NBI.
- Swati Vembakottai, Community Member, shared interest in joining the Board of Directors.
 - Joanne Giardello, Board Member and Nominating Committee Chair to follow up with Swati.

PRESENTATION: LOS CIEN SONOMA COUNTY LATINO LEADERS

Herman G. Hernandez, Executive Director at Los Cien Sonoma County, shared a presentation on the following. The presentation can be found on NBRC's website as an attachment to the October Board Meeting packet.

- Overview of Los Cien Sonoma County and their advocacy efforts
- Milestones
- Building Representation, Inclusion, Diversity, and Governance (BRIDGE) Program
 - Leadership development program committed to fostering a culture of inclusion, belonging, and equity in governance.
- Visit www.loscien.org for more details.

PRESENTATION: NBRC'S SELF-DETERMINATION PROGRAM (SDP)

Elisa Reiff, SDP Supervisor, shared an overview of NBRC's Self-Determination Program. The presentation can be found on NBRC's website as an attachment to the October Board Meeting packet.

- A brief history of SDP
- Self-determination vs. Traditional services
- Five principles of self-determination
- Reasons individuals/families may choose SDP.
- NBRC enrollment & eligibility
- Enrollment process – brief overview
- Brief overview of Trailer Bill AB 143
- Success stories

TREASURER'S REPORT –

Treasurer's Report be approved as submitted.

Andrea Bednarova, Treasurer, reviewed the Treasurer's Report. A summary of the Board Opportunity Fund and the CFO board report can be found in the October 2025 board packet.

- Doug Cleveland Board Opportunity Fund
 - The Opportunity Fund had an ending balance of \$43,179.30 as of August 31, 2025. During June, July, and August there were three transactions recorded. There were two donations, including a \$6,000 donation from the annual golf tournament and one award in the amount of \$2,000, approved by the Board.
- Operations – Prior Fiscal Year End 2024/2025
 - NBRC paid a total amount of \$39,806,048 for all operation expenditures, including Senior Companion Program, Mental Health Services Act, and LACC through June 30, 2025 (Year End). This leaves an estimated contract balance of \$1.4 million for General Operations expenses and \$117,338 remaining combined balance for our SCP, MHSA, and LACC grants for fiscal year 24/25.
 - Our agency significantly grew this past year, increasing our employee number from 330 employees to 357 employees.
- Operations – Current Fiscal Year 2025/2026
 - NBRC paid a total amount of \$7,104,604 for all operation expenditures, including Senior

- Companion Program, Mental Health Services Act, and LACC through August 31, 2025.
- We continue to wait for the final B-2 amendment for this fiscal year which would include the remaining portion of our Operations budget. Once received, we will finalize our budget for the year.
- Purchase of Service – Prior Fiscal Year End 2024/2025
 - NBRC paid a total of \$515,237,180 for POS expenditure through June 2025. This leaves an estimated balance of \$3.6 million for late billing and the remaining adjustments for rate reform through June. NBRC has reported the projections to DDS in the event the contract needs to be amended to increase our spending authority to cover all the rate adjustments.
- Purchase of Service – Current Fiscal Year 2025/2026
 - NBRC paid a total of \$88,964,231 for POS expenditure through August 31, 2025. Our team continues to work on Rate Reform adjustments. The team recently completed the rate and authorization transition for Early Start services and Respite services. This leaves nine (9) services codes remaining to transition over the next 30 days. Once all services transition, we will be better prepared to begin projecting future POS expenditures.
- Cashflow: As of September 23, 2025, NBRC's cash availability is \$88,712,858.

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

**APPROVED
UNANIMOUS**

COMMITTEE ACTION ITEMS –

A. Nominating Committee Update –

a. Vote for Andrea Bednarova's Third Board Term from November 2025 to October 2026

- i. Andrea Bednarova left the meeting.
- ii. Board members had a discussion.

All board members present voted in favor of Andrea Bednarova continuing the Board of Directors for her third term from November 2025 to October 2026.

**APPROVED
UNANIMOUS**

b. Board Mentorship Policy for Approval

- i. Joanne Giardello, Nominating Committee Chair, requested approval for the draft Board Mentorship Policy that can be found on page 33 of the October Board Meeting packet.

M/S/C (Gers/Bennett) Motioned to approve the Board Mentorship Policy as submitted.

**APPROVED
UNANIMOUS**

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

a. Person-Centered Board Policy for Approval

- i. Joanne Giardello, CLCC Chair, presented the draft Person-Centered Board Policy for approval. It can be found on page 34-35 of the October Board Meeting packet.
- ii. The board requested a future presentation on the implementation of person-centered thinking at NBRC.

M/S/C (Snaveley/Arroyos) Motioned to approve the Person-Centered Board Policy as submitted.

**APPROVED
UNANIMOUS**

UPDATE ON DDS DIRECTIVE: APPROVAL OF CONTRACTS OVER \$250,000

Courtney Singleton, Director of Community Services, shared an overview of the recent DDS Directive regarding the approval of contracts over \$250,000.

- More information on the directive can be found on pages 36-40 of the October board meeting packet.

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, Executive Director, discussed the following items.

- Update on Federal Government Shutdown
- Holiday Gift Card Discussion
 - o The board requested a formal board opportunity request to review at the Executive Committee Meeting on October 20th.
- Draft 2026 Board Meeting Dates & Locations
 - o Add listening sessions to the calendar.
 - o The board will review the updated draft at the Executive Committee on October 20th.

GOOD OF THE ORDER – None

GENERAL PUBLIC COMMENT – Skipped. The Board recognized that the final public comment was unintentionally overlooked and will acknowledge it at the next meeting.

CLOSED SESSION –

The board moved into closed session at 8:30pm to discuss the following.

- a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee
- b. Any matter specifically dealing with a particular regional center client.

RETURN FROM CLOSED SESSION-

A. Report on any action taken during closed session.

The board returned from the closed session at 8:54pm and there was no action taken.

ADJOURNMENT – Martha Valdez, President, adjourned the regular business board meeting at 8:54pm.



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NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

BOARD OF DIRECTORS

BOARD MENTORSHIP POLICY

BOARD COMMITTEE RESPONSIBLE FOR THIS POLICY:

Nominating Committee

PURPOSE:

The purpose of this policy is to provide a process for helping new NBRC Board Members feel welcome and become acclimated to serving on the Board.

POLICY:

In coordination with the Nominating Committee, the Board President will appoint a Board Member who has at least six months experience on the Board to serve as a mentor to a new Board Member. The Board President will make every effort to make a match based on the best possible compatibility. If the relationship is not working out for either the mentor or the new Board Member, either one can contact the Board President to request a change. The mentor will serve in this capacity for at least six months (or longer if desired by the new Board Member).

The Board acknowledges that every new Board Member may have different needs and knowledge of the developmental disabilities system. Accordingly, the mentor program will be flexible and customized to the needs of the individual being mentored.

In order to do the best job possible, it is recommended that a mentor not have more than one new Board Member he or she is mentoring at any given time.

The new Board Member and Mentor will work together to identify the kind of support the Board Member needs. The new Board Member does not need to agree or accept with the Mentor's positions, but may benefit from guidance on the process.

The suggested activities of a mentor are:

- Review and discuss Board materials (agendas, minutes, committee reports) with a new Board Member before Board Meetings
- Conduct follow-up after Board Meetings
- Sit next to the new Board Member at Board Meetings in order to answer questions as they arise
- Explain protocol and processes, as needed
- Initiate communication with the new Board Member to ensure that they are comfortable with the information presented.

M/S/C (Gers/Bennett) Motioned to approve the Board Mentorship Policy as submitted.

Approved by NBRC Board of Directors on October 1, 2025.

NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.**BOARD OF DIRECTORS****PERSON-CENTERED POLICY****PURPOSE**

The purpose of this policy is to recognize and uphold the principle that individuals receiving services are central to their own planning and support process. This includes adults, minors, and individuals with legal conservators or guardians. This policy is grounded in person-centered principles and guided by legal framework related to decision-making and autonomy. Person-centered principles emphasize putting the individual at the heart of care and support. These principles include dignity, compassion, and respect.

BACKGROUND

The Board of Directors of North Bay Regional Center affirms that the individual being served is central to their own decision making related to services and supports rendered. The individuals' voice, identity, and lived experiences are essential to person-centered planning.

If the individual has a circle of support, North Bay Regional Center will identify its members and collaborate with them.

The circle of support will recognize and respect:

- The individual's preferences and choices.
- The individual's cultural background, beliefs, practices, and integrate these aspects into their support and care*.

The circle of support may include family, friends, caregivers, service providers, advocates, legal representatives, and others whom the individual trusts. The composition of this circle may change over time and should reflect the individual's evolving needs and preferences.

SCOPE

This policy applies to all individuals served, including adults, minors, and those with legal conservators or guardians. It aims to promote inclusion and cultural responsiveness while aligning with applicable legal and ethical standards.

POLICY PRINCIPLES

1. Individual Autonomy and Voice

M/S/C (Snaveley/Arroyos)

Approved by Board of Directors on October 1, 2025.

- Honoring the individual's preferences, decisions, and choices to the fullest extent permitted and in accordance with Department of Developmental Services and Human/Family Services codes and regulations.
 - Supporting informed decision-making and promoting self-advocacy skills.
2. Respect for Legal Framework
- We recognize the decision-making roles and responsibilities established under law:

Adults: Are presumed capable of making their own decisions unless legally determined otherwise. Their expressed preferences and chosen supports guide planning.

Minors: While parents or guardians have legal authority, minors' perspectives will be considered in a developmentally appropriate manner, consistent with family law and best practices.

Adults who are conserved: The conservator's decision-making authority is respected, while efforts are made to include the individual in decisions whenever possible.

CULTURAL RESPONSIVENESS

North Bay Regional Center acknowledges that addressing cultural needs is a complex, ongoing process. Therefore, NBRC strives to:

- Understand and incorporate an individual's cultural preferences, values, and practices in all aspects of planning and service delivery.
- Develop Individualized Family Services Plans (IFSP) for infants 0-3 years of age, and Individualized Program Plans (IPP) in partnership with the individual and their circle of support to reflect culturally appropriate practices.
- Identify and seek to reduce cultural barriers that may limit access to services, such as language, customs, and acknowledge diverse perspectives.
- Engage in ongoing outreach and focus groups to gather feedback from those served. Use this feedback to adjust planning approaches to better reflect cultural and linguistic needs.

IMPLEMENTATION

These principles are integrated into service planning, staff training, outreach, community events, and daily practice through Person-Centered Thinking principles and the revised IPP template.



North Bay Regional Center Doug Cleveland Board Opportunity Fund November 5, 2025 Board Meeting

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

There was one (1) transaction during the month of September 2025. This donation was from Amway Corporation in the amount of **\$10,000**.

A **HUGE** thanks to Janelle Santana for this donation. Janelle applied for this award through Amway North America.

Excerpt from AmGive Application Decision email:

Dear Janelle,

*‘Congratulations! On behalf of Amway North America, we are pleased to inform you that the nonprofit you nominated, NBRC Board Opportunity Fund, has been selected to **receive AmGive funding in the amount of \$10,000 in 2025**. We admire your nominated organization’s commitment to making a meaningful impact in the community and are proud to support the important work.’*

‘Thank you for your dedication to improving lives. We are excited to support positive change and look forward to learning more about the impact of these efforts.’

Ops Expenditures 3 months 22%	CFO Board Report September 2025				POS Expenditures 3 months 24%
25% of the fiscal year has elapsed					
OPERATIONS			Total Ops Allocation: \$		43,671,371
Total General Ops Contract: \$		41,201,623	Total CPP Contract: \$		1,345,793
General Ops Amount Available: \$		31,978,559	CPP Contract Amount Available: \$		-
					Total YTD
OPERATIONS EXPENSE (OPS)		YTD Actual	% by category	Forecast*	Actual + Forecast
Personnel	\$	6,584,357	71.39%	\$	6,584,357
Benefits	\$	1,579,645	17.13%	\$	1,579,645
Facilities	\$	697,076	7.56%	\$	697,076
Equipment	\$	164,639	1.79%	\$	164,639
Communications	\$	176,738	1.92%	\$	176,738
Mileage	\$	99,651	1.08%	\$	99,651
Legal	\$	27,096	0.29%	\$	27,096
General Office	\$	6,863	0.07%	\$	6,863
Consultants	\$	123,553	1.34%	\$	123,553
Bank Fee and LOC	\$	7,079	0.08%	\$	7,079
Other Expenses	\$	34,783	0.38%	\$	34,783
Revenue	\$	(278,416)	-3.02%	\$	(278,416)
Total Operations Expenses	\$	9,223,064	100%	\$ -	\$ 9,223,064
Community Placement Plan (CPP)					\$ 1,345,793
Senior Companion Program (SCP) - Grant					\$ 345,385
Mental Health Services Act (MHSA) - Grant					\$ 285,825
Language, Access, Cultural Competency Funding (LACC)					\$ 492,745
Total Paid for Operations: \$					10,778,666
PURCHASE OF SERVICES			Total POS Allocation: \$		579,029,767
Total POS Contract: \$		577,257,243	Total CPP Contract: \$		-
POS Contract Amount Available: \$		437,311,299	CPP Contract Amount Available: \$		-
					Total YTD
PURCHASE OF SERVICES (POS)		YTD Actual	YTD Total	Forecast*	Actual + Forecast*
Community Care Facilities	\$	41,635,921	29.8%	\$	41,635,921
Supported Living Services	\$	33,236,040	23.7%	\$	33,236,040
Day Programs	\$	28,986,724	20.7%	\$	28,986,724
Behavioral Services	\$	12,399,060	8.9%	\$	12,399,060
Other	\$	10,540,668	7.5%	\$	10,540,668
Transportation	\$	5,507,964	3.9%	\$	5,507,964
Respite	\$	5,074,414	3.6%	\$	5,074,414
Medical Services	\$	2,565,153	1.8%	\$	2,565,153
Community Placement Plan (CPP)	\$	-	0.0%	\$ -	-
TOTAL POS EXPENSES	\$	139,945,944	100.0%	\$ -	\$ 139,945,944
*This budget reflects through the B-2 for FY26					
Total Regional Center Budget:					\$ 622,701,138



Board Committee Information

For board committee agendas and location information, please visit

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

Board Committees & Next Meeting	Summary of Previous Meeting	Description
Executive Committee November 17th 6:30pm – 7:30pm @Zoom Occurs the 3 rd Monday of every month	N/A	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.
Vendor Advisory Committee (VAC) November 18th 10am – 11:30am @Zoom Occurs the 2 nd Tuesday of every month	N/A	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.
Public Policy Advisory Committee (PPAC) November 25th 10am – 11:30am @Zoom Occurs the 4 th Tuesday of every month	The United States Congress remains ready to renegotiate spending agreements to meet the needs of the American People, Regional Centers, to fix the healthcare crisis, to re-open our government to make life better for everyone our healthcare premiums co pays is getting too expensive, sitting down in good faith to re hire federal employees for the quality of life of the American People, Regional Centers, their families, communities, assessing of Medicaid funded HCBS at the national level depending on the type of service, state Medicaid coverage depending on the State home	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"> - Congressional bills, California state legislation and budget trailer bills - Federal and state executive orders - Changes in regulation and other law relating to disability programs and services - Department of Developmental Services directives

Updated 11/2025

	health services I attended an United States Senate while I was in Washington DC hearing on healthcare, in home health care services depending on the health care funds of the State Budget, I met with our Representative, our United States Senator's office staff on healthcare in home HBSC services for Regional Centers to analyze Medicaid HCBS types of services across states in State. Medicaid programs, reporting of services.	The purpose of the committee is to keep the Board informed of important policy developments and recommend potential actions for the Board to take.
Cultural and Linguistic Competency Committee (CLCC) November 20th 12pm – 1pm @Zoom Occurs the 3 rd Thursday of every month	The committee will be working on the Accessibility Of Facilities Policy and the Integrated Programs Policy. The Committee will also be reviewing the current Transportation Policy.	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.
Client Advisory Committee (CAC) To be determined January 2026 10am – 11:30am @NBRC Napa Office Occurs quarterly, 4 th Friday of the month	The Clients Advisory Committee met at the NBRC Napa office on Friday, October 24, 2025. We talked about ways for self-advocates to get involved: training videos, podcasts, CAC committee newsletters, social media platforms on the CAC Committee community events/flyers, involvement in events at Napa Valley College, dine & donate, listening sessions with Self Advocates, and more.	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.
Risk Reduction Advisory Committee (RRAC) November 26th 12:30pm – 1:30pm @Zoom Occurs the last Wednesday of every month	Ellen, NBRC Consumer Advocate, will be including the work of the RRC in her "Advocacy Newsletter" as this may generate some interest in other self-advocates attending. Many members are reaching out to other stakeholders and community members to invite them to attend and provide us with their input on how to reduce the risk of abuse.	The Committee develops agendas that focus on policies, discussions, practices, and tasks related to prevention and response to neglect, physical and sexual abuse.

Date submitted to NBRC Board for review

10/9/2025

Date approved by NBRC Board Executive Committee (if applicable)

10/20/2025

Date approved by NBRC Board

N/A

Operations ☒

Purchase of Service ☒

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

Purpose of Contract	Contractor Name and Vendor#	Term of Contract	Total Contract Amount	APPROVED	Notes
B-2 for Fiscal Year 25/26	Department of Developmental Services	July 1, 2019 – June 30, 2026	\$622,701,138	M/S/C (Gers/Arroyos)	The B-2 for FY 25/26 includes the following: <ul style="list-style-type: none"> Ops: \$3,733,705 POS: \$60,924,177

Operations allocation includes \$2,387,912 remaining general Operations and \$1,345,793 in CPP.

POS allocation the remaining allocation including \$1,662,524 for Part C (Early Start funding), \$110,000 for CPP Placement, and the remaining \$59,151,653 for general POS expenditures.



BOARD FUND REQUEST

Pending Executive Committee Approval

CLIENT NAME	Gift Cards for Families in Need
PAY TO THE ORDER OF	NBRC
AMOUNT REQUESTED	\$ 7,300.00

REQUESTING BY: NBRC Board of Directors PRINT NAME: NBRC Board of Directors DATE: 11/5/2025

JUSTIFICATION FOR REQUEST	73 gift cards for \$100/each. The total cost is as follows: \$7,300 for funds added to the cards. The remainder of gift cards would be purchased through credit card points by NBRC.
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Doug Cleveland Board Opportunity Fund

North Bay Regional Center (NBRC) is a non-profit 501(c)3 agency under contract with the State Department of Developmental Services. NBRC is funded annually in accordance with State law (Lanterman Developmental Disabilities Services Act). NBRC's State allocation is restricted to funding only those services mandated under the Lanterman Act.

NBRC serves about 12,000 people with developmental disabilities including intellectual disabilities, Autism, Epilepsy, and Cerebral Palsy in the North Bay counties of Napa, Solano and Sonoma. Our mission is to enable and support individuals with developmental disabilities and their families to achieve their full potential and a rightful place in our community.

The NBRC Board Fund is a donation fund used entirely for services and/or supports that cannot be purchased with State funds. These funds are used as one time gifts to assist individuals and their families with unforeseen emergencies or disability related requests.

Board funds are accumulated from mostly private donations. However, absolutely no monies from the State of California funds are deposited into this account. This fund provides NBRC individuals an alternative financial option that can aid situations that cannot be supported by Purchase of Service dollars (POS). The Board Fund provides gifts to NBRC individuals who have emergency or other needs that cannot be addressed through the IPP or other generic resources. In all instances, the funds must directly benefit the NBRC participant. These needs are identified through the NBRC Service Coordinator and could include rental deposit assistance to secure housing, car repairs if the NBRC participant is the primary driver for the family, certain home related bills (i.e. loss of income and need for temporary aid for food or utilities). Funds disbursed for rental assistance will be limited to 2 months. Final approval of all requests less than \$750 are at the discretion of the Executive Director. All requests over \$750 must be approved by the Board of Directors for North Bay Regional Center. Most NBRC participants are on limited incomes (SSI/SSA) and they do not have the means to cover expenses that arise in an emergency. The Board Fund can respond quickly to these situations and ideally avoid further consequences to the individual and/or family.

SELECTION PROCESS

Individuals eligible to access the Board Fund must be a NBRC participant and reside in Napa, Solano or Sonoma County. All requests for gifts are initiated by Service Coordinators who will complete the required forms, including receipts if requested, and obtain Supervisor approval. NBRC participants should contact their Service Coordinator directly for more information if they would like to pursue a Board Fund request. Once complete, the form is submitted to the Director of Client Services who will review the request with the Executive Director. This review ensures that all generic resources are exhausted before Board Funds are disbursed.

ACCOUNTABILITY

The Board Fund is maintained separate from all other Regional Center funds and operations, and the Fund's integrity is validated by NBRC's outside auditors on an annual basis. All approved Board Funds go directly to individuals served by NBRC. There are no administrative costs associated with this fund. Funds are maintained in an interest bearing account.

**Upon request, Donors can receive a summary of supports and goods provided by their donation to the Board Fund. All donors to the Board Fund receive a letter acknowledging their donation to a 501(c)3 organization. All donations to the Board Fund are tax deductible within the provisions of the law.

Criteria for Board Fund Request

The North Bay Regional Center Board Fund was established to provide emergency aid (example: food, clothing or shelter) to individuals and families served by our agency. The fund consists entirely of private donations, and its monies can be expended in cases where the following circumstances exist:

- The individual or family that is to receive Board Fund aid lacks the financial resources necessary to purchase the identified need.
- No other public or private funding is available to meet the identified need of the individual or family.
- All requests will be prioritized by need and will be subject to availability of funds.

NORTH BAY DEVELOPMENTAL DISABILITIES SERVICES, INC.

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BOARD OF DIRECTORS

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

(Dates in brackets are the 7th consecutive year)

Revised 7/2025



Proposed Board Vendor Representative: Jessica Sadowsky

County: Napa

Jessica Sadowsky began her career in disability services in Kansas, working as a direct care professional while completing her degree in Political Science. After graduate work in Health Services Administration and Policy, she managed residential programs supporting adults with intellectual and developmental disabilities.

Her career took her to Washington, D.C., where she served as a Congressional health care Legislative Advisor and later as a government relations professional for the American Network of Community Options and Resources (ANCOR). There, she represented disability service providers nationwide, advancing policy in Medicaid Home and Community-Based Services, Direct Support Professional workforce development, housing, and employment access.

Now based in Northern California, Jessica serves as Chief Operations Officer for Bayberry Inc., a nonprofit agency providing Supported Living Services and related programs across multiple counties. She is passionate about strengthening person-centered services, supporting provider collaboration, and advancing the system's sustainability and workforce recognition. Jessica lives in Napa with her family and enjoys exploring the culture and community of wine country.

The Nominating Committee recommends Jessica Sadowsky serve one two-year term as a Vendor Advisory Committee Representative on the Board of Directors from January 2026 – December 2027.



Board Development Committee (BDC)

Supporting the Doug Cleveland Board Opportunity Fund (DCBOF)
North Bay Regional Center (NBRC)

Mission Statement

The Board Development Committee (BDC) supports the mission of the North Bay Regional Center by developing community awareness and coordinating outreach and fundraising activities for the Doug Cleveland Board Opportunity Fund. The committee's work ensures that NBRC individuals and families have access to emergency assistance when no other funding source is available.

About the Doug Cleveland Board Opportunity Fund (DCBOF)

The Doug Cleveland Board Opportunity Fund is a donation fund used entirely for services and supports that cannot be purchased with State funds. These funds are provided as one-time gifts to assist individuals and their families with unforeseen emergencies or disability-related needs.

Funds are accumulated from donations, and no monies from the State of California are deposited into this account. The Fund provides an alternative financial option for NBRC participants when Purchase of Service (POS) dollars or other resources cannot be used.

Requests are identified by Service Coordinators, reviewed by supervisors, and approved by the Executive Director (for requests under \$750) or the NBRC Board of Directors (for requests over \$750).

BDC Role and Goals

The Board Development Committee enhances the DCBOF by:

- Leading outreach and fundraising efforts to encourage community donations.
- Developing partnerships with local organizations, businesses, and individuals.
- Sharing information about the Fund's purpose and impact through NBRC events, materials, and media.
- Promoting transparency and accountability to donors and the community.

All outreach activities are designed to support the Doug Cleveland Board Opportunity Fund's purpose—to provide direct aid to NBRC clients and families who face urgent or unforeseen needs that cannot be addressed through other means.

Guiding Values

Integrity • Compassion • Accountability • Collaboration • Inclusion

* Pending Board approval



Board Meeting Locations 2026

6:00 pm – 8:00 pm

January 7, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
February 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Santa Rosa Office</i>
March 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Vacaville Office</i>
April 1, 2026	<i>Annual Board Meeting</i>	<i>Hybrid – Zoom & NBRC Napa Office</i>
May 6, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Santa Rosa Office</i>
June 3, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Vacaville Office</i>
July 1, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
August 6, 2026 <i>*Board members only</i>	<i>No Board Meeting – Board Retreat</i>	<i>10am-3pm NBRC Napa Office</i>
September 2, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Vacaville Office</i>
October 7, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Santa Rosa Office</i>
November 4, 2026	Regular Business Meeting	<i>Hybrid – Zoom & NBRC Napa Office</i>
December 2, 2026	Short Business Meeting	<i>Hybrid – Zoom & NBRC Vacaville Office</i>

*Pending Board Approval

Board Training Plan 2025

The areas **highlighted** indicate training completed in 2025

Training	Frequency	Length	Trainer	Affiliation
Overview of DDS Fiscal and Compliance Audit	One time	30 min	DDS	DDS
ARCA Academy Presentations	Every few months	2 hours	ARCA	ARCA
Competitive Integrated Employment	One time	30 min	TBD	TBD
SCDD Trainings**	TBD	TBD	TBD	State Council on Developmental Disabilities (SCDD)
Case Management Overview: The Day in the Life of a Service Coordinator	One time	1 hour	TBD	TBD
Overview of NBRC Clinical Department	One time	1 hour	TBD	TBD
Purchase of Service Expenditure Projections Overview	Annually	30 min	Isabel Calder	Chief Financial Officer
Regional Center Budget Overview	One time		Isabel Calder	Chief Financial Officer
Strategic Planning	Ongoing	1 hour	Ami Sullivan	Kinetic Flow
New DDS Contract Language	One time	1 hour	Gabriel Rogin	NBRC Executive Director
Community Resource Development Plan	Annually	30 min	Courtney Singleton	NBRC Director of Community Services
National Core Indicators Data	Annually	30 min	Courtney Singleton	NBRC Director of Community Services
Annual Board Meeting - Community Success Stories	Annually	4 hours	TBD	TBD
Caseload Ratios & their Impact	Annually	1 hour	Beth DeWitt and Jennifer Crick	NBRC Director of Client Services and Administrative Services
Crisis Prevention and Response	One time	30 min	TBD	TBD
Linguistic and Cultural Competency	One time	1.5 hours	TBD	TBD
Board Retreat – Review of Board Governance and DDS Contract	Annually	4 hours	TBD	TBD
Whistleblower Policies* and Conflict of Interest	Annually	1 hour	Jennifer Crick	NBRC, Director of Administrative Services
Performance Contract/ Disparity Report	Annually	30 min	Courtney Singleton	NBRC, Director of Community Services
Board Efficiency	One time	1 hour	TBD	TBD
Overview of Residential Options	One time	1 hour	TBD	TBD

*This document outlines the planned trainings and highlights those completed in 2025.

*NBRC shall review and provide, at minimum, annual training to all board members regarding the regional center governing board's approved Whistleblower Policy including, but not be limited to the board's role in implementing the policy.

**SCDD Trainings may include: "The Universe Around Us" (re the agencies and roles that support people served by RCs, Disparities in Regional Center Services, Civics, and the Budget and Legislative Processes, Getting Justice through Systemic Change, Disaster/Emergency Preparedness, Mental Health & Self-Care, Overview of the Lanterman Act, Self Determination Program, The Role of the Regional Center Board, Boardmanship, and How to Be an Effective Board or Committee Member.

DRAFT

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

Date

Dear ()

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

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

If you want to include the following:

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

The ask I am asking for and my reason why

Always Say Thank You

Your name

Contact information, including:

- Address
- Phone
- Email

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

Eligibility (25-29)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at informal meeting. Eligible.
Eligibility (25-34)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation scheduled.
Service (25-35)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Resolved before informal meeting. Service Approved.
Eligibility (25-36)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at Informal Meeting. Eligible.
Eligibility (25-40)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing rescheduled.
Eligibility (25-41)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing to be scheduled.
Eligibility (25-42)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting held.
Eligibility (25-43)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-44)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-45)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at informal meeting. Eligible.
Eligibility (25-46)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-47)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing rescheduled.
Eligibility (25-48)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing scheduled.
Eligibility (25-49)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing scheduled.

Service (25-50)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Resolved before informal meeting. Service Approved.
Eligibility (25-51)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation scheduled.
Eligibility (25-52)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Mediation and Hearing scheduled.
Eligibility (25-53)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Resolved at informal meeting. Eligible.
Service (25-54)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing scheduled.
Service (25-55)	<u>Reason for Appeal:</u> Claimant appeals denial of service. <u>Ruling:</u> Mediation & Hearing scheduled.
Eligibility (25-56)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Hearing scheduled.
Eligibility (25-57)	<u>Reason for Appeal:</u> Claimant appeals denial of eligibility. <u>Ruling:</u> Informal meeting to be scheduled.