

Board of Directors Executive Committee Meeting
Monday, September 20, 2021, 6:30 pm
North Bay Developmental Disabilities Services, Inc.

Join Zoom Meeting:

<https://us02web.zoom.us/j/82419292031?pwd=aEVac2VqRFZYOEh6TnAyWnVoU3NuUT09>

Join by Phone:

Call-in: 1-669-900-6833 Meeting ID: 824 1929 2031 Password: 878085

AGENDA

- I. CALL TO ORDER – Angel Hixson, President
- II. ROLL CALL AND INTRODUCTIONS – Sara Speck, Secretary
- III. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- IV. CONSIDERATION OF MINUTES – Angel Hixson, President ACTION
Minutes of the Executive Committee Meeting of August 16, 2021 be approved as submitted.
- V. REVIEW OF SEPTEMBER 1ST BOARD MEETING INFO
- VI. OCTOBER 6TH BOARD MEETING PREP INFO
- VII. EXECUTIVE DIRECTOR'S REPORT – Gabriel Rogin, NBRC Executive Director INFO
- VIII. OTHER BUSINESS - Any other Board business may be brought up at this time.
- IX. PUBLIC COMMENT – 2 minutes per person unless otherwise allowed by Board Chairperson.
- X. ADJOURNMENT – Angel Hixson, 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(a) & (b).

NEXT MEETING ANNOUNCEMENT – The next Board of Directors Executive Committee call is October 18, 2021 at 6:30 pm.

Board of Directors' Executive Committee
Meeting Monday, August 16, 2021, 6:30 pm
North Bay Regional Center - Via Zoom

NBRC BOARD MEMBERS PRESENT:

Sara Speck, Secretary

Jeremy Johnson, Vice President

Rosemarie Pérez, Treasurer

NBRC BOARD EXECUTIVE COMMITTEE MEMBERS ABSENT:

Angel Hixson, President

NBRC STAFF PRESENT:

Janelle Santana, NBRC Executive Assistant

Gabriel Rogin, NBRC Executive Director

Danielle Bernardo, NBRC Administrative Office Supervisor

MINUTES

CALL TO ORDER – *Jeremy Johnson, Vice President*, called the meeting to order at 6:31 pm.

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

PUBLIC COMMENT – None

CONSIDERATION OF MINUTES – Minutes of the Executive Committee Meeting of July 19, 2021 be approved as submitted.

M/S/C (Speck/Pérez) Move to approve the minutes as submitted.

APPROVED

INTRODUCTION – NEW EXECUTIVE ASSISTANT –

Janelle Santana, Executive Assistant, to send an introduction email to the Board of Directors.

Jeremy Johnson, Vice President, noted it's nice to see promotion happen within the agency.

REVIEW OF THE AUGUST 4TH BOARD RETREAT

Gabriel Rogin, NBRC Executive Director, recapped the August 4th Board Retreat.

- He noted that the 'Get to Know You' exercise helped the board get acquainted.
- *Rosemarie Pérez, Treasurer*, noted that it created a sense of comfort with each other.
- Discussions:
 1. How and when does the board want to return to in person meetings?
Rosemarie Pérez, Treasurer, noted that hybrid meetings are worth pursuing.
 - o *Jeremy Johnson, Vice President*, commented that Zoom meetings help people attend due to transportation, health conditions, and scheduling.
 - *Gabriel Rogin, NBRC Executive Director*, will follow up with a quote from a contractor for the Napa office in 3 months. The quote will be for a video/audio broadcast set up in the primary conference room.
 2. When and how does the board want to make public statements regarding world events?
 - o *Gabriel Rogin, NBRC Executive Director*, noted that we will play things by ear and see when we're comfortable making public comments. He will bring these matters to Board of Director Executive Committee meetings for feedback and go from there.
 3. How do we want the board to be informed about negotiations and collective bargaining units?
 - o *Gabriel Rogin, NBRC Executive Director*, noted he would inform the board earlier for dialogue & call closed sessions sooner.
- Lauren Libero, Autism Specialist, DDS; and Tiffany Andrade, Community Development Section in DDS, discussed developing resources at the state level and reviewed the Autism Report.
 - o How does our system need to shift in order to align services with what people need?
We need to make sure we have staff members in the community available to fill that need.
 - o DDS notes that rates of people being diagnosed with autism are dramatically increasing.

- The presenters from DDS valued the presentation and would like to meet with the Board of Director's again in the near future.
- 4. *Gabriel Rogin, NBRC Executive Director*, suggested that the board consider having another Board Retreat. He noted that informal conversations are valuable.
 - *Jeremy Johnson, Vice President*, suggested a Board Retreat/Business Meeting in December
 - *Gabriel Rogin, NBRC Executive Director*, to propose at the next board meeting as an informal item.
 - Add 2 hours to the Board Meeting in December for a Board Retreat.
 - *Gabriel Rogin, NBRC Executive Director*, noted that we need to get down to what matters most. How do we get to the level of connection in our monthly Board Meetings?
 - Rosemarie Pérez, Treasurer*, noted that action takes place when we are able to connect.

SEPTEMBER 1ST BOARD MEETING PREP

Gabriel Rogin, NBRC Executive Director, reviewed a draft agenda with the Board Executive Committee.

- Introduce *New Executive Assistant, Janelle Santana*
- Performance Contract
- Discussion of Provider Selection Process
 - *Gabriel Rogin, NBRC Executive Director*, will follow-up with *Courtney Singleton, Director of Community Services*, to find out how much time it will take to discuss provider selection process.
 - Part 1- RFP Process
 - Part 2- Evaluation of Provider Quality
- Treasurer's Report
- Committee Updates
 - Nominating Committee
- Closed Session
 - Real Estate Negotiations

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, NBRC Executive Director, noted the following;

- COVID numbers are increasing
 - Since July 1st, 19 people served by NBRC have reported positive. Many report mild symptoms and some are fully vaccinated. There have been 400 total positive cases reported to NBRC.
 - Since July 1st, there have been 20 Outbreaks at provider locations. There are now 188 separate outbreaks that have been reported to NBRC.
 - Community Care Licensing and Department of Public Health are gradually increasing visitor restrictions.
 - ICF Homes- Visitors need to demonstrate that they're fully vaccinated or negative COVID test in the last 72 hours.
 - *Gabriel Rogin, NBRC Executive Director*, plans to present data at next meeting regarding COVID outbreaks broken down by living situation. He noted that NBRC does not always get real time data from those living in the family home.
- We are encouraging providers to get vaccinated, but not mandating.
- Cal/OSHA is requiring employers to track vaccination status of employees.
 - We are in the process of gathering the vaccination status from NBRC Staff.

OTHER BUSINESS – *Sara Speck, Secretary*, noted that the Client Advisory Committee meeting needs to be rescheduled.

- *Janelle* to coordinate with *Franklin Phillips, CAC Chair; Sara Speck, CAC Co-Chair; and Derek Hearthtower, Board Member*.

PUBLIC COMMENT – None

ADJOURNMENT – *Jeremy Johnson, Vice President*, adjourned the meeting at 7:23 pm.