

Board of Directors Executive Committee Meeting
Monday, September 18, 2023, 6:30 pm
North Bay Developmental Disabilities Services, Inc.

Join Zoom Meeting:

<https://us02web.zoom.us/j/84374801550?pwd=VXFJU1ovbVFoeINWVEcxK3J0T2c0QT09>

Join by Phone:

Call-in: 1-669-900-6833 Meeting ID: 843 7480 1550 Password: 470780

AGENDA

- I. CALL TO ORDER – Rosemarie Pérez, 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 – Rosemarie Pérez, President ACTION
Minutes of the Executive Committee Meeting of August 21, 2023 be approved as submitted.
(pgs. 1-2)
- V. REVIEW OF SEPTEMBER 6TH BOARD MEETING INFO
- VI. OCTOBER 4TH BOARD MEETING PREP INFO
- VII. EXECUTIVE DIRECTOR’S REPORT – Gabriel Rogin, NBRC Executive Director INFO
 - a. Circle Up Diversity, Equity, and Belonging Training for Board Members – December 6th
- 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. CLOSED SESSION –
 - a. The appointment, employment, evaluation of performance, or dismissal of a regional center employee (10 mins) INFO
- XI. RETURN FROM CLOSED SESSION -
 - a. Report on any action taken during the closed session (1 min) INFO
- XII. ADJOURNMENT – Rosemarie Pérez, President

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

NEXT MEETING ANNOUNCEMENT – The next Board of Directors Executive Committee call is scheduled for October 16, 2023 at 6:30pm.
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Board of Directors' Executive Committee Meeting
Monday, August 21, 2023, 6:30 pm
North Bay Regional Center - Via Zoom

NBRC BOARD MEMBERS PRESENT:

Rosemarie Pérez, Board President
Candace White, Vice President
Andrea Bednarova, Treasurer

Sara Speck, Secretary
Breeanne Kolster, VAC Representative
Joanne Giardello, Solano County

NBRC BOARD MEMBERS ABSENT:

None

NBRC STAFF PRESENT:

Gabriel Rogin, Executive Director

Janelle Santana, Executive Assistant

MINUTES

CALL TO ORDER – *Rosemarie Pérez, Board President*, called the meeting to order at 6:32 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 June 26, 2023 be approved as submitted.

M/S/C (Speck/White) Moved to approve the minutes as submitted.

**APPROVED
UNANIMOUS**

NBRC WEBSITE DEVELOPMENT PRESENTATION

Geri Audette, NBRC Training and Communication Specialist, shared a draft version of the newly developed NBRC website.

- The Executive Committee shared feedback.
 - o Need more diversity in the photos
 - o Importance to prioritize accessibility with the NBRC website to meet compliance for Americans with Disabilities Act (ADA).

REVIEW OF THE JULY 19TH BOARD MEETING

Gabriel Rogin, Executive Director, recapped the July 19th Board Meeting. The minutes from the meeting can be found on the NBRC website in the September 2023 Board Meeting packet.

REVIEW OF THE AUGUST 9TH BOARD RETREAT

Gabriel Rogin, Executive Director, recapped the August 9th Board Retreat.

- We began the meeting with opening remarks from Rosemarie Pérez, Board President.
- We received two presentations from service coordinators and supervisors on A Day in the Life of a Service Coordinator.
- The Board discussed board composition and recruitment strategies.
- The Board reviewed a draft of NBRC's Strategic Plan.
- Beth DeWitt, Director of Client Services, presented an overview of NBRC services to the Board.
- Lastly, the Board reviewed a document that covers board responsibilities and roles.

SEPTEMBER 6TH BOARD MEETING PREP

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

- Performance Contract Presentation
- Contracts over \$250,000

- New Leaf Solutions
- Committee Reports
 - Nominating Committee Report
 - Board Candidate Introduction & Election – Carl Vinson
- Closed Session to discuss Executive Director's Performance Evaluation
- The Executive Committee noted they would like to discuss board meeting locations for 2024.
- The Executive Committee discussed the possibility of satisfaction surveys from vendors.
 - Breeanne Kolster, VAC Representative, noted this topic will be brought to the Vendor Advisory Committee (VAC) at the October meeting.

EXECUTIVE DIRECTOR'S REPORT –

Gabriel Rogin, Executive Director, noted the following.

- Review Board Training Plan
 - The Executive Committee and Gabriel Rogin discussed board training topics.
 - Gabriel Rogin to connect with Circle Up Education regarding diversity, equity, and belonging training for board members.
 - DDS Contract training for Board Members

OTHER BUSINESS – None

PUBLIC COMMENT – None

CLOSED SESSION –

The Executive Committee moved into closed session at 7:46pm to discuss the appointment, employment, evaluation of performance, or dismissal of a regional center employee.

RETURN FROM CLOSED SESSION –

The Executive Committee returned from closed session at 7:59pm and there was no action taken.

ADJOURNMENT – *Rosemarie Pérez, Board President*, adjourned the meeting at 8:00pm.