



Golden Gate Regional Center

Supporting Lives of Liberty and Opportunity

Board Member Training Plan **Calendar Year 2023**

As of February 23, 2023

Golden Gate Regional Center

Board Member Training Plan - CY 2023

Board members at Golden Gate Regional Center (GGRC) receive a variety of educational and training experiences aimed at developing and deepening their knowledge of:

- The Developmental Disabilities Services System in California
- The Operations of GGRC and Community Services & Supports
- Civil Rights and Social Justice Issues Related to Persons Served
- The Operations of the Board of Directors, its Meetings and Committees
- Board Members Critical Role in the Governance of GGRC

To accomplish this Board Members receive training in a variety of ways, including:

- 1) New Board Member Orientation
- 2) Training & Education Presentations at Board Meetings
- 3) Annual Board Training on Cultural Diversity
- 4) Board Retreat Training on the Roles and Responsibilities of Board Members
- 5) The Association of Regional Center Agencies' ARCA Academy

[What follows are further details regarding the five modalities of training outlined above]

#1 New Board Member Orientation

Frequency: Within first 90 days after election to the Board.

Trainer: Eric Zigman, Executive Director

Duration: 2-3 hours

Subjects:

1. The Structure and Purpose of a 501c3

- a. Corporate Status
- b. Nonprofit Status
- c. Public Benefit Purpose

Golden Gate Regional Center

Board Member Training Plan - CY 2023

2. Board Structure and Purpose

- a. Articles of Incorporation
- b. Bylaws
- c. Committee Structure/Committee Charters
- d. Terms
- e. Officers
- f. Taking Actions as a Group – Voting

3. Role and Duties of a Board Member

- a. Governance & Operations
- b. Duties of Loyalty, Obedience and Care
- c. Liability Protection – Directors and Officers Insurance
- d. Lanterman Act Obligations
- e. Medicaid Disclosure Form Requirement
- f. Leaving a Legacy

4. GGRC Board Binder

- a. Review of all sections
- b. Accessing resources

#2 Training & Education Presentations at Board Meetings (Issues Spotlights and “Pocket” Trainings.)

A great deal of Board education and group learning occurs each month at the GGRC Board of Directors meetings. The Executive Committee of the Board takes leadership each summer in planning the “Spotlight” trainings that will be presented each month (see current calendar year list below). These trainings often focus on how regional center systems and support services work in

Golden Gate Regional Center

Board Member Training Plan - CY 2023

our community. In addition, the State Council on Developmental Disabilities provides trainings on a variety of important topics -- often approaching topics from a social justice, advocacy, and action framework (see list of Pocket Trainings in Appendix A). Topics usually match the Board “Spotlight” education topics each at each meeting, emphasizing advocacy actions that can be taken relative to the topics.

Trainers: Issues Spotlights Provide by Various Experts (See List Below) and Pocket Trainings Provided by Sheraden Nicholau, Bay Area Office Manager, State Council on Developmental Disabilities

Frequency: Monthly (except July, August and December as GGRC’s Board does not have meetings in those months) for both Spotlights and Pocket Trainings

Duration: Spotlights – 20-40 Minutes each month; Pocket Trainings 10-15 Minutes each month

Schedule (Proposed and Delivered):

1) [January 2023] (DELIVERED PRESENTATION)

Issues Spotlight: Employment Support Services – PIP, CIE, DDS Employment Grants, and “Outcome” of Employment - Sean Galvin, Manager Community Services, Community Services (CSU), Julian MacCarthy, Employment Specialist, Community Services (CSU), GGRC and Terry Goodwin, Director of Workforce Projects, Toolworks, Inc

2) [February 2023] (DELIVERED PRESENTATION)

Issues Spotlight: Equity, Access and DEIB Projects – Amanda Pyle, GGRC Community Services Director, and Arianna Cruz-Sellu, GGRC Cultural Diversity Specialist

3) [March 2023]

Issue Spotlight: Mental Health and Developmental Disabilities (START, All in For Equitable Care, Puente Clinic)

4) [April 2023]

Issue Spotlight: Emergency Preparedness (Marin DPH, Marin ILC. GGRC’s Emergency Coordinator, Joe Medici)

5) [May 2023]

Issue Spotlight: National Core Indicator (NCI) Public Stakeholder Presentation - Eric Zigman,

Golden Gate Regional Center

Board Member Training Plan - CY 2023

Executive Director, GGRC

6) [June 2023]

Issue Spotlight: Self Determination at GGRC - Lisa Rosene Director Regional Center Services, GGRC, Juliet Sousa, GGRC SDP Coordinator, and Member of GGRC's Self Determination Local Advisory Committee (SDLAC)

1) [September 2023]

Issue Spotlight: To BE Determined by GGRC's Executive Committee of the Board of Directors

2) [October 2023]

Issue Spotlight: To BE Determined by GGRC's Executive Committee of the Board of Directors

3) [November 2023]

Issue Spotlight: To BE Determined by GGRC's Executive Committee of the Board of Directors

Golden Gate Regional Center

Board Member Training Plan - CY 2023

#3 Annual Board Training on Cultural Diversity

Trainer: Arianna Cruz-Sellu, GGRC's Cultural Diversity Specialist

Frequency: Annual

Duration: 30 Minutes

The purpose of training is to review and discuss ideas of culture and diversity, as well as cultural and linguistic competency. We provide this training and discussion forum to board members because it is important for us to understand how culture impacts service delivery – and how we can more effectively listen to, and engage with, the people that we support, their families, service providers and other interested community members. The training covers these three areas:

- **Defining Cultural Diversity**
- **Cultural and Linguistic Competency**
- **Cultural Humility**
- **Why this Training is Important for GGRC Board Members**

#4 Board Retreat Training on the Roles and Responsibilities of Board Members

Trainer: The NEO Law Group, Erin Bradrick, Attorney

Frequency: Annual or Biennial

Duration: 2.5 hours

In annual summer Board Retreats, GGRC's Board of Directors retains the services of attorney's familiar with nonprofit governance laws and best practices -- as well as regional center legal and contractual obligations -- to provide board members training and discussion on their roles and responsibilities as board members. Currently, the board is utilizing the services of The NEO Law Group in San Francisco. Erin Braddock, a partner at The NEO Law Group, provided the last retreat training and covered the following topics:

Golden Gate Regional Center

Board Member Training Plan - CY 2023

- Nonprofit & 501(c)(3) basics
- Role of the Board of Directors
- Committees
- Directors' Fiduciary Duties
- Director Liability Considerations
- Conflicts of Interest
- Regional Center Specific Requirements (Contractual & Statutory)
- GGRC's Whistleblower policy (including the Board's role in implementing the policy)

Golden Gate Regional Center

Board Member Training Plan - CY 2023

#5 The Association of Regional Center Agencies' ARCA Academy

Trainers: Various (See Appendix B for topics)

Frequency: Annual

Duration: Approximately, 6 hours of training

In February 2020, GGRC supported five board of directors members in attending the ARCA Academy, an all-day conference aimed at training regional center board members from across the state. The sessions focused on a variety of extremely relevant topics: 1) The Regional Center –DDS Contract, 2) Financial Oversight, 3) Futures Planning, 4) The Money (regional center budgets), 5) Working Together (productive board culture and discussions), and 6) Board Procedures & Policies

The full Archive of Completed ARCA Academy Trainings can be found here:

<https://www.cal-collab.net/web-academies/>

Golden Gate Regional Center

Board Member Training Plan - CY 2023

APPENDIX A: SCDD “Pocket Training” Plan, CY 2023

Golden Gate Regional Center Board of Directors Meeting Pocket-Sized Systems Trainings, 2023

What: Back by demand! Pocket-sized trainings are quick, 10- 15-minute overviews on systems and issues that are vital to current events and advocacy needs in the IDD community, here in California. Perfect for busy board of directors on-the-go!

When: At each GGRC BOD meeting. Tentative schedule is below:

January 2023

The Top 5 Employment Advancement & Advocacy Work to Track this Year. (Delivered)

February 2023

Top 5: Action and Advocacy Updates for Advancing Equity and Access for Underserved Communities. (Delivered)

March 2023

Top 5 Actions and Advocacy: Ensuring Mental Health & Behavioral Health Care for People with Co-Occurring Needs.

April 2023

Emergency Preparedness.

May 2023

National Core Indicator

June 2023

Self-Determination

September 2023

To BE Determined by GGRC’s Executive Committee of the Board of Directors

November 2023

To BE Determined by GGRC’s Executive Committee of the Board of Directors

Golden Gate Regional Center

Board Member Training Plan - CY 2023

APPENDIX B: CY 2023 ARCA Academy Schedule

GGRC's Executive Director is on the ARCA Academy planning committee, so has influence over the scope, topics, and presentation methodology of the trainings.

- **April 29, 2023, at Alta California Center** – (Topics to be determined)
- **May 6, 2023, at San Gabriel/Pomona Regional Center** (Topics to be determined)