**Self Determination Local Advisory Committee**

**Meeting Minutes**

**Friday, September 18, 2020**

**10:00 a.m. to 12:00 Noon**

Recorder: Sedona B. Zoom Meeting

**Present:**

COMMITTEE MEMBERS (*\*=Appointed By)*: Pam Jensen (SCDD\*), Frank Van Curen (SCDD\*), Kara Ponton (RCRC\*), Robert Miland Taylor (RCRC\*), Clifford Black (CRA)

REPRESENTATIVES TO THE COMMITTEE: Mary Block (RCRC), Sheila Keys (RCRC), Sedona Bowser (RCRC), Laura Larson (SCDD)

COMMUNITY MEMBERS: Alaisha Johnson (Community), Cindy Gilliam Sullivan (RCRC), Dawn Chance (RCRC), Erin Moynahan (RCRC), Jennifer Garcia (RCRC), Kristy Tanguay (Pending SCDD\*), Madison Phillips (Community), Melissa Robinson (DDS), Nicole DeGuzman (Community), Sherry Erickson (Community), Sierra Goeken (RCRC)

**Absent Committee Members:** Ronald Piazza (RCRC\*)

**Common Abbreviations:**

**SDP** (Self-Determination Program), **SDAC** (Self-Determination Advisory Committee), **RCRC** (Redwood Coast Regional Center), **DDS** (Department of Developmental Services), **SSDAC** (Statewide Self-Determination Advisory Committee), **SCDD** (State Council on Developmental Disabilities), **RC** (Regional Center), **SC** (Service Coordinator), **FMS** (Financial Management Services), **IF** (Independent Facilitator), **PCT** (Person Centered Training), **LCRA** (Local Client Rights Advocate)

**Minutes:**

1. Welcome, Introductions, Roll Call, and Select a Timekeeper (Robert):
   1. Participants introduced themselves.
   2. Roll call was taken and a quorum was present.
   3. Erin M. was selected as Timekeeper.
2. Review, Discussion and Approval of 08/21/2020 Minutes (Robert):

Motion: Frank VC. moves to accept the 08/21/2020 minutes with corrections.

Second: Kara P.

Roll call vote:

Frank Van Curen (Yes)

Kara Ponton (Yes)

Robert Miland Taylor (Yes)

Motion PASSED

1. Update on August Action Items (Robert):
   1. ACTION: Sedona will forward the Humboldt County drive-up art show flyer to the committee.
      1. Sent via email to SDAC team. Jennifer Garcia informed the committee that event had been postponed and she will send an updated flyer after this meeting for Sedona to forward to the committee.

**ACTION: Jennifer to email an updated flyer after this meeting for Sedona to forward to the committee.**

* 1. ACTION: Sheila will send out a flyer about the Learning Committee.
     1. Sheila will send out after the 9/18 meeting.

1. State Council Report (Laura):
   1. The Membership Committee met and officially voted Kristy Tanguay as a SDAC committee member. Welcome, Kristy!

**ACTION: Sedona will update the Roster to show Kristy’s information.**

* 1. SCDD received the updated report from the Statewide Committee regarding barriers to SDP implementation. This information encompasses the entire State and not just RCRC. The four areas of concern are as follows:
     1. Delays to the enrollment process. DDS are asking for better reporting to DDS, shorter timelines and for SDACs to do better tracking.
     2. Lack of guidance from DDS to RCs and clients.
     3. Lack of training to RC staff and families.
     4. Lack of training to IFs and FMSs etc.
  2. Laura is excited about the tablets being delivered.
  3. Kara reported that several new members were appointed to the council.

1. DDS/RCRC Update on SDP Participation Transition (Sheila/Sedona): The recent fires have slowed progress but there is still movement. Out of the 24 pending new participants, 5 are expected to start on 10/01, 4 are progressing forward, 4 are pending withdrawal, and 11 are stalled without movement. Those not making progress is due to revision of budget, client waiting for Covid restrictions to pass, inability to make contact and some RCRC staff changes. Sheila will encourage SCs to utilize IFs to work through the process if they are unable to. Covid concerns can be addressed by using PPE and social distancing and meeting outside, etc. as well as using video/phone and mail options. At this time DDS is not replacing those participants that withdraw since they already approved 10% over the allotted number previously.

**ACTION: Sedona will provide Mary and Sheila a list of the participants who have been delayed due to staff changes for closer attention.**

**ACTION: Sedona will update the status report next month to include comparison from previous month to current month.**

* 1. Laura wanted to know how RCRC is managing the SDP rollout and who is being trained. Mary and Sheila explained that although all SCs are generally aware of the SD program, only 2-3 SCs in each County office and/or unit is actually trained and managing the SDP participants in addition to their regular caseloads. Although provided with training, most of the working knowledge is gained while working the program with the clients. Sheila is the identified SDP Coordinator and helps with each SDP case as needed.
  2. Cindy shared that 30% of SDP participants have been added to the SDP waiver.
  3. Sherry mentioned there seemed to be a disconnect between when a SC submits to Fiscal and when Fiscal approves and it is taking particularly long to get approved. Sheila said she will talk with Fiscal to try and resolve the time issue.
  4. Sherry also said it is difficult to get large ticket items (i.e. a generator from Amazon) purchased. Sheila said participants cannot be reimbursed but an FMS can buy and get reimbursed for large ticket items or use money management groups to purchase an item. Nicole at GT Independence said large ticket items are purchased on a case-by-case basis depending on the item, warranties, etc. but that there is no one solid answer. Sheila suggested if using Amazon the participant can put things on their “Wish List” and someone else can purchase it for them and get reimbursed but the participant would be considered the “owner” which helps with warranty issues. She said in order have a “Wish List” the participant would need to create a free Amazon account.

1. Recruitment of Independent Facilitators (Sheila): There are no trainings planned until maybe December, but most likely not until 2021.
2. RCRC Work Group Update (Sheila): There are no Work Groups scheduled currently, however, GT Independence is showing webinars that are useful. Nicole added that there is one planned for the end of September and in October, which will also be recorded for future viewing.

**ACTION: Sheila will forward information for this webinar to the committee.**

1. Resource sharing (Community):
   1. Laura reported on her personal experience with the Bear Creek Fire. Sheila reminds everyone to “know your neighbors” and be vigilant.
   2. Laura mentioned that Pam has a wonderful employee (Sarah Hankins) who suggested setting up a YouTube channel for RCRC SDP.
   3. Jennifer Garcia also said to forward any formats of information and she can post to the RCRC website.
   4. Robert suggested for next month’s agenda to review and vote on the 2021 calendar as well as whether to hold the December 2020 meeting or cancel it. He also wants an agenda item added to report back from the SSDAC meeting.

**ACTION: Sedona to add decision on December meeting to the next agenda.**

**ACTION: Sedona to add 2021 Calendar to the next agenda.**

**ACTION: Sedona to add SSDAC Meeting Report to the next agenda.**

* 1. Kristy T. was able to join the meeting late. Pam requested Kristy and Cliff beadded to the bottom of the agenda where it lists committee names.

**ACTION: Sedona to add Kristy and Cliff to the committee names at the bottom of the agenda template.**

1. Meeting Recap (Action Items below):
   1. **ACTION: Jennifer to email an updated flyer after this meeting for Sedona to forward to the committee.**
   2. **ACTION: Sedona will update the Roster to show Kristy’s information.**
   3. **ACTION: Sedona will provide Mary and Sheila a list of the participants who have been delayed due to staff changes for closer attention.**
   4. **ACTION: Sedona will update the status report next month to include comparison from previous month to current month.**
   5. **ACTION: Sheila will forward information for the GT Independence webinar to the committee.**
   6. **ACTION: Sedona to add decision on December meeting to the next agenda.**
   7. **ACTION: Sedona to add 2021 Calendar to the next agenda.**
   8. **ACTION: Sedona to add SSDAC Meeting Report to the next agenda.**
   9. **ACTION: Sedona to add Kristy and Cliff to the committee names at the bottom of the agenda template.**
2. Adjourn the meeting (Robert): Meeting was adjourned at 11:39 a.m.

**The next meeting is set for October16, 2020.**

*SDAC Mtg Minutes\_2020-09-18*

*Prepared by: S. Bowser (09/29/2020)*