

**Self Determination Local Advisory Committee
Meeting Minutes
Friday, April 30, 2021
10:00 a.m. to 12:00 Noon**

Recorder: Sedona B.

Zoom Meeting

Present:

COMMITTEE MEMBERS (*=*Appointed By*): Clifford Black (CRA), Kara Ponton (RCRC*), Kristy Tanguay (SCDD*), Frank Van Curen (SCDD*)

REPRESENTATIVES TO THE COMMITTEE: Mary Block (RCRC), Sheila Keys (RCRC), Cindy Gillam Sullivan (RCRC), Sedona Bowser (RCRC), Julie Eby-McKenzie (SCDD)

COMMUNITY MEMBERS: Jennifer Garcia (RCRC), Karen Elliott (RCRC), Nicole Hugelshofer (RCRC), Rob Enge (RCRC), Sherry Erickson (Community), Valerie Johnson (Community)

Absent Committee Members: Robert Miland Taylor (RCRC*), Pam Jensen (SCDD*)

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), **CRA** (Client Rights Advocate), **DVU** (Disability Voices United)

Minutes:

1. **Welcome, Introductions, Roll Call, and Select a Timekeeper (Kara):**
 - a. Participants introduced themselves.
 - b. Roll call was taken and a quorum was present.
 - c. Karen E. volunteered and was selected to serve as Timekeeper.

2. **Review, Discussion and Approval of 03/19/2020 Minutes (Kara):**

Motion: Frank VC. moved to accept the 03/19/2020 minutes with no corrections.

Second: Clifford B.

Roll call vote:

Fran Van Curen (Yes)

Kristy Tanguay (Yes)

Kara Ponton (Yes)

Clifford Black (Yes)

Motion PASSED

3. Update on March Action Items (Kara):
- a. ACTION: Sheila will connect with other RCs to discuss how they are doing Fast Track and get some generalized language for an RFP by April 30th.
 - i. Sheila connected with several RCs and received 3 examples of RFPs. She noticed that RFPs were for outside entities to do all that we have already done in our first proposal (focus groups, orientations, etc). She also received information of what things did not work.
 - b. ACTION: Jennifer P. will make a list of potential contact persons from other RCs having a similar model as above and give to Sheila and Mary.
 - i. Sheila and Mary confirmed receipt.
 - c. ACTION: Sheila will send an email to Cindy, Pam, Frank and Kristy plus any interested IFs to form a small group to meet by April 2nd to draft a proposal.
 - i. Sheila reached out but the group was unable to meet in the time frame. However, there may be some potential conflicts of interest if anyone in the group may want to apply for the RFP. Sheila will do some checking and schedule another group meeting by the May 21st SDAC meeting.
 - d. ACTION: Sheila will work with this SDAC to draft a proposal for RFP to have reviewed by the committee by June 2nd prior to sending to DDS.
 - i. Sheila requested to revise the wording to “submit proposal for use of the funds outlining what we want on the RFP.” This proposal should include a backup plan if the RFP doesn’t work.
 - 1. **ACTION: Sheila will have a rough draft of the proposal for RFP for use of DDS funding submitted to Sedona by May 11th which will be sent to the committee for review at the May 21st meeting.**
 - 2. **ACTION: Sedona will add “Review Proposal to DDS for Funding RFP” to the agenda.**
 - e. ACTION: Sarah M to send Mary B the draft of the grant application prior to the May SDAC meeting.
 - i. (Done during meeting; Sarah M sent to SDP local advisory committee members, including Mary B, Sheila and Cindy).
 - f. ACTION: Sheila to send out a flyer for the April 29th Work Group via mail and email.
 - i. Sent via email.
4. DDS Funding to Support Implementation of SDP (Mary): The DVU online conference training was held and we had several people attend that. Sheila there was at least 3 IFs and 6 participants that attended. Frank attended all three days and he liked it. Sherry found it very interesting, but would have liked more time with each session, and she enjoyed the conference. Sheila felt there was a lot of good representation of participants and interested participants and a lot of people shared their personal experiences and it was really appreciated. Sheila enjoyed the history of the Civil Rights portion of SDP. Attendees participated on some panels with other RCs and it was a great experience and a lot of good information. Cindy said it was invigorating and reminded us why we are doing this and why it is important. Cindy said she looks

forward to sharing information with future trainings. Sheila wants to have the team send her input to help in providing future trainings. Frank and Sheila liked the Jump Start idea. Sheila thinks it will be available on video at some point for those who attended, not sure if open to everyone. Frank suggests doing some trainings at the regional centers and he would be glad to do it. Julie would also like to assist in future trainings (via chat statement).

5. State Council Report (Julie/Kara): Julie said there hasn't been a statewide SSDAC meeting since the last SDAC meeting. State Council is going to have a regional meeting on May 20th at 6:00pm via zoom about what they see as the biggest challenges in our region. If you would like to attend and want to be added to any distribution lists please email Julie at Julie.eby-mckenzie@scdd.ca.gov and she will add you to her list. On May 12th there will be an emergency broadband meeting as well. Julie will also be recruiting soon for the North Coast Regional Advisory Committee (RAC) from Del Norte (3) and Mendocino (2), although people from other counties can apply as well for future open positions. Sheila also shared that RCRC is also recruiting for the Del Norte SDAC vacant position. Jennifer G. asked if there were Spanish translation capabilities at these meetings. Julie said both Spanish and sign language translators will be available, but to let her know of any translation needs. Jennifer G. offered to forward and post any flyers available.
 - a. **ACTION: Sedona to add "Recruiting for Del Norte SDAC Vacant Position" to the next agenda.**
 - b. **ACTION: Sedona to send the recruitment flyer to Jennifer G. for social media posting.**
 - c. **ACTION: Sedona will resend recruitment flyer to the employees of the Crescent City RCRC office asking them to aid in the recruitment efforts with families, individuals served, and our provider community.**
6. DDS/RCRC Update on SDP Participation Transition (Sheila/Sedona): Sheila shared an orientation was held with good attendance. There were no new transitions since the last meeting. A couple of participants chose to withdraw for now and enroll after it has rolled out to everyone. Sheila screen shared the DDS "Summary of Data for Continuing Participants" document from Feb 2021 (also found on the DDS website) to show the committee how well RCRC is doing statewide. Julie said when looking at percentages RCRC is doing exceptionally well!
 - a. **ACTION: Sheila to send the orientation flyer for the next orientation to both Jennifer G. and Julie EM to post.**
7. Recruitment of Independent Facilitators (Sheila): During the orientation Sheila found two more possible interested parties for IFs. She is considering May 17th as the next possible orientation. She is also going to look at our video on our website to see if we need to make some revisions. The orientation is no longer a requirement to enroll in SDP but it is still being considered a useful form of information to help interested participants know if they want to enroll.

8. RCRC Work Group Update (Sheila): Sheila is changing the name of the group to Self Determination Conversations. There was a meeting last night at 6pm. The next one is scheduled for Thursday, June 24th at 3:00pm. Cindy added that it was really informal and very interesting and to really encourage people to attend because it really is informational and pleasant to be at and we would love more people to come. It is open to family members or anybody interested in knowing more about the program.
 - a. **ACTION: Sedona will change the name of the RCRC Work Group on the next Agenda to "Self Determination Conversations".**
 - b. **ACTION: Sheila to send Jennifer G. a flyer of the next SD Conversations meeting and she will post to social media and Sheila to share with the SDP Roundtable team.**
9. Resource sharing (Community): Nothing shared.
10. Meeting Recap (Action Items below):
 - a. **ACTION: Sheila will have a rough draft of the proposal to DDS for funding RFP by May 11th to go out to SDAC for the May 21st meeting to review.**
 - b. **ACTION: Sedona will add "Review Proposal to DDS for Funding RFP" to the agenda.**
 - c. **ACTION: Sedona to add "Recruiting for Del Norte SDAC Vacant Position" to the next agenda.**
 - d. **ACTION: Sedona to send the recruitment flyer to Jennifer G. for social media posting.**
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 - g. **ACTION: Sedona will change the name of the RCRC Work Group on the next Agenda to "Self Determination Conversations".**
 - h. **ACTION: Sheila to send Jennifer G. a flyer of the next SD Conversations meeting and she will post to social media and Sheila to share with the SDP Roundtable team.**
11. Adjourn the meeting (Kara): Meeting was adjourned at 11:11 a.m.

The next meeting is set for May 21, 2021.

SDAC Mtg Minutes_2021-04-30

Prepared by: S. Bowser (04/30/2021)