

**Self-Determination Local Advisory Committee**  
**Meeting Minutes**  
**Friday, August 20, 2021**  
**10:00 a.m. to 12:00 Noon**

Recorder: Sedona B.

Zoom Meeting

**Present:**

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

**REPRESENTATIVES TO THE COMMITTEE:** Sheila Keys (RCRC), Sedona Bowser (RCRC), Julie Eby-McKenzie (SCDD)

**COMMUNITY MEMBERS:** Amy Soto (RCRC), Breeanne Burris (Community), Christine Ibia (Community), Barbara Sprout (Community), Jennifer Garcia (RCRC), Jennifer Pittam (RCRC), Melissa Robinson (DDS), Nicole Hugelshofer (RCRC), Rob Enge (RCRC), Sherry Erickson (Community), Theresa Silsbee (RCRC)

**Absent Committee Members:** NONE

**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 (Robert):**
  - a. Moment of silence for victims of current and recent fires.
  - b. Sedona identified all who are in attendance.
  - c. Roll call was taken and a quorum was present.
  - d. Pam J. was selected as Timekeeper.
  
2. **Review, Discussion and Approval of 07/16/2020 Minutes (Robert):**

**Motion:** Frank VC. moves to accept the 07/16/2020 minutes with corrections.  
**Second:** Pam J.  
**Roll call vote:**  
Robert Taylor (Yes)  
Frank Van Curen (Yes)  
Pam Jensen (Yes)  
Kristy Tanguay (Yes)  
Clifford Black (Yes)  
**Motion PASSED**

3. Update on May Action Items (Robert):
  - a. **ACTION: Sedona to mail Thank You letter to Kara.**
    - i. Mailed 08/19/21.
  - b. **ACTION: Add to next agenda to elect a new Vice Chairperson.**
    - i. Added to agenda.
  - c. **ACTION: Sedona to email Melissa to invite Tim T. of DDS to attend the September SDAC meeting and share updates on the trailer bill and other information.**
    - i. Emailed during the meeting.
  - d. **ACTION: Sheila will invite recently enrolled participants to attend the next SD Conversations meeting to give their feedback on their experience.**
    - i. Invited, and during the meeting the flyer was emailed to the group.
  - e. **ACTION: Sedona to add to the August agenda "Outreach with FNRC" for 20 minutes and Sheila will send an email to invite them.**
    - i. Added to agenda.
  - f. **ACTION: Julie will send the curriculum to Sedona for providers and Sedona will share with the committee.**
    - i. Sedona received and emailed to the committee on 08/12/21.
  
4. Nomination and Election of Vice Chairperson, term ending July 2023 (Robert): Pam nominated Frank VC., he accepted and Sheila shared that Frank has 20 years of experience as a participant in Self-Determination and Frank shared he is on the Board for the Shoreline Riders. No other nominees were identified.  
Motion: Pam J. moves to elect Frank Van Curen as Vice Chairperson of SDAC.  
Second: Clifford B.  
Roll call vote:
  - Robert Taylor (Yes)
  - Frank Van Curen (Yes)
  - Pam Jensen (Yes)
  - Kristy Tanguay (Absent)
  - Clifford Black (Yes)Motion PASSED
  
5. Recruiting for Del Norte SDAC Vacant Position (Sheila): No applications have been received.
  
6. Update on Trailer Bill Language (Sheila): No new information is available. We are waiting on information from DDS.
  
7. DDS Funding to Support Implementation of SDP: Review Request for Proposal (RFP) Draft (Sheila): Sheila shared the RFP draft on the video and briefly went over the document with the committee, making some minor changes along the way. Pam suggested adding language to make clear that proposals can be submitted for any portion of the RFP, or for one area within the four counties, they do not need to cover all items or areas included in the RFP. Breeanne asked if RCRC is willing to

- look at the virtual component, and Sheila believes that would be fine as long as the participant is comfortable with that. Robert inquired about preventing economic fraud and Sheila shared that RCRC is working to help participants be properly informed and avoid fraud and abuse. Julie also mentioned that there are a lot of services for a small pot of money and to just make sure everyone is aware. Sheila reminded this is an opportunity to see what is available and then a final decision can be made on how the money is allocated. The committee agreed that Sheila can make any necessary amendments for clarity and post to the public when ready. Sheila would like any additional suggestions by August 30<sup>th</sup> via email to [skeys@redwoodcoastrc.org](mailto:skeys@redwoodcoastrc.org). Sheila is planning to post the RFP to the public by Sept 1<sup>st</sup>.
- a. **ACTION: Sedona will mail a hard copy of the RFP draft to Robert and Frank.**
8. Outreach with FNRC (Sheila): Sheila said we are waiting to collaborate with FNRC and would like this added to the agenda next month.
    - a. **ACTION: Sedona will add “Outreach with FNRC” to the next agenda.**
  9. State Council Report (Julie): Nothing new from the State Council. There are a couple of vendors who are interested in training.
  10. Statewide SDAC Report (Julie/Robert): This was covered at the last meeting and was stricken from the agenda for this meeting.
  11. DDS/RCRC Update on SDP Participation Transition (Sheila/Sedona): There is one participant that started August 1<sup>st</sup>. Another new enrollment is starting September 1<sup>st</sup>. Sheila has held one more orientation via Zoom. There were 7-8 people who joined that meeting. Sheila has since sent a link for the orientation video to two more interested people. The link to the 1 ½ hour-long orientation video may be posted to our website after further review. A few more potential participants are talking to their Service Coordinators and interviewing IFs and some have starting planning. RCRC is providing mandatory Self-Determination orientations for Service Coordinators. One was held in July and another is scheduled for August 30<sup>th</sup>. Nicole shared that in meetings she is able to give Self-Determination as an option to clients.
    - a. **ACTION: Sedona and other RCRC offices will make sure the Self-Determination brochure is distributed to the SCs and Reception offices.**
  12. Recruitment of Independent Facilitators (Sheila): Sheila has spoken with somebody in the Humboldt/Eureka area with good experience and she has been attending various trainings and hopes to have her as a new IF soon.
  13. Self-Determination Conversations Update (Sheila): Last month the meeting was held the day after the orientation and one attendee came to the conversations meeting and there was great information shared. The next one is scheduled next Friday, August 27<sup>th</sup> at 3:00pm.
    - a. **ACTION: Sheila will send Frank 20 Self-Determination brochures.**

14. Resource sharing (Community):

- a. Robert: Lake County is currently dealing with a wildfire, 60 homes destroyed including a trailer park (at least 2 people connected to RCRC lost homes, approximately 25 were affected). Sheila gave props to the entire Lake County staff on how quickly they worked to assist our clients.
- b. Robert: Thank you, Frank, for being a part of the SDAC committee and now as Vice Chair.
- c. Sheila: RCRC still has PPE and wear your mask, please!
- d. Julie: She still has over 100 Red Cross PPE but can only give them out after a training so she can do an Emergency Preparedness training that is about an hour long. If 4-5 individuals want to get together that would be sufficient to hold a training.
  - i. **Sheila said she will email Julie contact information for Dana Lewis from People Services who would be interested in the trainings.**
- e. Barbara (CBEM): Is there an avenue for a group of vendors who are supporting Self-Determination to get together to share ideas and support for each other? Sheila thought that was a great idea and it could be brought up at the Alliance of Service Providers meeting on Tuesday.
- f. Melissa: Tim Travis cannot commit to attendance to SDAC meetings due to scheduling, but Melissa or someone at DDS will always try to be present for DDS.
- g. Robert: Don't forget to vote!

15. Meeting Recap (Action Items below):

- a. **ACTION: Sedona will mail a hard copy of the RFP draft to Robert and Frank.**
- b. **ACTION: Sedona will add "Outreach with FNRC" to the next agenda.**
- c. **ACTION: Sedona and other RCRC offices will make sure the Self-Determination brochure is distributed to the SCs and Reception offices.**
- d. **ACTION: Sheila will send Frank 20 Self-Determination brochures.**
- e. **ACTION: Sheila said she will email Julie information to contact Dana Lewis who would probably partner with for trainings.**

16. Adjourn the meeting (Robert): Meeting was adjourned at 11:40 a.m.

**The next meeting is set for September 17, 2021.**

*SDAC Mtg Minutes\_2021-08-20  
Prepared by: S. Bowser (08/20/2021)*