

**Self Determination Local Advisory Committee
Meeting Minutes
Friday, December 15, 2017
10:00 a.m. to 12:00 noon**

Recorder: S.May/S. Bowser
Timekeeper: P. Jensen

Crescent City/Ukiah/Eureka Video

Present:

COMMITTEE MEMBERS: Pam Jensen, Victoria Mayes-Webb, Kara Ponton, Debra Ponton, Robert Miland Taylor

REPRESENTATIVES TO THE COMMITTEE: Mary Block, Sedona Bowser, Sarah May

COMMUNITY MEMBERS: Karen Satern, Jennifer Finigan, Sheila Keys, Mayra Ochoa, Sherry Erickson

Absent: Ronald Piazza, David Weafer, Victoria Mayes

1. Welcome, roll call, and select timekeeper – Today’s timekeeper is P. Jensen. Roll call was taken and a quorum was not present.
2. Welcome to Sedona, the new Administrative Assistant to Mary Block. Recognition of Donna Landry-Rehling’s support to this committee which is now going to Sedona. Discussion and agreement to circulate a thank you card for signatures and send to Donna. **Fully signed card will be sent to Sedona to deliver.**
3. Postponed welcome of new Del Norte County member, Ronald Piazza, as he was not present.
4. Discussed 2018 meeting schedule, 3 votes to move to a quarterly meeting schedule as there is currently no federal waiver in place. Agreed 2018 meeting dates are March 23rd, June 15th, September 21st and December 14th...all Fridays from 10:00am to 12:00pm.
5. Review of August 18, 2017 Minutes
Motion: Robert T. moves to accept the August 18, 2017 minutes as is.
Second: Pam J.
Roll call vote:

Pam Jensen, SCDD (Yes)	David Weafer, At Large (absent)
Victoria Mayes-Webb, SCDD (absent)	Kara Ponton, RCRC (yes)
Robert Miland Taylor, RCRC (yes)	Ronald Piazza, RCRC (absent)
6. Community Input – Participants introduced themselves.

There was discussion and agreement about adding S. May to the roster as an SCDD representative to the board.

K.Ponton reported that she has moved to Eureka and would like to remain a voting member of the board. There was discussion and agreement to expand Humboldt County representation to allow K. Ponton to change her representation from Mendocino County to Humboldt County.

S. Bowser to update roster to show K. Ponton’s new contact information.

7. Composition of Committee Membership – Per S. May, State Council has a large number of vacancies statewide that need to be filled. Discussion about position term limits and the general consensus is to have no term limits for membership.
8. Voting Process of Chair and Vice-Chair Positions – In regards to following Bagley-Keene requirements, S. May shared that we have to have full transparency (no secret ballots, no excusing non-members from the room, etc). As per agenda to establish Officer term limits, P. Jensen suggested we have term limits due to the amount of work over time. R. Taylor suggested a 2-year term with the ability to run again for up to 4 years total. S. Erickson suggested having staggering terms between the Chair and Vice Chair, which would mean one of those positions' first term would either be one year or three years. **M. Block suggested we carry forward this discussion to the next meeting so absent board members can be present. The committee has recommended unanimously to come to the next meeting prepared to discuss terms and start dates, vote and possibly run for Officer positions.**
9. State Council Report – S. May notified the board of the newest committee member represented by the SCDD, Willie West, who has been appointed but is waiting on his official letter. She indicated the membership committee is concerned with advisory committees receiving minimal applications and requested outreach. SCDD committee has now launched a full recruitment campaign. P. Jensen thanked M. Ochoa for her attendance to help encourage community awareness and involvement.
10. Statewide SDP Training (October) – The training was held in two parts over two days. Day one was a full overview of the Self Determination Program. Day two was a briefing on the overview but focused on Train the Trainer information about how to get the community involved. M. Block reported that community meetings would get organized by RC's to get the information out to the community and gather community interest. A PowerPoint was created that can be adapted by each RC for presentations. These meetings would be for information only and not as registration. A sign-in sheet would be used at the beginning of the meeting, but afterwards for those who are interested in registering there will be a separate sheet (possibly electronic). Members in attendance that went to the SDP training had various feedback: DDS has many nuts and bolts to still figure out for a successful rollout (S. Keys); It felt like "here's the information now GO!" (S. May); Client may attend multiple meetings to be able to fully understand the program (M. Block); FNRC was unclear about when to launch (S. May); There are six remaining issues for DDS to address before resubmitting the waiver (S. Keys); Very informational and good for clients, can't wait! (M. Ochoa); New and informational and appreciated the struggles and benefits of the program (S. Bowser); Many of the RC's had similar concerns, but know that life events can be adapted around (S. Keys); Loved the history and representation by everyone, as well as the PowerPoints and trainer guides (R. Taylor). **At the next meeting M. Block would like to discuss what an information presentation will look like, will use large screens to show the PowerPoint presentations and discuss how to personalize and add supports. We need to be sensitive to the timing with DDS. Come prepared to discuss possible areas and venues for these meetings and when we might want to start presenting these informational meetings.**
11. Social Media – M. Block said there are no updates. RCRC does have a Tech Committee that is always looking at new technological advancements that RCRC could use to improve work processes. The RCRC Board did approve a general social media policy for RCRC, however, RCRC is only beginning with Facebook at this time.

12. Resource sharing –

M. Block said she has received the draft print of the SDP brochure in both English and Spanish and the plan is to print about 200 each in English and Spanish. **She will send them down to M. Ochoa to review the Spanish brochure for accuracy. S. May requested a PDF of the brochure, which will be made available on the website once it is final and approved.**

Sensitive Santa Claus pictures scheduled region-wide: Lakeport: Dec 15th, Ukiah & Eureka: Dec 20th, Crescent City: Dec 11th

13. Meeting Recap / Action Items –

- a. **A card is being circulated for Donna, to be signed and when complete sent to Sedona.**
- b. **Sedona to update roster to show K. Ponton's new contact information.**
- c. **The committee will come to the next meeting prepared to discuss Officer terms and start dates, vote and possibly run for Officer positions.**
- d. **At the next meeting come prepared to discuss what a Self Determination information presentation will look like, discuss how to personalize the DDS PowerPoint presentations and discuss how to add supports. Also, come prepared to discuss possible areas and venues for these meetings and when we might want to start presenting these informational meetings.**
- e. **Mary will send the SDP brochures to Mayra to review the Spanish brochure for accuracy. A PDF of the brochure will be made available on the website once it is final and approved.**

14. **The next meeting is set for March 23, 2018.**

15. Adjourn the meeting – Meeting was adjourned at 11:55.

*SDAC Mtg Minutes_2017-12-15
Prepared by: S. Bowser (12/19/17)*