

Self-Determination Local Advisory Committee
Meeting Minutes
Friday, February 25, 2022
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*), Chris Miller (RCRC), Clifford Black (CRA)

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

COMMUNITY MEMBERS: Allan Smith (Community), Crysalynd Miranda (CRA), Gail Wright (Community), Roshan Ashford (Community), Sherry Erickson (Community), Valerie Johnson (Community)

Absent Committee Members: None

Common Abbreviations:

CRA (Client Rights Advocate), **DDS** (Department of Developmental Services), **DVU** (Disability Voices United), **FMS** (Financial Management Services), **FRC** (Family Resource Center), **IF** (Independent Facilitator), **PDS** (Participant Directed Services), **PCT** (Person Centered Training), **RC** (Regional Center), **RCRC** (Redwood Coast Regional Center), **SC** (Service Coordinator), **SCDD** (State Council on Developmental Disabilities), **SDAC** (Self-Determination Advisory Committee), **SDP** (Self-Determination Program), **SSDAC** (Statewide Self-Determination Advisory Committee)

Minutes:

1. **Welcome, Introductions, Roll Call, and Select a Timekeeper (Robert):**
 - a. Sedona identified all who are in attendance.
 - b. Roll call was taken and a quorum was present.
 - c. Frank VC. was selected as Timekeeper.

2. **Review, Discussion and Approval of 01/21/2022 Minutes (Robert):**

Motion: Frank VC. moves to accept the 01/21/2022_minutes with no corrections.

Second: Chris M.

Roll call vote:

 - Robert Taylor (Yes)
 - Pam Jensen (Yes)
 - Frank Van Curen (Yes)
 - Chris Miller (Yes)
 - Clifford Black (Yes)

Motion PASSED

3. Update on January Action Items (Robert):
 - a. **November ACTION: Sheila will organize an outreach letter to current SDP participants and those who have completed an orientation.**
 - i. A letter is still in process but other recruitment efforts have been made.
 - b. **November ACTION: Sheila will email out the flyer for the next SD Conversation Zoom.**
 - i. Done
 - c. **ACTION: Julie requested "Complaint Resolution Process" be added to the next agenda for 20 minutes.**
 - i. Done
 - d. **ACTION: Sedona will add Chris to the SDAC Roster and forward an updated roster to the committee.**
 - i. Done
 - e. **ACTION: Pam will contact Sedona to set up a Zoom meeting for Valerie, Pam, Frank, Robert and Chris to meet as an Ad Hoc committee.**
 - i. Done
4. Participant and Family Sharing – What’s Working and What’s Not Working (Community):
 - a. Valerie updated from last week’s sharing. She thanked the group for the positive experience. They were able to resolve the issue they were having and vendors have been paid, as well as getting much more expeditious answers to their questions and improved services from RCRC. They have found another group to work with and feel good about it.
 - b. Robert is working on an issue with his monthly bus pass with his IF and FMS.
5. Recruiting for Del Norte, Humboldt and FRC SDAC Vacant Positions (Sheila): We have completed the Humboldt recruitment with Chris’s addition. Sheila will be in touch with someone at the Lake County FRC and will keep the group updated on her progress. We have also hired a Participant Choice Manager for the northern counties and he will be reaching out to people up there to recruit more members, especially in Del Norte.
 - a. **ACTION: Sedona will change the agenda item to remove Humboldt from the Recruiting SDAC Vacant Positions agenda item.**
6. DDS Funding to Support Implementation of SDP: Request for Proposal (RFP) Update (Sheila): We now have three separate allocations of money for transition to SDP. The first one (FY 19/20) must be expended by the end of March, which was identified to go to HCAR. HCAR was also awarded half of the money from the second allocation (FY 20/21) via the RFP process. We need to do another RFP for the other half of the allocation from FY 20/21, to focus on supporting people in Mendocino and Lake Counties. DDS has also just identified a third allocation (FY 21/22) of \$44,880 which will need to be expended by the end of March 2024. One idea for using some of this money is to assist participants to navigate the process and work with an FMS to set up

their spending plans. Pam was questioning if the problem is that the FMSs are not being paid during the initial process. Sherry suggested having training for the IFs because each system is different and it is not always easy to travel. Sheila mentioned short videos from FMS agencies and active participants to talk about how they handle different situations as being a helpful tool for new participants. Valerie mentioned that picking an FMS is very limited to only four to choose from, and only one was available to them. Sheila reached out to all of the FMSs on the DDS website. For those available to our area there are wait lists, but we do have two more options coming on board in the next six months. The struggle for FMSs is a statewide issue that both DDS and ARCA are aware of and working on. Clifford said DRC is updating their manual about SDP. DDS is looking into waiver classifications and Clifford will update the committee as he knows more. Allan suggests the committee talks with Tim Travis to get more information. Sheila has talked with Tim and will ask him more questions when she meets with him in March. Chris sees the biggest problem is not having enough FMSs to service participants' needs, and it seems FMSs should have been arranged prior to encouraging enrollments.

7. State Council Report (Julie): The modules for the orientation are basically ready to go and we are hoping to launch them in March. We are looking for co-trainers and would love to see the North Coast represented. All participation is virtual. If anyone is interested in helping please let Julie know. There is a small stipend for their participation. RCRC can also provide access to technology on-site at an RCRC office to this person, if needed. SCDD does have a selected representative for SDAC but she has not received her letter yet.
 - a. **ACTION: Julie will provide Sheila a job description of what they are looking for in the co-trainers being recruited.**
 - b. **ACTION: Sheila will email Valerie the COVID-19 protocol for visitors to RCRC offices.**
 - c. **ACTION: Sedona will add "Statewide SDAC Report" by Robert to the next agenda for 20 minutes.**
8. Complaint Resolution Process (Julie): If someone has a complaint, they can use the 4731 complaint process. The best resources are the Lanterman Act publication or the SDP Ombudsperson. You can find the link in the Lanterman Act at <https://www.disabilityrightsca.org/publications/rula-rights-under-the-lanterman-act-complete-manual>. It is important to keep as many notes and records as you are able. Clifford agreed with all that Julie shared and included his office (DRC) is also a good resource. SCDD will defer to DRC for legalities.
9. DDS/RCRC Update on SDP Participation Transition (Sheila): Since the last SDAC meeting, three more people have watched the orientation video, two from one household. We hope to make some adjustments after April to the existing orientation. We have one new participant enrolling March 1, one person has begun planning with their IF, we had one new enrollment in February, three selected participants dropped

out. Two of the original DDS selected group are still trying to move forward. Of those that had already enrolled, one withdrew due to not using services and another person passed away last month. Pam mentioned the satisfaction survey and asked details about the orientation presentation. The video is just under three hours long (originally six hours). Chris recently watched the orientation and thought it was good. He watched the plain language one and then from DDS and other resources and found that ours is definitely easier to understand. Chris also shared he has been getting some referrals of people who are interested in SDP and he is feeling excited about it.

10. Recruitment of Independent Facilitators (Sheila): Sheila has asked HCAR to assist in recruiting. We only have one Humboldt person, based in Humboldt, and looking for more. Julie shared they have had two IF meetings and is excited about the progress they are going to make learning from each other. Valerie recognized Sheila's time and thanked her for all she is doing. Valerie would also like to have Sheila come and visit them so get better insight on the pitfalls and more. Sheila will be officially in her new position in 2 ½ weeks.
 - a. **ACTION: Sedona to change the agenda item to "IF Updates" for future agendas and add Julie to the Owner column.**
11. Self-Determination Conversations Update (Sheila): There was no meeting since our last SDAC meeting, but the next one is March 4th.
12. Resource Sharing/Community Input (Community):
 - a. Pam shared about the Ad Hoc Committee for the satisfaction survey. Pam and Valerie have met a couple of times and have discussed how the five principles have been upheld. They are also looking at the different elements of the process and getting feedback. They are also giving room for additional comments that are not from a direct question. They have discussed what format people should be allowed to respond (written, digital or verbal) and they will probably do all three. They are hoping to have something to be reviewed by the end of March. Pam will email an attachment for review for the next agenda.
 - i. **ACTION: Sedona to add "Ad Hoc Committee: SDP Survey Update" to the next agenda for 15 minutes.**
 - b. Robert shared that as of Feb 15th the mask mandate has been lifted for California. Some businesses are still requiring masks. Hospitals, Community Centers and transportation are still requiring them. Sheila shared that RCRC follows the most restrictive mandate amongst the four counties, and as of right now all RCRC offices will be enforcing the mask mandate.
13. Meeting Recap (Action Items below):
 - a. **ACTION: Sedona will change the agenda item to remove Humboldt from the Recruiting SDAC Vacant Positions agenda item.**

- b. **ACTION:** Julie will provide Sheila a job description of what they are looking for in the co-trainers being recruited.
- c. **ACTION:** Sheila will email Valerie the COVID-19 protocol for visitors to RCRC offices.
- d. **ACTION:** Sedona will add “Statewide SDAC Report” by Robert to the next agenda for 20 minutes.
- e. **ACTION:** Sedona to change the agenda item to “IF Updates” for future agendas and add Julie to the Owner column.
- f. **ACTION:** Sedona to add “Ad Hoc Committee: SDP Survey Update” to the next agenda for 15 minutes.

14. Adjourn the meeting (Robert): Meeting was adjourned at 11:38 a.m.

The next meeting is set for March 18, 2022.

SDAC Mtg Minutes_2022-02-25

Prepared by: S. Bowser (02/25/2022)