

Self-Determination Local Advisory Committee
Meeting Minutes
Friday, August 18, 2023
10:00 a.m. to 12:00 Noon

Recorder: Sedona B.

In-Person and Zoom Meeting

Present:

COMMITTEE MEMBERS (**=Appointed By*): Frank Van Curen (SCDD*), Pam Jensen (SCDD*), Robert Miland Taylor (RCRC*), Chris Miller (RCRC*), Roshan Ashford (SCDD*)

REPRESENTATIVES TO THE COMMITTEE: Sheila Keys (RCRC), Alex Chesstell (RCRC), Sedona Bowser (RCRC), Julie Eby-McKenzie (SCDD), Jaclyn Balanay (DDS)

COMMUNITY MEMBERS: Alex Bland (RCRC), Crysalynd Miranda (OCRA), Lisa Chen (Community), Sabrina Mendenhall (RCRC), Sherry Erickson (Community)

Absent Committee Members: Clifford Black (OCRA)

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), **PCM** (Participant Choice Manager), **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 (Frank):**
 - a. Sedona identified all who are in attendance.
 - b. Roll call was taken and a quorum was present.
 - c. Pam J. was selected as Timekeeper.

2. **Review, Discussion and Approval of 07/21/2022 Minutes (Frank):**

Motion: Pam J. moves to accept the 07/21/2022 minutes as is.

Second: Frank VC.

Roll call vote:

Frank Van Curen (Yes)	Pam Jensen (Yes)
Robert Taylor (Yes)	Chris Miller (Yes)
Roshan Ashford (Yes)	

Motion PASSED

3. Update on July Action Items (Frank): Review of action items will carry over to the next meeting agenda as there was no quorum for a vote.
 - a. **FEBRUARY ACTION: Sheila and Alex will draft an email to DDS with the spending priorities to the transition fund and send it to the members of the committee before sending to DDS.**
 - i. Drafted and will review during the meeting.
 - b. **ACTION: Lynn will contact the Board of Directors to work on forming a parent and families' collaborative group.**
 - i. Lynn spoke with Alex and others but unknown if she talked with the Board. Julie indicated Lynn was interested in a Humboldt County parent group. Alex reported Lynn is working with Annie Bone (I.D.E.A. Specialist) to make arrangements.
 - c. **ACTION: Sedona will post the DDS directive regarding meeting rules to the RCRC Self-Determination website with the minutes.**
 - i. Done
 - d. **ACTION: Sedona will mail the DDS directive regarding meeting rules to selected SDAC members.**
 - i. Done
 - e. **ACTION: Sheila will send out SDP Survey notices again to those who have not already responded.**
 - i. Notices were mailed Aug 17th.
 - f. **ACTION: Sedona will remove "Review of Bagley-Keene Meeting Rules" from the next agenda.**
 - i. Done
 - g. **ACTION: Sedona will add "Start-Up Funding for IF/FMS Agencies" to the next agenda to be owned by Sheila for 10 minutes.**
 - i. Done
4. Participant and Family Sharing – What's Working and What's Not Working (Community): No contributions at this time.
5. State Council Report (Julie): Julie had no new reports. Orientations are continuing with various languages available. It is unknown if SCDD will be the entity leading the orientations in the next year. Additional modules are under DDS jurisdiction. SCDD discusses the same issues as this committee, particularly the challenges of the FMS issues. Julie shared the link to see the minutes regarding the last SCDD meeting discussion: <https://scdd.ca.gov/wp-content/uploads/sites/33/2023/07/Juy-Council-Meeting-Packet-2023.pdf> and SDP starts on page 67, and on page 70 is a chart with the challenges people face in Self-Determination.
6. Adhoc Committee: SDP Survey Update (Pam): Pam had no new reports as the updated survey just went out. Sheila issued a purchase order for the new gift cards, and are hoping to get a check for them next week.
7. Recruiting for Del Norte and FRC SDAC Vacant Positions (Sheila/Alex): There was nothing new to report. There is one vacancy in Del Norte and one vacancy for a FRC member (Julie is working on this). We are frequently requesting suggestions but have had no interest. The RCRC recruitment flyer was updated in November 2022.

8. Start-Up Funding for IF/FMS Agencies (Sheila/Alex): We are working on getting a sense of what start-up costs will be for a new FMS and we will bring that to the committee for discussion. Sheila and Alex are talking with a potential new FMS who is consulting with a former FMS that was reliable. It takes at least several months to get started, dependent on the vendor motivation.
9. DDS Funding to Support Implementation of SDP Update (Sheila/Alex): Sheila shared the draft letter to DDS to identify SD Implementation Fund priorities for 2022/2023. Key points identified are:
 - a. Additional Identified Needs
 - b. Recruitment/Training of Independent Facilitators
 - c. Support for Transition to Self-Determination
 - d. Initial Spending Plan Development

ACTION: Sheila will email the SDAC committee members the draft letter to DDS regarding spending fund priorities to for further review and the committee will vote on approval at the next meeting.

10. Update on SDP Participant Transition, Status of Independent Facilitators and FMSs, and Report on Self-Determination Conversations Meetings (Sheila/Alex): **Updates from previous month are in bold.**
 - a. Orientations update:
 - i. There are no new views of the RCRC recorded orientation. The orientation is available at <https://scdd.ca.gov/sdp-orientation/>. There are **no** new people reported attending the SCDD orientation.
 - b. Enrollments update:
 - i. New enrollments: Del Norte - 0, Humboldt - 0, **Lake - 0**, Mendocino - 0
 - ii. Total Enrolled 43
 1. County: 1 Del Norte, 9 Humboldt, 6 Lake, 26 Mendocino.
 2. Age: 42 Adults, 1 Children (Mendocino)
 3. Primary Language: 0 Spanish (Mendocino), 40 English, 1 Korean
 4. Ethnicity: 2 Spanish/Latinx, 2 Indigenous, 3 Multi-cultural, 35 White, 1 Korean
 5. Total on SD Waiver: 31
 - iii. Enrolled since 7/1/21: **13 people**, average time from orientation to enrollment is 7 months. (**3 in 2023, 7 in 2022, 6 in 2021, 9 in 2020**)
 - iv. Expected enrollments next month: 0 Humboldt, 1 Mendocino, 0 Lake, 0 Del Norte
 - v. Actively Planning: **2 Del Norte**, 3 Humboldt, 6 Mendocino, 1 Lake (most are on wait lists for an FMS or working on their plans)
 - c. Independent Facilitator Update:

- i. **There is one new potential IF based in Ukiah willing to serve all four counties.**
 - ii. Julie hosts a regular IF meeting once a month and all active IFs are welcome to attend. Email Julie for information at Julie.eby-mckenzie@scdd.ca.gov.
 - d. FMS Update:
 - i. **As of 8/1/23**, Cambrian FMS is supporting a **few RCRC**, including one new enrollee. **Cambrian's Spend Plan is on their website and very user-friendly.**
 - ii. **RCRC now has** courtesy use of a new FMS, *FMS Pay, LLC* based in San Diego. *FMS Pay* is only providing services in the bill payer model but offers payments via check and credit card when needed.
 - iii. **One** local provider is exploring the possibility of providing FMS services for RCRC.
 - e. SD Conversations Meetings: **There was no meeting in July. The next meeting is scheduled for 08/31/23 at 3pm.**
 - f. Service Coordinator Support/Training: Sheila and Alex have been providing ongoing support as needed to SC for budget calculation, spending plans and working with FMSs and IFS. We have joined meetings with participants and potential participants at the request of the person or SC team to provide information and guidance related to SD.
 - i. **There is continued support** to participants, IFs, SCs and fiscal staff as they start using the new Spending Plan form now required by Aveanna.
 - ii. Monthly SC Training: Monthly meetings have been halted for the remainder of the year as we focus more on monthly Person Centered Thinking Trainings.
 - iii. Monthly SC Roundtable: **On 08/14/23** we reviewed FMS rate changes, FMS issues/concerns and internal process/protocol updates. We continued work updating the SD process manual for SCs.
11. DDS Directives (Sheila/Alex): DDS, ACRC, SARC & RCRC met on **07/24/23**. DDS continues focusing on enhancing FMS services and capacity, developing standards and certification for FMS and IF providers, developing data collection tool to track enrollment timelines and creating targets and benchmarks for RCs. **DDS is looking into billing and invoice tracking requirements for 099 vendors. This is to create a uniform invoice requirement before an RC will pay out an 099 invoice. DDS is also seeking to gather information on the effectiveness of 099 vendors.**
12. Initial Person-Centered Planning and Transition Services (Sheila/Alex):
- a. General Self-Directed Transition Support service providers:
 - i. Two providers are currently available to provide SD transition support services.

- ii. We have identified a concern with the rate set by DDS which we are now working to resolve. The rate does not allow for adequate reimbursement for mileage to cover our rural geography. We are seeking an exception to cover that additional expense. **No further updates.**

b. FMS Transition Support Service providers:

- i. **RCRC now has** courtesy use of *FMS Pay, LLC* 099 service from SDRC.

13. Resource Sharing/Community Input (Community):

- a. Robert will not be at the September meeting because he will be at the Board of Directors meeting on September 16th. Julie will also not be here for that meeting.

14. Add/Remove Agenda Items for Next Meeting (Committee): No changes.

15. Meeting Recap (Action Items below):

- a. **ACTION:** Sheila will email the SDAC committee members the draft letter to DDS regarding spending fund priorities to for further review and the committee will vote on approval at the next meeting.

16. Adjourn the meeting (Frank): Meeting was adjourned at 11:00 a.m.

The next meeting is set for September 15, 2023.

SDAC Mtg Minutes_2023-08-18

Prepared by: S. Bowser (08/18/2023)