

**Self-Determination Local Advisory Committee**  
**Meeting Minutes**  
**Friday, October 20, 2023**  
**10:00 a.m. to 12:00 Noon**

Recorder: Sedona B.

In-Person and Zoom Meeting

**Present:**

**COMMITTEE MEMBERS (\*=Appointed By):** Pam Jensen (SCDD\*), Robert Miland Taylor (RCRC\*), Chris Miller (RCRC\*), Crysalynd Miranda (OCRA)

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

**COMMUNITY MEMBERS:** Jessica Mercado (Community), Sherry Erickson (Community)

**Absent Committee Members:** Frank Van Curen (SCDD\*), Roshan Ashford (SCDD\*)

**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 (Pam):**
  - a. Sedona identified all who are in attendance.
  - b. Roll call was taken and a quorum was present.
  - c. No Timekeeper was selected.
  
2. **Review, Discussion and Approval of 08/18/2022 Minutes (Pam):**

**Motion:** Chris M. moves to accept the 08/18/2022 minutes as amended.

**Second:** Crysalynd M.

**Roll call vote:**  
Pam Jensen (Yes) Chris Miller (Yes) Robert Taylor (Yes) Crysalynd Miranda (Yes)

**Motion** PASSED
  
3. **Review, Discussion and Approval of 09/15/2022 Minutes (Pam):**

**Motion:** Chris M. moves to accept the 09/15/2022 minutes as is.

**Second:** Crysalynd M.

**Roll call vote:**  
Pam Jensen (Yes) Chris Miller (Yes) Robert Taylor (Abstain) Crysalynd Miranda (Yes)

**Motion** PASSED

4. Update on Action Items (Pam): Review of action items will carry over to the next meeting agenda as there was no quorum for a vote.
  - a. **ACTION: Sheila emailed the SDAC committee members the draft letter to DDS regarding spending fund priorities for further review and the committee will vote on approval at the next meeting.**
    - i. Will be discussed during the agenda item.
  - b. **ACTION: Sedona will add the draft letter to DDS regarding spending fund priorities to next month's meeting packet.**
    - i. Was sent for the September agenda.
  - c. **ACTION: Jane from ASLA will send Sedona more information regarding the IF training and Sedona will forward to the SDAC team.**
    - i. Emailed on 9/15/23.
  
5. Participant and Family Sharing – What's Working and What's Not Working (Community):
  - a. Chris M. was invited to speak at an online conference by Disability Voices United (DVU) on 11/03/23 that is a question and answer format to discuss solutions and ideas for changing some of the things that make SDP difficult. Sheila shared that this can be paid for from SDP funds. Chris indicated there may be a few community members who would like to attend. Chris asked the committee for suggested topics he can take to the conference. Robert asked how can participants change from one FMS to another. Julie suggested determining categories and service codes more clearly. Pam added how to reduce the administrative burden to the participants. Crysalynd shared agreement that OCRA sees these same issues regularly. Sheila shared that one small change affects several people before the change can happen,
    - i. **ACTION: Chris will try contacting Barbara for assistance retrieving the survey results.**
    - ii. **ACTION: Sheila will try to review information saved on the database for survey response comments.**
    - iii. **ACTION: Chris and Pam will work together to identify survey comments helpful to identify webinar questions.**
  
  - b. Pam requested a motion for RCRC/SDAC to pay the fees for members of the committee, current participants, potential participants and Independent Facilitators to attend the online DVU conference on 11/03/23 from SD Implementation monies, with a cap of up to 24 people.

Motion: Crysalynd M. moves to accept the motion.  
Second: Chris M.  
Roll call vote:

Pam Jensen (Yes)	Chris Miller (Yes)
Robert Taylor (Yes)	Crysalynd Miranda (Yes)

Motion PASSED
  
  - c. Robert thanks his Service Coordinator and others for assisting him to transition from one FMS to another.
  
  - d. Statewide SDAC Report from Chris: They reviewed the best practice platform. They opened it up to more than just the committee members to share ideas.

Some members are going to be working on how we deal with the disparities issues with unreached demographics. Chris feels he brings forth the rural aspect that RCRC experiences. The Ombudsperson shared a report and it can be found here: <https://scdd.ca.gov/sdm-tap/>. Julie added that they shared their report to the State Legislator.

6. State Council Report (Julie): Julie shared the counsel has the grant for supported decision making technical assistance. They are looking forward to a page on the SCDD website with a lot of information to involve and inform people. You can check out the link here: <https://scdd.ca.gov/sdm-tap/>. She is hoping it will be up and running soon. Julie also shared that SCDD may not be continuing to do the orientations next year, but they are still working through the details. As of right now they are still doing them, and they have several different languages available.
7. Adhoc Committee: SDP Survey Update (Pam): Pam has done a few more surveys; one in-person and the others via telephone. Pam finds there is a great amount of support and positivity from participants about this program. They recognize the difficulties but have a great attitude overall.
8. Recruiting for Del Norte and FRC SDAC Vacant Positions (Sheila/Alex): There is one vacancy in Del Norte and one vacancy for a FRC member. We are frequently requesting suggestions but have had no interest. The RCRC recruitment flyer was updated in November 2022. Alex shared the flyer with Taffy, who heads up all the FRCs, and he will follow up with her soon. This is the same group Julie has been talking with.
9. 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, depending on the vendor motivation. There is one vendor who shared invoices of what kinds of things need to be covered and Sheila and Alex are looking at those to create their own proposal. Pam preferred to have a itemized proposal for committee review at the next meeting before voting to reimburse costs. Crystalyn agrees to wait for more information with the expectation to pay the provider after the next meeting.
  - a. **ACTION: Sedona will amend this agenda item to say “Start-Up Funding for IF/FMS Agencies, Updates & Approvals” for ongoing agendas.**
10. DDS Funding to Support Implementation of SDP Update (Sheila/Alex): Sheila emailed the letter to the SDAC team and screen shared during the meeting. Sierra Braggs (RCRC) had suggested using SDP funds to pay participants to attend DDS focus groups per attended meeting, as funds are available. An informational flyer will hopefully be available at our next meeting to discuss further. Sheila will add the stipend for participant attendance to the draft and will review next month.

- a. Motion: Chris M. moves to approve the draft SDP Fund spending priorities for 2022-2023.  
Second: Crysaly M.  
Roll call vote:  
Pam Jensen (Yes)      Chris Miller (Yes)  
Robert Taylor (No)      Crysaly Miranda (Yes)  
Motion PASSED

11. 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 **three** new people reported attending the SCDD orientation.
- b. Enrollments update:
- i. New enrollments: Del Norte - 0, Humboldt - 0, Lake - 0, Mendocino - 0 ... **there is one scheduled to enroll 11/01/23.**
  - ii. Total Enrolled 44
    1. County: 1 Del Norte, 9 Humboldt, 6 Lake, 28 Mendocino.
    2. Age: 43 Adults, 1 Children (Mendocino)
    3. Primary Language: 0 Spanish (Mendocino), 43 English, 1 Korean
    4. Ethnicity: 2 Spanish/Latinx, 1 Indigenous, 3 Multi-cultural, 36 White, 1 Korean
    5. Total on SD Waiver: 34 (79%)
  - 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, 0 Mendocino, 0 Lake, **1** Del Norte
  - v. Actively Planning: 3 Del Norte, 2 Humboldt, 7 Mendocino, 2 Lake
- c. Independent Facilitator Update:
- i. **There is another new potential IF based in Ukiah willing to start serving one person. She is interested in working with all four counties.**
  - ii. **There is a new IF model starting after the 1<sup>st</sup> of the year that will likely impact everyone due to non-reimbursement of travel time and mileage. Sheila will share more as she knows.**
  - iii. 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](mailto:Julie.eby-mckenzie@scdd.ca.gov).

- d. FMS Update:
  - i. As of 9/1/23, *Cambrian* FMS is supporting 2 RCRC participants, including one new enrollee. Two people are planning to switch to *FMS Pay* in the next few months. Two people are switching to *Ritz FMS* in the next few months.
  - ii. **One local provider is in process of developing a new FMS service for RCRC participants.**
  - iii. Another local person has expressed interest in providing FMS services for RCRC participants.
- e. SD Conversations Meetings: **No update.**
- 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 for participants, IFs, SCs and fiscal staff as they start using the new Spending Plan format 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.

12. DDS Directives (Sheila/Alex): DDS, ACRC, SARC & RCRC met did not meet in August. The new IF model discussed earlier was the only new information.

13. Initial Person-Centered Planning and Transition Services (Sheila/Alex):

- a. General Self-Directed Transition Support service providers: **No further updates.**
- b. FMS Transition Support Service providers: **No further updates.**

14. Resource Sharing/Community Input (Community):

- a. Robert shared a report from the September Board of Directors meeting in Eureka. He shared at the meeting that SDP needs to be discussed regularly. He also brought up the need for housing and better WiFi/technology access. Robert will report again in November.
- b. Pam shared ideas from the Evaluation of Participant Experience in the California Self-Determination Program, which can be found on the SCDD website. Some of those ideas include: streamlining the enrollment process, increasing the FMS rates and providers, streamline the budgeting process with some flexibility, reduce the administrative burden, improve the compensation and capacity of IFs, increase the number of providers to reach underserved areas.

15. Add/Remove Agenda Items for Next Meeting (Committee):

- a. **Add “Committee to Vote to Cancel the December 15<sup>th</sup> SDAC Meeting”**
- b. **Add “Co-Chairs for this Committee”**

16. Meeting Recap (Action Items below):

- a. **ACTION: Sedona will amend agenda item to say “Start-Up Funding for IF/FMS Agencies, Updates & Approvals” for ongoing agendas.**
- b. **ACTION: Sedona will add “Committee to Vote to Cancel the December 15<sup>th</sup> SDAC Meeting” to the next agenda.**
- c. **ACTION: Sedona will add “Co-Chairs for this Committee” to the next agenda.**

17. Adjourn the meeting (Frank): Meeting was adjourned at 11:59 a.m.

**The next meeting is set for November 17, 2023.**

*SDAC Mtg Minutes\_2023-10-20*

*Prepared by: S. Bowser (10/20/2023)*