

**Self-Determination Local Advisory Committee**  
**Meeting Minutes**  
**Friday, April 19<sup>th</sup>, 2024**  
**10:00 a.m. to 12:00 Noon**

Recorder: Alex C.

In-Person and Zoom Meeting

**Present:**

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

**REPRESENTATIVES TO THE COMMITTEE:** Sheila Keys (RCRC), Alex Chesstell (RCRC), Jaclyn Balanay (DDS)

**COMMUNITY MEMBERS:** Rosie Lasca (Community/Independent Facilitator Training Academy)

**Absent Committee Members:** Chris 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. Alex identified all who are in attendance.
  - b. Roll call was taken and a quorum was present.
  - c. The timekeeper was selected. Sheila agreed to be timekeeper while waiting for Pam to arrive. When Pam joined, she became timekeeper.
  
2. **Review, Discussion and Approval of Jan 2024 Minutes (Frank):**
  - a. Sheila read action items from January. There have been no meetings with quorum since January.
  - b. Committee voted to approve minutes
  
3. **Update on August Action Items (Frank):**
  - a. **ACTION: (January) Sheila or Alex will contact new participants to offer the SDP survey**
    - i. Will carry over to next month. There were concerns about where the information was going. Now that the survey results are accessible, they will contact new participants about the survey.

- b. **ACTION: (January) Sedona will send Pam and Chris the most recent version of the Survey Questions to compare to the electronic version**
    - i. Completed
  - c. **ACTION: (January) Discussion and voting for Co-Chairs of this SDAC to be carried over to next agenda**
  - d. **ACTION: (January) Sheila will send the committee copies of the new directives**
    - i. The Committee could not recall if this was completed. Sheila will send again
4. Participant and Family Sharing – What’s Working and What’s Not Working (Community):
- a. Robert shared that he is preparing for his year renewal. Looks like things are moving along smoothly for his annual roll-over.
5. State Council Report (Julie):
- a. Sheila provided update from the Statewide SDAC that happened earlier this week.
  - b. A couple of other LVACs have used their implementation funds to pay for administrative support for their committee.
    - i. Other things being done included development of resources and training
  - c. LA Times did an article about SDP. Sheila agreed to send a link.
6. Adhoc Committee: SDP Survey Update (Pam):
- a. Everyone received the results of the survey. Robert was happy to see all the results.
  - b. 10 people responded to the survey. All the survey input was from 2023, mostly towards the end of the year. Sheila compared the results with the number of gift card stipends. 13 gift cards were given away, so some people completed the survey before the information was captured in the google document.
  - c. Pam suggested doing surveys again at the end of 2024 to compare the info. Frank liked that idea. Chris suggested there might be more participants responding. Robert wanted to ensure the stipend is still offered even to repeat participants. Crisalyn agreed with Robert and thought that might bring out more people responding.
  - d. Sheila asked if the committee wanted Alex and her to reach out to the new enrollment group before the end of the year.
    - i. The committee felt it would be helpful to survey people at different stages, not just after their initial enrollment.
    - ii. Sheila said it would also be interesting to see if the survey responses to the FMS questions have improved.
    - iii. **ACTION: Alex and Sheila will reach out to new enrollees about completing the survey**
    - iv. **ACTION: Committee will plan another round of survey outreach in the fall**
  - e. Pam noted that feedback about IFs was very high. She is hoping for some improvements in feedback about budget certifications.
  - f. If the survey results need to be reformatted, we can explore different options, such as using implementation funds to outsource data management
  - g. It was suggested that perhaps a survey to capture the input from IFs to determine if

there are other things going on, positive or negative.

- h. Sheila asked the committee if survey results should be posted on RCRC's website. The Committee felt that would be a good idea. Crysalynd asked if survey participants were aware the information could be public.
    - i. Discussion of if just results could be posted without comments. OR reach out to participants and ask if they're ok
    - ii. **ACTION: Sheila and Alex will reach out to survey participants about Survey info being posted on website.**
7. Discussion and Voting for Co-Chairs of this SDAC (Frank):
- a. Chair and Vice-Chair terms are ending in July. Other committees in the state have co-chairs. Does this committee want to change to a co-chair model? Do they want to do it now or wait until July?
    - i. Committee suggested that the election will be for Co-Chairs
    - ii. Sheila asked if we wanted to vote on changing formats or vote in the co-chair format in July.
    - iii. Pam made a motion for the next election, that there is an election for Co-Chairs, and Vice Chair. Chris questioned if 3 positions were needed, or if the need could be met with two co-chairs and no vice chair. Crysalynd identified the distribution of workload, and suggested that no vice-chair is needed if there are co-chairs
    - iv. Pam amended her motion to vote for 2 Co-Chairs and no Vice-Chair.
      - 1. Motion passed
      - 2. **ACTION: In June the Committee will vote for two Co-Chairs to start their terms in July.**
      - 3. **ACTION: Chris, Alex, and Sheila will research Co-Chair description and share with the Committee.**
8. Start-Up Funding for IF/FMS Agencies (Sheila/Alex):
- a. No proposals at this time for start-up.
  - b. A few people are getting started on becoming IF's
  - c. Sheila asked if the Committee wanted to approve funds preemptively or have potential IFs apply. Potentially, we could draft a fill-in form, so people are aware of what support is available if they apply for support to become IF's.
    - i. **ACTION: Add to next agenda with more information about remaining implementation funding**
9. DDS Funding to Support Implementation of SDP Update (Sheila/Alex):
- a. Alex and Sheila submitted a report to DDS on the previous years' implementation funding. DDS may reach out to Pam about the survey since an SDAC member had to be identified for each project.
  - b. Funds were used to support Spanish speaking families to attend DVU conferences, but there has not been any follow up from those families to start the enrollment process.
  - c. The Committee will continue to explore different options for using the funding.

10. Update on SDP Participant Transition, Status of Independent Facilitators and FMSs, and Report on Self-Determination Conversations Meetings (Sheila/Alex):

11.

- a. Orientations update:
  - o There are no new views of the RCRC recorded orientation. Orientations update: 2 people reported to have attended the SCDD Orientation <https://scdd.ca.gov/sdp-orientation/>
- b. Enrollments update:
  - i. New enrollments: Del Norte - 0, Humboldt - 0, Lake - 0, Mendocino - 1
  - ii. Total Enrolled 47
    - 1. County: 3 Del Norte, 9 Humboldt, 7 Lake, 28 Mendocino.
    - 2. Age: 45 Adults, 2 Children (Mendocino)
    - 3. Primary Language: 0 Spanish (Mendocino), 46 English, 1 Korean
    - 4. Ethnicity: 3 Spanish/Latinx, 1 Indigenous, 3 Multi-cultural, 38 White, 1 Korean
    - 5. Total on SD Waiver: 33 (72%)
  - iii. Enrolled since 7/1/21: 19 people, average time from orientation to enrollment is 7 months.
  - iv. Expected enrollments next month: 0 Humboldt, 0 Mendocino, 0 Lake, 0 Del Norte
  - v. Actively Planning: 1 Del Norte, 6 Humboldt, 3 Mendocino, 2 Lake
- c. Independent Facilitator Update:
  - i. RCRC has courtesy vendored Life Leap services/Rhiannon Morsch for IF and 099 services. She is located in Santa Rosa and is open to work with participants already enrolled in SD as well as providing PCP and transition services.
- d. FMS Update:
  - i. Action FMS in process of being courtesy vendored by RCRC at their request
- e. SD Conversations Meetings: No meeting
- f. Service Coordinator Support/Training: PCMS continuing to provide ongoing support as needed to SC for budget calculations, spending plans and working with FMSs and IFs. 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. Monthly SC Training: Person Centered thinking trainings continue regularly

- ii. Monthly SC Roundtable: 4/8/24 - discussed new directives and general questions. Next roundtable scheduled for 5/13/24

12. DDS Directives (Sheila/Alex):

- a. **DDS, ACRC, SARC & RCRC met on 3/25/24. Next meeting scheduled for May 2024.**
- b. **Monthly DDS PCS meeting held on 4/8/24: Reviewed and discussed implementing billing requirements related to directive from Dec 2023. The next meeting is on 5/13/24**

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

- a. **General Self-Directed Transition Support service providers: Directive on 12/22 and 12/26 further outline how these can be provided. RCRC now has 6 providers set up under 099 SD Support Services. Barriers include no option to support travel to meet with people in person when needed. Suggestion: SDAC consider using implementation funding to bridge this gap if possible**
- b. **FMS Transition Support Service providers: Directive on 12/22/23 changes how FMS transition supports are funded and provided. RCRC is implementing these changes now.**

14. Resource Sharing/Community Input (Community):

- a. Rosie Lasca from IF Training Academy shared SDP animated videos that have been created. She shared the YouTube link:  
<https://www.youtube.com/playlist?list=PLZU-7iw72yqj8Qq77ZqYmPUO-Baadf4OL>
- b. Rosie said they also offer Independent Facilitator Training Courses at [www.iftrainingacademy.com](http://www.iftrainingacademy.com). They currently have completed sponsorship and collaborations contracts with RCEB KRC providing Independent Facilitator Certification training, where they trained 60 individuals. She would love to meet and discuss possible collaboration opportunities. [rosie@iftrainingacademy.com](mailto:rosie@iftrainingacademy.com)
- c. People First Conference is coming up in May.
- d. The next RCRC Client Advisory Committee is next on June 12<sup>th</sup>. They are planning to present videos that were sent by Disability Rights of CA. SDP issues will start to be discussed at future meetings.

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

- a. Change Co-Chair Agenda Item to review Co-Chair Description

16. Meeting Recap (Action Items below):

- a. **ACTION: Alex and Sheila will reach out to new enrollees about completing the survey**
- b. **ACTION: Committee will plan another round of survey outreach in the fall**
- c. **ACTION: In June the Committee will vote for two Co-Chairs to start their terms in July.**
- d. **ACTION: Chris, Alex, and Sheila will research Co-Chair description and share with**

**the committee.**

- e. **ACTION: Alex and Sheila will provide more information about remaining implementation funding.**
- f. **ACTION: Thank you Card for Sedona and Mary to be circulated and given to them**

17. Adjourn the meeting (Frank): Meeting was adjourned at 11:50 a.m.

**The next meeting is set for May 17<sup>th</sup> 2024.**

*SDAC Mtg Minutes\_2024\_4\_19*

*Prepared by: A. Chesstell (4/19/2024)*