**Self Determination Local Advisory Committee**

**Meeting Minutes**

**Friday, March 29, 2019**

**10:00 a.m. to 12:00 noon**

Recorder: Sedona B. Crescent City/Ukiah/Eureka/Ft. Bragg Video

Timekeeper: Mayra Ochoa

**Present:**

COMMITTEE MEMBERS: Pam Jensen (SCDD\*), Kara Ponton (RCRC\*), Robert Miland Taylor (RCRC\*), …*(\*=Appointed By)*

REPRESENTATIVES TO THE COMMITTEE: Mary Block (RCRC), Sedona Bowser (RCRC), Denise Gorny (SCDD)

COMMUNITY MEMBERS: Jennifer Finigan (RCRC), Sheila Keys (RCRC) by phone, Mayra Ochoa (RCRC), (SCDD), Dwayne Nelson (RCRC), Debra Ponton, Sherry Erickson, Joe Hernandez, Valerie Johnson, Frank Van Curen, Nathaniel Sorez, Tracy S

**Absent Committee Members:** Ronald Piazza (RCRC\*), Priscilla Ankrah (At Large)

1. Welcome, roll call, and select timekeeper – Roll call was taken and a quorum was present.
2. Review of 01/18/19 Minutes

Motion: Pam J moves to accept the 01/18/19 minutes as is.

Second: Kara P

Roll call vote:

Pam Jensen (Yes) Kara Ponton (yes)

Robert Miland Taylor (yes)

Motion PASSED

1. Community Input – Participants introduced themselves.
2. State Council Report – Statewide Self-Determination Advisory Committee Meeting (2/21/19)
   1. Denise G (SCDD) –
      1. We discussed the Policy Priorities for 2019/2020
         1. Support and monitoring SDP policies

ACTION: Denise will email the policies.

* + 1. State Council on Developmental Disabilities (SCDD) still has not found a manager for the North Coast office, so Denise will be representing SCDD until filled.
    2. SCDD is still looking for a Mendo Coastal representative for SDAC. (Note, this report completes item #4 on the agenda.)
  1. Robert T –
     1. At the SSDAC meeting we discussed the next steps for the next 3 years such as best practices and areas still needing support.

**ACTION: Robert will have Mayra scan and email Sedona the SSDAC summary and Sedona will send out to the committee and post online with SDAC meeting minutes.** (Done)

1. Individual Budget Development (Robert T) –
   1. DDS updated their website with the Individual Budget Development and Spending Plan memo dated 01/11/19. This is a guide to how the budget is set. This can be found at <https://www.dds.ca.gov/SDP/programDirectives.cfm> for all to see.

**ACTION: Sedona to send out the Individual Budget Development memo dated 01/11/19 to the SDAC committee.** (Done)

**ACTION:** **Add** **Individual Budget Development to the next agenda.** (Done)

1. Train the Trainer (Pam and Mary) –
   1. Pam –
      1. Ukiah’s training was done really well and well attended.
      2. It was recommended to have clients or parents as co-presenters to help explain why some things are being done this way.
      3. Definitely not ready to train anybody else yet; still need more information.
         1. Who is going to do what and when?
         2. What are the timelines?
      4. RC’s will certify the amount of the budget, then the client and team has authority to set up the spending plan.
      5. As it relates to a participants budget and/or plan:
         1. Mary – If there is an unmet need for which the RC would have funded a service or support to meet the need, then one’s budget authority may potentially increase as long as the service meets waiver guidelines. Camps etc. may be built into one’s plan if using the existing budget and if it meets a waiver plan service category.
         2. Sheila – Any service must meet waiver criteria and home and community settings rule.
      6. We need to do a good job with implementing the Person Centered Plan (PCP) in order to be successful.
      7. Can an SC help you set your PCP or find resources in the community? Does the Independent Facilitator (IF) do that?
         1. Mary – Yes, however, this is where IFs are so important due to time limitation of SCs and the large number of other individuals they serve.
   2. Mary –
      1. Much appreciation to DDS to offer extra SDP training!
      2. The presentation was given as if the audience were participants, so trainers would get a feel for what the clients will receive in the orientation.
      3. The PowerPoint is adaptable per regional center and includes talking points and is also available in Spanish.
      4. DDS also offered other attachments that could be handed to participants, which were very helpful.
      5. The Pilot participants have to meet the waiver plan and criteria in order to transition to the active plan. They may choose to convert to the traditional plan.
      6. The key focus is to keep participants safe.
      7. Liz Harrel at DDS (presenter) is available for direct assistance to all RCs, especially like RCRC with no training department or budget.
      8. What’s next for RCRC?
         1. We need to have internal discussions to help shift workloads and provide leadership, etc.
         2. Liz at DDS is going to help train SDP Service Coordinators and team players in April.
            1. Initially training the core people involved with the pilot group.
            2. There will be a full-day training for Service Coordinators.
            3. There will be meetings with Mary by phone on how and where to do orientations for participants (not required for Pilot participants, they can do 1:1 meetings regarding their changes, if needed).
         3. Sheila and team will do community services recruiting and vendorization, and will identify which “brokers” (current term for new waiver is Independent Facilitators) want to move to the new system and become Independent Facilitators (IF).
            1. Team will determine if current pilot participants are meeting the new waiver requirements and how do their current services/vendors look.
   3. Questions & Answers
      1. Pam – Are Sheila and her team going to train IFs?
         1. Sheila – We already have a listed of interested vendors and will continue to seek more. Currently there are six vendors in Mendocino county. FYI…we have figured out a way to pay the vendors during the transition period.
      2. Pam – When will participants get trained?
         1. Mary – After the team is trained, the goal is to start training participants in April/May and be completed by June. Remember, this is a new plan and budget so it will take more time and more work to complete.
      3. Mary – Designated Service Coordinators have their guidelines now and are receiving training binders and in-person training in April.
2. Resource sharing –
   1. Robert – Thank you, Mary, for setting up SDP trainings and binders.
   2. Denise – There are two job fairs coming up…Lakeport on 4/25 and Ukiah on 4/23. The one in Ukiah will be at the community college.
   3. Community parent – I feel neglected in the sharing of information. Please share SDP updates on flyers or letters so we know the updates.
      1. Pam – Could we do outreach to people via email or mail with updates?
      2. Parent – In preparing for an IPP meeting, can SC’s discuss what’s coming up?

**ACTION: RCRC team will update the current selected SDP participants on the status of the waiver rollout. Mayra and Sheila will prepare a flyer or letter to send out.**

* 1. Sheila – Person Centered Training is happening in Eureka on June 6-7. The class is free, however, RCRC is not paying for travel. Ft. Bragg has some vendors who do PCP training monthly, and Crescent City has one that may also do it monthly.

**ACTION: Sheila to email Debra information on PCP training in June.**

* + 1. Mary - If a potential Independent Facilitator attends it is possible this training will meet one of the criteria.
  1. Robert – SCDD is looking at new bills to bring back recreational services. Please call your Senators and Assembly Members to support these bills.
  2. Robert – Lindsey, the receptionist at the RCRC Ukiah office, is leaving RCRC. She will be missed.
     1. Mary – We are doing recruiting and interviews currently.
  3. Mayra – April is Autism Awareness month. Please check the RCRC website and Facebook for various events.

1. Meeting Recap (Action Items below) –
   1. **ACTION: Robert will have Mayra scan and email Sedona the SSDAC summary and Sedona will send out to the committee and post online with SDAC meeting minutes.** (Done)
   2. **ACTION: Sedona to send out the Individual Budget Development memo dated 01/11/19 to the SDAC committee.** (Done)
   3. **ACTION:** **Add** **Individual Budget Development to the next agenda.** (Done)
   4. **ACTION: Sheila to email Debra information on PCP training in June.**
   5. **ACTION: RCRC team will update the current selected SDP participants on the status of the waiver rollout. Mayra and Sheila will prepare a flyer or letter to send out.**
2. Adjourn the meeting – Meeting was adjourned at 11:35.
3. **The next meeting is set for 04/26/19.**

*SDAC Mtg Minutes\_2019-03-29*

*Prepared by: S. Bowser (04/09/19)*