**Self Determination Local Advisory Committee**

**Meeting Minutes**

**Friday, April 26, 2019**

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

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

Timekeeper: Pam J.

**Present:**

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

REPRESENTATIVES TO THE COMMITTEE: Mary Block (RCRC), Sedona Bowser (RCRC), Vicki Smith (SCDD)

COMMUNITY MEMBERS: Jennifer Finigan (RCRC), Sheila Keys (RCRC), Denise Gorny (SCDD), Sherry Erickson (Community), Valerie Johnson (Community), Frank Van Curen, Sherri Desoto (RCRC), Carol White, Stacy F, Sheri Steinmetz (RCRC), Jerry Freitas (RCRC), Melissa Bray (RCRC), Mr Miles, Annie, Margaret Ridgeway, Amy Soto (RCRC), Erin Moynahan (RCRC), Gabe Tamayo (RCRC)

**Absent Committee Members:** Priscilla Ankrah (At Large)

**Common Abbreviations:**

**SDP** (Self-Determination Program), **SDAC** (Self-Determination Advisory Committee), **RCRC** (Redwood Coast Regional Center), **SCDD** (State Council on Developmental Disabilities), **DDS** (Department of Developmental Services), **SSDAC** (Statewide Self-Determination Advisory Committee), **FMS** (Financial Management Services, **IF** (Independent Facilitator), **PCT** (Person Centered Training), **SC** (Service Coordinator), **RC** (Regional Center)

**Minutes:**

1. Welcome, roll call, and select timekeeper – Roll call was taken and a quorum was present.
2. Review of 03/29/19 Minutes

Motion: Pam J. moves to accept the 03/29/19 minutes with corrections.

Second: Kara P.

Roll call vote:

Pam Jensen (Yes) Ronald Piazza (Yes)

Kara Ponton (Yes) Robert Miland Taylor (Yes)

 Motion PASSED

1. Community Input – Participants introduced themselves.
2. SSDAC Updates and Announcements (Robert deferred to Mary) –
	1. DDS is now doing a Self-Determination newsletter and posting it to their website. The first one was posted 04/12/19. Mary received a new one dated 04/26/19 but it is not yet posted to the website. Mary read the contents of the 4/26 newsletter to the group.

**ACTION: Mary/Sedona to inquire with DDS if newsletter can be sent to SDAC committee members directly. If not, Sedona to send out with agenda’s each month.**

**ACTION: Sedona to email newsletter to RCRC offices each month and have copies placed in reception areas for people to pick up for review.**

**ACTION: Mary/Sedona to inquire with DDS if committee/community are able to contribute to the newsletter.**

* 1. Sheila and Mayra are working on a draft of an RCRC-SDP newsletter. First issue to include:
		1. Current orientation plans
			1. Mendocino pilot and DDS selected participants are scheduled for orientation on May 6th and 8th. This is the first orientation class for RCRC and as such, it’s requested that this orientation be reserved just for Mendocino selected participants.
			2. Future orientations will be open to all participants and we should have some dates ready to be announced in the next week.
			3. At this time, the plan is to conduct the orientation in two sessions of 3 hrs. each.
			4. Selected participants must attend all portions of orientation to receive full credit for meeting criteria to be a part of the new SDP waiver.
		2. What else would you like to see in the RCRC newsletter?
			1. Next SDAC meeting date
			2. Orientation dates and information
			3. Definition of terms
			4. New FMS vendors

**ACTION: Sedona will email/mail the RCRC newsletter to SDAC committee members and SDP participants.**

1. State Council Report (Denise & Vicki)–
	1. Denise – We are still recruiting applicants for our SDP Local Advisory Committee.
	2. Vicki –
		1. We will be coordinating dates with RCRC for extended training in the community.
		2. Independent Facilitator (IF) training opportunities and new Financial Management Services (FMS) vendors will be listed on the DDS newsletter.
		3. SCDD is trying to support and aid RCRC in reaching outer areas for training new vendors.

**ACTION: Mary to email Vicki a list of zip codes and language preferences of DDS selected SDP participants.** (Done)

* 1. Robert – June 10 & 11 will be a statewide SDP training and Robert will report on that at the June 28th SDAC meeting.
	2. Community member – Are SDP budgets in process now?
		1. Mary – Pilot people are working on their orientations first, then their budgets.
	3. Community member – How many IF trainings will there be and how will their roles be defined?
		1. Vicki – There will be consistent training statewide so if a client moves within the state the process is the same. There is no limit to how many IFs can be trained; as many as are interested. There is no law in CA to be “certified.” Some organizations will charge to train IFs, but SCDD does not.
	4. Community member – Does “IF” replace the current “broker?”
		1. Vicki – Yes, the term used for the new SDP waiver is Independent Facilitator, no longer Broker. It can be a family member, friend, etc. A Service Coordinator (SC) works with the client’s IF in approving ones budget.
	5. Community member – Are IFs vendorized and how are they paid?
		1. Vicki – IFs are not required to be vendorized. They are paid out of the spending plan.
	6. Community member – How many in Mendocino Coastal area are in the pilot and how many are new participants?
		1. Mary – We have 55 total participants; 25 pilot,30 new and currently 27 on the wait list. Mendocino Coastal has 7 pilot, 4 new and 2 on the wait list.
	7. Community member – Is the IF training ongoing?
		1. Vicki – Whatever the community needs, so yes.
	8. Service Coordinator – I would love to be both a SC and an IF, but SCs have large caseloads so what are the expectations of time?
		1. Vicki – SCs can work with an IF to help coordinate services and find resources. Although an SC can be an IF, it is up to the SC to determine with the SDP participant what they will have time to assist with as the IF and help participant obtain other supports as needed.
1. Individual Budget Development (Mary) – DDS is working on finalizing the budget calculator based on the previous 12 months expenses. One-time purchases are not included.
	1. Community member – Is the budget calculator required of the pilot group as well? Some time ago there was a percentage cut based on utilization…is this being replaced?
		1. Mary – Yes, the less percentage was removed. Now we look at what was actually spent and what are unmet needs.
		2. Sheila – Allocations come from the budget, but life change events can adjust the budget.
		3. Mary – Regional Centers (RC) must certify the budget and potential changes. The budget is based on what the RC plan would have paid for. However, if the additional need can be paid from within the budget then there will be no increase.
2. Person Centered Training (Mary) – The Independent Facilitator (IF) needs to meet Person Centered Planning (PCT) requirements, which should include, for their own verification, a certificate of completion. The State Council, RCRC and other providers have offered this training.
	1. Community member – Where can we find these dates?
		1. Sheila – We can announce to this team and post on our website and Facebook when we know of training dates. Currently RCRC is looking at dates possibly in July or Aug. Crescent City does have a provider that offers this training approximately every other month.

**ACTION: Sheila/Mayra to add PCT dates to the RCRC newsletter.**

1. Resource sharing – Robert wishes everyone a Happy Cinco de Mayo and to all mothers a Happy Mothers Day!
2. Meeting Recap (Action Items below) –
	1. **ACTION: Mary/Sedona to inquire with DDS if newsletter can be sent to SDAC committee members directly. If not, Sedona to send out with agenda’s each month.**
	2. **ACTION: Sedona to email newsletter to RCRC offices each month and have copies placed in reception areas for people to pick up for review.**
	3. **ACTION: Mary/Sedona to inquire with DDS if committee/community are able to contribute to the newsletter.**
	4. **ACTION: Sedona will email/mail the RCRC newsletter to SDAC committee members and SDP participants.**
	5. **ACTION: Mary to email Vicki a list of zip codes and language preferences of SDP participants.** (Done)
	6. **ACTION: Sheila/Mayra to add PCT dates to the RCRC newsletter.**
3. Adjourn the meeting – Meeting was adjourned at 11:41am.
4. **The next meeting is set for May 17, 2019.**

*SDAC Mtg Minutes\_2019-04-26*

*Prepared by: S. Bowser (04/30/19)*