**Self Determination Local Advisory Committee**

**Meeting Minutes**

**Friday, June 19, 2020**

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

Recorder: Sedona B. AT&T Conference Call

**Present:**

COMMITTEE MEMBERS (*\*=Appointed By)*: Pam Jensen (SCDD\*), Frank Van Curen (SCDD), Robert Miland Taylor (RCRC\*), Clifford Black (CRA)

REPRESENTATIVES TO THE COMMITTEE: Sheila Keys (RCRC), Sedona Bowser (RCRC), Laura Larson (SCDD)

COMMUNITY MEMBERS: Breeanne Burris (Community), Heather Teague (RCRC), Holly Murray (Community), Karen Elliott (RCRC), Melissa Robinson (DDS), Nicole Deguzman (FMS), Nicole Hugelshofer (RCRC), Sherry Erickson (Community), Valerie Johnson (Community)

**Absent Committee Members:** Kara Ponton (RCRC\*), Ronald Piazza (RCRC\*)

**Common Abbreviations:**

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

**Minutes:**

1. Welcome, Introductions, Roll Call, and Select a Timekeeper (Robert):
   1. Participants introduced themselves.
   2. Roll call was taken and a quorum was present.
   3. Pam J. was selected as Timekeeper.
2. Review, Discussion and Approval of 05/15/2020 Minutes (Robert):

Motion: Pam J. moves to accept the 05/15/2020 minutes with corrections.

Second: Frank VC.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Yes)

Motion PASSED

1. Nominations and Voting for Chairperson for next term (Robert): Robert nominated himself for Chairperson. No other committee member nominations were made. Robert spoke about why he wanted to continue as Chairperson and added he wants to help SDAC advocate for funding support to SDP and to help identify barriers to SDP implementation. Robert also thanked Kara P. for her assistance as Vice Chairperson.

Motion: Pam J. moves to accept and vote on the nomination of Robert T. for another term as Chairperson.

Second: Frank VC.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Yes)

Motion PASSED

1. Request to Make a Change to the Agenda (Sheila): Sheila requested to move item 13 to just after item 4 to allow sufficient time to complete the funding request.

Motion: Pam J. moves to accept the request to move item 13 to just after item 4 to allow sufficient time to complete the funding request.

Second: Frank VC.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Yes)

Motion PASSED

1. Update on May Action Items (Robert): All May agenda items were reviewed and confirmed completed.
2. Funding to Support Implementation of the SDP (Laura/Sheila): RCRC was allotted $32,837 for funding SDP. Regional Centers have until June 30th to submit how they want those funds allocated. Sheila presented a proposal that the committee reviewed and discussed.
   1. The proposal combined DDS categories 3 and 4 into one (category 3).
   2. Each training has a note indicating that trainings may be done electronically.
      1. RCRC uses an existing Zoom account so there is no additional cost.
   3. Travel costs are only for SDP members and clients since staff is already covered.
   4. Access to technology is a barrier.

**ACTION: Sheila will add technology to each of the categories, and then Sedona will send the revised budget to the committee members for a remote vote.**

Motion: Pam J. moves that Sheila will adjust line item budgets to add technology to each category with the total budget not to exceed $32,837.

Second: Frank VC.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Abstain)

Motion PASSED

Motion: Pam J. moves to have Sedona send out the revised SDP Funding Proposal and email/call committee members for their vote prior to the June 30th deadline. (Remote voting results below.)

Second: Frank VC.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Yes)

Motion PASSED

**ACTION: Sedona will add SDP Funding Proposal Update to the next agenda.**

1. Update from Statewide SDAC Meeting (Robert):
   1. Robert reported that SDP is moving slowly and that there are about 40 available slots. All Meet & Greets have been cancelled but orientations are still happening remotely. C-19 and social distancing should not be delaying the SDP process. Mandatory training for Regional Center staff is needed. DDS has developed training and funding materials for FMS’s. Reginal Centers need to provide training for IFs. Robert also shared a survey for Disability Voices United and would like to share it with the committee at the next meeting.

**ACTION: Robert will send Sedona the survey results and Sedona will add it to the July agenda and send copies to the committee members.**

* 1. Sheila also attended the meeting and she said in her workgroup they found some very useful information.
     1. A reminder that SDP will be available to everyone in a year.
     2. A flyer describing SDP should be created and shared at every IPP meeting.
     3. RCs and DDS should have timeline requirements to set budgets.
     4. SCs should attend an orientation so they are better informed.

1. State Council Report (Laura): Laura reports that the council was busy addressing COVID and was very concerned about reopening services and clients remaining healthy. DDS issued a directive to extend Absence Billing to the end of July but hoping it will stay. Laura was also mentioning how technology was discussed and how maybe all IPP’s need to have technology added to them.
2. DDS/RCRC Update on SDP Participation Transition (Sheila): Team was able to review updated figures on the SDP Participants charts. C-19 slowed progress down but recently movement has begun again, particularly in the last two weeks.
3. Recruitment of Independent Facilitators (Sheila): There are no updates.

**ACTION: Sheila is planning to do a flyer for advertising of upcoming trainings sometime in the next 1-2 months.**

1. RCRC Work Group Update (Sheila): There are no updates.

**ACTION: Sheila is planning to put dates on the calendar by the next SDAC meeting using the Zoom platform.**

1. COVID-19 Impacts, DDS Directives and Communication with SDP Participants (Sheila/Laura): The main impact is to those using SLS services but no requests for changes in amounts. DDS said SDP can’t pay for day services as “absent billing.”
2. Top 10 Barriers to the Implementation of the SDP (Laura): The State Council met in June and were questioning what was taking so long to implement SDP. Attendees broke out into small groups which turned out to be very informative as to the challenges both DDS and RCs are having. A lack of RC training and a lack of Service Providers, IFs, etc were amongst the biggest barriers.

**ACTION: Committee agreed to keep this topic on the next agenda.**

1. SDP Training Needs for the General Public (Laura): This topic would be good for further discussion at the next meeting to help in planning for the next year.

**ACTION: Committee agreed to keep this topic on the next agenda.**

1. Resource sharing (Community):
   1. Laura shared that she launched the “Festival of Learning and Ideas” to over 300 people via Zoom in a talk show format with interviews. There will be another one next month.

**ACTION: Laura will email Sedona with a flyer to send out to SDAC and RCRC.**

* 1. Robert reminded that the Governor’s Executive Order to wear facial masks or coverings are mandatory in public places.

1. Meeting Recap (Action Items below):
   1. **ACTION: Sheila will add technology to each of the categories of the funding budget, and then Sedona will send the revised budget to the committee members for a remote vote.**
   2. **ACTION: Sedona will add SDP Funding Proposal Update to the next agenda.**
   3. **ACTION: Robert will send Sedona the survey results and Sedona will add it to the July agenda and send copies to the committee members.**
   4. **ACTION: Sheila is planning to do a flyer for advertising of upcoming IF trainings sometime in the next 1-2 months.**
   5. **ACTION: Sheila is planning to put dates on the calendar by the next SDAC meeting using the Zoom platform.**
   6. **ACTION: Committee agreed to keep “Top 10 Barriers to the Implementation of the SDP” on the next agenda.**
   7. **ACTION: Committee agreed to keep “SDP Training Needs for the General Public” on the next agenda.**
   8. **ACTION: Laura will email Sedona with a flyer for the next “Festival of Learning and Ideas” to send out to SDAC and RCRC.**
2. Adjourn the meeting (Robert): Meeting was adjourned at 12:04pm.

**The next meeting is set for July 17, 2020.**

*SDAC Mtg Minutes\_2020-06-19*

*Prepared by: S. Bowser (07/02/2020)*