**Self Determination Local Advisory Committee**

**Meeting Minutes**

**Friday, July 17, 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), Cindy Gilliam Sullivan (RCRC), Claudia Gomez (RCRC), Denise Gorny (SCDD), Heather Teague (RCRC), Kristy Tanguay (Pending SCDD\*), Jennifer Garcia (RCRC), Melissa Robinson (DDS), Nicole Deguzman (FMS), Nicole Hugelshofer (RCRC), Sheri Steinmetz (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 06/19/2020 Minutes (Robert):

Motion: Pam J. moves to accept the 06/19/2020 minutes with corrections.

Second: Clifford B.

Roll call vote:

Pam Jensen (Yes) Frank Van Curen (Yes)

Robert Miland Taylor (Yes) Clifford Black (Yes)

Motion PASSED

1. Update on June Action Items (Robert):
   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. (Done)
   2. ACTION: Sedona will add SDP Funding Proposal Update to the next agenda. (Done)
   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. (Done)
   4. ACTION: Sheila is planning to do a flyer for advertising of upcoming IF trainings sometime in the next 1-2 months. (Still Pending)
   5. ACTION: Sheila is planning to put dates on the calendar by the next SDAC meeting using the Zoom platform. (Still Pending, estimated Sept)
   6. ACTION: Committee agreed to keep “Top 10 Barriers to the Implementation of the SDP” on the next agenda. (Done)
   7. ACTION: Committee agreed to keep “SDP Training Needs for the General Public” on the next agenda. (Done)
   8. ACTION: Laura will email Sedona with a flyer for the next “Festival of Learning and Ideas” to send out to SDAC and RCRC. (Still Pending, estimated Aug)
2. State Council Report (Laura): The State Council met this week but didn’t really talk about Self-Determination. Most of the conversation was about how COVID is impacting families in general…services, mental health, etc. They discussed policy items and special education and children receiving services. The Council was questioning if the service system was sustainable and if it would survive COVID. It is a priority for families to get their services. All offices have people working remotely. Learning to do business differently is critical. Participant Directed Services (PDS) is currently serving people in their homes in creative ways. PDS allows family/neighbors/friends to help with skills and services.
   1. Sheila – There is a lot of activity with SDP but staffing is a problem which slows down the progression. SDP is finally starting to pick up momentum. Participant Directed Services (PDS) has lower rates and is more of a short term solution whereas SDP is a long term solution.
   2. Laura – Good news is the tablets arrived yesterday and will be sent out to families shortly.
      1. Valerie – What is the plan for those without internet?

**ACTION: Melissa R. will inquire with DDS if the RCs can get permission to pay internet services.**

1. DDS/RCRC Update on SDP Participation Transition (Sheila/Sedona): Only one orientation is still pending. One has recently enrolled and a couple more are very close. The pilot participants are due for renewal already and it has increased workloads at this time. Traditional cases are based on the birth month but with SDP it is based on the enrollment date, so figuring this out has been tricky. To renew on the birth month meant renewing on a partial year and SANDIS is not set up to do that, so SDP renewal dates will ben based on the enrollment month and not on the birth month.
   1. Valerie – Good news! Client has been working on this for a year and is finally approved and starts on Aug 1st!
2. Recruitment of Independent Facilitators (Sheila): No update at this time.
3. RCRC Work Group Update (Sheila): No update at this time.
4. Barriers to the Implementation of the SDP (Laura): Since COVID this issue has basically become obsolete. What we are looking at more specifically now is what the barriers the RCs are experiencing. We see staffing and varying staff duties have had to adapt.
   1. Valerie – SCs have been unfamiliar with the process or the process was getting changed along the way and there have been many revisions of paperwork. COVID shut down the schools. RCs have had a lot of staff changes.
   2. Sheila – Progress has been made with SC training, but it really is a hands-on learning process.
   3. Claudia – There have been limited experienced resources to give guidance and the SCs just want to do it right to best serve the client.
   4. Laura – Could the SCs call the participants?
      1. Sedona – All of the SCs have been required to call their entire caseload to touch base with everyone since COVID. After 3 attempts to call a letter is sent.
   5. Clifford – Some people feel SDP is just more work and not worth it. Some feel they’ll get fewer services.
   6. Pam – Twenty years ago SDP started with only 25 participants. It took 2 years to get all 25 participant’s plans completed. RCs are trying but dealing with natural barriers.
   7. Sheila – There is definitely a digital divide that seems to be one of the biggest barriers and we are working on that issue.
5. SDP Training Needs for the General Public (Laura): Technology training has become a key point of needed training. We are learning more about the Zoom platform and how to do breakout rooms to provide training. We are using Participant Directed Services (PDS) for immediate help. What else can the Council do to help with training?
   1. Robert – Many clients need to learn how to navigate the chat rooms and Zoom and other technology.
      1. Laura – There are a lot of fun things that can be done with technology. Maybe we could have training videos with clients doing the navigating.
         1. Valerie – Great idea! I’ll talk with my client and work with Laura on doing interviews.
         2. Sheila – There are two in Humboldt County that would likely participate in interviews as well.
6. Update On Funding to Support Implementation of the SDP (Laura/Sheila): As requested, money was moved around to allow for technology needs. The proposal was sent to DDS. There has been a confirmation of receipt but no other response from DDS.
7. Survey by Disability Voices United (Robert): Robert went over the attachment.
   1. Sedona - Within RCRC all SCs were required to contact their entire caseloads to check in. Each SC would make three phone attempts and then send a letter if no contact made.

**ACTION: Sedona to report at the next meeting percentage of clients reached and how many of those that were sent a letter have not responded.**

* 1. Laura – PDS is important right now to help clients feel comfortable with who is in their home helping them.
  2. Pam – The disability community is reflecting the same trends of acquiring Covid-19 as the general population when it comes to race/color.

1. Resource sharing (Community):
   1. Robert - Thanks to RCRC regarding the Interim Executive Director sending out a very nice letter along with cloth masks. And thanks to Laura for helping with those masks.
      1. Laura – RCs were prioritized for Personal Protective Equipment (PPE). There are also about 300,000 gloves coming and a large order of small bottles of hand sanitizer. It is very rewarding working with RCRC staff regarding PPE. Thanks to Jerry Freitas and Heath Birilli for all of their help distributing everything.
   2. Valerie – Where do we stand on COVID testing? Can RCRC mandate testing every couple of weeks?
      1. Sheila – Each provider agency has their own policy. If there are any symptoms they stay home and quarantine. In general, providers are doing pretty good. RCRC does not have the right to mandate medical procedures as each agency is a private business. The employer/client can make that a requirement if they want to.
   3. Robert – How is the face shield working?
      1. Laura – It is really good and a sufficient option. It can even be fashioned into a hat.
2. Next Agenda Items Requests**:**
   1. At the beginning of the meeting discuss the courtesies while on a Zoom meeting.
   2. Next meeting to be conducted via Zoom instead of only phone.

**ACTION: Laura will send Sedona Zoom instructions to send out in the next SDAC meeting packet. Next meeting, be sure to call in about 10 minutes early to make sure technology issues can be worked on without delaying meeting.**

1. Meeting Recap (Action Items below):
   1. **ACTION: Melissa R. will inquire with DDS if the RCs can get permission to pay internet services.**
   2. **ACTION: Sedona to report at the next meeting percentage of clients reached and how many of those that were sent a letter have not responded.**
   3. **ACTION: Laura will send Sedona Zoom instructions to send out in the next SDAC meeting packet. Next meeting, be sure to call in about 10 minutes early to make sure technology issues can be worked on without delaying meeting.**
2. Adjourn the meeting (Robert): Meeting was adjourned at 11:55 a.m.

**The next meeting is set for August 21, 2020.**

*SDAC Mtg Minutes\_2020-07-17*

*Prepared by: S. Bowser (07/27/2020)*