

**Alta California Regional Center (ACRC)
Self-Determination Advisory Committee Meeting (SDAC)
Wednesday, September 9, 2020
10:00 A.M. to 12:00 P.M.
Minutes**

Members:	Present	Absent
Lisa Cooley, SA	X	
Joyce McNair, FA	X	
Benita Ayala, FA	X	
Kelsey Handcock, DRC		X
Cristal Cabbat, FA		X
Daniel Meadows, SA	X	
Kenya Martinez, FA	X	
Kimberly Terrell, SA		X
Luis Rivera, FA		X
Meena Kalyanasundaram, FA		X
Niccole Pitz, FA		X
Tom Hopkins, SA	X	
Teresa Schmalz, FA	X	
Others Present:		
Lori Banales, ACRC Brittany Mangum, ACRC Mechelle Johnson, ACRC Tracy Brown, ACRC Jennifer Bloom, ACRC Joseph Hernandez, SP	Sonya Bingaman, SCDD Joe Martinez, SP Karen Mulvany, Sac RAC Megan M. Breeanne B. Nicole D., SP CH, SP	Caller 2 Caller 3 Caller 4 Caller 5 Caller 6 Caller 7 Caller 8 Caller 9
Legend: SA – Self-Advocate, FA – Family Advocate, SP – Service Provider		

1. Call to Order by Lisa Cooley, Chair

- Welcome & Introductions (10:00 A.M.)

2. Approval of Agenda & Minutes (from July 8, 2020)

- It was moved/seconded and carried to approve the agenda and minutes. No Abstentions.

3. SDP General Information Update— Mechelle Johnson, Jennifer Bloom, & Tracy Brown, ACRC

- There are currently three clients in SDP
- PCP-6 completed, 11 In progress
Budget-completed 4, In Process 3
Spending Plan completed 4: In process 2
FMS completed 3; In process 4
SDP IPP Completed 3, In Process 2
- FMS vendored agencies: Aveanna (formerly Premiere); Community Interface Services (CIS) GT Independence, and ARCC Center. Tracy Stein is vendored (to serve 1 client @ their request).
- Agencies not vendored, but on the DDS website: Mains'I and The Emelyn Group.
- There are 4 Agencies in various stages of the vendorization process for PCP.
- Rachael Palmer is available for person centered planning via the 024 route. She can be contacted

at: rachaelp@progressiveemployment.org. There are multiple 6-8 progressive employment staff that are available for PCP.

- On August 10th and 11th, GT FMS Agency hosted Webinar. ACRC's Associate Directors participated in the Webinar.
- On August 10th, we learned although a valuable component, PCPs are not a requirement of SDP; however the PCP process must be used to develop the IPP under SDP. The written plan is not a requirement, but is what many clients choose to do.
- On August 6th, ACRC Training Manager generated survey targeting families that have yet to attend an orientation. Trying to assess specific training need. 32 clients in the DDS second pull have gone through SDP Orientation to date. Mechelle is going to follow up with Herman to see if our future training dates will be posted to the website.
- Sonya shares that there are upcoming Independent Facilitator trainings being held online and another that is a self-paced online training. Please reach out to Sonya with any questions at: Sonya.Bingaman@scdd.ca.gov
 - The State Council on Developmental Disabilities (SCDD) Orange County Office has launched an ONLINE, SELF-PACED WEBINAR SERIES to help you continue your journey as an IF given present in-person restrictions. After completion of the series, a certificate of completion will be mailed to you. The 6-Part Series includes:
 1. Overview of Self-Determination
 2. Budget & Spending Plan
 3. Role(s) of the Independent Facilitator
 4. Knowledge & Skills
 5. Person-Centered Planning
 6. The Business of Facilitation
- Of the 88 clients in the DDS second pull, 39 have declined indicating current services are meeting their needs, "lots going

on” and waiting until its available to everyone, 2 no-response, and focusing on new job. One had a change of mind and decided to try SDP. There were 8 of the 30 who declined that are in the same family, 2 case closures, and 2 case inactivations.

- ACRC’s Client Services Managers are adding a monthly SDP discussion topic in unit meetings across the agency. A meeting for Client Services Mangers featured the topic last month, Person Centered Plans.
- **Not required:** Person Centered Plan. We had come across some FAQs on the DDS website that led to more questions. The information coming from DDS quotes

“Last week, we received clarification from the DDS that a person-centered plan (PCP document) is not a requirement in the Self Determination Program (SDP). In many cases, SDP could have more complex planning, and therefore, participants may choose to have a PCP document in addition to their IPP. This could include a PCP document, and these PCP documents help inform the IPP.

The IPP is a required document, and acts as the service plan for the person receiving services in the SDP. It must be developed through the person-centered planning process in accordance with Lanterman (DDS FAQ link below).”

<https://www.dds.ca.gov/initiatives/sdp/frequently-asked-questions/>

- The Person Centered Planning process in creating an IPP for SDP is still required, according to WiC section 4685.8(k). The IPP team shall utilize the Person-Centered planning process to develop the IPP for a participant.

4. ACRC’s Next Steps (A Work in Progress) – Joyce McNair

The updates to ACRC's Next Steps are:

IF, PCT, PPT Trainings

1. **Independent Facilitator, Person-Centered Thinking, People Planning Together trainings begin** *in stages and continue until completion*
2. *Herman compiles an **independent Facilitator list** to be distributed to participants/families. SDAC awaits SCDD list.*

ACRC SDAC (ongoing)

1. ACRC brings participant/family issues to SDAC for discussion
2. SDAC begins identifying formal/informal services/supports)
3. SDAC identifies issues that may arise for participants/families during the transition period and in the Self-Determination Program, and reaches out to individuals and other agencies that may be able to assist in overcoming any barriers
4. *SDAC helps to ensure that its meetings are accessible to participants/families and the public*

5. Discussion of creating application for People Planning Together training- Lisa Cooley

We need to start a process for when an application for the trainings will be put out. This needs to be put out to people in an accessible format.

Using money that was allocated from DDS, we went under contract with the community Person Centered Thinking Program, Progressive Employment.

People Planning Together trainings consist a curriculum of about 92 hours. The trainings are in dyad (group of 2) Lisa Cooley and David Lopez, Lisa has 2 more slots open to identify; Lori suggests identifying 4

people from committee. Once applications are in, ask questions/interview to determine who will be the other 2 selected.

Someone from committee needs to come forward to create the application and interview questions. 10-15 questions should suffice.

- Joyce, Teresa, and Daniel volunteer themselves to help Lisa with this group.
- Lori will share her ideas for questions, but she is not a seated member on the board.
- Those selected in this process will need to commit to the 92 hour training. It's recommended that this is done in a 6-week period. Per the contract, Support Development Associates will provide the training.

6. SSDAC Use of Funds- Lisa Cooley

State Council hosts a statewide SDAC twice a year. They happen in-person and there was a large cost to this because they would pay for travel and stay. It has been requested that these meetings are increased to 6 meetings a year via Zoom. An idea was born: if each SDAC provided \$3,000/year, this would help with supplementing staffing. There was a Q&A that came out of how these funds should be allocated. Our SDAC has already allocated most of its money, but the committee needs to determine how much we are willing to spend.

Our agreement has \$7381 remaining. Lisa would like to know what this money can be used for, specifically. Lori would suggest offer an in-kindness service (Brittany taking notes) vs. funding these SSDAC meetings. Lori cautions digging into the extra money fund.

- Sonya has her doubts that this in-kindness service will work as there are a lot of moving parts behind the scenes.

- Karen believes it's important to preserve the funds. If the meetings are now taking place via Zoom, then this is a lot of them to ask for.

Lisa moves to keep the contingency funds for the local SDAC and not move these funds to the SSDAC. The motion carried.

8. *Independent Facilitator list- Herman Kothe*

Herman not present

9. *Training Start Dates- Joyce McNair*

Covered during meeting

10. *Everbridge and Zoom Communication- Joyce McNair*

We are trying to get as many people as possible to attend the SDAC meetings. It was voted to use Zoom for our meetings and related to our meetings. The cost for an annual contract would be about \$240/year- it depends how many people should be included- 100/500? This could be This could be allocated from the funds. Someone would need to pay and ACRC would reimburse this person.

Sonya volunteers her account to just SDAC meetings. If there are additional meetings, then this would not be available.

There is a plan, Business Pro for \$199.99 for 300 participants, but does not PROVIDE interpreter; you still have to arrange and pay for the interpreter.

Kenya moved to purchase Zoom Business an account for the group as our platform. If we have a larger meeting (or are in need of translation), then the State Council Regional Office will offer their account as needed.

Motion passed.

Everbridge: This is a mass message system that goes out to all clients. We are glad to facilitate messages and memos to clients and their families. We now have a place on our website that people can input their email address and select a category in which they would like updates. We also have a presence on social media.

11. Discussion of PCP training to start in October- Benita Ayala

October 6th is the start date for Benita and Kenya's training. The training will occur every Tuesday from 1-4 PM for 6 weeks (minus Election Day).

12. Update on training discussed in July SDAC meeting- Benita Ayala

Get additional participants and then decide a date. Set the calendar based on the four of these participants.

Start date for Progressive Employment: contact Carole- Lori will send an email to Carole and Cc Joyce and Lisa.

13. Update from Subcommittee- Benita Ayala

Discussed above.

14. Public Comment Period- Public

Karen Mulvany comments that the Person Centered Planning is the foundation of IPP. How are emergency needs being met in time of crisis? Lisa will send these questions to Jennifer Parsons in an email. Tracy lets the group know that disaster plans are written in the current IPP.

Karen likes the changes that were made to ACRC's website.

15. Identify agenda items for next meeting:

- None

16. Dates for Future Meetings:

- November 4, 2020 – *special time of 1-3 pm*

17. Meeting adjourned at 12:06 PM