



Alta California

Regional Center

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Sacramento, CA 95815

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Alta California Regional Center (ACRC)
Self-Determination Advisory Committee Meeting (SDAC)
Wednesday, November 9, 2022
1 to 3 p.m.
Minutes

Members:	Present	Absent	<p align="center">Legend:</p> <p>SA – Self-Advocate FA – Family Advocate SP – Service Provider</p>
Benita Shaw, FA	X		
Carmen Delgado, FA	X		
Daniel Meadows, SA	X		
Karen Mulvany, FA	X		
Kelsey Handcock, DRC	X		
Kenya Martinez, FA	X		
Kimberly Terrell, SA	X		
Lisa Cooley, SA (Chair)	X		
Meena Kalyanasundaram, FA		X	
Pam Cheh, Community Resource Partner		X	
Tom Hopkins, SA	X		
Tracy Ligtenberg, FA	X		
William Reed		X	
Non-members Present:			
Mechelle Johnson, ACRC Jennifer Bloom, ACRC Tracy Brown, ACRC Johnny Xiong, ACRC Kizi Smith, ACRC Samantha Moore, ACRC Cynthia Johnson, ACRC Janet Roberts, ACRC Faye Tait, ACRC	Anne De Medeiros, SCDD Peter Mendoza, SCDD Janelle Lewis Cindy Cox, Community Integration Services Rachael Palmer-Teefy, PEC Melanie Gonzales, Adjoin Amanda Pelaccio, PEC Kate Brittain Duwe	Georgina Kier	

1. Call to Order by Lisa Cooley, Chair

Welcome & Introductions (1:00 p.m.) There was not a quorum of members present. Agenda items were handled as informational until a quorum was established.

2. Approval of Agenda & Minutes – Lisa Cooley

A quorum was established at 1:07 p.m. Chairperson Lisa Cooley requested the committee come back and vote on the approval of today's agenda and the October 12, 2022 SDAC meeting minutes.

M/S/C (Lisa/Tom) Made the motion to approve the agenda.

M/S/C (Lisa/Karen) Made the motion to approve the meeting minutes of October 12, 2022. Daniel, Kimberly, and Tom abstain as they were not at the previous meeting. Karen requested clarification on the service code 099 which is listed under section B as she could not locate it.

3. ACRC SDP Updates—Mechelle Johnson, Jennifer Bloom, Tracy Brown & Johnny Xiong

A. General SDP Update

- Tracy shared that as of November 2nd, ACRC has 189 individuals that have fully transitioned to SDP. Of those, 59% are White, and 40.7% are Minorities. The minority breakdown is 27 Asian, 13 Black, 13 Latin, 20 Mixed & 4 Other). By county: 19 El Dorado, 19 Nevada, 40 Placer, 92 Sacramento, 18 Yolo & 1 Yuba.
- ACRC has six vendored Financial Management Service (FMS) Agencies: Acumen, Aveanna, Cambrian, GT Independence, Essential Pay, and Mains'l. Their contact information is listed on the Department of Developmental Services' (DDS') website.
 - ACRC meets quarterly with our vendored FMS agencies. Our most recent meeting was on November 3rd, and the next meeting is scheduled for February 2, 2023. We have also invited them to attend SDAC meetings.
 - On November 16 Aveanna will be holding an in-person training about Electronic Visit Verification (EVV). This training is for SDP

Participants and their Service Providers who receive SDP FMS services from Aveanna-only.

- Our regional center has two Person Centered Planning (PCP) Vendors: Lighted Path Solutions and Lincoln Training Center. There are other agencies in various stages of the vendorization process for PCP.
 - Update: Last month we shared that Starpointe Consulting was advertised as a vendor for Person Centered Planning Services in our newsletter and at SDAC. For clarification, they are not vendored for Person Centered Planning Services (which is Service Code 056/099). They are a provider under 024- Purchase Reimbursement for initial PCP.
- ACRC continues to update, identify and track specific progress of each participant's enrollment in SDP by way of a dated checklist. This provides information at a quick glance on where in the process each client currently is, which will assist us in understanding who is currently responsible for the next steps, as well as to continue to identify any barriers for the completion of enrollment. Service Coordinators (SCs) have tools to support them in updating at each step of the SDP process.
- The Statewide SDP Orientation is available in English and Spanish, a collaboration between SCDD and the DDS. ACRC continues to promote and share this resource, including having our Participant Choice Specialists (PCS') attend these orientations, as well, and are available to assist staff when needed.
- ACRC continues to hold SDP Q&A sessions every Thursday afternoon; these began in May 2021. SCs attend these sessions to learn more about the program and get answers to case-specific questions.
- Our three PCS' provide daily support to staff and individual SDP case staffings happen as needed.
- Monthly Statewide SDP Meetings continue.
- ACRC Home and Community Based Services (HCBS) internal workgroup continues to meet quarterly. HCBS Specialist continues to provide support to SCs on an individual basis.
- ACRC Monthly Meeting with DDS continues; the last meeting was on November 4, 2022.

Self-Determination Meeting Minutes November 9, 2022

- ACRC is happy to announce that we are in the process of developing an SDP unit and Faye Tait will be the Client Services Manager.
- Our SCs continue to provide clients/families with information about the SDP program and assist them with registering for SDP orientations, training and follow-up.
- Our PCS' have developed a foundational SDP training program for all SCs. This training program will consist of Intro to SDP, PCP and Option B, all things FMS, 5 Core Principles, Budget vs. Spending Plan, and PDS vs. SDP. Although we will have the SDP unit developed soon, all SCs/CSMs across the agency will be attending these trainings.
- Our PCS' are working with American Sign Language (ASL), Hmong and Russian partners to develop outreach tools and information specific to those communities.
- Tracy spoke on the decision to create an SDP unit.
- It was decided best to create an individual unit with one manager along with the PCS' to streamline the processes and strive for consistency.
- Once we have more participants, we may branch out to other units.
- Prior to creating the unit, we surveyed our managers to ask how many participants are in the process of "flipping the switch". These numbers are steadily growing which validates the decision to create this SDP unit.
- ACRC will continue to share information on the developing SDP Unit along the way.
- Can individuals already in SDP remain with their present service coordinator for continuity? There will be a collaboration during that transition time for continuity and consistency.

B. Presentation on Individual Budgets – (With Rates Detail)

- Participant Choice Specialist Samantha reviewed the recent update to the Individual Budget Calculation Certification Tool (IBCCT).
 - The IBCCT was recently updated so that when it goes back to the participant, they are able to view the service code description, comments, estimated units per month, unit type, rate, and the total annual cost. This change to the worksheet was discussed after the rate cost adjustments

were released on April 1st. DDS has advised on how to implement these changes, and it was discussed that the rate would return to the worksheet to better understand the rates and how they are calculated.

4. Grant Funding Sub-Committee Update – Present Proposals on Pre-Transition Non Vended Supports Funded by SDAC Grants, Per DDS Directive (See item 6b)-Followed by Committee Vote

- Tracy L. shared an update on the progress of the Grant Funding Sub-Committee.
- Kenya has been in contact with the Supported Life Institute which is interested in hosting a resource fair to be held tentatively in February.
- Mechelle shared that the Budget Sub-Committee has been meeting. We shared the RFP and have been soliciting proposals from the community for ideas related to the priority areas that DDS has allowed for the use of the implementation funds.
- Mechelle noted the July 28th DDS Directive which talks about pre-enrollment transition support.
 - Effective February 1st there will be a separation of pre-transition support and person centered planning. This Directive speaks to working with regional centers working with their local provider volunteer advisory committees to identify local transition supports.
- The sub-committee has been reviewing these proposals, including Progressive Employment Concepts' (PEC) proposal that was shared with the committee members for review and posted on our website.
- Karen asked how we will address the change in how Independent Facilitators(IF) will be funded effective February 1st.
- Karen noted that until February 1st the ability to continue to make use of up to \$2500 in funding for a combination of person centered planning and pre-enrollment transition supports provided by a PCP or IF will still be in place. However, IFs are usually not able to bill until a participant is done with the transition process and has flipped the switch.
- Karen expressed her concern that we will have many participants still in process as of February 1st with existing IFs who may not be vended. If the IF is not vended there will not be a way for IFs to be paid. In most cases, IFs will now need to be vended by the regional center. We don't want people who are in the process of transitioning to SDP to have IFs that are cut off from funding.

Self-Determination Meeting Minutes November 9, 2022

- Karen asked if funding can be set aside from the implementation funds to ensure that their IFs remain available to them if they have not completed the process by February 1st and are not yet vendored. In addition, we need to ensure that the vendorization process for IFs is done in a timely process.
- Mechelle spoke with DDS and ensured that participants who are in the process can complete the process with their existing IF. Going forward, after February 1st participants will have to utilize either the SC, PCP, or transition support that we contract with or a vendor.
- Mechelle will reach out to DDS to inquire if they intend to put this information in writing.
- Mechelle noted that there is \$1500 per individual for support. We have about \$90,000 dollars that is available from the 2020/2021 implementation funds pot to be used for this process which will need to be used by March 2023. It can be put in writing for an extension.
- Kenya noted that we have until mid-January to expend these funds. One of the discussions was with Supported Life Institute to host a resource fair. A few have submitted or will submit.
- Kenya noted that we are in a time crunch.
- Mechelle stated that we need to prioritize helping individuals with pre-transition enrollment support. We have the PEC proposal.
- Kenya proposed to have another meeting in the week of November 28th to vote on the proposals.
- Kenya- Can we delegate the subcommittee to take a vote?
- PEC is able to amend the proposal if the SDAC committee finds that a change is needed.
- **M/S/C (Karen/Kenya) Made the motion to hold a special meeting on December 14th at 1 pm to discuss and vote on proposals.**

5. 2023 Meetings Schedule.

- The proposed 2023 meeting dates were discussed.
- Lisa would like to discuss the possibility of occasional evening meetings.
- Mechelle would like to put into consideration that meetings occur every other month instead of monthly. This used to be our schedule but was altered to every month to address the concerns of low SDP numbers. At this time, we are number two in the state with our SDP numbers.
- Kimberly Terrell recalls the decision to hold monthly meetings when there were numerous agenda items to discuss.

Self-Determination Meeting Minutes November 9, 2022

- Karen noted the growth and determination of Alta have been great and agreed with every other month's time frame.
- Tracy added that an occasional evening meeting would be beneficial to capture those who would not otherwise be able to attend.
- Karen noted that there will be exceptions when time-sensitive items are on the agenda that require committee votes and proposed that every third meeting could be an evening meeting.
- **M/S/C (Karen/Tom) Made the motion to approve the 2023 meeting schedule to every other month starting in January 2023 with evening meetings every six months in May and November. The SDAC voted to approve the 2023 meeting schedule proposal.**
- The 2023 Meeting schedule will be posted along with the November 9, 2022 minutes.

6. Action Items pending from prior SDAC meeting:

- a. ACRC share a presentation on individual budgets and provide it in paper format with large print, as well as sharing on screen.
- b. Follow-up on the DDS Directive to contract with local providers to provide services on a non-vendored basis but funded with SDP budgets.
 - i. Mechelle noted that the subcommittee can bring forward a proposal at the next meeting.
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 - ii. The Grant Subcommittee will follow up on the DDS Directive.
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- c. Carmen believes this evening's meeting brought in some additional community members. She is hopeful that we can do more of these.

7. Public Comment Period

- Rachael Palmer-Teefy shared her excitement about the upcoming SDP unit and thanked the entire team at Alta for making the changes to the IBCCT worksheet.

8. SDAC Member Comment Period

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9. Future Dates for 2022/2023 SDAC monthly meetings:

- December 14, 2022, 1-3
- January 11, 2023, 1-3
- March 8, 2023, 1-3 pm

Self-Determination Meeting Minutes November 9, 2022

- May 10, 2023, 6-8 pm
- July 12, 2023, 1-3 pm
- September 13, 2023, 1-3 pm
- November 8, 2023, 6-8 pm

11. Identify agenda items for the next meeting.

1. Grant and implementation funds

12. Meeting adjourned at 2:47 p.m.