



**Alta California**

Regional Center

2241 Harvard Street, Suite 100

Sacramento, CA 95815

916-978-6400

**Alta California Regional Center (ACRC)**  
**Self-Determination Advisory Committee Meeting (SDAC)**  
**Wednesday, January 10, 2024**  
**1 to 3 p.m.**  
**Minutes**

| <b>Members:</b>  | <b>Present</b>  | <b>Absent</b>  | <p align="center"><b>Legend:</b></p> <p>SA – Self-Advocate<br/>           FA – Family Advocate<br/>           SP – Service Provider</p> |
|--|---|--|---|
| Benita Shaw, FA  | X   |  |   |
| Carmen Delgado, FA   | X   |  |   |
| Daniel Meadows, SA   | X   |  |   |
| Kelsey Handcock, DRC   | X   |  |   |
| Kenya Martinez, FA   | X   |  |   |
| Kimberly Terrell, SA   |   | X  |   |
| Lisa Cooley, SA (Chair)  | X   |  |   |
| Meena Kalyanasundaram, FA  | X   |  |   |
| Tanishia Hubbard, Community Resource Partner   | X   |  |   |
| Tom Hopkins, SA  |   | X  |   |
| Tracy Ligtenberg, FA   | X   |  |   |
| William Reed   |   | X  |   |
| Margaux De Leon, FA  | X   |  |   |
| <b>Non-members Present:</b>  |   |  |   |
| Mechelle Johnson, ACRC<br>Jennifer Bloom, ACRC<br>Tracy Brown, ACRC<br>Faye Tait, ACRC<br>Johnny Xiong, ACRC<br>Melissa Schuessler, ACRC<br>Cat Carl, ACRC<br>Sydney Ruport, ACRC<br>Sophia Mogannam, ACRC<br>Kizi Smith, ACRC | Kenisha Hurd, ACRC<br>Peter Mendoza, SCDD<br>Carol Carlson<br>Coleen Antonio<br>Emily S., PEC<br>Rachael Palmer Teefy, PEC<br>Patricia Kamlley, DDS | Jae Antonio, PermaTransitions<br>Tor Sutton<br>Yadir Morales |   |

|  |  |  |
|--|--|--|
|  |  |  |
|--|--|--|

**1. Call to Order by Lisa Cooley, Chair**

Welcome & Introductions (1:00 p.m.)

**2. Approval of Agenda & Minutes – Lisa Cooley**

A quorum was established at 1:07 p.m. Chairperson Lisa Cooley requested the committee vote on the approval of today’s agenda and the December 13th SDAC meeting minutes.

**M/S/C (Benita, Carmen) Made the motion to approve the agenda of today’s meeting and the January 10th meeting minutes.**

**The committee approved the agenda of today’s meeting and the January 10th meeting minutes.**

**3. Public Comment Period**

- There were no public comments.

**4. ACRC SDP Updates—**

**A. General SDP Update**

- Faye shared that as of March 4, 2024, ACRC has 343 individuals who have fully transitioned to SDP. Of those, 61.52% are White, and 38.48 % are Non White. The Ethnicity breakdown is mixed (34), other (3), Latin (24), Black(21), and Asian (50). The majority of clients are in Sacramento, Nevada, El Dorado, and Placer Counties. The age range of 0-17 is 99, and 18-100 is 244 participants. The ethnicity breakdown is also available for review on the ACRC website and today’s meeting agenda.
- ACRC has eight vendored Financial Management Service (FMS) Agencies. ACE, Acumen, Aveanna, Cambrian, GT Independence, Essential Pay, Mains’l, and newly added Action(Co-Employer Model). Their contact information is listed on the Department of Developmental Services’ (DDS’) website.
- The Statewide SDP Orientation is available in English, Spanish, Tagalog, Vietnamese, Korean, Russian, Traditional Chinese, Farsi,

Hmong, and Arabic from a collaboration between SCDD and the DDS. ACRC continues to promote and share this resource, including having PCSs attend and be available to all staff. If clients/families cannot make the times of the SCDD orientation, we can provide the LMS training in place.

- **Ongoing meetings and collaboration**
- The SDP unit holds an SDP lab for managers and Lead SCs once per month.
- Individual SDP case staffing with SCs, CSMs, PCSs, and ADs continue as needed.
- The SDP unit has an SDP drop-in clinic for SCs monthly.
- Collaboration between Regional Centers continues.
- Monthly Statewide SDP meetings continue.
- Our PCS team is working on training options for ACRC vendors to educate them on SDP.
- Our PCS team is working on developing SDP resources/tools that will be available on ACRC's website.
- We have created a new spending plan template for our staff to use if the FMS does not require participants to use their specialized template.
- The Participant SDP Checklist for clients/participants has been updated to align with new directives. It is available in English, Spanish, Tagalog, Vietnamese, Korean, Russian, Traditional Chinese, Farsi, Hmong, and Arabic.
- **Outreach**
- SCs continue to discuss with clients about the SDP program (documented on ACRC IPP services and supports page) and assist with registering for SDP Orientation, and follow-up.
- Continued outreach includes a recent presentation at FEAT and a presentation scheduled for next month at GiGi's playhouse.

#### **B. FMS Agency Meetings**

- Despite reminders, FMS agencies do not consistently attend quarterly meetings. ACRC is looking for other plans to connect with them.

#### **C. DDS SDP Directives**

- Participant Choice Specialist Sophia shared details on the new billing requirements released by the Department of Developmental Disabilities (DDS).

## Self-Determination Meeting Minutes March 13, 2024

- For services provided by local businesses or community resources, payment should be aligned with their typical billing process.
- For services provided by SDP providers, participants, and their service providers will agree on the type, cost, and frequency of services.
- These invoices should reflect the following:
  - DDS requires that service providers bill at an hourly or daily rate.
  - Should include the service code, the date each service or task was provided, a description of the specific service or task that has been provided, the amount of time spent, the total cost of the service or task, as well as a statement that all services that were specified in the invoice have been provided to the participant.
  - Vendor providers that bill at a rate different from the typical traditional services rate are also expected to invoice at this detailed requirement.
  - This also applies to independent contractors.
  - Melissa noted that it was specified in the Directive that the payments should be paid from the FMS to the provider.
- Participant Choice Specialist Cat shared details on the changes for Option A and Option B.
  - Option A is no longer available to our clients, who are now transitioning into SDP. If the participant started with an Independent Facilitator (IF) or Person-Centered Planner before the end of February and they have that in writing, they can continue with Option A. Otherwise, these vendors will need to start vendoring with ACRC through 024 or 099 because we are now only using Option B for the \$1,000 towards initial PCP creation (through 024 reimbursement) and for up to 40 hours of Self-Directed Supports from a vendored Independent Facilitator (through 099).
  - New FMS Transition Support that offers additional support from FMS to clients initially enrolling in SDP, transferring from one FMS to another, or transferring from one regional center to another.

- Cat shared a flyer with the current vendor contacts for 024 and 099 information. The flyer will be added to ACRC's website.

## **5. ACRC Website Walk-Through**

- This item will be deferred until the next SDAC meeting.

## **6. Grant Funding Sub-Committee Update**

- Kenya shared an update regarding the Self Determination Program video series created by Rosie Lasca with the Independent Facilitator Training Academy (IFTA). Rosie shared a preview of the videos during the committee meeting.
- Rosie shared that the videos have been completed, and she is currently working on the voiceovers for the other languages.
- Committee comment from Margaux shared her experience with narrowing choices of IFs and said that she would like to see the videos address the parameters of the options available for SDP participants.
- Committee comment from Carmen shared that she felt some of the characters in the video did not represent the disabled community as well.
- Rosie noted that, unfortunately, due to the shorter time constraints of completing the video series, there were limited animation capabilities. However, she did her best to incorporate a variety of regional center-focused disabilities and different cultural backgrounds.
- Public comment from Yadir suggesting a pause be created between the different topics.

## **7. Progressive Employment Concepts Update/Presentation**

- Rachael Palmer thanked the committee for their flexibility, understanding, and recommendations on utilizing the remaining funds to continue offering participant training.
- Rachel shared that by working with Mechelle and Jennifer, PEC could amend the scope of their grants and secure an extension for the funds through April 5<sup>th</sup>.
- With the Pre-Enrollment Transition Supports Services Grant, PEC was able to purchase books from Disability Voices United and two hundred books from DVU in English and Spanish, which will be available to individuals and families looking into transitioning into SDP

and to those who are already in SDP and looking for additional resources.

- The books will be made available at conferences and other outreach events.
- Rachael shared that PEC will lead an IF training beginning next week. Ten spots are available.
- Rachael shared that the Training and Coaching series has been modified to offer two IF training courses. Starting at the end of next week and ending in April.
- Rachael Palmer will share registration links with Lisa and Kizi to share with the committee and community.

**8. Action Items pending from prior SDAC meeting:**

- a. Discuss adding a by-law for voting.
  - Peter shared that SCDD will present on by-laws at the next meeting.
- b. ACRC Website Walkthrough
  - Deferred until next meeting.
- c. Allocate funding for a disabled youth advisory council.
  - Lisa noted the importance of including youth who are in SDP within the committee. This item will be discussed in the next meeting.
- d. Breakdown of how many participants are in SDP for ages 18-28
  - Jennifer noted that we do not have this exact data. However, the meeting agenda and ACRC website show SDP participants' ages between 0 and 17 and 18 and 100.
- e. FMS Concerns
  - completed
- f. Discuss DDS Directives
  - completed

**9. SDAC Member Comment Period**

- Carmen asked about the impact of the budget cuts on SDP.
  - Jennifer noted that there is no current information on the impact yet.

**11. Future Dates for 2024 SDAC monthly meetings.**

- May 8, 2024, 6-8 pm
- July 10, 2024, 1-3 pm
- September 11, 2024, 1-3 pm
- November 13, 2024, 6-8 pm

**12. Identify agenda items for the next meeting.**

1. ACRC website walkthrough.

Self-Determination Meeting Minutes March 13, 2024

2. *SCDD presentation to discuss by-laws.*

3. *Discussion on adding a youth advisory committee.*

**13. The meeting adjourned at 2:17 pm.**