



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, March 9th, 2022
1:00 P.M. to 3:00 P.M.
Minutes

Members:	Present	Absent	<p align="center">Legend:</p> <p>SA – Self-Advocate FA – Family Advocate SP – Service Provider</p>
Benita Ayala, 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 Herman Kothe, ACRC Faye Tait, ACRC Thalia Castro Vega, ACRC Sonya Bingaman, SCDD Peter Mendoza, SCDD	Maxine Paula Milam, DDS Margaux de Leon Breeanne Burris, 24 Hour Home Care Rachael Palmer, Progressive Employment Concepts Cindy Cox, GOFC Solutions	Felicia Ford Cindy Le, HCBS Specialist John Decker, Director of Community Services, ACRC Cindy Johnson, Participant Choice Specialists, ACRC Samantha Carr, Participant Choice Specialists, ACRC	

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 (from February 9, 2022)—Lisa Cooley

A quorum was established at 2:36 pm. Chairperson Lisa Cooley requested the committee come back and vote on the approval of the agenda and minutes from the February 9th, 2022 SDA C meeting. Benita moved and Karen seconded and carried to approve the agenda. Karen moved and Carmen seconded and carried to approve the minutes.

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

ACRC 2022 Progress Report:

Total number of clients who have flipped the switch as of 3/6/22:		
Ethnicity	# of Clients	%
White	38	48.10%
Minority	41	51.90%
	79	100%
Minority Breakdown:		
African American	7	8.86%
Multicultural Cultural	13	16.46%
Latin	9	11.39%
Pacific Islander	2	2.53%
Other Asian	1	1.27%
Chinese	2	2.53%
Vietnamese	1	1.27%
Korean	3	3.80%
Other	3	3.80%
	41	51.90%

<u>Client Ethnicity</u>	Asian	Black	White	Latin	Mixed	Other
December 31, 2021	2,307	3,163	12,150	4,753	2,100	2,543
Percent	8.5%	11.7%	45.0%	17.6%	7.8%	9.4%

White 45% total population to 48.10% Enrolled in SDP
 Minority 55% total population to 51.90% Enrolled in SDP

ACRC has 5 vendored FMS Agencies: Acumen, Aveanna, GT Independence, The Emlyn Group, Mains'l. Their contact information is listed on the DDS website. Cambrian FMS is being courtesy vendored, this is a new vendor who can service our clients. 24hour Home Care FMS is evaluating whether or not they can serve our catchment area. We have also conducted outreach to Ritz Vocational Management FMS, awaiting more information from them as to whether they can serve our area.

- ACRC meets with our vendored FMS agencies on a quarterly basis. Next meeting is scheduled for 5/4/22.
- **PCP Vendors:** we have one PCP vendor and 3 agencies in various stages of the vendorization process for PCP. One of the agencies is very close to vendorization.
 - Lighted Path Solutions. If you are working with a client entering the Self-Determination Program who is interested in obtaining a Person-Centered Plan, please contact Kaitlyn Diamond directly at 916-836-4988.
- **SDP Tracking:** ACRC continues to update our internal spreadsheets.
- **Ongoing Meetings and Collaborations:**
 - Weekly SDP Q&A sessions every Thursday, which have been ongoing since May 2021. Weekly SDP consultation committee also continues for SCs to staff case specific questions.
 - Individual SDP case staffing with CSMs and ADs continue outside of committee as needed
 - Collaborations between regional centers continue as needed
 - Monthly Statewide SDP Meetings continues to occur – next one is scheduled for today, 2/9/22
 - ACRC HCBS internal workgroup will continue quarterly. HCBS Specialist continues to provide support to SCs on an individual basis
 - ACRC Monthly Meeting with DDS continues; next meeting scheduled on 3/22/22.

- **Outreach:** SCs continue to discuss with clients about the SDP program (documented on the 588 as a discussion item) and assisting them with registering for the LMS SDP Orientation, and this circles back to our tracking sheet for updates.

Leap of Faith: 2 SDP orientation sessions were provided on 2/3/22 – Boot Camp Orientation to be held and dates to be secured and shared within the next 2 weeks.

a. Update the SDAC on the 3 new SDP Directives

DDS issued a directive to all 21 Regional Centers re: FUNDING TO SUPPORT IMPLEMENTATION OF THE SELF-DETERMINATION PROGRAM allocating \$2,040,011. Alta California Regional Center received a budget allocation of \$146,064 in accordance with Welfare & Institutions Code section 4685.8(f) which specifies these funds shall be used to maximize the ability of SDP participants to direct their own lives and to ensure the department and regional centers successfully implement the program. The statute further requires that the Department of Developmental Services (DDS), in consultation with stakeholders, including a statewide self-determination advisory workgroup, shall prioritize the use of the funds to meet the need of participants, increase service access and equity, and reduce disparities, and to implement the program, including costs associated with all of the following:

- Recruitment and training of independent facilitators, with a focus on increasing the number of bilingual, bicultural independent facilitators.;
- Joint training for participants, families, regional centers, LVAC members and others with a focus on training self-advocates and families from diverse communities that are under-represented in the SDP;
- Assistance with spending plan development; and,
- Collaborative groups/workshops to foster ongoing, shared learning and problem-solving opportunities.

Benita Shaw mentioned that it may be important for the committee to decide which focus areas to concentrate on. Whether this should be discussed in an existing subcommittee or form a different committee to address these focus areas

Q: Karen asked what the deadline is for the evaluation of certain programs.

A: Members discussed exploring the possibility of issuing a Request for Proposal (RFP) to allow stakeholders to respond to how to best focus priorities identified by the RAC.

SELF-DETERMINATION PROGRAM: INDIVIDUAL BUDGET DEVELOPMENT AND CERTIFICATION TOOL AND SPENDING PLAN FREQUENTLY ASKED QUESTIONS

The Department of Developmental Services (Department) updated the Self-Determination Program (SDP) Individual Budget Development and Certification Tool and the Individual Budget and Spending Plan Frequently Asked Questions (FAQ). The Individual Budget Tool and FAQ identify services that can be authorized separate from the SDP Individual Budget and Spending Plan. Any regional center consumer's receipt of or need for any of the specified services pursuant to their Individual Program Plan, shall not disqualify them from participating in the SDP.

Mechelle Johnson reported ACRC worked in partnership with DDS to develop a tool that would enhance the ability of ACRC to streamline the budget development process for participants entering SDP.

Mechelle Johnson mentioned the directive also clarifies other services that may be utilized through SDP. They include some examples (competitive integrated employment CIE and Paid Internship Programs PIP, rental exceptions). The directive clarified these services can be utilized through self-determination. However, they can be authorized through the traditional purchase of service model.

Question. Kenya Martinez asked if ACRC has a plan for SDP recipients who receive either supplemental security income or social security disability insurance and may have received a notice of action from Social Security regarding an overpayment.

Answer: Mechelle Johnson indicated she would take the question back to ACRC for further follow up.

SELF-DETERMINATION PROGRAM – GOODS AND SERVICES In alignment with the key principles of the Self-Determination Program (SDP), participants have the authority to control an individual budget to purchase needed services and supports to achieve their Individual Program Plan (IPP) goals. The purpose of this correspondence is to provide additional guidance regarding goods and services in the SDP. Deciding if a cost may be included in the SDP Budget Before including any good or service in an individual budget or SDP spending plan, the planning team must first be clear about

how the good or service addresses an identified need or goal in the IPP. Enclosure A provides detailed information about how the participant and the planning team can determine if a good or service addresses a need or goal in the IPP. As noted in the Department of Developmental Services' January 11, 2019 directive regarding the individual budget and spending plan, SDP funds can only be used for goods and services that:

- have been approved by the federal Centers for Medicare and Medicaid Services; and,
- are not available through other funding sources (e.g., Medi-Cal, In-Home Supportive Services, schools, etc.) However, in some cases consumers may require additional goods and services outside of what is funded by the individual budget to support their IPP. Enclosure B provides guidance on goods and services that can be funded by the individual budget in the spending plan, as well as what will be handled outside of the individual budget.

Determining Service Designation (Participant-Directed Goods and Services)

The SDP allows for a service type defined as "Participant-Directed Goods and Services." Enclosure C contains a flow chart intended to help the planning team determine when a good or service can be funded through Participant-Directed Goods and Services, Service Code 333.

Enclosure A and C are related and helpful

Enclosure A: includes what can be included in the spending plan

Enclosure B

Enclosure C: decision tree which helps the IPP team in clarifying the steps required for spending plan approval

Mechelle Johnson reported that A CRC's social recreation policy is still under review by DDS. A CRC has moved forward developing an outreach plan that includes holding public events with stakeholders including clients, family members, and providers. A CRC's outreach is specifically designed to reach out to underserved communities. One concern raised by a member of the public: A CRC's current Social Recreation Policy indicates limits to service to two hrs per week. Johnny Xiong mentioned there may be exceptions to the 2 hrs per week policy based on individual circumstance.

b. Update on implementation of Participant Choice Specialists at ACRC

Beginning in fiscal year 2021-22, funding is available for regional centers to employ Participant Choice Specialists to assist with individuals pursuing self-direction through the Self-Determination Program or through use of participant-directed services.

The PC specialist will provide clients and families the option of exercising more authority over how, and by whom, services are provided. Incumbent will also be responsible for overseeing the implementation of the Participant Directed Services (PDS), they will also be supporting clients and families on PDS and will ensure that Service Coordinators are properly trained and prepared to handle the requirements of SDP and PDS.

They will:

- Promote community engagement activities to enhance community awareness of ACRC's Self-Determination Program.
- Conduct orientation and/ or training for ACRC staff, clients, families, providers, and community partners to ensure understanding of the principles and procedures of the SDP and PDS.
- Monitor the budget expenditures for the SDP.
- Collect, maintain and disseminate data to ACRC staff, community partners, and the Department as needed.
- Provide up-to-date assessment and tracks resource needs relating to SDP and PDS.
- Keep abreast of legislative initiatives and DDS directives related to SDP/ PDS and ensures that ACRC staff and community remain informed.
- Work with the SDP local Advisory Committee on oversight and implementation of SDP

Question: Karen asked will the Participant Choice Specialist be collecting information from providers participating in the Self-Determination Program and will they be documenting unmet needs and identifying possible services providers that may be able to fill those service requests?

Answer: Samantha Carr shared that she is a parent of a client of ACRC and is new in her role as a Participant Choice Specialist and wants to support service coordinators in becoming more knowledgeable about SDP. Additionally, she noted that many family members want to become more knowledgeable about SDP. Cindy Johnson

mentioned that they are looking forward to working in partnership with the Self-Determination Advisory Committee (SDAC).

c. Social Rec-HCBS Compliance

Cindy Le, A CRC HCBS Specialist, shared that a formal assessment must be completed in settings where services are designed for individuals with disabilities and the setting is congregated (i.e. vendored care home or day program). If the SDP funded service provider is not disability specific and not congregated (i.e. funding an item or membership fee) a formal assessment is not needed. If the SDP funded service provider is congregated but not disability specific (i.e. community dance class, congregate child care) a formal assessment is not needed. If the SDP funded service provider is disability specific but not congregated (i.e. 1:1 job coaching, 1:1 community-based day program) no formal assessment is needed.

Karen requested Cindy Le to continue this discussion in next months SDAC meeting so that providers can better understand the ground rules to achieve HCBS compliance in social recreation.

Margaux de Leon advised that she had learned that A CRC had established a standard of 2 hours a week limit plus 21 days a year for social rec benefits.

Kelsey requested a response to this question: So there would be a difference in hourly lessons vs. scheduled events? Would participation in a scheduled event, such as camp, affect a client's ability to get hourly lessons at the same time?

Request from Cindy Cox for Alta to address 024 reimbursement delays of 3-4 months after SDP initiation.

d. Review how funding for \$2500 Person centered plan

Johnny Xiong provided an overview of the Department of Developmental Services Allocation of \$2500 for Person Centered Planning (PCP) process. "The cost of the independent facilitator, if any, shall be paid by the participant out of the participant's individual budget." - Expectation- Right now DDS has allocated \$2,500 towards the first PCP process.

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If there are any translation needs, clients/caregivers can reach out to their SC for assistance. In addition, our website has a notation, thought bubble pop up on the website in English and Spanish to notify.

Month	Orientation Completed	Budget Completed	Budget In Process	PCP Completed	PCP In Process	Spending Plan Completed	Spending Plan In Process	IPP Completed	IPP In Process	Flipped the Switch Total
July		12	4	12	13	12	1	12	2	12
August	236	19	34	13	5	8	7	3	11	16
September	45	6				4				20
October	47	4				3				25
November	44	4				4				29
January	54	3				1				41
February	33									71

4. Grant Funding Sub-Committee Update—Benita Ayala

- Deferred to next month's agenda

5. Translation Services Update

- Deferred to next month's agenda

6. Committee Vote to hold one SDAC meeting in the evening, per quarter and approve dates and times for these meetings

- Deferred to next month's agenda

7. Progressive Employment Proposal-Presentation for use of Implementation funds followed by Committee Vote

- Deferred to next month's agenda

8. Committee discussion on the idea to identify unmet service needs for potential SDP providers (Tracy, Karen); Committee Vote

- Deferred to next month's agenda

9. Plan for drafting and timing of SDP Progress Reports and Recommendations – discussion and Committee Vote

- Deferred to next month's agenda

10. Update on SDAC Ad Hoc Committee

- Deferred to next month's agenda

11. Action Items pending from prior SDAC meeting:

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- a. Rachael Palmer to provide update on PEC SDP services.
- b. Discuss and vote on holding a quarterly evening SDAC meeting.
- c. Share date of additional Leap of Faith Boot Camp Orientation.
- d. Discuss social/recreational services and how that is reflected in SDP. (ACRC approved new policy at recent Board meeting, waiting on DDS approval of policy).
- e. Discuss funding for \$2500 for PCP/getting into SDP. Is it for Person Centered Planning, Independent Facilitation, or both?
- f. Who should be assigned to draft up regular progress reports from ACRC to DDS?

12. Public Comment Period

13. SDAC Member Comment Period

14. Future Dates for 2022 SDAC monthly meetings:

- April 13, 2022, 1-3 pm
- May 11, 2022, 1-3 pm
- June 8, 2022, 1-3 pm
- July 13, 2022, 1-3 pm
- August 10, 2022, 1-3 pm
- September 14, 2022, 1-3 pm
- October 12, 2022, 1-3 pm
- November 9, 2022, 1-3 pm

15. Identify agenda items for next meeting

16. Meeting adjourned at 3:20 PM