



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, May 8, 2024
6 to 8 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		
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		Excused	
Non-members Present:			
Mechelle Johnson, ACRC Jennifer Bloom, ACRC Tracy Brown, ACRC Faye Tait, ACRC Johnny Xiong, ACRC Melissa Schuessler, ACRC Cat Carl, ACRC Sophia Mogannam, ACRC Kizi Smith, ACRC John Decker, ACRC Kenisha Hurd, ACRC	Amanda Visger, ACRC Lisa Hooks, SCDD Peter Mendoza, SCDD Rachael Palmer Teefy, PEC Amanda Pelaccio, PEC Kevin Padway, Padway FMS Jaclyn Balanay, DDS	Georgina Kier, parent Chelsea Coffin, Adjoin Mirela Bere Emily Scholl Jae Antonio, ASW Perma Transitions Maureen Fitzgerald IFTA Elena Tiffany	

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1. Call to Order by Lisa Cooley, Chair

Welcome & Introductions (6:00 p.m.)

2. Approval of Agenda & Minutes – Lisa Cooley

A quorum was established at 6:10 p.m. Chairperson Lisa Cooley requested the committee vote on the approval of today's agenda and the March 13th SDAC meeting minutes.

M/S/C (Carmen, Lisa) Made the motion to approve the agenda of today's meeting and the March 13th meeting minutes.

Benita abstained as she was not able to attend the meeting in full.

The committee approved the agenda of today's meeting and the March 13th meeting minutes.

3. Public Comment Period

- Rachael, PEC, shared that she has seen a lot of improvement in response times with FMS in the last few months and has also noticed challenges related to the recent Department of Developmental Services (DDS) Directives regarding billing for services and how it is being interpreted by FMS'. Rachel noted that she and other IFs are noticing that participants are no longer able to purchase services from local and community-based businesses due to FMS' requiring businesses to vendor with them in order to have services paid for. Rachel noted that she has recently noticed delays when requesting budgets from the regional center and with reviewing spending plans.
- Kevin, Padway FMS, shared they currently do not require businesses to be vendored with them.
- Georgina Kier shared that her son has been able to attend classes/activities as an SDP participant but will no longer be able to

utilize the provider due to the new requirement and providers declining to work with the FMS.

4. ACRC SDP Updates—

A. General SDP Update

- John Decker, Director of Community Services, shared an overview and PowerPoint presentation of ACRC's Statewide Request for a Proposal (RFP) for Financial Management Service (FMS) to address FMS support challenges. John noted that all twenty-one regional centers have expressed the need to expand FMS's capacity, with ACRC being the lead regional center on this project. John, who is also the Co-chair of the Directors of Community Services for the State of California for the Association of the Regional Center Agencies, shared that the regional centers met over a period and developed a Statewide RFP that all RCs could agree upon, which was launched. The RFP will be administered in three different areas: South, Central, and Northern Regions. John noted that since the launch of the RFP, we have received several responses for interest, including 50 individuals, at the Bidder's Conference, which was held on April 30th. John shared the excitement to be able to bring on an FMS provider who can provide a lot of support to our Northern California RCs. The startup funds can be utilized for many different reasons, and we are interested in providers who want to read the RFP document to see the uses for those funds and submit a proposal. The proposals will be due on May 15th, then a review of the proposals, and then the awarding of the funds, which will be two million dollars per region. Further information regarding the RFP can be found on ACRC's website.
- Faye shared that as of May 3rd, 2024, ACRC has 379 individuals who have fully transitioned to SDP. Of those, 41.81% are White, and 58.19% are Non White. The Ethnicity breakdown is Mixed (8.38%), Other (8.55%), Latin (18.18%), Black (11.69%), and Asian (11.39%). The majority of clients are in Sacramento (180), Nevada (56), El Dorado (35), Placer (169), and Yolo (32). The age range of 0-17 is 116, and 18-100 is 263 participants. The ethnicity breakdown is also available for review on the ACRC website and today's meeting agenda.
- ACRC has 7 vendored Financial Management Service (FMS) Agencies. ACE, Acumen, Aveanna, Cambrian, GT Independence, Essential Pay, Mains'l, and soon-to-be-added Padway FMS. 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 PCs attend and be available to all staff. If clients/families cannot make the times of the SCDD orientation, we are able to provide the LMS training in place.
- **Ongoing meetings and collaboration**
- The SDP team holds SDP drop in labs for managers and Lead SCs twice per month.
- The SDP team holds SDP drop in clinics for SCs twice per month.
- Individual SDP case staffing's with SCs, CSMs, PCs, and ADs continue as needed.
- Collaboration between Regional Centers continues.
- Monthly Statewide SDP meetings continue.
- Our SDP team are working on training options for ACRC vendors to educate them on SDP.
- Our SDP team are working on developing SDP resources/tools that will be available on ACRC's website.
- As shared last SDAC, we have created a new spending plan template for our staff to use if the FMS is not requiring participants to use their specialized template.
- The Participant SDP Checklist for clients/participants has been updated to align with new directives as 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 at GiGi's playhouse for next month. If you have suggestions on where outreach may be helpful, please reach out and let us know.

B. **SDP Unit Changes**

- Jennifer noted that the unit composition has changed for the SDP Unit team and shared a brief overview of the creation of the SDP

unit. Jennifer noted that in late 2022, ACRC made the decision to create a specialized unit for SDP clients. Since the start of the unit, ACRC has streamlined many processes related to the SDP program, such as training, clinics, and case staffing, to ensure all staff increase their knowledge of SDP. Challenges have come up in maintaining the composition of the unit. A key challenge has been populating the unit with SCs to manage the influx of cases. Despite Alta's dedicated and focused work on hiring, we did not have the capacity to maintain the unit as was initially planned. After careful consideration of the needs of participants and staff, we've converted to a model that other regional centers have successfully adopted, which is to convert our SDP SCs to join our PCS'. This change has increased the number of PCS to provide support to the agency. The PCS' will not be assigned to caseloads but will be assigned to specific units to provide support with their SDP cases. The PCS' are available to guide SCs to conduct training, attend meetings, provide support with budgets, review spending plans, and with SDP individual program plans. Melissa Schuessler, SDP Client Service Manager, will continue to support and oversee the work of the PCS'.

C. Assessing Subsequent Year Budgets and Services

- Melissa shared a presentation of the changes that may happen year to year in the SDP budget. The presentation will be available on ACRC's website for staff to share in planning team meetings.
- The individual budget is the amount the regional center would have funded if the client were in traditional services to implement their Individual Program Plan (IPP).
- The budget is developed every 12 months and can change due to the participant's circumstances, needs, or resources that would result in an increase or decrease.
 - Reasons for the increase include:
 - Change in circumstances resulting in a need to increase client's support
 - Increase in provider rates
 - Loss or decrease of generic resources
 - New unmet need is assessed
 - Reasons for decrease:

- The client has made progress in increasing independence, resulting in less support needed to achieve IPP goals
- Previously funded services were not utilized on the spending plan in the past year, and funds were allocated to a different service/goal.
- New approval or increase of generic resources
 - ACRC cannot duplicate services
- Previous budget included a one-time purchase
 - Ex: Durable Medical Equipment, training, etc.
- Previously assessed services is no longer appropriate.

5. By-Laws Presentation

- Peter shared a summary of by-laws from Valley Mountain Regional Center and the Statewide SDAC following several committee discussions regarding quorum concerns.
 - Lisa H. shared a reminder that 50% of the committee members are designated by Alta, and the remaining 50% is designated by SCDD. Those designated by SCDD go through a formal membership process that states that the member will be removed if they do not meet the attendance requirements.
 - Mechelle shared that Alta does not have a formal process of removing inactive members at this time but does follow up with Alta-appointed members prior to each meeting to confirm their attendance.
 - Jennifer noted that Alta would support aligning with SCDD to follow a formal process.
 - Lisa H. recommended that SCDD, the Chair and Co-Chair, and Alta meet to collaborate on member guidelines to propose to the committee.
 - Benita proposed to the committee that SCDD proceed forward in reaching out to their inactive appointed members to begin the formal process of removal from the committee.
 - Lisa H. shared that SCDD recently held a membership committee meeting and received applications. The formal

process was initiated, and the applicants have been put on a waiting list. SCDD would like to meet with the Chair and Co-Chair, as well as Alta, to review applicants and the committee roster.

- Lisa H. proposed that the outcome of this meeting be discussed in the next SDAC meeting.

6. ACRC Website Walk-Through

- Benita shared an overview of the ACRC Self Determination Program website.

7. Grant Funding Sub-Committee Update

- Kenya noted that there are no updates at this time.
- Mechelle proposed that the Grant Funding Sub-Committee meet again to review proposals and discuss priority areas for the 2022-2023 fiscal year implementation funds.

8. Youth Advisory Committee

- Kenya discussed inviting youth to the committee meetings and has contacted the Center for Independent Living (CFILC) to see if they would be interested in partnering with the SDAC.
- Kenya proposed that the SDAC offer an incentive to youth (ages 18-30) who choose to serve on the committee.
- Kenya recommended to the committee that CFILC participate on the committee or a youth advocate and shared that CFILC is working on hiring a new youth organizer. Kenya will invite them to attend a committee meeting.
- Jennifer recommended that the committee review the SDAC implementation funds guidelines before proceeding with Kenya's incentive proposal.

9. Progressive Employment Concepts Update/Presentation

- Rachael, PEC, shared that the grant project for the Training & Coaching series and Pre-Enrollment Transition Supports Services was completed on April 5th and thanked the committee for their support.
- The Training and Coaching series was held from March to April and had 12 individuals and their families attend. Many attendees were transition-age.

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- Three Independent Facilitator (IF) trainings were hosted in March and April. The majority of attendees were parents who wanted to support their youth or adult children in joining SDP.
- The Pre-Enrollment Transition Supports Services training supported five individuals to join SDP.
- The remaining funds were used to purchase two hundred Think Outside the Box publications in English and Spanish from Disabilities Voices United (DVU), which will be distributed at upcoming community events.
- Please let Rachel know about upcoming events that PEC can attend to distribute more books.
- PEC will be at the We Embrace resource fair on May 18th to share information and resources about SDP.

10. Action Items pending from prior SDAC meeting:

- a. Discuss adding a by-law for voting.
 - SCDD, Chair, Co-Chair, and Alta will collaborate on member guidelines.
- b. ACRC Website Walkthrough
 - completed
- c. Youth advisory council.
 - Deferred

11. SDAC Member Comment Period

- Daniel asked if an individual does not have an IF, are they able to move forward with a program?
 - It was noted that an individual is not required to have an IF to move forward with a program.

12. Future Dates for 2024 SDAC monthly meetings.

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

13. Identify agenda items for the next meeting.

14. The meeting adjourned at 7:56 pm.