



**SELF-DETERMINATION LOCAL ADVISORY
COMMITTEE MINUTES**
Approved 3/7/16

Date: Monday, February 1, 2016

Start Time: 7:11 pm **End Time:** 8:31 pm

Location of This Meeting: Regional Center of the East Bay/Concord

Location of the Next Meeting: RCEB/San Leandro

Helpful Sites:

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- **CMS Letter:** <http://www.dds.ca.gov/sdp/docs/122115Letter.pdf>
 - **Person Centered Planning/Path Facilitation:**
<http://www.youtube.com/watch?v=zKx1G879Xu8>
 - **Person-Centered Planning: Why it is Critical for Self-Determination:** Video by Sally Burton-Hoyle, PhD <https://vimeo.com/118543476>
 - **Self-Determination Program Updates:** <http://www.dds.ca.gov/sdp/SDPUpdates.cfm>

ATTENDEES:

Committee Members Present: Pamela Baird, Nickole Bouslog, Esther Chow, Morena Grimaldi, Vi Ibarra, Arthur Lipscomb, Irene Litherland, Kim Luqman, Maria Marquez, Dianne Millner

Committee Members Absent: none

Staff Present: Pam Thomas, Michi Toy

Guests: Rebecca Corbett, Guy Houston, Caroline Ortiz, Mark Polit, Will Sanford, Sandi Soliday, Josh Sullivan, Frank Whitney

Welcome and Introductions

Chairperson Vi Ibarra chaired this 9th meeting at RCEB's Concord office. Attendees were greeted and self-introductions were made.

Vi also announced later in the meeting that the State meeting of all the SD chairs will be on March 3rd.

Agenda Item: Consent to the Minutes

M/S/C "The committee moves to approve the January 4, 2016 Minutes as presented"
[Bouslog/Grimaldi] Unanimous

Announcements – Pam Thomas

Ms. Thomas informed the committee on a couple of items:

Minutes → Since June, RCEB has been taking the meeting minutes and now it will be the responsibility of the committee to choose whether they would want their own minute-taker or to alternate amongst the members. The committee chose to alternate, and Pam Baird volunteered to take the March minutes.

Retirement → Ms. Thomas announced that she is retiring this year in March, but that she will be attending the March self-determination meeting along with her replacement, if the decision is made by the March meeting.

Agenda Item: DDS Updates on Self-Determination – Pam Thomas and Will Sanford

The following was homework after the January 4th meeting:

HOMEWORK for the February meeting

- Review the CMS letter for discussion at the February meeting, and questions developed can be brought to the state meeting on February 10th.
- Make a list of resources that we can utilize for outreach.

The December 11, 2015 CMS letter was distributed and the committee discussed certain questions on the letter:

Q: #21{c} Independent Facilitator: 700 participants are estimated to use the service starting WY1, is there a workforce of already trained Independent Facilitators to provide services starting WY1?

A: Mr. Sanford stated that the answer to {c} can't be answered without knowing the answer to {b} How will these individuals be trained? How is the training different from that of service providers and/or financial management service coordinators?

He stated that the 700 number reflects the start-up number planned by the end of Year 1, then after the waiver is approved, the number will be closer to 1,000. However, Mr. Sanford did acknowledge that this was a legitimate question, one that involves much discussion. He also added that the Financial Management Service [FMS] is the only service that can be vendored, so that is looked at more closely.

On the DDS website it states: An independent facilitator is required to receive training in the principles of self-determination, the person-centered planning process, and the other responsibilities consistent with coordination of services for consumers' individual program plans.

Ms. Thomas added that although it is stated in the law that the independent facilitator has to be trained, the question is by who and how, and that many questions are surrounding it, which the state workgroup will hopefully be working on.

Several discussions ensued regarding who can be an Independent Facilitator and the pros/cons of having a family member or the case manager take on that role. Ms. Thomas added that most regional centers may need to have designated case-loads where those who have self-

determination clients will have a lower case load since they will be spending more time with those cases. The role of case management is different from that of an Independent Facilitator, and the training is different as well. The title "Independent" Facilitator does not = case managers since they are not vendors or attached to a particular funding source; therefore, the client has the freedom to choose whether or not they want to use an independent facilitator and/or their case manager. Mr. Sanford added that one of the benefits of having an Independent Facilitator is that they should know what programs and services are available in the community; and this is something that the FMS does not know because they are just responsible for financing the SD program for the client.

After the discussion on this topic, it was evident that the training of the Independent Facilitator position was not created in a way that could be verified and certified. Also, if you choose to have your case manager as your Independent Facilitator, then it does not come out of your budget, but if you choose an Independent Facilitator who is not your case manager, then that will be from the client's budget. This concept was explained by guest Mr. Polit who informed the committee that originally, the I.F. could not be the C.M., but that changed as a compromise on the issue of independence, so that the client would have a choice.

Q# 61 Medication Error Reporting: Please specify the types of medications errors that must be recorded and also those which must be reported.

Question on whether that referred in particular to group homes. Ms. Thomas stated that it relates to mis-management of the medications that need to be received.

A: Mr. Sanford stated that they are assuming more of a CCF instead of a supported living model, but either way, care facility providers need to keep a strict record of the medications each resident is administered and the related specifics. When that procedure is not followed, they need to submit a special incident report.

Agenda Item: Outreach

Ms. Ibarra gave our guests the background and purpose of the committee as we started meeting back in June 2015, and the presentations that they coordinated. The key for this meeting is to discuss the sharing of information and training materials, as we have representatives from both the Alameda and Contra Costa Developmental Disability Councils as well as a representative from the Family Resource Center with us at this meeting. The challenge is to reach all 18,000 consumers that are served by RCEB. Several brainstorming ideas were shared and discussed, given the parameters of the formal training.

Phase 1: Outreach- An information blast, very general not in detail, perhaps in the form of a flyer, which can also be put in the IPP/IFSP packets.

Phase 2: Additional information to be given to those who respond to Phase 1 with interest, perhaps in a tri-fold pamphlet with pertinent info such as what SD is, when it is coming, as well as signing up for training classes.

Phase 3: State – for those who are serious about proceeding, their names will go to the State, where a lottery system representing the cultural, linguistic, etc background of the counties will be set. Suggestions were via Webinar or other computer-based training. Goal is to get as many people at this stage, so that by the time they get to Phase 4, there is a good representation.

Phase 4: Once chosen, they will go through a more targeted training.

There was concern that if the DDS was focused on training just the regional center case managers, then whose responsibility is to train the clients/families. Also, as far as training, it should be tailored to the target audience; consumer/family, vendor, regional center, etc. so that the information is pertinent and applicable to that particular audience. Perhaps a template on-line for the viewer to click on to tailor what info they need to know.

This outreach subject would be good to bring up at the SD Chair State meeting on March 3rd, to see how others are outreach planning, but it is important that the training info is *consistent* across the board. It would be detrimental to the cause if each region gave out different materials where the information might conflict with each other.

The DDC's input on outreach is to use the events that are in place, such as the transition fairs, school districts, SELPA's, ALIVE, and to push on getting an official "press packet" of endorsed material from the State to use and distribute to the community partners.

Agenda Item: Public Comment

- Suggestion was to take what we have discussed today, especially in outreach, to the SD Chair meeting.
- There is also an older Q/A on SD Disability Rights of California Q/A.

FUTURE 2016 MEETINGS

| DATES | LOCATION | TENTATIVE SUBJECTS |
|------------------|--------------------|---|
| ✓ January 4 | San Leandro | Independent Facilitator Presentation |
| ✓ February 1 | Concord | Outreach |
| ○ March 7 | San Leandro | State Advisory Mtg Update (1 st mtg of Chairs) |
| ○ April 4 | Concord | |
| ○ May 2 | San Leandro | |
| ○ June 6 | Concord | |
| ○ July 11 | San Leandro | |
| ○ August 1 | Concord | |
| ○ September 12 | San Leandro | |
| ○ October 3 | Concord | |
| ○ November 7 | San Leandro | |
| ○ December 5 | Concord | |