



**SELF-DETERMINATION LOCAL ADVISORY
COMMITTEE MINUTES**

Approved 6/1/2020

Date: Monday, May 4, 2020

Start Time: 7:14 pm **End Time:** 8:34 pm

Location of This Meeting: Via Zoom session

Location of the Next Meeting: Via Zoom session (likely)

ATTENDEES:

Committee Members Present via Zoom:

Irene Litherland, Melissa Crisp-Cooper, Arthur Lipscomb, Pei Wang, Dianne Millner, Neil Jacobsen, Sandra Cross, , Jocelyn Manalac, Vi Ibarra, Pamela Baird

Committee Members Absent:

Esther Chow, Krista Loomis, Morena Grimaldi

RCEB Staff Present: Lisa Kleinbub, Ronke Sodipo, Jennifer Castenada, Michi Toy

SCDD Staff Present: Sheriden Nicholau

Guests: Sara Desumala, Patrick McKay, Will Sanford, Breeanne Burris, Hannah Michaelson, Edda Banuelos, Robert Patterson, Shawn Costello

Agenda Item: Welcome and Introductions

Agenda Item: Consent to the Minutes

The committee approved the March 2, 2020 minutes.

Announcements: Pamela Baird was the note taker of this meeting.

Agenda Item: Co-Chairperson's Report, including Statewide Meeting

Irene reported that last month's meeting was cancelled due to the Shelter in Place county orders. Hopefully it was an opportunity for all to use insight to assess services needed. The next state-wide meeting will be in June.

Agenda Item: Update from Regional Center

Lisa Kleinbub reported that one orientation was cancelled due to Shelter in Place. The 3/13 orientation had 9 participants. Three SDP participants have opted out and one passed away. Currently, 10 person-centered plans have been completed and 7 are in progress. 63 budgets were initiated, but not all are completed due to outstanding questions. Three spending plans have been completed and 4 are in progress. Two participants are ready to go with one of those funded and one close. Jenifer Castaneda is the new RCEB Self-determination Program Coordinator specialist as of today and participated on the call. Funds for Local Advisory Committees must have funds encumbered by June 30. These funds don't need to be spent but need to be contracted with vendors by this time. She does not anticipate an extension to this deadline. Neil asked if any clients have been diagnosed with the COVID-19 virus. Lisa stated that some clients have been, but not many. Melissa asked about Jenifer's role. Lisa replied it will be the same as the role of Melanie Gonzales, the previous staff person.

Agenda Item: Planning of Self-Determination Fairs

The self-determination fairs were cancelled due to the shelter-in-place orders. Irene reported that Melissa and Owen Cooper had discussed some ideas for doing a virtual fair. Irene also suggested we may first want to offer an informational webinar first to review the SDP process. Discussion followed with various ideas:

- Use Zoom rooms in a virtual setting to split people into topic-specific groups.
- Use different Zoom rooms with different FMS providers.
- Pamela reported that no SDP emails have been received re: SDP email lately.
- Sheriden reported that a recent virtual event on hiring was successful using a remote format.
- Sara commented that not all SD participants are Zoom proficient. Sheriden said SCDD staff are able to do Zoom meeting trainings as needed.
- Vi, Neil, and Hannah raised questions about setting up self-determination being a priority for participants and families at this time due to more immediate needs.
- Sheriden suggested a listening forum to offer participants suggestions about the various stages to set up SDP and respond to any questions.
- Lisa stated that Jennifer can reach out to families in SDP.
- Pamela suggested that we shift our focus to basic needs for participants and families in light of the current COVID situation instead of pushing for SDP steps. We can still be building community amongst our SDP participants, but with a more relevant focus. We can ask what they need and offer resources.
- Shawn commented on the need for more 1:1 supports at this time.

- Irene mentioned that RCEB case managers are probably overwhelmed with the current needs of consumers. Participants have reported slow response rates.
- Sandra announced that La Familia had just received a grant to provide support to Latinx in SDP. Posted some Spanish language info. They will reach out, in conjunction with RCEB, to families to provide info to Latinx families.
- Lisa said that RCEB is in touch with families requesting basic needs and PPE needs.
- Ronke will be working with Jennifer. They are revamping trainings for case managers. Families are struggling with basic needs and RCEB is offering a safe place to let them know what they need.
- Shawn suggested those who have experienced steps of SDP, can then serve as mentors to those who are still going through the steps.

It was decided that Pamela and Melissa will send a message to all on the SDP email list acknowledging the current circumstances and offering help to meet basic needs. The message will also offer to help anyone who needs assistance in continuing their SDP implementation process so that we can hopefully help the first group get to the implementation finish line.

Agenda Item: Update on Independent Facilitator Trainings

Sheriden reported on the Independent Facilitator trainings held so far:

- 4 trainings over 5 days (one was two half-days)
- 90 participants in all
- 69 completed full training and forms
- Represented 7 counties
- Represented 7 languages
- 41 said YES to service others, not only immediate family members

Agenda Item: Process for Deciding on Use of Funds from DDS

Our request for DDS funds to help with SDP implementation needs to be submitted to DDS soon so that the funds can be encumbered by June 30. Irene reviewed the areas of priority in the DDS guidance issued on March 2 and also the ideas for DDS funds that we had discussed in prior meetings.

The priority areas from DDS are:

- Orientation needs
- Recruitment and training of independent facilitators
- Collaborative groups and workshops
- Joint training of participants, families, RC staff, SDLAC members, providers
- Support and coaching to transition into SDP
- Initial spending plan development

Summary of our ideas for using the funds as discussed in prior meetings:

- Create a website for training materials, list of independent facilitators, resources, success stories, FAQ's, chat and resources
- Streamline orientations, possibly taping
- Conduct more independent facilitator trainings, including in other languages
- Provide financial support for independent facilitators to work on initial SDP set up before spending plan is approved
- Translate all training materials
- Provide interpretation at trainings
- Record the orientation
- Record the independent facilitator training
- Do a newsletter

Total funds available to RCEB for use by RCEB and this committee total \$91,944. Irene and Melissa proposed a process for deciding on our use of the funds with these steps:

- Anyone interested in pursuing an idea on the list or a new idea can submit very rough cost estimates to Irene and Melissa by May 15.
- Melissa and Irene will put out a survey listing the possible activities and costs.
- Members and supporters will respond to the survey in May.
- Melissa and Irene will summarize the results for this committee's meeting on June 1
- A final decision then can be made by this committee on June 1.

Lisa mentioned that RCEB could use funds for technology supports, including setting up zoom accounts, zoom rooms, and any platforms that allow for more remote communication. Vi offered to obtain an estimate for recording the orientation and independent facilitator trainings. Lisa will obtain some estimates for translation of materials, captioning, and interpreting. Neil asked about giving priority to disabled-owned businesses.

Agenda Item: Input on Future Agenda Items

- Sara asked if the next meeting will be online and Irene responded that it is most likely.

Agenda Item: Public Comment and Announcements

- Stayhealthy!

Upcoming Meeting Dates	
DATE	LOCATION
<i>June 1</i>	<i>Remote or Concord</i>
July 6	San Leandro
<i>August 3</i>	<i>Concord</i>
September 14	San Leandro
<i>October 5</i>	<i>Concord</i>
November 2	San Leandro
<i>December 7</i>	<i>Concord</i>