



**SELF-DETERMINATION LOCAL ADVISORY  
COMMITTEE MINUTES**

Approved 7/6/2020

**Date:** Monday, June 8, 2020

**Start Time:** 7:00 pm **End Time:** 8:30 pm

**Location of This Meeting:** Zoom- no physical meeting location

**Location of the Next Meeting:** Zoom-no physical meeting location

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**ATTENDEES:**

**Committee Members Present:** Co-Chair Irene Litherland, Co-Chair Melissa Crisp-Cooper, Vi Ibarra, Arthur Lipscomb, Pei Wang, Krista Loomis, Dianne Millner, Neil Jacobsen, Sandra Coss, Esther Chow, Jocelyn Manalac, Morena Grimaldi, Pamela Baird

**Committee Members Absent:** None

**RCEB Staff Present:** Lisa Kleinbub and Jenifer Castaneda

**SCDD Staff Present:** Sheraden Nicholau

**Guests:** Will Sanford, Breeanne Burris, Michelle Hernandez, Joyce Butz, Melissa Robinson, Priscilla Ortiz, Jenny Zegarra

**Agenda Item: Welcome**

Co-Chair Litherland welcomed attendees.

**Agenda Item: Designate Minutes Taker**

Vi Ibarra volunteered as note taker for this meeting.

**Agenda Item: Introductions**

Committee members and guests introduced themselves.

**Agenda Item: DDS Funds for Implementation of Self-Determination**

**a. Results of committee vote on use of funds**

Three options were presented to the committee at the last meeting per the attached listing. Committee members voted as follows: Option 1 received 3 votes, Option 2 received 4 votes, and Option 3 received 6 votes. Option 3 was selected.

**b. Discussion and decision regarding administration of DDS funds**

The committee discussed various ways to administer the funds. Options considered were to

contract with an FMS to act as a bill payer for the various components, to quickly create a job description and set a rate to hire an individual to coordinate/oversee each of the projects, and to use the Purchase of Service process to allocate funding to current vendors (such as for translation or filming) and then use the FMS for services that could not be purchased in this way.

A motion was made by member Ibarra, and seconded by member Baird to contract with an FMS before June 30. This allows the committee more time to clarify the subcontractor proposal process. The motion passed with 12 ayes, and 1 nay from member Jacobsen.

**c. Next steps**

A motion was made by member Baird and seconded by member Grimaldi to authorize the co-chairs to select which specific FMS agency to use. The motion passed with 12 ayes, and 1 nay from member Jacobsen.

**Agenda Item: Input on Future Agenda Items**

The next meeting will include a discussion of conflict of interest policy applicable for subcontracting the work to be funded with DDS funding.

**Agenda Item: Public Comment and Announcements**

A request was made to have all materials sent to members ahead of the meeting so that members could review ahead of time and be prepared to discuss during the meeting.

<b>Upcoming Meeting Dates</b>	
DATE	LOCATION
<b>July 6</b>	<b>TBD</b>
<i>August 3</i>	<i>TBD</i>
<b>September 14</b>	<b>TBD</b>
<i>October 5</i>	<i>TBD</i>
<b>November 2</b>	<b>TBD</b>
<i>December 7</i>	<i>TBD</i>