



## SELF-DETERMINATION LOCAL ADVISORY COMMITTEE MINUTES

**Date:** Monday, August 2, 2021

**Start Time:** 7:00 pm **End Time:** 8:36 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, Arthur Lipscomb, Dianne Millner, Neil Jacobsen, Jocelyn Manalac, Morena Grimaldi, Pamela Baird, Pei Wang.

**Committee Members Absent:** Sandra Coss, Vi Ibarra

**RCEB Staff Present:** Lisa Kleinbub, Ronke Sodipo, Jenifer Castaneda, Michi Toy

**SCDD Staff Present:** Sheraden Nicholau

**Guests:** Lucy Navarro (Spanish Language Interpreter), Mark Polit, Veronica Poon, Lilian Ansari, Anne Chen, Norma Gonzales, Helen Reese, Huyen Tran, Nina Spiegelman, Martha and Carl Knobler, Kishan Sreedhar, Erika Gonzalez, Kavita Sreedhar, Allen Smith (DDS), Jefferson Cruz, Noah Tenney, Dr. Michelle Hernandez, Sunny Chen, Paula Senigar, Kim Schreiber, Christine

### **Agenda Item: Welcome, Designate Minutes Taker, Chat Monitor and Introductions**

Committee members and guests introduced themselves. Sheraden volunteered to take minutes.

### **Agenda Item: Review Purposes of Committee and This Meeting**

Irene stated the purpose of this meeting is to advise the regional center and make progress toward full implementation of the self-determination program (SDP). This is not an information session or question and answer session about SDP itself. The committee held an information session before the last meeting and may do so again before future meetings. Orientations about SDP and other information events may be announced during this meeting.

### **Agenda Item: Consent to the Minutes**

"The committee moves to approve the July 12, 2021 minutes as submitted"

[Lipscomb/Grimaldi] Passed unanimously.

### **Agenda Item: Reports from Co-Chairpersons**

Irene stated that the preference of the chairs is for the Zoom chat function to be used for real time discussion/comment in the meeting. Please start your chat with “RA” if you would like it “read aloud”. The rest of the comments may be read aloud during public comment as time permits.

The committee previously approved a portion of its funding from DDS to be used for translation and interpretation at its meetings. We began using interpreters at our meeting last month and are continuing this month. The committee may hold more information sessions, possibly on topics such as budget certification, spending plan, the SDP Individual Program Plan process, approaching vendors or directly hiring staff.

The workgroup on Guideposts has nearly finished the content for its document summarizing the transition process. Attendees were asked for comments on the Guidepost draft shared by workgroup member, Kishan. Neil suggested the use of a project management tool to track progress for each SDP participant. Case managers currently have a check list. Lisa said that a project management tool or guidepost might be a good idea. Lisa suggested adding a step to identify providers and also listing Person-Centered Planning elsewhere. Ronke commented that the goal would be for the guidepost document to be used by participants and case managers alike. Specific comments on the draft can be emailed to Irene and Melissa.

### **Agenda Item: Update from Regional Center**

Jenifer provided an update on orientations. See Jenifer’s progress report. Orientations started on June 24 and were held each Thursday in July (English and Spanish). Participants who miss more than the first 15 minutes will not get full credit and need to re-enroll. A participant’s UCI number is required for registration. After orientation, expenditure reports are pulled by the regional center for attendees. August orientation dates will be posted on August 3. There will be three in English (on Aug 12, 20, 27), three in Spanish (Aug 11, 20, 27), one in Cantonese (Aug 17) and one in Vietnamese (Aug 19). Registration is required. Jenifer noted that the Spanish sessions held in partnership with La Familia last month saw a higher attendance rate than usual.

Jenifer also noted that SDP transition typically takes two or more months. There was discussion about the importance of having realistic expectations regarding the timing of moving into self-determination. Irene mentioned the current extra challenges for finding staff to hire. Kishan stated that the guideposts document can help with expectations.

For orientations, participants do not need to be referred by their case manager. Jenifer indicated that interested parties who have signed up on the website will get information sent to them. At IPP meetings, the IPP form that is reviewed will have the information about how to sign up for the interest list, and then they will get info about orientations. Ronke clarified that after people enter their UCI number for the interest list RCEB notifies their case manager.

### **Agenda Item: Case Manager Training and Support**

Ronke reported on training and support for RCEB case managers. RCEB has trained its staff on SDP over the years. Starting this June, they opened training for more RCEB case managers. Out of 282 case managers, 275 have completed training. Staff went through person-centered thinking training and that is rolling out again, through in-house trainers. RCEB will set some topic specific training for case managers, as well. RCEB has a core group of staff members who are more deeply trained in SDP and can provide consult to case managers as needed. They can also help with orientations. This core group cuts across language and units within RCEB. They are developing a resource hub for RCEB staff, with

tools and resources similar to what is available to people served. Training is done monthly. SDP is intricate and they are supporting case managers to learn the steps.

Veronica commented that some case managers do not know how to help clients to get 024 funds for transition services. Ronke responded that RCEB is creating procedures specifically for that. They were waiting for guidance from DDS but are now developing RCEB's own procedure. Regional centers can continue to use 024 funding for those transitioning.

Lisa provided updates on the impact of the state budget on SDP. There will be certification requirements for Financial Management Service (FMS) agencies and for Independent Facilitators (IF's) but details aren't yet known. FMS agencies can be paid twice a month if requested. By next meeting, there should be more information. It isn't known yet how many new SDP related positions will be funded at Regional Centers. DDS funds for committees should be continuing as well. RCEB is expecting to have a summary from the California Department of Developmental Services (DDS) of the policy changes very soon.

Neil asked whether all staff trainings are being recorded, whether case managers will be 'SDP certified', and whether the trainings can be public. Lisa commented that there is no SDP certification for case managers, but the intent is to train all. Recording some of the trainings is a good idea.

Jocelyn suggested that Independent Facilitators and Person-Centered Plan Facilitators be listed on the RCEB SDP website page.

#### **Agenda Item: Update on Use of Funds from DDS, Year 1**

Melissa reported on some of the projects from the year one funds from DDS. The committee is funding a three-day Person-Centered Plan facilitation training that will be led by Cheryl Ryan Chan in late October. We are still seeking a venue. We received helpful feedback from coaches about how to make the best use of coaching services in the future.

#### **Agenda Item: Update on Use of Funds from DDS, Year 2**

Irene reported that Requests For Proposals (RFP's) for the committee's year two funding are in process. The SDP Administrative Assistant position is being posted. An RFP for post-transition support groups and an RFP for advanced IF training are both in the process of being developed. An RFP for coaching will be developed after the first two. We have reviewed and begun using various providers for translation and interpretation.

Pamela reported that she continues to hear from families that case managers don't know about SDP. She suggested there be a checkbox in the IPP forms to document that the client and family are informed about SDP, holding case manager accountable. If case managers are not philosophically on board, they may not promote it. She commented that the guideposts document is a great start and should be there for everyone, to keep everyone accountable (participants, case managers, families). She suggested revisiting the approach of specialized case managers who have a deeper level of knowledge and commitment. Ronke replied that these are things that RCEB is working through. She mentioned that one of the new state budget components funds regional center "participant choice specialists". RCEB may receive funding to hire three specialists, but that isn't clear yet. Those staff would assist participants and families. More updates to follow. Neil asked if case managers can use coaches. Lisa responded that participant choice specialists can perhaps serve in that way. Morena commented that all case managers should know about SDP, period.

#### **Agenda Item: Public Comment and Announcements**

Jenifer announced that Parents Helping Parents is offering an SDP conference for Spanish-speaking consumers and families on August 7 and 14. Michi will send out info to the SDP list.