

## **RCEB SELF-DETERMINATION LOCAL ADVISORY COMMITTEE MINUTES**

**Date:** Monday, November 4, 2024

**Start Time:** 7:00 pm **End Time:** 8:47 pm

**Location of the Meeting:** Zoom- No physical location

**Location of the Next Meeting:** Zoom- No physical location

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### **ATTENDEES:**

**Committee Members Present:** Dianne Millner, Virginia Hom, Vi Ibarra, Joycelyn Manalac, Lorena Gomez, Irene Litherland, Pamela Baird, Arthur Lipscomb, Aarthy Desikan

**Committee Members Absent:** Morena Grimaldi

**Committee Administrative Assistant:** Samuel Coston

**RCEB Staff Present:** Ashley Harmon, Ronke Sodipo, Lindsay Meninger, Lisa Kleinbub, Jenifer Castaneda

**DDS Liaison Present:** Chris Aguire

**Guests:** Giovanni W. (Interpreter), Kristin and Tracy, Raji H, Barclay, Sonia M., Ara Lopez, Will Sanford, Lizbeth Juarez, Yogitha, Kumar Dharel. Jennifer Carper, Lorraine Purcell

### **Agenda Item: Welcome, Interpreter's Introduction, Chat Monitor, Roll Call to Establish Quorum**

Dianne Millner welcomed committee members and guests. Committee members and the guests introduced themselves.

### **Agenda Item: Review and Consent to the Minutes from Prior Meetings**

Dianne revealed that the October minutes are not available. They will be available in the future.

### **Agenda Item: Presentation by DDS Representatives on SDP Enrollment Data Provided by Regional Centers Per June 14, 2024, DDS Directive, and Q&A from Committee and Public**

Jenifer discussed that the data requested is not available. DDS will join in a future meeting to present.

### **Agenda Item: Update on Hiring Committee Administrator/Facilitator (Dianne & Virginia)**

Dianne discussed that a subgroup has been formed to hire a part-time administrator. They have posted on several sites and have received no applications. Dianne is asking the committee to approve up to \$500 to post the job posting. She is also asking that everyone re-post the job to their outlets.

Dianne asked that someone make the motion to approve up to \$500 for job posting fees. Vi made the motion to approve \$500 for job posting. Arthur seconded the motion. No opposition. Motion passed.

Virginia asked if someone in the committee had the time to manage a LinkedIn account or outreach recruiting. Lindsay agreed that active recruiting would be a more suitable approach than soft posting.

**Agenda Item: Update from Regional Center**

**a. Report on SDP Local Advisory Committee Composition Provided by RCEB per July 1, 2024, DDS Directive, due August 1, 2024**

**b. Report on current RCEB SDP Enrollment**

Jenifer revealed the Current SDP enrollment.

There have been 159 initial enrollments in 2024 to date. 188 subsequent year in 2024. The subsequent year comprised of 96 people in their 2<sup>nd</sup> year of SDP, 63 in their 3<sup>rd</sup> year of SDP, 24 in their 4<sup>th</sup> year, and five people in their 5<sup>th</sup> year of SDP. There are 242 revisions and 589 SDP transactions.

Jenifer also shared a chart that revealed FMS codes and agency information. Will Sanford recommended adding the chart to the DDS website. There has not been a change to the employer burden percentage rate.

**c. Other RCEB matters**

Dianne asked for an update on the money that the committee authorized for amendments to the spending plans because of the DDS directive. Jenifer revealed there was not a large response due to various reasons. Some people are hesitant to make changes due to payments or processing times. They have met with both contractors, and they are extending their contracts to provide targeted outreach.

**Agenda Item: Report on status of (1) SDLAC membership recruitment and (2) proposal to formalize new SDLAC member orientation/education**

Ronke Sodipo shared that December 5<sup>th</sup> will be the tentative date for the SDAC orientation. The orientation is for current and potential members. Sheraden received positive responses. No one had objections to the date of December 5<sup>th</sup> for the Committee Orientation.

**Agenda Item: Update on Funded Projects**

**a. Outreach Fairs Targeted to LatinX and Black Communities**

Dianne shared that she and Irene completed an RFP and received responses for the LatinX fair. Unfortunately, they have not received any responses for the African American fair.

Jenifer revealed that after the agency was selected for the fair, they met and drafted a contract. There was a question about licensing for childcare. Patricia reached out to her planning committee, and there is an option to not include the childcare services for the fair. Jenifer has to reach out to see what date they can finalize the committee.

Dianne suggested an alternative to reach out to a public relations firm to do formal outreach to the Black community. She suggested creating a brochure. Dianne asked for suggestions and invited everyone to email any ideas. Jenifer suggested posting the position on Indeed.

**b. SDP Bay Area Website**

Irene reported that the new contractor is fixing links and updating current materials. Meanwhile, the committee is discussing bigger questions and clarifying more about direction.

**Agenda Item: Continued Discussion on Proposed Committee Projects for use of DDS funds- Virginia Hom (See attached slides for this item)**

- a. ACTION ITEM- Seeking Committee approval to post on the RCEB website an invitation for proposals to facilitate SDP Enrollment similar to the invitation for proposals posted by Alta Regional Center: (see: <https://www.altaregional.org/post/self-determinationadvisory-committee-call-proposals>).**

Virginia revealed that she is not sure if any proposals have been submitted. She wanted to know if any members had impending questions. Lisa Kleinbus stated that there would not be an issue with adding that link to the RCEB website. Jenifer said that someone has to monitor the responses that are emailed to the committee. Vi feels that the link should be customized to the specific areas. Lindsay suggested training the admin person to monitor the emails.

Dianne entertained a motion to approve item 8A to post the link to the RCEB website. Pamela moved the motion. Vi seconded the motion. No opposition. The motion passed.

**b. DISCUSSION (Q&A) of proposals introduced by Virginia Hom at 10/7/24 meeting**

Virginia shared a slide and asked Jenifer to discuss more about RCEB IT. Lindsay stated that there is a way to do a no-reply email. There is currently no text option. Lindsay will provide an update at the next meeting.

Virginia asked for an update from LVAC support. Two people are currently being interviewed. The next meeting is November 7<sup>th</sup> from 10:30 am-11:30 am. RCEB is doing training for committee members and case managers. This is a one-time opportunity. Virginia will attend the meeting and report back to the committee.

**Agenda Item: Public comments on successes and concerns with SDP or items not on the agenda.**

No additional concerns. Raji asked about the timeline for a normal spending plan. She was told that it takes two weeks to process. Lindsay revealed that the

timeline depends on the spending plan. It cannot be expedited, and it takes no less than two weeks.

**Agenda Item: Future Agenda Items and Announcements**

No additional announcements.

M/S/C “Move to adjourn the meeting.” Motion passed. [Litherland/Millner].