

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

**Date:** Monday, December 2, 2024

**Start Time:** 7:00 pm      **End Time:** 8:46 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

**Committee Members Absent:** Morena Grimaldi

**Committee Administrative Assistant:** Samuel Coston

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

**SCDD Staff Present:** Sheraden Nicholau

**DDS Liaison Present:** Chris Aguire

**Guests:** Giovanni W. (Interpreter), Kristin and Tracy, Jaime Cruz, Paula S., Renee Rose, Tanya Hernandez, Randy Ordonez, Frances Morales, Will Sanford, Sherry White, Brianna Viltz, Jackie Yang, Peter Kangas, Meena Tadimeti, Raji H., Monica, Lizbeth Juarez, Aracell Lopez, Anne Chen, Gilda

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

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

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

Dianne explained that there was a delay in the meeting minutes and that it would be rectified soon.

### **Agenda Item: Update on Hiring Committee Administrator/Facilitator**

Dianne revealed that she, Virginia, and Irene form a subcommittee to recruit a part-time, primarily virtual administrator/ facilitator. Virginia indicated that they interviewed four applicants. They are currently doing the reference checks for all applicants. Dianne expects to have the administrator position filled by the next meeting.

### **Agenda Item: Report on activities on the Statewide Self-Determination Advisory Committee**

Vi Ibarra stated that the Statewide Committee has not met since the last meeting, so there is nothing to report. However, the virtual town hall meeting is scheduled for December 4, 2024. Vi will attend that meeting and report back to the committee.

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

**a. Status of RCEB's report on SDP Local Advisory Committee membership composition (due from all regional centers per July 1, 2024, DDS Directive, due August 1, 2024)**

Lindsay shared a document that outlined the Regional Center's Local Advisory Committee composition. The document reveals a description of the committee and how it is composed of rich multicultural diversity. Alameda and Contra Costa County make up the RCEB catchment area. The document lists the committee members, their cultural backgrounds, and who appointed them to the committee. This report is updated annually.

**b. Report on current RCEB SDP Enrollment; Discussion of Committee's desire for additional information, and to make a report available on RCEB SDP website and in Committee minutes**

Lindsay presented enrollment details from the Self-Determination Program. As of December 2024, there are 169 initial enrollments. There are 203 subsequent enrollments. 100 people in their 2<sup>nd</sup> year of SDP. 65 people in their 3<sup>rd</sup> year of SDP. 29 people in their 4<sup>th</sup> year of SDP. There are 9 people in their 5<sup>th</sup> year of SDP. 269 revisions processed in 2024. 641 SPD transactions. The document also revealed the published rates and how they differ from the actual spending plan rate totals. It revealed pricing for future enrollments.

**c. Update RCEB IT Webmaster Supported Projects (see Slide #2 of PowerPoint Attachment)**

Virginia presented the slide to the committee. Current projects are the SDP website page, creating a no-reply email, and discussing text options. Lindsay revealed that they can do a no-reply email, but they do not have text options. Virginia feels that the no-reply email would be a great way to announce the meetings and events. Lindsay states that someone internally has to monitor the email account. She also stated that SDP is a small portion of what is included on the RCEB website. Some things can be updated. Virginia and Lindsay will speak later about website capabilities.

**d. Other RCEB matters (including using Committee DDS funds to assist participants in amending spending plans because of changes in some FMSs' employer burden rates)**

Lindsay did not have an update due to the lack of previous meetings. However, she did state that they are continuing to work on it. That project will be closing out in the upcoming weeks.

**Agenda Item: Update on (A) Interviews with potential new Committee members and (B) December 5, 2024, SDLAC Membership Overview Training/Discussion (Sheraden) (5 minutes)**

Sheraden revealed that the membership working group comprised of her, Ronke, and Arthur has five applicants in the pre-interview stage. In that stage, the applicants

receive links. The links share information about SDP, the statutes, and the role of the local advisory committees. They sent lists of dates and times to schedule interviews in phase two. Of the five, they have self-advocate representation and Contra Costa County representation. She asked for support to find people who are self-advocates. A bonus if they are in self-determination and applicants from Contra Costa County.

Sheraden discussed the voting member overview on Thursday, December 5, 2024, between 3:30 pm and 5:00 pm. A link was shared with voting members for the overview and discussion.

**Agenda Item: Update on Funded Projects and ACTION Items:**

Dianne discussed that the state has given funds to assist with self-determination participation. Statistics show that LatinX and African American communities are underrepresented in self-determination. The committee authorized a workgroup consisting of Dianne and Irene to issue an RFP for two SDP fairs. It will be open to anyone, but one will be targeted to the LatinX community and the other for the African American community. The projected date for the LatinX fair is March 1<sup>st</sup>. There were no responses for the African American fair. Dianne has done outreach and is awaiting responses.

**Outreach Fairs Targeted to LatinX and Black Communities; ACTION ITEM  
(Approve alternative option- SDP Info brochure and targeted distribution in lieu of  
SDP Outreach Fair Targeted to Black communities – Dianne Millner/Irene  
Litherland (10 minutes)**

In case no one came forward to do the African American targeted fair, Dianne recommended that the committee hire someone to create a brochure. They can also create a special distribution plan for the African American community. She asked that someone move a motion to approve creating brochures and utilizing a special distribution system for \$30,000. Virginia and Irene agree that they are not in favor of the \$30,000 cost. Dianne assured that \$30,000 would be the maximum. Vi stated that coming up with a plan B is a great idea. However, she feels that the flyers are not engaging.

Virginia mentioned that a possible plan C would be to hire an independent facilitator to train parents about SDP. The committee decided not to approve this plan at the time due to the short timeframe.

Dianne found an organization that is not versed in SDP, but they are versed in reaching out to the African American community.

Dianne proposed the motion that if the fair targeted for the African American community does not work, funds can be used for targeted outreach using publications and distribution at lesser costs. No motion was made.

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

**Possible ACTION on proposed Project items:**

**(A) Committee-Centered Plan Training provided by Disability Voices United (DVU)**

Virginia reached out to get a cost estimate for DVU. She shared a presentation of rates and asked the committee to approve an amount up to \$3200.00.

Irene recommended discussing priorities for the committee and funds spent each year. The committee agrees and wants further discussion.

**(B) Revision of Cheat Sheet and Guidepost Handouts**

Virginia presented slides and asked that the committee approve an amount of \$1500.00 for Pragnea. Vi recommended utilizing funds to update current resources to support accessibility. She prefers the RFP process.

The meeting began to go over in time, so Pamela moved a motion to hold the meeting until 8:45. Irene seconded the motion. No opposition.

**(C) Create SDP/IF Handbook similar to North Los Angeles Regional Center IF Handbook**

No details provided

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

No additional notes

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

Dianne discussed the proposed 2025 meeting dates. The committee will take action in the meeting on January 6, 2025.

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