

**SELF-DETERMINATION
Local Volunteer Advisory Committee
Meeting Minutes**

Meeting Date: Monday, June 1, 2026

1. Welcome, Interpreter’s Intro, Roll Call to Establish Quorum

- Pamela opened the meeting at 7:13. She welcomed everyone and Spanish interpretation was introduced
- Roll call taken

| Committee Member | Present | Absent |
|-------------------------|----------------|---------------|
| Irene Litherland | X | |
| Arthur Lipscomb | X | |
| Pamela Baird | X | |
| Vi Ibarra | X | |
| Jocelyn Manalac | | X |
| Lorena Gomez | X | |
| Virginia Hom | X | |
| Aarthy Desikan | | X |
| Ken Sobieraj | | X |
| Rajashree Joshi-Hangal | X | |

- Chat is not to be used for Q&A, but anyone is welcome to post information of interest to the group. Committee members will not be addressing questions that are posted in the chat, please use the raise hand feature for public comments.

2. Review and Approve Meeting Minutes of May 4, 2026 Meeting

- Motion by Vi, second by Raji, approved unanimously as submitted

3. Public Comment

- An attendee shared on behalf of a parent that she is not getting calls back from her child’s case manager. She was directed to contact the case manager supervisor, the name of which can be found in the signature line of all case managers.
- Comment in Spanish- Parent is experiencing delays in emails and lack of clarity in communication from RCEB.
- Request for RCEB to share the enrollment timeline, RCEB posted in chat: https://rceb.org/wp-content/uploads/2026/01/SDP-2026-Enrollment-Schedule_Family-and-Community.pdf
- IF/parent commented that they have followed the timeline, but the case manager was not able to follow the timeline. Lindsay asked for commenter

to contact her directly so she can explore where the delay is. She acknowledged that RCEB staff work hard to stick to the timeline, but it is challenging to do so.

- Leap Center inclusive rec center offering summer camps and afterschool program. More info at <https://www.theleapcenter.net>
- Parent shared that they have gotten misinformation, and delays and it has been difficult to navigate the SDP system. Her child has just finished with public school, and the transition to adult services has been challenging. She is looking for support to process the stressful situation and manage thru the process of transitioning to adult service. She was referred to the Office of Clients' Rights Advocacy, and Jen suggested she reference the [SDP Navigation Guide](#).

4. Update on Admin Support

- We have an approved job description, which can be posted at RCEB.org, SCDD will b-blast it, Jen will share it with RCEB employment specialist, and committee members can distribute it as well. Pamela moved and Irene seconded to approve distributing the approved job description.

5. Update on Bay Area SDP Website

- The website workgroup has continued to update the SDP regional website. It is currently live but needs to be fleshed out more before being fully promoted. This is a joint effort funded by the LVACs for GGRC, SARC, and RCEB. The funds are with an FMS contracted with GGRC. The website was analyzed for readability, layout, navigation, etc., which identified some corrections that need to be made. This LVAC needs a liaison for the website workgroup to do tasks such as approving invoices or moving other decisions along. Irene moved and Lorena seconded, for this committee to appoint Virginia to represent the RCEB LVAC after Irene steps down from this committee and the end of June. The motion passed unanimously.

6. Identify RFPs and Establish Workgroups for Next Funding Round (30 minutes)

Total funding available is \$112,962.68 to be used by 3/31/27

- Outreach workgroup:
 - Irene, Lorena and Virginia have volunteered for this work group and have met twice. They are focused on the approx. 7000 RCEB clients that have zero POS. They would like to try to make matches with these clients and an IF that might be able to assist them with identifying services. RCEB has employees that work with a small fraction of the zero POS clients. They also offer presentations and workshops to these clients. Lindsay suggested working with the low POS case management teams to support them in their outreach to these clients. The Diversity and Equity team have events throughout the year and do targeted outreach to specific affinity groups. Having resources available for these outreach events would be helpful.

- A sticker with the QR code to the SDP orientation would be helpful. Then it could be placed on any outreach the diversity and equity team are doing.
 - This committee could provide funding for an IF from the specific affinity group to attend diversity and equity committee outreach events.
 - Admin Support: Pamela, Raji, Greg (already approved \$8000 for 12 months)
 - IF capacity: increasing number of IFs available, especially for underserved communities- no committee members volunteered for this workgroup, we will ask again at next month's meeting. Raji suggested she would be willing to work on this work group after they complete the Admin Support work group.
 - Support for SDP participants: no committee members volunteered for this workgroup
 - Interpretation: We also need to allow some funds for interpretation at LVAC meetings. Each meeting costs approx. \$325 per meeting per language (we typically only have Spanish). Jen will send exact numbers for interpretation costs.
7. Update from Regional Center (5 minutes)
- Jen shared the RCEB monthly report- see attached
 - Comment from community: According to DDS guidance, approved services and provider names do not necessarily have to be listed on the Spending Plan for a participant to access funds and services. As a participant in the Self-Determination Program, I believe it is important for families, Independent Facilitators, FMS agencies, and Regional Centers to have a consistent understanding of these requirements. When there are different interpretations of guidance, it can create confusion, delays, and additional administrative burdens for families. I encourage continued clarification and statewide consistency regarding Spending Plan requirements so that participants can access services in a timely and equitable manner.
8. May 5 Statewide Advisory Committee Report (5 minutes)
- See Statewide report that was included with the meeting agenda. The recommendation was made at the meeting that all LVAC members should attend the new two-part orientation. The information has likely changed since some members attended the orientation over the past several years. It would be a good refresher and resource for the committee members to review.
9. Update on Potential New Committee Members (2 minutes)
- Greg shared that he has received two applicants to join this committee. Both are family advocates, one from Contra Costa, one from Alameda. As of the end of June, we will have 4 open seats. He will work with Pamela to schedule interviews for the two applicants.
10. Future Agenda Items (5 minutes)
- Information on status of ongoing funding for LVACs

- Information on updated Appeals and Complaints process, effective June 1, 2026

Meeting adjourned at 8:40

SELF DETERMINATION PROGRAM

Total Participants Successfully Enrolled into SDP: 650

Enrollments: June 2026

- 17 Initial Enrollments
- 30 Subsequent Year
- 10 Year 2
- 8 Year 3
- 3 Year 4
- 7 Year 5
- 1 Year 6
- 58 Revisions

Topics for Discussion:

- At RCEB, if a provider is not known at the time of enrollment or submission of spending plan, the type of service, duration, the cost, and frequency maybe estimated. Once a provider is known, the Participant shares with RCEB so RCEB may review. Many FMS are requiring a provider be added to a spending plan in order for them to know it has been reviewed by the Regional Center. If an FMS pays for a provider that has not been reviewed by the Regional Center, the Regional Center may not reimburse for the claim submitted on your behalf.
- Currently Department on Developmental Services (DDS), is accepting public comments on proposed definition for cost-effectiveness through July 31, 2026 at [Share Your Feedback: Help Develop the Definition of “Cost-Effective”](#).

For clarity:

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UPCOMING EVENTS:

RCEB CONNECTION EVENT:

ASIAN AMERICAN AND PACIFIC ISLANDER: 6/11/2026 5:30-8:30PM (Concord)

JUNETEENTH CONFERENCE:

June 13th, 2026, 9:00AM-2:00PM (Oakland)