



**Alta California**

Regional Center

2241 Harvard Street, Suite 100

Sacramento, CA 95815

916-978-6400

**Alta California Regional Center (ACRC)  
Self-Determination Advisory Committee Meeting (SDAC)  
Wednesday, March 8, 2023  
1 to 3 p.m.  
Minutes**

<b>Members:</b>	<b>Present</b>	<b>Absent</b>	<b>Legend:</b>  SA – Self-Advocate FA – Family Advocate SP – Service Provider
Benita Shaw, FA	x		
Carmen Delgado, FA	x		
Daniel Meadows, SA		x	
Kelsey Handcock, DRC	x		
Kenya Martinez, FA	x		
Kimberly Terrell, SA		x	
Lisa Cooley, SA (Chair)	x		
Meena Kalyanasundaram, FA		x	
Linda Thrift, Community Resource Partner		x	
Tom Hopkins, SA		x	
Tracy Ligtenberg, FA	x		
William Reed		x	
<b>Non-members Present:</b>			
Mechelle Johnson, ACRC Jennifer Bloom, ACRC Tracy Brown, ACRC Johnny Xiong, ACRC Faye Tait, ACRC Cynthia Johnson, ACRC Janet Roberts, ACRC Samantha Moore, ACRC John Decker, ACRC Michelle Duchene, ACRC Helen Neri, ACRC	Kenisha Hurd, ACRC Kizi Smith, ACRC Anne De Medeiros, SCDD Peter Mendoza, SCDD Rachael Palmer-Teefy, PEC Alex Gillespie Chelsea Coffin, Adjoin Nina Iliff Jaclyn Balanay Huyen Tran, Aveanna Georgina Kier	Amanda Pelaccio, PEC Carol Carlson Kenisha Hurd, ACRC Emily Jessica Mercado, Field services Janelle Lewis Melanie Gonzales	

**1. Call to Order by Lisa Cooley, Chair**

Welcome & Introductions (1:10 p.m.) There was not a quorum of members present. Agenda items were handled as informational until a quorum was established.

**2. Approval of Agenda & Minutes – Lisa Cooley**

A quorum was established at 1:10 p.m. Chairperson Lisa Cooley requested the committee come back and vote on the approval of today's agenda and the February 8, 2023 SDAC meeting minutes.

**Today's agenda and February 8, 2023, meeting minutes were not approved due to there not being a quorum present at the time of voting. Chairperson Lisa Cooley requested the committee come back and vote on the approval of today's agenda and the February 8, 2023 SDAC meeting minutes at the May 10, 2023 meeting.**

**3. ACRC SDP Updates—Mechelle Johnson, Jennifer Bloom, Tracy Brown & Johnny Xiong**

**A. General SDP Update**

- Tracy shared that as of March 2nd, 2023, ACRC has 223 individuals that have fully transitioned to SDP. Of those, 135 are White, and 88 are Minority (33 Asian, 14 Black, 16 Latin, 21 Mixed & 4 Other).
- ACRC has six vendored Financial Management Service (FMS) Agencies: Acumen, Aveanna, Cambrian, GT Independence, Essential Pay, and Mains'l. Their contact information is listed on the Department of Developmental Services' (DDS') website.
  - ACRC meets quarterly with our vendored FMS agencies. Our most recent meeting was on February 2nd. We have also invited them to attend SDAC meetings.
  - The next meeting is scheduled for May 4th.
- Our regional center has two Person Centered Planning (PCP) Vendors: Lighted Path Solutions and Lincoln Training Center. There are other agencies in various stages of the vendorization process for PCP.
- ACRC continues to update, identify and track specific progress of each participant's enrollment in SDP. This provides information at a

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quick glance on where in the process each client currently is, which will assist us in understanding who is currently responsible for the next steps, as well as to continue to identify any barriers for the completion of enrollment. Service Coordinators (SCs) have tools to support them in updating at each step of the SDP process.

- The Statewide SDP Orientation is available in English and Spanish through the collaboration of SCDD and DDS. ACRC continues to promote this, and our Participant Choice Specialists (PCS') attend these orientations, as well, and are available to assist staff when needed.
- Ongoing meetings and collaboration
- Due to the start of the new SDP unit, we will no longer hold weekly SDP Committee Q&A sessions. We have transitioned to once a month SDP trainings with various topics such as Introduction to SDP, 5 Core Principles, Budget vs. Spending Plan, and Outside Resources for Transition Support.
- Our three PCS' provide daily support to staff and individual SDP case staffings happen as needed.
- ACRC's monthly meetings with DDS continue; the last meeting was held on January 13. The next meeting will be shared soon.
- Our SCs continue to provide clients/families with information about SDP and assist them with registering for SDP orientations, training, and follow-up.
- Our PCS' have developed a foundational SDP training program for our SCs and are working with American Sign Language (ASL), Hmong and Russian partners to develop outreach tools and information specific to those communities.
- ARCA is hosting an SDP webinar on March 30<sup>th</sup> from 2-3 pm. The information for this webinar is posted on our website.
- Congratulations to Faye Tait who has been promoted to Associate Director and will be overseeing the SDP unit. The new Client Services Manager for the SDP unit is Melissa Schuessler.
- Mechelle announced the upcoming Purchase of Service Disparity meeting on March 21<sup>st</sup> from 5-7 pm and March 27<sup>th</sup> from 2-3:30 pm. The flier and information for the meeting is posted on our website.

### B. SDP Orientation

- Faye shared that it was confirmed with DDS that it is not a requirement to attend orientations through SCDD and more so a

preference for the individual. As people are showing interest, we are directing them to the SCDD website. SDP orientations are also available in English, Spanish, and Tagalog through March through our (LMS) to complete at your own pace.

- Families are also able to access our LMS, which was previously used. We have added new flyers that will be provided to families regarding pre-orientation and pre-SDP supports.

#### C. Vendorization Process for ALTA

- Community Services Director John Decker introduced Community Services Manager Helen Neri and Michelle Duchene.
- John shared an overview of the vendorization process.
  - John noted that the vendorization process is outlined on the DDS website and is a uniform process among regional centers which is based on clear guidelines from the California Welfare Institutions Code Lanterman Act and the Title 17 California Code of Regulations. <https://www.dds.ca.gov/rc/vendor-provider/vendorization-process/>
  - The vendorization process can vary. Therefore, a certain set of documents are required when completing the vendorization process based on the type of proposed service.
- John shared the status of Alta as it relates to vendorization and what people are experiencing.
  - We are experiencing a number of new services that we are implementing at the regional center. We continue to implement social recreation services and are processing a large number of parent reimbursements for the social recreation activities that have been completed. Additionally, we have new services, service codes, and new staff.
  - We have implemented steps to streamline the vendorization process to move the process along faster.
    - Created training materials that outline what documents are needed from service providers for each different type of vendorization.
    - Standardized processes and responses to our service providers.

- Including a thirty-day notice to providers if they have not been responsive during the vendorization process to verify if they are still interested in becoming vendored with the regional center.
- Additionally, timeframes have been implemented to ensure that our community services specialists are as responsive as possible to the documents that are being submitted by vendors.
- Lisa asked if some vendorization steps can be completed in a way that streamlines the vendorization process without compromising anything.
  - John responded that the goal is to continue to streamline and modernize the vendorization process without compromising accuracy.
- Michelle shared that vendors will be able to access the vendor orientation within the first week of submitting a request for letter of interest. The orientation will be on a Learning Management System (LMS) on our website and will be available in April 2023.
- John shared that there has been discussion on providing clear graphic design on the guidelines of the vendorization process. He would like to share this with the committee once available.

#### D. What Services Require an Assessment

- When there is a new service, what particular services need an assessment?
  - Faye noted that any clinical services, non-medical therapies, and ILS require an assessment. Assessments are completed to track the progress being made and to ensure that what's being provided is appropriate.
    - Clinical services are assessed every six months.
  - Benita asked if a client is paying through SDP, how is the participant if there are no funds? Faye noted that the funds are added to the budget to cover the assessment.

E. An Overview of the SDP Timeline

- Faye noted the Timeline for implementation is located on the Alta website.
- Any issues regarding a longer timeline are encouraged to reach out to the unit Manager or Faye.
- Faye also noted that the transition of clients to the SDP caseload might cause a short delay in the timeline.
- Carmen asked a question how do we find published rates?
  - Faye and Tracy noted that if you don't have the IBCCT can ask the vendor or community providers what rate they are charging everyone else and other regional centers and then determine if they're changing more because of certain unmet needs to come the negotiation piece.

**4. Grant Funding Sub-Committee Update –**

**a) Present Proposal for SDAC Funding for Fiscal Years 2020-2021 to Pay for Regional Center Clients to Attend Supported Life Institute's May Conference-Followed by Committee Vote**

- Kenya proposed to use the remaining implementation funds to purchase tickets to give out to the community for the Supported Life Institute Self Advocacy Conference in May.
- Mechelle noted that we are not able to utilize the fiscal funds for 2020-2021 to fund this proposal due to the money needing to be spent by March 2023. We did receive an extension from DDS through May 1<sup>st</sup>, but the conference occurs after this date.
- Mechelle shared that the regional center already funds for attendance for those who have the desire to attend the conference.

**b) Supported Life Institute Proposal Dated February 10, 2023**

- Mechelle noted that the approved Supported Life proposal was attached to be shared with the committee.

**5. Progressive Employment Concepts Update –**

**a) How Progressive Employment Concepts Assist Individuals They are Unable to Serve**

- Amanda shared that PEC has served some individuals and is utilizing the typical process of the Alta funding for a transition into SDP, but has not yet utilized the grant funding for the pre-

enrollment transition supports due to the contract still being finalized.

- Mechelle shared that PEC proposal has been approved for activities utilizing the 2021-2022 funds.

**6. Action Items pending from prior SDAC meeting:**

- a. Discuss adding a by-law for voting.
  - Deferred to May's meeting.

**7. Public Comment Period**

- Independent Facilitator, Georgina Kier read written statements on behalf of two of her clients. The first participant has been in SDP since November of last year and utilizes Aveanna for her FMS. The participant was unable to use her LYFT account due to Aveanna deactivating her account because they chose to only use Uber ride services, and there was no notification from Aveanna prior to deactivating the account. The participant almost did not attend classes due to the frustrations of learning a new app and was thankful to her IF Georgina for helping figure everything out. The second participant has been in SDP since February and also utilizes Aveanna. The participant received gift card funds for community integration support which was agreed upon at the spending. The gift card money was never made available to her or heard from Aveanna. Georgina shared that both issues have now been resolved after many calls to Aveanna, Uber, and the Ombudsman.
- Alex Gillaspie introduced himself to the committee as the Head of Customer Service with NeuroNav and shared his contact information. [alex.gillaspie@neuronav.org](mailto:alex.gillaspie@neuronav.org) NeuroNav provides transitional services for families in order to assist them in entering Self Determination as well as IF services. Alex expressed that he would be happy to put together a proposal for SDP coaching opportunities and events for training on the SDP process.

**8. SDAC Member Comment Period**

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**9. Future Dates for 2023 SDAC monthly meetings:**

- May 10, 2023, 6-8 pm – **Remote Only Meeting**
- July 12, 2023, 1-3 pm
- September 13, 2023, 1-3 pm
- November 8, 2023, 6-8 pm – **Remote Only Meeting**

- 11. *Identify agenda items for the next meeting.***
- 12. *Meeting adjourned at 2:28 p.m.***