



SELF-DETERMINATION ADVISORY COMMITTEE MEETING

DATE: August 3, 2023
TIME: 4:30-6 PM
LOCATION: Virtual Meeting via Zoom

Register in advance for this meeting/webinar:

https://us02web.zoom.us/webinar/register/WN_NdRFfAxGTu2uI3KrJy-1ow

After registering, you will receive a confirmation email containing information about joining the meeting/webinar.

ACTION ITEM	ORDER	GENERAL SESSION AGENDA	
	1	Call to Order	Pierre Landry
	2	Establish a Quorum	Pierre Landry
	3	Welcome and Introductions	Pierre Landry
Action Item	4	Approval of the Minutes from June 1, 2023	Committee
	5	DDS Updates to include new directives <ul style="list-style-type: none"> Final Extension of Initial PCP and Pre-enrollment Transition Supports (6/30/23) SDP: Meetings of the Local Volunteer Advisory Committee (LVAC) (7/20/23) <ul style="list-style-type: none"> Committee Charge – draft 	Adrian Jimenez Pierre Landry Pierre Landry
	6	SCDD SDP Updates <ul style="list-style-type: none"> SDP Evaluation Report 	Pierre Landry
	7	FDLRC Updates <ul style="list-style-type: none"> Staffing changes Glendale KYRC location SDAC Informational Flyer SDP Milestones Report 	Melinda Sullivan Melinda Sullivan Adrian Jimenez
Action Items	8	Proposed RFPs or Directed Bids <ul style="list-style-type: none"> Individual Coaching RFP Provider Training – direct bid 	Melinda Sullivan



	9	FDLRC SDP Support Group Report	Kristianna Moralls
	10	Future Agenda Items	Committee
	11	Public Input Each person is allotted up to 3 minutes to comment.	
	12	Next Meetings: <ul style="list-style-type: none"> • FDLRC SDAC Meeting Sep. 7, 4:30-6 PM, via Zoom • DVU SDP LVAC Collaborative, Sep. 5, 6-7:30 PM, via Zoom 	Pierre Landry Kristianna Moralls
	13	ADJOURNMENT	

Attachments

- June 1, 2023, Meeting Minutes
- DDS Directive: Final Extension of Initial PCP and Pre-enrollment Transition Supports
- DDS Directive: SDP: Meetings of the Local Volunteer Advisory Committee (LVAC)
- SCDD SDP Evaluation Report
- *SDAC Informational Flyer*
- Best Practices Subcommittee Funding Proposal
- DVU SDP LVAC Collaborative Flyer
- Committee Charge – draft

SELF-DETERMINATION ADVISORY COMMITTEE

June 1, 2023

MINUTES

PRESENT

Pierre Landry, Chair
Jamie Cha-McGrath
Rose Chacana
Howard McBroom
Kristianna Moralls
Boanerges Rodriguez, DRC

NOT PRESENT

Karla Garcia-Diaz
Taleen Khatchadourian
Lareka Killebrew
Michelle Wolf

STAFF

Lia Cervantez-Lerma, SCDD
Adrian Jimenez
Megan Mendes
Stephanie Ruiz
Melinda Sullivan

GUESTS

Various Guests from the Public

CALL TO ORDER

Mr. Landry called the meeting to order at 4:35 PM. The meeting was held via Zoom.

APPROVAL OF MINUTES

Correction: Rose Chacana's name should be move to an active committee member.

The minutes of May 4, 2023 were approved by consensus with the above noted correction.

FUNDING ALLOCATION PROPOSALS

The Committee discussed funding proposal ideas to use the current allocation of \$97,379.87. The funds are to be utilized to meet the overall goal of:

- Effective implementation of the Self Determination program
- Sharing of best practices and training materials
- Review the development and ongoing progress, such as does the program advance the principles of self-determination; is the program operating consistent with the requirements of WIC 4685.8

	Idea	Description	Contractor	Action
1	Outreach to African American and Latino	The desired outcome is to increase the participation of African American and Latino families in SDP.	SNN	RFP Outreach
2	Individualized Coaching	For people who have completed the mandatory orientation, but have not moved forward in other steps.	Phoenix	Formal RFP to issue and submission
3	Outreach		Phoenix	RFP Outreach
4	Family Training	Clients will be immersed and be a part of their community. To address steps after orientation and how to navigate the SDP process.	Phoenix	Formal RFP to issue and submission
5	Provider Training	Training to Providers to dispel myths and show how Providers could enhance their services and support SDP participants	Phoenix	Reach out for a direct bid.
6	Individualized Coaching	For people who have completed the mandatory orientation, but have not moved forward in other steps. Also, coaching for 2 nd year transitions and spending plan updates.	Claudia Cares Consulting	Formal RFP to issue and submission
7	IF Focus Group	contracting with a research consultant to investigate barriers to SDP participation at FDLRC	RFP or Directed Bid?	Additional work needed on defining purpose.
8	Resource Fair	Does FDLRC need to do a Resource Fair or is it more prudent to promote the Resource Fairs of neighboring regional centers?	WRC & NLARC	No Resource Fair. Promote resource fairs at WRC and NLARC.
9	Translation of SDP documents (with #12)	Need more information as to what documentation would warrant translation.	LRC	Currently in process
10	Pay for IF training for people who are bilingual and serving FDLRC	Including post-training mentoring; require 099 vendorization at FDLRC	RFP or Directed Bid?	No decision

	Idea	Description	Contractor	Action
11	A second support group	...for parents of Lanterman clients who are transitioning into SDP	LRC	No additional support group. Support existing group.
12	Self Determination brochure (with#9)	Review the existing hand-out materials, then decide.	LRC	Currently in process
13	Training for FDLRC family advocates who want to serve as the IF <i>only</i> for their minor child	This training would be simpler than standard IF training because there would be no focus on how to run a business. A do-it-yourself to get into SDP and go forward	RFP or Directed Bid	No decision

SDAC MEETING DATES FOR 2023

The next meeting is scheduled for August 3, 2023 and will start a 6:00 pm.

- July 6, 2023 (Sub-Committee)
- August 3, 2023
- September 7, 2023 (Sub-Committee)
- October 5, 2023
- November 2, 2023 (Sub-Committee)
- December 7, 2023

PUBLIC INPUT

Ms. Cervantez-Lerma, State Council on Developmental Disabilities, (SCDD), announced that information on the upcoming trainings on SDP Orientation and IF Round Table could be found on the SCDD website.

ADJOURNMENT

The meeting was adjourned at 7:33 PM.

/fl



NANCY BARGMANN
DIRECTOR

State of California—Health and Human Services Agency
Department of Developmental Services
1215 O Street, Sacramento, CA 95814
www.dds.ca.gov



GAVIN NEWSOM
GOVERNOR

June 30, 2023

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: SELF-DETERMINATION PROGRAM: FINAL EXTENSION OF INITIAL PERSON-CENTERED PLAN AND PRE-ENROLLMENT TRANSITION SUPPORTS

The Department of Developmental Services' (Department) [July 28, 2022](#) guidance outlined the services available to potential Self-Determination Program (SDP) participants and their families who have completed an SDP orientation and who are transitioning to enrollment in the SDP. The Department issued additional guidance on [December 2, 2022](#) to extend the dates for both Options A and B (described below) for Self-Directed Supports and to develop a standardized vendorization packet. The standardized vendorization packet was provided in the [March 20, 2023](#) guidance.

- **Option A:** Availability of up to \$2,500 for initial person-centered planning and transition supports through purchase reimbursement (service code 024) or through a vendored provider of person-centered planning services.
- **Option B:** Availability of up to \$1,000 for initial person-centered planning services through purchase reimbursement (service code 024) and up to 40 hours of Self-Directed Supports (service code 099).

The purpose of this correspondence is to provide a final extension date for Option A, to allow additional time for regional centers to vendor providers of Self-Directed Supports (service code 099), and to clarify the billing requirements for pre-enrollment transition supports accessed through Option A for the duration of the extension. Other means to ensure the timely enrollment of interested consumers into SDP may include supports provided directly by the regional center or through SDP funds made available to the Local Volunteer Advisory Committees.

Final Extension of Options for Pre-Enrollment Transition Supports

- Option A shall remain an available option only until December 31, 2023.
- Effective January 1, 2024, Option A will no longer be available, nor will any other option that mirrors Option A as described in the [July 28, 2022](#) guidance.
- Option B shall remain an available option and will become the sole option effective January 1, 2024.

Regional Center Executive Directors
June 30, 2023
Page two

Pre-Enrollment Transition Supports Billing Requirements

For services provided on or after July 1, 2023, under Option A or Option B, all initial person-centered planning services and transition supports paid through purchase reimbursement (service code 024) shall meet the billing requirements specified below.

Invoices for purchase reimbursements shall include at minimum, the following (see enclosure for sample template):

- Hourly billing rate
- Date that each service/task is provided
- Description of the service/task performed
- Amount of time spent on each service/task provided for the time period of the invoice and the prorated cost of that service

If participants and/or their families have questions regarding this correspondence, they should contact their regional center. Questions from regional centers should be directed to sdp@dds.ca.gov.

Sincerely,

Original Signed by:

VICKI L. SMITH, Ph.D.
Deputy Director
Policy and Program Development Division

Enclosure

cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies
State Council on Developmental Disabilities
Nancy Bargmann, Department of Developmental Services
Brian Winfield, Department of Developmental Services
Carla Castañeda, Department of Developmental Services
Ernie Cruz, Department of Developmental Services
Jim Knight, Department of Developmental Services
Suzy Requarth, Department of Developmental Services
Kathleen Dempsey, Department of Developmental Services

Sample Invoice Template

Name:
 Address:
 Phone Number:
 Hourly Billing Rate:

Name of Consumer:
 UCI Number:
 Regional Center:

Month/Year:

Date	Specific Service/Task	Time by Task	Cost of Task
X/X/XXXX	Service/Task 1: Description of service/task performed	Amount of time spent on service/task	Amount of time x hourly billing rate
X/X/XXXX	Service/Task 1: Description of service/task performed	Amount of time spent on service/task	Amount of time x hourly billing rate

Acceptable examples (based on an hourly rate of \$50)

Date	Specific Service/Task	Time by Task	Cost of Task
7/14/2023	Met with individual to draft spending plan.	1.75 hours	\$87.50
7/25/2023	Contacted a potential provider to determine availability to provide services.	0.50 hours	\$25.00

Non-acceptable examples

Date	Specific Service/Task	Time by Task	Cost of Task
7/2023	Provided pre-enrollment transition supports.	12.75 hours	\$637.50
7/2023	Monthly pre-enrollment services.	As needed	\$500 monthly fee



NANCY BARGMANN
DIRECTOR

State of California—Health and Human Services Agency
Department of Developmental Services
1215 O Street, Sacramento, CA 95814
www.dds.ca.gov



GAVIN NEWSOM
GOVERNOR

July 20, 2023

TO: REGIONAL CENTER EXECUTIVE DIRECTORS

SUBJECT: SELF-DETERMINATION PROGRAM: MEETINGS OF THE LOCAL
VOLUNTEER ADVISORY COMMITTEE (LVAC)

The Department values the contributions of LVAC members and is providing this guidance to support the LVACs in carrying out their responsibilities pursuant to Welfare and Institutions Code section 4685.8(w)(1). The purpose of this directive is to provide clarification on conducting meetings of local volunteer advisory committees and supersedes the [August 6, 2015](#) memo and the [July 22, 2022](#) guidance.

Regional centers and the State Council on Developmental Disabilities should work together to support LVAC members' and the public's participation in adherence with the below guidelines. LVACs are invited to provide feedback to sdp@dds.ca.gov on the guidelines included in this directive no later than September 30, 2023. This directive is effective through October 31, 2023.

Guidelines for Self-Determination Program Local Volunteer Advisory Committees

LVAC Membership, Attendance, and Voting

- Entities that appoint members to the LVAC are encouraged to fill positions timely.
- Generally, a meeting should be attended by a majority of LVAC members to ensure that LVAC recommendations are informed by the whole committee.
- A majority of members means more than one-half of the members who currently fill LVAC positions. It is not necessary to count vacant positions.
- Generally, the LVAC should not take formal action if there is not a majority of members present to vote. Without a majority of members in attendance, the LVAC may still meet to hear information items, ask the regional center questions about its Self-Determination Program and hear from members of the public.

Meeting Notice Requirements

LVACs should provide its members and members of the public with advance notice of the meeting.

- Notice of meetings should be provided at least 10 days before the meeting.
- Meeting notices should be sent to all LVAC members and to members of the public who have provided contact information.
- A copy of the notice should also be posted on the regional center's website in an easy to find location.
- The meeting notice should include the meeting agenda and provide information about how to obtain disability accommodations and interpretation.

Meeting Agendas

There should be an agenda for each meeting. An agenda helps LVAC members and members of the public understand what will be discussed at the meeting. An agenda should include the following:

- The address of any physical location where the meeting will be held.
- Information about how to join the meeting using remote meeting technology, if applicable.
- The items to be discussed at the meeting including identification of items the LVAC plans to discuss or vote on.
- Information about how members of the public can provide public comment.

Location and Accessibility of LVAC Meetings

- Members do not need to participate from the same physical meeting location and any or all members may participate remotely. The option of participation through remote technology is encouraged to be available at all meetings.
- All LVAC meetings must be open and accessible to the public and allow for public participation, whether the LVAC is being held in-person and/or by using remote technology.
- To support the participation of the public, interpreters should be provided, as needed, so individuals can participate in their preferred language. LVACs should develop procedures so that they can obtain information about interpretation needs in advance of the meeting.

Regional Center Executive Directors
July 20, 2023
Page three

If LVACs, participants, and/or their families have questions regarding this directive, they should contact their regional center. Questions from regional centers should be directed to sdp@dds.ca.gov.

Sincerely,

Original signed by

VICKI L. SMITH, Ph.D.
Deputy Director
Policy and Program Development Division

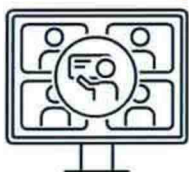
cc: Regional Center Administrators
Regional Center Directors of Consumer Services
Regional Center Community Services Directors
Association of Regional Center Agencies
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Ernie Cruz, Department of Developmental Services
Jim Knight, Department of Developmental Services
Suzy Requarth, Department of Developmental Services
Kathleen Dempsey, Department of Developmental Services

Lanterman Regional Center Self Determination Advisory Committee (SDAC)



Freedom
Authority
Support
Responsibility
Confirmation

**Virtual Meeting
open to the public**



(First Thursday of Every Other
Month)



Please join us on:

Thursday, 08/03/23
4:30 pm-6pm



To view upcoming meetings information,
agendas and more visit:

lanterman.org/sdacmeeting
or

Contact: Frank Lara at 215.252.4903 or
flara@lanterman.org

 **FRANK D. LANTERMAN**
REGIONAL CENTER

Lanterman Regional Center

Self-Determination Milestones

Progress Report

May 24, 2023

Sample

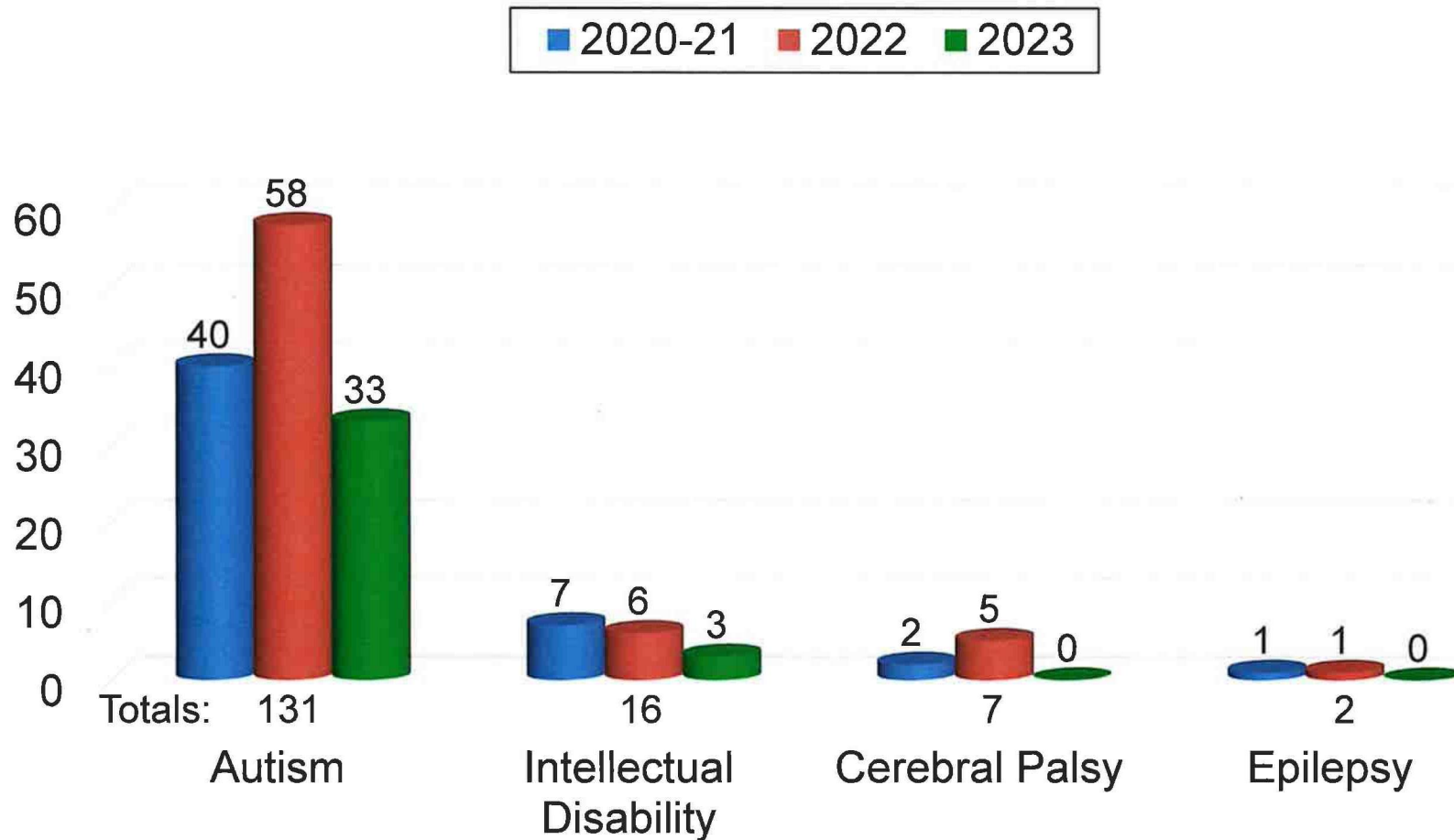
A total of 149 clients have fully transitioned into SDP as of May 1, 2023

An additional 7 clients are expected to fully transition by June 1st

- 50 clients transitioned into SDP in the years 2020-21
 - Including 28 clients from the implementation phase
- 70 clients transitioned into SDP in the year 2022
- 36 clients will have fully transitioned in the first 5 months of 2023

Demographics

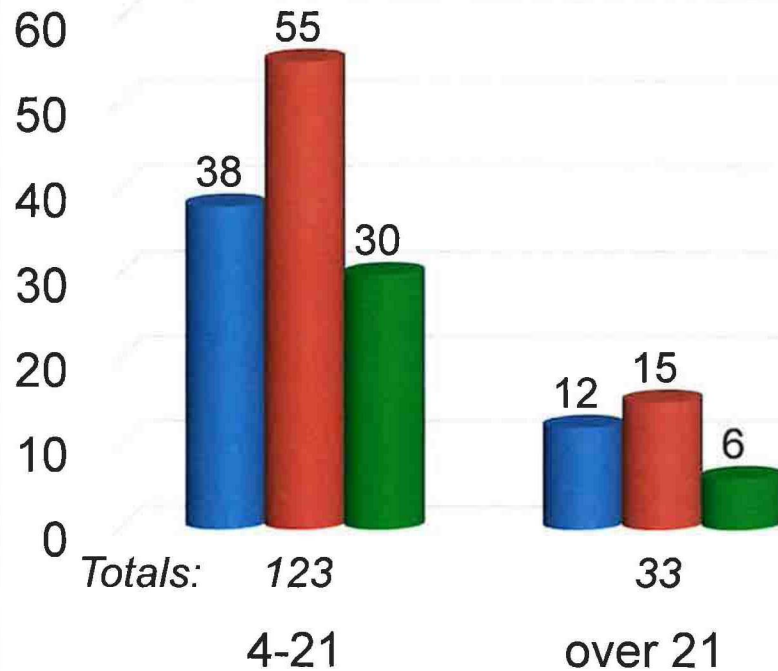
Primary Diagnosis



Demographics

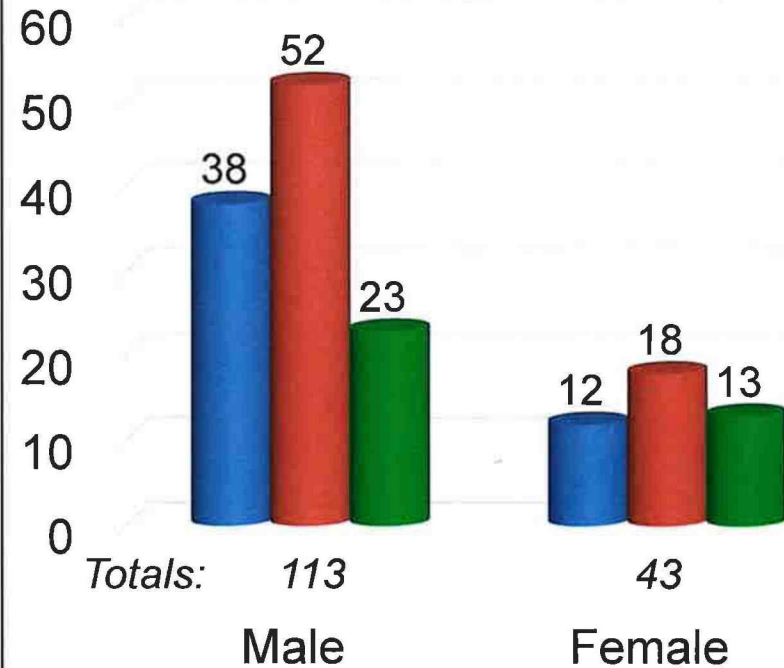
Years of Age

■ 2020-21 ■ 2022 ■ 2023



Gender

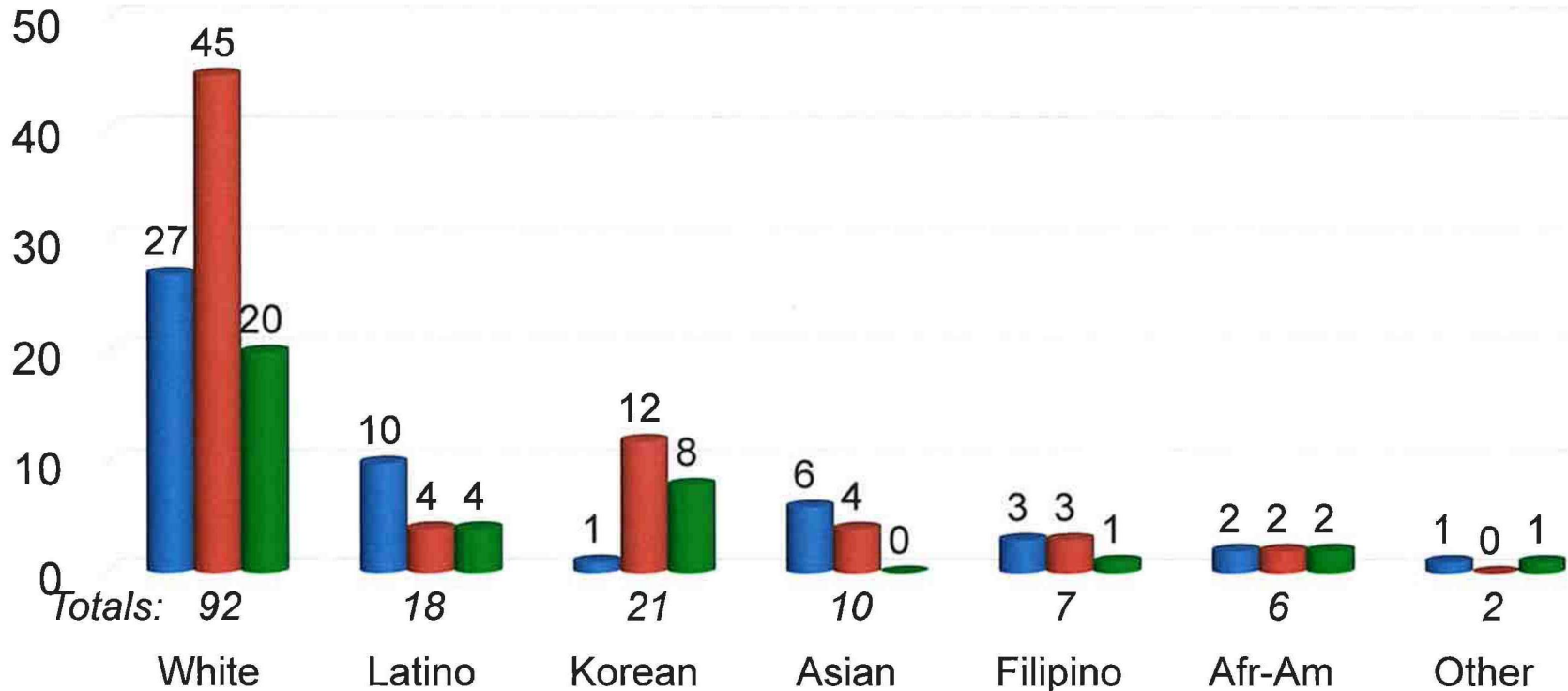
■ 2020-21 ■ 2022 ■ 2023



Demographics

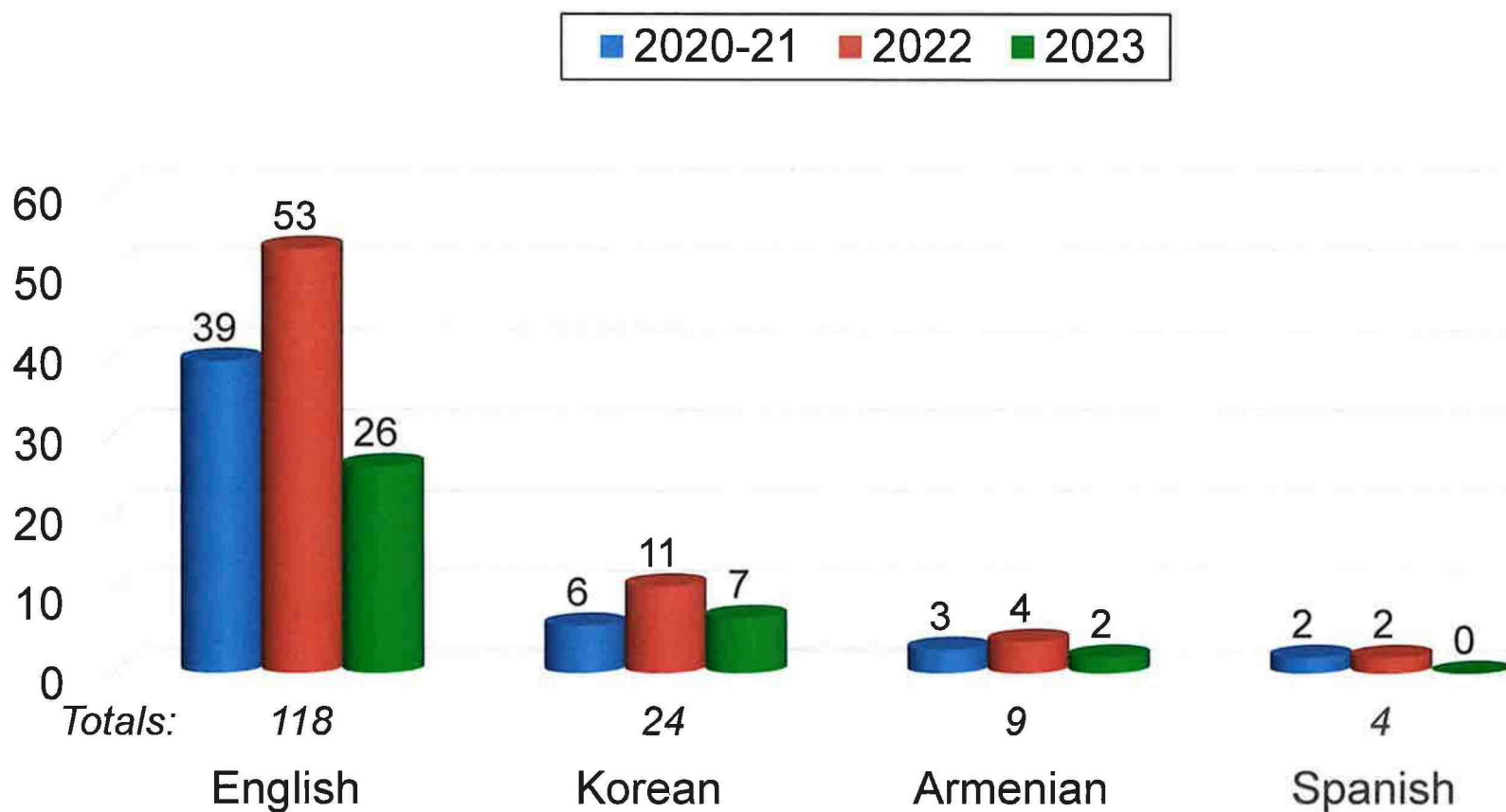
Ethnicity

■ 2020-21 ■ 2022 ■ 2023

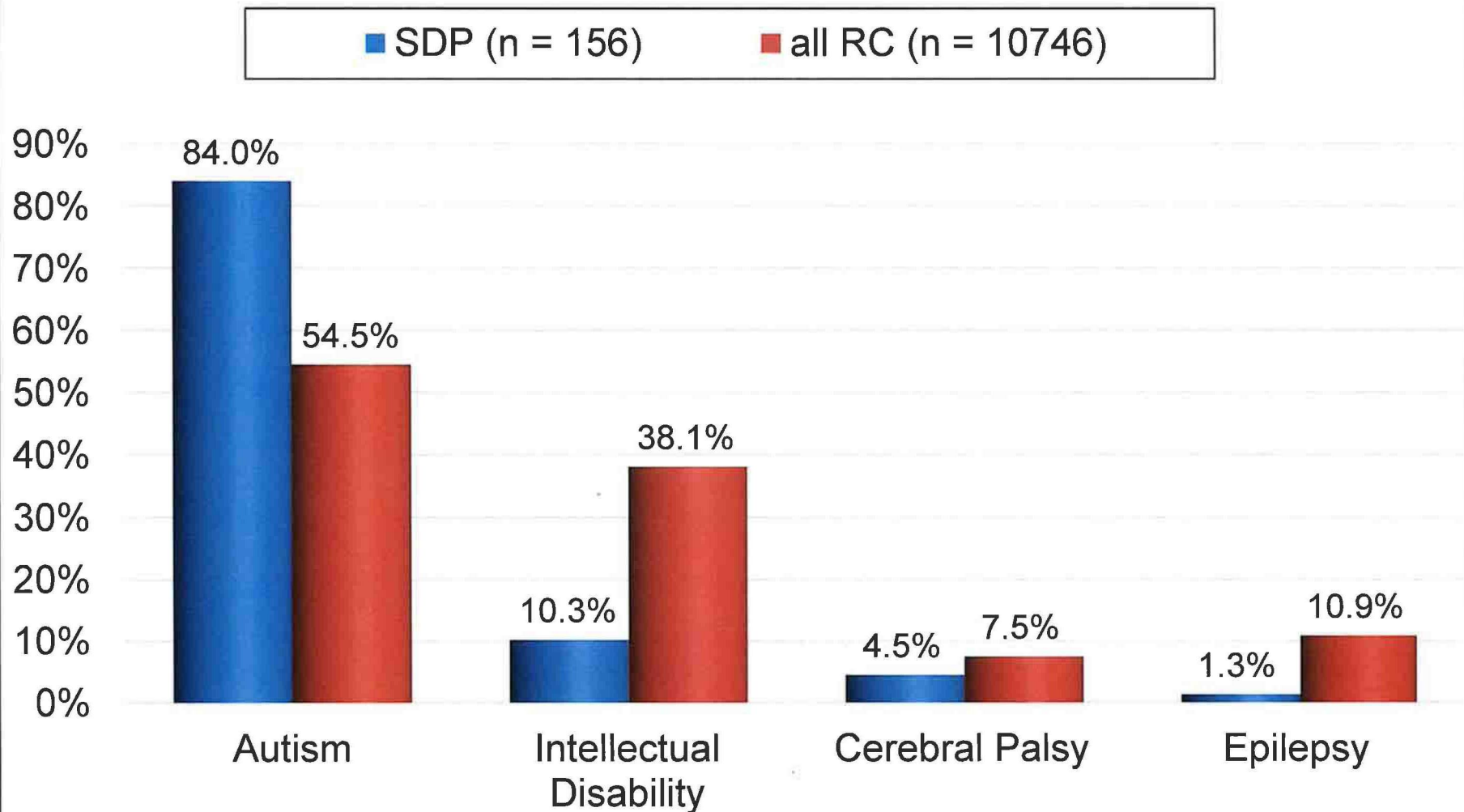


Demographics

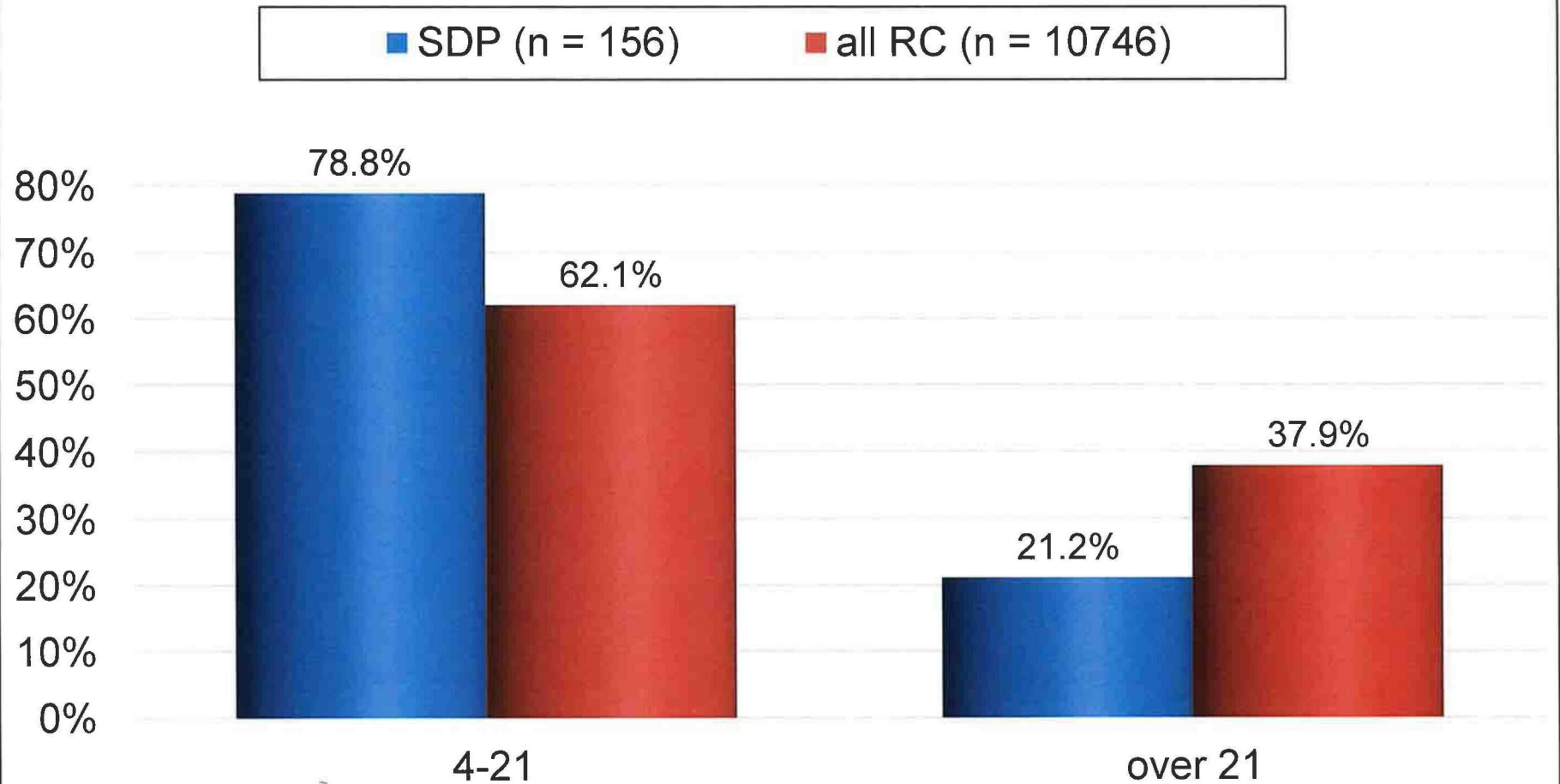
Language



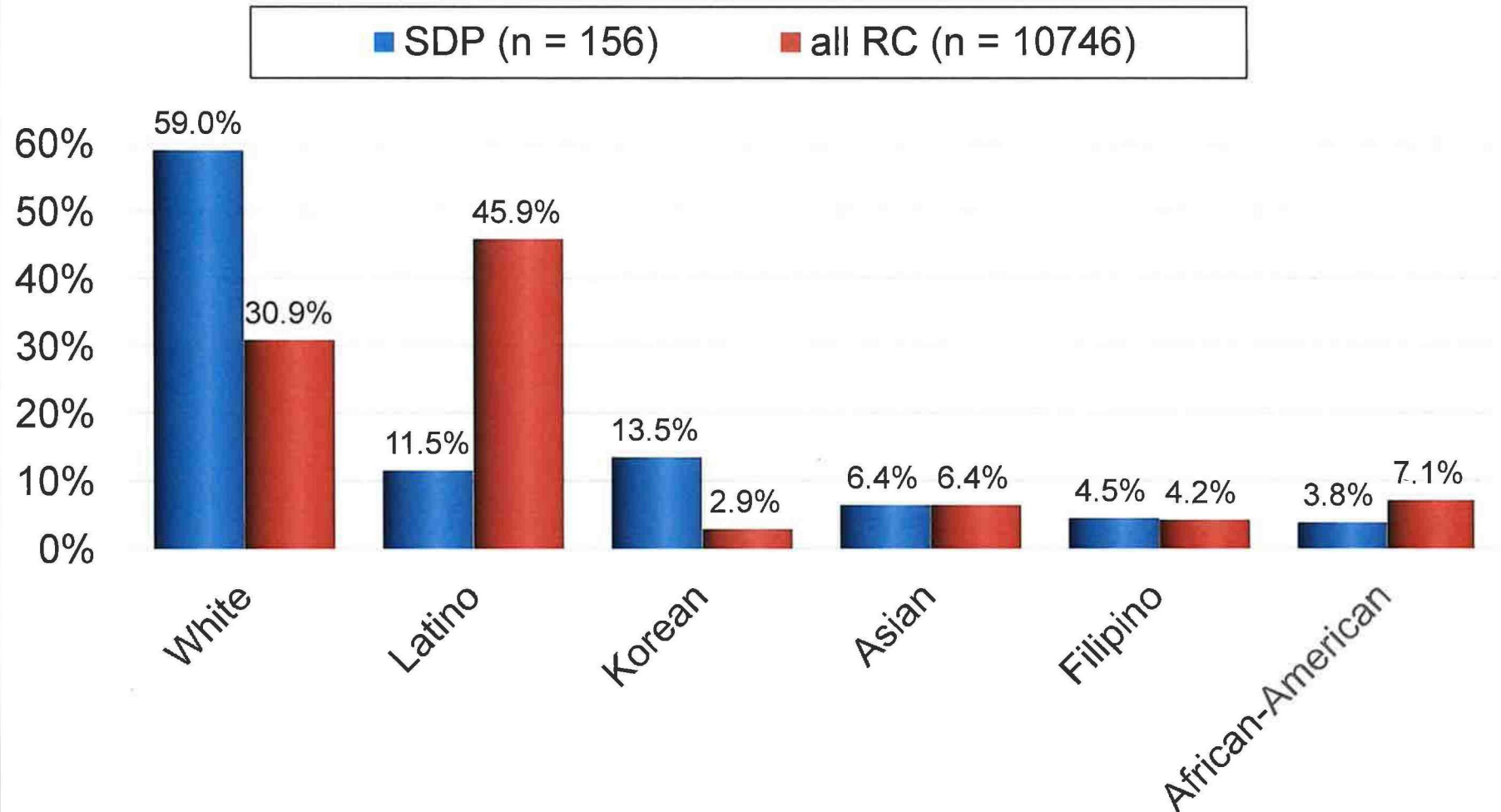
Diagnoses of Clients in the Self-Determination Program Compared to all Regional Center Clients Over 3 Years Old



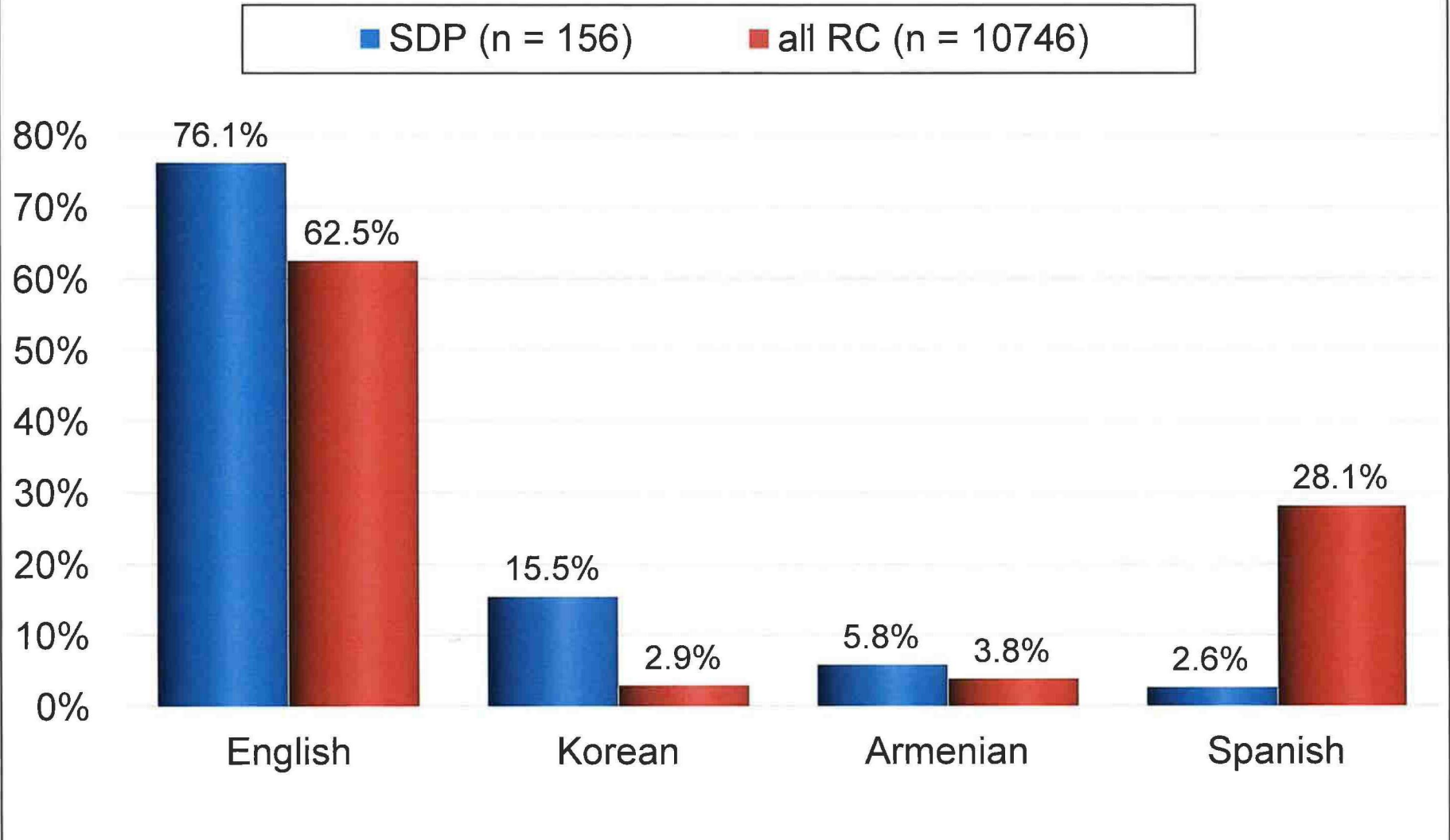
Age of Clients in the Self-Determination Program Compared to all Regional Center Clients Over 3 Years Old



Ethnicity of Clients in the Self-Determination Program Compared to all Regional Center Clients Over 3 Years Old



Language of Clients in the Self-Determination Program Compared to all Regional Center Clients Over 3 Years Old



The Self-Determination Process

There are **10** milestones in the Self-Determination process
from Orientation to Full transition into SDP

SDP Milestones

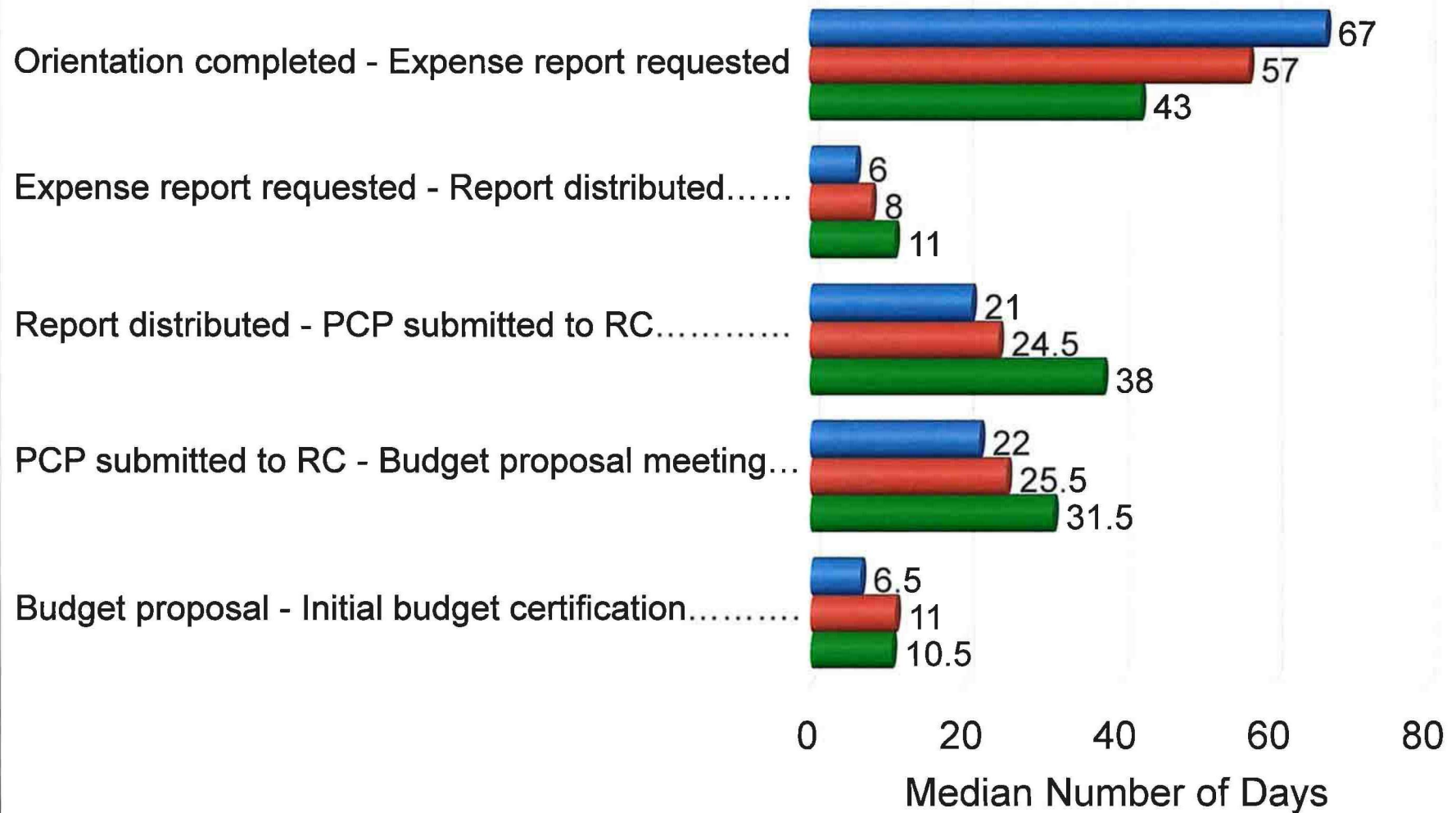
- 1 Orientation completed
- 2 Expense report requested
- 3 Expense report distributed to family
- 4 PCP submitted to the RC by family**
- 5 Budget proposal meeting with family
- 6 Initial budget certification
- 7 Spending plan submitted
- 8 Spending plan signed
- 9 IPP meeting
- 10 Full transition into SDP



*Milestone 4 was
added this year.*

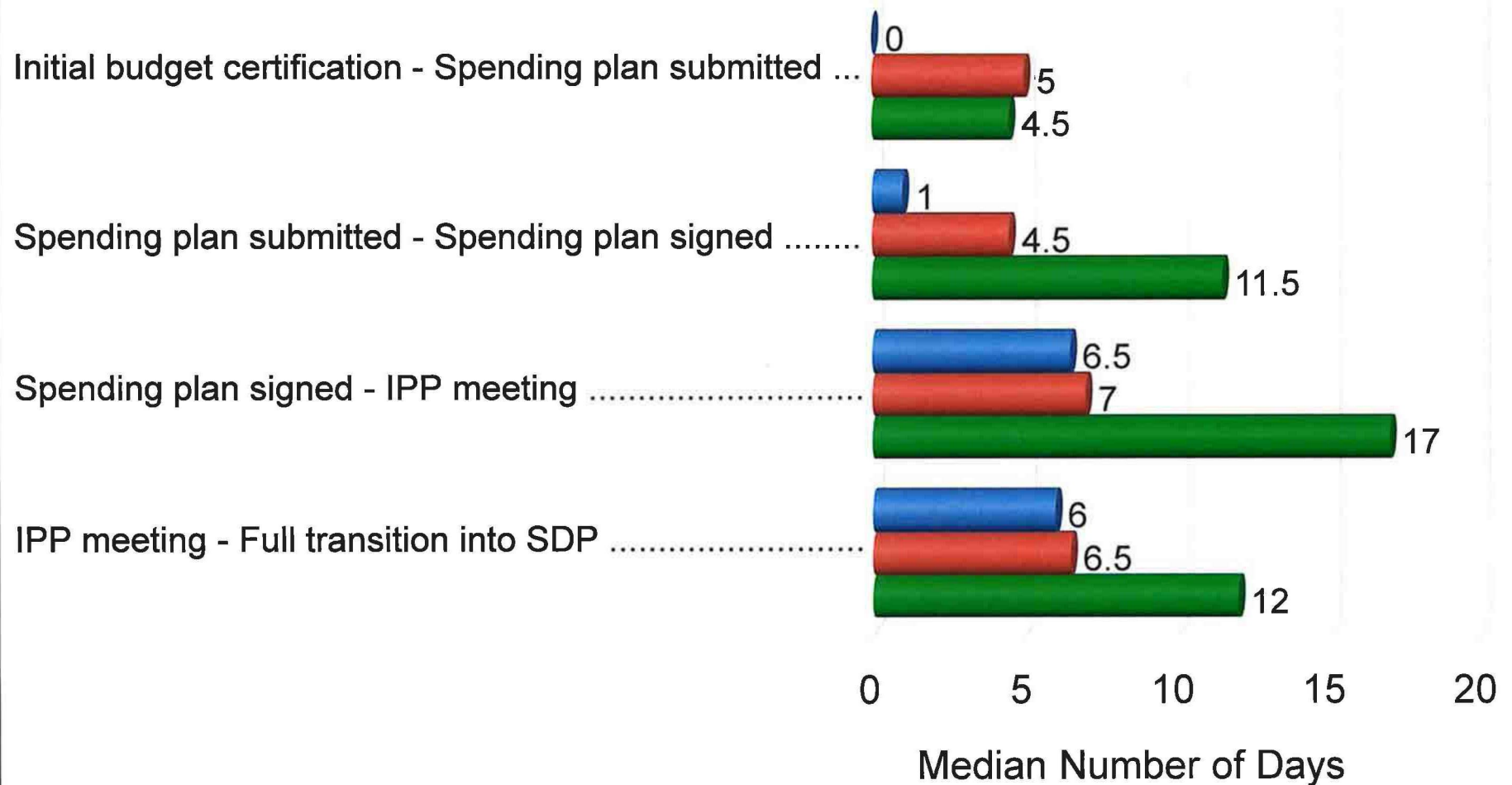
Time Intervals Between First 5 SDP Milestones

■ 2020-21 (n = 22) ■ 2022 (n = 70) ■ 2023 (n = 36)



Time Intervals Between Last 4 SDP Milestones

■ 2020-21 (n = 22) ■ 2022 (n = 70) ■ 2023 (n = 36)



2023-2024 FDLRC SDAC FUNDING PROPOSAL

from the

BEST PRACTICES SUBCOMMITTEE

Pending Funding Proposals

ITEM	DESCRIPTION	AMOUNT
DVU Conference Support	Registration fee support for non-SDP clients and for a breakout room	\$ 2,500
Data Analysis and Reporting	Linda Deacon's bi-monthly data crunching	2,500
Coaching. Helping people interested in SDP to overcome the barriers to participation.	Develop an RFP to contract with a firm for coaching for transition into SDP. Multiple coaches that allow for choices. Multiple languages should be offered. Added benefit: Coaches don't have to be vendored.	32,500
IF Training. Increasing the number of vendored Independent Facilitators in the FDLRC market	Develop an RFP to contract with a firm to train up to 10 IFs, with bonuses for non-English speaking LRC clients.	23,200
Service Provider Training	At the June meeting the committee agreed to offer training to Providers to dispel myths and show how vendored Providers could enhance their services and support SDP participants. No action was taken.	Unknown

TOTAL \$ 60,700

Estimated remaining balance

\$30,000

Disability Voices United announces the

Self Determination Program Local Advisory Volunteer Committee (LVAC) Member Collaborative

JOIN THE COLLABORATION!!!

- Meet other committee members from throughout the state
- Discover what other committees are doing
- Share wins and challenges
- Learn about committee roles and responsibilities

**1st Tuesday
of every month
6:00 - 7:30 PM PT**

Register here:

<https://tinyurl.com/SDPLVAC>



Scan this code to register!

Open to current SDP Local
Volunteer Advisory Committee
Members ONLY

These are not public meetings and
exist for networking and training
purposes only

For more information, contact sdp@advunited.org

Frank D. Lanterman Regional Center

Self-Determination Advisory Committee (SDAC)

Advisory Committee Charge

California's Self-Determination Program was established in 2014. Local advisory committees were established under the authority of Welfare and Institutions Code section 4685.8 (w), with the primary function being:

- Effective implementation of the Self Determination program
- Sharing of best practices and training materials
- Review the development and ongoing progress, such as does the program advance the principles of self-determination; is the program operating consistent with the requirements of WIC 4685.8
- Make recommendations as appropriate

Committee Membership

The SDAC is an advisory committee in which the Regional Center and the State Council on Developmental Disabilities each appoint one-half of the committee. Membership of the committee is up to 10 people, primarily clients and/or family members and other interested community members reflecting the multicultural diversity and geographic profile of the catchment area; the Clients' Rights Advocate and a representative of the Family Resource Center are also members of the committee. The chairperson is selected by the committee.

Conduct of Business

The SDAC meets up to 10 times per year at a time, place and date that suits the membership; currently it meets on the first Thursday of the month at 4:30 p.m. utilizing ZOOM. A packet of information will be emailed to each member prior to the scheduled meeting and will include the notice of the meeting, an agenda noting action items and items of business and minutes of the previous meeting.

The conduct of the meetings will be governed by Robert's Rules of Order. Meetings will be electronically recorded to assist in the preparation of the minutes.

All members have a responsibility to come to the meeting having reviewed the packet prior to the meeting so as to make effective use of the committee's time.

The committee receives the full support of assigned staff for the work of the committee, including administrative support for all meeting minutes, committee packets and coordination of meetings.