

HARBOR REGIONAL CENTER
Self Determination Advisory Committee
Meeting Minutes
February 3, 2021

Opening:

The regular meeting of HRC Self Determination Advisory Committee was called to order at 6:05PM on Wednesday February 3, 2021 via Zoom. Quorum was established.

Committee Member Present

Linda Chan-Rapp, Parent
Rosalinda Garcia, Parent
Deaka McClain, Client
Sunghee Park, Parent
David Oster, Client
Patricia Jordan, Client
Miriam Kang, Parent
Johnanthony Alaimo, Office of Clients Rights Advocacy representative

Committee Member Absent

Julianna Martinez, Parent

HRC Staff Present

Antoinette Perez - Director of Children's Services
Liz Cohen-Zeboulon - Client Services Manager
Judy Samana Taimi - Client Services Manager
Katy Granados - Client Services Manager
Donna Magana- Client Services Manager
Ashley Brown- Intake Manager
Jessica Eich- Client Services Manager

SCDD Staff

Brianna Reynoso, Present
Julie Eby-McKenzie, Present

Visitors

Paul Quiroz	Lucy Paz (Interpreter)	Kyungslil Choi
Alma Morales	Connie Legaspi	Olivia Gonzalez
Melissa Jones	Damaris Ruiz	Vianey Gomes
Naomi Hagel	Deepa Rajun	Yuki Hadeishi
Blanca Lara	Hilda Jimenez	Maria Zavala
Pia Hernandez	Yvette Torres	
Carola Mararon	Sheila Jordan Jones	

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Welcome: Introductions of committee members and guests - Via Chat on Zoom

Approval of Minutes

Quorum was established; 9 committee members present during the zoom meeting. Linda Chan-Rapp had an additions to the minutes under the report from Rick Wood who is the co-chair of the statewide SDP committee which he requested \$3000 for funding of a person in state council to help support the statewide committee in support in its work of getting things ready for June 7 for the program to available to everyone. David Oster and Johnanthony Alaimo motioned for approval of minutes. Minutes from January 6, 2020 meeting were approved. No discussion, no objections.

Harbor Regional Center Monthly Update - Antoinette Perez, Director Children's Services,

- There are 95 individuals who are part of the SD Program/one SD case just transferred in from South Central Los Angeles Regional Center
 - Of the 95: 18 participants are live as of February 1, 2021
 - 29 approved budgets
 - 21 spending plans completed
 - 24 completed PCP plans
 - 2 participants missing SDP orientation
- Information available on HRC website. Anyone interested in attending any trainings offered for SDP, please register via HRC's website.
- English Informational Meeting will be held on February 17 at 6pm via Zoom, Link is available on the HRC website.
- HRC Service Coordinators training continues across all three department since October 2020. All SC's have been exposed to SDP training however this is in-depth training. There are 2 trainings remaining and makeup sessions will be scheduled.
- Fair Hearings and Outcomes: No fair hearings or decision letters issued for SDP in the last month. We are more effective in helping participants understand the parameters within SDP
- HRC Resource Development
 - No new providers have come on board in respect to FMS
- Preparing for June 2021:
 - Training of our in house staff and our providers
 - Developing a plan to roll out and a notification to all of the clients and families in our area regarding the steps to SDP by creating an information

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sheet. Reviewing statewide materials to choose which materials that will be appropriate for Harbor Regional Center to Harborize them to reflect the Harbor community. We should have everything up and running by March.

- Transition funds
 - Skills 4 Care: Paul Quiroz, Program Director introduced the program
 - Non-profit that has been providing training services to families since 2006. This is a training program to identify gaps of discharging patients home. Provided mentor support for when the patient arrived home and the education was being applied.
 - Resource Specialist: Gigi Thompson—Experience with Regional Centers, FMS and Independent Facilitators; Advisory committee—Professional and Regional Center affiliates; Coach/Mentor—Individuals on staff with the knowledge base to support families on SDP. Locations in Torrance and Long Beach
 - We want to solve issues and work with families individually. Instead of just sending generic information, we can address specific needs and specific questions.
 - To provide individualized training to families on SDP by identifying what issues they are struggling with. What resources do people need to move forward in the process? To provide mentoring for families who require individualized support and information review throughout the SDP process. Development of training materials, presentations and resources.
 - Goals of the Training: To provide all the necessary information for families to navigate and make decisions on SDP. To provide the information needed in the language they feel the most comfortable with. We utilize a live translation service to assist in 176 languages. Assist in providing resources as requested, including research if necessary. Maintain contact with the families to make sure they understand the information and are moving forward in the process.
 - Mentor Selection: We are currently working on identifying individuals who have a strong knowledge of the regional center SDP. As a coach/mentor, the goal will be to increase a SDP participant's knowledge of the SDP and provide enhanced support throughout the various stages leading up until a participant has gone "live" in the program. The ideal candidate must be a current or former participant or family member of a participant of the SDP who has achieved "live" status. They must also demonstrate cultural competency and skills to

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mentor, coach, and support other participants. The coach/mentor must also believe in the importance of fostering collaborative participant-professional relationships based on mutual trust, understanding, and respect.

- Ideal candidate will possess the following characteristics and skills: Engage HRC SDP Participants, Promote Parent-Professional Partnerships, conduct follow-up meetings, and work as an integral team member of HRC.
- What's Next: We will be screening and identifying mentor/coach. Will be adding to our Advisory committee. Will be creating training materials and resource library. We will provide our phone contact information to the group. Email: paulq@skills4care.com

○ Questions

- David: Does this come out of my budget?
- Paul: This does not come out of your budget and is 100% free to you.
- Deaka: If I am still struggling through SDP, will you be able to match me up with a mentor?
- Paul: Pose the question to me and I will identify the mentor that will be assigned to you and it could be addressed with 1 phone call or 10 phone calls depending on your situation.
- Deaka: Can I apply to be a mentor?
- Paul: Yes, there is a screening process to become a mentor. We are currently screening so if anyone is interested, please send me the information.
- Deaka: We voted on monies to go towards the mentor program.
- Antoinette: Yes, this is the program that we are using the transition funds for.
- Linda-Chan Rapp: How soon can you go live because we have people in different stages? If we can identify where people are stuck, we can have people take advantage of this support.
- Paul: I can start next week by taking phone calls and determine where the need is and start gearing up for when we have the program go live.
- Antoinette: We will do the referral process through the service coordinators and streamline it so our staff are aware and fully knowledgeable with this support so we can get the information out in a systematic way to our clients and families.
- Miriam: How long do we have this funding for?

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- Linda: It is funded during the 1st year. We have more funds coming for the 2021
- Antoinette: We have 2 years' worth of funding. The first year we had about \$54,000 and the second year we had about \$87,000. We are going to stretch that dollar as much as we can and again, we are relying on Skills4Care to go above and beyond and if we have to, we will supplement money as well.
- Linda: The priority to get those individuals that have gone live to be available or apply for this mentor program. Will you be contacting those families that have gone live if they are interested in this program? How will that work?
- Antoinette: I was supposed to send Paul a list; however, I just sent you and Rosalinda an email if you have any recommendations of people who would be great in this role. I have some internal recommendations but maybe you know somebody
- Rosalinda: I will review it and send it to you.
- Linda: Can they be live through another regional center and just through Harbor?
- Antoinette/Paul: Yes
- Alma Morales: Considering Skills4Care is a Cambrian Home non-profit entity and Cambrian is also a vendored FMS at HRC, is there any measures addressing a possible conflict of interest, etc.?
- Paul: I am providing the information and training to the participant and I am not self-referring. This program is helping our families understand how SDP works. When resources are available, I will be providing all resources that are available to the families. Educating people on what questions to ask so they understand the process.
- Antoinette: We have a similar mentor program provided called the promatora program and it's not a program to replace the role of what the service coordinator can do. Service coordinator's role is to provide the families with the list of options. It's to do more of that 1:1, hands on work that the service coordinator can't do because they have a high caseload and they are stretched so thin and the SDP program is so complicated and so it's to augment that.
- Linda: Could you let our committee as you work with our families the common problematic areas that are families are dealing with going live with SDP so we can address those concerns in our meetings?

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- Absolutely, I can provide that feedback to this committee of what's going on and where the challenges are.
- DDS directives regarding SDP
 - No new directive have come out but there was a guidance letter that was provided.
 - Guidance letter as a follow-up to the directive related to FMS funds. At Harbor, we are figuring out who are the participants that went live during that period of the waiver, figure out the dollar amount and then we are going to amend the budget to put the funds back into the budget. Participants can utilize these funds only if the waiver is still in place due to the pandemic. The waiver is in place starting October 2020 and has been extended to February 2021. If you were live during that period, you are entitled to have the FMS funds put back into your budget to assist with providing COVID supports. You have this money to purchase COVID supports if necessary. We're not in a rush for everyone else because we continue to provide for COVID supports if you need them. We're not going to wait for the reimbursement of the FMS but will coordinate their supports.
 - In Traditional services, we are doing POS to purchase respite, childcare, etc. In SDP, most of the families were re-allocating the budget to cover COVID supports. At Harbor, we continue to fund for the extra supports and put it into the budget. DDS is not saying there is extra money you get for COVID.

Presentation by Julie Eby-McKenzie (SCDD): Unmet Need

- How unmet needs can impact the SDP budgets?
- Budget adjustments:
 - Identifying new needs such as changes in circumstances, change in medical/physical/mental status, change in family dynamics, etc. Then the team can decipher how much money the regional center would spend on those types of services.
 - Unmet Needs
 - Underutilized Needs: authorized services but some were unused due to not able to find the appropriate provider, loss of transportation, etc.
- Budget Certification: Not every identified need will result in a budget increase. It will only result in an increase if the service is what the regional center would have spent anyway if you were to stay in regional center services. SDP must be cost neutral; this means it can't cost regional center more than providing traditional

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services. If a need is identified and it is not something that the regional center would spend money for, it cannot get added to your budget.

- "The RC certifies on the individual budget document that RC expenditures for the individual budget, including any adjustment, would have occurred regardless of the individual's participation in the Self-Determination Program."

Questions about Presentation

- Karen Cull: A need for camp but can't be added to the budget
- Julie: I haven't talked about the next step after the budget development which is the spending plan. However, for the sake of developing the budget, how that money is allocated, that will be a different process. You are relieved with some of the constraints that are on the regional centers.
- Karen Cull: Will COVID be a change in circumstance because right now I am not using respite because I don't want a stranger coming to my home but when COVID is over, we would want our respite hours back. So would that be a change in circumstance?
- Julie: Yes, that would be an unmet need due to underutilized of services.
- Karen Cull: If I were to pay for the services that was identified in the IPP because the regional center was not able to find a program. Is my paying for the program a generic support so therefore it's not an unmet need?
- Julie: The regional center should be paying for the service. And if they weren't paying for it is because the program wasn't a vendor of the regional center. If the need is identified and it is something could have paid for, that should get added to your budget. Possible contention with some regional centers and just be prepared for that possibility. Parents responsibility to pay for supports that they are required to pay as parents in raising their children
- Miriam: You can definitely add in your respite support as an unmet need that you weren't able to use due to COVID.
- Linda Chan-Rapp: Added back in the budget the classes that the regional center would have paid for but due to COVID, they haven't been able to access the classes.
- Deaka: Can SDP pay for services like books for school or camp? Is it different for each regional centers?
- Miriam: There is a lot of misinformation out there but definitely can include respite as camp.
- Julie: Spending plan process will help you understand how to spend the funds in the budget and that can be a different conversation

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- Melissa: From Orange County, if you have the description of services in self-determination, it will answer all of your questions regarding services.

Statewide Updates:

- Barriers Report from SSDAC, August 2020
 - Regional centers should conduct outreach to potential person-centered planners and conduct trainings for interested persons and entities. Regional centers should provide opportunities for participants to meet and engage with independent facilitators.
 - Reimbursement for vendored providers are done in a timely way
- Progress report
 - 16 participants have gone live
 - Challenge to the committee member to commit to going live before June or what are the obstacles you are facing with going live
- Vote from the committee member if you would like to set aside \$3000. Each advisory committee has been asked to donate these funds so we can have more meetings 2 times a year and to allow a staff member from state council to support these meetings
 - Rosalinda: We want to make sure to that everyone is clear that this money will be taken from this committee to support the state. So these funds will be taken from the committee that could support our local efforts and provide it to the state for them to use.
 - Linda: Yes and what the state will be doing is to benefit all of the SD programs. This will be \$3000 taken out of the \$87,000 that we have to work with this coming year.
 - Miriam: Is this to pay the person's salary?
 - Linda: Yes
 - Rosalinda: This is to pay to support more meetings, pay the support staff, or to pay staff support for having additional meetings so they can further progress is my understanding.
 - Linda: Instead of taking hours away from existing staff, the part-time staff will be dedicated to supporting the SD program and the local committee across the state.
 - Miriam: Now that we have meetings on zoom due to COVID, is it DDS and the state that are asking for this money to use?
 - Rosalinda: It will be the state council.
 - Miriam: I am inclined to be a little leery to give that much money only because over the last 5 years, very little has happened up there and it's been

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us that had to really drive it. I don't understand why there hasn't been more meetings since we've gotten so used to zoom.

- Rosalinda: I agree, and that's why everyone understand what we are supporting. There is no metric for us to measure that these funds we are giving back to the state to support their efforts are going to measure out and we have experienced in the last years less than appropriate efficiency.
- Deaka: We have a certain amount of money and this is the money we are using to pay for the mentorship program which is needed. We have more money and we have to decide if we will be giving them that money from our budget but we may need that money for something else and they are only giving that to us for so long. That's a lot of money for a staff that we don't know what they will be doing.
- Miriam: When I have gone to those meetings, it was a waste of my time and money. It was more for paper trail.
- Deaka: They can give us that money and we can turn on zoom for them
- Johnanthony: If only a few advisory committees will give the money, what are they going to use it for? If only 2 advisory committees give the \$3000, what are they going to do with \$6000?
- Rosalinda: We need to make a decision on do we want to use our money for our own local use for the areas where we see there is a need or do we want to support the state for what they would or should have done. It's best if we would move forward with the vote
- David: I like the mentor program and funds going to the state council is not a good idea.
- Antoinette: When was working with the statewide group as part of the report that I generated for the executive group. We identified that the money, the dollar being a barrier for implementation. Although we appreciate the money that has been awarded to us thus far for the 2 years, it's not enough to really do much. As ARCA starts to prepare for the budget hearings in February, they're going to be advocating for more money for SDP because we just don't have enough to do what we want to do. That's just food for thought for this committee. Even the money that we have is scarce and we need every penny of it.
- Linda: There are 11 out of the 21 regional centers that have already pledged \$3000 per regional center because they want to be more effective as a committee. It's hard to get things done with just meeting twice a year. We can vote if we want to take \$3000 out of the \$87,000 for the next year. The

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staff's responsibilities is to generate the reports, coordinating meetings for the sub-committees, data analysis, collecting data.

- Rosalinda: We need to consider whether it's our responsibility to fund them how they run the programs or not.
- Miriam: I would like to hear something positive what this money could be used for because right now is hard to see the positive. If it's staff time, it's during working hours. So right now, they have 33,000 to do more meetings during working hours.
- Rosalinda: Having more inefficient meetings doesn't make them better. Maybe continue with the number of meetings they have and making them more efficient. Giving them money to have more inefficient meetings does not sound like a wise investment.
- Deaka: Did they say how many more meetings they want to have?
- Linda: I think they want to meet quarterly or more often. But to be fair, meetings that Miriam and Rosalinda sat in, we had our own chairs coordinating what was going on. Right now, we have Rick Wood coming on board with Maria Marquez to try and get some positive things done in terms of communicating with DDS in making things more consistent throughout the state. To collect data so we can report and to analyze what needs to be changed.
- Rosalinda: Made a motion to vote for or against appropriating \$3000 to the state. David Oster second the motion.
 - Rosalinda: No
 - Deaka: No
 - Sunghee: Yes
 - David: No
 - Johnanthony: Abstain
 - Patricia: No
 - Miriam: No
 - Linda: Yes
- Statewide Meeting on the 16th of February
- Presented the one page form from SCLARC on the process of entering the Self Determination program called "The Path to receiving services in the Self Determination Program." Harbor is in the process of developing their own form and will be available to our clients and families in the near future.
 - Karen Cull: Do they start at the information meeting or do they go directly to the orientation? When is going to be the first orientation? Does it have to be after the June date? How quickly can we get this done? Do you have the list of the clients that have been submitted for the lottery that you can send

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that information to? The person-centered plan, is it possible to get that done before the date?

- Antoinette: If you feel you have received the information you need and are ready to move to the next step, you can go ahead and move to the next step. Sometime in March, we will be announcing to our community what the steps are for Harbor along with the timelines. Yes, we have the list. So we are going to send the information to all of clients and families in our community. We want to make sure that everyone understands the process and are informed; especially our staff so they are able to answer any questions the community may have. If you are seeking the payment from the state of up to \$2500, you have to be in the program and it is not available to those that are not in the program.
- Linda: Is the \$2500 available to those participants who are coming in on June 7?
- Antoinette: We haven't received any clear direction on this yet.
- Susan: Has Harbor started their orientations for the June 7 start date?
- Antoinette: That will be part of our roll out in March and we certainly can get people oriented in advance.
- Miriam: Does it change when a client goes from children's to adults?
- Antoinette: Since we are not doing specialized caseloads, everyone has been trained in SDP. He may stay with his current service coordinator with SDP. We keep them as long as they are in the school district and then transition them to adult services.

Office Clients and Rights Advocacy

- Johnanthony Alaimo shared his contact information and provided a link to DRC's services and supports
 - Reach out if any concerns with the regional center, IHSS, school, or SSI

State Council Update:

- Briana Reynoso
 - Central Coast regional office is holding meetings on the 2nd Monday of every month at 3 PM for SDP advocates (participants, Independent Facilitators, families, advocates, and regional center staff) to discuss the importance of SDP. Upcoming meeting will focus on person centered plans and how you make it a part of your everyday life.

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- Contact information provided if anyone would like a copy of the flyer to register for the meeting
- Contracted with DDS to do their quality assessment project and we are in the middle of our survey cycle. Assessments conducted with adult consumers who randomly selected and will be done over zoom. For Harbor, the representative is Jenny Villanueva.

Public Comments:

- Linda provided information on the SDP conference through Disability Voices United in April 16-18; HRC will do a courtesy vendorization for our community to access this conference
 - Antoinette: contact your service coordinator regarding funding of this conference
- Susan: Person-centered plans can be done now and not have to wait.
- Karen: Taking the money factor out of the person-centered plan, can I then complete a person-centered plan that I pay for?
- Miriam: Yes and you will be one step ahead.

Next meeting: March 3, 2021 via Zoom 6PM-8PM

Adjournment, Conclusion

Meeting was adjourned at 8:15 PM. Minutes submitted by Judy Taimi

Abbreviations

HRC Harbor Regional Center

PCP Person-centered plan

SCDD State Council on Developmental Disabilities

SDP Self-Determination Program

IF Independent Facilitator