

North Los Angeles County Regional Center  
**Self Determination Local Volunteer Advisory Committee**  
**Meeting Minutes**  
 February 21, 2019

**Present:** Ellen Jannol, Lillian Martinez, Bebo Saab, Cheryl Hendrickson, Lori Walker, Sandra Baker, Michelle Heid, Richard Dier, – Committee Members  
 Julie Eby-McKenzie – State Council on Developmental Disabilities  
 Sheila Calove, Ruth Janka, Jesse Weller, Lizeth Chavez – NLACRC Staff  
 Ken Curry, Diane Bernstein, Christine Hood, Richard Hood, Jonathan Marhabe, Raga Marhabe, Scott Crosby, Nadine Gear, Gerald Dunay, Lillia M.- Guests

**Absent:** Jordan Feinstock, Victoria Berry, Jon Francis, – Committee Members

**1. Call to Order**

The meeting was called to order by Ellen Jannol at 7:02 p.m. in the Chatsworth office. A quorum was present. A Spanish interpreter was present. Introductions from the Committee were made.

**2. Consent Items (5 minutes)**

**Ellen Jannol, Vice Chair**

A. Approval of Agenda

M/S/C (M.Heid/B.Saab) All in favor to approve the Agenda.

<b>Feinstock</b>	Absent	<b>Dier</b>	Yes	<b>Francis</b>	Absent
<b>Baker</b>	Yes	<b>Heid</b>	Yes	<b>Walker</b>	Yes
<b>Berrey</b>	Absent	<b>Jannol</b>	Yes	<b>Saab</b>	Yes
<b>Martinez</b>	Yes	<b>Hendrickson</b>	Yes		

B. Approval of Meeting Minutes from January 17, 2019 Meeting:

M/S/C (M.Heid/B.Saab) All in favor to approve the minutes.

<b>Feinstock</b>	Absent	<b>Dier</b>	Yes	<b>Francis</b>	Absent
<b>Baker</b>	Yes	<b>Heid</b>	Yes	<b>Walker</b>	Yes
<b>Berrey</b>	Absent	<b>Jannol</b>	Yes	<b>Saab</b>	Yes
<b>Martinez</b>	Yes	<b>Hendrickson</b>	Yes		

**3. Open Discussion about Self Determination with Committee, Staff, and Guests (50 mins)**

This may include an update on the NLACRC implementation, upcoming dates of meetings, training, and events, questions and input from participants.

Lillian shared that she received the monthly SDP newsletter with updates from NLA and passed around the room for all to view.

Guest Ms.Hood inquired about the specific details in a role and rates of an Independent facilitator and wanted additional information. Julie responded that there is no set rates on what a facilitator can charge. Ruth advised that Independent facilitators for this program will be a new business across the state and rates may vary as it is a new business. As DDS will be conducting a training to the Regional Centers and

Committee members in February there may be additional information provided on the limitation on that rate by CMES. As there has been no clear direction on the limitation or cap on the rates as of yet it would seem that currently the rate would need to be negotiated by the participant and facilitator and as it grows the range of rates may begin to form as more participants begin to hire facilitators. Bebo included that there is no limitation on what is charged to a client as an attorney and services provided as a Facilitator may vary on the amount of services provided and as of now one is free to set their own rates. Ms.Hood inquired about being able to be an advocate for a participant at an IEP while being the Independent Facilitator. Julie stated that the law is clear that you cannot be paid for any other service for the individual if you are providing Independent Facilitation and being paid from that individual's budget. Further discussion was made that an advocate would be considered a service provider and would create a conflict of interest if also conducting Independent facilitation and cannot be paid for both services from an individual's budget.

Guest Ms.Gear inquired about how she can inquire about the place her son holds on being selected in the next lottery selection for the program. Julie responded that the selection was random and there is no order in place for being selected. She also advised that DDS is not accepting withdraws from selected participants at this time until after Orientations have been conducted. Ruth informed everyone that the first Orientation will be conducted by April 24<sup>th</sup> as RC have 60days to begin Orientations. The April date is set as NLA will attend the training from DDS on February 25<sup>th</sup>. Ms.Gear also inquired about the program being available to all after the 3 years of implementation. Ruth confirmed that the 3 year timeline began when the waiver was passed and not from implementation of the program by RC.

**4. Committee Reports (5 mins)**  
**Chairs Report**

**Jordan Feinstock, Chair**  
**Ellen Jannol, Vice Chair**  
**Lillian Martinez, Board Rep.**

**Board Actions**

Lillian advised that the board was informed by George that there is a group of staff that will be going to the trainings on February 25<sup>th</sup> and March 8<sup>th</sup> at South Central Los Angeles Regional Center. Jordan and Victoria will be attending the March 8<sup>th</sup> trainings, all other members were invited to attend. There were no Committee Reports to share.

**5. NLACRC/DDS Implementation News (50 mins)**

**Ruth Janka, Sheila Calove**

- A. DDS Implementation Update – “Train-the-Trainer” Trainings are scheduled for February 25<sup>th</sup> and March 8<sup>th</sup>. This training will provide Regional Centers the necessary materials needed to conduct the Orientations. NLA staff will attend the February 25<sup>th</sup> training and anticipate Orientations to be conducted by April 24<sup>th</sup>.
- B. NLACRC Implementation Update – Sheila advised management from Administration, Case Management, Training and Development will attend the training on February 25<sup>th</sup> and Accounting will attend on March 8<sup>th</sup>. Sheila handed the Committee copies of NLA's Self Determination Program High-Level Roadmap. The Roadmap is an outline of the major components that is required to implement the program. This outline was developed by the internal implementation workgroup that meets 2-3 times a month.

The following areas below are discussed in more detail within the Roadmap and were briefly reviewed and discussed by Sheila.

Staffing: NLA is proceeding with decentralizing the program and has developed 2 new positions, SD Specialist and Resource Procurement Specialist. The Specialist in the AVO and SCO that will carry a caseload and provide consultation to other service coordinators carrying an SD caseload. The Resource Procurement Specialist will provide support and assist in accessing and locating resources for those service coordinators selected to be the Independent Facilitator.

Case Assignments: NLA is planning to have service coordinators assigned 1-2 cases until the Specialist position is filled. There are coordinators currently assigned more than 2 cases and to minimize case transfers the other cases may be assigned to the Specialist.

Financial Management Services (FMS): Guidelines for vendorization were received in December. NLA will be posting the request for vendorization this week and will remain available for 8 weeks for those interested in applying to submit their proposals and become vendored with NLA.

Independent Facilitator: NLA is interested in publicizing Independent Facilitator trainings through NLA's website and via e-mail blast to increase the interest in Independent Facilitation.

Orientation: HCBS Settings Requirements are pending and hoped to be received at the Train the Trainers training on February 25<sup>th</sup>. Planning of Orientations will begin after the training. This will include scheduling of the Orientations, notification to families and the program materials. Further clarification will be made after attendance of the training.

Staff Trainings: Upon completion of the training by DDS, NLA will begin to develop their own training materials to train all of case management staff, supervisors, and managers on the mechanics of the program, person centered planning, individualized budget, roles and responsibilities of FMS and Independent Facilitator. Targeted dates for the trainings will be in April. Sheila and Ruth may be providing the trainings if the SD Supervisor and Specialist have not been hired.

Individual Budget Process: There are four scenarios that have been discussed and considered for implementation of the budget.

First scenario: Participant at time of enrollment has 12mos of expenditures and there are no unmet needs and will use current expenditures to establish their budget.

Second scenario: 12mos of expenditures with unmet needs requiring to make the necessary adjustments to the budget.

Third scenario: Participant with a partial budget who has met or unmet needs and an adjustment for further services or needs may need to be reviewed.

Four scenario: Participant with no prior expenditures and new to the RC. In this scenario a

mock IPP will be conducted to assess what services they would receive and establish a budget based on those needs.

Once the budget is established NLA can proceed with person centered planning and in identifying who the FMS provider will be for the participant as well as the identifying participant selected service types. Accounting will enter the final budget into the e-billing system. There will be 3 budget categories such as living arrangement, employment and community participation, and health and safety.

- C. Action Item: Sandra requested Committee members be added on the list of correspondence sent to selected participants to have knowledge of the information that is being shared with the community.

**6. Committee Business (5 mins)**

Committee input on NLACRC implementation

Richard inquired about the February 13<sup>th</sup> DDS update letter about the person centered planning. He inquired about an email from someone who claimed that person centered planning can begin the process prior to official enrollment in the program. Sheila stated she would inquire further clarification at the training and report back at next month's meeting.

**7. Announcements**

Julie announced that SCDD will have a one day Independent Facilitator Training in English on March 14<sup>th</sup> and Spanish on March 15<sup>th</sup> at East LA Regional Center. These trainings are free but registration is required, upon completion a certificate of attendance will be provided.

**8. Adjournment**

Meeting was adjourned by committee member, Ellen Jannol at 8:40 p.m.

**Next Meeting: March 21, 2019**

Submitted by

Lizeth Chavez  
NLACRC Staff