

# Department of Developmental Services (DDS)

## Consumer Advisory Committee (CAC)

### Meeting Minutes November 5, 6 2019

<b><u>Members Attended</u></b>	Angie Romero
	Keith Nelson
Deaka McClain	Dawn Niemec
Rick Hodgkins	Ashley Myles
Ryan Nelson	Leah Hollis
Esther Kelsey	Timothy Schmitz
Matthew LaGrand	Rachelle Gomez
Kara Ponton	Ed Plon
Sara Desumala	Jesse Padilla
Lisa Utsey	Christine Hager
Kim Rucker	
Shawn Costello	
Yvonne Klutz	
<b><u>Members Absent</u></b>	
Tim Farrar	
Sam Yi	
Craig Moorman	
<b><u>Others Attended</u></b>	
Nicole Patterson	
Jana Chapman-Plon	
Michael Shepard	



**November 5, 2019**



## 1. **CALL TO ORDER**

Deaka McClain, Chairperson, called the meeting to order at 9:00 a.m.

A. Everyone introduced themselves

- During introductions Deaka asked members to answer the question:

✓ “What is one thing you’re thankful for?”

B. The Ground Rules were read by Ryan

C. The agenda was reviewed, and no changes were made. **It was moved** (Rick Hodgkins), **seconded** (Kim Rucker), **to approve the agenda.**

The minutes of the June 2019 CAC meeting were reviewed. **It was moved** (Lisa Utsey), **seconded** (Esther Kelsey), **to approve the minutes with corrections.**

## 2. **DRESS CODE UPDATE**

The CAC members watched the Professional Image video. The current Dress Code as of November 2017 was as follows:

### **Men**

- Nice jeans or slacks
- Clean collared shirts
- Nice shorts and t-shirts (only during summer months)
- Shoes (loafers or nice clean tennis shoes)

## **Ladies**

- Nice jeans or slacks
- Dresses or skirts
- Well-fitting blouses
- Nice shorts and t-shirts (only during summer months)
- Shoes (dress sandals or nice clean tennis shoes)

## **What the Committee Would Not Like to See**

- Flip Flops
- Hats
- Tank tops
- Offensive logos on t-shirts

The CAC made the following updates to the dress code:

## **Men**

- Nice jeans or slacks
- Clean collared shirts
- Nice shorts (at or below the knee) and t-shirts (only during summer months)
- Shoes (loafers or nice clean tennis shoes)

## **Ladies**

- Nice jeans or slacks
- Dresses or skirts
- Well-fitting blouses
- Nice shorts (at or below the knee) and t-shirts (only during summer months) (example: conference t-shirts or advocacy group t-shirts are acceptable)
- Shoes (dress sandals or nice clean tennis shoes)

## What the Committee Would Not Like to See

- Flip Flops (unless there is a medical need)
- Hats
- Tank tops
- Offensive logos on t-shirts

### 3. AGENDA ITEMS FOR 2020

The CAC discussed agenda items for the year 2020,

- Someone from the hotel industry to talk about accessibility
- Working in the community
  - Job development/cultivation issues at regional centers
  - Social Security, income and benefits
  - Potential legislation
  - ADA and Reasonable Accommodation
  - Mock Interviews
- Minimum wage jobs for our community
- Housing options with high California costs
  - Affordable and Accessible Housing
- Running for office
- How to prevent favoritism at day programs
  - Client advocacy
  - Bullying
    - Presentation about how to stand up for yourself
    - Complaint process (who to contact and follow-up)
    - Regional center advocates
  - Bullying vs Disrespect
- Self-Determination:
  - Progress of those who are in it
  - Person-Centered Planning
  - Budget

- Process of going through it and how it felt
- Independent Facilitator training
- Kim and Deaka
- Medicare/Medi-Cal
  - Equipment (wheelchairs, etc)
- Healthy facilitation presentation (Lisa- in November)
- Sexual abuse
- Emergency Preparedness
  - Disaster scenarios
- 2020 Census
  - Census Bureau jobs
- How to be an effective advocate
  - Using your voice to bring about change
  - Legislative Advocacy
- Safety Training and Risk Reduction (VMRC SCDD regional office)
  - Advocating with Law Enforcement
- Voting
  - Plain language ballots/information
  - Using different sources to learn about ballot measures
- ASK DDS as a regular topic

#### 4. **HCBS FINAL RULE OVERVIEW**

The CAC Members watched a pre-recorded webinar giving an overview about the HCBS Final Rule.

## 5. **HEALTH & SAFETY AND NCI**

Joshua Sudarma from DDS came to talk about the new Health and Safety website and about the new NCI user-friendly reports.

- Joshua walked the CAC through the mock website to get some feedback on how they felt about the new design of the website.
  - The CAC also voted on the new name for the website. After the vote of five possible names, there was a tie between, Bridge to Wellness and DDS Health Toolkit. Joshua will inform the CAC through Nicole what the new name will be.
- He also let the CAC know that the NCI user-friendly reports are going to change to five different reports instead of one. The five topics are Rights, Choices, Relationships, Community Inclusion and Employment.

## 6. **END OF LIFE TRAINING**

Lisa Utsey and Christine Hager reviewed the final version of the End of Life Training with the CAC by doing a presentation as if it was a real training. After the mock presentation was done and questions were answered, the CAC approved the training to start being used in communities across the State.



**November 6, 2019**

## 1. **CALL TO ORDER**

Deaka McClain, Chairperson, called the meeting to order at 8:30 a.m.

- During introductions, Deaka asked members to answer the question:
  - " Do you feel comfortable speaking your mind about the services you get whether it's good or bad? If not, why?"

## 2. **CAC MEMBER REPORTS**

The following members gave reports on what they have been doing on behalf of the committee and their People First and/or local self-advocacy groups: Rick Hodgkins, Matthew LaGrand, Deaka McClain, Ryan Nelson, Yvonne Kluttz, Esther Kelsey, Kim Rucker, Shawn Costello, Lisa Utsey and Sara Desumala.



## 3. **MEMBER SPOTLIGHT**

CAC members Yvonne Kluttz, Rick Hodgkins, Matthew LaGrand, and Sara Desumala shared their answers to the following questions with the CAC:

- What made you get involved with advocacy work?
- Who is your biggest supporter? How do they encourage you to keep going?
- What would you tell your younger self as an advocate today?
- What would you say is the hardest part about being an advocate?
- What would you like to be doing in five years?

- Anything else you would like to share with the group?

Each remaining member will have a chance to answer the same questions at a future meeting.

#### **4. CAC CERTIFICATES**

Nancy Bargmann was unable to attend the CAC meeting so Nicole and Deaka presented certificates to the following members who were terming out:

- Yvonne Kluttz
- Rick Hodgkins
- Matthew LaGrand
- Sara Desumala

#### **5. TRAVEL CLAIM PAPERWORK**

Nicole Patterson took some time to talk to the group about the following travel paperwork:

- Room receipts: make sure you get a room receipt with a \$0 balance at the bottom. If you have a roommate, please write their name on the receipt.
- Parking receipts need to be for the least expensive lot, and DDS will check to make sure that you parked in the least expensive option.
- Rental cars: Need rental car agreement (pink paperwork) and a receipt when you return the vehicle. If you don't have both papers, you will owe money.
- Support claim: This is how facilitators get paid for providing support for the member. You must put in dates, what you worked on, and where you met. You are approved for 2 hours per month. You must get pre-approved by Nicole if you will need more than 2 hours per month of support time.



- Shuttle: If the hotel offers a free shuttle you must use the free hotel shuttle. The only exception is if you need accessible transportation.
- Get an envelope from us to mail in the paperwork and receipts.

## 6. **COMMUNITY ASSIGNMENTS**

CAC members were asked to work on the following:

a. **Networking**

Do one presentation in your area on any of the CAC publications

b. **HCBS Webinar Training**

Please share the information you learned about the HCBS webinar and how people can view it on the DDS website at

<https://www.youtube.com/watch?v=azBUcK8zRzo&feature=youtu.be>

c. **DDS SAFETY Net and National Core Indicators (NCI)**

Please keep a look out for the new DDS Health website, review it, and let us know what you think. The new name will be chosen soon. A sample of the old and new NCI user-friendly report has been included in this packet.

d. **End of Life Training**

Go to at least one Advocacy/CAC/People First group in your area, share with them information about the new End of Life Power Point and that you are available to do a presentation if they would like you to. End of Life information has been included in this packet.

e. **Email additional 2020 agenda items to Nicole**

f. **Housing:**

Continue to help raise awareness about the need for housing for people with developmental and intellectual disabilities. Here are some ideas on how to get the word out:

- Write letters to your local representatives
- Participate in local government Housing public meetings
- Using social media

7. **END MEETING**

Deaka McClain, Chairperson, adjourned the meeting at 2:30pm.