

**Department of Developmental Services
Consumer Advisory Committee**

Meeting Minutes
August 16 & 17, 2005

Members
Attending

Nyron Battles
Debra Beeter
Daniel Dawkins
Tina Ewing-Wilson
Colette Madore
Lori Sloan
Donald Roberts
Betty Pomeroy
John Graber
Kim Rucker
Thomas Michaels

Members
Absent

Robert Margolin
David Miller
Leland Jacobs

Others
Attending

Barbara Mayer
Sandy Hanson
Kim Morris
Jolynn Manwarren
Angel Wilson (Dog)
Devon Swedmark
Kim Warmesley
Clyde Pomeroy
Scott Griego
Richard Clark
Delrae Hanson
Carol Risley
Kathleen Ozeroff
Presley Clark
Frank Martinez
Sherry Beamer
Mark Starford
Jean Barawed
Denyse Curtright
Alan Kerzin
Liz Lyons

August 16, 2005



1. CALL TO ORDER

- a. Donald Roberts, Chairperson, called the meeting to order at 9:00 A.M.
- b. Everyone introduced herself or himself.
- c. General announcements were made.
- d. Sherry Beamer gave a summary regarding the California State Team Steering Committee for the Alliance Summit for Full Participation. The steering committee met three times in June to discuss issues in preparation for the “Many Voices, One Vision: Summit 2005” meeting that will take place in Washington DC in September 2005.
- e. Kathleen Ozeroff gave a report regarding the Consumer Services Coordinator position. Interviews were held and a candidate was selected. However, the appointment is pending approval from the Governor’s office.
- f. The agenda was reviewed and modifications were discussed. **It was moved (Tommy Michaels), seconded (John Graber), and carried to approve the agenda with the modifications.**



2. UPDATE ON ADAPATION PROJECT

Mark Starford and Debbie Beeter gave a report on the Adaptation Project workshop that was held on June 25, 2005, at Alta California Regional Center. The purpose of the workshop was to field test the draft adapted materials by attendees from Northern and Central California People First and other self-advocacy groups. Debbie Beeter reported on the workshop. It was well received and beneficial for the attendees and the CAC received valuable input. There will be another workshop/field test of the material in Southern California on October 1, 2005.

Mark Starford presented the adaptation materials to the CAC for further review. The committee discussed the importance of having materials in plain language and graphics instead of difficult words to use for agendas, board minutes, and general publications. They discussed some of the ways to make materials easier to understand such as: using large font size, colors that stand out and do not blend together, having the right size of pictures and graphics, keeping graphics and pictures simple, having fewer words on a page, and using a combination of media because people process information in different ways.

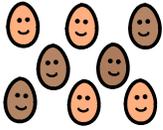
The Committee then reviewed pictures and icons sizes and shapes and made suggestions for the types to use in the project.



3. COMMUNITY ASSIGNMENTS ADAPATION PROJECT

Donald Roberts shared his experience in presenting the Committee's new Choices booklet. Mark Starford and Sherry Beamer led the members through the process of filling out booklet themselves, so they could better train others in how

to use it. Each member has the assignment to make a presentation of the new Choices booklet to a self-advocacy group in their community area.



4. CAC MEMBER REPORTS

The following Committee members gave their reports: Kim Rucker, Tina Ewing-Wilson, Tommy Michaels, and Debbie Beeter. (See the attached community reports for the updates from these members).



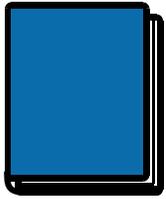
5. STATE BUDGET HIGHLIGHTS

Jean Barawed from DDS gave a summary of the changes in the DDS budget. She presented budget highlights including: the planned closure of Agnews Developmental Center; the Medicare Part D Prescription Drug Benefit (which will impact approximately 40,000 consumers); the new Self-Directed Services program; and a state management system that is consistent with the Quality Framework outlined by the federal Centers for Medicare and Medicaid Services.

6. SCDD PRESENTATION

Alan Kerzin, the Executive Director of the State Council on Developmental Disabilities (SCDD), gave a presentation on the State Plan. Alan asked the Committee what they would like to see California do for consumers. SCDD is actively seeking input from self-advocacy groups to identify the big issues facing consumers in California. He said that SCDD would like information on any issues consumers may face with: jobs, transportation, recreation, or housing. The Committee requested further information on this subject from SCDD and asked Alan to return.





7. REVIEW OF CAC PUBLICATIONS

Mark Starford and Sherry Beamer gave a review of the format of Committee's projects for the last year (the Choices and Satisfaction Guide booklets) and discussed the format for the Adaptation Project. Both the Choices and the Satisfaction Guide booklets have the accompanying sticker book. The Satisfaction Guide also has a companion DVD that helps the trainers or facilitators in assisting consumers with the material.

The Committee discussed formatting options for the Adaptation Project. The Committee proposed a name change for the project from "How-to-Guide for Making Material Easy to Understand", to "Adaptation Guide". **It was moved (Nyron Battles), seconded (Daniel Dawkins), and carried to approve the name change for the project.**

8. CAC MEMBERS' CHECK-IN SESSION

Members met with Kathleen Ozeroff. Some members gave reports about personal activities and issues they wished to share with the Committee.



9. FACILITATORS' CHECK-IN SESSION

Mark Starford and Sherry Beamer met with the facilitators.



10. ADJOURNMENT

The meeting adjourned at 4:45 PM.

August 17, 2005



1. CALL TO ORDER

Donald Roberts, Chairperson called the meeting to order at 8:30 AM.

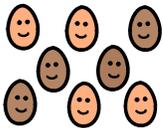
A. Announcements were made.



2. ACTION ITEMS

A. The minutes of the May 17 and 18, 2005, CAC meeting were reviewed. **It was moved (John Graber), seconded (Tina Ewing-Wilson), and carried to accept the minutes.**

B. Donald Roberts and Mark Starford gave a report on committee conduct guidelines and recommendations for CAC ground rules. It was discussed that the guidelines may include both procedures for CAC meetings and for other community or board meetings that members may attend. **It was moved (Tina Ewing-Wilson), seconded (Kim Rucker), and carried to continue this discussion in the next meeting.**



3. CAC MEMBER REPORTS

The following Committee members gave their reports: John Graber, Daniel Dawkins, Colette Madore, Betty Pomeroy, and Lori Sloan. (See the attached community reports for the updates from these members).



4. ASK CAROL?

Carol Risley talked about the distribution of the new CAC publications. In addition to the distribution of the booklets, both the Choices booklet and the Satisfaction Guide will be placed on the DDS web site. This will allow interested persons the ability to download and print the materials. There will also be instructions on how to print the icons in the sticker book by putting sheets of sticker paper in the printer.

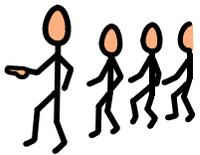
The Choices booklet is the first priority for distribution with a focus on the consumers of Agnews Developmental Center in preparation for the closure in a few years.

Both the Choices booklet and the Satisfaction Guide will be initially presented by the CAC members to ensure that the information is presented appropriately.

5. LEADERSHIP SURVEY PRESENTATION

Mark Staford and Sherry Beamer presented the 12 behaviors of good leaders that will be the questions for the leadership survey. The behaviors include: serve others; develop other leaders; listen and speak well; be a good planner and decision maker; inspire others; help others learn and grow; have a positive way of thinking; have integrity; take responsibility; take risks; take good care of self; and be a good follower.

The members began work on the survey and were asked to complete it prior to the next meeting. The results of the survey will be used as a “needs assessment” to help develop the format of the upcoming Leadership Training project. Mark and Sherry will report on the results of the survey at the next meeting.





6. ARCA CAC REPORT

Liz Lyons and Nyron Battles gave the report on the last ACRA CAC meeting that was held on July 9, 2005, where part of their action plan includes work on the DDS publications of the Choices booklet and the Satisfaction Guide. They also explained the structure of the ACRA CAC and recent changes to the group. The next ACRA CAC meeting will be held on October 20, 2005.



7. CAC ASSIGNMENTS AND NEXT STEPS

Mark Starford and Sherry Beamer discussed general and specific Committee member assignments. Each Committee member was asked to present the Choices booklet to their local self-advocacy group and to report on their presentation at the next CAC meeting in November. Mark or Sherry will assist each member with preparation for the presentations in their community.

Members were also asked to continue field testing materials for the Adaptation project with local self-advocacy groups, and to complete the Leadership Survey.

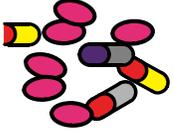
8. ROLE OF A JOB COACH



Denyse Curtright, DDS Community Services and Supports Section, talked about the role of a job coach. She defined what a job coach is, when people may need a job coach, and who pays for the job coach. She also discussed the transition of the Habilitation Services to DDS last year, and the new provisions of the Lanterman Act, Chapter 13, regarding Habilitation Services. She also discussed the symposiums on work services that will be held in three

locations in the state from January through April. The purpose of the symposiums is to get input on improving work services in the state.

9. UPDATE ON MEDICARE DRUG PROGRAM



Carol Risley gave a report on the upcoming Medicare Part D Prescription Drug program and the actions of DDS to help consumers that are affected by this new program, to transition into the program. It is estimated that approximately 39,000 regional center consumers and 2,200 developmental center consumers will be affected by this change. The legislature has approved additional funding for the regional centers to assist their consumers in the transition. The developmental centers, which currently have pharmacies, will become long term care pharmacies to provide residents with medications under Medicare Part D.



10. END OF MEETING

Donald Roberts adjourned the meeting at 3:00 PM.