

Kitsap County Developmental Disabilities Advisory Board

Date: February 1, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF December 7, 2016 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Service Changes Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - a) Governor's Budget**
 - b) ESIT System Design Proposal Update**
 - c) CMS Setting Requirements Update**
 - B. Advocacy Reports**
 - C. School to Work**
 - D. Transition Conference**
 - E. Community Summit**
 - F. DDA/DVR Provider Updates**
 - G. Provider Updates**
 - H. Officer Report**
 - I. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, December 7, 2016
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:03 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF November 2, 2016 MINUTES

MOTION: Robin Christman moved to approve the November 2, 2016 minutes as submitted. Marian Wiggins seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: Donna Gearns moved to approve the agenda as presented. George Adams seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- Shaun Woods from the Washington Initiative for Supported Employment (WISE) provided training to para-educators and teachers at SKSD on the development of visual supports and schedules for students with autism. He will be assisting in a school district staff led training in March on the same topic. The goal is to support in-house trainers and include teachers and para-educators teaching younger students in the district.
- Shaun completed technical assistance at CKSD, which entailed observing and providing consultation in eleven separate classrooms. Feedback was provided to CK's Special Education Director and additional training/technical assistance may be provided by Shaun before the end of the school year.

B. Transition Student Update:

- Reviewed and discussed the 2015 -2017 transition students. Two additional 2016 School to Work participants got jobs. Currently eleven students are employed with nine of the eleven having participated in the School to Work program.
- Parent/Student Information Night was held November 9, from 5:30 – 7:00 p.m. at the South Kitsap High School Auditorium. Approximately 25 people attended. There were families from other school districts that attended as well.

C. DVR School to Work Contract

- The School to Work contract with DVR is in place from December 1, 2016- November 30, 2017 and the requirements are the same as the previous expired contract. DVR is scheduled to meet with counties participating in the program on January 24th to discuss the future of the School to Work program and potential contract changes.

D. Service Changes Updates:

- A new data system is now in place – no update today. Service changes will be updated in February 2017.

6. COMMUNITY INPUT

- Melissa Lund, Parent-to-Parent coordinator at the Arc provided information about upcoming workshops and community activities the Arc will be sponsoring.
- Monthly Parent Caregiver Support group meetings are held the 4th Tuesday of each month, from 11:00 a.m. to 1:00 p.m. This is a good opportunity for a presentation, lunch and networking.

7. NEW BUSINESS

A. Legislative and Budget Update

- Feedback was provided to the Early Support for Infant and Toddlers (ESIT) program following the release of last month's draft report. Discussion followed summarizing identified concerns from the Early Childhood Development Association of Washington (ECDAW) and the Association of County Human Services handouts. Local concerns identified by Holly Ridge were also discussed.
 - Some of the comments included: the desire for more flexibility around the Local Lead Agency (LLA) boundaries and additional time spent assessing impact if proposed LLA changes occur; clarity around expected role of LLA's with proposed changes; impact on the current funding structure if dollars re-distributed from local districts and counties to ESIT and OSPI.
- Previously, states were directed by the Center for Medicaid and Medicare (CMS) to review services funded by federal dollars to ensure they were provided in the most integrated setting. Most specifically, residential and employment services. In cases in which services were not felt to meet requirements, states were directed to submit a transition plan to CMS regarding how they would bring services into compliance. DDA submitted their transition plan to CMS and it was approved. Recently, the Department of Justice released a statement, "Application of the Integration Mandate of Title II of the Americans with Disabilities Act and Olmstead v. L.C. to State and Local Governments Employment Service System for Individuals with Disabilities," that addresses the intent of all services funded by states are required to comply the integration mandate of the Americans with Disabilities Act. That is, non-work funded activities as well. May have impact on current/future DDA services. Staff will continue to advise the Board with more updates.

B. Advocacy Reports:

- George Adams spoke about the statement put forward by People First of Washington and Self Advocates in Leadership (SAIL) that addressed their support of minimum wage jobs vs. subminimum wage jobs and their support of integrated work settings vs. segregated employment settings (sheltered employment).
- Advocacy Days will begin in Olympia. This year includes a day on cultural diversity in addition to the various areas of focus.

C. Assistive Technology Conference

- Save-the-Date, Thursday, February 16th, Assistive Technology Conference, to be held at the Spokane Conference Center, one day event. More information forthcoming.

D. DD 2017 Board Priorities

- The proposed 2017 Board plan was reviewed. Alicia Skelly, Chair had sent the draft out to Board members prior to the meeting for their review and feedback. The final plan was presented at the Board meeting to be voted on.

MOTION: George Adams moved to approve the Developmental Disabilities 2017 Board Priorities as presented, with the update of stating 2017 Goals. Marian Wiggins seconded. Motion carried.

E. DDA/DVR Provider Updates:

- It was explained that Amy Lystad was hired as one of the DVR Transition Consultants. She is based out of Olympia and is currently meeting with local high schools. Amy does not replace the Kitsap DVR counselors assigned to local high schools, she is additional support. It was suggested to invite Amy to a future DD Advisory Board meeting.

F. Provider Updates:

- None.

G. Officer Report:

- Developmental Disabilities Board applicant Linda Roche has been accepted as a Board member as of December 5, 2016.
- Upcoming Meeting Schedule: January – no meeting, next meeting will be held Wednesday, February 1, 2017.
- Blue Ribbon Commission Final Report, “Improving the Well-Being of Washington State’s Children, Youth and Families,” executive summary was discussed. The focus of the commission established by Governor Jay Inslee was to recommend a structure for a new state department solely focused on children, youth and families.

H. Staff Report:

- None

8. ADJOURNMENT – The meeting adjourned at 6:05 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> George Adams Robin Christman Donna Gearns Kathy Loughheed Alicia Skelly Marian Wiggins <u>Absent</u> Christine Johnson Sandra LaCelle Linda Roche Veola Taylor	Melissa Lund, The ARC Kitsap & Jefferson Frances Burton, DVR Denise Lesterman Kelley Nesbit	Kelly Oneal Debi Matheson

The Mission of the developmental disabilities advisory board is to promote choice, opportunity, and support for people with disabilities in an enhanced community where all people are included, respected, and dignified.

Kitsap County Developmental Disabilities Advisory Board

Date: March 1, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF February 1, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Accessible Communities Advisory Committee Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. School to Work Update**
 - D. Community Summit**
 - E. Board Officer Nominations**
 - F. DDA/DVR Provider Updates**
 - G. Provider Updates**
 - H. Officer Report**
 - I. Staff Report**
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**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, February 1, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:03 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF December 7, 2016 MINUTES

MOTION: Donna Gearns moved to approve the December 7, 2016 minutes as submitted. Robin Christman seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: Marian Wiggins moved to approve the agenda as presented. Kathy Lougheed seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- County and Statewide employment data was reviewed, it was noted that employment numbers had increased in Kitsap County and statewide. The details of the individual employment data included: the number of hours worked and the number of individuals working. It was noted that there was an increase in the number individuals that moved from volunteering to paid employment.
- There was discussion about strategies of how to keep moving forward with positive results. Concerns were discussed regarding the impact of the increase in minimum wage possibly resulting in fewer work hours available or employment opportunities.

B. Transition Student Update:

- Reviewed and discussed the 2015-2017 transition students. An additional 2016 School to Work participant got a job. The year ended with ten out of the fourteen remaining School to Work participants working.

C. Service Changes Updates:

- County DD has continued to track former clients that transitioned from Kitsap Applied Technologies and were enrolled with various services with other county contracted providers. Of the 33 original participants, 26 enrolled with other vendors by March 2013; Currently 18 individuals are still enrolled in county programs.

6. COMMUNITY INPUT

- Advocacy Days will begin in Olympia with the first day scheduled on February 1. Also, the Legislative Briefing/Reception is being held on February 1st. Click [here](#) for the full schedule through Mid-April.

- The Developmental Disabilities Resource Fair, will be held this Saturday, Feb. 4, at the Arc in Bremerton. There will be several returning vendors as well as new vendors to provide information about services available to families.
- February 23, The ARC will be participating in a co-facilitated training to help parents of children (eighteen years old and younger) to learn to tell their story.
- The Kitsap County Parent Coalition Monthly Parent Caregiver Support group meetings are held the 4th Tuesday of each month at the Arc, from 11:00 a.m. to 1:00 p.m. This is a good opportunity for a presentation and networking.

7. NEW BUSINESS

A. Legislative and Budget Update

- [Governor's Budget](#) was provided mid-December 2016. The Senate Budget will be released mid-March after the Revenue Forecast is determined. Highlights of the Governor's Budget include: funding for high school graduates in the 2017-2019 biennium who want to participate in employment programs; Residential rate increase to supported living providers; One-time funding cut to county programs of \$9,000,000.
- Discussed the 2017 DD Bills of Interest.
- [ESIT System Design Proposal Update](#): Discussed the final report ESIT provided to the Legislature. The report included: a different proposed regionalization and Local Lead Agencies structure than the draft report; OSPI funds directly going to ESIT versus from OSPI to School Districts to providers. ESIT anticipates that the overall changes will increase the funding available for services by 21%. A meeting with ESIT representatives and interested stakeholders is scheduled for March 15th in Port Angeles to discuss the proposed changes and what it will mean for Early Intervention Services locally and statewide.
- [CMS Setting Requirements Update](#) Additional information was provided regarding CMS's interpretation of what constitutes integrated setting requirements pertaining to services funded with federal dollars. Clarification may have impact on current/future DDA services.

B. Advocacy Reports:

- None.

C. DVR School to Work Contract

- DVR met with counties participating in the School to Work program on January 24th. DVR staff shared with WIOA requiring 15% of their budget to be spent on pre-employment services having to focus on current and new activities/services that will fit into this category. DVR provided a hand-out that identified the five categories that qualify as pre-employment services. Currently funded School to Work services were discussed as to whether it was felt any activities might fit into one of the five pre-employment categories. It was apparent some current activities won't be covered such as job development, placement and support. It was agreed another meeting was needed to continue the discussion and the meeting is scheduled on Feb. 28th. Counties asked if DVR would consider

extending the current contract one more year to allow sufficient time to work through the details and not impact the 2018 transition students. They agreed to let us know by mid-February whether they would or not extend the current contracts.

D. Transition Conference

- WA State Transition Conference, to be held Tuesday, March 28th, from 8:00 a.m. – 4:00 p.m., Three Rivers Conference Center, Kennewick, WA. The cost of the conference is \$130. For more information and registration click [here](#).

E. Community Summit

- [Community Summit](#), to be held June 13 -15, to be held at the Wenatchee Conference Center, in Wenatchee. Funds have been set-aside for registration, hotel, and meals. It is anticipated that beginning March 1st registration will open. Kirsten Murray will send out the details and assist with registration. The agenda is still in progress, more information to follow.

F. DDA/DVR Provider Updates:

- DDA Update: DDA has a target of 6,500 IFS Waiver Enrollments by the end of June 2017, currently there are 4,051 enrolled. The upcoming Kitsap County Development Disabilities Resource Fair to be held Saturday, February 4th will be another opportunity for families to learn about the IFS Waiver and get enrolled.
- DVR Update: it was explained that DVR funding is in place for the next two years. DVR is concerned about the possibility of moving into Order of Selection which will impact the timeliness of services.

G. Provider Updates:

- Vadis is in the process of moving their office into another suite within their current building.
- Easter Seals Washington, reported that over 40 people attended the January 30th Job Coaching training. Melissa Lund will be the new Kitsap County Parent Coalition Program Coordinator, as of Feb. 13th. There will be a customized employment training to be held March 30th.

H. Officer Report:

- Developmental Disabilities newest Board member, Linda Roche was welcomed. Linda was accepted as a Board member as of December 5, 2016.

I. Staff Report:

- None

8. ADJOURNMENT – The meeting adjourned at 6:13 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> Robin Christman Donna Gearn Sandra LaCelle Kathy Loughheed Linda Roche Alicia Skelly Veola Taylor Marian Wiggins <u>Absent</u> George Adams Christine Johnson	Ashley Jackson, Easter Seals Washington Frances Burton, DVR Hannah LaCelle Shauna Euritt, Vadis Alicia Wanner, Vadis	Kelly Oneal Debi Matheson

Kitsap County Developmental Disabilities Advisory Board

Date: April 12, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF March 1, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. ESIT System Design Proposal Update**
 - D. School To Work Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. Community Summit-Wenatchee**
 - D. Community of Practice Workshop**
 - E. Board Officer Elections***
 - F. DDA/DVR Provider Updates**
 - G. Provider Updates**
 - H. Officer Report**
 - I. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, March 1, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:15 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF February 1, 2017 MINUTES

MOTION: Marian Wiggins moved to approve the February 1, 2017 minutes as submitted. Robin Christman seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: Robin Christman moved to approve the agenda as presented. Marian Wiggins seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- The Disabilities Rights Washington's lawsuit involving Peninsula Services and the L&I state sub-minimum wage certificate is scheduled to go to trial mid-March.

B. Transition Student Update:

- Reviewed and discussed the 2015-2017 transition students. Two additional 2016 graduates got a jobs, one receiving DVR services and one School to Work participant. Currently, fourteen, 2016 transition students are employed.

C. Accessible Communities Advisory Committee:

- The committee has conducted a few meetings but are still looking for additional volunteers representing developmental disabilities. Contact Kelly if you are interested. A few potential projects the committee has discussed pursuing includes: development of a county wide accessible map similar to one developed in Port Townsend; portable ramps; and increasing public awareness regarding disabilities.

6. COMMUNITY INPUT

- Melissa Lund, the new Kitsap County Parent Coalition Coordinator shared the February 23 workshop focused on helping parents tell their story went well.
- Melissa reported attending Advocacy Day in Olympia today with a group of parents from Kitsap County. Melissa shared parents met with various Kitsap County Legislative staff as well as provided information about developmental disabilities.

7. NEW BUSINESS

A. Legislative and Budget Update

- Reviewed and discussed the current 2017 DD Bills of Interest. The list of bills moving forward has narrowed due to last Friday's deadline. 2SSB5210 regarding Employment and Community Access services was discussed as to potential impact on DDA's Employment First Policy.
- Discussed handout of Early Support and Infant Toddler (ESIT) Program's FAQ pertaining to the WAC changes that went into effective January 2, 2017 in support of the proposed changes to the ESIT system. Questions regarding administration indirect cost caps and funding for district special education transition staff were addressed. Many questions remain as to the impact of proposed changes. Staff from Kitsap School Districts, ESD, County and Holly Ridge are all planning to attend the meeting with ESIT representatives scheduled for March 15th in Port Angeles to discuss the proposed changes and what it will mean for Early Intervention Services locally and statewide.

B. Advocacy Reports:

- None.

C. Community Summit

- Still awaiting information regarding registration for the Community Summit scheduled for June 13 -15 at the Wenatchee Conference Center. Funds have been set-aside to cover registration, hotel, and meals. Kirsten Murray will send out the details once registration opens.

D. DVR School to Work Contract

- Beginning of February, DVR staff notified county staff that they would not be extending or renewing the School to Work contracts beyond this year and cancelled the meeting scheduled for February 28th. Feedback from several advocacy groups concerned with this decision led DVR to re-consider, putting the decision on hold until a new DVR Director is hired. Counties, DDA and DVR staff did meet on February 28th to continue the discussion began at the January 24th meeting. It is anticipated a New Director will be hired soon. It was agreed counties will continue to work closely with their local DVR offices. It is hoped a new Director will provide a definitive answer regarding the program prior to mid-April which is when county staff typically begin signing up next year's students.

E. Community Summit

- [Community Summit](#), to be held June 13 -15, to be held at the Wenatchee Conference Center, in Wenatchee. Funds have been set-aside for registration, hotel, and meals. It is anticipated that beginning March 1st registration will open. Kirsten Murray will send out the details and assist with registration. The agenda is still in progress, more information to follow.

F. DDA/DVR Provider Updates:

- DDA Update: Muriel Anderson long time DDA Supervisor in the local DDA office retired the end of January. Alex Boede a DDA supervisor from the Tacoma office was hired to replace her.

- DVR Update: None.

G. Provider Updates:

- None.

H. Officer Report:

- Board Chair, Alicia Skelly reminded everyone next month’s Board meeting is scheduled on the second Wednesday of the month, April 12th due to Spring Break the week before.

I. Staff Report:

- None

8. ADJOURNMENT – The meeting adjourned at 6:20 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> Robin Christman Donna Gearns Alicia Skelly Marian Wiggins <u>Absent</u> George Adams Christine Johnson Sandra LaCelle Kathy Lougheed Linda Roche Veola Taylor	Melissa Lund, Kitsap County Parent Coalition Coordinator	Kelly Oneal

The Mission of the developmental disabilities advisory board is to promote choice, opportunity, and support for people with disabilities in an enhanced community where all people are included, respected, and dignified.

Kitsap County Developmental Disabilities Advisory Board

Date: May 3, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF April 12, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. School To Work Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. Contracts 2017-2018**
 - D. Community Summit-Wenatchee**
 - E. DDA/DVR Provider Updates**
 - F. Provider Updates**
 - G. Officer Report**
 - H. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, April 12, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:04 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF March 1, 2017 MINUTES

MOTION: Linda Roche moved to approve the March 1, 2017 minutes as submitted. Christine Johnson seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

Item J. RFP/RFQ was added to the agenda.

MOTION: George Adams moved to approve the agenda with additional Item J. Kathy Lougheed seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- The Disabilities Rights Washington’s lawsuit involving Peninsula Services and the L&I State Sub-Minimum Wage Certificate was settled prior to the trial.
- At South Kitsap School District, Shaun Wood from the Washington Initiative for Supported Employment (WISE) assisted South Kitsap staff with training on communication tools/accommodations for students with autism focused on supports to foster independence. Teachers and para-educators representing all grade levels attended.
- At Central Kitsap School District, Shaun Wood provided training to teachers and para-educators on using the district’s chrome books to support communication needs of students with autism.

B. Transition Student Update:

- Reviewed and discussed the 2015-2017 transition students. Two additional 2016 graduates who are employed transitioned from DVR services to long term support.
- The Fall Parent/Student Information Nights have been scheduled. One will be held in Silverdale at Central Kitsap High School on October 17th from 5:30 pm to 7 pm; the other will be held on Bainbridge Island at Sakei Intermediate School on October 25th, from 5:30 pm to 7:00 pm.

C. ESIT System Design Proposal Update:

- Meeting was held last month in Port Angeles with ESIT staff, Adrienne O’Brien and Laurie Thomas to discuss and gather feedback from early intervention providers, school district staff and other stakeholders from Kitsap, Jefferson and Clallam counties regarding the proposed changes to the State’s Early Intervention Program. Discussion followed regarding pertinent changes and potential impact to the current system in these three counties. The meeting

identified the need for ESIT staff to follow-up with Kitsap and Jefferson/Clallam separately to address their individual needs as the changes are determined and implemented. Another meeting is to be held the beginning of May to discuss the new funding allocation structure.

D. School to Work Contract Update:

- Kitsap county staff met with local DVR supervisory staff and DVR's Regional Manager this week to discuss the future of the School to Work contracts. It was shared that no decision had been made yet pertaining to the School to Work contracts for next year's students. It was agreed to move ahead in signing up interested 2018 graduates. Once a decision has been made, it was agreed that follow-up will occur individually with each participant and their family. Another meeting with all participating School to Work counties and DVR staff is supposed to occur in May but no date has been set yet.

6. COMMUNITY INPUT

- Melissa Lund, Kitsap County Parent Coalition Coordinator provided an update on her current activities. She provided copies of her newsletter and shared holding her first Parent Coalition (PC) meeting on Thursday, April 6th. The next PC meeting is scheduled for Thursday, May 4th from 11 am to 1 pm at the Olympic ESD. The topic will be will cover the Individual and Family Services Waiver.
- Melissa is also planning a workshop on autism with presenter Monica Meyer. She anticipates it will be offered towards the end of May but a specific date is yet to be determined.
- Details were shared regarding the upcoming Kitsap Great Give on May 2nd. It is a 24-hour, online giving event organized by the Kitsap Community Foundation to provide an opportunity for people to donate money to various non-profit Kitsap County agencies and organizations. More details available at: www.kitsapgreatgive.org.
- Chris Tibbs, the New Executive Director from the Arc shared they had recently hired a new Parent to Parent Coordinator, Amanda Smith.

7. NEW BUSINESS

A. Legislative and Budget Update:

- Reviewed and discussed the proposed budgets comparing the House, Senate, and Governor's budgets. Reviewed and discussed the remaining 2017 DD Bills of Interest.
- Briefly discussed the changes that had been proposed last month to the Affordable Care Act as it pertained to Medicaid.
- There will be a Legislative Reception focused on developmental disabilities issues held on Saturday, May 13th from 9 am to 11 am at McCloud's Grill House.

B. Advocacy Reports:

- George reported on his current activities which included a meeting with students in Port Angeles and participating in a video about obtaining a job. He also shared wanting to re-start a self-advocate meeting in Kitsap.

C. Community Summit:

- Registration opened for the Community Summit scheduled at the Wenatchee Conference Center from June 13 -15. Funds have been set-aside to cover registration, hotel, and meals. Kirsten Murray and Melissa Lund sent out details regarding available scholarships/stipends to providers and parents.

D. Community of Practice:

- Developmental Disabilities Council (DDC) in conjunction with DDA received a five year Community of Practice grant. One of the grant's focus includes supporting planning across the lifespan of the individual with the disability. The DDC has facilitated workshops across the state for providers and families to introduce and provide tools to assist with this process. There will be a workshop held on May 19th at Fort Worden in Jefferson County from 10 am to 2 pm that will address overall life planning and resources.

E. Board Officers Elections:

- Voting occurred to elect the Board's officers. Alicia Skelly was elected as the Board Chair and Sandra LaCelle was elected as the Vice Chair.

F. DDA/DVR Provider Updates:

- DDA Update: Alex Boede, DDA Supervisor shared DDA is still looking to add families to the Individual and Family Services Waiver.
- DVR Update: Discussed how each Kitsap County High School has a specific DVR counselor assigned to it.

G. Provider Updates:

- Ashley Jackson from Easter Seals announced they are looking to hire additional staff for their Workforce Development Program.

H. Officer Report:

- Board Chair, Alicia Skelly shared information about an upcoming event on June 24th at Evergreen Park from 10 am to 1 pm to celebrate "All May Play Date" at the first fully accessible inclusive playground in Bremerton.

I. Staff Report:

- Discussed a request for county staff, the DD Board Chair and Vice Chair to present an overview of the county's DD program at an upcoming County Commissioners' work session.

J. RFP/RFQ:

- Briefly discussed current timelines for upcoming RFP's and RFQ's.

8. ADJOURNMENT – The meeting adjourned at 6:24 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<p><u>Present</u> Alicia Skelly George Adams Christine Johnson Sandra LaCelle Kathy Loughheed Linda Roche</p> <p><u>Absent</u> Veola Taylor Robin Christman Donna Gearns Marian Wiggins</p>	<p>Melissa Lund, Kitsap County Parent Coalition Coordinator Heidi Scheibner, Trillium Ashley Jackson, Easter Seals Alex Boede, DDA Chris Tibbs, Arc of Kitsap/Jefferson Counties</p>	<p>Kelly Oneal</p>

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Kitsap County Developmental Disabilities Advisory Board

Date: June 7, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF May 3, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. School To Work Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. DDA Guiding Values and County Guidelines**
 - D. Contracts 2017-2018***
 - E. Officer Elections***
 - F. DDA/DVR Provider Updates**
 - G. Provider Updates**
 - H. Officer Report**
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- 8. ADJOURNMENT**

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**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, May 3, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:03 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF April 12, 2017 MINUTES

*MOTION: Linda Roche moved to approve the April 12, 2017 minutes as submitted.
Robin Christman seconded. Motion carried.*

4. ADDITIONS/APPROVAL OF AGENDA

Item I. *Board Officer Election* was added to the agenda.

*MOTION: Marian Wiggins moved to approve the agenda with additional Item I. Donna
Gearns seconded. Motion carried.*

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- This week providers from North Dakota serving individuals with developmental disabilities were hosted by the Washington Initiative for Supported Employment (WISE) to meet with Washington's DDA, County, School District staff as well as supported employment providers to learn about Washington's Employment First policy, how services are administered and partnerships work. Kitsap County, local school district and local provider staff participated.
- Information was provided and discussed pertaining to statewide and county employment outcome data.

B. Transition Student Update:

- Reviewed and discussed the 2015-2017 transition students. The final 2016 School to Work student transitioned from DVR services to long term funding.
- South Kitsap School District 's CTP program will be hosting their annual Start Now luncheon on June 1st from 10:30 to 1:30. Various agencies/organizations will be sending representatives to provide service information to families and students.

C. School to Work Update:

- May 19th was scheduled as the meeting date to discuss the future of the School to Work contracts between DVR staff and participating School to Work counties. The meeting will include DVR's new Director, Rob Hines.
- Local DVR and County staff have scheduled meetings this month to sign up interested 2018 graduates.

6. COMMUNITY INPUT

- Melissa Lund, Kitsap County Parent Coalition Coordinator provided an update on her current activities. The next PC meeting is scheduled for tomorrow, May 4th from 11 am to 1 pm at the Olympic ESD. Kelly Townsend from DDA will provide information regarding the Individual and Family Services Waiver and available services.
- On May 30th, Monica Meyer will provide workshop on autism at the ESD from 10 am to 2 pm at the Olympic ESD. Melissa shared clock hours will be available and a flyer will be available soon with the details.
- Amanda Smith, the new Parent to Parent Coordinator shared information about upcoming activities. She reported they are planning to begin a parent support group on Tuesdays from 7 pm to 8 pm at the ARC.

7. NEW BUSINESS

A. Legislative and Budget Update:

- No final budget was agreed upon so the State legislature moved to a 30- day special session.
- Alicia Skelly provided an update on a recent meeting held with ESIT staff regarding upcoming program changes and funding allocations. She shared that beginning July 1st, school districts not providing early intervention services will be capped at a 5% administrative rate as funds will continue to flow from OSPI to school districts. She reported different funding scenarios were discussed but given the enormity of the proposed changes to the program, ESIT is planning to set up a finance committee to work on this issue. A report is due to the Legislature in November.
- A Legislative Reception focused on developmental disabilities issues will be held on Saturday, May 13th from 9 am to 11 am at McCloud's Grill House.

B. Advocacy Reports:

- George reported on his current activities which included attending the last Advocacy Day in Olympia for this session. He continues to participate in Self Advocates in Leadership (SAIL) group and recently attended a three- day workshop in Spokane. The video he participated in regarding employment is now available on the Informing Families website.

C. Community Summit:

- The Community Summit will be held on June 13-15 at the Wenatchee Convention Center. Approximately 27 individuals from Kitsap County have signed up to attend the Community Summit. The Summit offers a series of workshops facilitated by local and national presenters.

D. Contracts 2017-2018:

- The upcoming contracts' budget will be provided at the June meeting for Board members to review and vote on.

E. DDA/DVR Provider Updates:

- DDA Update: No update.
- DVR Update: Beginning June 1st, the DVR Supervisor position for the Kitsap, Jefferson and Clallam counties will be divided between Kitsap and Jefferson/Clallam counties. David Hankinson will remain the Supervisor for the DVR offices in Jefferson and Clallam counties and LeAnne Raines will take over as the Supervisor in the Kitsap DVR office.

F. Provider Updates:

- No updates.

G. Officer Report:

- Board Chair, Alicia Skelly was recently hired by Holly Ridge Center to take over the role as the Early Intervention Services Program Director beginning July 1st. She will be replacing Connie Zapp who is retiring in June.

H. Staff Report:

- None.

I. Board Officers Elections:

- Given Alicia's new role, she will be resigning from the Board in June. Elections will be held next month to elect a new Board chair

8. ADJOURNMENT – The meeting adjourned at 5:55 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> Alicia Skelly George Adams Donna Gearns Marian Wiggins Linda Roche Robin Christman Veola Taylor <u>Absent</u> Kathy Lougheed Christine Johnson Sandra LaCelle	Melissa Lund, Kitsap County Parent Coalition Coordinator Shauna Euritt, Vadis Jill Donovan, Vadis Ashley Jackson, Easter Seals Amanda Smith, Arc of Kitsap/Jefferson Counties	Kelly Oneal

The Mission of the developmental disabilities advisory board is to promote choice, opportunity, and support for people with disabilities in an enhanced community where all people are included, respected, and dignified.

Kitsap County Developmental Disabilities Advisory Board

Date: September 5, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF June 7, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. School To Work Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - a) Final Budget**
 - B. Advocacy Reports**
 - C. DVR-Order of Selection**
 - D. DDA/DVR Provider Updates**
 - E. Provider Updates**
 - F. Officer Report**
 - G. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Wednesday, June 7, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Alicia Skelly, Chair called the meeting to order at 5:00 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF May 3, 2017 MINUTES

MOTION: Robin Christman moved to approve the May 3, 2017 minutes as submitted. Linda Roche seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: Marian Wiggins moved to approve the agenda as submitted. Donna Gearns seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- Changes to the upcoming DSHS DDA contract with counties will include tracking employment services performance outcomes in four areas: the average number of hours people are working; the number of people employed earning minimum wage or above compared to the total number of people receiving employment services; the number of new job starts and the number of job losses. County staff will be meeting individually with each contracted provider to discuss their agency's plan for incorporating these changes into their performance tracking and data collections systems.
- The county's employment leadership group since it began meeting in 2012, has set and tracked on-going goals regarding the average hours per month people are working as well as the percent of people employed earning minimum wage and above.

B. Transition Student Update:

- Reviewed and discussed the 2015-2017 transition students. Three of the eight 2017 School to Work students are employed. Anticipate 12 of the 21 students will sign-up for School to Work from the 2018 class.
- South Kitsap School District 's CTP program hosted their annual Start Now luncheon on June 1st. Robin C. shared it was well attended with 100% of their junior high schools participating.

C. School to Work Update:

- County staff attended the May 19th meeting held by DVR to discuss the future of the School to Work contracts. DVR's new Director, Rob Hines facilitated the meeting. He shared that DVR is currently focused on the new WIOA requirement that 15% of DVR's budget is spent on pre-employment transition services. DVR does want to extend the School to Work contracts with counties for one more

year with some changes. DVR will be partnering with counties in addressing the new requirements added to the current School to Work contracts.

- DVR also wants to form a state-wide transition workgroup made up of a variety of stakeholders to discuss the future of transition services and WIOA required pre-employment services.

6. COMMUNITY INPUT

- Melissa Lund, Kitsap County Parent Coalition Coordinator provided an update on her current activities. The next PC meeting is scheduled for tomorrow, June 8th from 11 am to 1 pm at the Olympic ESD. The meeting will include information about the Home Health Registry and DDA services. Upcoming meetings are scheduled on July 13th and August 15th. The August 15th meeting will be held at the Point Defiance Zoo.
- Melissa reported the workshop on autism facilitated by Monica Meyer was well received with attendees asking for additional training on the topic in the future.

7. NEW BUSINESS

A. Legislative and Budget Update:

- The State legislature in their second special session continue to meet regarding the upcoming budget.
- Alicia Skelly provided an update on proposed changes to the ESIT program. She shared the proposed program changes scheduled for implementation in 2018 have been moved back to 2019. She reported the capping of administrative costs is moving ahead on July 1st with school districts not providing early intervention services being held to a 5% administrative rate.
- The U.S. House passed a Health Care bill. The bill is projected to cut healthcare coverage to 23 million people by 2026 and cut Medicaid funds by 880 billion dollars over the next ten years. DDA estimates it would equate to a 24% reduction in services as well as impacting future funding of services. Currently, the majority of DDA services are funded with Medicaid dollars. The U.S. Senate will be working on a Health Care bill.

B. Advocacy Reports:

- George reported on his current activities which included his on-going work with the Self Advocates in Leadership (SAIL) group. He shared providing feedback to DDA in their development of a satisfaction survey.

C. DDA Guiding Values and County Guidelines:

- Last fall, DDA gathered a diverse group of stakeholders to develop one document of guiding principles for all DDA services. Review of the residential and county guidelines were used as the starting point for the group. DDA's Guiding Values were developed and are being incorporated into the County Guidelines. The County Guidelines are being re-named to the County Guide to Achieve Developmental Disability Administration's Guiding Values. A future group will review the whole document.

D. Contracts 2017-2018:

- DD staff used a projected budget from DDA to develop funding allocations for the upcoming year. Staff explained the process in projected funding allocations and how the money will be spent. **Motion to approve the presented budget was unanimously supported. Motion carried.**

E. Officer Elections:

- With Board Chair, Alicia Skelly's resignation from the Board the end of June, a special officer election was held. Sandra LaCelle was nominated to become the Board Chair and Donna Gearns was nominated to become the Vice Chair. **Motion to approve Sandra LaCelle as the new Board Chair and Donna Gearns as the Vice Chair was unanimously supported. Motion carried.**
- It was discussed and agreed that the DD Advisory Board meetings would be changed from the first Wednesday of the month to the first Tuesday of the month beginning in September.

F. DDA/DVR Provider Updates:

- DDA Update: DDA Supervisor, Alex Boede shared families can still sign up for the Individual and Family Services (IFS) waiver program.
- DVR Update: LeAnne Raines began as the new supervisor in the Kitsap DVR office on June 1st.

G. Provider Updates:

- No updates.

H. Officer Report:

- Alicia Skelly was presented with a plaque and certificate for her years of service on the Board as a Board member and Board Chair. Board members and county staff expressed their appreciation for her dedication, commitment and advocacy over the years serving on the board.
- No July or August board meetings. Next meeting will be in September on the first Tuesday.

I. Staff Report:

- None.

8. ADJOURNMENT – The meeting adjourned at 5:57 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> Alicia Skelly George Adams Donna Gearns Marian Wiggins Linda Roche	Melissa Lund, Kitsap County Parent Coalition Coordinator Amanda Smith, Arc of Kitsap/Jefferson Counties Alex Hardy, Kitsap County Human Services Hannah Shockley, Kitsap County Human	Kelly Oneal

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
Robin Christman Kathy Lougheed Sandra LaCelle <u>Absent</u> Christine Johnson Veola Taylor	Services Alex Boede, DDA	

The Mission of the developmental disabilities advisory board is to promote choice, opportunity, and support for people with disabilities in an enhanced community where all people are included, respected, and dignified.

Kitsap County Developmental Disabilities Advisory Board

Date: October 3, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF September 5, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Accessible Communities Advisory Committee Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. DEL/ESIT Update**
 - D. Employment First Forum**
 - E. DDA/DVR Provider Updates**
 - F. Provider Updates**
 - G. Officer Report**
 - H. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Tuesday, September 5, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Sandra LaCelle, Chair called the meeting to order at 5:03 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF June 7, 2017 MINUTES

MOTION: Linda Roche moved to approve the June 7, 2017 minutes as submitted. George Adams seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: Marian Wiggins moved to approve the agenda as submitted. Robin Christman seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- Outcome employment data covering May 1, 2016 – April 30, 2017 was reviewed. Each county has a target to increase their current percentage of people earning minimum wage or greater by two percent over the next year. This outcome and tracking of data is part of the Governor's Results Washington efforts.
- An Employment First Forum will be held at the Alderbrook Resort September 25 - 27, 2017. The forum is going review current employment efforts, accomplishments and set future statewide and local goals.
- Changes to the DSHS DDA contract with counties pertaining to employment services performance outcomes were discussed. County staff have met with six of the contracted providers to discuss their agency's plan for incorporating these changes into their performance tracking and data collections systems. County staff will meet with the remaining two agencies later in the next week.
- Five agency staff will be funded to attend this year's Highline Certificate Employment Professional Program.
- Additional training for agency staff will be offered by WISE. The training will be a four part, two-day training that will primarily focus on employment. County staff will bring additional information and handouts to the next meeting.

B. Transition Student Update:

- Reviewed and discussed the 2016-2018 transition students. For 2017 class, we had one student drop out of the school to work program this summer as they will be attending college out of the state. In the 2018 class, we have five participants remaining in the school to work program; two 2017 School to Work students are employed and transferred to long-term funding. For the 2018 students, 13 of the 23 students signed up for the school to work program.
- The Parent/Student/ Teacher Informational Nights are scheduled for October 17

from 5:30pm-7:00pm at Central Kitsap High School and on October 25, 2017 from 5:30pm – 7:00pm at Sakei Intermediate School.

C. School to Work Update:

- Received a contract extension to cover 2018 students for the School to Work program. A few changes were made to the contract; two plans will need to be submitted for each student instead of just one and each student is being encouraged to work at least 10 hours a week.
- In August, a statewide event was held by DVR that featured a panel and discussion on the strengths and barriers of transition services. County staff to expect further discussions and will continue to provide updates to the board.

6. COMMUNITY INPUT

- Melissa Lund, Kitsap County Parent Coalition Coordinator, provided an update on her current activities. The next Parent Coalition (PC) meeting is scheduled for September 14 and will focus on guardianship. The October PC meeting will focus on Achieving a Better Life Experience (ABLE) accounts. The November PC meeting will focus on programs for adults with developmental disabilities.
- Melissa also reported that she has three workshops on autism coming up; these workshops will all be facilitated by Monica Meyer.
- IEP workshops will be spread out over the next 6 – 9 months; these workshops will all be facilitated by Vanessa Lewis from PAVE.
- Melissa will be attending the October Special Ed Directors Meeting; the directors requested Melissa and Vanessa Lewis (PAVE) to come and speak. County staff will continue to provide updates.

7. NEW BUSINESS

A. Legislative and Budget Update:

- County staff presented and discussed the final budget for DDA. Some items that budget included was a 2% vendor rate increase across the board and available funds for transition students. The state also passed minimum employee standards for para educators. A joint legislative and audit review committee to study employment /community access services was also passed; county staff will continue to provide updates on this.
- County staff also presented a letter on the Federal Health Care Bill that explains the impact the Better Care Act would have on Washington State. The letter was put out by the Jay Inslee, Governor of Washington State.

B. Advocacy Reports:

- George Adams reported that he started his job again. He also reported that he will be attending the Employment First Forum at the end of the month.
- Praise was shared regarding George's participation presenting at the Community Summit.

C. DVR – Order of Selection:

- DVR currently has more demand for services than funding that is available. Due to this issue, DVR will be switching over to an order of selection system on November 1, 2017 to prioritize who receives services first. The order of selection system will only apply to individuals that are not in a plan prior to the November 1st, 2017 transition date. Priority of services will be determined by the level of disability. Majority of individuals served by DDA will be in the number one category for prioritizing who receives services first.
- A Public Forum will be held on September 18 via webinars to review the proposed amendments to the State Plan and the implementation of Order of Selection.

D. DDA/DVR Provider Updates:

- DVR – Currently working on hiring two new counselors. A few changes were made to job requirements and pay which has helped with getting more applications.

E. Provider Updates:

- None

F. Officer Report:

- None

G. Staff Report:

- As a reminder, the meetings have changed to the first Tuesday of the month.

8. ADJOURNMENT – The meeting adjourned at 6:01 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> George Adams Donna Gears Marian Wiggins Linda Roche Robin Christman Sandra LaCelle <u>Absent</u> Christine Johnson Veola Taylor Kathy Loughheed	Melissa Lund, Kitsap County Parent Coalition Coordinator LeAnne Raines, DVR Hannah LaCelle, Kitsap County Citizen Kelly Townsend, DDA	Kelly Oneal, Alexandra Hardy

The Mission of the developmental disabilities advisory board is to promote choice, opportunity, and support for people with disabilities in an enhanced community where all people are included, respected, and dignified.

Kitsap County Developmental Disabilities Advisory Board

Date: November 7, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF October 3, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Employment First Forum Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. Person Centered Planning Training**
 - D. DD Board Priorities 2018**
 - E. DDA/DVR Provider Updates**
 - F. Provider Updates**
 - G. Officer Report**
 - H. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Tuesday, October 3, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. CALL TO ORDER – Sandra LaCelle, Chair called the meeting to order at 5:01 p.m.

2. INTRODUCTIONS – Members and guests introduced themselves.

3. APPROVAL OF September 5, 2017 MINUTES

MOTION: George Adams moved to approve the September 5, 2017 minutes as submitted. Kathy Lougheed seconded. Motion carried.

4. ADDITIONS/APPROVAL OF AGENDA

MOTION: George Adams moved to approve the agenda as submitted. Kathy Lougheed seconded. Motion carried.

5. OLD BUSINESS

A. Working Age Adult Policy Implementation:

- Staff presented handouts on the remaining Washington Employment Learning Network (WELN) trainings that were mentioned at the September 5, 2017 meeting.
- Staff spoke on two additional training opportunities through the WELN:
 - February 21-22, Community Inclusion (formerly Community Access) training
 - April 11-12 Job Marketing and Development 2.0, a more advanced training will be held.
 - Staff will continue to provide information on trainings.
- A handout was provided on Results Washington which focuses on tracking the percent of on working age adults in employment who are earning minimum wage or higher. Since it began in 2013, goals are set each year by county to increase the number of people who are earning minimum wage or higher. This year's goal is to increase the county's current number by 2%.

B. Transition Student Update:

- Reviewed and discussed the 2016-2018 transition students. The data that had been presented at the September 5, 2017 meeting was updated to reflect that there are three not two 2017 students solely enrolled with DVR in addition to the School to Work 2017 participants. An additional 2017 School to Work participant was hired raising the total to three who are employed.
- The Parent/Student/Teacher information nights are this month. The first one is scheduled for October 17, 5:30-7:00pm, at Central Kitsap High School. The second one is scheduled on October 25, 5:30pm – 7:00pm, at Sakei Intermediate School (Bainbridge Island).

C. Accessible Communities Advisory Committee Update:

- Some of the current projects the committee is working on include: purchasing portable ramps that can be checked out by community members; evaluating current books and resources available at local libraries on disabilities and purchasing books and resources in areas in which information is lacking; and exploring technology to make crosswalks safer for those visually impaired.
- The committee is seeking additional members to represent mental health, aging, and veterans with disabilities.

6. COMMUNITY INPUT

- Melissa Lund, Kitsap County Parent Coalition Coordinator, provided an update on her current activities. The next PC meeting is scheduled for Thursday, October 12 from 11am -1pm at the Olympic ESD. The topic will be ABLE Accounts. Melissa also recently attended the Employment First Conference.
- Monica Meyer will be facilitating an autism workshop on November 1, from 5:30pm-8:00pm.
- On November 15, Melissa Lewis from Pave, will be hosting an IEP Workshop from 3:00pm – 5:00pm at the Olympic ESD.

7. NEW BUSINESS

A. Legislative and Budget Update:

- At the Federal level, a bill called the Graham Cassidy Healthcare Bill was proposed to replace the Affordable Care Act. There were not enough votes so the bill was pulled and not given a vote. The bill included block grant funding and placing per capita costs on Medicaid services.

B. Advocacy Reports:

- George Adams attended the Employment First forum.
- Also attended an advocacy and leadership meeting that focused on having more job options that pay minimum wage or higher, getting high school kids more job options, and having more housing options.

C. DEL/ESIT Update

- Staff provided and discussed the Early Support for Infants and Toddlers presentation that Laurie Thomas, M. ED, from the Washington State Department of Early Learning put together.
- The presentation included the overall goals of early intervention services, eligibility for services, examples of the type of services provided and where services will be provided.
- Additionally, the presentation included the timelines for the system re-design. The revised WACS to align with the Federal program regulations went into effect January 1, 2017 and the administrative limits went into effect July 1, 2017. New funding allocation proposals are projected to be completed by February 2018.

The plan is to propose two options. The goal to access all available funding including public and private insurance is set for July 1, 2018.

- Still in process is the re-design of the infra-structure of the program.
- There is also a focus to collaborate more with committees and coalitions focused on all children.

D. Employment First Forum

- Discussed the three-day Employment First Forum that was held at the end of September. The event included a broad array of stakeholders from across the state and included representatives from Kitsap County.
- The first night of the forum reviewed previous program goals, history, and data.
- The second day entailed focused discussions on five specific areas including: message/storytelling on value of employment, partnership and collaboration, leadership and system change, technical assistance/training, and transition/starting early.
- The third day involved meeting with representatives from your county to develop a plan and a list of items to be accomplished locally. The Kitsap County representatives intend to keep the conversations going and will meet on October 23.
- Some areas discussed included starting early, more efforts to utilize the business community and centralizing training resources/materials.

E. DDA/DVR Provider Updates:

- DVR: LeAnne Raines, DVR Supervisor, and county staff met to discuss the extension of the School to Work Program contract and contract changes. The extended contract includes a focus on participants working more hours.
- DVR is still on track to move into Order of Selection beginning November 1, 2017. In addition to some applicants being placed on a waiting list for DVR services this could also impact an applicant's ability to receive pre-employment services. More information to follow on those details.
- DDA: Anthony Robinson, Supervisor will be returning to the DDA office beginning this month.

F. Provider Updates:

None.

G. Officer Report:

- Registration is open for Night to Shine in February. The event is also looking for volunteers.
- The ARC dinner is on Saturday, October 14 at the Admiral Theater.

H. Staff Report:

None.

8. ADJOURNMENT – The meeting adjourned at 5:57 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> George Adams Kathy Lougheed Sandra LaCelle <u>Absent</u> Christine Johnson Veola Taylor Donna Gearns Marian Wiggins Linda Roche Robin Christman	Melissa Lund, Kitsap County Parent Coalition Coordinator Frances Burton, DVR Hannah LaCelle, Kitsap County Citizen	Kelly Oneal, Alexandra Hardy

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Kitsap County Developmental Disabilities Advisory Board

Date: December 5, 2017
Time: 5:00 p.m.
Location: Communitas, 2nd Floor Training Room
920 Park Avenue, Bremerton

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF November 7, 2017 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Accessible Communities Advisory Committee Update**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. County Resolution-Supported Employment Program**
 - D. DD Board Priorities 2018***
 - E. DDA/DVR Provider Updates**
 - F. Provider Updates**
 - G. Officer Report**
 - H. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

**MEETING MINUTES of the
KITSAP COUNTY DEVELOPMENTAL DISABILITIES
ADVISORY BOARD**

**5:00 pm, Tuesday, November 7, 2017
Communitas, 2nd Floor Training room
920 Park Avenue, Bremerton**

1. **CALL TO ORDER** – Sandra LaCelle, Chair called the meeting to order at 5:03 p.m.
2. **INTRODUCTIONS** – Members and guests introduced themselves.
3. **APPROVAL OF October 3, 2017 MINUTES**
MOTION: George Adams moved to approve the October 3, 2017 minutes as submitted. Marian Wiggins seconded. Motion carried.
4. **ADDITIONS/APPROVAL OF AGENDA**
MOTION: Linda Roche moved to approve the agenda as submitted. Robin Christman seconded. Motion carried.
5. **OLD BUSINESS**
 - A. Working Age Adult Policy Implementation:
 - Staff shared a supported employment initiative has been in process for Kitsap County. A county resolution to create the program is being developed and it will be presented to the County Commissioners this month. An overview of the Kitsap County Developmental Disabilities Program was discussed and information that included a list of community businesses employing service recipients was handed out.
 - Staff shared efforts in the pursuit of federal employment opportunities that included a recent tour of the shipyard and regular meetings with federal HR managers and DVR personnel. Staff shared a presentation about Kitsap County's DD program services is scheduled for the January meeting.
 - B. Transition Student Update:
 - Reviewed and discussed the 2016-2018 transition students. One of the 2017 School to Work Program participants quit their job; a 2017 DVR only student (non-project participant) was hired; and two participants in the 2018 School to Work Program were recently hired.
 - The Transition Council held its first meeting of the year in October and focused its discussion on what it could do to get students more prepared and ready for employment. The council decided that it will focus on DVR pre-employment services over the course of the year.
 - The Parent/Student/ Teacher Informational Nights were held on October 17 at Central Kitsap High School and on October 25, 2017 at Sakei Intermediate School; parent/student attendance was low on both nights.
 - The past few years, the Resource Fair has increased in size as the number of vendors has grown; staff is looking for an alternative space that is larger to handle the growth. The event occurring the first Saturday in February will remain the same.

C. Employment First Forum:

- Staff reviewed and discussed Kitsap County's Employment First Game Plan that was created by the nine participants from Kitsap that attended the Employment First Forum that was held in September. Areas of focus for Kitsap County will include outreach with a focus on starting early, meeting with the early childcare coordinators at the school districts, more business outreach, and how DDA resources can be used to support early planning. The participants plan on meeting again in January to continue their discussion and review plan progress.

6. **COMMUNITY INPUT**

- Melissa Lund, Kitsap County Parent Coalition Coordinator, provided an update on her current activities. The next Parent Coalition (PC) meeting is scheduled for November 9 and will focus on SSI information. The December PC meeting will focus on Achieving a Better Life Experience (ABLE) accounts; this was rescheduled from the October meeting.
- Melissa continues to focus on outreach and presentations to further educate parents and agencies on services and resources.
- The first of three autism workshops with Monica Meyer was held last week and was well received. Melissa will provide updates on the dates for the remaining two workshops.
- On November 15, an IEP workshop will be facilitated by Vanessa Lewis from PAVE. This will be the first of four workshops.
- The PC Advisory Board is working on developing a workshop on teaching parents how to "Tell your Story/Speak to your Legislator. "

7. **NEW BUSINESS**

A. Legislative and Budget Update:

- The ARC, statewide notebook event will be held December 4.
- DDA submitted their budget decision packet for the upcoming year's supplemental budget. The Governor's budget should be out mid-December.
- At the Federal level, Congress is looking at revising the tax code. The proposed legislation is called the Tax Cuts and Job Act. If passed, there would be an impact on federal revenue which could impact federally funded programs. Staff will continue to provide updates.

B. Advocacy Reports:

- George Adams reported that he attended both of the Parent/Student/Teacher Information Nights last month.
- George will be attending the 2018 Arc Notebook meeting on December 4.
- The local Arc awarded George with the Self Advocate of the Year award.

C. Person Centered Planning Training

- Debra McLean with the Washington Initiative for Supported Employment facilitated a three-day workshop on developing person-centered plans. The training entailed agencies identifying two to three current participants and conducting person-centered plans for them. Positive feedback regarding the training was shared with county staff.

D. DD Board Priorities for 2018:

- Reviewed and discussed the draft of board priorities for 2018. The draft will be sent out electronically to Board members for their review and input prior to the December meeting. A final draft will be presented at the December meeting to be voted on.

E. DDA/DVR Provider Updates:

- DVR Update: Reviewed and discussed the order of selection process that went into effect November 1, 2017. Most individuals eligible to receive DDA services will be the top priority served by DVR and will be able to start receiving services right away without going on a waitlist. DVR is recommending students in its lower priority levels participate in pre-employment services prior to applying for DVR services as this allows them to continue to receive pre-employment services. For participants on the waitlist, DVR is referring them to WorkSource for services.
- Federal employers (Dept. of Navy and Dept. of Defense) and DVR recently partnered to hold a reverse job fair the end of October. DVR staff shared 16 job seekers and 26 hiring managers were in attendance. Staff noted jobs were offered to three participants at the event.

F. Provider Updates:

- Alicia Skelly, the Infant Toddler Program Director at Holly Ridge provided us with an update. Holly Ridge is currently serving about 340 infants/toddlers and is fully staffed. Things are busy and going well. Holly Ridge is working on purchasing a new building on Kitsap Way to expand services and provide a facility large enough to house both adult and early intervention program staff.

G. Officer Report:

- Sandra introduced and welcomed Fran Aquiningoc who expressed interested in joining the Board.

H. Staff Report: None.

8. ADJOURNMENT – The meeting adjourned at 6:01 p.m.

ATTENDANCE

MEMBERS	GUESTS/ORGANIZATIONS	STAFF
<u>Present</u> George Adams Robin Christman Donna Gearns Sandra LaCelle Kathy Loughheed Linda Roche Marian Wiggins <u>Absent</u> Christine Johnson Veola Taylor	Melissa Lund, Kitsap County Parent Coalition Coordinator Francis Burton, DVR Alicia Skelly, Holly Ridge Center Ashley Jackson, EasterSeals Fran Aquiningoc	Kelly Oneal, Alexandra Hardy