



CONTRA COSTA COUNTY

AGENDA

Developmental Disabilities Council

Wednesday, November 20, 2024

10:00 AM

1025 Escobar St., Martinez |
[https://cchealth.zoom.us/j/96433584883?
pwd=bEtCdk9wM0NyZHFVaVl0N3U3R
m1mQT09](https://cchealth.zoom.us/j/96433584883?pwd=bEtCdk9wM0NyZHFVaVl0N3U3Rm1mQT09) | Call in: (646) 518-9805,
meeting ID 964 3358 4883, password
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Agenda Items: Items may be taken out of order based on the business of the day and preference of the Committee

- 1 Roll Call and Introductions
- 2 Approval of October 23, 2024 Meeting Minutes [24-3954](#)
Attachments: [DDC Minutes 10-23-24 draft](#)
- 3 Updates
- 4 Presentation: Career Pathway Navigator Program [24-3955](#)
Attachments: [Career Pathway Navigator Program](#)
- 5 Public comment on any item under the jurisdiction of the Committee and not on this agenda (speakers may be limited to two minutes).

The next meeting is currently scheduled for January 22, 2025.

Adjourn

The Committee will provide reasonable accommodations for persons with disabilities planning to attend the Committee meetings. Contact the staff person listed below at least 72 hours before the meeting. Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the County to a majority of members of the Committee less than 96 hours prior to that meeting are available for public inspection at 1220 Morello Ave, Martinez, during normal business hours. Staff reports related to items on the agenda are also accessible online at www.contracosta.ca.gov. If the Zoom connection malfunctions for any reason, the meeting may be paused while a fix is attempted. If the connection is not reestablished, the committee will continue the meeting in person without remote access. Public comment may be submitted via electronic mail on agenda items at least one full work day prior to the published meeting time.

For Additional Information Contact: Vi Ibarra, vi.ibarra@cchealth.org, (925) 532-9047



CONTRA COSTA COUNTY

1025 ESCOBAR STREET
MARTINEZ, CA 94553

Staff Report

File #: 24-3954

Agenda Date: 11/20/2024

Agenda #: 2

Advisory Board: Developmental Disabilities Council

Subject: October 23, 2024 Meeting Minutes

Developmental Disabilities Council of Contra Costa County
BOARD OF DIRECTORS MEETING
October 23, 2024

Board and Liaison Members Present: Caroline Ortiz; Christine Rottger; Karen Lingenfelter; Katherine Kreft; Laura Corbett; Nickole Bouslog; Pam Perls; Ramsay Mashy; Ria Mercado; Seth Hendricks; Troy Russell; Will Sanford

Staff: Vi Ibarra

Board and Liaison Members Excused: Christy Lam-Julian; Estela Nunez

Guests: Aimee Vitug-Hom, VistAbility; Mack Buckley, Specialty Health Ambassador; Jennifer Noah, Community Advocate, Parent; Lisa Kleinbub, RCEB; Donna Feingold, HireAble and Finding Golden Solutions; Alejandra Sanchez from the Office of Supervisor Ken Carlson; Geneva Carlos-Valentino, PVAC Co-Chair; Daniel Fournoy, Daniel Volta, Matthew Ferrer, Craig Rose, Julie Molinari, all from VistAbility; Nora Lewis, Jeremy Dunbar, Mateo Ibarra, Kevin Costte, Tyler Bohon, all with Full Circle of Choices; Jason Parks, Las Trampas; Angie Large, MDUSD Workability; Gabriela Solval, SCDD

Welcome, Establish Quorum, and Introductions:

Will welcomed everyone to the meeting at 10:07 a.m. It was a hybrid meeting, with Council members and guests attending either in-person at Las Trampas in Lafayette or on Zoom. Those on Zoom could choose between Spanish and English interpretation. Guests were invited to introduce themselves and Zoom guests were asked to enter their names and affiliations in Chat for attendance purposes. Vi took a roll call of board members and established a quorum. The meeting minutes for September 25, 2024 was approved unanimously and without correction (M/ Troy, S/Nickole). There were no additions to the agenda.

UPDATES:

RCEB – Lisa Kleinbub

Lisa reported the Regional Centers are waiting for information from the Department of Developmental Services (DDS) on the next part of the Rate Study implementation. DDS has not yet sent the expected directives including how this is going to change some of the rates for service codes that are moving into other service codes. The Regional Centers are also waiting on details about the Provider Directory. The Directory is in process and eventually will be accessible to individuals, their families, and service providers across the state.

In late September, Governor Newsom signed AB1147 requiring Regional Centers to be subject to the Public Records Act beginning in January 2026. Regional Centers will have to implement a process for people and entities to make these public record requests while at the same time

ensuring identifying information remains protected. Lisa is hoping that DDS will appropriately fund the work that will have to take place at the regional centers.

Other updates:

1. Starting in January 2025 Regional Center executive staff cannot directly hire family members into their Regional Centers, and they cannot receive gifts valued at more than \$15.
2. The Universal IPP also starts on January 1, 2025. There will be a new signature sheet and RCEB will coordinate training with the community. The new IPP forms are not in SANDIS as of today's date. There are many things coming on line in January 2025 for implementation!
3. As of July 2024, Regional Centers are required to allow for IPP and annual meetings to take place either in-person or through alternative communication methods like Zoom. It is up to the person served to determine how they would like to have their meeting. Case managers have to see anyone over age 3 in-person at least once a year. For children younger than 3 years old, the case managers have to see the child at least two times a year. Tracking becomes a little more complicated with in-person meetings.

In addition, Lisa encouraged everyone to look at the DDS data dashboard for POS, demographic, and other information www.dds.ca.gov. They are making it a more searchable dashboard.

Update on the RCEB Executive Director Search – Geneva Carlos-Valentino

Geneva introduced herself as co-chair for PVAC and Will's counterpart at the Alameda County Developmental Disabilities Council. She is sitting in for Daniel Hogue on the E.D. search committee, as Daniel is on a 3-month sabbatical. The executive search firm is called Lawrence Advisory and they have lots of experience and a strong commitment to our IDD community. They have met with our diverse stakeholder groups – including Vi and Will - to get input on community needs. Interviews will start next week! They are working with a very tight timeline but aim to identify candidates by the end of the year for presentation to the RCEB Board. From there the best candidate will go through a further screening process. Geneva is committed to sharing updates when possible and bringing feedback from the DDC groups to the committee. You can contact her with questions or concerns.

SCDD Bay Area Office – Gabriela Solval

Gabriella reported on the following events and the upcoming [statewide trainings calendar](#). Trainings are offered in Spanish and English.

- [SCDD Council and Committee Meeting](#) schedule
- SCDD Statewide Self-Advocacy Network (SSAN) Employment Webinar on 10/29 from 2-4 p.m. [Register here](#).
- [Self-Determination Statewide Orientations](#)

- Competitive Integrated Employment (CIE) Community of Practice (CoP 2.0) series - Last webinar will be today, 10/23 from 12-1:30 p.m. For more information or to request recordings on the CIE CoP 2.0, contact David Grady at david.grady@scdd.ca.gov
- The SCDD subminimum wage virtual town hall will be on 10/30 from 4-6pm, to talk about individuals leaving sheltered workshops and where they are going

Council Chairperson – Will Sanford

Will thanked Geneva for the additional work she is doing while Daniel is on sabbatical. The change in the RCEB Executive Director will affect approximately 25,000 participants, their families, employees, and other stakeholders. It will be a significant undertaking to identify Lisa's replacement.

Executive Assistant to the Council – Vi Ibarra

Vi reported on the Governor's first annual Disabilities Summit she recently attended. The audience was primarily local government folks, and it presented an opportunity to bring a lot of disability-related information to government staff that might have less familiarity. The conference took place in Ventura County, with a few other regional centers in attendance. Next year, it will be held in Ventura again, but the plan is to rotate locations going forward. Vi will put a plug in for Contra Costa as a potential future venue.

Additionally, the County recently revamped its website, making it a good time to update the DDC page too. Several folks expressed interest in helping Vi with the updates – Troy, Seth, Nicola and Gabriela. Nickole is a solid no!

Contra Costa Council and community members are invited to attend the Nov. 13th DDS listening session taking place during the Alameda DD Council Board meeting. See [event flyer](#) for details.

Membership – Troy Russell

Troy said they are still looking for members. The Specialty Health Ambassadors have been distributing flyers and sharing information about the Council.

Workgroup Updates:

Health Equity – Ria Mercado – Ria is a public health nurse and passionate about health equity. She believes that everyone should have fair access to health resources. To guide the work of the Health Equity group, Ria will be sharing a short survey with the Council, consisting of just seven questions. The survey aims to gather input on the key priorities for improving health equity, particularly for individuals with IDD.

The survey will be sent to all members, and everyone is encouraged to share their thoughts on these questions.

Transportation – Alicia Jackson- Alicia acknowledged that while we cannot fix the transportation problem entirely, we want to provide a resource list to help people get from home to appointments, such as doctors' visits. The workgroup plans to include information about the Clipper Card and how to obtain one. A meeting will be held via Zoom on October 28th at 11 a.m., and everyone is welcome to join. Look out for the link from Vi.

Comment: Jason Parks offered to share some of the Las Trampas transportation resources.

Community Liaison Reports:

Paratransit Coordinating Council - Vi Ibarra

No report. The Council meets quarterly, with the next meeting scheduled for November 18th.

Transition Task Force – TBD

Vi reported that this group consists of professionals focused on the transition from school to adult services. It serves as a network for problem solving, networking, and offering consultation to those who need assistance navigating the system. The meetings will now be held on the first Tuesday of each month via Zoom, starting at 3 p.m. The first meeting is scheduled for November 5th.

~~~~ A brief 10-minute break was taken at 10:57 a.m. ~~~~~

\*\*\*\*\* Presentation \*\*\*\*\*

**Understanding IHSS, SLS and ILS with  
Judy Hunter, Director of Supported and Independent Living Services, Las Trampas**

Judy shared her [presentation slides](#) and a comprehensive presentation.

**In-Home Supportive Services (IHSS)**

IHSS is a service that helps eligible individuals remain in their own homes instead of moving to a board-and-care facility. To qualify for IHSS, applicants must meet the criteria for Medi-Cal, the federal and state health and social service program. The service is based on a needs assessment, with a maximum of 284 hours per month, depending on individual requirements. IHSS provides non-medical assistance, for example help with dressing, hygiene, cleaning, and transportation to appointments like doctor's visits.

Generally, it is important for the individual to choose their IHSS worker, but alternatives can be considered for individuals with more severe disabilities. People receiving IHSS support can select a close friend or advocate to assist with some steps of receiving IHSS, such as tracking hours.

**Important Points:**

- IHSS cannot be used in conjunction with ILS. It can be combined with SLS as long as the support hours do not overlap.
- A detailed rubric breaks down the tasks required and allocates minutes to help calculate the total hours of support needed each month.
- An evaluation is conducted to assess all necessary activities and this is used to inform how many hours of service will be provided.
- IHSS workers must remain active with the person they assist. Their current wages are \$18.83/hour in Contra Costa.

**ILS (Independent Living Skills)**

ILS is a training program for individuals 18 years and older living in their own homes, for ILS provides for training skill development in all necessary domains for the consumer to live successfully in their own home. ILS training can take place in any setting, and most training is provided one-on-one.

**SLS (Supported Living Services)**

SLS is provided for people who need more than training to be independent. Hours provided can be up to 24/7, based on need. They can help with tasks like meal preparation, grocery shopping, laundry, personal hygiene, scheduling appointments, managing finances, and Section 8 housing applications.

**Eligibility for ILS and SLS:**

To be eligible for either service, a person must have a disability expected to continue indefinitely. RCEB encourages people to use other available services, such as assistance from family or IHSS, before considering ILS or SLS. **Key differences between ILS and SLS:**

- ILS focuses on teaching independent living skills to help individuals manage their daily tasks. It is mostly one-on-one training, but can sometimes be group-based.
- SLS provides more extensive, tailored support, often on a 24/7 basis, to help individuals live independently in their own homes.
- SLS cannot be provided in a family or parent's home.

Both services require a needs assessment, which can take between 4-10 hours to complete over several months. This assessment is submitted to the case manager, who will issue the POS and inform the provider when services can begin.

**Ariel's Story:**

Ariel initially didn't want to move out, but eventually did, and now lives in her own condo with



her dog. She receives daily assistance from staff and shares IHSS and SLS hours with her roommate. When Ariel lived with her parents, she received ILS support, but now, in her own home, she gets IHSS and SLS to help her maintain her independence. ILS staff helped her learn tasks like cleaning her room and grocery shopping.

#### **Questions and Comments:**

- There were questions on how to apply for IHSS and if ILS and SLS providers can help with the application. Ariel distributed informational flyers during the meeting and Judy clarified that, yes, ILS and SLS providers can help guide the person through the IHSS application process.
- There were also questions about what to do if someone disagrees with the assessed IHSS hours, or if they don't have a specific IHSS worker in mind. Judy suggested contacting the evaluator if there is a disagreement. A parent or advocate can often provide additional insights to adjust the assessment. As far as finding a worker, you can refer someone you know to IHSS or the County can provide a registry of available workers.

#### **Public Comment and Announcements:**

- Cal State University East Bay is hiring Community Collaborators to assist with a guide on supported decision-making. Individuals with lived experience that are using or planning to use supported decision-making are welcomed to apply.  
<https://www.csueastbay.edu/cdjr/supported-decision-making-outreach-team.html>
- Save the date! Contra Costa County Fair will host a Developmental Disabilities Day on Friday, May 16, 2025. Admission and parking are free for those who register. A sensory-friendly morning will be offered, with no music or rides running until 12 p.m.
- Donna Feingold has invited everyone to a CalABLE presentation today at 3 p.m. If interested, email Donna for the Zoom link.
- Download an advocacy letter to send to the US Access Board- The Access Board is an independent federal agency that promotes equality for people with disabilities through leadership in accessible design and the development of accessibility guidelines and standards. Nickole was a key advocate in the initial efforts!  
<https://www.changingspacescampaign.com/>

#### **Adjournment:**

The meeting adjourned at exactly 12:00 p.m.

**The next meeting will be held on November 20, 2024,  
one week earlier due to the Thanksgiving holiday**

Respectfully submitted by,  
*Aimee Vitug-Hom*

DRAFT



# CONTRA COSTA COUNTY

1025 ESCOBAR STREET  
MARTINEZ, CA 94553

## Staff Report

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**File #:** 24-3955

**Agenda Date:** 11/20/2024

**Agenda #:** 4

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Advisory Board: Developmental Disabilities Council

Subject: Presentation: Career Pathway Navigator Program

Presenter: Craig Rose and Will Sanford

**Contra Costa Counties  
Developmental Disabilities  
Council Presentation – 11/20/2024**

**Craig Rose (Vistability)**

**Will Sanford (SC &CS)**

**Coordinated Career Pathway  
Services  
(New Service Code 956)**



Who is eligible to receive the Services?

Who can deliver the Services?

What are the Key Services?

- Career Pathway Navigator
- Customized Employment Supports

Definitions and Terminology?

## Coordinated Career Pathway Services



# Definitions and Terminology - I

- Competitive Integrated Employment (CIE) – A job that is paid at the same wage with the same benefits as any other worker.
- Customized Employment – A job that is designed to meet the needs of both the individual and the employer (win/win situation).
- Discovery – A process to help the individual to identify possible jobs they wish to potentially pursue.
- Exploration – Building on the Discovery process, exploration starts to dig deeper into potential jobs and interests to help refine what the individual wants to do.



## Definitions and Terminology - II

- Informational Interview – As a part of Discovery and Exploration, informational interviews with potential employers may be held.
- Accommodations – based on the individuals support needs, areas of support are identified to help promote positive job outcomes, such as:
  - Transportation – how will they get to and from work
  - Communication/Learning support – how does the individual communicate and best understand directions
  - Job coaching – what is a job coach and how do they support the person.
  - Other areas – Life flexible work schedule, workspace set-up, etc.



## Definitions and Terminology - III

- Employment Supporters –
  - Job Developer/Search supporter – A person who is focused on supporting the individual to find possible jobs/ employers.
  - Job Coach/Employment Specialist – A person who supports the individual once a job has been landed.
  - Tailored Day Service Coach – A person who supports the individual both on the job and as necessary to help them gain any required certifications.
  - Career Pathway Navigator – A new category of support to provide person-centered supports to map out how to achieve a job the person wants.
  - Personal Circle of support – families and friends maybe able to provide leads to potential jobs.





# Definitions and Terminology - IV

- Types of Employment –
  - Internships – The Paid Internship Program (PIP) can be used both for Discovery/Exploration and to land a job.
  - Customized Employment – a job that has been negotiated to provide meaningful work that benefits the employer.
  - Traditional Employment – a job that has not required any changes.
  - Self-Created Employment (micro enterprises) – a job based on the individuals desire to control their work and work environment to meet a particular niche. Often used for artistic opportunities or if it is how the industry operates or based on a business idea that the individual wants to pursue.

# Who is currently eligible for services?

Youth within 2 years of exiting high school and for 2 years after they have exited school:

- High School Diploma Track (16 to 20 years of age)
- Transition School Certificate (20 to 24 years of age)

Adults (post high-school)

- Currently attends a Work Activity Program (WAP)
- Has attended a WAP within the last 5 years
- Individual is in or is transitioning from a non-WAP sub-minimum wage setting (such as Supported Employment and/or Day Program Group employment setting).

# Who can Deliver the Service?

## Career Pathway Navigator Requirements

- A BA degree and 3 years of experience in the IDD service system – or -
- An AA degree and 5 years of experience in the IDD service system.
- A course/certification in Person-Centered Thinking
- Certification from one of the following:
  - ACRE (Association of Community Rehabilitation Educators) – Typically a 40-hour course with assignments on top - lifetime certification
  - APSE (Association of People Supporting Employment First) CESP - ( Customized Employment Support Professional) certification – Application, experience and passing a test is required, and recertification is required every 3 years.

## Customized Employment Support Requirements

- High school diploma, and relevant work experience
- Certification from either ACRE or APSE



# Career Pathways Navigator – Key Services

- The main service is the development of the Person-Centered Career Plan – which should include:
  - Assessments, including Job Discovery and Exploration opportunities.
  - Review of impact of working on any Government Benefits and strategies to maximize the individual’s long-term financial stability.
  - Based on identified and desired long-term career, a plan on how to meet any educational, apprenticeship and/or other requirements should be outlined.
  - Ensure their circle of support is engaged in supporting the participants desired career.
  - If self-employment (micro-enterprise) is desired, support to identify the steps to create that business should be included.



## CPN – Key Services II

- Identification of any needed supports or accommodations to achieve a job, such as:
  - Community access (transportation to and from the job)
  - Communication access (interpreters and translation)
  - Job accommodations/supports needed – (flexible schedule, access needs, job coaching, etc.)
  - Accessing generic resources, i.e., Department of Rehabilitation
  - Possible technology support needs
  - Other
- Job Search supports



## Customized Employment – Key Services

- Implementation of the Person-Center Career Plan for individuals desiring a more customized job, by:
  - Additional assessments, discovery and exploration activities as needed
  - Identifying and building relationships with potential employers
  - Developing the pitch to employers to match a potential job seeker to meet both employer and job seeker needs
  - Negotiating with the employer to secure the job.
  - Providing post placement supports, to ensure successful transition into the job, supporting both the employee and the employer
  - Working with the employer and co-workers to develop natural supports as appropriate.



# Self-Created Employment Options

- Both the CPN and the CES services can support the development of self-created/driven employment (micro enterprises) options by:
  - Helping build a Business Plan
  - Helping identify possible resources and supports
  - Providing coaching supports as needed
  - Other services as needed

# CCP Service time frame and rules

Coordinated Career Pathway Services – can be provided for up to 18 months (with a potential extension to 24 months depending on need)

The number of service hours provided is developed by the Inter-Disciplinary Team and can be re-visited as necessary.

The services can be provided on the same day as other services, such as day services, etc.





Questions?

# Contact information

- RCEB – Employment Specialist - Tomasa Dueñas, MSW, [tduenas@rceb.org](mailto:tduenas@rceb.org) - 510-543-2702 – Contact if you wish to pursue becoming an RCEB Vendor of this service.
- Presenters
  - Craig Rose – [crose@vistability.org](mailto:crose@vistability.org)
  - Will Sanford – [will.Sanford.sccs@gmail.com](mailto:will.Sanford.sccs@gmail.com)