

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: February 4, 2025

Time: 5:00 p.m.

[Join Zoom Meeting](#)

Call-in Option: 1-253-215-8782

Meeting ID # 835 7203 2268

Passcode # 691068

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF December 3, 2024 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. OLD BUSINESS**
 - A. Working Age Adult Policy Implementation**
 - B. Transition Student Update**
 - C. Accessible Communities Advisory Committee**
- 6. COMMUNITY INPUT**
- 7. NEW BUSINESS**
 - A. Legislative and Budget Update**
 - B. Advocacy Reports**
 - C. KC Annual Resource Fair**
 - D. 2025 Community Summit**
 - E. DDA Day Habilitation Report**
 - F. DDA/DVR Provider Updates**
 - G. Provider Updates**
 - H. Officer Report**
 - I. Staff Report**
- 8. ADJOURNMENT**

* = Indicates action item

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

5:00pm – 6:30pm
Tuesday, December 3, 2024

1. **CALL TO ORDER** – Sandra LaCelle called the meeting to order at 5:02 p.m. via Zoom.
2. **INTRODUCTIONS** - Members and guests introduced themselves; attendance was taken.
3. **APPROVAL OF THE November 5, 2024, MINUTES***

MOTION: Donna Gearns moved to approve the November 5, 2024; minutes as presented. Heidi Scheibner seconded. Motion carried.

4. **ADDITIONS/APPROVAL OF AGENDA***

MOTION: Jennifer Acuna moved to approve the agenda as presented. Donna Gearns seconded. Motion carried.

5. **OLD BUSINESS**

A. Working Age Adult Policy Implementation

- i. Kelly shared the WISE staff who significantly supported our Partner for Work (PFW) efforts to our local rotaries is retiring the end of the month. A meeting is planned soon with WISE and the EFC team to discuss a plan going forward.
- ii. The WISE team, in partnership with DDA, that hosted and facilitated the Alderbrook Employment Forum in October, shared the report outlining strategies and plans from the event for the next five years is anticipated to be released sometime in December.

B. Transition Student Update

- i. 2024 School to Work (STW) – One additional STW student reached job stabilization and moved onto long term funding; two, 2024 transition students recently moved out of the county, resulting in a decrease in the overall student census.
- ii. 2025 School to Work (STW) – Another STW student got a job bringing the total number of students employed to 5.
- iii. 2026 Transition Students - Kirsten is currently finishing up meetings with school districts and is working on enrolling the 2026 students to begin Job Foundation services. Kirsten has taken 19 applications so far; a few applicants still need to select a provider.
- iv. Kelly met with region 3 DVR STW liaison, Monique Patel and a teacher steering committee to plan Transition Training sessions for

the upcoming year. The next couple training sessions scheduled include:

- Supporting Independence at School Work Sites: Part 2 is scheduled on December 17, 2024, online from 3-5pm. This second session introduces the Worksite Guide, which provides ideas, strategies, and tools to make sure students get the most transferable skills out of each worksite experience.
 - Partnering with Providers to Support Students Employment is scheduled on January 21, 2025, online from 3-5pm. This session will discuss employment providers and the ways students are supported by providers in obtaining employment.
- v. The Washington State Rehabilitation Council developed a Washington State Transition Map, which provides a high-level summary to assist individuals and families in learning about and connecting to transition services for which they may be eligible as students plan for their transition from high school. This map will serve as a valuable tool for disability support resources and agencies to establish meaningful connections with transition services. You can view the Transition Map here. [WA State Transition Map](#).
- vi. The Washington Office of Superintendent of Public Instruction (OSPI) created a 4-minute video focused on students with disabilities and the realization that these students learn and thrive when they are valued, visible members of their classroom, school community and activities. The video features students, families and educators in schools in Washington State that are currently making inclusion work and be successful. You can view the video here. [Inclusionary Practices | OSPI](#).
- vii. The next PAVE IEP workshop is scheduled on January 29, 2025, online from 4-5:30pm. This session involves the Washington State Governors Office of the Education Ombuds (OEO) providing an overview of the OEO's work and how the office supports families, communities, and schools addressing the concerns that impact all students education. You can register for upcoming sessions here. [Special Education Training Sessions](#).

C. Accessible Communities Advisory Committee (ACAC)

- i. The ACAC has a couple of projects nearing completion, Justin updated the group on the progress of each project. Highlights included:
- The City of Poulsbo Accessible Tricycles project involved purchasing two electric assist, adaptable tricycles for Kitsap County residential use. These tricycles will ultimately allow non accessible spaces to become accessible for community

members who experience disabilities and/or limited mobility. The City of Poulsbo has been in the process of street testing the tricycles with a small focus group to better understand their motor and battery capacity. They will also be sending a marketing plan by the end of the week with their plans on how they intend to bring awareness to the community about the accessible tricycles' availability.

- The Sea Discovery Center accessible front door contract between Kitsap County and Western Washington University (WWU) is currently still in the county's routing process but hopeful that this contract will be on the Board of County Commissioner's meeting agenda in January. Once construction begins on the accessible front door, it should only take 2-3 days to complete.

6. COMMUNITY INPUT

A. Melia Hughes, Kitsap County Parent Coalition (KCPC) Coordinator shared that there will not be any December meetings due to the upcoming holiday. Upcoming January and February meetings were discussed, highlights included:

- i. How Aging and Long-Term Care Supports People with Disabilities is scheduled for January 23 from 6p-7:30p via Teams. Learn about programs that are supported, information and referrals, caregiving support, legal support options, and nutrition services.
- ii. Port Gamble S'Klallam Tribe (PGST) Resource and Career Fair is scheduled for February 1 from 10a-2p at the PGST Long House in Kingston. Resource Fair – Ability to meet with several agencies and providers of support for families of adults and children with diverse needs from infancy to adulthood. Career Fair – Connect with several agencies and supports for career opportunities and job assistance.
- iii. Autism and Inclusion Training for Parents and Professionals is scheduled for February 19 from 5:30-8:30pm via Teams. This session explores the shift from the traditional medical model of disability to the more empowering social model.
- iv. For registration details on all upcoming events visit the KCPC events page: <https://kitsapcountyparentcoalition.org/events/>. You can also contact Melia Hughes at 206-486-0300.

7. NEW BUSINESS

A. Legislative and Budget Update:

- i. Kelly shared updates on the expected budget deficit along with providing an overview of the DSHS 2025-27 Biennial Budget Reduction Decision List. Highlights included:

- The state is expecting a 10 to 12 billion dollar deficit over the next four years and have asked state agencies to provide potential cuts along with proposed reductions, focus is on preserving current programs and not expanding or increasing current services and programs.
- DDA's listed cuts included:
 - Not funding future projects through the Dan Thompson grant and ending current project staff position.
 - Five million reduction to Employment and Community Inclusion services budget. DDA believes this is part of the planned 10 million reduction from last year's legislative session not in addition to but still needs to be confirmed. As discussed in previous meetings, concerns with provider rates not reflecting cost study recommendations does have an impact on available services and agency ability to maintain staff.
 - IFS waiver fund reduction tied to unspent funds of that waiver.
- Division of Vocational Rehabilitation (DVR) School to Work Reduction – To achieve savings of 810k, reducing the number of clients served through the school to work program would impact 154 clients. Unclear if implemented, if it would impact current School to Work contracts.
- Ongoing conversations continue between DDA leadership, counties and providers regarding Waiver consolidation report and recommendations. Report assumes combining several services including Community Inclusion (CI) into a "bucket of service hours" that all current CI providers will want to and be able to continue to provide CI services if no longer supported through counties. CI services may not be sustainable for agencies, even if agencies provide both IE and CI services. Therefore, CI capacity would not only be lost but IE capacity as well. Will continue to provide updates.
- Still waiting for the DDA Day Habilitation report to be released.

B. Advocacy Reports

- i. Kelly noted an upcoming meeting with WISE and representatives from the Kitsap People First Chapter to discuss upcoming trainings is planned for Friday, December 6. More details to come at the February meeting.

C. DDA Eligibility Changes – Doreen Vandervort, DDA I & E Supervisor

- i. Doreen Vandervort introduced herself as the Intake and Eligibility Supervisor for the Developmental Disabilities Administration (DDA). Doreen shared information on what it takes to be a client with DDA along with the significant legislative changes to eligibility criteria that will affect potential clients going forward. Highlights included:
 - House Bill 2008 was passed in June 2022, requiring Washington State Department of Social and Health Services (DSHS) to stop using intelligent quotients (IQ) to determine DDA eligibility. Beginning October 7, 2024, they will no longer use IQ to determine eligibility and instead rely on diagnosis and adaptive functioning for enrollment eligibility.
 - For some conditions, and under specific circumstances, DDA can now accept diagnosis from an expanded list of providers who can now make a diagnosis, but the applicant will still be responsible for providing the information required to DDA for eligibility determination.
- ii. Doreen also provided an overview of the required documentation for DDA enrollment determination along with eligible conditions specific to age. You can review the document here. [DDA Enrollment Determination.](#)

D. 1/10 of 1% Projects

- i. In 2013 Ordinance 507-2013 authorized a 1/10 of 1% sales-and-use tax designated to fund mental health, substance abuse and therapeutic court programs and services. A Community Advisory Committee was also formed to review applications for these funds and to make recommendations to the Board of County Commissioners.
- ii. An overview of the 1/10 of 1% grants that would continue into 2025 was shared, along with new agencies receiving grant funding for 2025. Each agency whose grants would continue was listed along with their total grant and a brief description of the listed agency. A total of seven new agencies were provided grants for 2025, an overview of each new agency listed was discussed.

E. 2025 Community Summit

- i. Due to the looming state budget deficit, the 2025 Community Summit in-person event has been canceled. Early stages of planning has begun to discuss hosting localized events; more detail to come.

F. DD Board Priorities 2025*

- i. Sandra provided an overview of the 2025 DD Board Priorities Work Plan including each goal listed, the status of the specific goal, and

the priority level. Goals completed or deleted were also reviewed before voting took place.

MOTION: Shannon Turner moved to approve the 2025 DD Board Priorities Work Plan as presented. Jennifer Acuna seconded. Motion carried.

G. DDA / DVR Provider Updates

- i. Kim shared that the DDA hired another Case Resource Manager for their Bremerton office who will start at the beginning of the year. As waivers become scarcer, DDA outreach is becoming more important. Kim will be presenting at South Kitsap High School this month to encourage families to apply early for waivers and to not wait until the last minute.
- ii. To receive DDA information updates and alerts, go to [Department of Social and Health Service's Developmental Disabilities Administration \(govdelivery.com\)](https://www.govdelivery.com) to sign up.

H. Provider Updates

- i. Melia with KCPC shared on behalf of Erica with Easterseals that Easterseals is currently experiencing a staff transition phase and is not accepting any new referrals at the moment as they focus on their staffing goals.

I. Officer Report

- i. Sandra announced that there will not be a January DD meeting, the February meeting will be in person only at Communitas in Bremerton.
- ii. Cindy Bonilla was appointed by the Board of County Commissioners and is now a member of the DD Advisory Board.
- iii. Rae Williams shared upcoming dates and locations for the Toastmasters Job Interview/Effective Communication trainings. Upcoming trainings included:
 - January 9 and February 13 from 5-6pm at the Poulsbo Library, located in the small meeting room.
 - January 23, February 27 and March 27 from 5-6pm at the Sylvan Library in Bremerton, located in the Heninger conference room.

J. Staff Report

- i. Kelly shared that they will be scheduling interviews in the coming weeks in hopes to find a suitable candidate to replace her as she will be retiring in March. The goal would be to bring someone on by the February advisory meeting so the board can meet them.

8. ADJOURNMENT

The meeting adjourned at 6:25 p.m. The next meeting will be Tuesday, February 4, 2025, in-person at Communitas in Bremerton.

* = Indicates action items

ATTENDANCE		
MEMBERS	GUESTS / ORGANIZATIONS	STAFF
<u>Present</u> Donna Gearns Sandra LaCelle Rae Williams Jennifer Acuna Heidi Scheibner Kathy Lougheed Shannon Turner <u>Absent</u> Jennifer Crider Veola Taylor Cindy Bonilla	Doreen Vandervort, DDA I & E Supervisor Melia Hughes, Kitsap County Parent Coalition Erica Vogel, Workforce Program Director – Easterseals Kim McCarty, DDA	Kelly Oneal Justin Wing