



COMMUNITY SERVICES, HOUSING, AND COMMUNITY  
DEVELOPMENT DEPARTMENT  
Kathleen Torella, Director

**MINUTES**  
**DEVELOPMENTAL DISABILITIES DIVISION**  
**ADVISORY BOARD MEETING**

**Community Services, Housing, and Community Development Department  
(CSHCD)  
ZOOM Meeting  
4:00 – 5:00 pm  
July 12, 2022**

**Board:** Allison Rubino, Deb Brady, Julie Ancona-Shepard, Mary Crago, and Michael Dodd

**Absent:** Erin Carden, Roxanne Coast

**CSHCD Staff:** Kathleen Torella, Jason Stariwat, Racheal Beamis, and Denise Magee

**Attendance:** Michelle Wolf, Dala Rice (DDA); Mary Ravenna, Polly Maxwell (Artisans); Luke Tolley, Stephanie Lyon (Arc); Toby Broemmeling (Skills'kin); Darci Ladwig, Darla Helt (Peace); Jennifer R (Goodwill), Holli Lawrence (AtWork!), Tammy

**1. Meeting called to order at 4:05 p.m. by Co-Chair Allison Rubino**

**2. Introductions and Approval of Minutes -**

DDAB meeting minutes of May 10 and June 14, 2022, were approved as written. Julie Ancona-Shepard made a motion to approve the meeting minutes, Deb Brady seconded, and the motion carried.

**3. DDA Region 1 Update:**

Michelle Wolf, Deputy Regional Administrator, Developmental Disabilities Administration (DDA), reported that DDA is still focused on hiring for all of the open FTE's. Also, still open positions are a Psychologist to work out of the Spokane area, a Psychology Associate. We continue to be short staffed in Children's and Adult residential. A very small contract, AES, for supported living terminated services. Eastern State Hospital is not accepting any admissions at this time due to staffing shortages and organizational changes.

**4. Agency Monitor Report and Qualification: Brian Nichols**

Brian Nichols presented the monitor report and qualification request for county-contracted agency, Arc of Spokane. Deb Brady made a motion to approve qualification for contracted services Individual Employment, Community



Inclusion, and Group Supported services for Arc of Spokane; Julie Ancona-Shepard seconded, and the motion carried.

**5. DD Division update:**

Brian Nichols, Spokane County, reported that we still are trying to hire a Program Planner Evaluator for the Children's program.

Staff continue to keep up, cover billing and wrap up the 2022 fiscal year, which ended June 30, 2022, and keep on track with provider monitoring's.

We were able to get a contract amendment from DDA for more money to finish out the contract year – we continue to watch the budget closely. We were able to offer providers money for Professional Services, paying for staff time for participating in WISE trainings. Providers received data and invoiced us for July 1, 2021, through February 2022 and the same process for March through June 2022.

The second part of that is providers will be compensated for unreimbursed Individual Employment hours. These are participant hours that agencies provided over the max number of hours authorized by DDA.

In July, Brian and Jason will attend the National Project Search conference in Baltimore, MD.

Brian is participating in the rate workgroup. End goal is to raise or maintain the current / temporary rates.

Current/Temporary increased rates are good through December of 2022. At which time, it is hopeful the rate workgroup will have answers.

Jason gave a brief Job Foundation and School To Work (STW) report: The majority of this years' School To Work students transitioned to DDA adult Individual Employment services.

Several Job Foundation students will transition to School To Work for next year.

We have already received approximately 20 School To Work applications for next year.

Jason will be serving at the Transition Network Coordinator for the Spokane Area. This is a long-standing network that links Transition resources (teachers, service providers, DVR). It will be a great opportunity to try to get teachers more involved from the schools in the outlying areas.

**6. Other Business:** None

**7. Audience Comments:** None

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8. Adjournment: Julie Ancona Shepard made a motion to adjourn, Deb Brady seconded and the meeting adjourned at 4:34 pm.

**Next meeting: Tuesday, September 13, 2022, 4:00 p.m.**