



**DESERT/MOUNTAIN SELPA
DESERT/MOUNTAIN CHARTER SELPA
COMMUNITY ADVISORY COMMITTEE (CAC) MEETING
MEETING MINUTES**

September 21, 2023

4:30 p.m. – 6:00 p.m.

Location: CAHELP JPA – Virtual Meeting (ZOOM)

1.0 CALL TO ORDER

1.1 Heidi Chavez, Program Manager Regional Services called the meeting to order at 4:34 p.m.

1.1.1 Heidi greeted all those who were attending the virtual meeting.

ATTENDEES:

Diana Robertson-Ramos (Hesperia)	Karen Ware (Taylion HDA)
Nicole Yeager (Trona)	Suzanne Jennings (Victor Elem)
Stephanie Van Epps (Southern CA Flex)	Rinah Lerma (Allegiance Steam)
Shannon Garibay (Hesperia)	Caila Benitez (Oxnard SD)
Vianca Padilla (SELPA)	Pam DeRenard (Snowline)
Yazmin Medina (SELPA)	Maxine Huntington (Silver Valley)
Kayleen Malcolm (AAE)	
Martha Hernandez (Allegiance Steam)	
Macie Manis	

2.0 PUBLIC PARTICIPATION

The general public is encouraged to participate in the deliberation of the Community Advisory Committee (CAC). Several opportunities are available during the meeting for the CAC to receive oral communication regarding the presentations of any items listed on the agenda. Please ask for recognition either before a presentation or after the presentation has been completed.

- General public present
 - The public did not participate in the meeting portion of CAC.

3.0 CONSENT ITEMS

It is recommended that the CAC consider approving several Agenda items as a Consent list. Consent items are routine in nature and can be enacted in one motion without further discussion. Consent items may be called up by any CAC Member at the meeting for clarification, discussion, or change.

3.1 BE IT RESOLVED that the following Consent Items be approved as presented:

- Action to Approve Minutes of April 20, 2023
 - **MOVED BY** Karen Ware to approve the minutes of April 20, 2023.
 - **SECOND BY** Diana Robertson-Ramos
 - Motion carried and was **approved** unanimously.
- Action to Approve Agenda for September 21, 2023
 - **MOVED BY** Kayleen Malcom
 - **SECOND BY** Diana Robertson Ramos
 - Motion carried and was **approved** unanimously.

4.0 RESIGNATION OF CHAIRPERSON

4.1 Acceptance of letter of resignation

- Program Manager, Heidi Chavez shared that at the end of last year's school year she received a phone call from the Chair, Briseida Ramirez and she informed Heidi of her resignation from Chair. Heidi requested a letter of resignation from Briseida. Heidi shared the letter of resignation with the committee.

4.1.1 BE IT RESOLVED the acceptance of Resignation from Chair, Briseida Ramirez.

- **MOVED BY** Diana Robert-Ramos
- **SECOND BY** Kayleen Malcom
- Motion carried and was **approved** unanimously.

5.0 ACTION ITEMS

5.1 Call for Nominations of CAC Chairperson

- Program Manager Heidi Chavez, called for nominations. The committee did not nominate names for a Chairperson. Heidi tabled the item for the next Community Advisory Committee Meeting (CAC) on November 16, 2023.

5.2 Motion to Appoint New CAC Chairperson

- Item tabled for the next CAC meeting on November 16, 2023.

6.0 REPRESENTATIVE REPORT

6.1 Information Items

6.1.1 2023-2024 CAC Parent Handbook

- Heidi stated that the handbook went out with the CAC memo email. We will resend the Handbook to all representatives and participants.

6.1.2 2023-2024 CAC Presentation Topics

- Heidi went over why the topics were chosen for this school year's CAC meetings. She stated based on feedback from the Parent Survey result's that Autism Awareness, Behavioral Support, IEP 101, and current trends of drugs and social media among teenagers all rated the highest.

6.1.3 Results from Parent Survey

- Heidi shared the results for the Parent Survey. She said the highest attendance for CAC was during Covid when the meeting was virtual. Based on the CAC survey results 53% preferred CAC to be virtual and 31% was mix between virtual and in person. Heidi stated that this school year's CAC topics scored the highest on the survey and that is why they have been chosen to be the topics. Other topics that were requested by the survey were Community Supports, Peer Relationships, and Social Skills.

6.1.4 CAC Locations

- Heidi stated that the CAC meetings will be held virtually with the Representative meeting from 4:30 – 5:00 pm and the presentation from 5:00 – 6:00 pm.

7.0 PRESENTATION

7.1 Presentation: Embracing Neurodiversity: Autism Advocacy and Education

Presenters: Jennifer Rountree, Program Specialist

Melissa de Silva, Intervention Specialist

8.0 MATTER BROUGHT BY THE COMMUNITY

No matters were brought forward.

9.0 ADJOURNMENT

The next regular meeting of the Desert/Mountain SELPA CAC will be held on **Thursday, November 16, 2023, from 4:30 – 5:00 p.m. CAC Representative Business Meeting and 5:00 - 6:00 p.m. Presentation #ACTNOW - Fentanyl Awareness** by Jacquelyn Rodriguez, Public Affairs Officer, San Bernardino District Attorney. Virtual.

A motion to adjourn at 6:00 p.m. was made by Stephanie Van Epps and was seconded by Diana Robertson-Ramos.

- Motion carried and **approved.**