

## **Kitsap County Developmental Disabilities Advisory Board**

**Date: September 16, 2025**

**Time: 5:00 p.m.**

**[Join Zoom Meeting](#)**

**Meeting ID: 841 0742 2234**

**Passcode: 092242**

**In-Person: Port Blakley Conference Room, KC Administration Building  
619 Division St., Port Orchard**

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### **A G E N D A**

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF June 3rd, 2025, MINUTES\***
- 4. ADDITIONS/APPROVAL OF AGENDA\***
- 5. Advocacy Reports**
- 6. County Plan, WISE, Cesilee Coulson**
- 7. Transition Student Update**
- 8. Legislative Update**
- 9. Parent Coalition RFP**
- 10. DDA/DVR Provider Updates**
- 11. Provider Updates**
- 12. COMMUNITY INPUT**

Please limit individual comments to 2 minutes. Written comments may also be submitted to the advisory board if this timeframe is insufficient.

- 13. Officer Report**
- 14. Staff Report**

### **ADJOURN**

\* = Indicates action item

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

5:00pm – 6:30pm  
Tuesday, June 3, 2025

1. **CALL TO ORDER** - Sandra LaCelle called the meeting to order at 5:02pm via Zoom.
2. **INTRODUCTIONS** - Members and guests introduced themselves; attendance was taken.
3. **APPROVAL OF THE May 6, 2025, MINUTES\***

*MOTION: Veola Taylor moved to approve the May 6, 2025; minutes as presented. Donna Gears seconded. Motion carried.*

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

*MOTION: Donna Gears moved to approve the agenda as presented. Kathy Lougheed seconded. Motion carried.*

5. **OLD BUSINESS**

A. **Working Age Adult Policy Implementation**

- i. More than 150 people have registered for the in-person watch party for the 2025 Community Summit that takes place on June 4, 2025. The watch party will be held at the Marriott in downtown Tacoma and will give people the opportunity to meet and network with other local community members, participate in live discussions, and to make their voice heard.

B. **Transition Student Update**

- i. 2025 School to Work (STW) – Three of the seven students are currently employed.
- ii. 2026 School to Work (STW) – Sixteen of the seventeen students have went through job foundation.
- iii. 2027 School to Work (STW) – Kirsten is currently identifying students that are potentially eligible for services to start the process for STW 2027.

C. **Accessible Communities Advisory Committee (ACAC)**

- i. None.

6. **COMMUNITY INPUT**

- A. None.

## **7. NEW BUSINESS**

### **A. Legislative and Budget Update**

- i. None.

### **B. Contracts**

- i. Heidi provided an overview of all the Developmental Disability expenditure contracts and their totals but is still waiting for our revenue contract from the Developmental Disability Administration (DDA's) contract with their final numbers. Once Heidi receives the final numbers from the DDA she will email all contract totals to the board for approval.

### **C. Parent Coalition RFP**

- i. Currently working on the Request for Proposal (RFP). Heidi shared that the RFP should be live within the next month or two. More details to come.

### **D. Advocacy Reports**

- i. People First (PF) President of the Kitsap Chapter Lea Beth shared updates about the PF Kitsap Chapter and events they will be attending. Highlights included:
  - PF continues to meet the first Thursday of each month from 4pm-5:30pm at Communitas in Bremerton. PF will be meeting with their leadership team during the June meeting.
  - PF will be holding a joint meeting in July with the PF Pierce County Chapter.
  - PF will be hosting their annual picnic in August; the location is to be determined.

### **E. DDA/DVR Provider Updates**

- i. Jason Doty, Senior Information Assistance Supervisor for Aging and Long Term Care (ALTC) provided insight on how they can collaborate with the DDA to help with case management. ALTC provides overview presentations highlighting the services that they offer and how they can be a reliable resource when needed.
- ii. Kim McCarty with DDA shared that their Meaningful Day Program will be coming to an end in June. They are currently working on their no-paid list of about 350 people, scheduling 90 days out. 66 people are currently waiting for their initial assessments.
- iii. Shannon Bryant with DVR shared that they have 660 open cases with five counselors and although the waitlist isn't bad DVR will be losing one counselor this month.
- iv. To receive DDA information updates and alerts, go to [Department of Social and Health Service's Developmental Disabilities Administration \(govdelivery.com\)](https://govdelivery.com) to sign up.

**F. Provider Updates**

- i. Shannon Hunt with Trillium shared that job development has picked up; they have nine jobs for the year so far. Trillium has hired one new Inclusion Consultant and plans to hire two more Employment Consultants in the coming months.

**G. Officer Report**

- i. There will not be a board meeting in July or August. The September meeting will take place in person.

**H. Staff Report**

- i. The board agreed to move the September meeting from the first week of September to the third week of September due to Heidi's vacation.

**8. ADJOURNMENT**

The meeting adjourned at 6:05pm. The next meeting will be Tuesday, September 16, 2025, in-person at 619 Division St., MS-23 Port Orchard, WA 98366 - 4676.

*\* = Indicates action items*

ATTENDANCE		
MEMBERS	GUESTS / ORGANIZATIONS	STAFF
<u>Present</u> Sandra LaCelle Donna Gearns Shannon Turner Jennifer Crider Veola Taylor Cindy Bonilla Kathy Lougheed Jennifer Acuna	Kim McCarty, DDA Shannon Hunt, Trillium Shannon Bryant, DVR Jason Doty, ALTC Angela Cox, Holly Ridge Center Monique Patel, DD Pierce County Kimberly Adams, SSP2P Leah Beth, People First Kitsap Chapter Cathy Bisailon, Easter Seals	Heidi Scheibner Justin Wing Sonya Miles
<u>Absent</u> Rae Williams		