

Kitsap County Developmental Disabilities Advisory Board

Date: November 4, 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**

A G E N D A

- 1. CALL TO ORDER**
- 2. INTRODUCTIONS**
- 3. APPROVAL OF October 7th, 2025, MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. Advocacy Reports**
- 6. Presentation: Vadis, Shauna Euritt, Program Manager**
- 7. DD Program Updates**
- 8. Transition Student Update**
- 9. Legislative Update**
- 10. Parent Coalition RFP ***
- 11. DDA/DVR Provider Updates**
- 12. Provider Updates**
- 13. COMMUNITY INPUT**
Please limit individual comments to 2 minutes. Written comments may also be submitted to the advisory board if this timeframe is insufficient.
- 14. Officer Report**
- 15. Staff Report**
- 16. ADJOURN**

* = Indicates action item

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

5:00pm – 6:30pm
Tuesday, October 7, 2025

1. **CALL TO ORDER** - Sandra LaCelle called the meeting to order at 5:00pm via Zoom.
2. **INTRODUCTIONS** - Members and guests introduced themselves; attendance was taken.
3. **APPROVAL OF THE September 16, 2025, MINUTES***

MOTION: Kathy Lougheed moved to approve the September 16, 2025; minutes as presented. Donna Earns seconded. Motion carried.

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

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

5. **COMMUNITY INPUT**

- i. None.

6. **Advocacy Reports**

- i. People First (PF) Vice President of the Kitsap Chapter Jennifer Maxwell provided updates regarding the PF Chapter and upcoming events. Highlights included:
 - Heather Evans, Training and Technical Assistance Manager at Washington Initiative for Supported Employment (WISE), attended the October PF meeting. Heather has extensive experience in Supportive Employment, from developing new Special Education Programs, to Customized Employment. Heather provided valuable resources to the PF members during the meeting, along with answering questions and hearing feedback.
 - Seventeen PF members will be attending the 47th Annual PF of Washington Convention from October 28-30, 2025. This year's slogan is, "Stronger Together," which will bring people together from all over the state with similar goals in mind.
 - During the November PF meeting, Advocacy Days will be discussed.

7. Holly Ridge Center, Infant and Toddler Program – Cynthia “Haskit” Hall, Director

- i. Cynthia provided an overview of Holly Ridge Center’s mission, their vision and values along with extensive information regarding their Infant and Toddler Program. Highlights included:
 - Birth to Three Services: Provides Developmental Evaluations, Family Resource Coordination, Occupational and Physical Therapy, Speech Therapy, Applied Behavioral Analysis, Educational Supports, and Social Work.
 - Accessing Early Intervention (EI) Services: A child’s pediatrician may refer a family to Holly Ridge Center for evaluation but accessing EI services can be self-referral as well.
 - No Cost Evaluations – Assessing the child’s development in five areas: Adaptive, Cognitive, Communication, Motor/Coordination, and Social/Emotional.
 - Adult Employment Services Program: Provides individual supported employment services for adults with intellectual and developmental disabilities (I/DD). Holly Ridge provides Person Centered Planning, which includes Discovery, Goal Setting, Skill Building, Job Search, and On the Job Training.
- ii. Holly Ridge Center’s supported employment services contribute to building an authentically diverse community. Supported employment professionals promote acceptance through advocacy, training, and coaching that connects and supports local businesses and adults with disabilities in working together.

8. County Plan

- i. Heidi updated the group outlining the timeline of the development of a Developmental Disabilities County Plan. The outline included:
 - September 2025 – September 2026: Project Management
 - October 2025 – January 2026: Research
 - February 2026 – April 2026: Evaluation
 - May 2026 – July 2026: Reporting
 - July 2026 – August 2026: Present final draft of Plan and Plan communications.
 - September 2026 – October 2026: Plan complete and distributed, including on the website.

9. Transition Student Update

- i. Heidi shared that School to Work (STW) participation has increased and STW tracking now highlights the students that were identified, which means that these students were eligible for STW but did not participate. Highlights included:

- 2025 STW – 34 students were identified, 7 participated, and 4 received employment. The 2025 STW students have now exited school and transitioned to adult services. (unless staying until 22 and will be funded through DVR extended services until they exit. A CSA will be open at that time.
- 2026 STW – 34 students were identified, and 17 students are participating. These students just started STW, no jobs were anticipated at this point in the service timeline. .
- 2027 STW – 51 students were identified, and 25 students are participating so far.
- 2028 STW – Recruitment begins in January 2026.

10. Legislative Update

- i. None.

11. Parent Coalition Request for Proposals (RFP)

- i. Heidi shared that the panel for applicants that submitted RFP's was rescheduled but Heidi anticipates a new Parent Coalition contract will be awarded soon.

12. DDA/DVR Provider Updates

- i. Jay Hopkins with Division of Vocational Rehabilitation (DVR) shared that we are anticipating moving to order of selection. More to come.

13. Provider Updates

- i. Marina with Trillium shared that seven staff members attended the Pacific Northwest Employment Forum (PNWEF) in Portland, Oregon from September 29 – October 1, 2025, presented by the Washington and Oregon Association of People Supporting Employment First (APSE) Chapters.
- ii. Trillium has one job confirmed for the 2026 School to Work (STW) cohort and four Job Foundation students for 2027 STW.
- iii. Kimberly Adams with South Sound Parent to Parent (SSP2P) shared that 22 families attended the Developmental Disabilities Community Services (DDCS) Intake Webinar on September 25, 2025, presented by Intake Specialist Doreen Vandervort with DDCS. Participants learned how to start and complete the DDCS intake, understand the eligibility criteria and the required documentation needed, and learned tips for common roadblocks and how to avoid delays. For more information or to view the Webinar, visit [SSP2P](#).

14. Officer Report

- i. None.

15. Staff Report

- i. None.

16. ADJOURN

The meeting adjourned at 5:50pm. The next meeting will be Tuesday, November 4, 2025, in-person at 619 Division St., Port Orchard, WA and via Zoom.

** = Indicates action items*

ATTENDANCE		
MEMBERS	GUESTS / ORGANIZATIONS	STAFF
<u>Present</u> Sandra LaCelle Donna Gearns Jennifer Crider Kathy Loughheed Lauren Melone Rae Williams Veola Taylor <u>Absent</u> Jennifer Acuna Shannon Turner Cindy Bonilla	Jay Hopkins, DVR Harriet Greenburg, DVR Marina Jacobsen, Trillium Kimberly Adams, SSP2P Jennifer Maxwell, People First Kitsap Chapter Cynthia Hall, Holly Ridge Center	Heidi Scheibner Justin Wing