

Kitsap County Developmental Disabilities Advisory Board

Date: June 2, 2026

Time: 5:00 p.m.

[Join Zoom Meeting](#)

Meeting ID: 841 0742 2234

Passcode: 092242

**In-Person: Port Blakely 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 May 5, 2026 MINUTES***
- 4. ADDITIONS/APPROVAL OF AGENDA***
- 5. Advocacy Reports**
- 6. Transition Student Update**
- 7. Developmental Disabilities County Plan**
- 8. Community Summit Watch party**
- 9. Program Updates**
 - a) DDA Monitoring**
 - b) FY26 Contracts**
- 10. DDA/DVR Provider Updates**
- 11. Provider Updates**
- 12. COMMUNITY INPUT**
 - a) *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**
- 15. ADJOURN**

* = Indicates action items

Kitsap County Developmental Disabilities Advisory Board Meeting Minutes

5:00 p.m. – 6:30 p.m.
Tuesday, May 5, 2026

Call to Order – Sandra LaCelle called the meeting to order at 5:01 p.m. via ZOOM.

Introductions – Members and guests introduced themselves; attendance was taken.

APPROVAL OF THE April 7, 2026, MINUTES*

MOTION: Veola Taylor moved to approve the April 7, 2026, minutes as presented.

Jennifer Acuna seconded. Motion carried.

ADDITIONS/APPROVAL OF AGENDA*

MOTION: Jennifer Acuna moved to approve the May 2026 agenda as presented.

Donna Gearns seconded. Motion carried.

Advocacy Reports

People First (PF) President of the Kitsap Chapter Leah Beth and South Sound Parent to Parent Coordinator Kimberly Adams provided updates:

- i. The People First Kitsap Chapter is meeting Thursday May 8 to discuss plans for their annual picnic this summer.
- ii. The 48th People First Convention at the Kitsap Conference Center in Bremerton has been scheduled for October 2 – 4, 2026. Scholarships are available and registration closes on August 31. Visit [People First of Washington](#) for more information and to register.
- iii. Kimberly shared that 14 people have registered for the People First Convention in October along with 2 caregivers and 1 advisor.
- iv. South Sound Parent to Parent is working hard with families on Individualized Education Programs (IEP), many stemming from bullying. Key IEP responses to bullying involve an IEP team meeting with the school to review the situation to determine if bullying has denied the student their right to Free Appropriate Public Education (FAPE).

Transition Student Update

Heidi shared updates regarding the School to Work (STW) program:

- i. The 2026 class has 3 participants currently employed and 17 set to graduate in June. Agencies will continue to assist those who are not employed by the end of the school year in finding employment. From June through September graduates will remain in S2W funding and after September will roll over to a different funding stream.

- ii. The 2027 class has 21 Job Foundation participants and will be transitioning to STW in the fall. In anticipation of the transition, agencies are starting to setup meetings with families.
- iii. Continuing to actively recruit for the 2028 class, 41 students have been identified and 19 are currently under contract. Students will start Job Foundation next year.

Board Officer Elections*

After brief discussion regarding the nominations of chair and vice-chair the board nominated as a slate and voted for Sandra LaCelle to remain as chair. Lauren Melone self-nominated for vice-chair position and was the only nomination. The board voted for Lauren Melone to replace Donna Gearns as vice-chair.

MOTION: The board moved to approve the nomination of Sandra LaCelle to remain as Chair. Motion carried.

MOTION: The board moved to approve the nomination of Lauren Melone as Vice-Chair. Motion carried.

Developmental Disabilities County Plan

Heidi invited the board to attend the board planning retreat on Tuesday May 12 from 4 p.m. to 7 p.m. at the Administrative Building in Port Orchard. Topics will include the results from the Community Accessibility Survey along with developing priorities and discussing the County Plan. WISE will be in attendance to help facilitate the conversations.

Legislative Updates

Heidi shared that DDCS has reverted back to DDA and that they are currently working through contracts and educational materials to ensure everything is updated to reflect DDA.

Program Updates

Heidi shared DD program updates:

- i. Heidi announced that they hired a third member to the DD team, Steve Bachtel. Steve will take over billing, help route contracts, and provide overall support, which will allow Heidi to focus more on program directives.
- ii. The DD Resource Fair was a tremendous success; there were over 370 attendees. Heidi wanted to give a special thanks to Trillium, Vadis, Holly Ridge Center, ESD, and Central Kitsap School District for their support.
- iii. Developmental Disabilities is prepping for a virtual audit on June 2 with the DDA and are currently gathering materials to ensure everyone is prepared.
- iv. Heidi invited the board to attend the Community Summit watch party on June 3 from 8 a.m. to 4 p.m. at the University of WA Tacoma Campus in Tacoma.

This is a chance to build relationships with other champions of disability advocacy and support along with learning about local resources and services that benefit your local community.

DDA/DVR Provider Updates

- i. Kim McCarty with the DDA shared that their service request list is currently at 45 and are actively trying to get that number down.
- ii. The DDA Waiver Committee is looking into who is using their waivers and who is not. Families could lose their waivers if they are not used due to the amount of people currently on the wait list.
- iii. Kim shared information about [Choose Your Path](#), and interactive guide to help individuals and families navigate housing, residential, and care options. It provides videos and fact sheets on settings like living at home with support, shared residential homes, and community services for adults and children.
- iv. Shannon Bryant with DSHS shared that they hired a new supported employee for the first time in 26 years.
- v. Shannon shared that there will be a small release of 100 people from the waitlist in June, starting with region one due to the high number of caseloads.

Provider Updates

- i. Marina with Trillium shared that they hired a backend record support specialist to assist with internal data.
- ii. Trillium has developed 20 jobs so far with an annual goal of 34. Two students just started a job, and two additional students are in process of placement.
- iii. Hannah with Parent to Parent (P2P) attended the DD Resource Fair and added 20 new people to their newsletter.
- iv. Hannah is currently in process with meeting with local providers to discuss the P2P program in more detail.
- v. Melia with P2P attended several different event last month including the DD Resource Fair and the Family Carnival for child abuse prevention.
- vi. Melia will be meeting with Kitsap Legal Aid to discuss assisting with guardian classes that normally take place in September.

Community Input

None.

Officer Report

Sandra thanked the board for their nomination and confidence in her to remain as chair of the DD advisory board.

Staff Report

None.

ADJOURN

The meeting adjourned at 5:56 p.m. The next meeting will be Tuesday, June 2, 2026, in-person at 619 Division St., Port Orchard and virtually via ZOOM.

Attendance

Members

Present

Donna Gearns
Sandra LaCelle
Rachelle Williams
Lauren Melone
Kathryn Lougheed
Shannon Turner
Veola Taylor
Jennifer Acuna
Chelsea Keidel

Absent

None

Guests/Organizations

Marina Jacobsen, Trillium
Melia Hughes, Parent to Parent Coordinator
Hannah Guzman, Parent to Parent Coordinator
Kim McCarty, DDA
Shannon Bryant, DSHS
Kimberly Adams, South Sound Parent to Parent Coordinator
Leah Beth, People First Kitsap Chapter President

Staff

Heidi Scheibner
Justin Wing