



Clallam County Developmental Disabilities Advisory Committee

Minutes for October 14, 2025 · 3:00 – 5:00 p.m.

Clallam County Courthouse

Board of Commissioners Meeting Room 160

223 E 4th Street · Port Angeles, WA 98362

1. Call to Order

Laura Johns called the meeting to order at 3:07 p.m.

2. Welcome and Introductions

Members Present: Tony Andrus, Glen Chipman, Skye Eastman, Jasmine Grenot, Pamela Hicks, Laura Johns and Christine Motokane

Members Excused: Terry Barrett

Members Absent: Pamela Bumgardner and Bobbie Stoneman

Audience: Megan Addison, Krista Hanan, Shawnda Hicks, Jonah Majure, Jill McCormick, Samuel McLellan, Judy Miller, David Money, Lambros Rogers, Michelle Simmons, Raandi Simpson-Goss, Nicole Sklors and Misty Ziegler

County Staff: Jennifer Charles, Kelley Lawrence, Kevin LoPiccolo, Jenny Oppelt, Chelsea Reynolds, Dean Anderson and Mike French

3. Request for Modifications/Approval of Agenda

ACTION TAKEN: Skye motioned; Pamela Hicks seconded. Motion passed to approve the agenda, without any changes.

4. Approval of Draft Meeting Minutes for August 12, 2025

ACTION TAKEN: Skye motioned; Tony seconded. Motion passed to approve the minutes from August 12, 2025, without any changes.

5. Public Comment for Agenda Items – *Please limit comments to 3 minutes (10 minutes total)*

No public comment.

6. Announcements

- a. Presentation: "Developmental Disabilities Community Services Update (DDCS; formerly Developmental Disabilities Administration (DDA))" by Dave Money, DSHS ~ Division of DDCS Region 3 North, Regional Employment Specialist; Link: <https://arcwa.org/wp-content/uploads/2025/08/WA-DSHS-HRI-Effects-Fact-Sheet-7.17.25.pdf>

David Money provided an update that DVR is closing all categories in the future. David highlighted the Transition program. Judy Miller, DDCS Regional Administrator provided an update that DDA is now DDCS and under the Home

and Community Living Administration. Judy discussed the major policy funding changes and timelines.

- b. Presentation: "Clallam County Website Accessibility Update (Brief Overview)" by Dean Anderson, Clallam County Information Technology Department, System Analyst

Dean Anderson provided an update on the new website launch in 2022 and the accessibility of the Clallam County website. The Clallam County website must meet Web Content Accessibility Guidelines (WCAG) 2.0 AA which is an international standard and the host of our Clallam County website ensures the County meets those requirements. Clallam County Information Technology (IT) assists in training County employees to use the website and update their department sections as needed. Discussion followed.

- c. A proclamation recognizing October 2025 as Disability Employment Awareness Month was presented at the regular meeting of the Clallam County Board of County Commissioners on Tuesday, September 30, 2025. (Proclamation was attached to DDAC Meeting invitation.)
- d. NEW Project SAFER Video: <https://vimeo.com/1109647109?share=copy>
- e. Our Project SAFER Form is now LIVE and available for completion to all who are interested in participating either online or in person at our Health and Human Services ~ Public Health Department located at 111 E 3rd Street on the First Floor. Project SAFER created an informational form for individuals who experience intellectual and developmental disabilities that could be immediately accessed during an encounter with a First Responder. This form will provide valuable information in approaching someone that experiences an intellectual and developmental disability. Individuals may share as little or as much information as they wish to share on the form. It will be securely housed at the Sheriff's Department and be dispatched to all First Responders during an encounter. Available at: www.clallamcountywa.gov/ProjectSAFER
- f. Meeting with Jefferson County on October 29, 2025 regarding their interest in bring Project SAFER to Jefferson County
- g. Clallam County Developmental Disabilities will be providing two New Upcoming Trainings: "Mapping Healthy Relationships" presented by Shanya Luther of Among Friends; and, also, Guardianship Training(s) (Presenters TBA). Both trainings are currently under development and scheduling is TBD. In person and virtual options will be available for both trainings. Stay tuned!!

7. Action Items

- a. Approval of the 2026-2027 Developmental Disabilities Request for Proposals (RFP) Funding Recommendations

ACTION TAKEN: Skye motioned; Tony seconded. Motion passed to approve the 2026–2027 RFP Funding Recommendations, without any changes.

8. Spotlight on Employment &/or Community Inclusion – (5 min.)

- a. Concerned Citizens (Maximum of 5 minutes)

Misty provided a video on a client participating in Community Inclusion.

9. Community Partner Update – (5 min.)

- a. Morningside’s “Eye on Empowerment Workshop”

Jonah from Morningside discussed Eye on Empowerment.

- b. First Step’s “Supported Parenting Program” (Maximum of 5 minutes)

- c. Krista from First Step provided a presentation discussing Supported Parenting Program.

10. County Reports/Updates – Kelley Lawrence

- a. Outcome Report: August 2025 – Kelley Lawrence

- Individual Supported Employment (“ISE”)
- Community Inclusion (“CI”)
- County Transition Program

- b. Meetings with New PASD Special Education Director, Dr. Michaela Clancy (has agreed to speak at DDAC in future) and New SSD Special Education Director, Steven Dahl; Upcoming meeting with QVSD Special Ed Director, Hilary Norbistrath and Classroom Teacher, Shelly Martin; Awaiting response from Cape Flattery SD and Crescent SD; Will be reaching out to Quileute Tribal School

- c. Clallam County Transition Council Update

Kelley discussed the Transition Council upcoming in-person mixer.

- d. Clallam County Resource Guide: Currently being revised/updated

- e. Clallam County Developmental Disabilities website: Currently being revised/updated

11. State Agency Reports

- a. Developmental Disability Community Services (DDCS) NEW NAME (formerly Developmental Disabilities Administration (DDA) – Carina Robinson, DDCS/Region 3/A

Carina discussed that DDCS is meeting with school districts and continuing to visit the West End once a month.

- b. Department of Vocational Rehabilitation (DVR) – Lucinda Heidel M.Ed., BCBA, LBA; Vocational Rehabilitation Supervisor

12. Future Agenda Items

13. Public Comment – *Limited to 3 minutes per speaker, 10 minutes total*

Jennifer announced that written public comment was received from ATHOJ <at.the.heart.of.justice@gmail.com> and distributed to the DDAC members (e-mail attached).

Adjournment

The meeting was adjourned at 4:44 p.m.

Next Meeting: December 9, 2025 · 3:00–5:00 p.m.

Developmental Disabilities Advisory Committee Members: Laura Gillis Johns, Jonathan (Tony) Andrus, Teresa Barrett, Pamela Bumgardner, Glen Chipman, Skye Eastman, Pamela Hicks, Jasmine Grenot, Christine Motokane and Bobbie Stoneman

Charles, Jennifer

From: ATHOJ <at.the.heart.of.justice@gmail.com>
Sent: Thursday, October 9, 2025 4:55 AM
To: Charles, Jennifer
Subject: Public Comment for the meeting on 10.14.25 meeting

Original message sent to the county coordinator and Developmental Disabilities Advisory Committee on 10.9.2025 Reads as follows:

"Date: 10/9/2025

To: Clallam County Developmental Disabilities Advisory Committee & County

Coordinator

From: A Concerned Job Coach in Clallam County

Subject: Request for documentation under Washington State Public Records Act

Dear Members of the Clallam County Developmental Disabilities Advisory Committee and County Coordinator,

Please find attached a letter regarding urgent concerns about job coach turnover and workforce instability in Clallam County. I am submitting this letter of request via email as I feel this is time sensitive and will also send it via certified mail to ensure accountability and transparency and official filing of this document.

I am submitting this letter because, under the Washington State Public Records Act (RCW 42.56), it is your responsibility to document and preserve this communication as part of the official public record. This concern affects not only providers and staff, but also the adults with developmental disabilities we serve, and therefore warrants formal acknowledgment and accountability.

I respectfully request that this letter:

1. Be entered into the public record of the Advisory Committee.
2. Be made available to all Advisory Committee members for review.
3. Be formally preserved by Clallam County Health & Human Services.

The attached letter outlines systemic issues that are directly impacting client outcomes, staff sustainability, and the financial integrity of Employment & Community Inclusion services. These concerns require the Board's immediate attention and should not be minimized or overlooked.

Thank you for your commitment to improving the system of supports for adults with developmental disabilities in our community.

Respectfully,
A Concerned Job Coach in Clallam County

Subject: *Request for Documentation and Action:* Job Coach turnover and workforce instability in Clallam County

To the Clallam County Developmental Disabilities Advisory Committee and County Coordinator,

I am writing as a job coach in Clallam County who wishes to remain anonymous due to fear of retaliation. My concern is not isolated — it reflects what many frontline staff are experiencing across the three local agencies providing Supported Employment and Community Inclusion.

Turnover among job coaches is at a crisis point. Over several years of service, I have witnessed new staff being hired and quitting every few weeks to months.

This instability has created:

- **Negative client impact:** Clients lose trust and progress stalls when their coaches constantly change. Employers lose trust and become reluctant to collaborate with job coaches as they have to become re-acquainted with a new coach every couple of months. This also leads to a breakdown in communication of client advocacy at their workplaces, regression of new skills learned – leading to fewer advancement opportunities, significantly reduces opportunities to practice fading from the client at their worksite – leading to less autonomy and independence in their workplace, redundant use of authorized client hours for a new coach to constantly become newly acquainted with their clients, a significant portion of client hours going unused while managers undergo the process of hiring again, and much, much more. But ultimately, this leads to underutilized hours and weaker outcomes.

- **Negative staff impact:** *Let me be clear, I believe turnover rate is in no way tied to this field of work/type of work, caseload, lack of continued education training, or the stress of job searching for clients in this economy. Job coaches are leaving due to harsh and challenging work environments, inadequate wages, lack of health benefits, and few opportunities for wage growth.* They are expected to provide positive behavioral supports and job coaching to their clients with a high level of professionalism and dedication, but do not receive the same standards of professionalism or care from the companies they work for.

While these companies are held to standards set by CARF, DSHS, DVR, DDA and contract agreements to provide quality service for our clients, when the coaches are mistreated, we can't even receive adequate services from L&I when notified of mistreatment or illegal employment practices because the offices in Clallam are often closed and take months to return calls.

I know coaches across the agencies that rely on food banks and free health clinics. Coaches that cannot afford electricity in their home, coaches that depend on second jobs doing

night shifts and more. They make too much to qualify for government assistance, yet still have to depend on free and vital resources in our community for their own survival after clocking out, despite providing essential government- funded services that support adults with developmental disabilities to become employed and valued community members.

- **Negative system impact:** When service hours go unused, the frontline staff that stay are often blamed, while the real issue — workforce instability — goes unaddressed. This fuels burnout, turnover, and contributes to the Employment & Community Inclusion \$10M “under expenditure” listed in the DDA’s 2025–27 budget reduction proposals.

I strongly urge the County and Advisory Committee to:

1. Collect and publish job coach turnover data across all local providers from the last 2-5 years. (e.g. number of hires, average tenure, exit reasons).
2. Analyze and report on how workforce instability may be contributing to underspending and gaps in service delivery.
3. Report findings to DDA leadership so funding decisions and job coach retention strategies can reflect these realities so staff support can be considered in future funding and policy decisions, not merely focusing on requiring continued education of the coaches, but adequate financial compensation as well as fair, safe, and healthy standards of how coaches are hired and retained to be a considered factor in delivery of quality services.

I believe that gathering and sharing this data is a necessary step toward building a more stable, equitable, and effective system for both clients and staff.

The underspend is not a sign of “extra money.” It is a red flag that the system is failing to stabilize and support our own supported employment professionals— and, in turn, its clients.

For the sake of both staff and the adults with developmental disabilities we serve, I ask that the County take leadership on this issue and ensure this email and coming letter is properly filed, documented, and shared with the Advisory Committee as part of the public record.

Respectfully,
A Concerned Job Coach in Clallam County"