**Riverside County Desert Collaborative (RCDC)**

**Local Partnership Agreement**

**Addendum**

**Effective Date: 2019**

# **Intent/Purpose**

The purpose of this Local Partnership Agreement Addendum to the Inland Empire Local Partner Collaborative (IELPC) for Competitive Integrated Employment (CIE) 2018, is to establish a local partnership agreement specific to the Local Education Agency partners in the Desert/Riverside County SELPA of the Inland Empire, to coordinate systems to support a seamless delivery of services. The Desert/Partnership Agreement Collaborative in the Riverside County SELPA will enhance collaborative partnerships in the Desert/Riverside County SELPA leading to improvements in the level and quality of services, which ultimately promotes the preparation and achievement of CIE for youth and adults with intellectual disabilities/developmental disabilities (ID/DD).

# Identification of Core Partners

1. Department of Rehabilitation (DOR)
2. Local Education Agencies
* Coachella Valley Unified School District
* Desert Sands Unified School District
* Palm Springs Unified School District
1. Inland Regional Center, San Bernardino

**Department of Rehabilitation (DOR) Palm Desert Core Partners**

* Robert Loeun, District Administration, Inland Empire District Office
* Janie Delgadillo, SSMI, Palm Desert Branch
* Craig Rubenstein, SSMI - Deaf and Hard of Hearing Unit, Inland Empire District Office
* Yukiko Long, SSMI, Blind Services Unit, San Bernardino Branch Office

**DOR Contact Info:**

* Inland Empire District Office

2010 Iowa Ave, Ste, 100, Riverside, CA 91764

951-782-6650

* Palm Desert Branch

73-720 Fred Waring Dr., Ste. 102

Palm Desert, CA 92260

760-674-0262

* San Bernardino Branch Office

464 W. 4th Street, Suite 152

San Bernardino, CA 92401

909-383-4401

**Local Education Agencies (LEA)**

Special Education Director

Special Education Coordinator

Program Specialist

**Psychologist – Point of Contact for all school sites**

**Coachella Valley Unified School District**

**87225 Church Street**

**Thermal, CA 92274**

**760-399-5137**

**www.cvusd.us**

* Coachella Valley High School
* Desert Mirage High School
* La Familia High School
* West Shores High School
* Coachella Valley Adult School

**Desert Sands Unified School District**

**47950 Dunes Palms Rd.**

**La Quinta, CA 92253**

**760-777-4200**

**www.dsusd.us**

* Indio High School
* La Quinta High School
* Palm Desert High School
* Shadow Hills High School
* Amistad High School
* Horizon High School
* Summit High School

**Palm Springs Unified School District**

**150 District Center Drive**

**Palm Springs, CA 92264**

**760-883-2700**

* Palm Springs High School
* Cathedral City High School
* Desert Hot Springs High School
* Desert Learning Academy
* Edward L. Wenzlaff Education Center (Desert Hot Springs High School**)**
* Mt. San Jacinto Continuation High School
* Rancho Mirage High School

**Inland Regional Center (IRC)**

* Vince Toms, Director of Community Resources
* Felipe Garcia, Director of Children and Transition Services
* Elizabeth Tagle, Program Manager
* Beth Crane, Employment Specialist
* Andrew Burdick, Employment Specialist

**Inland Regional Center Contact Info**

* San Bernardino Office

1365 S. Waterman Ave.

San Bernardino, Ca 92408

909-890-3000

www.inlandrc.org

* Riverside Office

1500 Iowa Ave #100

Riverside, Ca 92507

909-890-3000

# Roles and Responsibilities: Collaboration through Person-Centered Process

Inland Regional Center is a springboard to greater independence for people with developmental disabilities in the Inland Empire. Diagnoses that qualify a person for Regional Center services include; intellectual disabilities, autism, cerebral palsy, epilepsy and conditions closely related to, and requiring treatment similar to intellectual disability

The cornerstone of our service philosophy is person centered planning. Every person is different. They have unique needs, support systems, goals, and preferences. Our service plans reflect that individuality! IRC Service Coordinators work together with our Consumers to create service plans that embody what IRC believes in wholeheartedly: Consumer independence, empowerment, and inclusion.

Person-Centered Planning (PCP) is a process-oriented approach to empowering individuals with disabilities. PCP has a primary focus on people and their needs by putting them in charge of defining the direction for their lives, not on the systems which may or may not be available to provide services. This ultimately leads to greater inclusion as valued members of both community and society.

The PCP process is a collaborative effort and includes input from individuals involved in every aspect of the individual’s life including family, friends, school, and support agencies. This process will play a critical role in addressing the individualized vocational needs possessed by those within the ID/DD population. Partners will collaborate and share information by attending meetings, sharing assessment information and reports, and by aligning agency plans to reflect the same vocational and transition goals. Duplication of services will be reduced by defining the roles and responsibilities of each agency partner at different points in the individual’s education and transition to CIE.

Services will be provided to Students with Disabilities (SWD) and Youth with Disabilities (YWD) based on the criteria referenced below.

**SWD: STUDENTS (AGES Students 16-21) IN SECONDARY SCHOOL**

**Local Education Agency (LEA)**

***16-17:*** Develop and refine an Individual Transition Plan (ITP) based on the information gathered during the PCP process. Provide Pre-Employment Transition Skills (Pre-ETS) training and work experience opportunities as appropriate. Assess progress toward CIE readiness per district grading period. Refer to Career Technical Education (CTE) classes as appropriate. Maintain ongoing collaboration with IRC and DOR.

***18-21:*** Continue services listed above in the adult transition program setting. Facilitate agency linkages and transition services to support agencies. Make referrals to appropriate agencies and or employers as needed.

* 1. **Inland Regional Center IRC**

***16-17:*** Develop and refine the Individual Program Plan (IPP) based on the information gathered during the PCP process and ongoing collaboration with the LEA. Provide generic services as appropriate to address vocational barriers while in school.

***18-21:*** Attend exit IEP to determine appropriate transition services. Refer students who have a desire to work to DOR and or to community rehabilitation programs for additional training as appropriate.

* 1. **Department of Rehabilitation (DOR)**

**The Department of Rehabilitation’s mission is to work with consumers and stakeholders to provide series and advocacy resulting in employment, independent living, and equality for individuals with disabilities.**

***16-17:*** Develop an Individual Plan for Employment (IPE) for students in programs linked to DOR services (Potentially Eligible (PE) and Transition Partnership Program (TPP) and provide work experience to the potentially eligible students based on the information gathered during the Person-Centered Planning (PCP) process and collaboration with the LEA.

***18-21:*** Evaluate data provided by the LEA and or IRC to determine CIE readiness and appropriate employment services. Placement in a business with needed supports for CIE ready students and refer to community rehabilitation programs for additional assessment and or training as appropriate.

**YOUTH WITH DISABILITIES (YWD):**

**INDIVIDUALS (AGES 18-24) AND NOT IN SECONDARY SCHOOL**

**LEA**

Provide assessment information and records gathered to IRC/DOR regarding the student’s readiness for CIE. Provide follow-up regarding the student’s readiness for CIE. Provide follow-up support to students 2 years past exiting or aging out of high school. Provide agency linkages to support agencies.

**IRC**

Develop and refine the Individual Program Plan (IPP) based on the information gathered during the PCP process. Refer students who have a desire to work to DOR and/or to community rehabilitation programs for additional training as appropriate.

***22-24:*** Subminimum wage restriction. For those consumers determined non-CIE ready by DOR. Also requires Career Counseling Information and Referral (CCI&R) from DOR.

**DOR**

Develop an Individual Plan for Employment (IPE) based on the information gathered during the PCP process. Evaluate data provided by the LEA and or IRC to determine CIE readiness and appropriate employment services. Placement in a business with needed supports for CIE ready students and refer to community rehabilitation programs for additional assessment and or training as appropriate. Ongoing collaboration with the Workforce Development Board to identify possible employers.

***22-24:*** Subminimum wage restriction. Requires Career Counseling information and Referral (CCI&R).

# Referral and Intake

An additional objective of the RCDC shall be to streamline the referral process collectively established between the IRC, DOR, LEAs, and other community partner agencies which provide services to individuals with ID/DD. Additionally, this LPA is to serve as a framework which can be used by the DOR branch offices to develop and implement LPAs which address the specific operational needs of their respective catchment areas as these locations, in collaboration with community partners, work to support CIE outcomes.

**Local Education Agencies (LEA)** - The Riverside County SELPA Local Education Agencies (LEAs) will with written consent from the parent or student who has reached the age of majority, invite a representative from the Inland Regional Center to an IEP meeting within the last 9 months of school. The classroom teacher will obtain written consent from the parent or student who has reached the age of majority to release the following documentation to the IRC representative by the end of the IEP Meeting:

* LEA Referral Form to Inland Regional Center Representative
* IEP – including the Individualized Transition Plan (ITP)
* Psychoeducation report
* Summary of Performance (SOP)
* Transition Assessments
* Portfolio
* Other supporting documents

**Department of Rehabilitation (DOR) and Inland Regional Center (IRC) Referral Process** **–** A consumer 24 years of age and under, referrals for services will come directly from IRC Consumer Services Coordinators, (CSC) or LEA members at an IEP meeting with an IRC Consumer Services Coordinators present.

* + The IRC CSC will finalize the referral packet and send it to the DOR Supported Employment Liaison/Point of contact for the designated unit.
		- Referral Packet should include:
			* DOR Referral form
			* Consent to release information signed by a consumer
			* Individual Program Plan (IPP)
			* Social Assessment
			* Psychological Assessment
			* Medical Assessment
			* CDER
			* Annual Case Notes
			* DS1968 signed by consumer and IRC CSC
			* IEP/ITP
		- Once the referral is received by the designated DOR Liaison, the consumer will be referred to the DOR for orientation
		- A letter will be sent to the consumer with the orientation date, time and location. Orientations are held weekly at each of the local DOR offices.
		- A copy of the orientation appointment letter will be emailed to the IRC CSC.
		- Once the consumer has completed the orientation, a DOR intake session will be scheduled with the consumer.
		- A letter will be sent to the consumer with the intake appointment date, time and location and the name of assigned QRP. Standard practice: the intake meeting is scheduled within two weeks of the consumer attending orientation.
		- A copy of the intake appointment letter will be emailed to the IRC CSC.
		- Once a consumer attends their intake appointment a case will be opened with the DOR to determine their eligibility for services.
		- As appropriate, a referral for a Situational Assessment will be completed by DOR to a Community Rehabilitation Program (CRP) to determine CIE readiness and appropriate employment services.
		- If consumer is not determined to be CIE ready, DOR will close the case and provide documentation to IRC CSC.

# Communication

The RCDC will maintain ongoing communication amongst all core partners. Meetings will be established at mutually agreed upon intervals for dialogue related to training opportunities, best practices and sharing resources.

**Systems of Measurement:**

* Refer to the Department of Rehabilitation (DOR) Inland Empire District strategic goals for increasing levels of competitive integrated employment opportunities for individuals with ID/DD.
* DOR will utilize the Aware database to track ID/DD outcomes.
* DOR will utilize Potentially Eligible tools to identify individuals who can benefit from competitive integrated employment outcomes.
* LEA will complete data tracking of youth population with ID/DD who are nearing school exit.
* IRC Transition Division will complete monitoring of caseload levels related to individuals also nearing program transition/exit and share that information with the IELPAC accordingly.

# Goals

RCDC core partners will continue to collaborate on the best practices, communication, cross – training, resource building, networking, and other efforts leading to the promotion of CIE outcomes for youth with disabilities.

1. LEA staff development training.
2. Parent and family night to learn about access to program services and resources.
3. IRC program manager will provide list of CSCs to LEA to improve communication and attendance at meetings.
4. Streamline CIE readiness by utilizing SOP LEA attachment.

**Community Rehabilitation Programs (CRP)**

1. **Desert Arc**

73255 Country Club Drive

Palm Desert, CA 92260

760-346-1611

[www.desertarc.org](http://www.desertarc.org/)

1. **Desert Best Friends Closet**

74040 Hwy. 111, Se. F

Palm Desert, CA 92260

Ph: 760-776-9975

[www.bfcloset.org](http://www.bfcloset.org/)

1. **Goodwill Industries**

8120 Palm Ln.

San Bernardino, CA 92410

Ph: 909-885-3831

[www.goodwill.org](http://www.goodwill.org/)

**Community Partners/Resources**

**Workforce Development Center**

44-199 Monrode Street, Suite B

Indio, CA 92201

760-863-2525

[www.rivcoworkforce.com](http://www.rivcoworkforce.com/)

**CalWorks**

Torina Craig, Coordinator/Counselor

tcraig@collegeofthedesert.edu

(760) 674-7835

[http://www.collegeofthedesert.edu/students/calworks](http://www.collegeofthedesert.edu/students/calworks%22%20%5Co%20%22Click%20to%20access%20the%20College%20of%20the%20Desert)

**College Of The Desert (COD)**

43-500 Monterey Ave.

Palm Desert, CA 92260

WAIII Donald O’Loughlin

[http://www.collegeofthedesert.edu](http://www.collegeofthedesert.edu/)

Offer support and accommodations through the Disability Programs and Services (DPS) office. Offer enrichment and Career Education (CE) classes. Develop and implement class offerings to support the local community rehabilitation programs, i.e. job coaching, targeted instruction, conducting assessment, behavior management, etc. Develop and implement CE class offerings to enhance workplace skills for students with ID/DD, i.e. foundational employment skills.

**Career and Workforce Solutions Center**

Robert St. Juliana, Director

rstjuliana@collegeofthedesert.edu

(760) 674-7823

<http://www.collegeofthedesert.edu/students/cwsc>

**COD Veterans Services & Veterans Resource Center**

Sandra Hauf, Veterans Counselor
shauf@collegeofthedesert.edu

(760) 862-1337

[http://www.collegeofthedesert.edu/students/vs](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.collegeofthedesert.edu%2Fstudents%2Fvs&data=02%7C01%7CKhristine.Warch%40dor.ca.gov%7C47c43400150545270bcf08d5fd73a160%7C19ed70549d9743c792b16781b6b95b68%7C0%7C0%7C636693595442876395&sdata=7dr5q1wLdTPw%2FuAZP1wnus0fs0%2FR3vdGWDWTAnN6X8Q%3D&reserved=0)

**TRIO Veteran’s SSS**

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(760) 674-7805

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**Talent Search Grant Programs**

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(760) 674-7831

[http://www.collegeofthedesert.edu/students/trio-ets](https://na01.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.collegeofthedesert.edu%2Fstudents%2Ftrio-ets&data=02%7C01%7CKhristine.Warch%40dor.ca.gov%7C47c43400150545270bcf08d5fd73a160%7C19ed70549d9743c792b16781b6b95b68%7C0%7C0%7C636693595442896407&sdata=Y02Sw5wuAMsl%2B0L3gVz3mW7rZrmJ8GCyLY7kAOXW0Wc%3D&reserved=0)

**TRiO Disabled Students Programs & Services**

Tula Martin, Director

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(760) 396-2152

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**TRiO SSS ACES**

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**Steve Arbuckle**

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Cravens Student Services Center, 2nd floor, Room

**Foster Youth Services**

Frederick Sangiorgio – counselor

Gabriela GudBB

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**Foster Youth Services**

Gabriela Gudino Martinez

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**Cooperative Work Experience Education**

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(760) 773-2545

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**Community Access Center**

74390 Hwy111 Suite A

Palm Desert, CA 92260

Victory Gutierrez & Elizabeth Santos

[www.ilcac.org](http://www.ilcac.org/)

**Xavier College Preparatory High School**

34-200 Cook Street

Palm Desert, CA 92211

Phone: 760-601-3900

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calling@xavierprep.org