

Direct Support Professional Training (DSPT)
Regional Advisory Meeting
Regional Center of the East Bay & Golden Gate
November 03, 2025
10:30 AM – 12:00 PM

Minutes

Welcome, Introductions

- Service Hub Representatives-Renae Dominici and Craig Lang, Eden Area ROP
- Regional Center Representatives-Michael Minton RCEB, Brook Guerrero RCEB, Erin Frey RCEB, Sean Galvin GGRC, and Germ Smith GGRC, Dania Chawkins GGRC, Skylar Spencer GGRC
- Regional Center Vendor Community Care Facility Provider Representatives-Patricia Harris, Stacy Anderson, and Branka Ristic Gonzales
- CDE/DDS Representatives-Tara Neilson CDE, Brett Snyder DDS, and Stephanie McNay DDS

Purpose of DSPT Advisory Committee Meeting-

- To ensure that the Challenge Testing and Training are sufficiently scheduled to meet the needs of eligible DSPs within the Service Hub's regional center catchment area
- Provide updates from DDS and CDE on DSPT program issues
- Address and resolve issues related to the DSPT program within the local regional center catchment area
- Provide Training and Testing aggregate results

California Department of Developmental Services Report-

Program updates:

- DDS is working on curriculum update to include Spanish translation first.
- Stephanie went over DSP expectations and guidelines when attending a virtual training.
- Reviewed training expectations such as DSPs cannot provide any services to clients during their training.
- Stephanie McNay displayed PowerPoint with data from January 2025 through August 31, 2025. Enrollment numbers 12,134 tested 8,378 and 8,032 passed. The retention rate is at 63% for Yr. 1 & 70% Yr. 2.
- Scheduling and work-related issues remain the top reason for the retention rate. Personal reasons being the second highest.
- As of July 01, 2025, DDS took over as the DSPT Helpdesk.

- Stephanie with DDS requested to please email the DDS Helpdesk at: ccfdsp@dds.ca.gov
- The 800 number has been removed from the website. The number is still active; however, the email process has been much more efficient regarding assisting the DSPs.
- Please see the FAQs at www.dspttrain.org for detailed information.
- Challenge Test and In-Person are currently on Hold due to updates and testing platform.
- Pausing the Vendor authorization process due to budget cuts. DDS is requesting that vendors now send in the approved service code that the regional centers send to the vendor.
- Medication Skills Check Guideline are posted online at DSPT site www.dspttrain.org
- No student guides can be mailed to the DSPs. They are available to download.

Program quality management system:

- **Legislation:**
Curriculum is on hold due to budget restraints.

California Department of Education Report

- Tara Neilson went over the support and role CDE plays with DDS and the Hubs. Works specifically with the service hubs. Process payments and supplies. Provides support and direction with the DSP hubs and DSP instructors.
- **Local coverage (issues, development of formal agreements)**
 1. Provide statewide support for DSPT training, 4 Hubs - Riverside, Fresno, Orange, and Butte.
 2. Provides Professional Development for DSP instructors in August Recertification.
 3. Maintains Department of Social Services vendorization and course certification of DSPT curriculum for Residential Facility Administrator.
 4. Ensuring that the Hubs stay current in any changes with state guidelines; HCBS Final Rule being one example.

Service Hub Report

- Dr. Cindy Christovale does the Challenge Test in Hayward at the Eden Area ROP.
- Sean Bush will continue to serve the Marin County and have In-Person training at Cedars of Marin location once In-Person training classes resume.
- Abraham Hill serves virtually and will do an In-Person in South SF when needed.
- Virtual training schedules vary in time and days. Variety of schedules to meet the needs of DSPs.
- Central California Hub will be having a professional development for Trauma Informed Care for our instructors. Also discuss in depth, functional analysis that is in the curriculum.

Regional Center Report

- Michael Minton RCEB, QA Supervisor introduced Erin Frey as the new QA Supervisor who will be the new contact person for RCEB. Michael's position will be transitioning with RCEB.
- Michael stated that the vendorization is taking place if the vendor meets the requirements whether they are needed or not. There are currently two hundred beds in the catchment area. If they do not have staff that are not certified, this may present a challenge. The homes must have certified staff before they receive a referral from the RCs. Stephanie McNay with DDS did respond to please reach out to DDS for assistance in this situation. Stephanie confirmed that the reason the state department is checking so closely is to make sure that each vendor does meet the mandate requirements to be certified. Prior to now, anyone could take the DSP training and not meet those requirements. Budget restraints have dictated who is being allowed to take the training classes for DSP.
- Skylar Spencer GGRC QA Supervisor will be changing positions within GGRC into a management compliance role. Germ Smith is the QA Supervisor overseeing the licensed and residential homes and specialist working with the program.
- Contact Sean Galvin and Germ Smith for future meetings and questions.

Provider Representative(s) Input – Patricia Harris would like to see In-Person training classes due to the language barrier concern. French Creole is a large percent of staff that she has. The In-Person is helpful due to DSPs failing the virtual platform. Stephanie McNay responded that if there are DSPs that have failed more than once due to a language barrier, please reach out to Stephanie at DDS. There are things they can do to see if the DSP meets specific markers and expectations to get those DSPs certified.

DSP Trainer Input-

- Abraham Hill, Dr. Cindy Christovale, Ellen Faryna all with Eden Area ROP, Gina Rivera in Fremont area, and Sean Bush for Golden Gate serving Marin County, were all teaching today and did not attend the advisory meeting.

Next Meeting – Virtual Platform, CDE and DDS would like to meet in the Fall each year. Months October, November, or December.

Recap and Closure- Input from vendors/administrators are always appreciated in helping improve the DSP program.